

Regular Meeting of the Board of Directors

January 10, 2018

6:00 pm

RDKB Board Room

GRAND FORKS, B.C.

F I N A L A G E N D A

1. Call to Order

2. Consideration of the Agenda (Additions/Deletions)

- 2a)** The agenda for the January 10, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors is presented.

Recommendation: Corporate Vote Unweighted

That the agenda for the January 10, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors be adopted as presented.

3. Minutes

- 3a)** The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held December 13, 2017 are presented.

Recommendation: Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held December 13, 2017 be adopted as presented.

[Minutes-Regular Meeting of the Board of Directors - 13 Dec 2017](#)

4. Unfinished Business

4a) Board Appointments

Columbia River Treaty Local Government Committee (CRT LGC)

Three-year Term: Jan. 2018-Dec. 2020

Current Appointees: Directors Worley and Danchuk

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors appoints two RDKB Directors to the Columbia River Treaty Local Government Committee for a three-year term commencing January 2018 and expiring December 2020. **FURTHER** that the Columbia River Treaty Local Government Committee be notified of the RDKB appointments.

4b) APC Appointments

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Advisory Planning Commission appointments as follows:

Electoral Area 'A'

Fred Buckley
Shelley Levick
Linda Green
Tyleen Underwood
Craig Stemmler
Rob Ironmonger

Electoral Area 'B'/Lower Columbia-Old Glory

Richie Mann
Graham Jones
Mary MacInnis
Grant Saprunoff
Henk Ravestein
Fern Acton

Electoral Area 'C'/Christina Lake

Dave Bartlett
Terry Mooney
Peter Darbyshire
Butch Bisaro
David Durand
Annie Rioux
Jennifer Horahan
Jeff Olsen
Phil Mody
Ken Stewart

Electoral Area 'D'/Rural Grand Forks

Deb Billwiller
Lesley Matthews

Christie Wheaton
Kathy Hutton
Rod Zielinski

Electoral Area 'E'/West Boundary

Grant Harfman
Michael Fenwick-Wilson
Jamie Haynes
Lynne Storm
Fred Marshall
Florence Hewer
Randy Trerise
Frank Van Oyen

Electoral Area 'E'/West Boundary Big White

Jude Brunt
Deb Hopkinson
Gerry Molyneaux
John Lebrun
Paul Sulyma
Cat Schierer

4c) T. Dueck

Re: International Recycling Markets-Closing and Relocation of Unattended Recycling Bins

A staff report from Tim Dueck, Solid Waste Program Coordinator regarding the closing and relocation of unattended recycling bins in Greenwood, Midway and Beaverdell is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to enact the communications plan to close the unattended Greenwood and Midway recycling bins and relocate the Beaverdell bin to the Beaverdell Solid Waste Transfer Station as of May 1, 2018.

[Staff Report--RDKB Unattnd Recycling Depots-Interntnl Recycle Markets-BOARD-Jan 10- Pdf](#)

5. Communications (Information Only)

5a) UBCM-November 21, 2017- Gas Tax Community Works Fund Payment

[UBCM-Gas Tax Agreement Community Works Fund Payment-BOARD Jan 10, 2018](#)

5b) Cariboo Regional District-November 4, 2017-Appreciation for Assistance During Wildfires

[Cariboo RD-Appreciation for Assistance During Wildfires-BOARD Jan 10, 2018](#)

**5c) Columbia Basin Trust-December 8, 2017
Season's Greetings and Food Bank Donations for 2017**

**Recommendation: Recommendation: Corporate Vote
Unweighted**

That the Regional District of Kootenay Boundary Board of Directors receive items 7 a), b) and c) and further direction at the Board's discretion.

[CBT-Season's Greetings Food Bank Donations 2017-BOARD Jan 10, 2018](#)

6. Reports

**6a) Monthly Schedule of Vendor Payments
Director Martin, Finance Liaison**

Recommendation: Corporate Vote Unweighted

That the monthly Schedule of Vendor Payments ending December 31, 2017 in the amount of \$1,861,757.34 be received.

[Monthly Schedule of Vendor Payments-Ending Dec 31 2017-BOARD-Jan 10 2018](#)

7. Board Appointments Updates

- 7a)** Southern Interior Development Initiative Trust (S.I.D.I.T.)-Director McGregor
Southern Interior Beetle Action Coalition (S.I.B.A.C.) - Director McGregor
Okanagan Film Commission - Director Gee
Boundary Weed Stakeholders Committee - Director Gee
Columbia River Treaty Local Government Committee (CRTLG) - Current Reps: Directors Worley and Danchuk
Columbia Basin Regional Advisory Committee (CBRAC)-Director Worley
Kootenay Booth - Director Rotvold
Rural Development Institute (R.D.I.) - Director Martin
Chair's Update - Chair Russell

8. New Business

**8a) M. Andison
Re: General Government (001) 2018/2019 Work Plan**

Director Martin, Finance Liaison

The General Government 2018/2019 Work Plan is presented for information.

Recommendation: Corporate Vote Unweighted

That the General Government (001) 2018/2019 Work Plan be received as presented.

[001 Work Plan 2018 2019 General Government - Board - Jan 10, 2018](#)

8b) B. Burget

Re: General Government (001)

Draft 2018 - 2022 Five Year Financial Plan

Director Martin, Finance Liaison

A staff report from Beth Burget, General Manager of Finance, regarding the proposed 2018 - 2022 Five Year Financial Plan for Service 001 General Government Services is presented.

Recommendation: Corporate Vote Unweighted

That the Board of Directors discuss the proposed General Government Services (001) 2018 - 2022 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

[Staff Report - 001 Gen Govt Fin Plan-BRD-Jan 10, 2018 - Pdf](#)

8c) MFA Debenture Debt (001)

Draft 2018-2022 Five Year Financial Plan

Director Martin, Finance Liaison

The draft General Government MFA Debenture Debt (001) 2018-2022 Five Year Financial Plan is presented for information.

Recommendation: Corporate Vote Unweighted

That the Board of Directors discuss the draft MFA (001) 2018 - 2022 five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

[5YR001MFA 2018 - 2022 Five Year Financial Plan - BRD - Jan 10, 2018](#)

8d) M. Andison

Re: Building Inspection Service (004) 2018/2019 Work Plan

Director Martin, Finance Liaison

The Building Inspection Service 2018/2019 Work Plan is presented for information.

Recommendation: Corporate Vote Unweighted

That the Building Inspection Services 2018/2019 Work Plan be received as presented.

8e) M. Andison

Re: Building Inspection Service (004)

Draft 2018-2022 Five Year Financial Plan

Director Martin, Finance Liaison

The draft Building Inspection Service (004) 2018-2022 Five Year Financial Plan is presented for information.

Recommendation: Corporate Vote Unweighted

That the Board of Directors discuss the draft Building Inspection Service (004) 2018 - 2022 five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

[5YR004 2018 - 2022 Five Year Financial Plan](#)

8f) Draft Feasibility Studies (006)

2018-2022 Five Year Financial Plan

Director Martin, Finance Liaison

The draft Feasibility Studies Service (006) 2018-2022 Five Year Financial Plan is presented.

Recommendation: Corporate Vote Unweighted

That the Board of Directors discuss the draft Feasibility Studies (006) 2018 - 2022 five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

[5YR006 2018 - 2022 Five Year Financial Plan - BRD - Jan 10, 2018](#)

8g) B. Burget

Re: Budget Summary Reports

Director Martin, Finance Liaison

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

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the staff report from Beth Burget, General Manager of Finance, regarding the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projection.

[Staff Report - Budget Summaries - BRD - Jan 10, 2018 - Pdf](#)

8h) M. Andison

Re: Regional Solid Waste Management (010)

2018/2019 Work Plan**Director McGregor, Environmental Services Liaison**

The Regional Solid Waste Management 2018/2019 Work Plan is presented for information.

Recommendation: Corporate Vote Unweighted

That the Regional Solid Waste Management 2018/2019 Work Plan be received as presented.

[010 Work Plan 2018 2019 Regional Solid Waste Management - Board - Jan 10, 2018](#)

8i) G. Denkovski**Re: Regional Solid Waste Management Service (010)****Draft 2018-2022 Five Year Financial Plan****Director McGregor, Environmental Services Liaison**

The draft Regional Solid Waste Management 2018-2022 Five Year Financial Plan is presented.

Recommendation: Corporate Vote Unweighted

That the RDKB Board of Directors discuss the draft Regional Solid Waste Management Plan Service (010) 2018 - 2022 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

[010 -Reg Solid Waste 2018 2022 Draft Five Year Financial Plan-BOARD-Jan 1-2018](#)

8j) G. Denkovski**Re: Big White Solid Waste Management Service (064)****2018/2019 Work Plan****Director McGregor, Environmental Services Liaison**

The Big White Solid Waste Management Service (064) 2018/2019 Work Plan is presented for information.

Recommendation: Corporate Vote Unweighted

That the Big White Solid Waste Management Service (064) 2018/19 Work Plan be received as presented.

[2018 2019 Work Plan-064 Big White Solid Waste-BOARD-Jan 10 2018](#)

8k) G. Denkovski**Re: Big White Solid Waste Management Service (064)****Draft 2018-2022 Five Year Financial Plan****Director McGregor, Environmental Services Liaison**

The draft Big White Solid Waste Management Service (064) 2018 - 2022 Five Year Financial Plan is presented.

Recommendation: Corporate Vote Unweighted

That the RDKB Board of Directors discuss the draft Big White Solid Waste Management Service (064) 2018-2022 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

[2018 2022 Draft Five Year Financial Plan 064 Big White Waste-BOARD-Jan 10 2018](#)

8l) D. Derby

**Re: 9-1-1 Emergency Communications Service (015)
2018/2019 Work Plan**

Director Rotvold, Protective Services Liaison

The 9-1-1 Emergency Communications Service 2018/2019 Work Plan is presented for information.

Recommendation: Corporate Vote Unweighted

That the 9-1-1 Emergency Communications Service 2018/2019 Work Plan be received as presented.

[015 Work Plan 2018 2019 9-1-1 Emergency Communications -Board-Jan 10, 2018](#)

**8m) 9-1-1 Emergency Communications Service (015)
Draft 2018-2022 Five Year Financial Plan**

Director Rotvold, Protective Services Liaison

The draft 9-1-1 Emergency Communications Service (015) 2018-2022 Five Year Financial Plan is presented.

Recommendation: Corporate Vote Unweighted

That the RDKB Board of Directors discuss the draft 9-1-1 Emergency Communications (015) 2018-2022 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

[5YR015-Five Yr Financial Plan-BOARD Jan 10 2018](#)

8n) C. Marsh

**Re: Protective Services/Emergency Preparedness (012)
2018/2019 Work Plan**

Director Rotvold, Protective Services Liaison

The Protective Services/Emergency Preparedness 2018/2019 Work Plan is presented for information.

Recommendation: Corporate Vote Unweighted

That the Protective Services/Emergency Preparedness 2018/2019 Work Plan be received as presented.

[012 Work Plan 2018 2019 Emergency Preparedness Service](#)

**8o) Protective Services/Emergency Preparedness Service (012)
Draft 2018-2022 Five Year Financial Plan**

Director Rotvold, Protective Services Liaison

The draft Protective Services/Emergency Preparedness Service (012) 2018-2022 Five Year Financial Plan is presented.

Recommendation: Corporate Vote Unweighted

That the RDKB Board of Directors discuss the draft Protective Services/Emergency Preparedness Service (012) 2018-2022 Five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.

[SYR012-Five Yr Financial Plan -BOARD Jan 10 2018](#)

8p) M. Andison

Re: Review of BC Hydro's Application to Purchase Teck Metal's Remaining Interest in Waneta Dam

A staff report outlining the BC Utilities Commission's community input opportunities regarding its regulatory review of BC Hydro's application to purchase TECK Metals Ltd.'s remaining 2/3 interest in the Waneta Dam is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors provide direction for RDKB representatives to participate in the January 13, 2018 BCUC Community Input Session on behalf of the Board of Directors regarding the proposed purchase of the Waneta Dam and register the RDKB as an intervener in the BCUC regulatory review process.

[BCUC Community Input Session & Regulatory Review Timetable - Pdf](#)

8q) J. Svendsen

Re: Replacement of 2011, Ford Expedition (Command 2)

A staff report from J. Svendsen, Fire Chief, Big White Ski Resort regarding the purchase of a vehicle to replace the Duty Officer Vehicle is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the purchase of a 2018 Chevrolet Silverado 3500 Crew Cab LT 4x4 to replace the Ford Expedition Duty Officer Vehicle, from Kelowna Chevrolet in the amount of \$27,886.00 plus applicable taxes and delivery recognizing that the price includes the trade in values of \$8,000 for the 2004 Ford F-350 and \$12,000 for the 2011 Ford Expedition.

[Staff Report-Big White Fire-Ford Expedition Replacment-BOARD-Jan 10 2018](#)

8r) Service Agreement-Selkirk College
Re: Geomatics and Web Service Development (Software Migration and Viewer Customization)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves a service contract between the Regional District of Kootenay Boundary and Selkirk College where the College will provide geomatics and web service development for a software migration and viewer customization to modernize the RDKB online mapping service for a term commencing January 5, 2017 and expiring January 28, 2018 and a cost of \$11,500. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the contract.

[Service Contract-Selkirk College-BOARD-Jan 10 2018](#)

8s) Grants-In-Aid

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

- . Tourism Rossland Society-Electoral Area 'A'-\$100
- . Beaver Valley May Days Society-Electoral Area 'A'-\$4,000
- . Village of Fruitvale-Electoral Area 'A'-\$1,500
- . Boundary Family and Individual Services Society-Electoral Area 'C'\Christina Lake-\$1,000
- . Boundary Family and Individual Services Society-Electoral Area 'D'\Rural Grand Forks-\$1,000
- . Trails to Boundary Society-Electoral Area 'E'\West Boundary-\$1,000

[Grants-in-aid as of Jan 4, 2018-BOARD Jan 10, 2018](#)

9. Bylaws

9a) Bylaw No. 1651-Economic Development (Kootenay) Service Establishment Amendment Bylaw - Adoption

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Amendment Bylaw No. 1651, 2017 be Reconsidered and Adopted.

[Bylaw 1651-Amending Kootenay Econ Dev Service Establishment-Adopt-BOARD-Jan 1-0 2018](#)

9b) B. Burget - Bylaw 1661 Financial Plan Amendment First, Second and Third Readings and Adoption

A staff report from Beth Burget, General Manager of Finance, regarding Financial Plan Amendment Bylaw No. 1661 is presented.

Recommendation: Corporate Vote Weighted

That Regional District of Kootenay Boundary Financial Plan Amendment Bylaw No. 1661, 2018 be given First, Second and Third Readings.

Recommendation: Corporate Vote Weighted

That Regional District of Kootenay Boundary Financial Plan Amendment Bylaw No. 1661, 2018 be Reconsidered and Adopted.

[Staff Report-Fin Plan Amendment-BRD-Jan 10, 2018 - Pdf](#)

9c) T. Lenardon

Re: Alternative Approval Process (AAP)-Bylaws 1653 and 1654

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding the results of the Alternative Approval Process (AAP) for Bylaw 1653 (amending Grand Forks Rural Fire Protection District Service Area Establishment Bylaw No. 1541, 2013 to increase the requisition) and Bylaw 1654 (Loan Authorization for the purchase of two fire trucks and expansion to the fire hall) is presented.

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017 be Reconsidered and Adopted.

Recommendation: Corporate Vote Weighted

That Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017 be Reconsidered and Adopted.

[Staff Report-Bylaws 1653 and 1654-AAP GF Rural Fire-BOARD-Jan 10 2018- Pdf](#)

[RDKB Bylaw 1653-GF Rural Fire District Service Establishment Amendment-Inspector Apprvl-Adopt-BOARD-Jan 10 2018](#)

[RDKB Bylaw 1654-GF Rural Fire-Loan Authorization-Inspector Apprvl.-Adopt-BOARD-Jan 10 2018](#)

- 10. Late (Emergent) Items**
- 11. Discussion of Items for Future Meetings**
- 12. Question Period for Public and Media**
- 13. Closed (Incamera) Session**
- 14. Adjournment**



Regular Meeting of the Board of Directors

December 13, 2017

RDKB Board Room, Trail, B. C.

Minutes

Present: Director R. Russell, Chair
Director G. McGregor, Vice-Chair
Alternate Director T. Webber
Director J. Danchuk
Director M. Martin
Director D. Langman
Director L. McLellan
Director F. Konrad, via teleconference
Director E. Smith
Director M. Rotvold
Director A. Grieve
Director L. Worley
Director V. Gee

Staff: M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration/Recording Secretary
F. Maika, Corporate Communications Officer
B. Burget, General Manager Finance

Others: Rhys Andrews, Dean, Health and Human Services Applied Research and Innovation, Selkirk College Castlegar and Trail Campuses

Call to Order

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

Consideration of the Agenda (Additions/Deletions)

The agenda for the December 13, 2017 meeting of the Regional District of Kootenay Boundary Board of Directors was presented.

The Manager of Corporate Administration advised that the Columbia Basin Trust delegation was unable to attend the meeting, therefore Item 4a) would be removed from the agenda, and it was;

457-17 Moved: Director Worley Seconded: Director McGregor

Corporate Vote Unweighted

That the agenda for the December 13, 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 November 30, 2017 were presented.

Director McLellan expressed concerns that the first version of the November 30, 2017 minutes, and which were distributed with the preliminary December 13th Board meeting agenda, were revised and redistributed with the (second) final agenda.

The Chair acknowledged Director McLellan's concerns. The Chair noted that he did not have concerns with the redistribution of the revised minutes subject to staff providing the Board members with a summary / documentation as to the revisions that were made, which was the case with the redistribution of the November 30, 2017 minutes, and it was;

458-17 Moved: Director Martin Seconded: Director Langman

Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held November 30, 2017 be adopted as presented.

Carried.

Delegation(s)

Representatives from Teck Metals Ltd., Trail Operations
Re: Overview of Teck-owned Lands Located in the RDKB

Delegates Presenting Information:

Christine Deynaka, Lands Manager & General Counsel, Catherine Adair, Community Relations Leader, Sarah MacPherson, Lands & Legal, and Moss Giasson, Lands Project Manager

The Chair welcomed the delegates to the meeting and Christine Deynaka, the spokesperson introduced the other delegates to the meeting and thanked the Board for the opportunity to present a high-level overview regarding land-use and leasing and licencing of Teck-owned lands located in the RDKB jurisdiction.

Teck owns approximately 8,000 hectares of land within the West Kootenays and has a goal to manage the lands based on strategic objectives either through the Trail Land Department or Legacy Properties (Vancouver). When planning for land holdings, Teck considers the community (licenses and leases to various community groups), biodiversity and ecological values (conservation covenants, Lower Columbia Ecosystem Management Plan (LCEMP)) and strategic opportunities. To respond to third-party requests for land, land holdings are reviewed on an annual basis to consider if any lands should be sold. The protection of species and habitat is considered in land use decisions.

Ms. Deynaka listed the following Teck-owned lands that are located in the RDKB jurisdiction and which are largely used by the various RDKB communities, including but not limited to:

1. Christina Lake Fife (legacy, dormant property from previous mining) and along the Kettle River,
2. Electoral Area 'B'/Lower Columbia-Old Glory (Casino, Birchbank Picnic Grounds and area, Silver City Trap Club),
3. City of Trail (Haley Park, Tadanac soccer fields and tennis courts, which are under leases or licences with the City of Trail),
4. Rossland (Rossland Museum area, which is leased to the City of Rossland and the Kootenay Columbia Trails Society),
5. Electoral Area 'A' (Waneta area/Trail Horsemen's Grounds, Beaver Creek area).

Ms. Deynaka noted the various conservation covenants that are in place (e.g. Reptile Conservation Covenants in the Rossland, Warfield and Electoral Area 'B'/Lower Columbia-Old Glory areas) as well as those with private landowners. It was noted that Teck also owns land in the West Boundary (e.g. Beaverdell).

After a brief question and answer period, the Chair thanked the delegates for the information.

**Item 9k) Moved Forward on Agenda-Director Martin-Rural Development Institute
Re.: Regional Local Government-Rural Development Institute (RDI)-Colleges
Proposed Funding Partnership**

As the RDKB representative to the Rural Development Institute, Director Martin introduced a project proposal from the RDI for the development of a partnership application to the Rural Dividend Fund Program (fourth intake). He explained the rigid timeline for submission of the application to meet the closing date of December 15, 2017 and noted that a letter of support

for local government participation and contributions from the RDKB must be submitted by January 31, 2018. Director Martin also noted that the proposal requires significant commitments from the RDKB should the Board agree to move forward. Director Martin suggested that when reviewing this proposal, that the Board consider what value it would bring to the Regional District.

Director Martin turned the floor over to Mr. Rhys Andrews, Dean, Health and Human Services Applied Research and Innovation-Trail and Castlegar Campuses. Mr. Andrews thanked the Board for the opportunity to explain the proposal and he acknowledged the tight application deadlines.

Mr. Andrews noted that the proposal requires both cash and in-kind support contributions and he explained that with local governments as the application sponsor, the RDI could leverage \$100,000 of funding from the Columbia Basin Trust (CBT) to combine with cash contributions from local government to develop the partnership application. If successful, the application would assist rural communities strengthen and diversify their local economies and strengthen existing partnerships with the region's colleges. The funding would be used directly for RDKB initiatives and projects; primarily under economic development.

Mr. Andrews reviewed the project goals, objectives and outputs and he explained the possible partnership funding model noting that over two years the application would seek a cash contribution of \$40,000 (\$20,000 per year) and \$15,000 (\$7,500 per year) of in-kind contributions from the Regional Districts of East Kootenay, Central Kootenay and Kootenay Boundary.

Mr. Andrews also reviewed the Rural Dividend Fund requirements, he summarized potential project ideas and he answered questions from the Board.

The RDKB Board members noted general support for the proposal, but expressed concerns respecting the rigid timelines and the burden that would be placed on RDKB staff, given the volume of work required. Directors also expressed concerns that due to the Rural Dividend process and timeline, the RDKB has not had opportunity to identify "shovel-ready" projects.

M. Anderson, Chief Administrative Officer explained that the RDKB is not directly involved with economic development services, but contracts this work to the Lower Columbia Community Development Team Society (East End) and Community Futures Boundary (West End). Therefore, this matter would need to be referred to these agencies before a commitment could be made.

There was further discussion on ways to meet the application timelines, and it was;

Moved: Director Martin Seconded: Director Langman

Corporate Vote Unweighted

That the Project Proposal Brief from the Rural Development Institute (RDI) regarding a proposed regional-scale Local Government-RDI-Colleges partnership application submission to the BC Rural Dividend Fund Fourth Intake be received. **FURTHER** that before the Rural Dividend application submission deadline of December 15, 2017 a letter from the RDKB, supporting the proposal in principle, be sent to the RDI for inclusion with the application package with the understanding that in January 2018, the RDKB Board of Directors will review possible participation after it considers potential and appropriate "shovel-ready" projects and after it considers the volume of work involved for the RDKB should the Board agree to sponsor the RDI Rural Dividend Fund project proposal.

Defeated

(Directors Konrad, McGregor, McLellan, Rotvold, Worley, Danchuk and Alternate Director Webber opposed)

The Chair thanked Mr. Andrews for taking the time to attend the meeting.

Unfinished Business**Director McGregor-Columbia Basin Broadband Corporation (CBBC)****Re: Update on Progress with Connecting Canadians**

Director McGregor briefly reviewed the CBT Federal Program Update Briefing Note as attached to the agenda and she explained that the Columbia Basin Broadband Corporation continues to move forward with the Connecting Canadians program. She encouraged the Directors to contact her if they have any questions or concerns, and it was;

459-17 Moved: Director Worley Seconded: Director Grieve

Corporate Vote Unweighted

That the Briefing Note from the Columbia Basin Broadband Corporation regarding an update on the progress with the Connecting Canadians Federal Program and Director McGregor's verbal report be received.

Carried.

2018 RDKB Board and Committee Meeting(s) Calendar

The draft 2018 RDKB Board and Committee Meeting Calendar was presented.

460-17 Moved: Director Grieve Seconded: Director McGregor.

Corporate Vote Unweighted

That the revised 2018 RDKB Board and Committee meeting(s) calendar be adopted as presented.

Carried.

Reports**Interim Schedule of Vendor Payments Ending November 30, 2017****461-17** Moved: Director Grieve Seconded: Director Rotvold**Corporate Vote Unweighted**

That the Interim Schedule of Vendor Payments Ending November 30, 2017 in the amount of \$1,389,723.19 be received.

Carried.

**Adopted RDKB Committee Minutes-September/November 2017
Boundary Community Development Committee (Nov 7, 2017), Utilities Committee (Sept 13/17)****462-17** Moved: Director McGregor Seconded: Director McLellan**Corporate Vote Unweighted**

That the following minutes of the RDKB Committee meetings held during September/November 2017 be received:

Boundary Community Development Committee (Nov 7, 2017), Utilities Committee (Sept 13, 2017).

Carried.

**Draft RDKB Electoral Area Advisory Planning Commission Minutes-Dec. 4/17
Electoral Area 'E'/West Boundary****463-17** Moved: Director Grieve Seconded: Director McGregor**Corporate Vote Unweighted**

That the draft minutes of the Electoral Area 'E'/West Boundary Advisory Planning Commission meeting held December 4, 2017 be received.

Carried.

**Adopted RDKB Recreation Commission Minutes
Grand Forks and District Recreation Commission-Nov. 2/17****464-17** Moved: Director Worley Seconded: Director Rotvold**Corporate Vote Unweighted**

That the minutes of the Grand Forks and District Recreation Commission meeting held November 2, 2017 be received.

Carried.

**Adopted Boundary Area Food and Agriculture Advisory Council
Minutes -Sept. 11/17**

465-17 Moved: Director McGregor Seconded: Director Martin

Corporate Vote Unweighted

That the minutes of the Boundary Area Food and Agriculture Advisory Council meeting held September 11, 2017 be received.

Carried.

Adopted Kettle River Watershed Steering Committee Minutes-Oct. 3/17

466-17 Moved: Director Rotvold Seconded: Director McGregor

Corporate Vote Unweighted

That the minutes of the Kettle River Watershed Steering Committee meeting held October 3, 2017 be received.

Carried.

Monthly Committee Recommendations to Board of Directors

The RDKB Committee recommendations as adopted by the RDKB Committees during November 2017 are presented for consideration.

**Electoral Area Services Committee - Nov. 16/17
Director Worley, Chair / Director Gee, Vice-Chair**

Gas Tax Application - RDKB - Boundary Transit

467-17 Moved: Director Worley Seconded: Director McLellan

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the (RDKB) Gas Tax application in the amount of \$5,889 to provide a contribution to the 2017 capital costs associated with the Boundary Transit Service.

Carried.

**Electoral Area Services Committee - Nov. 16/17
Director Worley, Chair / Director Gee, Vice-Chair**

Gas Tax Application - RDKB - Boundary Trails Master Plan

468-17 Moved: Director Worley Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the (RDKB) Gas Tax application in the amount of \$40,000 to provide a contribution to the costs associated with the Boundary Trails Master Plan, a capacity-building project of the Boundary Economic Development Service.

Carried.

Boundary Community Development Committee (BCDC) - Dec. 6/17

Chair/Director Russell, Chair / Director Rotvold, Vice-Chair

Disc Golf Course - Transfer to City of Grand Forks

469-17 Moved: Director Rotvold Seconded: Director McGregor

Corporate Vote Unweighted

That, upon invoicing, the Regional District of Kootenay Boundary Board of Directors approves the payment of \$12,000 from the 2017 Boundary Economic Development Service (008) Budget allocation to the City of Grand Forks for Disc Golf Course Development.

Carried.

Boundary Community Development Committee (BCDC) - Dec. 6/17

Chair/Director Russell, Chair / Director Rotvold, Vice-Chair

Big White Mountain Community Development Association - Transfer of Funds

470-17 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted

That, upon invoicing and / or written agreement, the Regional District of Kootenay Boundary Board of Directors approves the payment of \$12,000 from the 2017 Boundary Economic Development Service (008) Budget allocation to the Big White Mountain Community Development Association for Big White Economic Development Projects.

Carried.

Boundary Community Development Committee (BCDC) - Dec. 6/17

Director Russell, Chair / Director Rotvold, Vice-Chair

Transfer of Funds

471-17 Moved: Director Rotvold Seconded: Director Gee

Stakeholder Vote (Service Participants Greenwood, Midway, Electoral Area 'E'/West Boundary) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the transfer of \$9,151.25 from West Boundary Recreation Grant Budget allocation to Electoral Area 'E'/West Boundary Grants in Aid.

Carried.

**Boundary Community Development Committee (BCDC) - Dec. 6/17
Chair/Director Russell, Chair / Director Rotvold, Vice-Chair**

RCMP Staffing in the City of Grand Forks

The Board reviewed the City of Grand Fork's request for an additional RCMP member. Concerns were expressed that other areas within the RDKB's jurisdiction may also need additional RCMP staffing. Clarification from the Regional RCMP Office in Nelson, and identification of areas of most need should be discussed before a decision is made.

Director Konrad provided further information regarding the City's and surrounding area's (Boundary) RCMP needs and he advised that he will be meeting with the RCMP in the near future to discuss the City's request. He will keep the Board informed.

After further review, it was;

472-17 Moved: Director McGregor Seconded: Director McLellan

Corporate Vote Unweighted

That the matter of RCMP staffing be deferred to a future meeting for further review and a Board decision pending a response from the Regional Office in Nelson that clarifies and identifies where, within all areas of the RDKB's jurisdiction, there is the most need for additional RCMP staffing.

Carried.

Grand Forks and District Recreation-Nov. 30/17

User Fees/Rates

473-17 Moved: Director Konrad Seconded: Director Russell

Stakeholder Vote (City of Grand Forks, Electoral Area 'D'/Rural Grand Forks) Weighted

That the Regional District of Kootenay Boundary Board of Directors approves a 2% increase in the user fees/rates at the Grand Forks Aquatic Centre and Grand Forks Arena commencing January 1st, 2018.

Carried.

Board Appointments Updates

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

The latest SIDIT Newsletter was distributed to the Board via email.

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

The Coalition continues to network with the Province.

Okanagan Film Commission - Director Gee

There was a meeting on December 12th. Work on updating the OK Film Commissioner Contract as well as a list of duties continues. There is a long list of activity in the area.

Boundary Weed Stakeholders Committee - Director Gee

There is nothing new to report.

Columbia River Treaty Local Government Committee and Columbia Basin Regional Advisory Committee (CBRAC) - Director Worley

Director Worley distributed a written report on the CBRAC meeting that was held on December 4th and 5th in Cranbrook. Director Worley noted that the members of the Columbia River Treaty Local Government Committee will participate in a teleconference with Global Affairs Canada on December 15th. Members will be provided an update regarding the U.S.A.'s current position.

Kootenay Booth - Director Rotvold

There is a Kootenay Booth conference call on December 18th. The booth is registered for the 2018 FCM.

Chair's Update - Chair Russell

Chair Russell advised that he is still working on the Committee and Committee Chair appointments. He will advise the Board once all appointments have been made.

New Business

A. Stanley, GM Environmental Services

Re: Mosquito Control Contracts-Mosquito Control Program

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding the Mosquito Control Contracts/Program for Electoral Area 'C'/Christina Lake and Electoral Area 'D'/Rural Grand Forks / City of Grand Forks was presented.

474-17 Moved: Director McGregor Seconded: Director Smith

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve a two-year extension with Morrow BioScience for the Electoral Area 'C'/Christina Lake and Electoral Area

'D'/Rural Grand Forks / City of Grand Forks Mosquito Control Program Contracts at a total annual cost of \$62,972.50 in 2018 and \$64,174.30 in 2019. **FURTHER** that staff follow-up accordingly.

Carried.

G. Wiebe, Engineering and Safety Coordinator

Re: Selection of Groundwater Monitoring Consultant

A Staff Report from Gabe Wiebe - Engineering and Safety Coordinator, presenting a recommendation for the selection of a consultant to complete groundwater monitoring for a four-year term at RDKB solid waste facilities was presented.

475-17 Moved: Director McGregor Seconded: Director Martin

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to enter into a contract with WSP for a four-year term at an annual cost of \$67,514 and total four-year cost of \$270,056 to complete groundwater monitoring at the Grand Forks Landfill, Rock Creek Transfer Station, Beaverdell Transfer Station, McKelvey Creek Landfill and West Boundary Landfill. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the contract.

Carried.

T. Dueck, Solid Waste Program Coordinator

Re: Effects of Changes in China's Waste Importing

A staff report from Tim Dueck, Solid Waste Program Coordinator regarding the effects of changes in China's waste importing policies on RDKB unattended recycling depot service was presented.

The Board reviewed the staff report and the staff recommendation respecting a proposed strategy that would see the RDKB comply with new recycling industry standards, which as of January 1, 2018 include an accepted contamination rate for paper and plastic of 0.3%. The present contamination rate for materials collected in unattended recycling bins in the Boundary region is 14.9%. The RDKB needs to be able to provide a better quality stream or risk being dropped by recycling processor.

Directors Gee, Smith and Rotvold expressed their concerns that if adopted, the recommended course of action in closing the Midway and Greenwood recycling depots and relocating the Beaverdell recycling depot to the Beaverdell Waste Transfer Station, would burden residents with driving longer distances to recycle their materials. More options, and time to review options are required for decision-making.

Director Rotvold stated that she would like staff to organize face-to-face public meetings to educate the public, and it was;

476-17 Moved: Director Gee Seconded: Director Rotvold

Corporate Vote Unweighted

That the matter of the effects of changes in China's waste importing policies on RDKB unattended recycling depots be referred back to Environmental Services staff to draft a report that provides additional options, including the development of a service for small businesses that would assist the RDKB reach compliance with the new recycling industry standards.

FURTHER that staff be directed to organize face-to-face public meetings to educate the public.

Carried.

**C. Marsh, Manager of Emergency Programs and D. Dean, Manager of Planning
Re: Replacement of RDKB Plotter-2017 Fire Season Funds**

A staff report from Chris Marsh, Manager of Emergency Programs and Donna Dean, Manager of Planning and Development regarding the purchase of a new plotter utilizing revenues generated from the deployment of RDKB fire equipment and personnel to areas of the province outside the boundaries of the RDKB during 2017 was presented.

477-17 Moved: Director Martin Seconded: Director Rotvold

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Directors approve the transfer of \$11,000 from the Emergency Preparedness Service Budget (012) to the Planning and Development Service Budget (005) for the purchase of a new Hewlett Packard T7200 plotter. **FURTHER** that the 2017 Financial Plan be amended accordingly.

Carried.

K. Gobeil, Planner

Re: Removal of Private Portions of land from Woodlot W0470-Electoral Area E/West Boundary

A staff report from Ken Gobeil, Planner regarding the removal of the private portions of Woodlot W0479 in Electoral Area 'E' / West Boundary was presented.

478-17 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted

That the staff report from Ken Gobeil, Planner regarding the removal of District Lot 1222s, SDYD and Block A, District Lot 1451s, SDYD in Electoral Area 'E' / West Boundary be received.

Carried.

K. Gobeil, Planner

Re: Application to Amend Liquor Primary Licence-Big White Ski Resort

A staff report from Ken Gobeil, Planner regarding an application to the Liquor Control Licensing Branch (LCLB) to amend the liquor primary liquor licences 63497 & 163408 to permit the addition of the existing patio to a liquor primary area was presented. Director Gee advised that since the staff report had been drafted, the Bull Wheel Strata Corporation has sent communications expressing concerns with the application as submitted.

479-17 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted

That the application to the Liquor Control Licensing Branch (LCLB) to amend Big White Ski Resort's (Bullwheel) Liquor Primary Liquor Licences 63497 & 163408 to permit the addition of the existing patio to a liquor primary area not be supported. **FURTHER** that the LCLB be notified of the Board's decision as well as the Board's concerns and reasons for not supporting the application.

Carried.

K. Gobeil, Planner

Re: MoTI Subdivision Electoral Area 'E' / West Boundary

480-17 Moved: Director Grieve Seconded: Director Langman

Corporate Vote Unweighted

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision of Parcel Z, Block 4, DL 1545, SDYD, Plan KAP94, Beaverdell, Electoral Area 'E' / West Boundary be received. **FURTHER** that staff be directed to forward this staff report *Ministry of Transportation and Infrastructure - Subdivision*, which includes recommendations of the Electoral Area 'E' / West Boundary Advisory Planning Commission to the Ministry of Transportation and Infrastructure for consideration.

Carried.

M. Andison-CAO

Re: Proposed Contract-East End Economic Development Services (Kootenay)

A staff report from Mark Andison, Chief Administrative Officer regarding a proposed contract between the RDKB and the Lower Columbia Community Development Team Society (LCCDTS) for the provision of economic development services was presented.

It was noted that "Sunday" should be added to the definition of a business day and that Section 7.1 should be revised by replacing text referencing the City of Trail with text referencing the "RDKB". Staff advised that the contract would be amended accordingly, and it was;

481-17 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve a three-year contract, as amended, with the Lower Columbia Community Development Team Society (LCCDTS) for the provision of economic development services commencing January 1, 2018 and expiring December 31, 2020, with the payments each year as follows:

- \$103,471 in 2018;
- \$105,540 in 2019; and
- \$107,650 in 2020,

and upon confirmation from the Ministry of Municipal Affairs and Housing that RDKB Economic Development (Kootenay) Service Establishment Amendment Bylaw No. 1651, 2017 has been approved by the Inspector of Municipalities. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the contract subject to the Inspector's approval.

Carried.

M. Andison-CAO**Re: Proposed Contract Extension - Boundary Economic Development Contract**

A staff report from Mark Andison, Chief Administrative Officer, regarding a proposed extension to the Economic Development Services Agreement between the RDKB and Community Futures Boundary is presented.

482-17 Moved: Director Rotvold Seconded: Director Grieve

Corporate Vote Weighted

That the matter of a three-year extension to the Economic Development Services Agreement between the Regional District of Kootenay Boundary and Community Futures Boundary at \$60,000 per year with a 90-day termination clause be referred back to the Boundary Community Development Committee for further review.

Carried.

B. Burget, GM of Finance**Re: MFA Financing - Grand Forks Curling Rink**

A staff report from Beth Burget, General Manager of Finance, requesting that the Board approve MFA financing of "liability under agreement" with the Municipal Financing Authority (MFA) to finance short term financing (under five years) for the Commercial Kitchen Make-up Unit Upgrade for the Grand Forks Curling Rink as included in the 2017 Financial Plan was presented.

483-17 Moved: Director McGregor Seconded: Director Rotvold

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve application be made the Municipal Financial Authority for financing under "Liability Under Agreement" for

Kitchen Exhaust Ventilation Upgrade for the Grand Forks Curling Club for a maximum of \$24,000.

Carried.

A staff report from Mark Andison, CAO, regarding a Building Bylaw Contravention for the property described as:

4960 Sanders Road, Rock Creek, B.C.

Electoral Area 'E' / West Boundary-Parcel Identifier: 003-763-471

Lot A District Lot 1113S SDYD Plan 31288

Owner: Lesley Salikin

484-17 Moved: Director McGregor Seconded: Director Gee

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 Lot A, District Lot 1113S, Similkameen Division Yale District, Plan 31288.

Carried.

M. Andison, CAO

Re: Legacy Project - Arbour Construction

A staff report from Mark Andison, Chief Administrative Officer seeking a Board resolution to facilitate the Regional District of Kootenay Boundary constructing an arbour in Beaver Creek Provincial Park as a legacy project relating to the construction of the Waneta Expansion Project was presented.

485-17 Moved: Director Grieve Seconded: Director Danchuk

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the following resolution:

That the Regional District of Kootenay Boundary will be financially responsible for maintaining the Waneta Expansion Legacy Project arbour at Beaver Creek Provincial Park as per the design that is to be constructed and installed in 2018. Legal liability for the public's use of the arbour lies with BC Parks as the owner of the land on which the arbour will be constructed. If changes to the arbour are considered in the future, then the Regional District of Kootenay Boundary will only assume financial responsibility for maintaining the additions and/or changes to the arbour if the Board of Directors of the Regional District of Kootenay Boundary has agreed to do so prior to the changes being made to the arbour.

The Regional District of Kootenay Boundary's financial responsibility for maintenance will be in effect throughout the life of the arbour and includes responsibility for dismantling the

arbour and returning the area to grass should BC Parks and the Board of Directors for the Regional District of Kootenay Boundary agree that the arbour is no longer needed.

Carried.

M. Andison

Re: West Kootenay Transit Ski Bus Service

A staff report from Mark Andison, Chief Administrative Officer regarding a proposed contract between the RDKB and Tourism Rossland relating to the West Kootenay Transit Ski Bus service between downtown Rossland and Red Mountain Resort was presented.

486-17 Moved: Director McLellan Seconded: Director Martin

Corporate Vote Unweighted

That the Regional District Kootenay Boundary Board of Directors approve a contract between Tourism Rossland and the Regional District of Kootenay Boundary to facilitate free rides on the West Kootenay Transit Ski Bus (Route 48) within the boundaries of the City of Rossland from December 16, 2017 to March 31, 2018. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the 2017/18 Ski Bus Contract between Tourism Rossland and the Regional District of Kootenay Boundary.

Carried.

(Director Danchuk opposed)

Director Martin noted that Tourism Rossland had been requested to provide an analysis regarding the ski bus service and he inquired as to when the analysis would be provided. The Chief Administrative Officer advised that he would follow up on this matter with the new Tourism Rossland Executive Director.

Grants-in-Aid

487-17 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. St. Jude's Anglican Church-Electoral Area 'E'/West Boundary-\$500
2. Greenwood Seniors Citizens Association Branch #99-Electoral Area 'E'/West Boundary-\$300
3. Grand Forks Community Christmas Dinner-Electoral Area 'D'/Rural Grand Forks - \$500
4. Community Futures Boundary-Electoral Area 'D'/Rural Grand Forks-\$2,000

Carried.

Late (Emergent) Items

There were no late items to consider.

Discussion Items for Future Meetings

There were no discussion items to consider.

Question Period for Public and Media

A question period was not necessary.

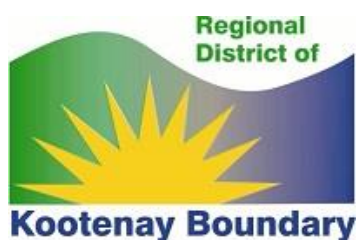
Closed (Incamera) Session

A closed meeting was not required.

Adjournment

There being no further business to discuss, the meeting adjourned (time: 6:18 p.m.).

TL

**STAFF REPORT****Date:** 10 Jan 2018**File**ES Administration -
Solid Waste**To:** **Chair and Members, Board of Directors****From:** Tim Dueck - Solid Waste Program
Coordinator**Re:** Unattended RDKB recycling bins**Issue Introduction**

A Staff Report from Tim Dueck, Solid Waste Program Coordinator regarding the closing and relocation of unattended recycling bins in Greenwood, Midway and Beaverdell.

History/Background Factors

In 2014 the Province began regulating Printed Paper and Packaging under the *Recycling Regulation* of the *Environmental Management Act*. The management of 'recycling' became the responsibility of Multi-Materials BC (which re-branded to Recycle BC).

At the time the Board agreed to continue status quo recycling services until it was established that the stewardship organisation had the capacity to service all RDKB residents. Status quo included the provision of convenient unattended recycling bins in the communities of Fruitvale, Rossland, Genelle, Grand Forks, Greenwood, Midway and Beaverdell. The RDKB continued to partner with Recycle BC to provide curbside recycling services to residents of the Boundary.

In July 2017, Recycle BC took over administration of all curbside recycling services for residents of the RDKB. By the end of January 2018 Recycle BC will be providing curbside blue box service to virtually all residents from Beaver Valley to Genelle, from Christina Lake to Sidley Mountain and Carmi. This is the most extensive curbside coverage by Recycle BC of any regional district in BC.

The RDKB continues to host Recycle BC depots for residents at all staffed solid waste facilities (McKelvey Creek, Christina Lake, Grand Forks, West Boundary and Rock Creek).

The remaining unattended RDKB recycling bins in Midway, Greenwood and Beaverdell are not compliant with, nor required, nor funded by the Recycle BC stewardship program.

The majority of unattended recycling bin users are residents who, already have access to biweekly curbside collection services, but habitually choose not to use it. Conversations with a private hauler indicates that businesses in the West Boundary are already using their services or self-hauling their garbage and recycling to staffed RDKB facilities.

In July the main market for recyclable materials - China - declared that as of January 1st, 2018 they will not allow the import of waste paper or plastics that have a contamination rate higher than 0.3%. The present contamination rate of materials in the RDKB's unattended bins is 15%.

No amount of public education or signage will be effective in reducing the contamination rate to a level that will be acceptable for this end market. The cleanest collection stream is the curbside blue box collection service.

As per Board Direction (December 13, 2017) the RDKB will immediately implement a ban on the most difficult contaminant - film plastic - from all unattended and business sources.

Since 2014, the RDKB has closed unattended garbage bins in Christina Lake, Jewell Lake, Sidley Mountain, Westbridge and Bridesville.

Since 2014, the RDKB has closed unattended recycling bins in Fruitvale, Rossland, Genelle and Grand Forks.

Over 90% of homes in the RDKB have access to curbside recycling collection service.

In addition to the unattended bins in Greenwood, Midway and Beaverdell, the RDKB still maintains unattended garbage/recycling facilities at Mt. Baldy, Idabel Lake and Big White. Alternatives for these services must be evaluated.

Implications

Should the RDKB be unsuccessful in reducing the contamination rate of recycling material, we may not be able to access recycling markets.

Staff does not recommend the provision of recycling collection services to West Boundary businesses as most are already receiving waste removal services from private haulers or self hauling.

Residents who are habituated to self-haul instead of use their curbside collection service will have to switch to the blue box service or the Recycle BC bins located at RDKB landfills.

RDKB staff will work with Greenwood and Midway staff on the rehabilitation of the sites.

The cost of preparing a concrete pad for the recycling bin at the Beaverdell Transfer Station will be approximately \$5,000. The RDKB will recoup some costs from Recycle BC over the years.

Advancement of Strategic Planning Goals

The provision of duplicate stewardship recycling services to residents is not a core function of the RDKB.

The provision of recycling services for businesses at the Rock Creek Transfer Station and West Boundary Landfill is an RDKB core function.

Background Information Provided

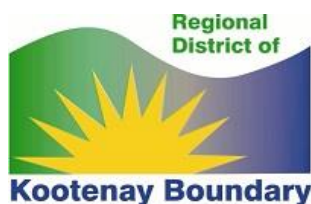
- Staff Report Plastic Film - China Policy - Board Dec. 13, 2017
- Communications Plan - Depot and Film Plastic - Jan 2018

Alternatives

- That the Board direct staff to enact the communications plan to close the unattended Greenwood and Midway recycling bins and relocate the Beaverdell bin to the Beaverdell Solid Waste Transfer Station as of May 1st, 2018.
- That the Board direct staff to immediately implement a film plastic ban, relocate the Beaverdell bin to the Beaverdell Solid Waste Transfer Station and retain the unattended recycling bins in Greenwood and Midway.

Recommendation(s)

- That the Board direct staff to enact the communications plan to close the unattended Greenwood and Midway recycling bins and relocate the Beaverdell bin to the Beaverdell Solid Waste Transfer Station as of May 1st, 2018.

**STAFF REPORT****Date:** 13 Dec 2017**File** ES Administration -
Solid Waste**To:** Chair Russell and the Board of
Directors**From:** Tim Dueck - Solid Waste Program
Coordinator**Re:** International Recycling Markets**Issue Introduction**

A staff report from Tim Dueck, Solid Waste Program Coordinator regarding the effects of changes in China's waste importing policies on RDKB unattended recycling depot service.

History/Background Factors

The materials collected in recycling programs in the RDKB immediately become part of an international commodities market. The price and purity of these streams is directed by the policies and technology of the buyer and processor.

In July 2017, China notified the World Trade Organisation of its intention to restrict the import of certain solid waste and scrap including mixed paper and mixed plastic. As of January 1 2018, the accepted contamination rates for paper and plastic will be 0.3%.

The present contamination rate for materials collected in unattended recycling bins in the Boundary region is 14.9%. Based on historic performance of contamination rates at unattended depots it is unlikely that education alone will result in a 0.3% contamination rate. The RDKB must be able to offer a better quality stream or risk being dropped by recycling processors.

Staff proposes that the RDKB enact a strategy to comply with new recycling industry standards.

What's the RDKB providing right now

The RDKB provides unattended recycling bins in the following locations:

- downtown Greenwood

- Midway (Arena/Airport)
- Beaverdell Fire Hall
- Mt. Baldy Waste Transfer Station
- Idabel Lake roadside bins
- Big White Solid Waste Transfer Station
- 55 commercial/condo sites at Big White

The RDKB also provides commercial recycling bin service at the following solid waste facilities:

- Grand Forks Landfill
- Christina Lake Transfer Station
- Rock Creek Transfer Station
- West Boundary (Greenwood) Landfill

The RDKB contracts Alpine Disposal to:

- provide curbside recycling collection services to approximately 120 SMALL BUSINESSES in Rossland and Beaver Valley at an annual cost of \$84,000.
- provide commercial recycling depot services at McKelvey Creek landfill to small business in the Greater Trail area (\$28,500 for 2018).

The RDKB's Greater Trail business recycling program does not accept film plastic.

Recycle BC provides a stewardship program for Printed Paper and Packaging FROM RESIDENTS ONLY. Recycle BC provides curbside collection services (blue boxes) to nearly all RDKB residents - including an additional 500 in Brown Creek, Bridesville/Sidley Mountain starting in January, 2018. The RDKB hosts Recycle BC depots at all landfills and transfer stations. These depots accept separated film plastic. Recycle BC is not obligated to provide recycling services to the institutional, commercial or industrial sector.

Strategy to comply with standard and continue providing commercial recycling services.

Staff proposes the following strategy for responding to China's import restrictions while continuing to provide recycling services to small businesses in the Boundary/West Boundary:

Physical Strategy

- Remove the unattended recycling bin in downtown Greenwood and relocate the commercial bin to the West Boundary Landfill four kilometres from Greenwood. All area residents already receive curbside collection service for Printed Paper and Packaging from Recycle BC. Small businesses are already bringing their garbage to the Landfill and could reasonably be expected to bring recycling as well.

- Remove the unattended recycling bins at the Arena/Airport in Midway. All area residents already receive curbside collection services for Printed Paper and Packaging from Recycle BC. Small businesses are already bringing their garbage to West Boundary landfills of transfer stations and can reasonably be expected to bring their recycling as well.
- Relocate the unattended recycling bin from the Fire Hall in Beaverdell to the Beaverdell Solid Waste Transfer Station located four kilometres south of town. This would then transition the costs of the bin from a RDKB-funded service to a Recycle BC stewardship depot. Nearly all residents receive curbside blue box collection service for Printed Paper and Packaging from Recycle BC in this region.

These three depots represent an obvious duplication of services already provided by a stewardship program.

Public Education

- Education campaign on removing film plastic from recycling stream and closing/relocating recycling bins.

This will include:

- Letters to Midway and Greenwood council
- immediately posting notices at all unattended recycling bins
- unaddressed ad mail flyer to all Boundary/West Boundary residents
- RDKB webpage/Facebook

The implementation of these measures will remove most of the contamination and improve the overall quality of the RDKB's commercial recycling stream.

It should also be noted that all BC residents are only able to recycle film plastic at Recycle BC depots ...except in the RDKB.

Implications

The RDKB has been informed by Cascades Recovery (the company who receives, processes and markets the recycling material) that film plastic will no longer be allowed in the commingled unattended bins as of January 1st, 2018.

As well, processing costs for ALL the material will rise from \$130 per tonne to \$156 per tonne. This represents an overall cost increase estimated to be approximately \$5,000 in 2018.

Although the financial costs appear relatively low, it is likely that the processor would refuse to accept RDKB materials if contamination rates remain at current levels.

Advancement of Strategic Planning Goals

The RDKB has been managing many commercial recycling materials for small businesses throughout the District. Policies to reduce the contamination component of the recycling stream is consistent with the focus on good management and governance. The provision of recycling services to small businesses - not provided by stewardship organisations - is a core function of the Solid Waste service.

Background Information Provided

- Letter from the Solid Waste Association of North America to government agencies
- Letter from Cascades Recovery+ to local governments

Alternatives

1) That the Board of Directors direct staff to proceed with the communications plan as outlined in the Staff Report, close the Midway and Greenwood recycling depots and relocate the Beaverdell recycling depot to the Beaverdell Waste Transfer Station on May 1st, 2018.

2) That staff create a plan to eliminate film plastic from unattended depots but retain all the unattended depots in their present locations.

Recommendation(s)

That the Board of Directors direct staff to proceed with the communications plan as outlined in the Staff Report, close the Midway and Greenwood recycling depots and relocate the Beaverdell recycling depot to the Beaverdell Waste Transfer Station on May 1st, 2018.

**CASCADES RECOVERY+**

a division of Cascades Canada ULC
66 Shorncliffe Road,
Toronto, (Ontario) Canada M8Z 5K1

Telephone: 416-231-2525
Fax: 416-232-8820

October 2017

Dear Valued Customer:

RE: Recycling End Market Update

Cascades Recovery+ (CR+) is a leader in the materials recovery industry in North America, and is focused on supporting our customers in finding innovative, sustainable and long term recycling solutions for their discarded materials management needs. We are proud to have a network of end market facilities around the globe and close to home that we collaborate with to find homes for your recyclable materials.

Recently, heightened political policy changes in China, the largest recycling end market in the world, has led to a need to review how we collect, process and market recyclable materials; based on the changing end market landscape (what materials can be sold and under what material quality/spec conditions). Specifically, new and evolving policy regarding bans or newer, stricter quality policy has affected several material grades including Mixed Scrap Plastic and Mixed Paper. We are exploring alternative end markets outside of China and internal process options to try to mitigate any potential negative impacts to our customers. CR+ is continuing to monitor and evaluate the situation, and will continue to keep our customers involved and informed as the situation develops.

Cascades Recovery+ sincerely appreciates the opportunity to provide you with a single source solution for your recovery needs and we are always available to assist in reviewing your current program and providing you with additional services and/or the collection of additional materials.

Please do not hesitate to contact your CR+ Account Manager should you have any questions regarding this announcement.

Sincerely,


Paul E. Jablonski
Director Account Sustainability

RECOVERY + PAPER + PACKAGING CASCAD.COM



October 11, 2017

RE: Impact of Chinese Waste Ban on State & Local Recycling Programs

The Solid Waste Association of North America (SWANA) is a non-profit association for waste and recycling professionals with more than 9,000 members across the United States and Canada. On behalf of those members, SWANA is writing to share some important and recent recycling market developments that have implications for the movement of recyclables worldwide, and that may impact recycling programs in your state.

In July 2017, China notified the World Trade Organization (WTO) of its intention to prohibit the import of certain solid wastes and scrap into their country, including mixed paper and mixed plastics, beginning on January 1, 2018. In addition, China announced a new, and exceedingly stringent, contamination standard applicable to recyclable imports (0.3 percent). This proposal is inconsistent with the global standards followed by the recycling community and its industrial consumers, and if adopted, will effectively result in a ban on the importation of virtually all waste and scrap commodities, as the standard is nearly impossible to achieve.

In late August, SWANA filed comments with the WTO seeking additional clarity about China's filing, and raising concerns about the scope and timing of the proposed ban. China is the largest export market for recyclables generated in the United States. SWANA's comments note that China imports approximately 13 million tons of paper and 776,000 tons of plastic from the United States annually. We argued it is simply not feasible to expect domestic recycling facilities capable of handling all the material now sent to China to be permitted, constructed, and commence operations by the end of 2017. With the gap between domestic processing and market demand, the proposed ban could adversely affect municipal recycling programs through the country. Although SWANA and other industry participants support China's environmental improvement goals, we questioned the efficacy of its notices, and suggested a longer transition period for the implementation of new import controls. A copy of SWANA's WTO comments can be downloaded [here](#).

During September, we learned that China's Ministry of the Environment (MEP) is not renewing waste import licenses. As a result, material has started to pile up in Hong Kong (a major port of entry) and a handful of US municipal recycling programs have already begun to make [adjustments](#) in the materials they accept in response to the uncertainty created by the looming ban and new contamination standard. Market prices, particularly for paper, dropped significantly in September, with [market observers](#) linking that decline to the Chinese actions.

Along with other stakeholders, SWANA has met with the US Department of Commerce, Office of the United States Trade Representative (USTR), and the US Environmental Protection Agency about the ban, the contamination standard, and their potential effect on local recycling programs across the United States. In response to our concerns, the waste import ban and related issues were raised in late September meetings in China among Commerce, USTR and MEP representatives; however, it is unclear whether China will consider any changes to the proposed import ban or contamination standard. To date, MEP has been reluctant even to clarify some questions about the affected materials and applicable contamination standards. SWANA will continue to press the waste sector's concerns with federal officials and others, and continues to monitor this dynamic situation closely.

What Should State Agencies Do?

Be prepared for increased market volatility, which is likely to drive greater uncertainty among your stakeholders. SWANA suggests state agencies take the following steps:

1. Communicate with local governments, industry partners, generators, and other interested parties about the current disruption in recycling markets.
2. Educate all stakeholders about the importance of generating high quality material. China's ongoing efforts to limit the amount of contamination in material imports -- dating back to the 2013 "Green Fence" -- highlight the need for recyclers to produce high quality material.
3. Renew efforts to encourage waste reduction and the development of alternative domestic markets for recyclable materials. Both have the potential to reduce reliance on Chinese markets.
4. Review current and contemplated recycling goals and regulations in light of current market conditions.

We will continue to monitor developments domestically and overseas, and will provide additional information as warranted. Some recycling programs in the United States have recently experienced reduced market prices for their material, and continued volatility can be expected in the short term.

SWANA remains committed to recycling and resource management, and to working with members and partners at the local, state and federal levels to improve and expand recycling programs in the United States. If you have any questions, please free to contact me at dbiderman@swana.org or 240-494-2254.

Sincerely,



David Biderman
Executive Director & CEO
Solid Waste Association of North America

1100 Wayne Avenue • Suite 650 • Silver Spring, Maryland 20910

301.585.2898 phone • 301.589.7068 fax • www.swana.org

January 2018

Regional
District of

Kootenay Boundary

COMMUNICATIONS PLAN

Unattended Recycling Depots & Film Plastic

ISSUE DESCRIPTION

The Board of Directors of the RDKB has directed staff to ensure that residents are aware of the reasons for changes in the recycling services provided to West Boundary residents and businesses:

- * the immediate change of eliminating film plastic from the unattended recycling bin service and the suitable alternatives.
- * the closure or relocation of unattended recycling bins in Greenwood, Midway and Beaverdell.

TARGET AUDIENCE

Users of the unattended recycling bin services in the West Boundary, Idabel Lake and Big White.

RATIONALE

The communication will describe the reasons for:

- * eliminating film plastic from the commingled recycling
- * removing the unattended recycling bins from Greenwood and Midway
- * relocating the unattended recycling bin from the Beaverdell Fire Hall to the Beaverdell Solid Waste Transfer Station

January 2018

Regional
District of

Kootenay Boundary

COMMUNICATION TOOLS

Signs

RDKB staff will immediately post signs at all unattended recycling bins declaring that Film Plastic is no longer allowed in these bins and that residents must take film plastic (See Appendix A)

Letter to Local Councils

RDKB staff will send a letter to the Greenwood and Midway councils and the Beaverdell Community Club and Recreation Commission informing them of the Board's decision. The letter will ask that staff work with RDKB staff to decommission the sites to the satisfaction of the landowner.

Website/Facebook

Information about this change will be posted on the rdkb.com website and kNOw Waste - RDKB Facebook site. Links will be posted on The Soapbox and various buy and sell groups sites.

Unaddressed Admail

Information about this change will be part of the West Boundary Solid Waste Update/Collection Scheduled which will come out in early April.

News Release

Information about this change will be provided in a news release for the Boundary Creek Times, Grand Forks Gazette and Kettle River Echo and posted on the rdkb.com website and kNOw Waste - RDKB Facebook site.

Public Meetings

Public meetings are not required for this issue.

NO FILM PLASTICS

- **NO Plastic Bags**
- **NO Shrink Wrap**
- **NO Grocery Bags**

**Film plastics must be brought
to Recycle BC depots
located at RDKB landfills &
waste transfer stations.**

**RDKB 1-800-355-7352
BC RECYCLING HOTLINE 1-800-667-4321**



REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

FILE #

NOV 21 2017

DOC #

REF. TO:

CC:

MA/MP/GD/DS/FILE



November 21, 2017

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

Dear Chair Grace McGregor:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the second of two Community Works Fund (CWF) payments for fiscal 2017/2018. An electronic transfer of \$235,570.83 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

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

Also included with the 2017/18 funding payment is a one-time federal legacy infrastructure funding payment, which was committed by the Government of Canada in *Budget 2016*.

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

For further information, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Kind regards,

A handwritten signature in black ink that reads "Wendy Booth". The signature is fluid and cursive, with the first name "Wendy" being more prominent than the last name "Booth".

Wendy Booth
UBCM President

Pc: Beth Burget, General Manager of Finance



Suite D, 180 N Third Avenue, Williams Lake, BC V2G 2A4
Tel: 250-392-3351 TF: 1-800-665-1636
Fax: 250-392-2812

File: 7130-16

November 4, 2017

Mark Andison, Acting CAO
Regional District of Kootenay Boundary
202 - 843 Rossland Avenue
Trail, BC V1R 4S8

Dear Mr. Andison:

Re: Appreciation For Assistance During Wildfires

I would like to extend our sincere, deep appreciation for the generosity of the Regional District of Kootenay Boundary for allowing your staff to assist our Emergency Operations Centre team during the 2017 wildfires. We could not have maintained staffing throughout this extended event without the generous assistance of local governments like yours. To come to our aid during a time of uncertainty and fear for many, was truly remarkable and much appreciated.

Shoulder to shoulder, our staff and yours came together in a state of comradery during a stressful and unpredictable situation. Thank you for your support; it is truly appreciated by the residents, staff and elected officials of the Cariboo Regional District.

Yours truly,

Janis Bell
Chief Administrative Officer

JB/na

building communities together



December 8, 2017

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

Dear Chair Russell and Directos,

Season's Greetings!

In October, during the Columbia Basin Symposium, I was struck by the sense of collective commitment to the welfare of this region expressed by participants. Their hopes for the future will continue to inspire and inform me in the coming year.

I know these sentiments are shared by our local and regional governments. You play an important role in furthering the well-being of communities and residents in the Columbia Basin. Working together, you are helping to create a lasting legacy in the region, *thank you!*

In an effort to make the holidays a little brighter for those less fortunate, we are once again donating \$500 to each of the 30 food banks in the Basin. Access to healthy, affordable food is a challenge for many, and food banks play a vital role in addressing this issue in our region.

We are so fortunate to live in such an amazing part of the world. Each year we celebrate the beauty and wonder of the Columbia Basin through a calendar of images taken by local photographers. Please find enclosed our 2018 desktop calendar. You can request more at www.ourtrust.org/calendar.

On behalf of the Columbia Basin Trust board and staff, I would like to wish you happy holidays and a wonderful New Year.

Yours truly,

A blue ink handwritten signature, appearing to read "Johnny Strilaëff", with a stylized, looping flourish at the end.

Johnny Strilaëff
President and Chief Executive Officer

Enc.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register - Summary

AP5090
Date: December 31, 2017

Supplier : 084010 To ZUM
Cheque Date: DECEMBER 1 - 31, 2017

Cheque Date	Supplier Code	Supplier Name	Amount
07-Dec-17	ACC050	ACCURA ALARMS SECURITY SE	94.5
07-Dec-17	ALB040	ALBERT'S MECHANICAL LTD.	2,312.75
07-Dec-17	ARL010	THE ARLINGTON HOTEL	113.03
07-Dec-17	BEA014	BEAVERDELL COMMUNITY CLUB	350
07-Dec-17	BEA014	BEAVERDELL COMMUNITY CLUB	3,000.00
07-Dec-17	BEA220	BEAVER VALLEY SKATING CLU	135
07-Dec-17	BEA250	BEAVER FALLS WATERWORKS D	1,815.36
07-Dec-17	BIG055	BIG WHITE MOUNTAIN COMMUN	2,548.55
07-Dec-17	BIR020	BIRNIE, NORINE - "IN TRUS	162.95
07-Dec-17	BOU043	BOUNDARY ALL NATIONS ABOR	2,000.00
07-Dec-17	BRI050	BRIDESVILLE COMMUNITY CLU	500
07-Dec-17	CAF015	CAFFE AMERICANO	189
07-Dec-17	CAN130	CANADIAN UNION OF PUBLIC	6,825.83
07-Dec-17	COF002	2018 COFI ANNUAL CONVENTI	997.5
07-Dec-17	COL021	COLBACHINI, RANDY, R.	205.16
07-Dec-17	CUM010	CUMMINS WESTERN CANADA	2,037.62
07-Dec-17	FOR010	FORTISBC - ELECTRICITY	1,273.89
07-Dec-17	FOR040	FORTIS BC - NATURAL GAS	7,560.44
07-Dec-17	GER030	GERICK CYCLE & SPORTS	17.91
07-Dec-17	GRE025	GREENWOOD REPAIRS	461.44
07-Dec-17	GRE030	GREYHOUND COURIER EXPRESS	294.47
07-Dec-17	GRE055	GREATER TRAIL HOSPICE SOC	2,915.00
07-Dec-17	HAR014	HARRISON WHITESIDE, KATE	630
07-Dec-17	INT080	INTERIOR SIGNS	126
07-Dec-17	KET230	KETTLE RIVER COMMUNITY GA	1,000.00
07-Dec-17	KIN100	KING OF KINGS NEW TESTAME	1,000.00
07-Dec-17	LEM001	LEMIEUX, CURTIS	98.66
07-Dec-17	MSC020	MSC ENTERPRISES LTD. C/O	8,540.47
07-Dec-17	ODO010	O'DOHERTY, GABRIELE	188.95
07-Dec-17	ORC010	ORCHARD FORD SALES LTD.	115.56
07-Dec-17	OVE010	OVERWAITEA FOODS	56.37
07-Dec-17	PAR030	PARKVIEW MANOR	700
07-Dec-17	PAR055	PARSONS, W. MICHAEL	153.87
07-Dec-17	PAS060	THE PASTRY SHOP	146.65
07-Dec-17	PET004	PETIT, PHILIP	1,050.00
07-Dec-17	PUR020	PUROLATOR INC.	146.74
07-Dec-17	RED040	REDI ELECTRIC	3,265.50
07-Dec-17	RIE015	RIEBERGER, LUCY	98.66
07-Dec-17	ROC002	ROCK ISLAND RV	200.04

07-Dec-17 ROS400	ROSSLAND WINTER CARNIVAL	1,000.00
07-Dec-17 ROT030	ROTVOLD, MARGUERITE	919.73
07-Dec-17 SAV010	SAVAGE PLUMBING & HEATING	287.91
07-Dec-17 SEC030	SECURE BY DESIGN	44.8
07-Dec-17 SEW010	SEW-IT BOAT TOPS & UPHOLS	11.2
07-Dec-17 SEX010	SEXAUER LTD.	572.34
07-Dec-17 SHA030	SHAW CABLE	503.52
07-Dec-17 SPE003	SPEEDPRO SIGNS PLUS	123.2
07-Dec-17 STA100	DR. BLAIR STANLEY INC.	700
07-Dec-17 STE007	STEWART'S COLLISION CENTR	819.34
07-Dec-17 STE130	STERICYCLE COMMUNICATION	813.94
07-Dec-17 STR050	STRIKER INDUSTRIES	33.6
07-Dec-17 TEA060	TEAMWORKS SOLUTIONS LTD.	424.2
07-Dec-17 TEL050	TELUS COMMUNICATIONS CO.	12,932.43
07-Dec-17 THE010	THE SOURCE	92.38
07-Dec-17 TRA011	TRAIL CURLING ASSOCIATION	571.43
07-Dec-17 UPL030	UPLAND AGRICULTURAL CONSU	3,622.50
07-Dec-17 VIS050	VISTA RADIO LTD.	554.4
07-Dec-17 WAL080	WAL MART CANADA CORP	217.29
07-Dec-17 WAS010	WASTE MANAGEMENT	750.62
07-Dec-17 WES016	WESTBRIDGE RECREATION SOC	200
07-Dec-17 YOU080	YOUR DOLLAR STORE WITH MO	21.67
07-Dec-17 ZAH020	ZAHN, MELISSA	88
08-Dec-17 LGM060	LGMA CAO 2018 FORUM	903
12-Dec-17 CIB010	CIBC VISA	7,586.95
15-Dec-17 ACC030	ACCURATE FIRE PROTECTION	330.75
15-Dec-17 ACC050	ACCURA ALARMS SECURITY SE	186.63
15-Dec-17 AGS020	A & G SUPPLY LTD.	2,286.47
15-Dec-17 APF010	A & P FURNITURE	512.96
15-Dec-17 ARL010	THE ARLINGTON HOTEL	329.64
15-Dec-17 BCY020	BC/YUKON COMMAND THE ROYA	565
15-Dec-17 BEA150	BEAVER VALLEY NITE HAWKS	180
15-Dec-17 BOR140	BORUCK, JOANNA	29.39
15-Dec-17 BRI001	BRINK'S CANADA LIMITED	367.16
15-Dec-17 BRY010	BRYAN'S CRANES LTD.	44.75
15-Dec-17 BRY090	BRYANT, DEAN	200
15-Dec-17 CAN044	CANWEST PROPANE PARTNERSH	835.09
15-Dec-17 CEN030	CENTRAL KOOTENAY INVASIVE	17,850.00
15-Dec-17 CHR120	CHRISTINA LAKE MECHANICAL	13,059.29
15-Dec-17 CHR270	CHRISTINA LAKE NEWS	147
15-Dec-17 CIA120	CIARDULLO, FRANK, A.	675
15-Dec-17 CIE020	CI EXCAVATING	744.45
15-Dec-17 COL006	COLUMBIA BASIN TRUST	3,651.20
15-Dec-17 COL017	COLBACHINI, CHERYL ANN	119.5
15-Dec-17 COL026	COLUMBIA WIRELESS INC.	1,220.80
15-Dec-17 CUL010	CULLEN DIESEL POWER LTD.	1,322.01
15-Dec-17 DEL070	DELL CANADA INC	3,651.08

15-Dec-17 FER001	FERRARO FOODS	47.87
15-Dec-17 FIR012	FIRESAFE COMMUNICATIONS I	418.95
15-Dec-17 FIR230	FIRESTORM ENTERPRISES LTD	6,275.08
15-Dec-17 FIV050	FIVE STAR UNIFORMS	3,976.64
15-Dec-17 FLE010	GUILLEVIN INTERNATIONAL I	104.16
15-Dec-17 FLE015	FLEETCOR CANADA MASTERCAR	4,033.81
15-Dec-17 FLE015	FLEETCOR CANADA MASTERCAR	301.92
15-Dec-17 FOR010	FORTISBC - ELECTRICITY	27,015.57
15-Dec-17 FOR040	FORTIS BC - NATURAL GAS	7,598.44
15-Dec-17 FORGRA	FORTIS BC - FINANCIAL ACC	210
15-Dec-17 FRI015	FRIESEN RICHARD	138.6
15-Dec-17 FRU020	FRUITVALE CO-OP	149.1
15-Dec-17 GAI010	GAIA PRINCIPLES IPM SERVI	262.5
15-Dec-17 GAL080	GALLAMORE, TAMMY	181.02
15-Dec-17 GLO015	GLOBAL INDUSTRIAL CANADA	5,048.94
15-Dec-17 GRA015	GRAND FORKS HOME CENTRE	8.49
15-Dec-17 GRE018	GREY, MATTHEW	126
15-Dec-17 GRE030	GREYHOUND COURIER EXPRESS	565.8
15-Dec-17 HEW010	HEWER, FLORENCE ELLEN	582.4
15-Dec-17 HOR070	HORNE, KEVIN	354.77
15-Dec-17 KET010	KETTLE RIVER SENIORS ASSO	120
15-Dec-17 KET015	KETTLE ECOLOGICAL	420
15-Dec-17 KOO008	KOOTENAY MAINTENANCE SERV	2,079.00
15-Dec-17 KOO060	KOOTENAY SUB-SURFACE IMAG	1,181.25
15-Dec-17 KOO600	KOOTENAY COLUMBIA HOME ME	9,827.13
15-Dec-17 MAR220	MARSHALL, FRED	218.4
15-Dec-17 MBL010	M.B. LABORATORIES LTD.	283.5
15-Dec-17 MCI070	MCINTYRE, AMANDA	430.65
15-Dec-17 MIN010	MINISTER OF FINANCE	13,678.88
15-Dec-17 MIN030	MINISTER OF FINANCE	10,650.00
15-Dec-17 MIN040	MINISTER OF FINANCE	376.81
15-Dec-17 MIN100	MINISTER OF FINANCE	865.08
15-Dec-17 MOR025	MORASSUT, ANGELA ALICE	177.14
15-Dec-17 NEO001	NEOPOST	190.85
15-Dec-17 OKA160	OKANAGAN FILM COMMISSION	5,000.00
15-Dec-17 OVE010	OVERWAITEA FOODS	36.31
15-Dec-17 PUR020	PUROLATOR INC.	44.67
15-Dec-17 QUA002	QUANTUS ELECTRIC LTD.	1,042.13
15-Dec-17 RAC010	RACE TRAC FUELS	1,146.71
15-Dec-17 RAD030	RADIUS INDUSTRIAL WORKS I	196.84
15-Dec-17 RBM010	R B MECHANICAL	83.35
15-Dec-17 REC010	RECEIVER GENERAL FOR CANA	90,180.39
15-Dec-17 REG070	REGIONAL DISTRICT OF CENT	1,230.00
15-Dec-17 ROC190	ROCK CREEK COMMUNITY MEDI	640
15-Dec-17 RUS025	RUSTIC CRUST	57.75
15-Dec-17 SAV010	SAVAGE PLUMBING & HEATING	5,257.35
15-Dec-17 SEL010	SELECT OFFICE PRODUCTS	225.01

15-Dec-17 SHA030	SHAW CABLE	144.24
15-Dec-17 STA090	STAR AUTOMOTIVE INC.	133.13
15-Dec-17 STA100	DR. BLAIR STANLEY INC.	140
15-Dec-17 STE130	STERICYCLE COMMUNICATION	1,627.88
15-Dec-17 SUR020	SURINAK, SANDRA - "IN TRU	219.93
15-Dec-17 TEL001	TELUS COMMUNICATIONS (B.C	2,428.46
15-Dec-17 TEL050	TELUS COMMUNICATIONS CO.	604.47
15-Dec-17 THE001	TRAVEL MEDICINE & VACCINA	325
15-Dec-17 THO130	THOMPSON OKANAGAN TOURISM	1,349.46
15-Dec-17 TRA011	TRAIL CURLING ASSOCIATION	28.57
15-Dec-17 TRA040	TRAIL DAILY TIMES	100.7
15-Dec-17 TRA150	TRAIL YOUTH BASEBALL	684.42
15-Dec-17 TRE100	TRERISE, RANDY	48.88
15-Dec-17 WAL080	WAL MART CANADA CORP	165.67
15-Dec-17 WES012	WESTKEY GRAPHICS	118.38
15-Dec-17 WES024	WESCO INDUSTRIES LTD.	273.07
15-Dec-17 WES025	WESTEK CONTROLS LTD.	1,214.22
15-Dec-17 WES060	WESTERN CANADA SAFETY SER	6,524.60
15-Dec-17 WHI090	WHITLOCK INSURANCE SERVIC	24
15-Dec-17 YOU080	YOUR DOLLAR STORE WITH MO	21.47
15-Dec-17 ZIN020	ZINNER, HARALD	200.72
20-Dec-17 COM070	COMMUNITY FUTURES DEVELOP	2,000.00
20-Dec-17 DAI001	DAINES, MARK	60
20-Dec-17 EDW030	EDWARDS, WILLIAM	750.32
20-Dec-17 FIS040	FISCHER, KENNETH	77.91
20-Dec-17 FOR010	FORTISBC - ELECTRICITY	5,376.08
20-Dec-17 FOR040	FORTIS BC - NATURAL GAS	2,272.62
20-Dec-17 GAG001	GAGNON, ANDRE	60
20-Dec-17 GRA039	GRAND FORKS COMMUNITY CHR	500
20-Dec-17 GRA065	GRAND FORKS SENIORS SOCIE	200
20-Dec-17 GRE610	GREENWOOD SENIORS CITIZEN	300
20-Dec-17 HAR025	HARRIS, JIM	513.6
20-Dec-17 INL050	INLAND KENWORTH PARKER PA	435,786.40
20-Dec-17 INS010	INSURANCE CORPORATION OF	84,399.00
20-Dec-17 IRL010	IRL SUPPLIES LTD.	158.41
20-Dec-17 LEA001	LEAVITT, LEO	60
20-Dec-17 MCF010	MCFADDEN, STEPHEN K.	90
20-Dec-17 MCL030	MCLEAN, KIM	90
20-Dec-17 MIN040	MINISTER OF FINANCE	923.33
20-Dec-17 PET010	PETRO CANADA	6,842.47
20-Dec-17 ROC190	ROCK CREEK COMMUNITY MEDI	80
20-Dec-17 ROT030	ROTVOLD, MARGUERITE	285.75
20-Dec-17 SHE005	SHERRIFF, SUSAN, B.	2,160.00
20-Dec-17 SIM070	SIMM, LARRY	90
20-Dec-17 STA007	DESJARDINS CARD SERVICES	23.36
20-Dec-17 STA025	STAJDUHAR, JESSICA	54.09
20-Dec-17 STJ050	ST. JUDE'S ANGLICAN CHURC	500

20-Dec-17 VER080	VERSA-TASK SERVICES	90
20-Dec-17 WOL002	WOLFE, DEREK	90
20-Dec-17 XER010	XEROX CANADA LTD.	56.84
28-Dec-17 BAR011	BARKWELL, LAURA	100
28-Dec-17 BEL110	BELL MOBILITY INC.	179.06
28-Dec-17 CAN130	CANADIAN UNION OF PUBLIC	5,726.34
28-Dec-17 CAS019	CASTLEGAR MEDICAL ASSOCIA	42.4
28-Dec-17 COL017	COLBACHINI, CHERYL ANN	119.5
28-Dec-17 DUE010	DUELING OAKS RESTAURANT	780.57
28-Dec-17 GRE018	GREY, MATTHEW	195.58
28-Dec-17 HOR070	HORNE, KEVIN	354.77
28-Dec-17 INS010	INSURANCE CORPORATION OF	5,151.00
28-Dec-17 INT140	INTERIOR HEALTH	14.35
28-Dec-17 LEX010	LEXISNEXIS CANADA INC.	288.38
28-Dec-17 MIN010	MINISTER OF FINANCE	617.4
28-Dec-17 MIN030	MINISTER OF FINANCE	5,287.50
28-Dec-17 OTT020	OTTING, KIM	134.39
28-Dec-17 OVE010	OVERWATEA FOODS	135.43
28-Dec-17 PAS060	THE PASTRY SHOP	259.3
28-Dec-17 PLA100	PLANET CLEAN	32.76
28-Dec-17 REC010	RECEIVER GENERAL FOR CANA	69,580.15
28-Dec-17 REC030	RECEIVER GENERAL FOR CANA	27.45
28-Dec-17 REE005	REECE, JENNIFER	78.38
28-Dec-17 REI003	REILLY, BRIANNA	217.88
28-Dec-17 RJC010	R&J CONCEPTS INC.	924
28-Dec-17 SCH045	SCHREINER, ROBB	267.37
28-Dec-17 SEL040	SELKIRK COLLEGE (CASTLEGA	146.7
28-Dec-17 SHA030	SHAW CABLE	352.64
28-Dec-17 SPC010	SOCIETY FOR PREVENTION OF	7,437.00
28-Dec-17 STA140	GRAND FORKS STATION NEIGH	273.64
28-Dec-17 TEL001	TELUS COMMUNICATIONS (B.C	76.32
28-Dec-17 THE180	THE TRAIL CHAMPION	200
28-Dec-17 TIL010	TILLER, MEGAN	315.4
28-Dec-17 UPL030	UPLAND AGRICULTURAL CONSU	1,155.00
28-Dec-17 VEN010	VENTURE MECHANICAL SYSTEM	12,670.35
28-Dec-17 WAL080	WAL MART CANADA CORP	135.47
28-Dec-17 WAS010	WASTE MANAGEMENT	689.8
28-Dec-17 WES100	WESCO DISTRIBUTION CANADA	1,288.65
28-Dec-17 WIE030	WIEBE, GABRIEL	36.98
28-Dec-17 YOU080	YOUR DOLLAR STORE WITH MO	36.36
07-Dec-17 RUS010	RUSSELL, ROLY	1,801.28
07-Dec-17 ACE010	A.C.E. COURIER SERVICES	236.81
07-Dec-17 ABE030	ABELL PEST CONTROL	564.82
07-Dec-17 ACK020	ACKLANDS-GRAINGER INC.	53.28
07-Dec-17 ALP030	ALPINE DISPOSAL & RECYCLI	83,096.09
07-Dec-17 AMF010	AM FORD	91.14
07-Dec-17 AND040	ANDREW SHERET LTD.	41.03

07-Dec-17	ATS001	AT SOURCE RECYCLING SYSTE	761.6
07-Dec-17	BCM020	B.C. MUNICIPAL SAFETY ASS	1,102.50
07-Dec-17	BAR150	BARTLETT EXCAVATING	22,419.95
07-Dec-17	BES005	BEST WESTERN PLUS COLUMBI	1,265.52
07-Dec-17	BIG130	BIG WHITE ELECTRICAL LTD.	1,488.85
07-Dec-17	BIG010	BIG WHITE FIRE DEPT. SOCI	843
07-Dec-17	BVC001	BV COMMUNICATIONS LTD.	884.15
07-Dec-17	CAN560	CANADIAN LINEN AND UNIFOR	184.34
07-Dec-17	CAN150	CANADIAN TIRE ASSOCIATE S	481.79
07-Dec-17	CAR012	CARO ANALYTICAL SERVICES	2,940.63
07-Dec-17	CAS016	CASCADES RECOVERY INC.	2,158.11
07-Dec-17	CEC010	CECCHINI, PATRICIA	168.72
07-Dec-17	CHE050	CHERRY HILL COFFEE INC.	129.5
07-Dec-17	CHR003	CHRISTMAN, MARTIN RUSSELL	305.99
07-Dec-17	CIN001	CINTAS THE UNIFORM PEOPLE	37.52
07-Dec-17	GRA010	CITY OF GRAND FORKS	30,339.78
07-Dec-17	COO100	COOPER MEDICAL SUPPLIES L	55.72
07-Dec-17	COR010	CORAL ENVIRONMENTS LTD.	344.14
07-Dec-17	DAN090	DANCHUK, JOSEPH, P.	119.96
07-Dec-17	EAR020	EARTH MANAGEMENT LTD.	868.91
07-Dec-17	EMC070	EMCON SERVICES INC.	566.44
07-Dec-17	ENO010	ENORMOUS PRODUCTIONS	2,940.00
07-Dec-17	FIR040	FIREFIGHTERS ASSOCIATION	6,040.08
07-Dec-17	GEE020	GEE, VICKI LYNN	928.74
07-Dec-17	GEO020	GEOTRAC SYSTEMS INC.	309.12
07-Dec-17	GRA023	GRAND FORKS CONCRETE AND	126
07-Dec-17	GRI010	GRIEVE, ALI K.	844.03
07-Dec-17	HAL010	HALL PRINTING	237.62
07-Dec-17	HUB020	HUB FIRE ENGINES & EQUIPM	766.71
07-Dec-17	INF030	INFOSAT COMMUNICATIONS	337.36
07-Dec-17	INT017	INTERSTATE BATTERIES	66.22
07-Dec-17	ISL030	ISL ENGINEERING AND LAND	2,100.00
07-Dec-17	JJH010	J.J.H. ENTERPRISES	385.41
07-Dec-17	KET016	KETTLE RIVER FOOD SHARE S	3,250.00
07-Dec-17	KON001	KONE INC.	262.42
07-Dec-17	KOO210	KOOTENAY VALLEY WATER CO.	313.18
07-Dec-17	LAK050	LAKETIME SERVICES	903
07-Dec-17	LAN017	LANGMAN, DIANE	50
07-Dec-17	LOR010	LORDCO PARTS LTD.	3,660.43
07-Dec-17	MAG040	MAGLIO BUILDING CENTRE (T	315.13
07-Dec-17	MAI005	MAINTech GROUP OF INDUSTR	204.96
07-Dec-17	MAR006	MARINO WHOLESALE LTD.	81.8
07-Dec-17	MAR010	MARWEST INDUSTRIES LTD.	29,649.43
07-Dec-17	MCG002	MCGREGOR, GRACE	754.9
07-Dec-17	MCL060	MCLELLAN, LLOYD	50
07-Dec-17	MIL160	MILLS OFFICE PRODUCTIVITY	6,826.38
07-Dec-17	MTS010	MTS MAINTENANCE TRACKING	1,583.78

07-Dec-17 OME040	OMEGA COMMUNICATIONS LTD.	134.4
07-Dec-17 OVE030	OVERLAND WEST FREIGHT LIN	102.55
07-Dec-17 PAC020	PACIFIC BLUE CROSS	32,679.37
07-Dec-17 PAR050	PARSLOW LOCK & SAFE	283.25
07-Dec-17 RIC010	RICOH CANADA INC.	1,766.24
07-Dec-17 RIT020	RITEWAY MECHANICAL REPAIR	3,052.39
07-Dec-17 RJA010	RJAMES MANAGEMENT GROUP	563.09
07-Dec-17 ROC030	ROCKY MOUNTAIN PHOENIX	58,796.02
07-Dec-17 SEL160	SELKIRK SECURITY SERVICE	1,033.56
07-Dec-17 SEV020	SEVEN SUMMITS COFFEE COMP	120
07-Dec-17 SMI150	SMITH, EDWARD I.	446.44
07-Dec-17 SOU080	SOURCE OFFICE FURNISHINGS	696.64
07-Dec-17 SUP170	SUPER SAVE DISPOSAL INC.	11,302.94
07-Dec-17 TRA010	THE CITY OF TRAIL	37,526.90
07-Dec-17 FRU010	THE VILLAGE OF FRUITVALE	30
07-Dec-17 TOO010	TOOL TIME SUPPLIES LTD.	28
07-Dec-17 TRA029	TRAIL COFFEE & TEA COMPAN	711.48
07-Dec-17 TRA240	TRAIL HOME HARDWARE BUILD	20.92
07-Dec-17 TRO070	TROY LIFE & FIRE SAFETY L	1,260.00
07-Dec-17 TRU040	TRUE CONSULTING GROUP	1,513.58
07-Dec-17 TWI020	TWIN RIVERS CONTROLS	5,520.38
07-Dec-17 USC010	U.S.C.C.	405
07-Dec-17 ULI010	ULINE CANADA CORPORATION	242.44
07-Dec-17 VAB010	VAB ENTERPRISES	682.5
07-Dec-17 VAL130	VALLEN	1,376.20
07-Dec-17 MON010	VILLAGE OF MONTROSE	159.49
07-Dec-17 WAD010	WADE TECHNOLOGIES LTD.	1,123.21
07-Dec-17 WOO001	WOOD WYANT INC.	779.52
07-Dec-17 WOR100	WORLEY, LINDA	758.62
07-Dec-17 WYA010	WYATT AUTO PARTS	202.57
08-Dec-17 LAK050	LAKETIME SERVICES	-903
15-Dec-17 ACK020	ACKLANDS-GRAINGER INC.	2,725.63
15-Dec-17 AFD001	AFD PETROLEUM LTD.	4,198.26
15-Dec-17 ALP030	ALPINE DISPOSAL & RECYCLI	33,365.51
15-Dec-17 ALP002	ALPINE SIGNS & GRAPHICS	11.2
15-Dec-17 AND040	ANDREW SHERET LTD.	703.55
15-Dec-17 BAL020	BALDY BOBCAT SERVICES	724.51
15-Dec-17 BCT030	BC TRANSIT	135,502.00
15-Dec-17 BEN015	BENEFITS BY DESIGN	1,996.30
15-Dec-17 BES005	BEST WESTERN PLUS COLUMBI	474.57
15-Dec-17 BIG025	BIG WHITE UTILITIES	9,876.26
15-Dec-17 BLA050	BLACK PRESS GROUP LTD.	501.33
15-Dec-17 BOU010	BOUNDARY ELECTRIC(1985) L	33.6
15-Dec-17 BRE020	BRENNTAG CANADA INC.	1,345.10
15-Dec-17 BRO015	BROWN, JASON	75
15-Dec-17 BVC001	BV COMMUNICATIONS LTD.	918.4
15-Dec-17 BVT010	BV TOOL RENTALS (2011) LT	392

15-Dec-17 CAN560	CANADIAN LINEN AND UNIFOR	368.68
15-Dec-17 CAN150	CANADIAN TIRE ASSOCIATE S	545.99
15-Dec-17 CAR012	CARO ANALYTICAL SERVICES	2,868.08
15-Dec-17 CHR010	CHRISTINA LAKE COMMUNITY	450
15-Dec-17 CHR003	CHRISTMAN, MARTIN RUSSELL	3,542.59
15-Dec-17 CIN001	CINTAS THE UNIFORM PEOPLE	75.04
15-Dec-17 KEL030	CITY OF KELOWNA	5,584.80
15-Dec-17 COL010	COLANDER RESTAURANTS (199	149.21
15-Dec-17 COL024	COLUMBIA TRUCK & TIRE	386.03
15-Dec-17 COM020	COMMISSIONAIRES BRITISH C	9,451.55
15-Dec-17 COM190	COMMONSPPLACE CONSULTING	3,452.99
15-Dec-17 COR110	CORIX CONTROL SOLUTIONS	1,445.92
15-Dec-17 CRO030	CROCKER EQUIPMENT CO LTD	282.58
15-Dec-17 DAV003	DAVIES, RICK	75
15-Dec-17 DEN060	DENKOVSKI, GORAN	35
15-Dec-17 ECO030	ECO-CLEAN DRY CLEANING SE	44.17
15-Dec-17 ENO010	ENORMOUS PRODUCTIONS	958.12
15-Dec-17 FOU080	FOUR STAR COMMUNICATIONS	241.14
15-Dec-17 FUN010	FUNK, DARRYL ALLAN	335.49
15-Dec-17 GEE020	GEE, VICKI LYNN	491.21
15-Dec-17 GES010	GESCAN - Division of Sone	160.61
15-Dec-17 GIL030	GILLMOR, NANCY	345
15-Dec-17 GLA060	GLACIER HEIGHTS REFRIGERA	2,022.19
15-Dec-17 GOB010	GOBEIL, KENNETH	551
15-Dec-17 GRA023	GRAND FORKS CONCRETE AND	126
15-Dec-17 GRA050	GRAND FORKS HOME HARDWARE	188.79
15-Dec-17 GRI010	GRIEVE, ALI K.	22.98
15-Dec-17 GUI001	GUILLEVIN INTERNATIONAL I	5,814.61
15-Dec-17 HAL010	HALL PRINTING	136.06
15-Dec-17 HAR011	HARRIS & COMPANY LLP	3,899.84
15-Dec-17 HAR014	HARRISON WHITESIDE, KATE	2,100.00
15-Dec-17 HUB020	HUB FIRE ENGINES & EQUIPM	1,615.71
15-Dec-17 INF030	INFOSAT COMMUNICATIONS	384.86
15-Dec-17 INL070	INLAND ALLCARE	9,841.73
15-Dec-17 INN010	INNOV 8 DS DIGITAL SOLUTI	377.09
15-Dec-17 JJH010	J.J.H. ENTERPRISES	108.75
15-Dec-17 JOH230	JOHNSON, KIM	198.11
15-Dec-17 KGC001	KGC FIRE RESCUE INC.	94.23
15-Dec-17 KIM020	KIMCO CONTROLS LTD.	2,194.24
15-Dec-17 KON001	KONE INC.	346.82
15-Dec-17 KOO210	KOOTENAY VALLEY WATER CO.	373.1
15-Dec-17 LAK050	LAKETIME SERVICES	316.96
15-Dec-17 LIB010	LIBERTY FOOD STORES	107.11
15-Dec-17 LOR010	LORDCO PARTS LTD.	4,487.38
15-Dec-17 MAR006	MARINO WHOLESALE LTD.	26.52
15-Dec-17 MCG020	MCGREGOR, ROBERT	40.96
15-Dec-17 MIL160	MILLS OFFICE PRODUCTIVITY	1,065.11

15-Dec-17 MOU004	MOUNTAIN TRANSPORT INSTIT	500
15-Dec-17 OKT010	OK TIRE STORE	107.46
15-Dec-17 OME040	OMEGA COMMUNICATIONS LTD.	76.16
15-Dec-17 OPU010	OPUS INTERNATIONAL CONSUL	59,891.52
15-Dec-17 PAR050	PARSLOW LOCK & SAFE	316.55
15-Dec-17 PEN030	PENNER, BRUCE	154.57
15-Dec-17 PHA010	PHARMASAVE NO 106	75.77
15-Dec-17 PJS010	PJS SYSTEMS INC.	2,030.68
15-Dec-17 PRA040	PRAXAIR DISTRIBUTION	366.81
15-Dec-17 REC080	RECYCLING COUNCIL OF B.C.	175
15-Dec-17 RIC010	RICOH CANADA INC.	100.92
15-Dec-17 RID010	RIDGETOP MEAT PIES	4,688.00
15-Dec-17 RIM010	RIMELL, CARLY, D.	183
15-Dec-17 RIT020	RITEWAY MECHANICAL REPAIR	1,408.83
15-Dec-17 RJA010	RJAMES MANAGEMENT GROUP	1,331.80
15-Dec-17 ROC030	ROCKY MOUNTAIN PHOENIX	14,787.94
15-Dec-17 SEL160	SELKIRK SECURITY SERVICE	441
15-Dec-17 SER010	SERWA BULLDOZING (1982) C	7,862.40
15-Dec-17 SKE010	SK ELECTRONICS LTD.	112
15-Dec-17 SOF020	SOFTCHOICE LP	16,457.25
15-Dec-17 SOU015	SOUTHERN FRONTIER FORESTR	7,140.19
15-Dec-17 FRU010	THE VILLAGE OF FRUITVALE	90
15-Dec-17 TRA020	TRAIL CLEANERS & LAUNDRY	69.11
15-Dec-17 TRA029	TRAIL COFFEE & TEA COMPAN	359.17
15-Dec-17 TRA240	TRAIL HOME HARDWARE BUILD	74.69
15-Dec-17 TRA540	TRANS-CARE RESCUE LTD.	422.1
15-Dec-17 TRO010	TROWELEX RENTALS AND SALE	188.78
15-Dec-17 TRO070	TROY LIFE & FIRE SAFETY L	866.25
15-Dec-17 VAL130	VALLEN	4,101.56
15-Dec-17 VER090	VERHELST, SHELLEY	1,525.00
15-Dec-17 VIT001	VITALAIRE	347.54
15-Dec-17 VMS020	VMS COMFORT PLUS INC	485.45
15-Dec-17 WSP010	WSP CANADA INC.	7,662.50
15-Dec-17 XLW010	XL QUALITY INDUSTRIAL SER	67.2
15-Dec-17 YRW010	Y & R WATER SALES & SERVI	832.61
20-Dec-17 RUS010	RUSSELL, ROLY	3,756.61
20-Dec-17 ABE030	ABELL PEST CONTROL	1,307.25
20-Dec-17 BFS010	B & F SALES & SERVICE LTD	167.95
20-Dec-17 BIG060	BIG WHITE SKI RESORT LTD.	46.2
20-Dec-17 BOR010	BORSATO, ANDREW	90
20-Dec-17 CEC010	CECCHINI, PATRICIA	66.96
20-Dec-17 CHR010	CHRISTINA LAKE COMMUNITY	700
20-Dec-17 DAN090	DANCHUK, JOSEPH, P.	61.66
20-Dec-17 FED020	FEDERATED CO-OPERATIVES L	249.98
20-Dec-17 GRI010	GRIEVE, ALI K.	104.25
20-Dec-17 HAL010	HALL PRINTING	275.53
20-Dec-17 KGC001	KGC FIRE RESCUE INC.	1,400.00

20-Dec-17 LAN017	LANGMAN, DIANE	50
20-Dec-17 MCG002	MCGREGOR, GRACE	401.2
20-Dec-17 MCL060	MCLELLAN, LLOYD	50
20-Dec-17 PJS010	PJS SYSTEMS INC.	350.01
20-Dec-17 RIC010	RICOH CANADA INC.	178.84
20-Dec-17 RIM010	RIMELL, CARLY, D.	111.2
20-Dec-17 RJA010	RJAMES MANAGEMENT GROUP	56.25
20-Dec-17 SMI150	SMITH, EDWARD I.	248.22
20-Dec-17 GRE010	THE CITY OF GREENWOOD	5,000.00
20-Dec-17 FRU010	THE VILLAGE OF FRUITVALE	175
20-Dec-17 TRO040	TROPHY DEN & GIFT SHOP	1,004.43
20-Dec-17 WOR100	WORLEY, LINDA	1,156.71
28-Dec-17 ACE010	A.C.E. COURIER SERVICES	28.67
28-Dec-17 ABE030	ABELL PEST CONTROL	564.82
28-Dec-17 ALV010	AL-VA IRRIGATION LTD.	246.75
28-Dec-17 ALP030	ALPINE DISPOSAL & RECYCLI	669.33
28-Dec-17 AND040	ANDREW SHERET LTD.	133.64
28-Dec-17 BEA130	BEAVER VALLEY LIBRARY	15,856.00
28-Dec-17 BIG010	BIG WHITE FIRE DEPT. SOCI	336
28-Dec-17 BVC001	BV COMMUNICATIONS LTD.	89.6
28-Dec-17 CAN150	CANADIAN TIRE ASSOCIATE S	215.42
28-Dec-17 CHR010	CHRISTINA LAKE COMMUNITY	11,761.95
28-Dec-17 CIN001	CINTAS THE UNIFORM PEOPLE	37.52
28-Dec-17 CRO030	CROCKER EQUIPMENT CO LTD	339.36
28-Dec-17 DEA060	DEAN, DONNA	109.24
28-Dec-17 DEL100	DELTA T CONSULTANTS	928.2
28-Dec-17 DUE020	DUECK, TIM	20
28-Dec-17 ENO010	ENORMOUS PRODUCTIONS	1,304.62
28-Dec-17 FIR040	FIREFIGHTERS ASSOCIATION	4,026.72
28-Dec-17 GES010	GESCAN - Division of Sone	115.54
28-Dec-17 HIR010	HIRAM, JANICE	213
28-Dec-17 JUS010	JUSTICE INSTITUTE OF B.C.	1,928.82
28-Dec-17 LOR010	LORDCO PARTS LTD.	18.73
28-Dec-17 LUD001	LUDWAR, CORA	98.55
28-Dec-17 MAG040	MAGLIO BUILDING CENTRE (T	170.98
28-Dec-17 MAR006	MARINO WHOLESALE LTD.	1,504.73
28-Dec-17 MIL160	MILLS OFFICE PRODUCTIVITY	322.01
28-Dec-17 OAS010	OASIS RECREATION SOCIETY	4,536.00
28-Dec-17 PAR050	PARSLOW LOCK & SAFE	10.65
28-Dec-17 PEA060	PEAK SNOW REMOVAL AND LAN	504
28-Dec-17 POW100	POWER TECH ELECTRIC LTD.	1,120.35
28-Dec-17 PRA040	PRAXAIR DISTRIBUTION	160.79
28-Dec-17 RIC010	RICOH CANADA INC.	497.73
28-Dec-17 ROC030	ROCKY MOUNTAIN PHOENIX	1,174.95
28-Dec-17 SEL160	SELKIRK SECURITY SERVICE	350.21
28-Dec-17 SEV020	SEVEN SUMMITS COFFEE COMP	120
28-Dec-17 SUP030	SUPERIOR PROPANE INC.	813.73

28-Dec-17 SUR010	SURINAK, SANDRA	124.55
28-Dec-17 WYN010	TOM WYNN	1,051.41
28-Dec-17 TRA029	TRAIL COFFEE & TEA COMPAN	241.01
28-Dec-17 TRA240	TRAIL HOME HARDWARE BUILD	96.69
28-Dec-17 TRO070	TROY LIFE & FIRE SAFETY L	477.75
28-Dec-17 TWI020	TWIN RIVERS CONTROLS	3,055.75
28-Dec-17 VAB010	VAB ENTERPRISES	682.5
TOTAL ACCOUNTS PAYABLE		<u>1861757.34</u>



General Government Services (Administration)

2018 / 2019 Work Plan



2017

Mark Andison, Acting CAO



General Government Services (Administration)

2018 / 2019 Work Plan

Service Name: General Government Services

Service Number: 001

Committee Having Jurisdiction: Board

General Manager/Manager Responsible:
Mark Andison, Acting CAO

Description of Service:

This service provides legislative and administrative support to the Board.

The legislative of the service include:

1. Provision of broad legislative, legal and administrative support to the overall Board (001) and RDKB staff
2. Regional Districts must establish Statutory Officer positions (LGA 234 (1) (a)), including a position to manage legislative/corporate services
3. Corporate obligations are similar to those of a "clerk" and which are legislatively required for this position include the following powers, duties and functions:
 - a. ensure meeting agendas and minutes are prepared
 - b. keeping bylaws
 - c. acts as Commissioner for taking Oaths and Affidavits

- d. certifying documents and custody of the Corporate Seal
- e. processes and manages official documents related to land transactions and property transfers
- f. conflict of interest and ethics
- g. legal matters
- h. Freedom of Information Protection of Privacy Officer, and
- i. Paper and Electronic Records Management

This service also includes Finance which is primarily responsible for compliance with the financial reporting requirements of various levels of government, including the budget and financial plan, the annual preparation of the audited Financial Statements, Statement of Financial Information Act and additional reporting required by the Ministry. Finance is also responsible for investments, risk management, insurance, asset management, payroll, accounts receivable, customer billings and supplier payments.

Also included is information technology which performs the primary functions of service desk, infrastructure and mobile/wireless services for the organization.

Other items included are legal support, liability insurance, consultant fees, etc.

Establishing Authority:

Local Government Act Sections 233, 234, 236, 263
RDKB Officer Establishment Bylaw No. 1050; 199

Requisition Limit:

Not Applicable

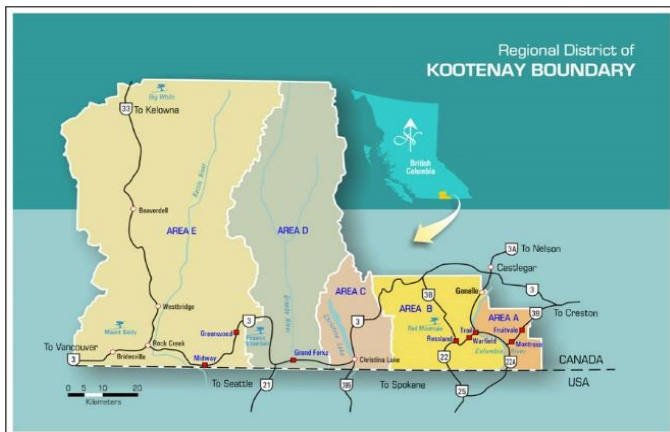
2017 Requisition / Budgeted Expenditures / Actual Expenditures:

– 2017 requisition \$250,677/\$3,678,339/TBD

Regulatory or Administrative Bylaws:

RDKB Procedure Bylaw No. 1616, 2016

Service Area Map



Service Area / Participants:

All Electoral Areas and Municipalities within the Regional District

Service Levels

1. Maintains Best Practices and protocols for Board and Committee meeting administration, keeping current with legislative changes that affect the RDKB
2. Committee and Board Meeting scheduling and Meeting Notices (confirmation, cancellations etc.).
3. Committee and Board Agendas.
4. Attends Committee and Board meetings as meeting/minutes Recorder.
5. Voting Rules.
6. Bylaws: Procedure Bylaw, Loan Authorization Bylaws, Member Municipality and RDKB Security Issuing Bylaws, Conversion Bylaws (from SLPs to Establishment), Service Establishment and Service Establishment Amendment Bylaws.
7. Administrative Policies.
8. Freedom of Information and Protection of Privacy Officer.
9. Paper and Electronic Records Management.
10. Manage RDKB contracts, agreements, leases etc.-Signing Authority.
11. Special projects (e.g. staff training (FOI, records management, electronic signatures, privacy impact assessments, records retention) and performs other duties as assigned in accordance with departmental and corporate objectives.
12. Advice, information-sharing, training and coaching and support to staff as well as oversees staff administrative procedures, RDKB events, internal health and wellness matters.

Human Resources:**Administration:**

- CAO
- Manager of Corporate Administration
- Executive Assistant
- Clerk – Secretary/Receptionist
- Admin portion of General Manager of Operations/Deputy CAO, Manager of Infrastructure and Sustainability, Engineering Technician and Fleet Vehicle Servicing
- Corporate Communications Officer (new position)

Finance:

- General Manager of Finance
- Financial Services Manager
- Financial Analyst
- Financial Specialist
- Accounting Clerk/Receptionist

Information Technology:

- Manager of Information Services
- Network Infrastructure Analyst
- Web/Help Desk Analyst

2017 Accomplishments:

Hiring of a full time Network Infrastructure Analyst, Shoretel upgrade, 911 voice recorder replacement, vSphere 6.5 upgrade, new Website under construction.

Created new position, as well as recruitment of Corporate Communications Officer.

Implemented many of the recommendations contained in the Realize Report (Gov/Org Review).

The Emergency Operations Centre (EOC) had a number of activations in 2017, the most significant of which was flooding in the Boundary Area. The activations resulted in a significant response of personnel and equipment to flooding and wildfire incidents within the RDKB and the Province of BC. Duration of EOC activations, number of staff deployed to the EOC and provincial staff deployments resulted in delays to projects and committee work in many departments.

Significant Issues and Trends:

Expected staff turnover of Financial Services Manager in late 2017. This will have a significant impact on the department in 2018 as there will be recruitment and training required. Replacing one person in a small department has an impact in the short term on the level of service the department is able to provide.

BC Hydro purchase of ownership interest in Waneta Dam will increase Hydro Grant in Lieu in 001 Admin and decrease taxation base in Beaver Valley Recreation. A review is required to determine the impact of this change on both 001 Administration and Beaver Valley Recreation as well as establishing a strategy for addressing the impact.

The cost of providing the administration service is distributed to services through a Board Fee. A review of the Board Fee is expected in the 2018 Budget cycle.

Access to information requests continue to increase which has a significant time and resource impact on all departments.

Increasing involvement and partnership agreements with other local governments, non-profit and local community groups.

More public consultation, outreach required for special projects and legislative changes to respond to growing customer expectations.

Ongoing improvement in efficiency and effectiveness of action items, tasks, duties, etc.

The trend of increasing EOC activations of longer duration and complexity has the potential for significant impacts on staff resources and Work Plans. Staff involvement in Emergency Management, EOC training and activations will continue to be a growing responsibility for Regional District staff.

2018 /2019 Projects:

Project: Asset Management

Project Description:

Implementation of asset management including establishing a baseline database, documentation of current practices and establishment of a decision process, model lifecycle strategies as well as establishing an asset management investment plan.

Project Timelines and Milestones:

Consultant was engaged in the summer of 2017 and is expected to complete this project in 2018.

Project Risk Factors:

There will be a significant amount of time required of all management staff – estimated at 30%. Risk is staff being able to devote time required which could mean delays in completion of project and possibly additional cost. A second risk factor is the availability of information. Legislation was introduced in 2009 with respect to recording tangible capital assets on the financial statements. The depth of data that was available was available prior to this is limited meaning that the asset management plan may be based at times on best estimates. This is expected that the plan will continue to be reviewed and revised.

Internal Resource Requirements:

Estimated 30% of GM of Finance time to be devoted to this initiative.

Estimated Cost and Identified Financial Sources:

Budget of \$60,000 in 2017 financial plan.

Relationship to Board Priorities:

Having better information on assets will enable the Board to make informed decisions relating to capital planning. Board goal – cost effective services.

Project: Bylaw Enforcement (Bylaw Notice Bylaw and Adjudication Ticketing System)

Project Description: Creating and implementing a system to ticket for bylaw infractions.

Project Timelines and Milestones:

November 2016

1. Received Order in Council from Lieutenant Governor in Council to enact a regulation under Section 29 of the *Local Government Bylaw Notice Enforcement Act*. RDKB now included in Schedule 1 of the *Bylaw Notice Enforcement Regulation*, which will allow the RDKB to fully implement the Bylaw Notice Enforcement and Adjudication System.

June-Jan./17

1. Assemble all RDKB regulatory bylaws that will be included in the adjudication system and amend with deleting fees that will be covered in the bylaw enforcement and adjudication system.
2. Draft and present for the Board's consideration, a RDKB Bylaw Notice Enforcement Bylaw that will: a) designate bylaw contraventions that may be dealt with by bylaw notice, b) establish the amount of the penalty for a contravention, c) establish the period for paying or disputing a bylaw notice, d) establish which Staff positions will issue the Bylaw Notices and e) establish a Bylaw Notice Dispute Adjudication System to resolve disputes in relation to bylaw notices.

Feb.-Aug./18

1. **Agreements:** Draft and present to the Board for consideration: a) Agreement with Adjudicators (e.g. a General Service Agreement with the Province (Court Services Branch) and the RDKB), b) Collection Service Agreement / Collection Contract with a collection agency for when a BN is upheld through adjudication but the disputant does not submit payment, and c) Compliance Agreement.
2. **Forms:** Draft templates for: a) Bylaw Enforcement Complaint Form, b) Bylaw Notice Dispute Form, c) Bylaw Adjudication Form, and d) Compliance Agreement Form.
3. **Reports:** Draft templates for the: Screening Officer Report for Adjudication and the Issuing Officer Report for Adjudication.
4. **Correspondence:** Draft template correspondence to remind those who have been issued a BN about the payment and dispute deadlines.
5. **Tickets / Bylaw Notice:** Draft, design and order the Bylaw Notice Form (similar to a ticket book with an original and 3 carbon copies).
6. **Policies:** Draft and present for the Board's consideration, via the Policy, Executive and Personnel Committee: a) Bylaw Dispute Adjudication Registry Policy (required) to handle disputes, b) Bylaw Enforcement Complaint Policy (optional) to encourage voluntary compliance through education, c) Bylaw Notice Screening Officer Policy (required) to establish how and what the Screening Officer can do, d) Bylaw Notice Screening Officer Appointment Policy (optional) sets out those positions that are formally appointed to act as a Bylaw Notice Screening Officer, e) Bylaw Enforcement Procedure for Disputed Tickets and Adjudication Policy (optional) f) an

Administrative Bylaw Enforcement Procedure Policy to guide the Bylaw enforcers in processing disputed tickets and preparing for Adjudication hearings, and g) an Administrative Operational Guideline Policy (optional) to guide the Screening Officer in administration of the screening process.

7. **Communications/Consultation:** a) Bylaw Notice Dispute Adjudication System Backgrounder, b) System Info Sheet and c) System Communication strategy.

Project Risk Factors:

Creating and implementing bylaw enforcement and the bylaw ticketing/adjudication system is a very involved and detailed exercise and one that takes vast amounts of time. For Administration, it is difficult launching this program with very limited people resources and keeping up with action items, daily operations and legislative timelines and responsibilities. This project has already taken too long to launch, but with support and commitment from all RDKB administrative and operational staff working in the Trail office, the project should be able to move forward towards completion by Fall 2018.

Internal Resource Requirements:

- CAO
- Manager of Corporate Administration/Corporate Officer
- Clerk Secretary Receptionist
- All RDKB Managers / departments that manage regulatory bylaws for input into bylaw infractions specific to their regulatory bylaws.

Estimated Cost and Identified Financial Sources:

- Approximately \$15,000 (supplies, ticket books, tracking system software)
- 074 Big White Noise Control

Relationship to Board Priorities:

1. *Exceptional Cost Effective and Efficient Services:*
 - We will distinguish between those services that are “core” and discretionary
2. *Improve and Enhance Communication*
 - We will continue to focus on partnerships that advance the interests of the Region
3. *Continue to Focus on Organizational Excellence*
 - We will continue to focus on good management and governance

Conclusion:

Administration is fundamental to the public service of local government and can enhance good governance with recognition of, and support to the overall Board of Directors. Administration oversees most operations and ensures good communication between all departments and coordinated efforts to address the Board priorities. Administration will continue to move forward with strengthening Board goals, objectives and policies in a efficient, respectful and ethical manner.

Project: Corporate Communications Plan Development

Project Description:

With the hiring of a dedicated Corporate Communications Officer, the RDKB will embarking upon the development of a corporate communications plan to guide and prioritize the work of the new position.

Project Timelines and Milestones:

Nov. 2017 – Apr. 2018

Project Risk Factors:

The scope and nature of the work that the new Corporate Communications Officer will be contingent upon budget allocations for communications initiatives in 2018.

Internal Resource Requirements:

Due to the broad corporate nature of the communications work that the Corporate Communications Officer will be engaged in, there will be a need for representation from all RDKB departments in the process of developing the corporate communications plan.

Estimated Cost and Identified Financial Sources:

The cost of the project will consist primarily of staff time – primarily that of the Corporate Communications Officer, but also other staff that will be asked to contribute to the plan.

Relationship to Board Priorities:

This project advances one of the Board's key strategic priorities: To improve and enhance communication, we will ensure the messages we are delivering within our region are clear and easily understood.

Project: Board Room Communications Technology Refresh

Project Description:

The communications technology in the Grand Forks Board room has a handful of elements remaining from the original 2008 build and is therefore due for a capital refresh. The years since 2008 have provided some valuable lessons about how the RDKB would like the communications technologies to function, so staff have an opportunity augment those functions in the course of the normal capital replacement cycle. Mainly, this refresh will involve a new microphone system for Grand Forks and a video conferencing Cloud-based subscription service.

Project Timelines and Milestones:

November 2017 – July 2018

Project Risk Factors:

As always, RDKB has relatively limited access to technology integrators, which in turn limits viable technical options. Cost overruns are also always a possible consequence of the relative remoteness of RDKB facilities from larger markets.

Use of non-domestic Cloud based services, like a video conferencing subscription service, poses a risk with respect to FIPPA compliance, so any such use needs to be handled with some care and attention to mitigate the RDKB's exposure to that risk.

Internal Resource Requirements:

Information Services will be responsible for acquiring the services of an audio visual integrator, providing specifications and assisting the integration contractor with implementation details.

Estimated Cost and Identified Financial Sources:

A new mic system for Grand Forks Board room should cost less than the \$30,000 originally outlined, mainly because the requirement for individual delegate mics and local sound reinforcement has changed since the original specification, which did require those two elements. This simplifies the specification. Awaiting an estimate from our incumbent integrator. The subscription video conferencing service is a relatively inexpensive \$1500 annually and requires no capital hardware spending.

Relationship to Board Priorities:

Improved communications capacity in the Board rooms of course provides more options for conducting Board collaborative functions.

Project: Infrastructure Handoff

Project Description:

With the hiring of a dedicated Network Infrastructure Analyst (NIA) comes a period of several months during which responsibility for various sections of infrastructure will be incrementally handed off to the NIA.

Project Timelines and Milestones:

September 2017 – April 2018

Project Risk Factors:

As infrastructure is handed off, any training deficiencies in the NIA will become clearer and can then be addressed in a training plan.

Internal Resource Requirements:

This is mostly an intradepartmental project but will involve all members of the Information Services (IS) team. This change also somewhat affects primary services like 911 Dispatch and GIS, who tend to have a closer technical relationship with IS.

Estimated Cost and Identified Financial Sources:

Minimal financial impact. If any, only some vendor training to bridge any training gaps for the NIA

Relationship to Board Priorities:

Handing off infrastructure to a dedicated NIA greatly improves the capacity of IS to deliver technological innovation in the primary services so that they operate more efficiently.

Project: Document Management System

Project Description:

Implementation of corporate document management strategy.

Project Timelines and Milestones:

The basic framework for a DMS is in place, so the next phase over 2018 is to establish a pilot project on a very limited scale to prove the concept.

Project Risk Factors:

As of this writing, the business problem hasn't been fully defined, which is a risk to any project. There's always a risk of scope creep and inconsistent buy in from stakeholders. Mitigating these risks is the function of the project champion. As always, there's also the risk of cost overruns and underestimation of IT cycles required for new software systems to succeed.

Internal Resource Requirements:

IT will work in close consultation with a primary service manager and their staff to define a DMS life cycle.

Estimated Cost and Identified Financial Sources:

The basic infrastructure for a corporate DMS is in place, so additional costs might include expanded licensing for software and possibly some consulting hours.

Relationship to Board Priorities:

DMS supports primary services allowing them to operate more efficiently.

Project: Building Inspection Software Replacement

Project Description:

Update of the 2006 era building inspection software module with something newer.

Project Timelines and Milestones:

Specifying and configuring a new BI software suite will encompass enterprise considerations, so may take much of 2018.

Project Risk Factors:

There's always a risk of scope creep and inconsistent buy in from stakeholders. Mitigating these risks is the function of the project champion. As always, there's also the risk of cost overruns and underestimation of IT cycles required for new software systems to succeed.

Internal Resource Requirements:

IS will work in close consultation with Building Inspection staff and management to ensure implementation meets the needs of the department.

Estimated Cost and Identified Financial Sources:

\$50,000+ will be required from the Building Inspection and Information Services Budgets.

Relationship to Board Priorities:

New software will permit BI staff to operate more efficiently and mitigates the risk of running outdated software.

Project: 911 Dispatch Migration

Project Description:

911 Dispatch Services will be handed off to an external Dispatch provider in 2018.

Project Timelines and Milestones:

The proposed handoff date as of this writing is April 2018 sometime. The exact date isn't known. There is significant work required before that time from both IS and KBRFR to prepare for the handoff.

Project Risk Factors:

The readiness of both agencies to execute the handoff will require good communication among all parties. So far IS hasn't been read into any of those conversation, so risks are not known at this time.

Internal Resource Requirements:

IS will work in close consultation with KBRFR staff and management, and Kelowna Dispatch to ensure a smooth and timely handoff of the Dispatch service.

Estimated Cost and Identified Financial Sources:

N/A

Relationship to Board Priorities:

N/A

Project: rdkb.com Website Redesign

Project Description:

Rdkb.com is being redesigned from the ground up with a modern version of the Content Management software.

Project Timelines and Milestones:

This work is ongoing and represents a significant effort on behalf of the Web analyst. Should be available for release later in 2017 or possibly early in 2018.

Project Risk Factors:

Delays due to spikes in workload of Web analyst who also provides Help Desk services.

Internal Resource Requirements:

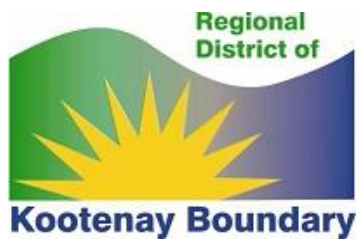
IS will work in close consultation with all internal RDKB stakeholders to ensure content on the new site is relevant and fresh, but mostly this a task undertaken by the Web analyst.

Estimated Cost and Identified Financial Sources:

N/A

Relationship to Board Priorities:

Site redesign keeps rdkb.com fresh and relevant and better suited for mobile device use, thereby enhancing public communications.



STAFF REPORT

Date: 05 Jan 2018 **File**
To: **Chair Russell, Finance Liaison**
Director Martin and Members of
the Board
From: Beth Burget, General Manager of
 Finance
Re: 001 General Gov't Services 2018 -
 2022 Financial Plan

Issue Introduction

A staff report from Beth Burget, General Manager of Finance, presenting the proposed 2018 - 2022 Five Year Financial Plan for Service 001 General Government Services.

History/Background Factors

The current budget submission is preliminary and will be adjusted as the 2017 actual amounts are more accurately represented and there is further analysis on the 2018 costs/impacts.

REVENUE

The costs of providing this service to the organization is distributed to the services through the Board Fee. Section 379 of the Local Government Act requires that "all costs incurred by a regional district in relation to a service, including costs of administration attributable to the service, are part of the costs of that service." The District generally allocates all readily identifiable costs, attributable to a service, directly to the service involved and applies an administration fee for those costs recorded in administration that provide value to other services. The Board Fee used in the District has been established historically and is generally updated annually for the estimated increase in salaries/costs. The Board Fee that has been included at this point includes a 2% increase over the prior year.

BC Hydro/Fortis Grant in Lieu has been estimated at the same amount as the prior year. The grants are based on the generating capacity of each facility. Further review is required in this account for consideration of the proposed sale of Teck to BC Hydro and the impact this will have on the budget. However, it is anticipated that changes would commence in 2019 and therefore not impact on the 2018 budget.

The Previous Year's Surplus was over budget by \$514,900 as a result of Fortis Grant in Lieu related to the Waneta Expansion Project for power generation in 2015 and 2016.

EXPENSES

Salaries and Benefits have increased by \$241,599 as a result of new positions of Corporate Communications Officer, Network Infrastructure Analyst as well as changes to Management Salaries as a result of the compensation review in 2017. Operations Manager salary distribution was adjusted from 30% to 70% to Administration to reflect changes in Organization Structure, for example, Building Inspection Manager.

Information technology budget amounts require further review.

Implications

Tax requisition for Service 001 impacts all municipalities and electoral areas.

Advancement of Strategic Planning Goals

Budget preparation and review is a component of good governance.

Background Information Provided

Service 001 General Government Services 2018 - 2022 Five Year Financial Plan

Alternatives

1. Receipt
2. Deferral
3. Approval

Recommendation(s)

That the Board of Directors discuss the proposed General Government Services 2018 - 2022 five Year Financial Plan, provide direction to staff as to any changes to be made or issues to be investigated and refer to a future meeting.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

EXHIBIT 001
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICESPARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES							Increase(Decrease) Between 2017 BUDGET and 2018 BUDGET			Kootenay Boundary			
		PAGE	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	(OVER) UNDER	2018 BUDGET	\$	%	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET
REVENUE:													
	Property Tax Requisition	3	532,461	250,677	250,677	0	250,417	(261)	(0.10)	254,404	306,911	253,941	246,588
11 210 100	Federal Grant In Lieu	4	1,499	3,000	3,000	0	3,000	0	0.00	3,060	3,121	3,184	3,247
11 400 003	Rental - Trail Facilities	5	0	150	0	150	150	0	0.00	150	150	150	150
11 400 004	Rent GF Office - Planning	6	7,323	7,323	7,323	0	7,323	0	0.00	7,469	7,619	7,771	7,927
11 400 005	Rent GF Office - Building	7	22,680	22,680	22,680	0	22,680	0	0.00	22,680	22,680	22,680	22,680
11 550 100	Interest Earned	8	65,816	50,000	63,002	(13,002)	50,000	0	0.00	51,000	52,020	53,060	54,122
11 550 106	Woodstove Exchange - BC Lung	9	8,234	7,866	6,566	1,300	6,000	(1,866)	(23.72)	0	0	0	0
11 550 107	Woodstove Exchange - Other Income	10	1,850	0	750	(750)	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	11	67,906	69,298	154,527	(85,229)	7,897	(61,401)	(88.60)	7,949	8,001	8,055	8,109
11 590 400	Columbia Basin Trust	12	17,749	17,748	17,748	0	17,748	0	0.00	17,748	17,748	17,748	17,748
11 590 990	Recovery of Common Costs	13	108,347	108,347	108,347	0	108,347	0	0.00	110,514	112,724	114,979	117,278
11 592 001	Board Fee Revenue	14-16	616,747	650,235	655,235	(5,000)	667,173	16,938	2.60	680,516	694,127	708,009	722,170
11 621 100	Local Government Act - Grant	17	157,645	160,000	160,000	0	160,000	0	0.00	160,000	160,000	160,000	160,000
11 621 150	Province of BC CARIP	18	33,779	36,062	33,608	2,454	36,062	0	0.00	36,783	37,519	38,269	39,035
11 759 159	Province of BC - Misc Revenue	19	0	0	0	0	0	0	0.00	0	0	0	0
11 759 940	Hydro Generation Grant in Lieu	20	1,552,174	1,552,174	1,883,672	(331,498)	1,883,672	331,498	21.36	1,921,345	1,959,772	1,998,968	2,038,947
11 911 100	Previous Year's Surplus	21	482,037	742,779	1,257,679	(514,900)	1,024,197	281,418	37.89	0	0	0	0
11 921 205	Transfer from Reserve	22	1,273,033	0	0	0	40,000	40,000	0.00	0	0	0	0
11 990 100	Hospital District Contract	23	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			4,949,281	3,678,339	4,624,814	-946,474	4,284,666	606,327	16.48	3,273,619	3,382,393	3,386,814	3,438,001
EXPENDITURE:													
DIRECTORS REMUNERATION & EXPENSE													
12 110 130	Director Remuneration	24	250,197	307,522	307,522	0	310,441	2,919	0.95	318,450	326,619	333,151	339,815
12 110 210	Director Travel	25	52,324	50,000	50,000	0	50,000	0	0.00	51,000	52,020	53,060	54,122
12 110 211	Directors Expenses	26	12,825	27,000	27,000	0	27,000	0	0.00	27,540	28,091	28,653	29,226
12 110 251	Office Supplies - Directors	27	342	6,180	2,000	4,180	6,180	0	0.00	6,304	6,430	6,558	6,689
SALARIES & BENEFITS													
12 121 111	Salaries and Benefits	28-29	1,194,814	1,294,550	1,294,550	0	1,536,149	241,599	18.66	1,573,550	1,605,437	1,637,545	1,670,297
12 121 190	Labour Relations	30	8,288	11,400	8,000	3,400	11,400	0	0.00	11,568	11,739	11,914	12,092
12 121 210	Travel Expense	31	18,628	20,000	20,000	0	20,000	0	0.00	20,400	20,808	21,224	21,649
12 121 239	Staff Development	32	37,629	38,801	25,000	13,801	38,351	(450)	(1.16)	29,439	29,784	30,135	30,494
OPERATING EXPENSES													
12 121 212	Postage	33	14,161	15,000	20,000	(5,000)	20,000	5,000	33.33	20,400	20,808	21,224	21,649
12 121 213	Telephone	34	34,670	32,000	36,000	(4,000)	34,000	2,000	6.25	34,680	35,374	36,081	36,803
12 121 214	FCM Dues	35	5,322	5,774	5,422	352	5,972	198	3.43	6,091	6,213	6,338	6,464
12 121 221	Advertising	36	16,921	22,200	22,200	0	22,200	0	0.00	22,564	22,935	23,314	23,700
12 121 231	Information Technology	37	174,898	205,223	214,201	(8,978)	204,809	(414)	(0.20)	218,029	221,900	187,653	201,138
12 121 247	Office Equipment	38	-26,263	7,000	7,000	0	7,100	100	1.43	7,700	7,700	7,700	7,700
12 121 251	Office Supplies	39	30,644	30,000	35,000	(5,000)	30,000	0	0.00	30,600	31,212	31,836	32,473
12 121 252	Building Maintenance	40	105,607	208,829	208,829	0	161,652	(47,177)	(22.59)	164,310	167,021	169,787	172,608
12 121 253	Vehicle Operating	41	15,329	21,594	40,000	(18,406)	33,388	11,794	54.62	33,561	34,230	34,913	35,609
12 121 261	Equipment Lease Photocopier	42	27,575	27,458	27,458	0	23,300	(4,158)	(15.14)	23,300	23,300	23,300	23,300
12 121 263	Equipment Lease Postage Machine	43	3,448	4,192	4,192	0	4,192	0	0.00	4,276	4,383	4,448	4,515
12 121 810	Bank Service Charge	44	41,614	35,536	50,000	(14,464)	35,536	0	0.00	36,134	36,744	37,366	38,000

Continued, page 2

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY

EXHIBIT 001
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES

PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'



GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES										Kootenay Boundary			
						Increase(Decrease) Between 2017 BUDGET and 2018 BUDGET							
	PAGE	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	(OVER) UNDER	2018 BUDGET	\$	%	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	
PROFESSIONAL FEES/INSURANCE													
12 121 232	Legal Fees	45	42,042	70,000	50,000	20,000	70,000	0	0.00	71,400	72,828	74,285	75,770
12 121 233	Consultants Fees	46	98,939	111,200	111,200	0	98,200	(13,000)	(11.69)	19,404	26,612	13,824	14,041
12 121 234	External Audit	47	38,660	40,000	42,000	(2,000)	40,000	0	0.00	40,800	41,616	42,448	43,297
12 121 237	Liability Insurance	48	62,864	51,968	52,683	(715)	55,392	3,424	6.59	56,500	57,630	58,782	59,958
12 121 238	Property Insurance	49	32,111	13,446	13,605	(159)	16,875	3,429	25.50	48,031	13,291	13,557	13,828
DEBT/CAPITAL													
12 121 610	Capital/Amortization	50	65,139	105,100	50,000	55,100	136,500	31,400	29.88	15,000	15,000	15,000	0
12 121 830	Debt - Principal Payments	51	0	0	0	0	0	0	0.00	0	0	0	0
12 121 811	Interest Expense - Short Term	52	9,615	25,000	25,000	0	25,000	0	0.00	25,000	25,000	25,000	25,000
12 121 741	Contribution to Reserve	53	522,641	808,690	808,690	0	1,231,968	423,278	52.34	341,968	421,968	421,968	421,968
REGIONAL WOODSTOVE EXCHANGE PROGRAM													
12 121 905	Woodstove - Coordinator	54	2,021	2,079	2,079	0	1,000	(1,079)	(51.90)	0	0	0	0
12 121 906	Woodstove - Rebates Paid	55	7,600	5,750	5,750	0	4,500	(1,250)	(21.74)	0	0	0	0
12 121 907	Woodstove - Other Expenses	56	463	37	235	(198)	500	463	1,260.17	0	0	0	0
12 121 908	Woodstove - Workshops	57	0	0	0	0	0	0	0.00	0	0	0	0
12 121 990	Previous Year's Deficit	58	0	0	0	0	0	0	0.00	0	0	0	0
12 121 995	Operating Grants Provided	59	1,280,033	5,000	5,000	0	2,500	(2,500)	(50.00)	0	0	0	0
12 121 999	Contingencies	60	25,398	69,810	30,000	39,810	20,560	(49,250)	(70.55)	15,621	15,699	15,747	15,796
Total Expenditure			4,206,501	3,678,339	3,600,616	77,723	4,284,666	606,327	16.48	3,273,619	3,382,393	3,386,814	3,438,001
Surplus/(Deficit)			742,779		1,024,197								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan



2017	Property Tax Requisition	2018	2019	2020	2021	2022
Actual		Budget	Budget	Budget	Budget	Budget
	Description	Amount	%	Amount	Amount	Amount
7,259	11 830 100 001 Fruitvale	7,518	3.0	7,638	9,214	7,403
23,386	11 830 200 001 Grand Forks	22,806	9.1	23,169	27,951	22,458
2,591	11 830 300 001 Greenwood	2,532	1.0	2,573	3,104	2,494
4,050	11 830 400 001 Midway	3,899	1.6	3,961	4,779	3,839
4,040	11 830 500 001 Montrose	3,740	1.5	3,800	4,584	3,683
22,447	11 830 600 001 Rossland	23,213	9.3	23,583	28,450	22,858
57,650	11 830 700 001 Trail	58,199	23.2	59,125	71,328	57,309
5,979	11 830 800 001 Warfield	5,767	2.3	5,859	7,068	5,679
23,658	11 830 901 001 Electoral Area 'A'	22,519	9.0	22,878	27,599	22,175
13,770	11 830 902 001 EA 'B' / LOWER COLUMBIA/OLD G	13,068	5.2	13,277	16,017	12,869
26,282	11 830 903 001 EA 'C' / CHRISTINA LAKE	25,777	10.3	26,188	31,593	25,383
18,021	11 830 904 001 EA 'D' / RURAL GRAND FORKS	17,398	6.9	17,675	21,323	17,132
41,544	11 830 905 001 EA 'E' / WEST BOUNDARY	43,979	17.6	44,680	53,901	43,307
250,677	Sub	250,417	100.0	254,404	306,911	246,588
	This Year Requisition	250,417		254,404	306,911	246,588
	Total Requisition	250,417		254,404	306,911	246,588

Notes: Allocations based on most recent property assessment values (2014 Revised Roll, March, 2014)

TOTAL						
671,553,474	Converted Assessment Base	757,908,054	757,908,054	757,908,054	757,908,054	757,908,054
0.08117	Cost per \$1,000	0.03304	0.03357	0.04049	0.03351	0.03254
\$ 16.23	Base cost for a home valued at \$200,000	\$ 6.61	\$ 6.71	\$ 8.10	\$ 6.70	\$ 6.51
BUILDING IMPROVEMENTS						
\$ 304,179	Additional Requisition over base of \$241M/\$350M	\$ 9,494	\$ (95,596)	\$ (43,089)	\$ (96,059)	\$ (103,412)
0.0453	Cost per \$1,000	0.0013	-0.0126	-0.0057	-0.0127	-0.0136
\$ 9.06	Cost for a home valued at \$200,000	\$ 0.25	\$ (2.52)	\$ (1.14)	\$ (2.53)	\$ (2.73)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Federal Grant In Lieu
Account No	11 210 100 001

2017
Prior Yr

**2018
Budget**

**2019
Budget**

**2020
Budget**

**2021
Budget**

**2022
Budget**

Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Grants in Lieu	3,000	3,000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
	Federal & Provincial Gov't - Properties										
	Annual Budget	3,000	3,000		3,060		3,121		3,184		3,247

Notes:	Previous Year Budget	3,000
	Actual to December 31, 2017	3,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Rental - Trail Facilities	2017	2018		2019		2020		2021		2022
Account No	11 400 003 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Room Rentals	150	150	0.0%	150	0.0%	150	0.0%	150	0.0%	150
2											
	Annual Budget	150	150		150		150		150		150

Notes:	Previous Year Budget	150
	Actual to December 31, 2017	-
Item #1	Estimate for User Group Charges collected for meeting rooms	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Rental GF Office - Planning
Account No	11 400 004 - 001

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Rental - Planning Dept	7,323	7,323	2.0%	7,469	2.0%	7,619	2.0%	7,771	2.0%	7,927
	Annual Budget	7,323	7,323		7,469		7,619		7,771		7,927

Notes:	Previous Year Budget	7,323
	Actual to December 31, 2017	7,323
Contribution from Planning Function for use of Grand Forks office space. Includes utilities, and maintenance.		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Rental - GF Office - Building	2017	2018		2019		2020		2021		2022
Account No	11 400 005 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Rental - GF Office	22,680	22,680		22,680		22,680		22,680		22,680
	Annual Budget	22,680	22,680		22,680		22,680		22,680		22,680

Notes:	Previous Year Budget	22,680
	Actual to December 31, 2017	22,680
Item #1	includes recovery of heating, electricity, water, bldg and ground mnct, janitorial, etc.	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Interest Earned	2017	2018		2019		2020		2021		2022
Account No	11 550 100 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Interest earned	50,000	50,000	2.0%	51,000	2.0%	52,020	2.0%	53,060	2.0%	54,122
	Annual Budget	50,000	50,000		51,000		52,020		53,060		54,122

Notes:	Previous Year Budget	50,000
	Actual to December 31, 2017	63,002

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Woodstove Exchange - BC Lung	2017	2018	2019	2020	2021	2022
Account No	11 550 106 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	BC Lung Association						
	2013 Funding from BC Lung Association						
	Basic Grants 23 x \$250	5,750					
	Support for Administration Costs	2,050					
	Sub Total	7,800	6,000				
2	Remaining Funding from Prior Years						
	Basic Grant Portion (16 @ \$250)						
	Administration Portion	66					
	Sub Total						
	Annual Budget	7,866	6,000	-	-	-	-

Notes: Previous Year Budget 7,866
Actual to December 31, 2017 6,566

Item #1 Grant APPROVED \$7,800 for 2016

Item #2

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	750
Top-up varies from zero to \$250 (average used for this estimate is 41 @ \$250)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:		Previous Year Budget	69,298
		Actual to December 31, 2017	154,527
Item #2	No Contributions to Self Insurance Fund 2018-20; Reviewed Prior to 2021		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Columbia Basin Trust (Revenue)	2017	2018	2019	2020	2021	2022
Account No	11 590 400 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	5% Admin fee on Columbia Basin Trust Program	17,748	17,748	17,748	17,748	17,748	17,748
	Annual Budget	17,748	17,748	17,748	17,748	17,748	17,748

Notes: Previous Year Budget 17,748
 Actual to December 31, 2017 17,748
 Item #1

Name	Recovery of Common Costs	2017	2018		2019		2020		2021		2022
Account No	11 590 990 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Use of Fleet Vehicles:										
005	Planning	12,875	12,875	2.0%	13,133	2.0%	13,395	2.0%	13,663	2.0%	13,936
010	Solid Waste	18,540	18,540	2.0%	18,911	2.0%	19,289	2.0%	19,675	2.0%	20,068
007	Economic Development	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
002	Electoral Administration	20,085	20,085	2.0%	20,487	2.0%	20,896	2.0%	21,314	2.0%	21,741
	Sub-Total	51,500	51,500		52,530		53,581		54,652		55,745
2	Photocopiers:										
004	Building Inspection	2,034	2,034	2.0%	2,075	2.0%	2,116	2.0%	2,158	2.0%	2,202
005	Planning	9,494	9,494	2.0%	9,684	2.0%	9,878	2.0%	10,075	2.0%	10,277
010	Solid Waste	3,714	3,714	2.0%	3,788	2.0%	3,864	2.0%	3,941	2.0%	4,020
3	Heating: Sharing 39% of Total \$15,000	6,086	6,086	2.0%	6,208	2.0%	6,332	2.0%	6,459	2.0%	6,588
4	Power: Sharing 74% of Total \$46,000	35,519	35,519	2.0%	36,229	2.0%	36,954	2.0%	37,693	2.0%	38,447
	Annual Budget	159,847	108,347		110,514		112,724		114,979		117,278

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ITEM ATTACHMENT # b)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Board Fee Revenue, Page 1 of 3**
Account No **11 592 001 - 001**

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
001	General Government - Carbon Offset	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
002	Electoral Area Administration	18,865	19,206	2.0%	19,590	2.0%	19,982	2.0%	20,382	2.0%	20,789
003	Grants in Aid	9,086	9,268	2.0%	9,453	2.0%	9,642	2.0%	9,835	2.0%	10,032
004	Building & Plumbing Inspection	26,747	27,259	2.0%	27,804	2.0%	28,360	2.0%	28,927	2.0%	29,506
005	Planning and Development	45,317	46,136	2.0%	47,059	2.0%	48,000	2.0%	48,960	2.0%	49,939
006	Feasibility Studies	1,531	1,559	2.0%	1,590	2.0%	1,622	2.0%	1,654	2.0%	1,688
008	Boundary Economic Development	4,238	4,323	2.0%	4,409	2.0%	4,498	2.0%	4,588	2.0%	4,679
009	Police Based Victims' Services	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
010	Regionalized Waste Management	51,626	52,580	2.0%	53,632	2.0%	54,704	2.0%	55,798	2.0%	56,914
012	Emergency Preparedness	5,318	5,401	2.0%	5,509	2.0%	5,619	2.0%	5,732	2.0%	5,846
014	Parks & Trails - Area 'B'	11,776	11,987	2.0%	12,227	2.0%	12,471	2.0%	12,721	2.0%	12,975
015	9-1-1 Emergency Communications	16,502	16,799	2.0%	17,135	2.0%	17,478	2.0%	17,827	2.0%	18,184
017	East End Economic Development	4,074	4,155	2.0%	4,238	2.0%	4,323	2.0%	4,409	2.0%	4,498
018	Culture Arts & Recreation in the Lower Columbia	16,896	17,107	2.0%	17,449	2.0%	17,798	2.0%	18,154	2.0%	18,517
019	Parks & Trails - Beaver Valley	11,776	11,987	2.0%	12,227	2.0%	12,471	2.0%	12,721	2.0%	12,975
020-011	Recreation - Beaver Valley Arena	12,750	12,961	2.0%	13,220	2.0%	13,485	2.0%	13,754	2.0%	14,029
020-013	Recreation - Beaver Valley Recreation	11,776	11,987	2.0%	12,227	2.0%	12,471	2.0%	12,721	2.0%	12,975
021	Rec. Commission - Gd Fks , Area D	11,776	11,987	2.0%	12,227	2.0%	12,471	2.0%	12,721	2.0%	12,975
022	Rec. Commission Grnwd, Midway, Area E	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
Page 1 Total		262,810	267,514		272,864		278,322		283,888		289,566

Notes:

Actual to December 31, 2017	37,199
2016 Budget - Climate Change Initiatives	21,420
Included in above Board Fee	<u>\$ 58,619</u>

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Board Fee Revenue, Page 2 of 3**
Account No **11 592 001 - 001**

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
023	Rec. Commission - Christina Lake	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
024	Rec. Facilities - Christina Lake	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
027	Area C Regional Parks & Trails	7,499	7,625	2.0%	7,778	2.0%	7,933	2.0%	8,092	2.0%	8,254
030	Grand Forks Arena	11,434	11,645	2.0%	11,878	2.0%	12,115	2.0%	12,358	2.0%	12,605
031	Grand Forks Curling Rink	2,235	2,263	2.0%	2,308	2.0%	2,354	2.0%	2,402	2.0%	2,450
040	Grand Forks Aquatic Centre	15,560	15,771	2.0%	16,086	2.0%	16,408	2.0%	16,736	2.0%	17,071
045	Area 'D' Parks & Trails	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
047	Area 'D' Heritage Conservation	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
050	Fire Protection - East End	113,899	116,083	2.0%	118,405	2.0%	120,773	2.0%	123,188	2.0%	125,652
051	Fire Protection - Christina Lake	13,988	14,228	2.0%	14,513	2.0%	14,803	2.0%	15,099	2.0%	15,401
053	Fire Protection - Beaverdell	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
054	Fire Protection - Area E - Big White	13,177	13,417	2.0%	13,685	2.0%	13,959	2.0%	14,238	2.0%	14,523
056	Fire Protection - Rural Greenwood	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
057	Fire Protection - Rural Grand Forks	13,833	14,110	2.0%	14,392	2.0%	14,680	2.0%	14,974	2.0%	15,273
058	Fire Protection - Kettle Valley Fire	-	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
064	Refuse Disposal - Big White	5,344	5,449	2.0%	5,558	2.0%	5,669	2.0%	5,783	2.0%	5,898
065	Area 'E' Parks & Trails	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
070	Animal Control - East End	4,155	4,238	2.0%	4,323	2.0%	4,409	2.0%	4,497	2.0%	4,587
071	Animal Control - West End	4,155	4,238	2.0%	4,323	2.0%	4,409	2.0%	4,497	2.0%	4,587
074	Big White Security Services	4,665	4,748	2.0%	4,843	2.0%	4,940	2.0%	5,039	2.0%	5,139
Page 2 Total		219,590	228,757		233,332		237,999		242,759		247,614

Notes: _____ Actual to December 31, 2017

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Board Fee Revenue, Page 3 of 3**
Account No 11 592 001 - 001

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
075	Big white Noise Control Services	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
077	Area 'C' Economic Development	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
080	Mosquito Control - GD Fks, Area D	3,175	3,226	2.0%	3,291	2.0%	3,356	2.0%	3,423	2.0%	3,492
081	Mosquito Control - Christina Lake	1,990	2,018	2.0%	2,058	2.0%	2,100	2.0%	2,142	2.0%	2,184
090	Noxious Weed Control - Area A	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
091	Christina Lake Milfoil	1,888	1,922	2.0%	1,960	2.0%	2,000	2.0%	2,040	2.0%	2,080
092	Noxious Weed - Area D & E	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
101	Street Lighting - Big White	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
140	Library - Grand Forks, Areas D & C	3,790	3,866	2.0%	3,943	2.0%	4,022	2.0%	4,103	2.0%	4,185
145	Greenwood, Area E' Cemetery Services	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
150	Cemeteries - East End	4,910	4,998	2.0%	5,098	2.0%	5,200	2.0%	5,304	2.0%	5,410
500	Beaver Valley Water Supply	25,026	25,465	2.0%	25,974	2.0%	26,494	2.0%	27,024	2.0%	27,564
550	Christina Lake Water Supply Utility	7,620	7,770	2.0%	7,925	2.0%	8,084	2.0%	8,246	2.0%	8,410
600	Columbia Gardens Water Supply	2,139	2,180	2.0%	2,224	2.0%	2,268	2.0%	2,313	2.0%	2,360
650	Rivervale Water Supply Utility	7,619	7,768	2.0%	7,923	2.0%	8,082	2.0%	8,243	2.0%	8,408
700	East End Regionalized Sewer	45,476	46,300	2.0%	47,226	2.0%	48,171	2.0%	49,134	2.0%	50,117
800	Oasis/Rivervale Sewer	5,073	5,172	2.0%	5,275	2.0%	5,381	2.0%	5,489	2.0%	5,598
900	East End Transit	49,381	50,273	2.0%	51,278	2.0%	52,304	2.0%	53,350	2.0%	54,417
950	West End Transit	1,480	1,508	2.0%	1,538	2.0%	1,569	2.0%	1,600	2.0%	1,632
	Total Page Three	167,835	170,902		174,320		177,806		181,363		184,990
	Annual Budget	650,235	667,173		680,516		694,127		708,009		722,170

Notes:	Previous Year Budget	650,235
	Actual to December 31, 2017	655,235

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	Local Government Act
Account No	11 621 100 - 001

2017
Prior Year

2018 Budget

2019 Budget

2020 Budget

2021 Budget

2022 Budget

Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Section 3 Chapter 275 (LGA)	160,000	160,000		160,000		160,000		160,000		160,000
			-		-		-		-		-
	Revenue Sharing Grant										
	Division 3 of Part 2 of BC Reg 221/95										
	Section 8 (2) (c) Unconditional Grant										
	Portion Allocated to Electoral Administration										
	Annual Budget	160,000	160,000		160,000		160,000		160,000		160,000

Notes:	Previous Year Budget	160,000
	Actual to December 31, 2017	160,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Province of BC CARIP
Account No	11 621 150 - 001

2017
Prior Year

2018 Budget

2019 Budget

2020 Budget

2021 Budget

2022
Budget

Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Province of BC	36,062	36,062	2.0%	36,783	2.0%	37,519	2.0%	38,269	2.0%	39,035
	Climate Action Revenue Incentive Program										
	Carbon Tax Refunds based on actual volumes										
	Annual Budget	36,062	36,062		36,783		37,519		38,269		39,035

Notes:	Previous Year Budget	36,062
	Actual to December 31, 2017	33,608

Name	Province of BC - Misc Revenue
Account No	11 759 159 - 001

Account No

2017
Prior Year

**2018
Budget**

**2019
Budget**

**2020
Budget**

**2021
Budget**

**2022
Budget**

Notes:	Previous Year Budget	1,552,174
	Actual to December 31, 2017	1,883,672

Name	Hydro Generation Grant in Lieu
Account No	11 759 940 - 001

Name _____
Account _____

2017
Prior Year

**2018
Budget**

**2019
Budget**

**2020
Budget**

**2021
Budget**

**2022
Budget**

Notes:	Previous Year Budget	1,552,174
	Actual to December 31, 2017	1,883,672
Yr 2007 +	Enhanced funding model adopted by the province for Crown Corporations Grant In Lieu	
	Grant payments must be indexed annually based on year-over-year changes in	
	total municipal property tax revenue in the province.	

Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account No	11 911 100 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	742,779	1,024,197		-		-		-		-
	Annual Budget	742,779	1,024,197		-		-		-		-

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ITEM ATTACHMENT # b)

Name	Transfer From Reserve	2017	2018	2019	2020	2021	2022
Account No	11 921 205 - 001	Prior Year	Budget		Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	Admin vehicle 2013 Ford Escape G5		40,000		-		
2	Admin vehicle 2012 Subaru Impreza G6						
3	Admin vehicle 2009 Ford Escape Hybrid G2						
4	Building Safety Code Updates						
5	Climate Action - dashboard update						
6							
	Annual Budget	-	40,000		-	-	-

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ITEM ATTACHMENT # b)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

Item #1	Debt Management for RHD - All obligations will be completed by June, 2014
Item #2	Contract awarded to Central Kootenay Regional District January 1, 2010 (Five Years)
	Hospital wound up in 2015

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Directors Remuneration**
Account No **12 110 130 - 001**

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Directors 13 x \$750 x 12 months (Basic Rate) x 1.5% increase	120,536	122,344	2.0%	124,791	2.0%	127,287	2.0%	129,833	2.0%	132,429
2	Board Chair \$1,911 x 12 months x 1.5% increase	23,625	23,979	2.0%	26,259	2.0%	28,584	2.0%	29,156	2.0%	29,739
3	Vice-Chair \$330 x 12 Months	2,720	2,761	2.0%	2,816	2.0%	2,872	2.0%	2,930	2.0%	2,988
4	Regular Board Meetings 13 Dir. x 12 MTG x \$83 x 1.5% increase	13,339	13,539	2.0%	13,810	2.0%	14,086	2.0%	14,368	2.0%	14,656
5	Special Board Meetings (2 per year X 13 Dir X \$83) x 1.5% incre	2,223	2,257	2.0%	2,302	2.0%	2,348	2.0%	2,395	2.0%	2,443
6	Technical Allowance 13 x \$200 x \$12 Months x 1.5% increase	32,143	32,625	2.0%	33,278	2.0%	33,943	2.0%	34,622	2.0%	35,315
7	Tech/Hardware Allowance Rural Directors (5 * \$500/yr)	-	-	-	-	-	-	-	-	-	-
8	Tech Allowance Rural Director (5 x \$100 x 12 Mnth)	-	-	-	-	-	-	-	-	-	-
9	Cell Phone Allowance Rural (5 x \$75 x 12 Mnth)	-	-	-	-	-	-	-	-	-	-
	COMMITTEE MEETINGS REMUNERATION										
10	Committee Chair Remuneration @ \$111	15,660	15,660	2.0%	15,974	2.0%	16,293	2.0%	16,619	2.0%	16,951
11	Personnel, Executive & Policy	6,066	6,066	2.0%	6,187	2.0%	6,311	2.0%	6,437	2.0%	6,566
12	COW - Finance	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
13	Electoral Area Services Committee	5,055	5,055	2.0%	5,156	2.0%	5,259	2.0%	5,364	2.0%	5,471
14	COW - Environmental Services	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
15	COW - Protective Services Committee	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
16	Other Authorized Board Committee Meetings	41,785	41,785	2.0%	42,621	2.0%	43,473	2.0%	44,343	2.0%	45,229
17	Meeting Travel Allow. Est. (\$49 & \$59 & \$73) MTG/TRV	15,000	15,000	2.0%	15,300	2.0%	15,606	2.0%	15,918	2.0%	16,236
18	Allowance for Absentee Director + Other Ad Hoc Meetings	5,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
19	Statutory Benefits @ 5.0%	13,418	13,418	2.0%	13,686	2.0%	13,960	2.0%	14,239	2.0%	14,524
20	COW	10,952	10,952	2.0%	11,171	2.0%	11,394	2.0%	11,622	2.0%	11,855
	Annual Budget	307,522	310,441		318,450		326,619		333,151		339,815

Notes: Previous Year Budget 307,522
Actual to December 31, 2017 307,522
CPI increase of 2% included in rates
#7, #8 & #9 transferred to electoral area budget

Name	Director Travel	2017	2018		2019		2020		2021		2022
Account No	12 110 210 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Mileage Board & Committee Meetings	50,000	50,000	2.0%	51,000	2.0%	52,020	2.0%	53,060	2.0%	54,122
	Annual Budget	50,000	50,000		51,000		52,020		53,060		54,122

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Directors Meeting Expenses	2017	2018		2019		2020		2021		2022
Account No	12 110 211 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Meals & Accommodation	20,400	20,400	2.0%	20,808	2.0%	21,224	2.0%	21,649	2.0%	22,082
2	FCM Conference: 2 Directors	5,100	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
3	COFI - Conterence - Chair	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624
	Conference Location & Dates:										
2018	May 31 - June 3, 2018, Halifax, NS										
	Annual Budget	27,000	27,000		27,540		28,091		28,653		29,226

Notes:	Previous Year Budget	27,000
	Actual to December 31, 2017	27,000
Covers all other expenses of Directors.		
Mileage & Remuneration coded in other Budgets		

Name	Office Supplies - Directors
Account No	12 110 251 - 001

Notes:	Previous Year Budget	6,180
	Actual to December 31, 2017	2,000
Item #1	Extra cost for Business Use Vehicle Insurance coverage reimbursed	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Salaries & Benefits**

Account No. 12 121 111 - 001

		2017			2018		2019		2020		2021		2022	
		Prior Year			Budget		Budget		Budget		Budget		Budget	
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%
1	Chief Administrative Officer	150,000			159,104		167,671	0.0%	171,360	2.0%	174,787	2.0%	178,283	
2	General Manager - Finance	109,392		6 MID	117,300	2.0%	119,646	2.0%	122,039	2.0%	124,480	2.0%	126,969	
3	Financial Services Manager	91,467		4 MID	93,330	2.0%	95,197	2.0%	97,101	2.0%	99,043	2.0%	101,023	
4	Manager of Corporate Administration	91,467		4 MID	97,997	2.0%	99,956	2.0%	101,956	2.0%	103,995	2.0%	106,075	
5	Executive Assistant	65,403		1 MAX	66,810	2.0%	68,146	2.0%	69,509	2.0%	70,899	2.0%	72,317	
6	Manager of Information Services	81,512		3 MID	84,966	2.0%	86,665	2.0%	88,399	2.0%	90,167	2.0%	91,970	
7	Manager of Infrastructure and Sustainability	13,720	15.0%	93,330	13,999	2.0%	14,279	2.0%	14,565	2.0%	14,856	2.0%	15,154	
8	General Manager - Operations/Deputy CAO	39,158	70.0%	91,000	92,820	2.0%	94,676	2.0%	96,570	2.0%	98,501	2.0%	100,471	
9	Manager of Facilities & Recreation (Grand Forks)	4,573	5.0%	93,330	4,666	2.0%	4,760	2.0%	4,855	2.0%	4,952	2.0%	5,051	
10	Deputy Fire Chief's extra duties (Big White Fire)	1,665			1,698	2.0%	1,732	2.0%	1,767	2.0%	1,802	2.0%	1,838	
11	Allowance for Retirement, Orientation and Other Cost Press	31,527			32,158	2.0%	32,801	2.0%	33,457	2.0%	34,126	2.0%	34,809	
12	Manager of Facilities & Recreation (Greater Trail)	9,147	10.0%	93,330	9,330	2.0%	9,516	2.0%	9,707	2.0%	9,901	2.0%	10,099	
13	Corporate Communications Officer		54.0%		43,101	2.0%	43,963	2.0%	44,842	2.0%	45,739	2.0%	46,653	
14														
15														
	Subtotal	689,033			817,278	2.0%	839,009	2.0%	856,125	2.0%	873,247	2.0%	890,712	
	Benefits @	137,807		24%	196,147	24%	201,362	24%	205,470	24%	209,579	24%	213,771	
	Page 1 Total	826,839			1,013,425		1,040,371		1,061,595		1,082,826		1,104,483	

Notes:

Item #7

Item #11 Cost pressure allowance - management compensation review

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Salaries & Benefits, Continued**

Account No. 12 121 111 - 001

Item No	Description	2017	2017	Rate	2018	%	2019	%	2020	%	2021	%	2022
		Prior Year	Hours		Budget		Budget		Budget		Budget		Budget
		Amount			Amount		Amount		Amount		Amount		Amount
1	Financial Analyst	61,925	1,893	34.05	64,440	2.0%	65,728	2.0%	67,043	2.0%	68,384	2.0%	69,752
2	Financial Specialist	61,925	1,893	34.05	64,440	2.0%	65,728	2.0%	67,043	2.0%	68,384	2.0%	69,752
3	Accounting Clerk Receptionist	52,692	1,893	28.98	54,845	2.0%	55,942	2.0%	57,060	2.0%	58,202	2.0%	59,366
4	Clerk/Steno/Receptionist	51,349	1,893	28.23	53,425	2.0%	54,494	2.0%	55,584	2.0%	56,695	2.0%	57,829
5	Full Time WEB MASTER	55,114	1,893	30.30	57,343	2.0%	58,490	2.0%	59,659	2.0%	60,853	2.0%	62,070
6	Network Infrastructure Analyst	37,500	1,893	41.01	77,611	2.0%	79,164	2.0%	80,747	2.0%	82,362	2.0%	84,009
7	Engineering Technician (25% shared position)	16,091	1,893	35.39	16,744	2.0%	17,079	2.0%	17,420	2.0%	17,769	2.0%	18,124
8	Fleet Vehicle Servicing (Car Washer)	1,465	104	15.35	1,596	2.0%	1,628	2.0%	1,661	2.0%	1,694	2.0%	1,728
9	Overtime allowance	10,000			10,000	2.0%	10,200	2.0%	10,404	2.0%	10,612	2.0%	10,824
10	Provision for unused Holidays (1wk/employee)	5,000	375	30.00	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
11	Finance Relief (Sick & Vacation Coverage)	9,051	325	28.98	9,417	2.0%	9,605	2.0%	9,797	2.0%	9,993	2.0%	10,193
12	Allowance for CUPE Contract Increase (2%)	6,163											
13													
14													
15													
	Subtotal	368,276	14,052		414,861	2.0%	423,158	2.5%	431,621	3.0%	440,253	3.0%	449,058
	Benefits @	99,435		26%	107,864	26.0%	110,021	26.0%	112,221	26.0%	114,466	26.0%	116,755
	Page 2 Total	467,711			522,724		533,179		543,842		554,719		565,814
	Annual Budget	1,294,550			1,536,149		1,573,550		1,605,437		1,637,545		1,670,297

Notes:

Previous Year Budget 1,294,550

Actual to December 31, 2017 1,294,550

Item #6 Liquid Waste 25%, Solid Waste 50%, Administration 25%

Item #10

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	Labour Relations	2017	2018		2019		2020		2021		2022
Account No	12 121 190 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Labour Relations	3,000	3,000		3,000		3,000		3,000		3,000
2	Columbia Valley Assessment Referral	8,400	8,400	2.0%	8,568	2.0%	8,739	2.0%	8,914	2.0%	9,092
	Annual Budget	11,400	11,400		11,568		11,739		11,914		12,092

Notes:		Previous Year Budget	11,400
		Actual to December 31, 2017	8,000
Item #1	2016 is a Bargaining Year for CUPE		
Item #2	EAP contract with C.V.A.R.S. @ 135.0 FTE @ \$61.00/yr		

[illegible]

Notes:	Previous Year Budget	20,000
	Actual to December 31, 2017	20,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account No		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Staff Development 12 121 239 - 001											
1	Municipal Officers Association:			%	Amount	%	Amount	%	Amount	%	Amount
	LGMA Dues (West Kootenay Chapter)	255	255	2.0%	260	2.0%	265	2.0%	271	2.0%	276
	LGMA Membership	855	855	2.0%	872	2.0%	890	2.0%	907	2.0%	925
	LGMA Annual Convention	1,020	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082	2.0%	1,104
	LGMA - Kootenay Boundary Chapter conferences	714	714	2.0%	728	2.0%	743	2.0%	758	2.0%	773
2	Financial Analyst CPA professional development	6,100	3,700								
3	Accounting Clerk/Receptionist - payroll practitioner training		2,250								
4	Provision for up-grading and continuing education										
	for work related applications	7,500	7,500	2.0%	7,650	2.0%	7,803	2.0%	7,959	2.0%	8,118
5	VADIM Annual Conference	500	500	2.0%	510	2.0%	520	2.0%	531	2.0%	541
6	GFOABC Annual Dues	1,377	1,377	2.0%	1,405	2.0%	1,433	2.0%	1,461	2.0%	1,491
7	GFOABC Annual Conference	1,600	1,600	2.0%	1,632	2.0%	1,665	2.0%	1,698	2.0%	1,732
8	Staff software training	2,080	2,080	2.0%	2,122	2.0%	2,164	2.0%	2,207	2.0%	2,251
9	Payroll Association Workshops	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
10	OH&S Training	12,000	12,000		12,000		12,000		12,000		12,000
11	CPA dues	3,300	3,300								
12	Canadian Society of Corporate Secretaries	500									
13	Payroll Association Dues		200		200		200		200		200
	Annual Budget	38,801	38,351		29,439		29,784		30,135		30,494

Notes:

Previous Year Budget	38,801
Actual to December 31, 2017	25,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Postage		2017	2018		2019		2020		2021		2022
Account No 12 121 212 - 001		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Postage	15,000	20,000	2.0%	20,400	2.0%	20,808	2.0%	21,224	2.0%	21,649
Annual Budget		15,000	20,000		20,400		20,808		21,224		21,649

Notes: Previous Year Budget 15,000
 Actual to December 31, 2017 20,000
 1. Postage increase for basic letter to increase from .63 to \$1 on March 1st 2014

[illegible]

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Name	FCM Annual Dues	2017	2018		2019		2020		2021		2022
Account No	12 121 214 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Federation of Canadian Municipalities Annual Dues	5,225	5,423	2.0%	5,531	2.0%	5,642	2.0%	5,755	2.0%	5,870
2	Travel Fund	549	549	2.0%	560	2.0%	571	2.0%	583	2.0%	594
	Annual Budget	5,774	5,972		6,091		6,213		6,338		6,464

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[illegible]

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Office Equipment		2017	2018		2019		2020		2021		2022
Account No 12 121 247 - 001		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contingency for Computer Failure	2,000	2,100		2,200		2,200		2,200		2,200
2	Allowance for Furnishings, Office Equipment	5,000	5,000		5,500		5,500		5,500		5,500
3											
Annual Budget		7,000	7,100		7,700		7,700		7,700		7,700

Notes:	Previous Year Budget	7,000
	Actual to December 31, 2017	7,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Office Supplies**
Account No 12 121 251 - 001

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Office supplies, printer/copier cartridges, photo copier paper	30,000	30,000	2.0%	30,600	2.0%	31,212	2.0%	31,836	2.0%	32,473
Annual Budget		30,000	30,000		30,600		31,212		31,836		32,473

Notes: Previous Year Budget 30,000
Actual to December 31, 2017 35,000
Board policy of using recycled products when available

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account No		2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Building Maintenance 12 121 252 - 001							
Item No	Description	Amount	Amount	%	Amount	%	Amount
1	Contracted Janitorial/Maintenance	29,485	37,308	2.0%	38,054	2.0%	39,592
2	Snow clearing	3,060	3,060	2.0%	3,121	2.0%	3,247
3	Miscellaneous Maintenance Supplies & Repairs	3,060	3,060	2.0%	3,121	2.0%	3,247
4	Water & Sewer Utility	2,040	2,040	2.0%	2,081	2.0%	2,165
5	Bldg maint, electrical, mechanical, plumbing	4,080	4,080	2.0%	4,162	2.0%	4,330
6	Annual test of Fire alarm system	2,040	2,040	2.0%	2,081	2.0%	2,165
7	Canadian Waste - Pickup at Trail Office	2,040	2,040	2.0%	2,081	2.0%	2,165
8	Elevator Maintenance	1,122	1,122	2.0%	1,144	2.0%	1,191
9	Heating Costs - Gas (50% Recovered)	9,180	9,180	2.0%	9,364	2.0%	9,742
10	Power Costs - Electricity (74% Recovered)	46,920	46,920	2.0%	47,858	2.0%	49,792
11	Service HVAC	3,090	3,090	2.0%	3,152	2.0%	3,279
12	Alpine Disposal - Mixed Paper Recycle	1,600	1,600	2.0%	1,632	2.0%	1,698
13	Expansion Joint Caulking Re & Re	40,000					
14	Liebert UPS System Annual Service	5,632	5,632	2.0%	5,745	2.0%	5,977
	Grand Forks Office Expenses:						
15	Utilities - Heating (gas)	4,080	4,080	2.0%	4,162	2.0%	4,330
16	Utilities - Power (electricity, water)	4,080	4,080	2.0%	4,162	2.0%	4,330
17	Building & Grounds Maintenance	3,570	3,570	2.0%	3,641	2.0%	3,789
18	Janitorial Services (Contract VAB Enterprises)	8,500	8,500		8,500		8,500
19	Exterior and Interior upgrades to Building	35,000	20,000		20,000		20,000
20	Counterforce Security Services	250	250		250		250
	Annual Budget	208,829	161,652		164,310		169,787
					167,021		172,608

Notes:		Previous Year Budget	208,829
		Actual to December 31, 2017	208,829
Item #1	Contracted with GTCC Janitorial Staff		
Item #11	Western Canada Contract Annual Agreement \$1,942.78 plus tax		

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Name	Vehicle Operating	2017	2018		2019		2020		2021		2022
Account No	12 121 253 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Insurance - 2009 Ford Escape - Hybrid 992PBD (G)	1,500	895	2.0%	913	2.0%	931	2.0%	950	2.0%	969
	Gas & Oil	3,060	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247	2.0%	3,312
	Misc repairs & service	1,530	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624	2.0%	1,656
2	Insurance - 2012 Subaru Impreza Tour 312SLG	1,500	936	2.0%	955	2.0%	974	2.0%	993	2.0%	1,013
	Gas & Oil	4,080	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330	2.0%	4,416
	Misc repairs & service	2,040	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
3	Insurance - 2013 Ford Escape (G5)	1,700	944	2.0%	963	2.0%	982	2.0%	1,002	2.0%	1,022
	Gas & Oil	4,080	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330	2.0%	4,416
	Misc repairs & service	2,040	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
4	Special Excess Thrid party Liability Policy	64	583		100		100		100		100
5	Stericycle and Geotrac (Work Alone \$1.100 per Month)		13,200	2.0%	13,464	2.0%	13,733	2.0%	14,008	2.0%	14,288
	Annual Budget	21,594	33,388		33,561		34,230		34,913		35,609

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Equipment Lease - Photocopier		2017	2018	2019	2020	2021	2022
Account No 12 121 261 - 001		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	IKON Service contract for Admin Photocopiers	2,100	2,100	2,100	2,100	2,100	2,100
2	IKON Service contract for ZGMIS component (above)	1,200	1,200	1,200	1,200	1,200	1,200
3	Maintenance Fees based on usage	20,000	20,000	20,000	20,000	20,000	20,000
4	Photocopier Replacement Plan (Administration)	4,158					
5							
Annual Budget		27,458	23,300	23,300	23,300	23,300	23,300

Notes:

Previous Year Budget	27,458
Actual to December 31, 2017	27,458

Item #1,#2 IKON Service agreement Shared between Admin 44%, BV Recreation, 21% and Building Inspection 35%

Item #4 MFA Five Year Lease @ 2% \$692.99 per month x 12 = \$8,316 Lease #9210 2012 - 2017

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Equipment Lease - Mail**

Account No 12 121 263 - 001

2017
Prior Year

2018 Budget

2019 Budget

2020 Budget

2021 Budget

2022 Budget

Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1a	Automatic Mailer SM58A		included								
1b	5 Key Interfaced Scale SE50	3,580	3,580	2.0%	3,652	2.5%	3,743	1.5%	3,799	1.5%	3,856
2	Meter Rental Model 9839 @ \$50 per month	612	612	2.0%	624	2.5%	640	1.5%	649	1.5%	659
	Annual Budget	4,192	4,192		4,276		4,383		4,448		4,515

Notes:	Previous Year Budget	3,500
	Actual to December 31, 2017	4,192

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Bank Service Charges**
Account No 12 121 810 - 001

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Account Service Fees @ \$470/month	5,640	5,640		5,640		5,640		5,640		5,640
2	Payroll Processing Fees @ \$150 x 12 months	1,836	1,836	2.0%	1,873	2.0%	1,910	2.0%	1,948	2.0%	1,987
3	Mechant Fees, Rental Interac	25,000	25,000	2.0%	25,500	2.0%	26,010	2.0%	26,530	2.0%	27,061
4	Other misc charges, incoming wire, NFS, Stop Pay	3,060	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247	2.0%	3,312
Annual Budget		35,536	35,536		36,134		36,744		37,366		38,000

Notes: Previous Year Budget 35,536
Actual to December 31, 2017 50,000
Item #1 Banking Agreement monthly service charge all accounts

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	Legal Fees
Account No	12 121 232 - 001

Name	Legal Fees	2017	2018		2019		2020		2021		2022
Account No	12 121 232 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Legal fees	70,000	70,000	2.0%	71,400	2.0%	72,828	2.0%	74,285	2.0%	75,770
	Annual Budget	70,000	70,000		71,400		72,828		74,285		75,770

Notes:	Previous Year Budget	70,000
	Actual to December 31, 2017	50,000

Name	Consultants Fees
Account No	12 121 233 - 001

Notes:	Previous Year Budget	111,200
	Actual to December 31, 2017	111,200
Item #2	Audit Requirement: MERCER (CANADA) LTD (Every 3 years there is a detailed update to the annual calculations)	
Item #5	Development of an asset management plan is scheduled for 2016. There may be funds available through UBCM to offset costs but not determinable at time of the budget.	
Item #6	Project \$25,000 in 2015-to be completed in 2016	
Item #9	Occupational Health & Safety Program (WCB requirement) Provides clerical support from Environmental Services	

Name	External Audit	2017	2018		2019		2020		2021		2022
Account No	12 121 234 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Annual External Audit Fee	40,000	40,000	2.0%	40,800	2.0%	41,616	2.0%	42,448	2.0%	43,297
			-								
	Annual Budget	40,000	40,000		40,800		41,616		42,448		43,297

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Name	Liability Insurance	2017	2018		2019		2020		2021		2022
Account No	12 121 237 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No		Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Corporate Liability Insurance	50,022	54,882	2.0%	55,980	2.0%	57,099	2.0%	58,241	2.0%	59,406
1a	Experience Adjustment (Experience Factor Adjustment)	1,436	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
2	Group Travel Insurance - Elected Officials	510	510	2.0%	520	2.0%	531	2.0%	541	2.0%	552
	Annual Budget	51,968	55,392		56,500		57,630		58,782		59,958

05/01/2018

ITEM ATTACHMENT # b)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Property Insurance**

Account No 12 121 238 - 001

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

2021 Budget

**2022
Budget**

Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Building & Contents - Trail Office	7,512	5,432	2.0%	5,541	2.0%	5,651	2.0%	5,764	2.0%	5,880
2	Building & Contents - GF Building Inspection	1,630	1,609	2.0%	1,641	2.0%	1,674	2.0%	1,707	2.0%	1,742
3	Extra Expense, Acct Rec, Valuable Papers	474	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
4	Crime Insurance	1,330	1,330	2.0%	1,357	2.0%	1,384	2.0%	1,411	2.0%	1,440
5	Terrorism & Sabotage	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%	2,706
6	Rene Mutsaert annual appraisal update	-	4,100	2.0%	-	2.0%	-	2.0%	-	2.0%	-
7	Comprehensive appraisal	-	-	-	35,000	-	-	-	-	-	-
8	Business Interruption	-	1,904	2.0%	1,942	2.0%	1,981	2.0%	2,021	2.0%	2,061
	Annual Budget	13,446	16,875		48,031		13,291		13,557		13,828

Notes:	Previous Year Budget	13.446
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Actual to December 31, 2017	13,605
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Item #3 Included in Business Interruption (Item #8)

Items #6-7 Comprehensive appraisal every five years

Name	Capital	2017	2018		2019		2020		2021		2022
Account No	12 121 610 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Admin vehicle 2013 Ford Escape G5		40,000								
2	Admin vehicle 2008 Ford Escape G1										
3	Admin vehicle 2009 Ford Escape Hybrid G2										
4	IT Capital	90,000	90,000		15000		15,000		15,000		-
5	Subaru - transfered from 700	15,100									
6	Trail Reception - Security Gate Additions		6,500								
	Annual Budget	105,100	136,500		15,000		15,000		15,000		-

Notes:	Previous Year Budget	105,100
	Actual to December 31, 2017	50,000
Items #1-3	Decision to replace fleet vehicles based on mileage and general condition	
	All Vehicle purchases shown as net of trade-in values	

Name	Debt - Principal Payments	2017	2018		2019		2020		2021		2022
Account No	12 121 830 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1											
	Annual Budget	-	-		-		-		-		-

05/01/2018

ITEM ATTACHMENT # b)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Interest Short Term		2017	2018		2019		2020		2021		2022
Account No 12 121 811 - 001		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Interest charges on temporary borrowing	25,000	25,000		25,000		25,000		25,000		25,000
Annual Budget		25,000	25,000		25,000		25,000		25,000		25,000

Notes: Previous Year Budget 25,000
Actual to December 31, 2017 25,000

Item #1 Cost of borrowing pending the receipt of tax requisition

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	808,690
	Actual to December 31, 2017	808,690
Item #1	General Contribution for Building Upgrades	
Item #2	Andison \$718 & Lenardon \$1,250 = \$1,968	
Item #3	Recommend that future Fleet Vehicle purchases are financed from Self-Insurance Fund	
Item #3	No Contributions to Self Insurance Fund 2018-20; Reviewed Prior to 2021	
Item #5	Carbon offset	

\$ 2,993,275.16
\$ 518,134.36
\$ 137,306.74
\$ 187,765.18
\$ 20,658.65
\$ 182,314.46
\$ 606,741.72
<hr/>
\$ 1,340,354.05

Balance in Reserve Account December 31, 2017
Accounts 34 700 001 and 34 701 001
Self Insurance Fund (included in above)
Management ERIIP Fund (included in above)
Carbon Offset Fund (included in above)
Airport Sale Proceeds (Included in above)
Education Committee (included in above)
Information Technology
Taxation Offset (Smoothing)
Net Reserve (unrestricted)

Name **Woodstove Exchange - Coordinator**
Account No 12 121 905 - 001

Notes:	Previous Year Budget	2,079
	Actual to December 31, 2017	2,079
Item #1	BC Lung has extended the program to December 2016	

Name	Woodstove Exchange - Rebates Paid	2017	2018		2019		2020		2021		2022
Account No	12 121 906 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Rebates Paid 25 @ \$250)	5,750	4,500				-		-		-
2	Top Ups provided by Local Government										
	Annual Budget	5,750	4,500		-		-		-		-

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ITEM ATTACHMENT # b)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	Woodstove Exchange - Other Expenses
Account No	12 121 907 - 001

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

2021 Budget

**2022
Budget**

Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
	Other Expenses Include:		500				-		-		-
1	Telephones, Internet and Communication										
2	Advertising and Promotions	-									
3	Travel and Mileage										
4	Carry Forward from 2016	37									

Notes:	Previous Year Budget	37
	Actual to December 31, 2017	235
Item #1	BC Lung has extended the program to December 2015	

Name	Woodstove Exchange - Workshops	2017	2018		2019		2020		2021		2022
Account No	12 121 908 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Woodstove Workshops, Public Education	-	-		-		-		-		-
	(includes wages)										
	Annual Budget	-	-		-		-		-		-

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ITEM ATTACHMENT # b)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Deficit
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

Account No 12 121 990 - 001

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Annual Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

Name	Operating Grants Provided	2017	2018		2019		2020		2021		2022
Account No	12 121 995 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Operating Grants Provided to Services	5,000	2,500				-		-		-
	Annual Budget	5,000	2,500		-		-		-		-

05/01/2018

ITEM ATTACHMENT # b)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Contingencies/Miscellaneous**
Account No **12 121 999 - 001**

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Allowance for unforeseen events	3,060	3,060	2.0%	3,121	2.5%	3,199	1.5%	3,247	1.5%	3,296
2	Contribution to regional marketing initiatives	10,000									
3	Contribution to AKBLG	3,000									
4	Contribution to SIBAC	5,000	5,000								
5	Xmas party - Trail/Boundary	10,000	10,000		10,000		10,000		10,000		10,000
6	Community Energy Association Membership	5,000	2,500		2,500		2,500		2,500		2,500
7	Communication - Information Officer	33,750									
Annual Budget		69,810	20,560		15,621		15,699		15,747		15,796

Notes: Previous Year Budget 69,810
Actual to December 31, 2017 30,000
Item #2 Booth for UBCM/FCM promoting the Kootenays with CBT and other Kootenay RDs

REGIONAL DISTRICT OF KOOTENAY BOUNDARY 2018 BUDGET - BOARD FEE CHARGE						
DESCRIPTION	EXHIBIT NO.	BUDGET FEE 2018	Climate Change Initiative	Total For 2018	MONTH	ACCOUNT
General Government Services	001	-	-	-	-	12 121 999 - 001
Electoral Area Administration	002	17,370	1,836	19,206	1,601.00	12 191 230 - 002
Grants - in - Aid	003	9,268	-	9,268	772.00	12 191 230 - 003
Building & Plumbing Inspection	004	26,096	1,163	27,259	2,272.00	12 292 230 - 004
Planning & Development	005	41,791	4,345	46,136	3,845.00	12 610 230 - 005
Reserve for Feasibility Studies	006	1,406	153	1,559	130.00	12 821 230 - 006
Boundary Economic Development	008	4,323	-	4,323	360.00	12 698 230 - 008
Police Based Victims' Assistance	009	1,406	-	1,406	117.00	12 750 230 - 009
Regionalized Waste Management	010	48,633	3,947	52,580	4,382.00	12 433 230 - 010
Emergency Preparedness	012	4,238	1,163	5,401	450.00	12 258 230 - 012
Parks & Trails - Area 'B'	014	10,763	1,224	11,987	999.00	12 710 230 - 014
9-1-1 Emergency Communications	015	15,167	1,632	16,799	1,400.00	12 255 230 - 015
East End Economic Development	017	4,155	-	4,155	346.00	12 692 230 - 017
Culture Arts & Recreation in the Lower Col	018	10,763	6,344	17,107	1,426.00	12 720 230 - 018
Beaver Valley Regional Parks & Trails	019	10,763	1,224	11,987	999.00	12 709 230 - 019
Beaver Valley Arena	020-011	10,763	2,198	12,961	1,080.00	12 715 230 - 020 011
Beaver Valley Recreation	020-013	10,763	1,224	11,987	999.00	12 718 230 - 020 013
Recreation - Grand Forks & Area 'D'	021	10,763	1,224	11,987	999.00	12 714 230 - 021
Recreation - Greenwood, Midway , 'E'	022	1,406	-	1,406	117.00	12 711 230 - 022
Recreation - Christina Lake	023	1,406	-	1,406	117.00	12 711 230 - 023
Christina Lake Recreation Facilities	024	1,406	-	1,406	117.00	12 711 230 - 024
Area C Regional Parks & Trails	027	6,401	1,224	7,625	635.00	12 721 230 - 027
Grand Forks Arena	030	10,763	882	11,645	970.00	12 715 230 - 030
Grand Forks Curling Rink	031	1,406	857	2,263	189.00	12 719 230 - 031
Grand Forks Aquatic Centre	040	10,763	5,008	15,771	1,314.00	12 713 230 - 040
Area 'D' Parks & Trails (NEW SERVICE)	045	1,406	-	1,406	117.00	12 722 230 - 045
Heritage Conservation - Area D	047	1,406	-	1,406	113.00	12 722 230 - 047
Fire Protection - East End	050	111,396	4,687	116,083	9,674.00	12 241 230 - 050
Fire Protection - Christina Lake	051	12,244	1,984	14,228	1,186.00	12 242 230 - 051
Fire Protection - Beaverdell	053	1,406	-	1,406	117.00	12 242 230 - 053
Big White Fire - Specified Area	054	12,244	1,173	13,417	1,118.00	12 242 230 - 054
Rural Greenwood Fire Protection	056	1,406	-	1,406	117.00	12 243 230 - 056
Rural Fire Grand Forks	057	14,110	-	14,110	1,176.00	12 245 237 - 057
Kettle Valley Fire Protection	058	5,100	-	5,100	425.00	12 246 237 - 058
Refuse Disposal - Big White	064	5,347	102	5,449	454.00	12 435 230 - 064
Area 'E' Parks & Trails	065	1,406	-	1,406	117.00	12 723 230 - 065
Animal Control - East End	070	4,238	-	4,238	353.00	12 293 230 - 070
Animal Control - West End	071	4,238	-	4,238	353.00	12 293 230 - 071
Big White Security Services	074	4,238	510	4,748	396.00	12 760 230 - 074
Big White Noise Control Service	075	1,406	-	1,406	117.00	12 762 230 - 075
Area 'C' Economic Development	077	1,406	-	1,406	117.00	12 698 230 - 077
Mosquito Control - Grand Forks, Area 'D'	080	2,614	612	3,226	269.00	12 294 230 - 080
Mosquito Control - Chistina Lake	081	1,406	612	2,018	168.00	12 294 230 - 081
Columbia Gardens Noxious Weed Control	090	1,406	-	1,406	117.00	12 643 230 - 090
Christina Lake Milfoil	091	1,718	204	1,922	160.00	12 643 230 - 091
Noxious Weed Control - Area 'D' & 'E'	092	1,406	-	1,406	117.00	12 643 230 - 092
Street Lighting - Big White	101	1,406	-	1,406	117.00	12 325 230 - 101
Library - Grand Forks, Area 'C' & 'D'	140	3,866	-	3,866	322.00	12 725 230 - 140
Greenwood, Area 'E' Cemetery Service	145	1,406	-	1,406	117.00	12 517 230 - 145
Cemeteries - East End	150	4,488	510	4,998	417.00	12 516 230 - 150
		474,695	46,042	520,737	43,390.00	
Beaver Valley Water Supply	500	22,405	3,060	25,465	2,122.00	42 411 230 - 500
Christina Lake Water Supply Utility	550	7,650	120	7,770	648.00	42 411 230 - 550
Columbia Gardens Water Supply Utility	600	2,078	102	2,180	182.00	42 411 230 - 600
Rivervale Water Supply Utility	650	7,600	168	7,768	647.00	42 411 230 - 650
East End Regionalized Sewer Utility	700	42,041	4,259	46,300	3,858.00	62 421 230 - 700
Oasis-Rivervale Sewer Utility	800	5,070	102	5,172	431.00	62 441 230 - 800
Mill Road Sewer Collection Service	810	-	-	-	-	Does Not Apply
East End Transit	900	45,489	4,784	50,273	4,189.00	82 230 230 - 900
West End Transit	950	1,406	102	1,508	126.00	82 230 230 - 950
		133,739	12,697	146,436	12,203.00	
TOTAL ANNUAL BUDGET		608,434	58,739	667,173	55,593.00	11 592 001 - 001
Budget Notes:						
- Increase for C.P.I. (2%) 2017			37,319	Carbon Offset Purchases		
- 2017 Carbon Offest Purchases (red)			21,420	Climate Change Initiatives		
			58,739			

Committee Fees Structure 2016	1.015	1.50%	DETAILS FOR DIRECTORS REMUNERATION				1
Meeting Attendance Rate - Basic		\$ 83.00	PAGE NUMBER 23				
Meeting Attendance Rate - Committee Chair		\$ 111.00					
	Line	Members	Frequency	Basic	Chair	Cost	
Regular Board Meetings	4	13	12	\$ 13,142.22		\$ 13,142.22	
Special Board Meetings, Strategy Sessions	5	13	2	2,190.37		2,190.37	
				\$ 15,332.59	-	\$ 15,332.59	
Personnel, Executive & Policy	11	6	12	\$ 6,065.64	1,351.98	7,417.62	
Committee of the Whole		13	10	10,951.85	1,126.65	12,078.50	
Finance - COW		13	10		1,126.65	1,126.65	
Environmental Services - COW		13	10		1,126.65	1,126.65	
Protective Services - COW		13	3		338.00	338.00	
Electoral Area Services Committee	11	5	12	5,054.70	1,351.98	6,406.68	
				\$ 22,072.19	\$ 6,421.91	\$ 28,494.10	
Beaver Valley Parks & Trails		3	12	3,032.82	1,351.98	4,384.80	
Beaver Valley Water Committee		3	8	2,021.88	901.32	2,923.20	
Boundary Agricultural Committee		1	4	336.98	450.66	787.64	
Boundary Economic Development Committee		6	12	6,065.64	1,351.98	7,417.62	
Boundary Stakeholders		6	6	3,032.82	675.99	3,708.81	
Boundary Water Committee		3	6	1,516.41	675.99	2,192.40	
Boundary Weed Management		2	6	1,010.94	675.99	1,686.93	
East End Services		7	12	7,076.58	1,351.98	8,428.56	
Education Committee		3	1	252.74	112.67	365.40	
Greenwood Area 'E' Cemetery Committee		2	2	336.98	225.33	562.31	
Heritage Steering Committee				-	-	-	
Kettle River Study Stakeholder Committee		6	3	1,516.41	338.00	1,854.41	
Kettle River Study Steering Committee		6	3	1,516.41	338.00	1,854.41	
Utilities		6	5	2,527.35	563.33	3,090.68	
Sewerage Committee		4	10	3,369.80	1,126.65	4,496.45	
West Kootenay Transit Committee		3	3	758.21	338.00	1,096.20	
Area B Parks & Trails		1	9	758.21		758.21	
Columbia Basin Trust Water Committee		2	12	2,021.88		2,021.88	
Okanagan Film Commission		1	9	758.21		758.21	
Public Hearings Attendance		1	24	2,021.88		2,021.88	
Reading Allowance (S.I.D.I.T) COM Rate		3	6	1,516.41		1,516.41	
West Kootenay Reg Airport Committee		1	4	336.98		336.98	
	14			\$ 41,785.52	\$10,477.85	\$ 52,263.37	
				\$ 79,190.30	\$16,899.75	\$ 96,090.05	
					Line 10		

	2016 Budget	2016 Actuals	2017	2018	2019	2020	2021	Notes
Operational Expenses								
iCompass	\$ -	\$ 6,943.15	\$ 7,000.00	\$ 7,210.00	\$ 7,426.30	\$ 7,649.09	\$ 7,878.56	costs for civic - meeting agenda notes
Vadim onsite training & sup	\$ 10,000.00	\$ 4,689.10	\$ 10,400.00	\$ 10,816.00	\$ 11,248.64	\$ 11,698.59	\$ 12,166.53	
Vadim iCity maintenance	\$ 15,200.00	\$ 15,587.58	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 17,000.00	\$ 17,000.00	
Aerohive maintenance, Hiv	\$ 727.10	\$ 1,253.70	\$ 1,500.00	\$ 1,560.00	\$ 1,622.40	\$ 1,687.30	\$ 1,754.79	
Backup Exec maintenance	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
McAfee Endpoint Protectio	\$ 1,200.00	\$ 1,852.68	\$ 1,900.00	\$ 1,900.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
Shoretel maintenance	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 11,000.00	
workstation tech rollover	\$ 8,000.00	\$ 15,602.38	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
Check Point maintenance	\$ 7,100.00	\$ 9,410.76	\$ 9,500.00	\$ 9,880.00	\$ 10,275.20	\$ 10,686.21	\$ 11,113.66	
support for appliance gatew	\$ -	\$ -						
annuity software blades	\$ -	\$ -						
VMWare maintenance (bas	\$ 13,495.35	\$ 12,864.05	\$ 14,035.16	\$ 14,596.57	\$ 15,180.43	\$ 15,787.65	\$ 16,419.15	
Nutanix maintenance	\$ 12,452.56	\$ 11,403.01	\$ 12,950.66	\$ 13,468.69	\$ 14,007.44	\$ 14,567.73	\$ 15,150.44	
CivilInfo maintenance	\$ 800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
MISA membership	\$ 250.00	\$ 275.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	
LaserFiche maintenance	\$ 3,700.00	\$ 3,169.34	\$ 3,700.00	\$ 3,774.00	\$ 3,849.48	\$ 3,926.47	\$ 4,005.00	
	\$ 18,000.00	\$ 29,988.80	\$ 31,000.00	\$ 31,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	transition from Telus in 2015 - Columbia Basin Broadband - internet & wide area network services
Telus eADSL services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
server room misc.	\$ 5,000.00	\$ 4,046.30	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
IT software	\$ 7,000.00	\$ 9,198.33	\$ 7,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
contingency	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Training - IT Staff	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
Telus managed Exchange	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Adobe Creative Cloud main	\$ 700.00	\$ 1,401.78	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	
DNN maintenance	\$ 3,500.00	\$ 4,182.40	\$ 4,200.00	\$ 4,200.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	
consulting	\$ 2,500.00	\$ 537.75	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
Mobility devices replenishn	\$ 4,000.00	\$ 33.55	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
Directors misc	\$ 2,600.00	\$ -	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	
sa on SQL Server 2014 (requ	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
MFA Equip Loan #0010-0 oi	\$ 13,065.12	\$ 13,065.12	\$ 12,868.08	\$ 12,868.08	\$ 10,823.46	\$ -	\$ -	
MFA Equip Loan #0009-0 oi	\$ 15,822.24	\$ 15,822.24	\$ 15,605.52	\$ 15,605.52	\$ 11,816.60	\$ -	\$ -	
Telus services	\$ 8,000.00	\$ 3,792.74	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
Shoretel gear	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
MS Office licensing expansi	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
Aerohive expansion	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
GF fibre expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
directors endpoint devices	\$ 10,500.00	\$ 11,321.94	\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	
unreconciled	\$ -	\$ 1,600.09						
total Operational Expenses	\$ 189,112.37	\$ 174,841.61	\$ 204,809.42	\$ 218,028.85	\$ 221,899.94	\$ 187,653.03	\$ 201,138.13	
Capital Expenses								

	2016 Budget	2016 Actuals	2017	2018	2019	2020	2021	Notes
Scopia conferencing license	\$ 9,000.00		\$ 17,000.00					for expanded video conferencing capacity to external sites. One time, permanent purchase of licensing
video conferencing GF repl	\$ -							
Laserfiche licensing expansi	\$ 8,000.00	\$ -	\$ 8,000.00					to expand use of Laserfiche into departmental operations. One time, permanent purchase of licensing
Checkpoint management ap	\$ -	\$ 11,202.78	\$ -					
Cityview upgrade / professi	\$ 40,000.00	\$ -	\$ 40,000.00					Ricoh professional services to customize a Laserfiche workflow to replace Cityview
Office 2016	\$ 35,000.00	\$ 36,473.88	\$ -					one time, traditional purchase of newest version of Office
Office 2016 training	\$ 16,000.00	\$ -	\$ -					to train staff to use Office
Nutanix storage appliance	\$ -	\$ -						
4th Nutanix node	\$ -	\$ -	\$ -					
Grand Forks 2140 Central A	\$ 5,000.00	\$ -	\$ -					odds and ends infrastructure wrapup @ 2140
top of rack 10GB switch	\$ -	\$ -	\$ -					
CBBC construction capital	\$ -	\$ -	\$ 10,000.00					capital contribution for fibre construction
Veeam licensing	\$ 10,000.00	\$ 17,462.53						new backup suite to replace aging BackupExec
Tangible Assets Module	\$ -	\$ -	\$ -					
Finance Software upgrade	\$ 15,000.00							
Multifunction Printer replac	\$ 0	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00		Photocopier replacement
Total Capital	\$ 138,000.00	\$ 65,139.19	\$ 90,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00		
Totals IT	\$ 327,112.37	\$ 239,980.80	\$ 294,809.42	\$ 233,028.85	\$ 236,899.94	\$ 202,653.03		



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT 001
GENERAL GOVERNMENT SERVICES - MFA DEBENTURE DEBT



mfa-bc

Five Year Financial Plan

Name	MFA due from the Village of Fruitvale		2017	2018	2019	2020	2021	2022
Account	13 250 100		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description		Amount	Amount	Amount	Amount	Amount	Amount
1	MFA Issue # 141 April 7th	-	87,548.15	87,548.15	87,548.15	87,548.15	87,548.15	87,548.15
	Final Year 2019 October 7th	37,500.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00
	Current Year Budget	37,500.00	122,548.15	122,548.15	122,548.15	122,548.15	122,548.15	122,548.15

Notes:	SUMMARY:						
	Total Interest Paid	37,500.00	70,000.00	70,000.00	70,000.00	70,000.00	70,000.00
	Total Principal Paid	-	52,548.15	52,548.15	52,548.15	52,548.15	52,548.15
	Total Paid	37,500.00	122,548.15	122,548.15	122,548.15	122,548.15	122,548.15

Five Year Financial Plan

Name	MFA due from the City of Grand Forks		2017	2018	2019	2020	2021	2022
Account	13 250 200		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description		Amount	Amount	Amount	Amount	Amount	Amount
1	MFA Issue # 70 June 1st		8,552.80	8,552.80	8,552.80			
	Final Year 2019 December 1st		2,057.41	2,057.41				
2	MFA Issue # 106 April 13th		10,325.00	10,325.00	10,325.00			
	Final Year 2019 October 13th		51,970.47	51,970.47	51,970.47			
3	MFA Issue # 112 April 6th		1,305.50	1,305.50	1,305.50	1,305.50	1,305.50	1,305.50
	Final Year 2025 October 6th		4,801.38	4,801.38	4,801.38	4,801.38	4,801.38	4,801.38
4	MFA Issue # 126 March 26th		33,820.71	33,820.71	33,820.71	33,820.71	33,820.71	33,820.71
	Final Year 2033 September 26th		92,821.16	92,821.16	92,821.16	92,821.16	92,821.16	92,821.16
	Current Year Budget		205,654.43	205,654.43	203,597.02	132,748.75	132,748.75	132,748.75

Notes:	SUMMARY:												
	Total Interest Paid	\$	95,017.24	\$	95,017.24	\$	90,902.42	\$	72,309.83	\$	70,252.42	\$	70,252.42
	Total Principal Paid		110,637.19		110,637.19		112,694.60		60,438.92		62,496.33		62,496.33
	Total Paid	\$	205,654.43	\$	205,654.43	\$	203,597.02	\$	132,748.75	\$	132,748.75	\$	132,748.75

Name	MFA due from the City of Greenwood	2017	2018	2019	2020	2021	2022
Account	13 250 300	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	MFA Issue #75 June 1st	1,334.38	1,334.38	1,334.38	1,334.38	1,334.38	
	Final Year 2021 December 31st	5,946.37	5,946.37	5,946.37	5,946.37	5,946.37	
2	MFA Issue # 106 April 13th	2,684.50	2,684.50	2,684.50			
	Final Year 2019 October 13th	13,512.32	13,512.32	13,512.32			
	Current Year Budget	23,477.57	23,477.57	23,477.57	7,280.75	7,280.75	-

Notes:	SUMMARY:												
	Total Interest Paid	\$	8,037.76	\$	8,037.76	\$	8,037.76	\$	2,668.76	\$	2,668.76	\$	-
	Total Principal Paid		15,439.81		15,439.81		15,439.81		4,611.99		4,611.99		-
	Total Paid	\$	23,477.57	\$	23,477.57	\$	23,477.57	\$	7,280.75	\$	7,280.75	\$	-

[illegible]

05/01/2018

Page 5

Name	MFA due from the Village of Montrose
Account	13 250 500

Notes:	SUMMARY:					
	Total Interest Paid	-	-	-	-	-
	Total Principal Paid	-	-	-	-	-
	Total Paid	-	-	-	-	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	MFA due from the City of Rossland		2017	2018	2019	2020	2021	2022
Account	13 250 600		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount	Amount
1	MFA Issue # 66 May 5th	14,990.20	6,997.50	6,997.50	6,997.50	6,997.50	6,997.50	6,997.50
	Final Year 2022 November 5th	28,022.63	20,029.93	20,029.93	20,029.93	20,029.93	20,029.93	20,029.93
2	MFA Issue # 68 March 24th	88,404.91	88,404.91	88,404.91	88,404.91	88,404.91	88,404.91	88,404.91
	Final Year 2023 September 24th	46,500.00	46,500.00	46,500.00	46,500.00	46,500.00	46,500.00	46,500.00
3	MFA Issue # 117 April 12th	23,616.94	23,616.94	23,616.94	23,616.94	23,616.94	23,616.94	23,616.94
	Final Year 2031 October 12th	72,422.98	72,422.98	72,422.98	72,422.98	72,422.98	72,422.98	72,422.98
4	MFA Issue # 127 April 7th	137,320.40	137,320.40	137,320.40	137,320.40	137,320.40	137,320.40	137,320.40
	Final Year 2044 October 7th	66,000.00	66,000.00	66,000.00	66,000.00	66,000.00	66,000.00	66,000.00
5	MFA Issue # 142 April 4th		63,000.00	63,000.00	63,000.00	63,000.00	63,000.00	63,000.00
	Final Year 2047 October 4th		147,077.04	147,077.04	147,077.04	147,077.04	147,077.04	147,077.04
Current Year Budget		477,278.06	671,369.70	671,369.70	671,369.70	671,369.70	671,369.70	671,369.70

Notes:	SUMMARY:								
Item #2	Total Interest Paid	\$	302,214.28	\$	412,228.88	\$	412,228.88	\$	412,228.88
	Total Principal Paid		175,063.78		259,140.82		259,140.82		259,140.82
	Total Paid	\$	477,278.06	\$	671,369.70	\$	671,369.70	\$	671,369.70

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	MFA due from the City of Trail		2017	2018	2019	2020	2021	2022
Account	13 250 700		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description		Amount	Amount	Amount	Amount	Amount	Amount
1	MFA Issue #74	June 1st	22,276.84	22,276.84	22,276.84	22,276.84	22,276.84	22,276.84
	Final Year 2026	December 1st	6,562.50	6,562.50	6,562.50	6,562.50	6,562.50	6,562.50
2	MFA Issue #77	June 1st	80,196.63	80,196.63	80,196.63	80,196.63	80,196.63	80,196.63
	Final Year 2027	December 1st	23,625.00	23,625.00	23,625.00	23,625.00	23,625.00	23,625.00
3	MFA Issue #95	April 13th	19,332.00	19,332.00	19,332.00	19,332.00	19,332.00	19,332.00
	Final Year 2025	October 13th	98,296.18	98,296.18	98,296.18	98,296.18	98,296.18	98,296.18
4	MFA Issue #104	May 20th	43,775.00	43,775.00	43,775.00	43,775.00	43,775.00	43,775.00
	Final Year 2029	November 20th	100,863.98	100,863.98	100,863.98	100,863.98	100,863.98	100,863.98
5	MFA Issue #126	March 26th	47,782.35	47,782.35	47,782.35	47,782.35	47,782.35	47,782.35
	Final Year 2033	September 26th	131,138.97	131,138.97	131,138.97	131,138.97	131,138.97	131,138.97
6	MFA Issue #137	April 19th	190,121.56	190,121.56	190,121.56	190,121.56	190,121.56	190,121.56
	Final Year 2041	October 19th	63,908.00	63,908.00	63,908.00	63,908.00	63,908.00	63,908.00
7	MFA Issue #141	April 7th		371,416.72	371,416.72	371,416.72	371,416.72	371,416.72
	Final Year 2042	October 7th	118,255.50	103,371.80	103,371.80	103,371.80	103,371.80	103,371.80
Current Year Budget			946,134.51	1,302,667.53	1,302,667.53	1,302,667.53	1,302,667.53	1,302,667.53

Notes:	SUMMARY:								
	Total Interest Paid	\$	528,225.20	\$	616,713.30	\$	616,713.30	\$	616,713.30
	Total Principal Paid		417,909.31		685,954.23		685,954.23		685,954.23
	Total Paid	\$	946,134.51	\$	1,302,667.53	\$	1,302,667.53	\$	1,302,667.53

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:	SUMMARY:										
	Total Interest Paid	\$	55,950.00	\$	55,950.00	\$	55,950.00	\$	55,950.00	\$	55,950.00
	Total Principal Paid		74,911.65		74,911.65		74,911.65		74,911.65		74,911.65
	Total Paid	\$	130,861.65	\$	130,861.65	\$	130,861.65	\$	130,861.65	\$	130,861.65

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **MFA Debenture for Members - Summary**
Page 1

			2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Issue No	Description	Amount	Amount	Amount	Amount	Amount	Amount	Amount
66	City of Rossland May 5th	14,990.20	6,997.50	6,997.50	6,997.50	6,997.50	6,997.50	6,997.50
	Final Year 2022 November 5th	28,022.63	20,029.93	20,029.93	20,029.93	20,029.93	20,029.93	20,029.93
68	City of Rossland March 24th	88,404.91	88,404.91	88,404.91	88,404.91	88,404.91	88,404.91	88,404.91
	Final Year 2023 September 24th	46,500.00	46,500.00	46,500.00	46,500.00	46,500.00	46,500.00	46,500.00
70	City of Grand Forks June 1st	8,552.80	8,552.80	8,552.80				
	Final Year 2019 December 1st	2,057.41	2,057.41					
74	City of Trail June 1st	22,276.84	22,276.84	22,276.84	22,276.84	22,276.84	22,276.84	22,276.84
	Final Year 2026 December 1st	6,562.50	6,562.50	6,562.50	6,562.50	6,562.50	6,562.50	6,562.50
75	City of Greenwood June 1st	1,334.38	1,334.38	1,334.38	1,334.38	1,334.38	1,334.38	
	Final Year 2021 December 1st	5,946.37	5,946.37	5,946.37	5,946.37	5,946.37	5,946.37	
77	City of Trail June 1st	80,196.63	80,196.63	80,196.63	80,196.63	80,196.63	80,196.63	80,196.63
	Final Year 2027 December 1st	23,625.00	23,625.00	23,625.00	23,625.00	23,625.00	23,625.00	23,625.00
81	Village of Midway April 22nd	6,970.03	6,970.03	6,970.03	6,970.03	6,970.03	6,970.03	6,970.03
	Final Year 2024 October 22nd	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00
95	City of Trail April 13th	19,332.00	19,332.00	19,332.00	19,332.00	19,332.00	19,332.00	19,332.00
	Final Year 2025 October 13th	98,296.18	98,296.18	98,296.18	98,296.18	98,296.18	98,296.18	98,296.18
95	Village of Midway April 13th	1,486.80	1,486.80	1,486.80	1,486.80	1,486.80	1,486.80	1,486.80
	Final Year 2025 October 13th	7,559.84	7,559.84	7,559.84	7,559.84	7,559.84	7,559.84	7,559.84
104	City of Trail May 20th	43,775.00	43,775.00	43,775.00	43,775.00	43,775.00	43,775.00	43,775.00
	Final Year 2029 November 20th	100,863.98	100,863.98	100,863.98	100,863.98	100,863.98	100,863.98	100,863.98
	Total Page 1	608,733.50	592,748.10	590,690.69	582,137.89	582,137.89	582,137.89	574,857.14

Notes:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **MFA Debenture for Members - Summary**
Page 2

			2017	2018	2019	2020	2021	2022
			Prior Year	Budget	Budget	Budget	Budget	Budget
Issue No	Description		Amount	Amount	Amount	Amount	Amount	Amount
106	City of Grand Forks	April 13th	10,325.00	10,325.00	10,325.00			
	Final Year 2019	October 13th	51,970.47	51,970.47	51,970.47			
106	City of Greenwood	April 13th	2,684.50	2,684.50	2,684.50			
	Final Year 2019	October 13th	13,512.32	13,512.32	13,512.32			
112	City of Grand Forks	April 6th	1,305.50	1,305.50	1,305.50	1,305.50	1,305.50	1,305.50
	Final Year 2025	October 6th	4,801.38	4,801.38	4,801.38	4,801.38	4,801.38	4,801.38
112	Village of Warfield	April 6th	27,975.00	27,975.00	27,975.00	27,975.00	27,975.00	27,975.00
	Final Year 2025	October 6th	102,886.65	102,886.65	102,886.65	102,886.65	102,886.65	102,886.65
117	City of Rossland	April 12th	23,616.94	23,616.94	23,616.94	23,616.94	23,616.94	23,616.94
	Final Year 2031	October 12th	72,422.98	72,422.98	72,422.98	72,422.98	72,422.98	72,422.98
126	City of Trail	March 26th	47,782.35	47,782.35	47,782.35	47,782.35	47,782.35	47,782.35
	Final Year 2033	September 26th	131,138.97	131,138.97	131,138.97	131,138.97	131,138.97	131,138.97
126	City of Grand Forks	March 26th	33,820.71	33,820.71	33,820.71	33,820.71	33,820.71	33,820.71
	Final Year 2033	September 26th	92,821.16	92,821.16	92,821.16	92,821.16	92,821.16	92,821.16
127	City of Rossland	April 7th	137,320.40	137,320.40	137,320.40	137,320.40	137,320.40	137,320.40
	Final Year 2044	October 7th	66,000.00	66,000.00	66,000.00	66,000.00	66,000.00	66,000.00
137	City of Trail	April 19th	190,121.56	190,121.56	190,121.56	190,121.56	190,121.56	190,121.56
	Final Year 2041	October 19th	63,908.00	63,908.00	63,908.00	63,908.00	63,908.00	63,908.00
	Total Page 2		1,074,413.89	1,074,413.89	1,074,413.89	995,921.60	995,921.60	995,921.60

Notes:

Name	MFA Debenture for Members - Summary Page 3		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Issue No	Description		Amount	Amount		Amount		Amount		Amount		Amount
141	Village of Fruitvale	April 7th	-	87,548.15		87,548.15		87,548.15		87,548.15		87,548.15
	Final Year 2019	October 7th	37,500.00	35,000.00		35,000.00		35,000.00		35,000.00		35,000.00
141	City of Trail	April 7th		371,416.72		371,416.72		371,416.72		371,416.72		371,416.72
	Final Year 2042	October 7th	118,255.50	103,371.80		103,371.80		103,371.80		103,371.80		103,371.80
142	City of Rossland	April 4th		63,000.00		63,000.00		63,000.00		63,000.00		63,000.00
	Final Year 2047	October 4th		147,077.04		147,077.04		147,077.04		147,077.04		147,077.04
	Total Page 3		155,755.50	807,413.71		807,413.71		807,413.71		807,413.71		807,413.71
	Total Pages 1 & 2		1,683,147.39	1,667,161.99		1,665,104.58		1,578,059.49		1,578,059.49		1,570,778.74
	Current Year Budget		1,838,902.89	2,474,575.70		2,472,518.29		2,385,473.20		2,385,473.20		2,378,192.45

2018

mfa-bc

Issue # MUNICIPAL MFA of BC Issues:

Amount Due

68	City of Rossland	March 24, 2018	88,404.91	
126	City of Grand Forks	March 26, 2018	33,820.71	
126	City of Trail	March 26, 2018	47,782.35	81,603.06
142	City of Rossland	April 4, 2018	63,000.00	
112	City of Grand Forks	April 6, 2018	1,305.50	
112	Village of Warfield	April 6, 2018	27,975.00	29,280.50
141	Village of Fruitvale	April 7, 2018	87,548.15	
141	City of Trail	April 7, 2018	371,416.72	458,964.87
127	City of Rossland	April 7, 2018	137,320.40	
117	City of Rossland	April 12, 2018	23,616.94	
95	City of Trail	April 13, 2018	19,332.00	
95	Village of Midway	April 13, 2018	1,486.80	20,818.80
106	City of Grand Forks	April 13, 2018	10,325.00	
106	City of Greenwood	April 13, 2018	2,684.50	13,009.50
137	City of Trail	April 19, 2018	190,121.56	
81	Village of Midway	April 22, 2018	6,970.03	
66	City of Rossland	May 5, 2018	6,997.50	
104	City of Trail	May 20, 2018	43,775.00	
70	City of Grand Forks	June 1, 2018	8,552.80	
74	City of Trail	June 1, 2018	22,276.84	112,360.65
75	City of Greenwood	June 1, 2018	1,334.38	
77	City of Trail	June 1, 2018	80,196.63	
68	City of Rossland	September 24, 2018	46,500.00	
126	City of Grand Forks	September 26, 2018	92,821.16	
126	City of Trail	September 26, 2018	131,138.97	223,960.13
142	City of Rossland	October 4, 2017	147,077.04	
112	City of Grand Forks	October 6, 2018	4,801.38	
112	Village of Warfield	October 6, 2018	102,886.65	107,688.03
141	Village of Fruitvale	October 7, 2018	35,000.00	
141	City of Trail	October 7, 2018	103,371.80	138,371.80
127	City of Rossland	October 7, 2018	66,000.00	
117	City of Rossland	October 12, 2018	72,422.98	
95	City of Trail	October 13, 2018	98,296.18	
95	Village of Midway	October 13, 2018	7,559.84	105,856.02
106	City of Grand Forks	October 13, 2018	51,970.47	
106	City of Greenwood	October 13, 2018	13,512.32	65,482.79
137	City of Trail	October 19, 2016	63,908.00	
81	Village of Midway	October 22, 2018	1,980.00	
66	City of Rossland	November 5, 2018	20,029.93	
104	City of Trail	November 20, 2018	100,863.98	
70	City of Grand Forks	December 1, 2018	2,057.41	
74	City of Trail	December 1, 2018	6,562.50	38,191.28
75	City of Greenwood	December 1, 2018	5,946.37	

H:\bb\Finance Committee\Jan 10, 2018\5YR001MFA 2018 - 2022 Five Year Financial Plan - BRD - Jan 10,
05/01/2018 2018 2018 Cash Flow

77 City of Trail

December 1, 2018

23,625.00)

Total 2018	\$ 2,474,575.70
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Building Inspection Service

2018 / 2019 Work Plan



RDKB BUILDING INSPECTION DEPARTMENT

2017

Mark Andison, General Manager, Operations / Deputy CAO



Building Inspection Service

2018 / 2019 Work Plan

Service Name: Building Inspection Service

Service Number: 004

Committee Having Jurisdiction: Committee of the Whole - Finance

General Manager/Manager Responsible: Mark Andison, General Manager, Operations / DCAO

Description of Service:

The Building Inspection Service provides building and plumbing inspection throughout all electoral areas. The service also provides building and plumbing inspection services to six municipalities on a contract basis.

Structure of the Building Inspection Service

The RDKB Building Inspection Service is considered to be an electoral area service. It was one of the RDKB's first services established upon incorporation, under Letters Patent. RDKB Bylaw No. 1, 1966 was the original regulatory building bylaw for the electoral areas. It has since been replaced by Bylaw No. 449, and amendments thereto, as the regulatory bylaw that currently applies to all of the electoral areas. The service was converted in 1989 to an extended service established by bylaw (Bylaw No. 619, 1989).

Municipal Contracts

Over the years, the RDKB established contracts with several member municipalities for the purpose of providing building inspection services to municipal partners. This contract arrangement recognizes the economies of scale associated with sharing building inspection service among the participating jurisdictions. The current contracts with the municipalities were originally developed in 1994. At that

time each of the eight municipalities signed contracts for building inspection service. Since then, two municipalities have used the termination provisions in the contract to withdraw from the contractual arrangement. The City of Roseland terminated its contract with the Regional District in 2008 and the City of Grand Forks terminated its contract in 2013. The contracts with municipalities have been reviewed twice since they were originally signed in 1994 with no resulting changes to the structure of the service or the contracts themselves.

The contract outlines the elements of the building inspection service for which each party is responsible. Each participating municipality contributes to the costs of operating the service based upon a formula that is contained within the contract. The formula for determining each participant's financial contribution to the service utilizes three methods of apportionment:

1. Each participating member municipality and electoral area contributes a basic service fee determined by apportioning the costs of the Chief Building Official's salary plus a 40% administration fee among the participants, on the basis of population;
2. Based upon the actual value of permits issued two years previous, each member municipality and electoral area pays an additional fee as follows:
 - i. \$5.00/\$1,000 of residential permit value;
 - ii. \$2.00/\$1,000 of commercial permit value;
 - iii. \$1.00/\$1,000 of industrial permit value;
 - iv. \$1.00/\$1,000 of institutional permit value;
3. Additional funding requirements for the operation of the service after the above-described fees have been allocated are apportioned among the participating municipalities and electoral areas on the basis of Hospital District Assessment.

Under the terms of the contract, all building permit fees generated from within a municipality are returned to that municipality.

Because one of the apportionment considerations is the actual value of permits issued two years previous (i.e. apportionment in 2017 is based upon each participant's respective construction values in 2015), there has been some variability in the requisition paid by participating members from year to year. Significant requisition increases in any given year have generally been associated with increased construction values within that municipality, so building permit fee revenues returned to the municipality tend to offset requisition increases - to varying degrees.

Establishing Authority:

Section 332, *Local Government Act, RSBC 2015* (formerly Section 796, LGA, RSBC 1996, ch. 323)

Building and Plumbing Inspection Extended Service Establishment Bylaw No. 619, 1989

Requisition Limit: No requisition limit

2017 Requisition / Budgeted Expenditures / Actual Expenditures:

\$831,948/ \$865,110 / tbd

Regulatory or Administrative Bylaws:

RDKB Building and Plumbing Amendment Bylaw No. 449, 1985, and amendments thereto

Service Area / Participants:

Throughout all electoral areas; and the following municipalities, on a contract basis:

- City of Trail
- City of Greenwood
- Village of Fruitvale
- Village of Montrose
- Village of Warfield
- Village of Midway

Human Resources:

The General Manager, Operations / Deputy CAO is responsible for operational management of the Building Inspection Service, along with the other services within his mandate. The department is staffed by eight additional employees that report directly to the General Manager, Operations/DCAO. Staffing currently includes:

- Three Level 3 Building and Plumbing Officials;
- Two Level 1 Building and Plumbing Officials;
- Two Clerk/Secretary/Receptionists; and
- One Vacation Relief Clerk/Secretary/Receptionist

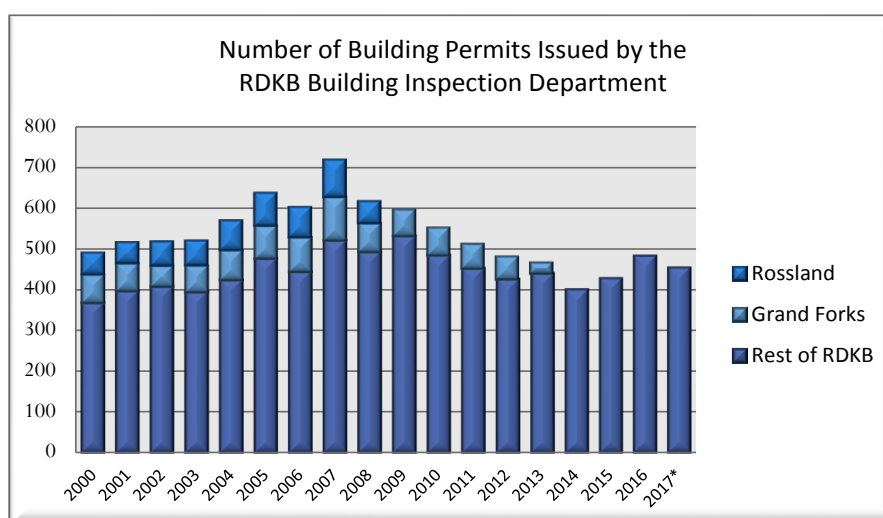
The Building Inspection Department's staff contingent is split between two work sites. Two Level 1 Building and Plumbing Officials, one Level 3 Building and Plumbing Official, and a Clerk/Secretary/Receptionist work from the Trail office serving all the Lower Columbia communities, except Rossland. In the Grand Forks office, there are two Level 3 Building and Plumbing Officials, one full-time Clerk/Secretary/Receptionist, and one Vacation Relief Clerk/Secretary/Receptionist.

2017 Accomplishments:**Building Permit Applications**

The primary goal of the Building Inspection Service is to provide the most effective and efficient building inspection service possible on a day-to-day, operational basis to the communities and clients

that the department serves, given the resources available. Accordingly, one of the goals of the 2017 departmental work plan was to: *“Continue to provide prompt and effective building and plumbing inspection services to property-owners and contractors throughout the RDKB.”*

The operations of the department are largely reactive in nature, responding to applications for building projects with professional plan reviews, a series of inspections for each project, and required documentation. For 2017, it appears the number of building permit applications processed by the department over the year will be similar to the 2016 numbers. The total number of building permits issued in 2016 increased by 12.9% to 482, from a total of 427 in 2015. The detailed statistics, with building permit numbers and values to July 2017, broken down by electoral area and municipality, are shown in the tables at the end of this report.



* Projected

New Inspection Checklist Procedures

One of the goals identified in the 2017 department work plan was implementation of the new inspection checklist procedures developed in late 2016. During 2016, the Building Inspection Department developed a series of detailed inspection checklists, as recommended by the Municipal Insurance Association, to ensure that each inspection on a project is conducted and documented uniformly and consistently with the requirements of the respective building bylaws. That system of checklists was implemented during 2017 to ensure that each Building and Plumbing Official is inspecting projects consistently and in conformance with the RDKB Building and Plumbing Bylaw.

Building Bylaw Review

Another goal identified in the 2017 departmental work plan was resumption of the development of a new building bylaw after the new building Act regulations are enacted and the Municipal Insurance

Association has developed a new “Core Building Bylaw”. The Building Inspection Department is in the process of reviewing the current building bylaw that applies to the electoral areas (Bylaw 449, 1985). Work on this project is currently suspended until the provincial government enacts the regulations associated with the BC Building Act, 2015, after which the Municipal Insurance Association will be producing an updated “Core Building Bylaw” for local governments to use as a model bylaw to minimize their liability exposures. During 2017, the Provincial government enacted some limited components of the regulation associated with the Building Act. The regulations are being implemented in a graduated manner. As a result, the Municipal Insurance Association has not yet drafted a revised Core Building Bylaw for local governments in BC to use as a template. When this information is available, staff intends to resume work on the building bylaw review and ultimately present a new draft bylaw to the Board of Directors for enactment.

Asbestos Exposure Control Safe Work Procedure Implementation

Another goal identified in the 2017 departmental work plan was the implementation of the new Asbestos Exposure Control Safe Work Procedure developed in late 2016. A new safe work procedure was established through the RDKB’s Occupational Health and Safety Committee in late 2016 which has impacted upon the operation of the service. Based on a September 2016 WorkSafe BC inspection and a subsequent requirement imposed by WorkSafe BC, the RDKB has developed a new Asbestos Exposure Control Plan and some safe work procedures associated with that plan. One of the safe work procedures relates directly to the work of Building and Plumbing Officials. The new procedure applies to renovation and demolition work on pre-1990 buildings. It requires owners or contractors to retain a qualified person to perform a hazardous materials survey prior to conducting work where hazardous materials may be disturbed. The inspection report and any abatement requirements must be posted at the site. Any required abatement must be undertaken by qualified hazardous materials abatement workers. Written confirmation that any required abatement has been completed must be provided before any work on the building commences. While these are generally considered to be WorkSafe BC regulatory requirements, the RDKB Building Inspection Department has been enforcing these requirements through the new safe work procedure to protect RDKB inspection staff from potential exposure to hazardous materials in the course of their inspection work. There have been a number of impacts associated with the new safe work procedure. For those owners and contractors who previously had not been retaining qualified persons to perform hazardous materials surveys, this additional requirement has added to the cost of projects. Based upon staff’s discussions with prospective applicants about the newly imposed requirements, the new requirements had an impact on property-owners decisions as to whether they will begin a new project. The new requirements have very likely resulted in an increase in the number of projects that proceed without a required building permit, to avoid the additional costs associated with having a hazardous materials survey completed and any subsequent abatement work. The ultimate benefit of the new procedure is greater assurance that RDKB inspection staff, construction workers, and others workers that may be

exposed to hazardous materials downstream (eg. landfill site workers) are better protected from exposure to hazardous materials.

Enforcement

“Continued enforcement of the various building bylaws administered by the department throughout the RDKB” was also a goal of the 2017 work plan and will continue to be a departmental goal from year-to-year. Staff reports to the Board recommending enforcement action against property-owners in contravention of the Building Bylaw were prepared and acted upon throughout the year relating to rural properties. Similar reports were prepared and sent to municipal staff for properties located within the participating municipalities for Council consideration.

Significant Issues and Trends:

Staffing

The department faced a couple of challenging staffing issues during 2017. First, in January the full-time Clerk/Secretary/Receptionist from the department’s Grand Forks office was forced to go on long-term leave and continues to be on long-term leave. Fortunately, the casual Clerk/Secretary/Receptionist that usually provides occasional vacation relief to the department’s Grand Forks office has been able to work on a full-time basis since January to cover the vacancy.

The second staffing issue faced in 2017 points to a longer term issue that will face the department moving forward. The department lost a Level 3 Building and Plumbing Official in 2017 due to retirement. The department was able to recruit a replacement, but was unable to attract any candidates with qualifications higher than Level 1. This underscores the importance of training and retention of staff within the department, as it will be extremely important Level 2 and 3 Building and Plumbing Officials working within the department. With the new statutory regime that has been enacted by the Provincial government relating to Building Inspection, there will be mandatory qualification requirements applying to local government building inspection staff which will take effect within four years. It will be necessary at that time for any work undertaken by a local government on complex buildings (commercial, industrial, multi-family residential, etc.) to be processed by a building inspector that has achieved Level 3 status. Currently, the RDKB has three building and Plumbing Officials with Level 3 status, however two of those are approaching retirement. The challenges faced by local governments across the province recruiting qualified building officials will become significant over the next few years in light of the new regulatory requirements.

Building Activity

It appears, from the increased building activity over the past couple of years, economic projections, and local anecdotal information, that building activity in 2018 will continue to be strong.

2018 /2019 Projects:

Project: Building Bylaw Review

Project Description:

Draft a new Building Bylaw to regulate building and plumbing inspection in the electoral areas, based upon the proposed “Revised Core Building Bylaw” which is to be produced by the Municipal Insurance Association following the enactment of the *Building Act* and associated regulations.

Project Timelines and Milestones:

Dependent upon release of “Revised Core Building Bylaw” by Municipal Insurance Association.

Project Risk Factors:

Timeline dependent upon release of “Revised Core Building Bylaw” by Municipal Insurance Association.

Internal Resource Requirements: The project will be administered by the Building Inspection Department without resource requirements from other departments.

Estimated Cost and Identified Financial Sources: Minimal. Approximately \$2,000 for legal review.

Relationship to Board Priorities: It meets the strategic priorities of the RDKB’s strategic plan which is “We will continue to focus on good management and governance”

Project: Asset Management Planning

Project Description:

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones:

Throughout 2018.

Project Risk Factors:

Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

Internal Resource Requirements: The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities: It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

Project: Replacement of Building Inspection Department Property Management Software System

Project Description:

The Building Inspection Department continues to utilize and outdated, unsupported version of CityView software to manage its building permitting system and documentation. The software needs to be replaced to avoid a future software failure that could have a significant impact upon the department's productive capacity.

Project Timelines and Milestones:

Dependant upon budget approval.

Project Risk Factors:

There is a significant risk to the operation if the software platform is not replaced.
The major risk moving forward is the high cost associated with the purchase of new software.

Internal Resource Requirements: The project requires considerable support from the Information Services Department both in relation to acquisition and implementation of the new software system.

Estimated Cost and Identified Financial Sources: Estimated cost is ?.The primary source of funding would be the annual tax requisition.

Relationship to Board Priorities: It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

**COMPARISON BUILDING REPORT FOR 2016 AND 2017 (TO THE END OF
SEPTEMBER, 2017)**

AREA	# PERMITS	# UNITS	TOTAL VALUE
FRUITVALE			
Year Ending 2017	20	3	\$773,380
Year Ending 2016	23	4	\$1,162,170
GREENWOOD			
Year Ending 2017	6	1	\$319,500
Year Ending 2016	12	1	\$194,400
MIDWAY			
Year Ending 2017	8	4	\$794,000
Year Ending 2016	5	1	\$149,500
MONTROSE			
Year Ending 2017	13	1	\$523,970
Year Ending 2016	24	1	\$629,657
TRAIL			
Year Ending 2017	140	7	\$12,748,471
Year Ending 2016	155	1	\$11,307,226
WARFIELD			
Year Ending 2017	24	2	\$804,135
Year Ending 2016	24	1	\$452,336
AREA 'A'			
Year Ending 2017	22	5	\$2,454,999
Year Ending 2016	16	2	\$2,115,600
AREA 'B'			
Year Ending 2017	12	2	\$313,950
Year Ending 2016	17	3	\$1,909,712
AREA 'C'			
Year Ending 2017	52	5	\$2,545,900
Year Ending 2016	48	9	\$4,564,000
AREA 'D'			
Year Ending 2017	44	9	\$2,707,900
Year Ending 2016	38	4	\$2,106,800
AREA 'E'			
Year Ending 2017	25	8	\$2,314,300
Year Ending 2016	35	15	\$3,992,500
AREA 'BIG WHITE'			
Year Ending 2017	23	51	\$10,899,800
Year Ending 2016	18	5	\$4,465,000
TOTAL YEAR ENDING 2017	389	98	\$37,200,305
TOTAL YEAR ENDING 2016	415	47	\$33,048,901



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 004
BUILDING INSPECTION

PARTICIPANTS: Electoral Areas 'A','B','C','D' & 'E',
CONTRACTS: Grand Forks, Greenwood, Midway, Warfield,
Montrose, Fruitvale, Trail

	PAGE					Increase/Decrease between 2017 BUDGET and 2018 BUDGET		2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET
		2016 ACTUAL	2017 BUDGET	2017 ACTUAL	(OVER) UNDER	2018 BUDGET	%				
REVENUE:											
		Tax Requisition - Municipalities	2	313,900	353,302	(0)	342,418	(10,884)	(3.08)	379,858	401,571
		Tax Requisition - Electoral Areas	3	433,856	478,748	478,749	(0)	515,880	37,132	7.76	572,286
11 210 100		Federal Grant In Lieu	4	1,873	1,500	2,106	(606)	1,500	0	0.00	1,500
11 517 100		Bldg and Plumbing Permits	5	1,686	2,500	2,500	0	2,500	0	0.00	2,500
11 590 159		Miscellaneous Revenue	6	0	500	1,255	(755)	500	0	0.00	513
11 921 205		Transfer from Reserve	7	0	0	0	0	42,000	42,000	42,000	528
11 911 100		Previous Year's Surplus	8	98,795	28,960	28,960	0	28,989	429	1.50	0
		Total Revenue		850,110	865,110	866,472	(1,361)	933,788	68,677	7.94	998,666
										1,016,431	1,035,499
EXPENDITURE:											
12 292 111		Salaries & Benefits	9	680,488	690,293	690,000	10,293	717,584	27,291	3.95	790,328
12 292 210		Travel Expense	10	9,367	16,535	10,319	6,216	16,535	0	0.00	18,686
12 292 213		Telephone	11	13,280	14,500	14,500	0	14,500	0	0.00	14,500
12 292 230		Board Fee	12	26,246	26,747	26,747	0	27,259	512	1.91	27,804
12 292 232		Legal	13	538	5,000	286	4,702	5,100	512	9.81	5,202
12 292 243		Building Expense	14	46,828	43,457	49,135	(5,678)	46,978	3,521	7.83	46,978
12 292 247		Office Equipment	15	12,914	21,760	12,365	9,395	22,260	500	2.30	22,585
12 292 251		Office Supplies	16	11,071	17,830	17,830	0	17,830	0	0.00	17,963
12 292 253		Vehicle Maintenance	17	20,250	24,950	21,000	3,950	20,073	(8,777)	(19.55)	20,474
12 292 262		Equipment Lease	18	0	3,500	3,500	0	3,500	0	0.00	3,500
12 292 610		Capital/Amortization	19	0	0	0	0	42,000	42,000	42,000	42,000
12 292 990		Previous Year's Deficit	20	0	0	0	0	0	0	0.00	0
12 292 741		Equipment Reserve	21	538	538	1,789	(1,250)	269	(269)	(50.00)	269
		Total Expenditure		821,550	865,110	837,483	27,628	933,788	68,677	7.94	998,666
										1,016,431	1,035,499
		Surplus/Deficit		28,560		28,989					

11 210 100	1	1	210	100	11210100	004	FEDERAL GRA	44 21	-	393.92
11 517 100	1	1	517	100	11517100	004	BUILDING PER	170 08	-	935.00
11 590 159	1	1	590	159	11590159	004	MISCELLANEO	-	-	1,250.00
11 830 100	1	1	830	100	11830100	004	TAX - VILLAGE	-	-	35,023.00
11 830 300	1	1	830	300	11830300	004	TAX - CITY OF	-	-	11,045.00
11 830 400	1	1	830	400	11830400	004	TAX - VILLAGE	-	-	17,241.00
11 830 500	1	1	830	500	11830500	004	TAX - VILLAGE	-	-	17,096.00
11 830 700	1	1	830	700	11830700	004	TAX - CITY OF	-	-	246,649.00
11 830 800	1	1	830	800	11830800	004	TAX - VILLAGE	-	-	26,248.00
11 830 901	1	1	830	901	11830901	004	TAX - ELECTO	-	-	91,715.78
11 830 902	1	1	830	902	11830902	004	TAX - EA 'B' / L	-	-	54,369.43
11 830 903	1	1	830	903	11830903	004	TAX - EA 'C' / C	-	-	99,870.09
11 830 904	1	1	830	904	11830904	004	TAX - EA 'D' / F	-	-	75,473.57
11 830 905	1	1	830	905	11830905	004	TAX - EA 'E' / V	-	-	157,319.63
11 911 100	1	1	911	100	11911100	004	PRIOR YEAR S	-	-	29,559.97
12 292 111	1	2	292	111	12292111	004	SALARIES & BL	48,533.79		374,082.45
12 292 210	1	2	292	210	12292210	004	TRAVEL	45.05		4,495.66
12 292 213	1	2	292	213	12292213	004	TELEPHONE	1,182.82		8,024.74
12 292 230	1	2	292	230	12292230	004	BOARD FEE	2,229.00		15,602.00
12 292 232	1	2	292	232	12292232	004	LEGAL FEES	41.36		297.73
12 292 243	1	2	292	243	12292243	004	OFFICE BUILD	4,227.00		28,370.19
12 292 247	1	2	292	247	12292247	004	OFFICE EQUIP	349.33		11,399.44
12 292 251	1	2	292	251	12292251	004	OFFICE SUPPL	1,229.43		11,635.38
12 292 253	1	2	292	253	12292253	004	VEHICLE MAIN	383.90		12,590.77
12 292 262	1	2	292	262	12292262	004	EQUIPMENT LI	-		1,250.00
12 292 741	1	2	292	741	12292741	004	CONTRIBUTIO	-		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition			2018		2019		2020		2021		2022		
2017			Budget		Budget		Budget		Budget		Budget		
Actual	Description		Amount	%	Amount	%	Amount	%	Amount	%	Amount		
35,023	11 830 100 004	Fruitvale	36,795		40,818		41,580		44,198		43,146	GRAND FORKS	
-	11 830 200 004	Grand Forks (Withdraw June 30	-		-		-		-		-	1,785	
11,045	11 830 300 004	Greenwood	11,590		12,857		13,097		13,922		13,591	-	
17,241	11 830 400 004	Midway	15,489		17,182		17,503		18,605		18,162	629	
17,096	11 830 500 004	Montrose	18,788		20,843		21,232		22,568		22,031	1,010	
-	11 830 600 004	Rossland (Withdrew Aug 6, 200	-		-		-		-		-	960	
246,649	11 830 700 004	Trail	232,551		257,978		262,792		279,336		272,688	-	
26,248	11 830 800 004	Warfield	27,205		30,179		30,742		32,678		31,900	14,208	
353,302	Sub Total		342,418		379,858		386,946		411,306		401,517	1,479	
												20,071	
	This Year Requisition		342,418		379,858		386,946		411,306		401,517	20,071	
	Total Requisition		342,418		379,858		386,946		411,306		401,517	20,071	

Notes:

342,418	Municipalities	342,418	379,858	386,946	411,306	401,517
515,880	Electoral Areas	515,880	572,286	582,965	619,665	604,917
858,299	TOTAL	858,299	952,144	969,910	1,030,971	1,006,434

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition		2018	2019	2020	2021	2022
		Budget	Budget	Budget	Budget	Budget
2017						
Actual	Description	This Year	Amount	Amount	Amount	Amount
52,368	Electoral Area 'A'	94,854	105,225	107,189	113,937	111,225
31,471	EA 'B' / Lower Columbia/Old Glory	56,562	62,746	63,917	67,941	66,324
56,148	EA 'C' / Christina Lake	104,939	116,413	118,585	126,051	123,051
45,459	EA 'D' / Rural Grand Forks	81,039	89,900	91,578	97,343	95,026
88,133	EA 'E' / West Boundary	178,486	198,002	201,696	214,394	209,291
273,579	Sub Total	515,880	572,286	582,965	619,665	604,917
	This Year Requisition	515,880	572,286	582,965	619,665	604,917
2018 Net						
	"NET"REQUISITION					
57,213	11 830 901 004 Electoral Area 'A'					
34,717	11 830 902 004 EA 'B' / Lower Columbia/Old Glory					
61,851	11 830 903 004 EA 'C' / Christina Lake					
51,958	11 830 904 004 EA 'D' / Rural Grand Forks					
104,973	11 830 905 004 EA 'E' / West Boundary					
310,711						
	Total Requisition	515,880	572,286	582,965	619,665	604,917

Notes:	A	B	C	D	E	TOTAL
SECTION 1 BASED ON POPULATION	8,314	6,340	5,878	14,179	9,475	44,187
SECTION 2 BASED ON ACTIVITY	18,271	10,603	20,914	14,116	35,682	99,586
SECTION 3 BASED ON THE BALANCE	68,269	39,619	78,147	52,744	133,329	372,108
TOTAL BEFORE REPATRIATION OF REVENUE	94,854	56,562	104,939	81,039	178,486	515,880
LESS: 2016 REVENUE RECOGNIZED IN 2018	(37,642)	(21,845)	(43,088)	(29,082)	(73,514)	(205,169)
TOTAL REQUISITION FROM MINISTRY 2018	57,213	34,717	61,851	51,958	104,973	310,711
NET REQUISITION IN 2017	52,368	31,471	56,148	45,459	88,133	273,579
CHANGE	4,845	3,246	5,703	6,499	16,840	37,132

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Federal Grant In Lieu
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Account 11 210 100 004

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

Item No.	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Federal Grant In Lieu	1,500	1,500		1,500		1,500		1,500		1,500
	Current Year Budget	1,500	1,500		1,500		1,500		1,500		1,500

Notes:	Previous Year Budget	1,500
	Actual to December 31, 2017	2,106

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	Permit Fees
Account	11 517 100 004

2017
Prior Year

2018 Budget

**2019
Budget**

**2020
Budget**

**2021
Budget**

**2022
Budget**

[illegible]

Notes:	Previous Year Budget	2,500
	Actual to December 31, 2017	2,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Miscellaneous Revenue**

Account 11 590 159 004

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

Item No.	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Miscellaneous Revenue	500	500	2.5%	513	1.5%	520	1.5%	528	1.5%	536
	Current Year Budget	500	500		513		520		528		536

Notes:	Previous Year Budget	500
	Actual to December 31, 2017	1,255

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Transfer from Reserve		2017	2018	2019	2020	2021	2022
Account 11 921 205 - 004		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No.	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Replace Building Official's vehicle	-	42,000	42,000	42,000	-	
2	Offset Impact of Withdrawal						
3	Transfer from Reserve - Operations Offset						
Current Year Budget		-	42,000	42,000	42,000	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2017	-

Item #1: Purchase 1 new vehicle for Building Dept.

Item #2 Reserves used to off-set impact of losing a participating member

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Surplus
------	-------------------------

Account 11 911 100 004

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

Account	71011-100-00	Current Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	28,560	28,989		-		-		-		-
	Current Year Budget	28,560	28,989		-		-		-		-

Notes:	Previous Year Budget	28,560
	Actual to December 31, 2017	28,560

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Salaries & Benefits	2017			2018		2019		2020		2021		2022	
Account	12 292 111 004	Prior Year			Budget		Budget		Budget		Budget		Budget	
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%
1	Planning/Building General Manager	52,211	MID6	132,600	19,890	2.0%	20,288	2.0%	20,694	2.0%	21,107	2.0%	21,530	2.0%
2	Building Inspector Manager		MID4	93,330	54,443	2.0%	95,197	2.0%	97,101	2.0%	99,043	2.0%	101,023	2.0%
3	Building Inspector III	-	1900.0	42.59	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-	2.0%
4	Building Inspector III (Don)	77,767	1900.0	42.59	80,921	2.0%	82,539	2.0%	84,190	2.0%	85,874	2.0%	87,591	2.0%
5	Building Inspector III (Robert)	77,767	1900.0	42.59	80,921	2.0%	82,539	2.0%	84,190	2.0%	85,874	2.0%	87,591	2.0%
6	Building Inspector III (Ken)	77,767	1900.0	42.59	80,921	2.0%	82,539	2.0%	84,190	2.0%	85,874	2.0%	87,591	2.0%
7	Building Inspector III (Amanda)	77,767	1900.0	37.45	71,155	2.0%	72,578	2.0%	74,030	2.0%	75,510	2.0%	77,020	2.0%
8	Building Inspector I (Brian Z.)	68,400	1900.0	37.45	71,155	2.0%	72,578	2.0%	74,030	2.0%	75,510	2.0%	77,020	2.0%
9	Clerk Steno/Receptionist (GF)	51,566	1900.0	28.23	53,637	2.0%	54,710	2.0%	55,804	2.0%	56,920	2.0%	58,058	2.0%
10	Clerk/Reception (Trail)	51,566	1900.0	28.23	53,637	2.0%	54,710	2.0%	55,804	2.0%	56,920	2.0%	58,058	2.0%
11	Vac Relief for Receptionist (40 days @ 7.0 Hr)	7,599	280.0	28.23	7,904	2.0%	8,062	2.0%	8,224	2.0%	8,388	2.0%	8,556	2.0%
12	Allotment for Overtime	5,100			5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520	2.0%
13	Provision for unused Holidays (1wk/employee)	4,800	160.0	30.00	4,800	2.0%	4,896	2.0%	4,994	2.0%	5,094	2.0%	5,196	2.0%
14	Lead Hand premium	1,900	1900.0	1.00	1,900	2.0%	1,938	2.0%	1,977	2.0%	2,016	2.0%	2,057	2.0%
15	Cost Pressures	1,800			1,800	2.0%	1,836	2.0%	1,873	2.0%	1,910	2.0%	1,948	2.0%
16	Allowance for CUPE Contract Increase (2%)	9,804				2.0%								
	Subtotal	565,814	17540.0		588,184		639,613		652,405		665,453		678,762	
	Benefits @	124,479		22%	129,400	22.0%	140,715	22.0%	143,529	22.0%	146,400	22.0%	149,328	22.0%
	Current Year Budget	690,293			717,584		780,328		795,934		811,853		828,090	

Notes:		Previous Year Budget	690,293
		Actual to December 31, 2017	680,000
Item #1	Planning/Building Director's Salary Shared 15% Planning, 15% Building & 15% Administration		
Item #2	Building Inspector Manager - new position in 2018 budget for 7 months		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Travel Expense	2017	2018		2019		2020		2021		2022
Account	12 292 210 004	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Technical Seminars	3,500	3,500	2.0%	3,570	2.0%	3,641	2.0%	3,714	2.0%	3,789
2	Technical Conferences	3,000	3,000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
3	Training - Local and Examinations	900	900	2.0%	918	2.0%	936	2.0%	955	2.0%	974
4	Administration training	2,040	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
5	Membership fees	1,800	1,800	2.0%	1,836	2.0%	1,873	2.0%	1,910	2.0%	1,948
6	Boat Rental	255	255	2.0%	260	2.0%	265	2.0%	271	2.0%	276
7	Building Code Training	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%	2,706
8	Overnight accomodation (BW Inspectors)	500	500	2.0%	510	2.0%	520	2.0%	531	2.0%	541
9	Management Training	2,040	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
	Current Year Budget	16,535	16,535		16,866		17,203		17,547		17,898

Notes:	Previous Year Budget	16,535
	Actual to December 31, 2017	10,319

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Telephone**
Account 12 292 213 004

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Other Building Inspection lines	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%	2,706
2	Annual cost of five cellular phones	8,000	8,000	2.0%	8,160	2.0%	8,323	2.0%	8,490	2.0%	8,659
3	Online data communications GF and Trail Office	4,000	4,000	2.0%	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330
4		-	-		-		-		-		-
	Current Year Budget	14,500	14,500		14,790		15,086		15,388		15,695

Notes: Previous Year Budget 14,500
Actual to December 31, 2017 14,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Board Fee**
Account 12 292 230 004

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	25,584	26,096	2.0%	26,618	2.0%	27,150	2.0%	27,693	2.0%	28,247
2	Carbon Offset & Climate Change Initiatives	1,163	1,163	2.0%	1,186	2.0%	1,210	2.0%	1,234	2.0%	1,259
Current Year Budget		26,747	27,259		27,804		28,360		28,927		29,506

Notes:

Previous Year Budget	26,747
Actual to December 31, 2017	26,747

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Legal**
Account 12 292 232 004

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Legal costs	5,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
Current Year Budget		5,000	5,000		5,100		5,202		5,306		5,412

Notes:

Previous Year Budget	5,000
Actual to December 31, 2017	298

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Building Expense**

Account 12 292 243 004

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Boundary Office in Grand Forks:										
	Utilities - Heating (gas)	3,800	3,800		3,800		3,800		3,800		3,800
	Utilities - Power (electricity, water)	3,800	3,800		3,800		3,800		3,800		3,800
	Building & Grounds Maintenance	3,280	3,280		3,280		3,280		3,280		3,280
	Janitorial Services (Contract VAB Enterprises)	7,200	7,200		7,200		7,200		7,200		7,200
	Provision for Minor Repairs & Maintenance	4,600	4,600		4,600		4,600		4,600		4,600
	Administration Recovery 11 400 004-001 Sub-Total	22,680	22,680		22,680		22,680		22,680		22,680
2	Trail Office:										
	Cost sharing for Inspection Office Space:										
	Heating - share of total cost	1,826	1,826		1,826		1,826		1,826		1,826
	Power - share of total cost	5,683	5,683		5,683		5,683		5,683		5,683
	Janitorial & Maintenance	13,268	16,789		16,789		16,789		16,789		16,789
	Sub-Total	20,777	24,298		24,298		24,298		24,298		24,298
	Current Year Budget	43,457	46,978		46,978		46,978		46,978		46,978

Notes:	Previous Year Budget	43,457
	Actual to December 31, 2017	49,135

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Equipment	2017	2018		2019		2020		2021		2022
Account	12 292 247 004	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Citiview Annual Support Agreement	6,630	6,630	2.0%	6,763	2.0%	6,898	2.0%	7,036	2.0%	7,177
2	Additional Technical Support - Cityview, Telus	3,590	3,590	2.0%	3,662	2.0%	3,735	2.0%	3,810	2.0%	3,886
3	CouncilVIEWS Legislative Database Subscription	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
4	Computer software and upgrades	2,040	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
5	Computer maintenance & service (GF Office)	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
6	WAN connectivity to GF Office	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
7	Photocopy Recovery - Administration	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
8	Computer Replacement and Upgrades	3,000	1,000		1,000		1,000		1,000		1,000
9	Replace Office Furniture (Desks, Chairs, Cabinets)	-	-		-		-		-		-
10	Allowance for Other Office Equipment Replacement	2,500	5,000		5,000		5,000		5,000		5,000
	Current Year Budget	21,760	22,260		22,585		22,917		23,255		23,600

Notes:	Previous Year Budget	21,760
	Actual to December 31, 2017	12,365
Item #1	Municipal Software (MUN030) CityView Annual Software Maintenance agreement	
Item #3	Cost shared with Building Inspection 27%, Adm 73% (ICO010)	
Item #7	Building Inspection share of Photocopy Use (Trail Office)	
Item #10	May include digital cameras, printers, or other equipment	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Supplies
Mr. Smith	100
Mr. Jones	200
Mr. Brown	300
Mr. White	400
Mr. Black	500
Mr. Green	600
Mr. Grey	700
Mr. Yellow	800
Mr. Purple	900
Mr. Blue	1000

Account 12 292 251 004

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Paper, pens, stationary,computer accessories	3,100	3,100	2.0%	3,162	2.0%	3,225	2.0%	3,290	2.0%	3,356
2	BCBC / CSA / ULC / NRC Resource Manuals	3,000	3,000		3,000		3,000		3,000		3,000
3	Protective clothing and crestring; safety shoes, coveralls, uniform jackets and identifying crests	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
4	Safety equipment for vehicles	510	510	2.0%	520	2.0%	531	2.0%	541	2.0%	552
5	Environment Canada Climatic Data Values for five other locations within the RDKB.	1,020	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082	2.0%	1,104
6	Advertisements for Vacant Positions	1,000	1,000		1,000		1,000		1,000		1,000
7	LTSA Title Search Charges	7,200	7,200		7,200		7,200		7,200		7,200
	Current Year Budget	17,830	17,830		17,963		18,098		18,236		18,377

Notes:	Previous Year Budget	17,830
	Actual to December 31, 2017	17,830

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Vehicle Maintenance 12 292 253 004	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description			%	Amount	%	Amount	%	Amount	%	Amount
1	Gas and oil, minor repairs for five vehicles	14,000	14,000	2.0%	14,280	2.0%	14,566	2.0%	14,857	2.0%	15,154
2	Insurance for five vehicles:										
761LFX	2009 Ford Escape HYBRID 4x4 (Amanda)	1,500	895	2.0%	913	2.0%	931	2.0%	950	2.0%	969
331ENL	2008 Ford Escape 4x4 (Rob)	1,700	895	2.0%	913	2.0%	931	2.0%	950	2.0%	969
239SJJ	2009 Ford Escape HYBRID 4x4 (Brian Z.)	1,500	944	2.0%	963	2.0%	982	2.0%	1,002	2.0%	1,022
978PBD	2009 Ford Escape HYBRID 4x4 (Don)	1,500	895	2.0%	913	2.0%	931	2.0%	950	2.0%	969
254DMW	2008 Ford Escape 4x4 (Ken)	1,750	944	2.0%	963	2.0%	982	2.0%	1,002	2.0%	1,022
3	Replacement all-season/winter tires as needed	2,500	1,000	2.0%	1,020	2.0%	1,040	2.0%	2,000	2.0%	1,000
4	Mileage for personal vehicles	500	500	2.0%	510	2.0%	520	2.0%	531	2.0%	541
Current Year Budget		24,950	20,073		20,474		20,884		22,240		21,645

Notes:		Previous Year Budget	24,950
		Actual to December 31, 2017	21,000
Item #4	Includes insurance from personal to business use coverage (G.F.)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Equipment Lease**

Account 12 292 262 004

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	IKON Copier Maintenance Agreement	3,500	3,500		3,500		3,500		3,500		3,500
	Current Year Budget	3,500	3,500		3,500		3,500		3,500		3,500

Notes:	Previous Year Budget	3,500
	Actual to December 31, 2017	3,500
Item #1	Share of RICOH Maintenance Agreement	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Capital**
Account 12 292 610 004

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
	Replace Vehicles as required:										
1	2009 Ford Escape HYBRID 4x4 (Mickey)										
2	2008 Ford Escape 4x4 (Rob.)		42,000								
3	2009 Ford Escape HYBRID 4x4 (Brian Z.)							42,000			
4	2009 Ford Escape HYBRID 4x4 (Don)						42,000				
5	2008 Ford Escape 4x4 (Ken)				42,000						
Current Year Budget		-	42,000		42,000		42,000		42,000		-

Notes: Previous Year Budget -
Actual to December 31, 2017 -

Item #1 Replacement cost shown at "net" of any trade-in allowance

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Contribution to Reserve		2017	2018		2019		2020		2021		2022
Account 12 292 741 004		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contribution to Reserve		-		-		-		-		-
2	Management Early Retirement Incentive Plan	538	269		269		269		269		269
Current Year Budget		538	269		269		269		269		269

Notes:		Previous Year Budget	538
		Actual to December 31, 2017	1,788
Item #2	ERIP Funds transferred to Administration Reserve		
	GL Account Number 34 700 001		
	M. Andison \$1,795 (15% Planning, 15% Building, 70% Admin)		

\$ 105,890.47

Balance in Reserve December 31, 2017
Account Numbers 34 700 004 and 34 701 004

RDKB Regional Building Inspection Services Contract

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BUDGET YEAR - 2016**FORMULA USED FOR APPORTIONMENT OF BUILDING INSPECTION ANNUAL REQUISITION****NOTE: City of Rossland not participating in the services as of August 6, 2008**

SECTION 6	The annual cost attributed to the building and plumbing function of the Regional District including operation, maintenance, capital and debt charges, shall be apportioned among the participating member municipalities and electoral areas on the following formulae: <i>inspection</i>
SECTION 6.1 Population	- each member municipality and electoral area will pay a basic service fee based on per capita x Senior Building Inspector annual salary plus 40% loading factor.
SECTION 6.2 Activity	- each member municipality and electoral area will pay a further fee based on actual value of permits two years previously, using the following rates. The Building Inspection Department issues annual activity reports. RATES: - \$5.00/1000 of residential permit value - \$2.00/1000 of commercial permit value - \$1.00/1000 of industrial permit value - \$1.00/1000 of institutional permit value
SECTION 6.3 Assessed Values	Additional funding requirements will be apportioned on the basis of Hospital District Assessment amongst the participating municipalities and electoral areas.

SECTION 6.1 - each member municipality and electoral area will pay a basic service fee based on per Senior Building Inspector annual salary plus 40% loading factor, allocated by population statistics.

SR BLDG INSP SALARY	74,333
+ 40 % LOADING FACTOR	29,733
	<u>104,066</u>

MUNICIPALITY or AREA	POPULATION (2016 Census)	FACTOR	SERVICE FEE
FRUITVALE	1,920	0.081119	8,442
GRAND FORKS	0	0.000000	0
GREENWOOD	665	0.028096	2,924
MIDWAY	649	0.027420	2,853
MONTROSE	996	0.042080	4,379
ROSSLAND	0	0.000000	0
TRAIL	7,709	0.325700	33,894
WARFIELD	1,680	0.070979	7,386
13,619			\$ 59,879
AREA A	1,891	0.079894	8,314
AREA B / Lower Columt	1,442	0.060924	6,340
AREA C / Christina Lake	1,337	0.056487	5,878
AREA D / Rural Grand F	3,225	0.136254	14,179
AREA E / West Boundar	2,155	0.091047	9,475
10,050			\$ 44,187
	23,669	1.000000	\$ 104,066

104,066
Check

RDKB Regional Building Inspection Services Contract

SECTION 6.2 - each member municipality and electoral area will pay a further fee based on actual value of permits issued two years previously. (ie for 2017 use 2015):

- \$5.00/1000 of residential permit value
- \$2.00/1000 of commercial permit value
- \$1.00/1000 of industrial permit value
- \$1.00/1000 of institutional permit value

Building Permit Values 2016

CALCULATIONS
SECTION 6.2

MUNICIPALITY/AREA	TOTAL VALUE	Calculated Service Fee
VILLAGE OF FRUITVALE		Fees
S.F.D. (Residential)	602,000	3,010
Mobile Home	67,500	338
Addition/Renovation	319,928	1,600
Garage/Carport	90,000	450
Commercial	5,000	10
Industrial	0	0
Institutional	154,800	155
TOTALS	1,239,228	5,562

CITY OF GREENWOOD		Fees
S.F.D. (Residential)	117,000	585
Mobile Home	0	0
Addition/Renovation	36,300	182
Garage/Carport	42,600	213
Commercial	0	0
Industrial	0	0
Institutional	9,000	9
TOTALS	204,900	989

RDKB Regional Building Inspection Services Contract

VILLAGE OF MIDWAY		Fees
S.F.D. (Residential)	94,000	470
Mobile Home	0	0
Multiple Family Units	0	0
Addition/Renovation	60,500	303
Garage/Carport	8,500	43
Commercial	0	0
Industrial	0	0
Institutional	0	0
TOTALS	163,000	815

VILLAGE OF MONTROSE		Fees
S.F.D. (Residential)	346,000	1,730
Mobile Home	0	0
Addition/Renovation	236,307	1,182
Garage/Carport	25,700	129
Commercial	0	0
Industrial	0	0
Institutional	30,400	30
TOTALS	638,407	3,070

CITY OF TRAIL		Fees
S.F.D. (Residential)	249,000	1,245
Mobile Home	0	0
Addition/Renovation	1,794,251	8,971
Garage/Carport	135,750	679
Commercial	1,356,308	2,713
Industrial	327,072	327
Institutional	8,285,145	8,285
TOTALS	12,147,526	22,220

VILLAGE OF WARFIELD		Fees
S.F.D. (Residential)	0	0
Mobile Home	129,406	647
Addition/Renovation	308,266	1,541
Garage/Carport	18,823	94
Commercial	2,500	5
Industrial	0	0
Institutional	46,541	47
TOTALS	505,536	2,334

TOTAL MUNICIPALITIES	34,990
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RDKB Regional Building Inspection Services Contract

ELECTORAL AREA A

S.F.D. (Residential)	0	0
Mobile Home	360,744	1,804
Addition/Renovation	115,600	578
Garage/Carport	72,000	360
Commercial	1,850,000	3,700
Industrial	1,534,000	1,534
Institutional	0	0
TOTALS	3,932,344	7,976

ELECTORAL AREA B / Lower Columbia/Old Glory

S.F.D. (Residential)	920,000	4,600
Mobile Home	130,000	650
Addition/Renovation	268,580	1,343
Garage/Carport	58,632	293
Commercial	5,000	10
Industrial	550,000	550
Institutional	0	0
TOTALS	1,932,212	7,446

ELECTORAL AREA C / Christina Lake

S.F.D. (Residential)	4,170,900	20,855
Mobile Home	162,000	810
Addition/Renovation	741,400	3,707
Garage/Carport	357,700	1,789
Commercial	12,500	25
Industrial	0	0
Institutional	0	0
TOTALS	5,444,500	27,185

ELECTORAL AREA D / Rural Grand Forks

S.F.D. (Residential)	1,433,000	7,165
Mobile Home	300,000	1,500
Addition/Renovation	630,800	3,154
Garage/Carport	255,000	1,275
Commercial	0	0
Industrial	0	0
Institutional	10,000	10
TOTALS	2,628,800	13,104

ELECTORAL AREA E / West Boundary

S.F.D. (Residential)	3,475,000	17,375
Mobile Home	258,000	1,290
Addition/Renovation	102,500	513
Garage/Carport	473,000	2,365
Commercial	15,000	30
Industrial	0	0
Institutional	47,000	47
TOTALS	4,370,500	21,620

RDKB Regional Building Inspection Services Contract

BIG WHITE SKI RESORT (Electoral Area E / West Boundary)

S.F.D. (Residential)	3,805,000	19,025
Mobile Home	0	0
Multiple Family Units	0	0
Addition/Renovation	590,000	2,950
Garage/Carport	0	0
Commercial	140,000	280
Industrial	0	0
Institutional	0	0
TOTALS	4,535,000	22,255

	Fees	Electoral Revenue
TOTAL ELECTORAL AREAS	99,586	205,169

2018**Linked to Formulas**

(1) ALLOCATE ELECTORAL AREAS ON ASSESSED VALUES:			Calculated
AREA A	18,271	68,155,825	18,271
AREA B / Lower Columt	10,603	39,552,762	10,603
AREA C / Christina Lake	20,914	78,016,875	20,914
AREA D / Rural Grand F	14,116	52,656,553	14,116
AREA E / West Boundai	35,682	133,107,228	35,682
	99,586	371,489,243	0.00026807
			99,586

2018**Linked to Formulas**

(2) ELECTORAL AREA REVENUE CREDIT			Calculated
AREA A	37,642	68,155,825	37,642
AREA B / Lower Columt	21,845	39,552,762	21,845
AREA C / Christina Lake	43,088	78,016,875	43,088
AREA D / Rural Grand F	29,082	52,656,553	29,082
AREA E / West Boundai	73,514	133,107,228	73,514
	205,169	371,489,243	0.00055229
			205,169
FINAL TOTAL - SECTION 6.2			134,576

Section 6.3 Follows...

RDKB Regional Building Inspection Services Contract

SECTION 6.3 Additional funding requirements will be apportioned on the basis of Hospital District Assessment amongst the participating municipalities and electoral areas.

		Municipalities	Electoral Areas
TOTAL REQUISITION	858,299		
LESS BLDG INSP + LOADED AMOUNT	104,066	59,879	44,187
	<u>754,233</u>		
AS PER CLAUSE 6.2 ABOVE	134,576	0	99,586
		<u>59,879</u>	<u>143,772</u>

BALANCE BASED ON ASSESSED VALUE **619,658** Linked to Total below for distribution

Municipality/Area	Completed Roll 2018 Calculated Amount	2018 Converted Values		2017
FRUITVALE	22,792	22,753,699		20,083,024
GRAND FORKS	0	0	Opted out July 2013	0
GREENWOOD	7,677	7,664,594		7,164,863
MIDWAY	11,820	11,800,411		11,187,989
MONTROSE	11,339	11,320,428		11,171,080
ROSSLAND	0	0	Opted out Aug 2008	0
TRAIL	176,437	176,143,550		160,066,256
WARFIELD	17,484	17,455,074		16,539,852
Total Municipalities		<u>247,137,756</u>		<u>226,213,064</u>
AREA A	68,269	68,155,825		65,436,484
AREA B / Lower Columt	39,619	39,552,762		38,080,741
AREA C / Christina Lake	78,147	78,016,875		72,711,073
AREA D / Rural Grand F	52,744	52,656,553		49,915,081
AREA E / West Boundar	133,329	133,107,228		115,059,329
Total Electoral Areas		<u>371,489,243</u>		<u>341,202,708</u>
From C323 Formula	619,658	618,626,999	0.00100167	567,415,772
Check	619,658			

RDKB Regional Building Inspection Services Contract

SUMMARY OF REQUISITIONS:

****These values are linked to the
requisitions and services page**

TOTAL REQUISITIONS

FRUITVALE	36,795
GRAND FORKS	
GREENWOOD	11,590
MIDWAY	15,489
MONTROSE	18,788
ROSSLAND	0
TRAIL	232,551
WARFIELD	27,205

Total Municipalities	342,418
----------------------	---------

		EA Credit	Net EA Req
AREA A	94,854	37,642	57,213
AREA B / Lower Columbia	56,562	21,845	34,717
AREA C / Christina Lake	104,939	43,088	61,851
AREA D / Rural Grand Forks	81,039	29,082	51,958
AREA E / West Boundary	178,486	73,514	104,973
Total Electoral Areas	515,880	205,169	310,711
		310,711	

Total Requisition	858,299
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Requisition Summary:

	Municipalities	Electoral Areas	Total
Section 6.1	59,879	44,187	104,066
Section 6.2	34,990	99,586	134,576
Section 6.3	247,549	372,108	619,658
Total	342,418	515,880	858,299



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 006
FEASIBILITY STUDIES

PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

	PAGE	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	(OVER) UNDER	2018 BUDGET	Increase(Decrease) between 2017 BUDGET and 2018 BUDGET	
							\$	%
REVENUE								
Property Tax Requisition	2	5,785	6,622	6,622	0	33,552	26,930	407
11 210 100 Federal Grant In Lieu	3	10	100	7	93	100	0	0.00
11 590 159 Miscellaneous Revenue	4	0	35,000	5,000	30,000	40,000	5,000	14.29
11 911 100 Previous Year's Surplus	5	35,619	39,809	39,809	0	27,907	(11,902)	(29.90)
Total Revenue		41,415	81,531	51,438	30,093	101,559	20,028	24.56
EXPENDITURE								
12 821 230 Board Fee	6	1,504	1,531	1,531	0	1,559	28	1.83
12 821 999 Contingencies	7	102	80,000	22,000	58,000	100,000	20,000	25.00
12 821 990 Prior Year Deficit	8	0	0	0	0	0	0	0.00
Total Expenditure		1,606	81,531	23,531	58,000	101,559	20,028	24.56
Surplus (Deficit)		39,809		27,907				

2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET
41,490	41,522	41,554	41,588
100	100	100	100
0	0	0	0
0	0	0	0
41,590	41,622	41,654	41,688
1,590	1,622	1,654	1,688
40,000	40,000	40,000	40,000
0	0	0	0
41,590	41,622	41,654	41,688

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition		2018	2019	2020	2021	2022
2017		Budget	Budget	Budget	Budget	Budget
Actual	Description	Amount	Amount	Amount	Amount	Amount
192	11 830 100 006 Fruitvale	1,007	1,246	1,247	1,247	1,249
618	11 830 200 006 Grand Forks	3,056	3,779	3,782	3,782	3,788
68	11 830 300 006 Greenwood	339	420	420	420	421
107	11 830 400 006 Midway	522	646	646	646	648
107	11 830 500 006 Montrose	501	620	620	620	621
593	11 830 600 006 Rossland	3,110	3,846	3,849	3,849	3,855
1,523	11 830 700 006 Trail	7,798	9,643	9,650	9,650	9,665
158	11 830 800 006 Warfield	773	956	956	956	958
625	11 830 901 006 Electoral Area 'A'	3,017	3,731	3,734	3,734	3,740
364	11 830 902 006 EA 'B' / Lower Columbia/Old Glory	1,751	2,165	2,167	2,167	2,170
694	11 830 903 006 EA 'C' / Christina Lake	3,454	4,271	4,274	4,274	4,281
476	11 830 904 006 EA 'D' / Rural Grand Forks	2,331	2,883	2,885	2,885	2,889
1,097	11 830 905 006 EA 'E' / West Boundary	5,893	7,287	7,292	7,292	7,304
6,622						
	This Year Requisition	33,552	41,490	41,522	41,554	41,588
	Total Requisition	33,552	41,490	41,522	41,554	41,588

Notes:

-1

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Federal Grant In Lieu	2017	2018	2019	2020	2021	2022
Account	11 210 100 006	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Federal Grant In Lieu	100	100	100	100	100	100
Current Year Budget		100	100	100	100	100	100

Notes:	Previous Year Budget	100
	Actual to December 31, 2017	7

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022
Account	11 590 159 006	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Recoveries from past studies	5,000		-	-	-	-
2	Provincial Planning Grant	30,000	40,000				
Current Year Budget		35,000	40,000	-	-	-	-

Notes:	Previous Year Budget	35,000
	Actual to December 31, 2017	5,000
1 Reimbursement from Christina Waterworks - service established in 2017		
2 Grant for Oasis and Deer Ridge, Grand Forks Irrigation and Bridesville transition studies		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018	2019	2020	2021	2022
Account	11 911 100 006	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	39,809	27,907				
Current Year Budget		39,809	27,907	-	-	-	-

Notes:	Previous Year Budget	39,809
	Actual to December 31, 2017	39,809

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Board Fee	2017	2018	2019	2020	2021	2022				
Account	12 821 230 006	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount				
1	Board Fee (2% increase for C.P.I.)	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
2	Carbon Offset & Climate Change Initiatives	153	153	2.0%	156	2.0%	159	2.0%	162	2.0%	166
Current Year Budget		1,531	1,559		1,590		1,622		1,654		1,688

Notes:	Previous Year Budget	1,531
	Actual to December 31, 2017	1,531

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contingencies	2017	2018	2019	2020	2021	2022
Account	12 821 999 006	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous studies	5,000	40,000	40,000	40,000	40,000	40,000
2	Big White Community Centre Feasibility Study	30,000					
3	Oasis, Deer Ridge and Grand Forks Irrigation	45,000	45,000				
4	Bridesville Irrigation		15,000				
Current Year Budget			100,000	40,000	40,000	40,000	40,000

Notes:

Previous Year Budget	80,000
Actual to December 31, 2017	22,000

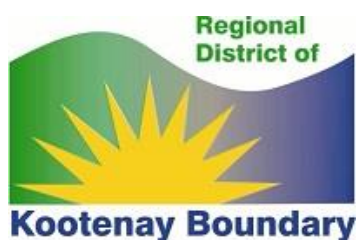
2. Big White Community Centre Feasibility Study \$30k

3. Studies for Oasis, Deer Ridge and Grand Forks Irrigation \$45,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018		2019		2020		2021		2022
Account	12 821 990 006	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-								
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-



STAFF REPORT

Date: 08 Jan 2018 **File**

To: **Chair Russell, Finance Liaison
Director Martin and Members of
the Board**

From: Beth Burget, General Manager of
Finance

Re: Financial Plan Comparison/Requisition
Summary by Stakeholder/Reserve
Balance Projections

Issue Introduction

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

History/Background Factors

The Financial Plan Comparison Report compares the current version of the 2018 Budget with the 2017 Budget and provides explanations of major differences in budget and/or requisition levels. The 2018 Budget will continue to change with the input from Committees and with more accurate 2017 year-end data. We will continue processing payable invoices for 2017 until the end of January. There are also many year-end accounting adjustments that need to be recorded. As the 2017 surplus/deficit is accounted for in the 2018 Budget, this may result in changes to requisition levels.

The Requisition Summary by Stakeholder provides details of tax requisition by service showing the distribution of taxation based on the current service budgets. These amounts will continue to fluctuate as the individual service budgets continue to be updated.

The Reserve Balance Projections reflect the estimated 2017 Reserve Balance as well as the 2018 redemptions, contributions and estimated 2018 Closing Balance. The

2017 Reserve Balance is not yet finalized and the 2018 redemptions and contributions will also fluctuate as the individual service budgets continue to be updated.

Implications

Reports provide a view of the organization as a whole which can be useful when considering additions/further changes to budgets.

Advancement of Strategic Planning Goals

Budget preparation and review is a component of good governance.

Background Information Provided

None

Alternatives

None

Recommendation(s)

The the Board of Directors receive the staff report from Beth Burget, General Manager of Finance, regarding the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projection.

Page 1 of 3

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FINANCIAL PLAN COMPARISON with PRIOR YEAR
ANNUAL BUDGET and REQUISITION Listed by COMMITTEE

DESCRIPTION	Number	BUDGET			Comments	Attached	REQUISITION		
		2017	2018	Change			2017	2018	Change
Finance Committee									
					Budget increase due to Fortis Waneta Project Grant in Lieu related to 2018 and prior years which is partially used for staffing changes and reserve contribution	1	\$ 250,677	\$ 250,417	\$ (261)
General Government Services	001	\$ 3,678,339	\$ 4,284,666	\$ 606,327	Cash Flow(in/out) for Municipal Debt	2	-	-	-
MFA Debenture Debt	001 MFA	1,838,903	2,474,576	635,673		3	626,881	653,130	26,248
Building & Plumbing Inspection	004	865,110	933,788	68,677		4	6,622	33,552	26,930
Reserve for Feasibility Studies	006	81,531	101,559	20,028					
TOTAL FINANCE COMMITTEE		\$ 6,463,883	\$ 7,794,588	\$ 1,330,705			\$ 884,181	\$ 937,099	\$ 52,918
Beaver Valley Recreation									
Beaver Valley Arena	020-011	540,990	607,189	66,198		5	371,577	448,274	76,697
Beaver Valley Recreation	020-013	247,065	257,088	10,023		6	215,926	224,699	8,773
Beaver Valley Parks & Trails	019	942,169	956,779	14,609		7	747,250	815,879	68,629
TOTAL BEAVER VALLEY RECREATION		\$ 1,730,225	\$ 1,821,055	\$ 90,830			\$ 1,334,753	\$ 1,488,852	\$ 154,099
East End Services									
Police Based Victims' Assistance	009	162,845	132,593	(30,252)		8	62,873	67,377	4,505
East End Economic Development	017	186,974	111,117	(75,857)		9	186,483	111,053	(75,430)
Culture Arts & Rec in the Lower Columbia	018	1,891,289	1,947,408	56,119		10	709,003	737,668	28,666
					Decrease mainly due to 2017 included apparatus replacement of \$764 - little capital in 2018; also decrease in salaries 2017 budget included Deputy Fire Chief \$121k offset by decrease in 911 revenue of \$255k	11	3,331,247	3,492,831	161,584
Kootenay Boundary Regional Fire Rescue	050	4,835,911	3,887,260	(948,651)		14	470,176	470,176	0
Cemeteries - East End	150	471,310	595,898	124,588	Requisition increase as 2017 budget utilized reserve funds of \$134k to deflect taxation	15	1,158,311	1,316,626	158,316
East End Transit	900	1,725,364	1,726,879	1,515			\$ 5,918,091	\$ 6,195,733	\$ 277,641
TOTAL EAST END STAKEHOLDERS		\$ 9,273,693	\$ 8,401,155	\$ (872,537)					
Environmental Services									
Regionalized Waste Management	010				2017 estimated decrease due to lower prior year deficit being brought forward - which is as planned	16	1,255,447	1,250,000	(5,447)
Refuse Disposal - Big White	064	7,574,034	7,784,337	210,303		17	242,900	241,034	(1,867)
TOTAL ENVIRONMENTAL SERVICES		\$ 7,816,935	\$ 8,045,505	\$ 228,570			\$ 1,498,348	\$ 1,491,033	\$ (7,314)
Boundary Community Development Committee									
Boundary Economic Development	008	287,918	250,563	(37,355)		18	109,499	173,617	64,118
Recreation - Grand Forks & Area 'D'	021	511,614	541,271	29,657		19	442,204	470,357	28,153
Recreation - Greenwood, Midway, 'E'	022	67,006	60,016	(6,990)		20	67,006	59,623	(7,383)
Boundary Museum Service	026	30,000	30,000	-		21	29,961	(40)	(30,001)
Grand Forks Arena	030	640,844	671,877	31,033		22	439,093	499,633	60,540
Grand Forks Curling Rink	031	89,722	52,451	(37,271)		23	43,750	43,750	-
					2018 budget does not include an allowance for the desk resurfacing project which was not yet been completed in 2017 as budgeted \$150k	24	608,953	623,319	14,366
Grand Forks Aquatic Centre	040	939,982	803,655	(136,327)		25	11,917	1,497	(10,420)
Midway & Beaverdell E.R. Service	055	18,000	12,000	(6,000)		26	147,560	130,984	(16,576)
Animal Control - Boundary	071	160,090	143,661	(16,429)					

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H:\60Finance Committee\Jan 10, 2018\Annual Budget and Requisition Comparison - BRD - Jan 8, 2018 2018 17 Committee (Private)

<div><div><div><div><div></div><div></div></div><div><div></div><div></div></div></div><div><div>Regional District of Kootenay Boundary</div></div></div></div> <div>REGIONAL DISTRICT OF KOOTENAY BOUNDARY FINANCIAL PLAN COMPARISON with PRIOR YEAR ANNUAL BUDGET and REQUISITION Listed by COMMITTEE</div> <div>Page 2 of 3</div>									
DESCRIPTION	Number	BUDGET			Comments	Attached	REQUISITION		
		2017	2018	Change			2017	2018	Change
Mosquito - Grand Forks, Area 'D'	080	99,544	85,943	(13,600)		27	60,679	51,759	(8,920)
Noxious Weed Control - Area 'D' & 'E'	092	185,432	238,089	52,656		28	76,344	77,644	1,300
Library - Grand Forks, Area 'C' & 'D'	140	385,590	395,706	10,116		29	383,558	394,498	10,941
Greenwood, Area 'E' Cemetery Service	145	55,878	8,906	(46,972)		30	19,200	4,499	(14,701)
Boundary Transit	950	86,333	82,991	(3,342)		31	40,000	50,000	10,000
TOTAL BOUNDARY COMMUNITY DEVELOPMENT COMMITTEE		\$ 3,557,954	\$ 3,377,130	\$ (180,824)			\$ 2,479,724	\$ 2,581,141	\$ 101,417
Sewerage Committee									
East End Regionalized Sewer Utility	700	3,712,304	3,184,376	(527,928)	2018 less \$ budgeted for capital projects (LWMP)	32	1,539,827	1,588,412	48,584
East End Regionalized Sewer Utility - Trail	700-101	46,945	47,219	274			11,356	25,220	13,863
East End Regionalized Sewer Utility - Rossland	700-102	14,402	14,490	88			7,532	6,740	(792)
East End Reg Sewer Utility - Rossland/Warfield	700-103	11,351	12,815	1,464			11,351	11,351	0
Oasis-Rivervale Sewer Utility	800	290,002	189,280	(100,722)		33	30,534	30,534	(0)
TOTAL SEWERAGE COMMITTEE		\$ 4,075,003	\$ 3,448,180	\$ (626,824)			\$ 1,600,600	\$ 1,662,256	\$ 61,656
Protective Services									
Emergency Preparedness	012	423,063	560,742	137,679	2017 estimated surplus due to emerg projects added to 2018 reserve	34	255,199	255,108	(91)
911 Emergency Communications	015	726,690	649,431	(77,259)	transition to Kelowna for dispatch services	35	309,977	550,533	240,557
TOTAL PROTECTIVE SERVICES COMMITTEE		\$ 1,149,753	\$ 1,210,173	\$ 60,420			\$ 565,175	\$ 805,641	\$ 240,466
Utilities Committee									
Street Lighting - Big White	101	65,878	35,406	(30,472)		59	36,571	35,406	(1,165)
Street Lighting - Beaverdell	103	2,400	1,800	(600)		60	1,904	1,800	(104)
Beaver Valley Water Supply	500	1,124,241	1,277,077	152,835	More capital projects in 2018	37	477,450	479,250	1,800
Christina Lake Water Supply Utility	550	2,480,793	561,834	(1,918,960)	new service in 2017		-	205,000	205,000
Columbia Gardens Water Supply Utility	600	54,459	46,012	(8,447)		66	19,752	19,654	(98)
Rivervale Water & Street Lighting Utility	650	316,387	175,350	(141,037)	no capital projects/reserve contribuion in 2018	67	0	-	(0)
TOTAL UTILITIES COMMITTEE		\$ 4,044,158	\$ 2,097,478	\$ (1,946,680)			\$ 535,677	\$ 741,110	\$ 205,433

Page 3 of 3

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FINANCIAL PLAN COMPARISON with PRIOR YEAR
ANNUAL BUDGET and REQUISITION Listed by COMMITTEE

DESCRIPTION	Number	BUDGET			Comments	Attached	REQUISITION		
		2017	2018	Change			2017	2018	Change
Electoral Area Services									
Electoral Area Administration	002	601,183	616,785	15,602	reserve transfer lower by \$47k	38	195,845	263,051	67,205
Electoral Grant - in - Aid	003	321,663	381,531	59,868	Less carryforward from prior year	39	239,986	240,168	182
Budget includes add'l \$22k in consulting fees to convert to HTML5 and enterprise licence; Req increase as 2015 budget included a large surplus from prior year which									
Planning & Development	005	853,574	829,401	(24,173)	offset taxes	36	770,885	758,187	(12,698)
Parks & Trails - Electoral Area 'B'	014	333,356	359,480	26,124	Difference due to rec subsidy program	40	231,860	232,434	574
planned reduction in taxes to offset increases in other areas									
Recreation - Christina Lake	023	74,046	77,719	3,673		41	13,296	53,801	40,505
Recreation Facilities - Christina Lake	024	44,363	47,237	2,874		42	40,000	40,000	-
Area 'C' Regional Parks & Trails	027	1,630,250	1,642,897	12,646	requisition increase to fund capital project	44	325,964	303,202	(22,763)
Beaverdell Community Club Service	028	19,950	19,950	-		45	19,950	19,950	-
Area 'D' Regional Parks & Trails	045	358,557	258,103	(100,454)	upgrades to Saddle Lake Dam	46	45,625	45,639	14
Heritage Conservation - Area 'D'	047	22,883	19,960	(2,923)			12,883	3,914	(8,969)
Fire Protection - Christina Lake	051	353,033	345,478	(7,555)		47	328,967	308,428	(20,539)
Fire Protection - Beaverdell	053	65,504	63,732	(1,772)		48	49,633	51,081	1,449
Big White Fire - Specified Area	054	1,094,315	1,200,505	106,189	Fire hall reno	49	918,165	967,597	49,431
Rural Greenwood Fire Service	056	23,378	23,406	28		51	23,378	23,406	28
2017 includes \$450k re fire truck replacement - 2018 \$1.8 million for hall renovations									
Fire Protection - Grand Forks Rural	057	471,316	2,259,269	1,787,953		50	356,249	402,968	46,719
Kettle Valley Fire Protection	058	876,245	547,321	(328,924)	New Service for 2017		111,245	147,321	36,076
Area 'E' Regional Parks & Trails	065	31,378	31,406	28		52	31,370	31,393	23
Animal Control - East End	070	98,708	98,784	76			94,447	96,336	1,889
Big White Security Services	074	209,665	204,772	(4,893)		53	191,592	190,772	(820)
Big White Noise Control Service	075	16,378	16,406	28		54	1,378	1,406	28
Area 'C' Economic Development	077	145,378	148,406	3,028		55	108,026	108,050	24
Mosquito Control - Christina Lake	081	41,265	34,319	(6,946)		56	22,526	19,223	(3,303)
Weed Control - 'A' - Columbia Gardens	090	44,730	35,418	(9,312)		57	21,705	22,022	316
Weed Control - Christina Lake Milfoil	091	462,921	332,979	(129,942)		58	288,453	287,823	(630)
House Numbering - Areas 'A' & 'C'	120	6,000	6,000	-		61	5,988	5,987	(1)
House Numbering - Area 'D'	121	3,000	3,000	-		62	2,999	2,999	0
House Numbering - Area 'B'	122	3,000	3,000	-		63	2,994	2,996	2
House Numbering - Area 'E'	123	3,000	3,000	-		64	2,997	2,999	1
Library - Specified Area 'E'	141	3,000	3,500	500		65	3,000	3,500	500
Mill Road Sewer Collection Services	710	-	-	-		68	(1)	(1)	-
TOTAL ELECTORAL AREA SERVICES		\$ 8,212,041	\$ 9,613,764	\$ 1,401,723			\$ 4,461,406	\$ 4,636,650	\$ 175,244
TOTAL BUDGET		\$ 46,323,645	\$ 45,809,027	# \$ (514,617)			\$ 19,277,955	# \$ 20,539,513	# \$ 1,261,558

-1.11%

Total Budget decrease

6.54%

Total Tax increase

Building & Plumbing Inspection 004 Requisition amount adjusted for prior year building permit fees which are used to reduce taxation

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Regional District of Kootenay Boundary Requisition Summary by Stakeholder																				
	2017 Budget	2017 Requisition	2018 Budget	2018 Requisition	Fruitvale	Grand Forks	Greenwood	Midway	Montrose	Rossland	Trail	Warfield	Area A	Area B	Area C	Area D	Area E	Specified Area A	Specified Area B	Specified Area C
Total General Government Services	36,461,064	15,981,843	38,490,706	16,806,728	737,742	1,459,134	55,808	75,076	365,010	1,095,850	2,946,561	300,037	2,312,091	1,005,550	1,532,429	1,699,189	1,106,178	22,022		367,651
																				1,726,400
																				16,806,728
500	Beaver Valley Water Supply	1,124,241	477,450	1,277,077	479,250	342,000												137,250		479,250
550	Christina Lake Water Supply Utility	2,480,793	-	561,834	205,000															205,000
600	Columbia Gardens Water Supply Utility	54,459	19,752	46,012	19,654															19,654
650	Rivervale Water & Street Lighting	316,387	0	175,350														19,654		
700	East End Regionalized Sewer Utility	3,712,304	1,539,827	3,184,376	1,588,412					324,036	1,086,156	178,220								1,588,412
700-101	East End Regionalized Sewer Utility - Trail	46,945	11,356	47,219	25,220						25,220									25,220
700-102	East End Regionalized Sewer - Rossland	14,402	7,532	14,490	6,740					6,740										6,740
700-103	East End Reg Sewer - Rossland/Warfield	11,351	11,351	12,815	11,351					7,463		3,888								11,351
710	Mill Road Sewer Collection Services	-	1	-	1													1		1
800	Oasis-Rivervale Sewer Utility	290,002	30,534	189,280	30,534									30,534						30,534
900	East End Transit	1,725,964	1,158,311	1,726,879	1,316,626	73,854			36,744	228,038	571,731	56,656	221,222	128,381						1,316,626
950	Boundary Transit	86,333	40,000	82,991	50,000		23,709	2,633								18,087				5,572
																				50,000
TOTAL ANNUAL BUDGET	46,323,645	19,277,955	45,809,027	20,539,513	1,153,597	1,482,843	58,441	75,076	401,754	1,662,127	4,629,667	538,800	2,533,313	1,164,465	1,532,429	1,717,275	1,106,178	178,925	-	572,651
																				1,731,972
																				20,539,513
2017 Requisition - Before Prior Year Final Roll Adj		19,277,955			1,051,705	1,383,643	59,502	75,993	390,264	1,558,972	4,366,519	533,268	2,404,969	1,143,158	1,488,147	1,632,787	953,706	178,706	-	391,493
																				1,665,123

Regional District of Kootenay Boundary 2018 Requisition Summary by Stakeholder

	<u>2018</u>	<u>2017</u>	<u>Change</u>
Fruitvale	\$ 1,153,597	1,051,705	\$ 101,892
Grand Forks	1,482,843	1,383,643	99,200
Greenwood	58,441	59,502	- 1,061
Midway	75,076	75,993	- 917
Montrose	401,754	390,264	11,490
Rossland	1,662,127	1,558,972	103,155
Trail	4,629,667	4,366,519	263,148
Warfield	538,800	533,268	5,532
Area A	2,533,313	2,404,969	128,344
Area B	1,164,465	1,143,158	21,307
Area C	1,532,429	1,488,147	44,282
Area D	1,717,275	1,632,787	84,488
Area E	1,106,178	953,706	152,472
Specified			
Area A	178,925	178,706	219
Specified			
Area B	-	-	-
Specified			
Area C	572,651	391,493	181,158
Specified			
Area E	1,731,972	1,665,123	66,849
	<u>\$ 20,539,513</u>	<u>\$ 19,277,955</u>	<u>\$ 1,261,558</u>

Regional District Of Kootenay Boundary
Reserve Balance Projections

Service	Service Name	Balance	2018 Projected Reserves		
		Dec 31, 2017	Redemption	Contribution	Closing Bal
001	General Government Services	\$ 2,993,275	\$ 40,000	\$ 1,232,237	\$ 4,185,512
002	Electoral Area Administration	\$ 85,605	60,000	-	25,605
004	Building Inspection	\$ 105,890	42,000	-	63,890
005	Planning & Development	\$ 34,459	-	5,000	39,459
008	Boundary Economic Development	\$ 46,499	-	-	46,499
009	Police Based Victims Services	\$ 47,939	-	-	47,939
010	Regional Waste Management	\$ 2,831,679	2,658,000	30,000	203,679
012	Emergency Preparedness	\$ 104,288	-	185,350	289,638
014	Area 'B' Parks & Trails	\$ 117,254	-	50,000	167,254
015	9-1-1 Emergency Communications	\$ 192,961	-	-	192,961
017	East End Economic Development	\$ 8,382	-	-	8,382
018	Culture Arts & Recreation Lower Columbia	\$ 385,526	81,000	17,000	321,526
019	Beaver Valley Parks & Trails	\$ 165,415	100,000	13,000	78,415
020-011	Beaver Valley Arena	\$ 19,298	-	-	19,298
021	Recreation Commission Grand Forks	\$ 2,205	-	-	2,205
023	Christina Lake Recreation	\$ 9,260	-	6,000	15,260
024	Recreation Facilities Christina Lake	\$ 29,924	-	3,000	32,924
027	Area 'C' Regional Parks & Trails	\$ 193,328	190,000	-	3,328
030	Grand Forks Arena	\$ 227,367	-	15,000	242,367
031	Grand Forks Curling Rink	\$ 18,718	6,101	-	12,617
040	Grand Forks Aquatic Centre	\$ 131,268	-	7,000	138,268
045	Area 'D' Regional Parks & Trails	\$ 48,443	-	14,000	62,443
047	Hardy Mountain Historic Site	\$ -	-	-	-
050	KBRD Regional Fire Rescue	\$ 142,960	-	55,000	197,960
051	Christina Lake Fire Services	\$ 161,146	-	15,000	176,146
053	Beaverdell Fire Services	\$ 28,858	-	1,000	29,858
054	Big White Fire Services	\$ 165,815	60,000	100,000	205,815
056	Greenwood Rural Fire Service	\$ 9,256	-	-	9,256
057	Grand Forks Rural Fire Service	\$ 517,164	-	117,000	634,164
058	Kettle Valley Fire Protection	\$ 5,027	-	5,000	10,027
065	Area 'E' Parks & Trails	\$ 36,917	-	5,000	41,917
075	Big White Noise Control	\$ 46,704	-	-	46,704
077	Economic Development - Area 'C'	\$ 22,120	-	-	22,120
080	Mosquito Control Area'D' & Grand Forks	\$ 35,150	-	20,000	55,150
091	Christina Lake Milfoil Control	\$ 32,018	-	40,000	72,018
101	Street Lighting - Big White	\$ 29,304	-	-	29,304
103	Beaverdell Street Lighting	\$ 8,020	-	-	8,020
145	Greenwood Area 'E' Cemetery Service	\$ 40,802	-	-	40,802
150	Cemeteries - East End	\$ 199,731	98,962	-	100,769
500	Beaver Valley Water Supply Utility	\$ 434,938	-	175,053	609,991
550	Christina Lake Water Supply Utility	\$ 677,866	13,992	12,482	676,356
600	Columbia Gardens Water Utility	\$ 16,659	-	1,515	18,174
650	Rivervale Water Supply Utility	\$ 140,485	-	87	140,572
700	East End Regional Sewer Utility	\$ 681,732	328,000	100,000	453,732
700-103	East End Regional Sewer Utility - Rossland & War	\$ -	-	1,506	1,506
800	Oasis/Rivervale Sewer Utility	\$ 41,078	-	3,946	45,024
900	East End Transit	\$ 497,729	-	-	497,729
950	Boundary Area Transit	\$ 34	-	-	34
		<u>\$ 11,770,498</u>	<u>\$ 3,678,055</u>	<u>\$ 2,230,176</u>	<u>\$ 10,322,619</u>

NOTE: Management ERIIP Transfers flow through General Government Services (001)



Regional Solid Waste Management

2018 / 2019 Work Plan



REGIONAL SOLID WASTE MANAGEMENT

2017

Alan Stanley, General Manager, Environmental Services



Regional Solid Waste Management

2018 / 2019 Work Plan

Service Name: Regional Solid Waste Management

Service Number: 010

Committee Having Jurisdiction: Board of Directors

General Manager/Manager Responsible: Alan Stanley, General Manager of Environmental Services

Description of Service:

Provides solid waste management services to entire RDKB. Operate 3 regional landfills, 3 staffed transfer stations, 3 unstaffed transfer stations, organics and garbage collection in the Boundary.

Regionalized Solid Waste Management Services is one of the few fully integrated region-wide services in the RDKB providing solid waste management services to every person, business or organization in the RDKB daily, either directly or indirectly.

Municipal solid waste disposal services are provided to all residents and businesses through landfills and transfers stations.

Organic waste and garbage collection services are provided to Areas C and D and the City of Grand Forks, expanded to the entire Boundary in 2017.

Residential recycling collection services are provided by RecycleBC, an industry funded organization. RecycleBC provides recycling collection programs bi-weekly to about 95% of households in the RDKB. Recycling depots funded by RecycleBC and operated by the RDKB provide recycling services to those households not serviced by curbside and also to many households serviced by curbside collection. The recycling depots also provide service to small businesses in urban areas.

Disposal facilities are regulated by the province and the RDKB must comply with operating certificates and permits that specify items including but not limited to environmental monitoring, types and quantities of materials buried and site security.

Establishing Authority:

Bylaw 1090, the service establishment bylaw that created the fully regionalized integrated solid waste management service area states that the purpose of the function is to, *“undertake and carry out, or cause to be carried out solid waste management in and for the local service area (the entire RDKB including all municipalities and electoral areas) and do all things necessary or convenient in connection therewith including, but not limited to, collection, removal, recycling, treatment and disposal of waste and noxious, offensive or unwholesome substances”*.

Bylaw 1090 was established in 2000 to regionalize solid waste management services partly in response to provincial legislation adopted in the early 1990's which delegated responsibility for solid waste management to regional districts.

Requisition Limit:

Bylaw 1090 limits the annual tax requisition to the greater of either \$1,000,000 or \$0.50 of net taxable value of land and improvements in the RDKB, which calculated out sets the current tax requisition ceiling at \$ \$2,586,785

2017 Requisition / Budgeted Expenditures / Actual Expenditures:

Requisition - \$1,255,447 / Expenditures - \$6,928,669 (majority of revenue is from user fees)

Regulatory or Administrative Bylaws:

RDKB Bylaw 1605 - A Bylaw to regulate and set fees for the use of Solid Waste Management Facilities in the Regional District of Kootenay Boundary

Service Area / Participants:

Electoral Area 'A', Electoral Area 'B'/Lower Columbia/Old Glory, Electoral Area 'C'/ Christina Lake, Electoral Area 'D'/Rural Grand Forks, Electoral Area 'E'/West Boundary, Fruitvale, Montrose, Trail, Warfield, Rossland, Grand Forks, Greenwood and Midway

Service Levels:

The RDKB operates six staffed disposal facilities as follows:

Beverdell Transfer Station - 8 hours per week - Wednesday and Sunday

Rock Creek Transfer Station - 22 hours per week - Monday, Thursday, Saturday and Sunday

West Boundary Regional Landfill - 21 hours per week - Tuesday, Friday and Saturday

Grand Forks Regional Landfill - 41.5 hours per week - Tuesday to Sunday, closed Mondays

Christina Lake Transfer Station - 20 hours per week Sept. to June, 25 hours per week July and Aug. - Saturday, Monday, Thursday and Sunday, open Tuesdays in July and Aug.

McKelvey Creek Regional Landfill - 64 hours per week - open seven days/week

In addition, green bin (organic waste) and garbage collection is provided across all electoral areas and municipalities in the Boundary with the exception of Greenwood. Small business recycling collection service is provided in some eastern communities. Six staffed recycling depots are operated at disposal facilities, receiving subsidies from RecycleBC and two unstaffed/non-subsidised recycling depots are operated in Greenwood and Midway.

Human Resources:

Staff: GM of Environmental Services (80% FTE), Operations Coordinator, Landfill Supervisor, Program Coordinator, Engineering and Safety Coordinator (50% FTE), Clerk (50% FTE), Chief Operator, 2 Drivers, Landfill Operator, 11 Site Attendants.

Contractors: Collections in the Boundary, heavy equipment operations in Trail, various consulting firms retained (groundwater monitoring, volume measurements)

2017 Accomplishments:

Completed organics diversion programs in the Boundary, completed transition of recyclables management to RecycleBC. Install weigh scales at Christina Lake and Rock Creek Transfer Stations. Capital equipment replacement including two new compactors, a front end loader, passenger vehicle, installed weigh scales at two additional sites.

The Emergency Operations Centre (EOC) had a number of activations in 2017, the most significant of which was flooding in the Boundary Area. The activations resulted in a significant response of personnel and equipment to flooding and wildfire incidents within the RDKB and the Province of BC. Duration of EOC activations, number of staff deployed to the EOC and provincial staff deployments resulted in delays to projects and committee work in many departments.

Significant Issues and Trends:

The Province of BC continues to impose stricter operating requirements on disposal facilities. These requirements will require greater utilization of third-party qualified professionals for testing, analysis and reporting and will likely increase costs over the next few years.

Additional materials continue to be added to the provincial Recycling Regulation for management by industry funded organizations. Where those organizations perform poorly, pressure is often placed on local government to do the work of industry.

The trend of increasing EOC activations of longer duration and complexity has the potential for significant impacts on staff resources and Work Plans. Staff involvement in Emergency Management, EOC training and activations will continue to be a growing responsibility for Regional District staff.

2018 /2019 Projects:

Project: Eastern Communities Organics Diversion

Project Description:

Region-wide organics diversion is a strategic priority. Residential organics diversion is successfully implemented across the Boundary. Remaining goals are eastern communities residential organics diversion and region-wide commercial organics diversion. An engineered, medium scale composting facility is required to achieve the remaining goals.

Project Milestones:

- Central composting options feasibility
 - Potential development sites identification
 - Transfer options
- Specific Site Feasibility
 - Allowed Uses
 - Odour
 - Transport
 - Environmental Protection
- Site Development
 - Capital Funding
 - Engineering
 - Construction
- Organics Diversion
 - Eastern Residential Collection
 - Commercial Diversion - Bylaw Amendments

Detailed timelines for identified tasks will be developed in conjunction with solid waste management planning activities

Project Risk Factors:

The biggest, and possibly the sole risk factor is the inability to locate and acquire a suitable site to build a compost facility in the eastern communities.

Internal Resource Requirements:

The majority of the work will be done with the existing ES staff complement managing third party qualified professionals. There will be some assistance required from Planning (land use and mapping) and Administration (communications, legal).

Estimated Cost and Identified Financial Sources:

Initial costs will be included in regular staffing costs. As plan and schedule developed, additional costs

(qualified professional, land, construction and capital equipment) will be included in future Financial Plans

Relationship to Board Priorities: Region-Wide Organics Diversion is a Board priority.

Project: Capital Acquisition – Replace Wood Grinder

Project Description:

All wood waste received at solid waste facilities is ground to reduce volume for landfilling or to make the material easier to compost. The current grinder was purchased used in 2009 and is nearing the end of its useful life.

This is a major piece of capital equipment.

The project will entail: prepare contract tender documents, issue tender (advertise, post to BC Bid, distribute to vendors), receive and evaluate tenders, prepare Staff Report, receive Board approval, create contract documents, execute contract, implement.

Project Timelines and Milestones:

Work will take place after the 2019 financial plan is approved.

Project Risk Factors:

Recent major equipment purchases have been influenced by the value of the Canadian dollar against the US dollar. This exchange rate issue resulted in the cancellation of one major tender. Project budgeting will address this however exchange rates can fluctuate between budget approval and time of purchase.

Internal Resource Requirements:

Project will be completed with existing ES staff complement.

Estimated Cost and Identified Financial Sources:

\$600,000 estimated from equipment reserves

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

Project: Capital Acquisition – Replace Excavator

Project Description:

The RDKB owns an excavator scheduled for replacement in 2018. An excavator is a critical piece of equipment used for a wide variety of purposes at solid waste facilities.

This is a major piece of capital equipment.

The project will entail: prepare contract tender documents, issue tender (advertise, post to BC Bid, distribute to vendors), receive and evaluate tenders, prepare Staff Report, receive Board approval, create contract documents, execute contract, implement.

Project Timelines and Milestones:

Work will take place after the 2018 financial plan is approved.

Project Risk Factors:

Recent major equipment purchases have been influenced by the value of the Canadian dollar against the US dollar. This exchange rate issue resulted in the cancellation of one major tender. Project budgeting will address this however exchange rates can fluctuate between budget approval and time of purchase.

Internal Resource Requirements:

Project will be completed with existing ES staff complement.

Estimated Cost and Identified Financial Sources:

\$410,000 estimated from equipment reserves

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

Project: Expand Sewage Receiving Capacity - Grand Forks Landfill

Project Description:

The RDKB operates septage receiving lagoons at Boundary landfills. The lagoons utilize a combination of absorption into the ground and evaporation into the air. The lagoons operate under provincial permissions that regulate the maximum amount of septage that can be received. One of the lagoons, located at the Grand Forks Landfill regularly exceeds permit volumes. In cooperation with the City of Grand Forks, much of the septage was diverted into the municipal wastewater system operated by Grand Forks. Grand Forks is doing work on their system and is unable to receive septage at this time. To maintain regulatory compliance, the capacity and permit levels of the lagoon at the Grand Forks Landfill must be increased.

Project Timelines and Milestones:

The most important aspect of this project is regulatory requirements. The province has been contacted with a request for guidance but has not responded. Once regulatory requirements are determined the following tasks must be completed:

- Analysis of carrying capacity of site
- Design of expanded lagoon
- Construction

The first two elements will likely require third-party qualified professional. Construction can be carried out by RDKB equipment operators.

Project Risk Factors:

The most significant and probable risk factor in this project is regulatory. Since the lagoons were first installed, the rules have been tightened up. Staff are seeking advice from the province on how best to proceed with regulatory approvals.

Internal Resource Requirements:

Project will be completed with existing ES staff complement.

Estimated Cost and Identified Financial Sources:

\$50,000 from current revenue.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

Project: Phase 1 Closure - McKelvey Creek Landfill, Trail

Project Description:

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones: Throughout 2018.

Project Risk Factors:

Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

Internal Resource Requirements:

Asset management planning work will require significant input, direction and assistance from RDKB administrative staff, particularly considering that the Kettle Valley Fire Protection Service is operated on a contract basis. The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

Project: Asset Management Planning

Project Description:

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones: Throughout 2018.

Project Risk Factors:

Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

Internal Resource Requirements:

Asset management planning work will require significant input, direction and assistance from RDKB administrative staff, particularly considering that the Kettle Valley Fire Protection Service is operated on a contract basis. The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT 010
REGIONALIZED WASTE MANAGEMENT SERVICES

PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

		PAGE	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	(OVER) UNDER	2018 BUDGET	Increase(Decrease) between 2017 BUDGET and 2018 BUDGET		2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET
								\$	%				
12 433 252	Office Building Maintenance	37	16,531	16,591	16,591	0	18,743	2,152	12.97	19,118	19,500	19,890	20,288
12 433 253	Equipment Maintenance	38	72,056	125,658	75,000	50,658	125,658	0	0.00	120,012	122,412	124,860	127,357
12 433 261	Equipment Rentals	39	0	1,500	0	1,500	1,500	0	0.00	1,530	1,561	1,592	1,624
TRANSFER STATION OPERATIONS													
12 433 262	Beaverdell Trsfer Stn Operations	40	0	6,796	6,500	296	6,796	0	0.00	6,932	7,071	7,212	7,356
12 433 263	Rock Creek Trsfer Stn Operations	41	11,212	14,531	14,000	531	14,531	0	0.00	14,822	15,118	15,420	15,729
12 433 264	Greenwood Landfill Operations	42	0	5,000	0	5,000	5,000	0	0.00	5,000	5,000	5,000	5,000
12 433 266	Transfer Station Operations	43	10,207	5,926	6,000	(74)	5,926	0	0.00	5,926	5,926	5,926	5,926
12 433 553	Utilities	44	35,008	40,909	45,000	(4,091)	54,127	13,218	32.31	54,970	55,829	56,706	57,600
12 433 559	CFC Removal Program	45	5,146	8,000	7,000	1,000	8,000	0	0.00	8,000	8,000	8,000	8,000
CAPITAL PLAN													
12 433 609	Capital - Recycling	46	0	240,000	92,000	148,000	140,000	(100,000)	(41.67)	0	0	169,033	597,224
12 433 610	Capital - Landfills	47	55,594	1,104,000	800,000	304,000	699,000	(405,000)	(36.68)	600,000	0	0	0
12 433 611	Capital - Transfer Stations	48	97,506	315,000	34,000	281,000	319,000	4,000	1.27	0	0	0	0
12 433 612	Equipment Replacement	49	0	0	0	0	0	0	0.00	0	0	0	0
CONTRIBUTION TO RESERVES													
12 433 741	Closure Reserves	50	0	0	0	0	0	0	0.00	0	0	0	0
12 433 742	Equipment Reserves	51	1,303,033	30,000	48,000	(18,000)	30,000	0	0.00	30,000	30,000	30,000	30,000
DEBT PAYMENTS													
12 433 820	Debt Interest	52	92,643	92,644	92,644	0	63,000	(29,644)	(32.00)	63,000	63,000	31,500	0
12 433 830	Debt Principal	53	176,160	176,161	176,171	(10)	124,937	(51,224)	(29.08)	124,937	124,937	124,937	0
OTHER													
12 433 256	Provision for Closure/Post-Closure	54	156,129	156,068	156,068	0	156,068	0	0.00	156,068	156,068	156,068	156,068
12 433 267	Provision for Contaminated Site Clean-U	55	-4,525	0	0	0	0	0	0.00	0	0	0	0
12 433 990	Previous Year's Deficit	56	3,058,610	2,423,029	2,423,029	0	1,685,334	(737,695)	(30.45)	1,305,700	789,433	308,157	0
12 433 999	Contingencies	57	0	0	0	0	1,000,000	1,000,000	0.00	0	0	0	0
Total Expenditure			7,684,533	7,574,034	6,592,724	981,311	7,284,337	(289,697)	(3.82)	5,205,070	4,123,794	3,815,637	3,815,637
Surplus(Deficit)			(2,423,029)	(2,097,950)	(1,685,334)		(1,305,700)			(789,433)	(308,157)	0	0
737,695													
				Current Year expense									
				4,169,695									
				Current Year Revenue									
				4,907,390									
				Current year surplus without d									
				737,695									

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition		2018	2019	2020	2021	2022
		Budget	Budget	Budget	Budget	Budget
2017						
Actual	Description	Amount	Amount	Amount	Amount	Amount
36,354	11 830 100 010 Fruitvale	37,527	37,527	37,527	37,527	37,527
117,122	11 830 200 010 Grand Forks	113,842	113,842	113,842	113,842	113,842
12,977	11 830 300 010 Greenwood	12,641	12,641	12,641	12,641	12,641
20,284	11 830 400 010 Midway	19,462	19,462	19,462	19,462	19,462
20,233	11 830 500 010 Montrose	18,671	18,671	18,671	18,671	18,671
112,422	11 830 600 010 Rossland	115,871	115,871	115,871	115,871	115,871
288,721	11 830 700 010 Trail	290,509	290,509	290,509	290,509	290,509
29,944	11 830 800 010 Warfield	28,788	28,788	28,788	28,788	28,788
118,487	11 830 901 010 Electoral Area 'A'	112,408	112,408	112,408	112,408	112,408
68,963	11 830 902 010 EA 'B' / Lower Columbia/Old Glory	65,233	65,233	65,233	65,233	65,233
131,626	11 830 903 010 EA 'C' / Christina Lake	128,671	128,671	128,671	128,671	128,671
90,254	11 830 904 010 EA 'D' / Rural Grand Forks	86,845	86,845	86,845	86,845	86,845
208,060	11 830 905 010 EA 'E' / West Boundary	219,531	219,531	219,531	219,531	219,531
1,255,447		1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
	This Year Requisition	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
	Total Requisition	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000

Notes:

1 Requisition adjusted for deficit carryforward re landfill \$1,305,700

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Federal Grant In Lieu 11 210 100 010	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Federal Grant In Lieu	2,000	2,000		2,000		2,000		2,000		2,000
Current Year Budget		2,000	2,000		2,000		2,000		2,000		2,000

Notes:

Previous Year Budget	2,000
Actual to December 31, 2017	1,443

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	RDKB Tipping Fees - Curside Organics	2017	2018	2019	2020	2021	2022
Account	11 550 501 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
		10,000	10,000	10,000	10,000	10,000	10,000
Current Year Budget		10,000	10,000	10,000	10,000	10,000	10,000

Notes:	Previous Year Budget	10,000
	Actual to December 31, 2017	8,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	RDKB Tipping Fees - Curbside Garbage	2017	2018		2019		2020		2021		2022
Account	11 550 502 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	RDKB Garbage Collection Tipping Fees	6,000	6,000		6,000		6,000		6,000		6,000
2	Sale of Garbage Tags - Areas 'C' & 'D'	50,000	50,000		50,000		50,000		50,000		50,000
	Current Year Budget	56,000	56,000		56,000		56,000		56,000		56,000

Notes:	Previous Year Budget	56,000
	Actual to December 31, 2017	58,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Grand Forks Recovery, Garbage & Organics	2017	2018		2019		2020		2021		2022
Account	11 490 906 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Grand Forks Contributed Services:	140,000	140,000	0.0%	140,000	0.0%	140,000	0.0%	140,000	0.0%	140,000
	Garbage & Organics										
Current Year Budget		140,000	140,000		140,000		140,000		140,000		140,000

Notes: Previous Year Budget 140,000
 Actual to December 31, 2017 130,000

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Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

Name	Materials Recovery	2017	2018		2019		2020		2021		2022
Account	11 490 910 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Sale of scrap metal	20,000	20,000		20,000		20,000		20,000		20,000
	Current Year Budget	20,000	20,000		20,000		20,000		20,000		20,000

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Interest Earned on Investments 11 550 100 010	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Landfill Closure/Post Closure Investment Earnings	20,000	25,000	20,000	20,000	20,000	20,000
Current Year Budget		20,000	25,000	20,000	20,000	20,000	20,000

Notes: Previous Year Budget 20,000
 Actual to December 31, 2017 32,000
 Item #1

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Multi Material British Columbia	2017	2018	2019	2020	2021	2022
Account	11 590 158 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	MMBC Incentives	50,000	50,000	50,000	50,000	50,000	50,000
Current Year Budget		50,000	50,000	50,000	50,000	50,000	50,000

Notes: Previous Year Budget 50,000
Actual to December 31, 2017 113,000
Item #1 Was Previously on Page 15 (1-1-590-159-010)

Name	Miscellaneous Revenue	2017	2018		2019		2020		2021		2022
Account	11 590 159 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Refundables Bins	1,000	5,000		5,000		5,000		5,000		5,000
2	McKelvey Creek Landfill Phase 1 Closure		#####								
	Current Year Budget	1,000	#####		5,000		5,000		5,000		5,000

Notes:	Previous Year Budget	1,000
	Actual to December 31, 2017	30,000
2	From Closure Reserve	

Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account	11 911 100 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	-	-								
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Revenue From Capital	2017	2018	2019	2020	2021	2022
Account	11 920 002 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Compost Plant - Grand Forks						
2	Compost Plant - East Sub-Region						
3	McKelvey Landfill Entrance Relocation						
4	McKelvey Road Repair						
5							
Current Year Budget		-	-	-	-	-	-

Notes:

	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Transfer From Reserve 11 921 205 010	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Screener	140,000	140,000				
2	McKelvey Communications Infrastructure	30,000					
3	Grand Forks Infrastructure	50,000	75,000				
4	McKelvey Creek Phase 1 Closure		-				
5	Scale hardware/install	80,000	100,000				
6	Roll-off Truck	180,000	194,000				
7	Transfer Station Infrastructure						
8	Recycling Containers Purchase/Refurbish						
9	Wood Grinder			600,000			
10	GF Shop	150,000	150,000				
11	Compactors	375,000					
12	Maintenance Truck		40,000				
13	200 LC Excavator		410,000				
14	Mt. Baldy - General Infrastructure	25,000	25,000				
15	Fuel/oil storage GF Landfill	24,000	24,000				
16	644K Loader	475,000					
17	GF Water System						
18	WB Building Paving						
19	Boundary Curbside Equipment	100,000					
20	Passenger Vehicle	30,000					
Current Year Budget		1,659,000	1,158,000	600,000	-	-	-

Notes:	Previous Year Budget	1,659,000
	Actual to December 31, 2017	924,000
Transfer from Reserves (balance of MFA Issue #116)		618,400

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Salaries & Benefits	2017			2018		2019		2020		2021		2022	
Account	12 433 111 010	Prior Year			Budget		Budget		Budget		Budget		Budget	
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%
1	Landfill Attendants:													
1.1	- McKelvey Creek (96 Hr /Week x 52 weeks)	148,995	4,992.0	24.63	122,953	2.0%	125,412	2.0%	127,920	2.0%	130,479	2.0%	133,081	2.0%
1.2	- Grand Forks (55 Hr / Week x 52 weeks)	68,340	2,886.0	24.63	71,082	2.0%	72,504	2.0%	73,954	2.0%	75,433	2.0%	76,942	2.0%
1.3	- Christina Lake (20 Hr for 10 Mo, and 25 Hr for 2 Mo.)	23,680	1,000.0	24.63	24,630	2.0%	25,123	2.0%	25,625	2.0%	26,138	2.0%	26,660	2.0%
1.4	- West Boundary (30.5 Hr/Week x 52 weeks)	27,090	1,144.0	24.63	28,177	2.0%	28,740	2.0%	29,315	2.0%	29,901	2.0%	30,499	2.0%
1.5	- Beaverdell Transfer (9 Hr/week x 52 weeks)	11,082	468.0	24.63	11,527	2.0%	11,757	2.0%	11,993	2.0%	12,232	2.0%	12,477	2.0%
1.6	- Rock Creek Transfer (20 Hr/week x 52 weeks)	27,090	1,144.0	24.63	28,177	2.0%	28,740	2.0%	29,315	2.0%	29,901	2.0%	30,499	2.0%
	Total Landfill Attendants	306,277	11,634.0		286,545		292,276		298,122		304,084		310,166	
	Benefits @	79,632		26%	74,502	26.0%	75,992	26.0%	77,512	26.0%	79,062	26.0%	80,643	26.0%
2	Gen Mgr of Environmental Services	89,264	6-Mid	80.0%	91,066	2.0%	92,887	2.0%	94,745	2.0%	96,640	2.0%	98,572	2.0%
3	McKelvey Creek Landfill Supervisor (70 Hrs/Week)	70,762	3,640.0	35.39	128,820	2.0%	131,396	2.0%	134,024	2.0%	136,704	2.0%	139,438	2.0%
4	Operations Coordinator (40 Hrs/Week)	77,043	2,080.0	38.54	80,163	2.0%	81,766	2.0%	83,402	2.0%	85,070	2.0%	86,771	2.0%
5	Chief Operator Equipment & Maintenance (40 Hrs/Week)	62,442	2,080.0	31.23	64,958	2.0%	66,258	2.0%	67,583	2.0%	68,934	2.0%	70,313	2.0%
6	Recycling Program Driver (40 Hr/Week)	56,410	2,080.0	28.21	58,677	2.0%	59,850	2.0%	61,047	2.0%	62,268	2.0%	63,514	2.0%
7	Waste Transfer Driver (40 Hr/Wk)	56,410	2,080.0	28.21	58,677	2.0%	59,850	2.0%	61,047	2.0%	62,268	2.0%	63,514	2.0%
8	Landfill Operator (40 Hr/Wk)	56,410	2,080.0	28.21	58,677	2.0%	59,850	2.0%	61,047	2.0%	62,268	2.0%	63,514	2.0%
9	Part-time Relief - Attendants/Operators	12,204	450.0	28.21	12,695	2.0%	12,948	2.0%	13,207	2.0%	13,472	2.0%	13,741	2.0%
10	Solid Waste Program Coordinator	64,128	1,892.5	35.39	66,976	2.0%	68,315	2.0%	69,681	2.0%	71,075	2.0%	72,497	2.0%
11	Admin. Clerical (8.75 Hr/Wk)	12,349	455.0	28.23	12,845	2.0%	13,102	2.0%	13,364	2.0%	13,631	2.0%	13,903	2.0%
	Total Landfill Attendants	557,419	16,837.5		633,552		646,223		659,147		672,330		685,777	
	Benefits @	144,929		26%	164,724	26.0%	168,018	26.0%	171,378	26.0%	174,806	26.0%	178,302	26.0%
12	Engineering & Safety Coordinator	32,064	1,892.5	35.39	33,488	2.0%	34,158	2.0%	34,841	2.0%	35,538	2.0%	36,248	2.0%
	Benefits @			26%	8,707	2.0%	8,881	2.0%	9,059	2.0%	9,240	2.0%	9,425	2.0%
13	Allowance for CUPE Contract Increase (2%)	22,573												
	Current Year Budget	1,142,895			1,201,517		1,225,548		1,250,059		1,275,060		1,300,561	

Notes:	Previous Year Budget	1,142,895
	Actual to December 31, 2017	1,140,000
Item # 12: Half time clerk shared with liquid waste		
Item # 13: Engineering & Safety Coordinator (25% Admin, 50% Waste, & 25% Sewer)		
	Director of Environmental Services	Total Wage
		113,832.06

Item # 2	Director of Environmental Services salary distribution:
80.00	010 Regional Solid Waste
5.20	080 Mosquitos D
0.90	081 Mosquitos Ch Lake
0.70	090 Weeds A
4.20	091 Weeds Ch Lake
4.00	092 Weeds E & E
5.00	064 Solid Waste - Big White
100.00	

0.467

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Professional Development/Safety Training 12 433 210 010	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Operations Coordinator	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624
2	Program Coordinator	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624
3	2 - Landfill Supervisor	1,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%	2,706
4	Chief Operator	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
5	General Manager	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
6	Line Staff Safety and Job Training	10,000	10,000		10,000		10,000		10,000		10,000
7	Memberships (SIWMA, RCBC, SWANA)	3,172	3,172	2.0%	3,236	2.0%	3,300	2.0%	3,366	2.0%	3,434
8	Subscriptions	207	207	2.0%	211	2.0%	215	2.0%	220	2.0%	224
9	Engineering Technician	3,106	3,106		3,106		3,106		3,106		3,106
Current Year Budget		23,985	24,985		25,223		25,465		25,712		25,964

Notes:	Previous Year Budget	23,985
	Actual to December 31, 2017	20,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Insurance 12 433 216 010	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
	Property Insurance:										
1	East - McKelvey Creek Landfill										
2	Central - Grand Forks										
3	Central - Christina Lake	8,771	9,751	2.0%	9,946	2.0%	10,145	2.0%	10,348	2.0%	10,555
4	West - Greenwood										
5	West - Beaverdell Gatehouse										
6	West - Rock Creek Gatehouse										
	Automobile Insurance:										
7	2016 Ford F150 XLT Crew Cab (Admin)	2,000	1,750	2.0%	1,785	2.0%	1,821	2.0%	1,857	2.0%	1,894
8	Central - loaders	1,950	450	2.0%	459	2.0%	468	2.0%	478	2.0%	487
9	West/Central - Recycling/Transfer Trucks/Tag	3,500	1,637	2.0%	1,670	2.0%	1,703	2.0%	1,737	2.0%	1,772
10	2008 - Dodge Ram 3500 - AL5978	1,800	895	2.0%	913	2.0%	931	2.0%	950	2.0%	969
11	2007 Green Beast Wood Grinder	500	181	2.0%	185	2.0%	188	2.0%	192	2.0%	196
12	2004 GMC Sierra - EF1839	1,500	508	2.0%	518	2.0%	529	2.0%	539	2.0%	550
13	2004 Ford Ranger 4x4 - 6583HH	1,300	508	2.0%	518	2.0%	529	2.0%	539	2.0%	550
14	2009 Black Box Comm. Trailer - 80008C	500	201	2.0%	205	2.0%	209	2.0%	213	2.0%	218
15	2015 Ford F150 Supercab (Coordinator)	2,000	1,048	2.0%	1,069	2.0%	1,090	2.0%	1,112	2.0%	1,134
16	2017 Honda HR-V - EF248A		1,584	2.0%	1,616	2.0%	1,648	2.0%	1,681	2.0%	1,715
17	2004 Chev Colorado LS Crewcab 4wd - 6414HK	484									
	Current Year Budget	24,305	18,513		18,883		19,261		19,646		20,039

Notes:	Previous Year Budget	24,305
	Actual to December 31, 2017	25,109

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Public Education & Advertising	2017	2018		2019		2020		2021		2022
Account	12 433 221 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Newspaper & magazine advertising	2,040	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165	2.0%	2,208
2	Radio and TV advertising	5,100	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
3	Brochures, newsletters, calendar, etc.	19,380	19,380	2.0%	19,768	2.0%	20,163	2.0%	20,566	2.0%	20,978
4	Promotions and Advertising	2,588	2,588	2.0%	2,640	2.0%	2,693	2.0%	2,747	2.0%	2,802
5	Web site enhancements	1,035	1,035	2.0%	1,056	2.0%	1,077	2.0%	1,099	2.0%	1,121
6	Reuse web site and newspaper insert	2,071	2,071	2.0%	2,112	2.0%	2,154	2.0%	2,197	2.0%	2,241
7	SWMP Expenses (meeting rooms, meals)	10,000	10,000								
8	6 - Trail Cams to Monitor Illegal Dumping										
9	Illegal Dumping Prevention Signage										
Current Year Budget		42,214	42,214		32,858		33,516		34,186		34,870

Notes:	Previous Year Budget	42,214
	Actual to December 31, 2017	30,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 433 230 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	47,679	48,633	2.0%	49,606	2.0%	50,598	2.0%	51,610	2.0%	52,642
2	Carbon Offset & Climate Change Initiatives	3,947	3,947	2.0%	4,026	2.0%	4,106	2.0%	4,189	2.0%	4,272
Current Year Budget		51,626	52,580		53,632		54,704		55,798		56,914

Notes:	Previous Year Budget	51,626
	Actual to December 31, 2017	52,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Consulting Fees	2017	2018		2019		2020		2021		2022
Account	12 433 233 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	McKelvey Access Road Design										
2	Composting Design	20,000									
3	Compost Site Evaluation		35,000								
4	Aerial Photography - Landfill Volume Surveys	20,000									
5	3 Landfill Design and Operations Plan Updates	75,000	75,000								
6	Solid Waste Management Plan public Consultation Plan	10,000									
7	SWMP Public Consultation Delivery	25,000									
8	SWMP Waste Composition Study - 3 Sites	30,000									
	Current Year Budget	180,000	110,000		-		-		-		-

Notes:	Previous Year Budget	180,000
	Actual to December 31, 2017	20,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	RDKB Curbside Organics & Garbage	2017	2018	2019	2020	2021	2022
Account	12 433 234 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Boundary Organics and Garbage	412,467	420,000	420,000	420,000	420,000	420,000
2	Grand Forks Yard Waste	45,615	45,615	45,615	45,615	45,615	45,615
3	New Contract Start-Up - Bin Delivery	14,610					
4	Garbage Tipping Fees	6,000	6,000	6,000	6,000	6,000	6,000
5	Organics Tipping Fees	10,000	10,000	10,000	10,000	10,000	10,000
Current Year Budget		488,692	481,615	481,615	481,615	481,615	481,615

Notes:

	Previous Year Budget	488,692
	Actual to December 31, 2017	460,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	RDKB Curbside Garbage
Account	12 433 235 010

2017
Prior Year

2018 Budget

2019 Budget

2020 Budget

2021 Budget

2022 Budget

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Recycling Contract - Boundary 12 433 236 010	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Big White/Idabel Lake (BFI)	65,000	65,000	65,000	65,000	65,000	65,000
2	Annual Rental Fee Village of Midway Depot	600	600	600	600	600	600
3	Additional sites Big White						
4	Curbside Recycling West Subregion						
5	Compactor Lease/Purchase MFA	5,000	5,000	5,000	5,000	5,000	5,000
6	Grand Forks Curbside Recycling Contract (collection)	-					
7	Christina Lake Curbside Recycling Contract (collecti	-					
8	Processing/Disposal Fees Metro Waste Paper	20,000	35,000				
9	Area C, D and Grand Forks Organics Collection						
Current Year Budget		90,600	105,600	70,600	70,600	70,600	70,600

Notes: Previous Year Budget 90,600
Actual to December 31, 2017 110,000

Lines 4,7 and 8 combined into Line 9

[illegible]

Item #2

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	28,640
	Actual to December 31, 2017	22,000
Item #8	JLTS Closed	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Site Maintenance - Central	2017	2018		2019		2020		2021		2022
Account	12 433 240 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Fences, gates, lights	2,102	2,102	2.0%	2,144	2.0%	2,187	2.0%	2,230	2.0%	2,275
2	Signage	3,106	3,106	2.0%	3,168	2.0%	3,231	2.0%	3,296	2.0%	3,362
3	Site Maintenance	1,577	1,577	2.0%	1,608	2.0%	1,640	2.0%	1,673	2.0%	1,707
4	Septic Field and Recycling Area Maintenance	5,254	5,254	2.0%	5,359	2.0%	5,466	2.0%	5,576	2.0%	5,687
5	Dust Suppression	1,051	1,051	2.0%	1,072	2.0%	1,093	2.0%	1,115	2.0%	1,137
6	Security System Monitoring @ \$25/mon GF	316	316	2.0%	322	2.0%	329	2.0%	335	2.0%	342
7	Annual Permit Fee (Sewage GF)	131	131	2.0%	134	2.0%	137	2.0%	140	2.0%	142
8	Weigh Scale Calibration and Maintenance	3000	3000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
9	Security System Monitoring @ \$18/mon Christina La	320	320		320		320		216		216
Current Year Budget		16,857	16,857		17,187		17,525		17,765		18,116

Notes:	Previous Year Budget	16,857
	Actual to December 31, 2017	17,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Site Maintenance - East	2017	2018		2019		2020		2021		2022
Account	12 433 241 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Fencing & Signage	3,106	3,106	2.0%	3,168	2.0%	3,231	2.0%	3,296	2.0%	3,362
2	General on site Maintenance	10,353	10,353	2.0%	10,560	2.0%	10,771	2.0%	10,987	2.0%	11,206
3	Security system monitoring @ \$25/month	316	316	2.0%	322	2.0%	329	2.0%	335	2.0%	342
4	Large tire removal	263	263	2.0%	268	2.0%	274	2.0%	279	2.0%	285
6	Weigh Scale Calibration and Maintenance	841	841	2.0%	857	2.0%	875	2.0%	892	2.0%	910
7	McKelvey Creek Road Line Painting	3,000									
8	McBride Ave. property landscaping and maintenance	1,000	1,000		1,000		1,000		1,000		1,000
9	Removal of Mercury Left at McKelvey										
Current Year Budget		18,878	15,878		16,176		16,479		16,789		17,105

Notes:

Previous Year Budget	18,878
Actual to December 31, 2017	25,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contracts 12 433 242 010	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contract with Alpine Disposal to operate McKelvey Creek Landfill (Jan 1 to Dec 31)	370,000	370,000	370,000	370,000	370,000	370,000
2	Waste Transfer (as per contract Alpine Disposal)	-	-	-	-	-	-
Current Year Budget		370,000	370,000	370,000	370,000	370,000	370,000

Notes:

Previous Year Budget	370,000
Actual to December 31, 2017	370,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Water Monitoring	2017	2018		2019		2020		2021		2022
Account	12 433 243 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
	West Area:										
1	West Boundary (Quarterly sampling and annual report)	-	-		-		-		-		-
2	Rock Creek (Quarterly sampling and annual report)	-	-		-		-		-		-
3	Beaverdell (Quarterly sampling and annual report)	-	-		-		-		-		-
	Central Area:										
4	Grand Forks (Quarterly sampling and annual report)	-	-		-		-		-		-
	East Area:										
5	McKelvey Creek (Quarterly sampling and annual report)	-	-		-		-		-		-
6	All Sites Combined Under New 3 Year Contract	26,612	70,000		70,000		70,000		70,000		70,000
7	Additional Wells and Parameters in 2016 Sampling Program	20,000									
8	Monitoring Well Installation and Surveying										
	Current Year Budget	46,612	70,000		70,000		70,000		70,000		70,000

Notes:	Previous Year Budget	46,612
	Actual to December 31, 2017	46,612

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Safety Equipment & Consumables	2017	2018		2019		2020		2021		2022
Account	12 433 244 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Minor Equipment & Consumables	5,100	7,000	2.0%	7,140	2.0%	7,283	2.0%	7,428	2.0%	7,577
2	Shop Supplies	5,177	5,177	2.0%	5,280	2.0%	5,386	2.0%	5,493	2.0%	5,603
3	Safety clothing and uniforms	7,140	7,140	2.0%	7,283	2.0%	7,428	2.0%	7,577	2.0%	7,729
4	Video Surveillance Cameras	-	-		-		-		-		-
5	Drinking Water	1,242	1,242	2.0%	1,267	2.0%	1,293	2.0%	1,318	2.0%	1,345
6	Hand Tool Replacement - McKelvey Creek Landfill										
7	Light Plant - McKelvey Creek Landfill										
Current Year Budget		18,659	20,559		20,970		21,389		21,817		22,254

Notes: Previous Year Budget 18,659
Actual to December 31, 2017 23,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	119,453
	Actual to December 31, 2017	110,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	35,305
	Actual to December 31, 2017	30,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Building Maintenance	2017	2018		2019		2020		2021		2022
Account	12 433 252 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Cost sharing Trail Admin Building Heating	1,217	1,217	2.0%	1,242	2.0%	1,266	2.0%	1,292	2.0%	1,318
2	Cost sharing Trail Admin Building Power	3,552	3,552	2.0%	3,623	2.0%	3,696	2.0%	3,769	2.0%	3,845
3	Cost sharing Trail Admin Building Photocopiers	3,714	3,714	2.0%	3,788	2.0%	3,864	2.0%	3,941	2.0%	4,020
4	Cost sharing Trail Admin Building Janitorial	8,108	10,260	2.0%	10,465	2.0%	10,674	2.0%	10,888	2.0%	11,105
Current Year Budget		16,591	18,743		19,118		19,500		19,890		20,288

Notes:	Previous Year Budget	16,591
	Actual to December 31, 2017	16,591

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	125,658
	Actual to December 31, 2017	75,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Equipment Rentals	2017	2018		2019		2020		2021		2022
Account	12 433 261 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Dump Truck	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624
Current Year Budget		1,500	1,500		1,530		1,561		1,592		1,624

Notes:

Previous Year Budget	1,500
Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	Beaverdell Transfer Station Operations	2017	2018		2019		2020		2021		2022
Account	12 433 262 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Snow removal, recycling areas maintenance	6,273	6,273	2.0%	6,398	2.0%	6,526	2.0%	6,657	2.0%	6,790
2	Signage, building maintenance	523	523	2.0%	533	2.0%	544	2.0%	555	2.0%	566
	Current Year Budget	6,796	6,796		6,932		7,071		7,212		7,356

Notes:	Previous Year Budget	6,796
	Actual to December 31, 2017	6,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Rock Creek Transfer Station Operations	2017	2018		2019		2020		2021		2022
Account	12 433 263 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Snow Removal, recycling areas maintenance	14,000	14,000	2.0%	14,280	2.0%	14,566	2.0%	14,857	2.0%	15,154
2	Signage and building maintenance	531	531	2.0%	542	2.0%	552	2.0%	564	2.0%	575
Current Year Budget		14,531	14,531		14,822		15,118		15,420		15,729

Notes: Previous Year Budget 14,531
 Actual to December 31, 2017 14,000
 Item #1 Contractor: Pownall Contracting

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Transfer Station Operations	2017	2018	2019	2020	2021	2022
Account	12 433 266 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Sidley Mtn. - (kvw)						
2	Idabel Lake Refuse Collection @ \$405.67/mo	5,926	5,926	5,926	5,926	5,926	5,926
3	Alpine Texas Point Seasonal Transfer June 15 to Oc	-	-	-	-	-	-
Current Year Budget		5,926	5,926	5,926	5,926	5,926	5,926

Notes: Previous Year Budget 5,926
Actual to December 31, 2017 6,000

Item #2 Contractor: BFI

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Utilities	2017	2018		2019		2020		2021		2022
Account	12 433 553 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Electricity	1,242	1,242	2.0%	1,267	2.0%	1,292	2.0%	1,318	2.0%	1,344
2	Telephone	6,796	6,796	2.0%	6,932	2.0%	7,070	2.0%	7,212	2.0%	7,356
3	Toilet (pumping)	531	531	2.0%	542	2.0%	553	2.0%	564	2.0%	575
4	Interac Terminal	531	531	2.0%	542	2.0%	553	2.0%	564	2.0%	575
5	Network Connectivity		12,000		12,000		12,000		12,000		12,000
6	Electricity - gate houses, shop	4,705	4,705	2.0%	4,799	2.0%	4,895	2.0%	4,993	2.0%	5,093
7	Phones - 4 cell, landline X 3	8,887	8,887	2.0%	9,064	2.0%	9,246	2.0%	9,431	2.0%	9,619
8	Portable toilets (pumping etc.)	1,046	1,046	2.0%	1,066	2.0%	1,088	2.0%	1,109	2.0%	1,132
9	Propane (heating shop)	1,046	1,046	2.0%	1,066	2.0%	1,088	2.0%	1,109	2.0%	1,132
10	Internet and e-mail	4,182	5,400	2.0%	5,508	2.0%	5,618	2.0%	5,731	2.0%	5,845
11	Interac Terminal	1,046	1,046	2.0%	1,066	2.0%	1,088	2.0%	1,109	2.0%	1,132
12	Electricity - Greenwood	382	382	2.0%	389	2.0%	397	2.0%	405	2.0%	413
13	Satellite internet/Interac Greenwood Landfill	1,639	1,639	2.0%	1,672	2.0%	1,705	2.0%	1,739	2.0%	1,774
14	Portable toilet (Pumping etc.)	523	523	2.0%	533	2.0%	544	2.0%	555	2.0%	566
15	Electricity - Big White Transfer Station	3,659	3,659	2.0%	3,732	2.0%	3,807	2.0%	3,883	2.0%	3,961
16	Electricity - Beaverdell Transfer	836	836	2.0%	853	2.0%	870	2.0%	888	2.0%	905
17	Telephone/Interac - Beaverdell	1,226	1,226	2.0%	1,250	2.0%	1,275	2.0%	1,301	2.0%	1,327
18	Electricity - Rock Creek Transfer	849	849	2.0%	866	2.0%	883	2.0%	901	2.0%	919
19	Telephone/Interac - Rock Creek	1,786	1,786	2.0%	1,821	2.0%	1,858	2.0%	1,895	2.0%	1,933
	Current Year Budget	40,909	54,127		54,970		55,829		56,706		57,600
Notes:			Previous Year Budget	40,909							
			Actual to December 31, 2017	45,000							

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **CFC Removal Program**
Account 12 433 559 010

		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Freon Removal	8,000	8,000	0.0%	8,000	0.0%	8,000	0.0%	8,000	0.0%	8,000
Current Year Budget		8,000	8,000		8,000		8,000		8,000		8,000

Notes:		Previous Year Budget	8,000
		Actual to December 31, 2017	7,000
Item #1	Stewardship program subsidy discontinued		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:		Previous Year Budget	240,000
		Actual to December 31, 2017	92,000
5 & 6	Dependant on completion of SWMP approval		

Sources of Funding Capital Projects:
D = Debenture Borrowing
R = Reserves
C = Current Revenues
L = Lease

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Capital - Landfills	2017	2018	2019	2020	2021	2022
Account	12 433 610 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	McKelvey Creek Communications Infrastructure	30,000					
2	McKelvey Creek Landfill Phase 1 Closure		-				
3	Rock Creek Closure Completion and Paving						
4	Beaverdell Infrastructure and Paving						
5	950E Loader						
6	Used Compactors	375,000					
7	644K Loader	475,000					
8	Solid Waste Coordinator's Pick-up Truck						
9	Grand Forks - General Infrastructure (scale concrete)	50,000	75,000				
10	West Boundary - Building Upgrades						
11	West Boundary - Security/Communications						
12	West Boundary Paving						
13	Wood Grinder			600,000	R		
14	Scale software replacement/database development						
15	Grand Forks Shop Renovations	150,000	150,000				
16	200 LC Excavator		410,000	R			
17	Maintenance Truck		40,000	R			
18	Groundwater monitoring wells (Trail, GF)						
19	Fuel/oil storage GF Landfill	24,000	24,000				
20	Road improvements - McKelvey Creek Landfill						
Current Year Budget		1,104,000	699,000	600,000	-	-	-

Notes: Previous Year Budget 1,104,000
Actual to December 31, 2017 800,000
1 Dependant on completion and approval of SWMP

Sources of Funding Capital Projects:
D = Debenture Borrowing
R = Reserves
C = Current Revenues
L = Lease

Name	Capital - Transfer Stations	2017	2018	2019	2020	2021	2022
Account	12 433 611 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	Mt. Baldy - General Infrastructure (concrete ets)	25,000	25,000				
2	Truck Scales (Christina Lake, Rock Creek, Beaverdel)	80,000	100,000				
3	Roll-off Truck	180,000	194,000				
4	Passenger Vehicle	30,000					
	Current Year Budget	315,000	319,000		-		-

Notes:	Previous Year Budget	315,000
	Actual to December 31, 2017	34,000
Lines 6,7, 8, 9, 10 not applicable - sites closed		

Sources of Funding Capital Projects:
D = Debenture Borrowing
R = Reserves
C = Current Revenues
L = Lease

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Equipment Replacement	2017	2018		2019		2020		2021		2022
Account	12 433 612 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:		Previous Year Budget	-
		Actual to December 31, 2017	-
Item #1	GL Accounts 34 700 060 and 34 701 060		
	<i>Revised Estimates for actual costs in 2011</i>		
Item #2	GL Accounts 34 700 064 and 34 701 064		
Item #3	GL Accounts 34 700 162 and 34 701 162		

\$	-
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December 31, 2017 Grand Forks Closure

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Equipment Reserves	2017	2018	2019	2020	2021	2022
Account	12 433 742 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Equipment Reserve -Transfer	10,000	10,000	10,000	10,000	10,000	10,000
2	Equipment Reserve - Landfill	10,000	10,000	10,000	10,000	10,000	10,000
3	Equipment Reserve - Recycling	10,000	10,000	10,000	10,000	10,000	10,000
4	Equipment Replacement Reserve	-	-	-	-	-	-
5	Organics Management Infrastructure Reserve	-	-	-	-	-	-
6	Sale of plant - transfer to reserve						
	Current Year Budget	30,000	30,000	30,000	30,000	30,000	30,000

Notes:	Previous Year Budget	30,000
	Actual to December 31, 2017	48,000
Item #4	ERIP Funds transferred to Administration Reserve	
	GL Account Number 34 700 001	
Note:	In 2011 a total of \$618,400 from Unspent MFA Issue #116 was transferred to Reserves for future capital projects	

\$ 2,830,413.25
\$ 1,256,568.49
\$ 1,265.25

Balance in Reserve December 31, 2017
Account 34 700 163 & 34 701 163
RESTRICTED - AIRPORT PROCEEDS (INCL ABOVE)
Balance in Reserve December 31, 2017
Account 34 700 061

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Debt - Interest	2017	2018	2019	2020	2021	2022
Account	12 433 820 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	MFA #102 Due June 1st	14,822					
2	MFA #102 Due Dec 1st	14,822					
3	MFA #116 Due Apr 4th	31,500	31,500		31,500		31,500
4	MFA #116 Due Oct 4th	31,500	31,500		31,500		
5							
6							
	Current Year Budget	92,644	63,000		63,000		31,500
							-

Notes:	Previous Year Budget	92,644
	Actual to December 31, 2017	92,644
Item # 1,2	MFA #102 completion date December 1, 2017	
Item # 3,4	MFA #116 completion date April 4, 2021	
Item # 5,6		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	176,161
	Actual to December 31, 2017	176,171

Item #1	MFA #102 completion date December 1, 2017
Item #2	MFA #116 completion date April 4, 2021
Item #3	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Provision for Closure/Post-Closure Liability	2017	2018	2019	2020	2021	2022
Account	12 433 256 010	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	McKelvey Creek Landfill	48,353	48,353	48,353	48,353	48,353	48,353
2	Greenwood Landfill	67,296	67,296	67,296	67,296	67,296	67,296
3	Grand Forks Landfill	40,419	40,419	40,419	40,419	40,419	40,419
	Available Funds						
Current Year Budget		156,068	156,068	156,068	156,068	156,068	156,068

Notes: Previous Year Budget 156,068
 Actual to December 31, 2017 156,068
 Item #1 McKelvey Creek Landfill Phase 1 Closure Expected in 2018 (Estimated Cost - \$1,500,000)

Name	Provision for Contaminated Site Clean-Up	2017	2018		2019		2020		2021		2022
Account	12 433 267 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1											
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	2,423,029
	Actual to December 31, 2017	2,423,029

Name	Contingencies	2017	2018		2019		2020		2021		2022
Account	12 433 999 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contingencies	-	-								
2	McKelvey Creek Landfill Phase 1 Closure		1,000,000								
	Current Year Budget	-	1,000,000		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-
2	From Closure Reserve	



Big White Solid Waste Management

2018 / 2019 Work Plan



Big White Solid Waste Management

2017

Alan Stanley, General Manager, Environmental Services



Big White Solid Waste Management

2018 / 2019 Work Plan

Service Name: Big White Solid Waste Management

Service Number: 064

Committee Having Jurisdiction: Board of Directors

General Manager/Manager Responsible: Alan Stanley, General Manager of Environmental Services

Description of Service:

Provides solid waste management services to Big White.

The Big White Refuse Disposal (BWRD) function provides garbage handling services to all properties in the specified area. The function is unique in that all commercial facility solid waste services are provided by the RDKB contractor which is why the function is separate from the Regionalized Solid Waste Management Function (RSWM). The BWRD function only manages Big White garbage; collecting and transporting recyclables is part of the RSWM function.

BWRD pays the contractor collecting from commercial facilities and the Big White Transfer Station (BWTS). The garbage and recyclable materials from non-commercial sources, generally single-family dwellings or townhouse type facilities is self-hauled by residents to the BWTS.

The BWTS contains a compacter for garbage and a compacter for recycling. The compacters are operated by Big White residents and hauled to Kelowna by the RDKB hauling contractor. The BWTS is maintained under a separate service contract.

Establishing Authority:

Service is established by Bylaws 330 dated February 26, 1981 and 758 dated September 28, 1993.

Requisition Limit:

Maximum tax requisition is \$5/1000 of net taxable assessment (pre converted) as fixed for taxation for Hospital Purposes in the Local Service Area (calculated maximum is \$2,875,880).

2017 Requisition / Budgeted Expenditures / Actual Expenditures:

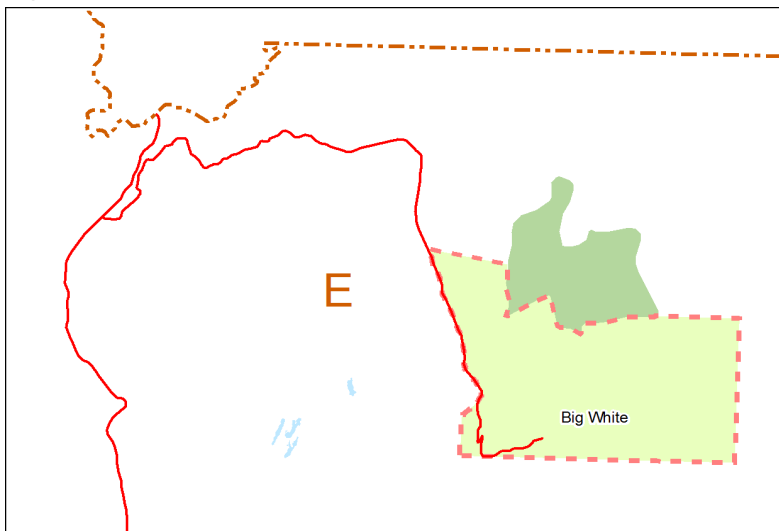
Requisition - \$212,911 / Actual Expenditures - \$213,835

Regulatory or Administrative Bylaws:

Not Applicable

Service Area / Participants:

Big White

**Service Levels**

Weekly collection from commercial operators, transfer station open 24/7

Human Resources:

GM of Environmental Services (5.0% FTE), contracted collection and transfer station maintenance

2017 Accomplishments:

Work with provincial stewardship agencies to improve access to programs, complete transfer station infrastructure project

Significant Issues and Trends:

An uncontrolled disposal site results in garbage full of recyclables and recyclables full of garbage. This will be a problem as the landfill site in Kelowna where final disposal occurs is demanding that the waste deposited is free of recyclable materials. The RDKB have increased efforts to educate users however without screening the current trends will continue. To properly screen waste and recyclables the transfer station must be controlled which means restricting open hours and having an attendant on duty at all times the site is open. This will reduce access to the facility and increase costs.

The transfer station site will require some work to improve poor drainage which result in pooling, flooding and unsafe, icy conditions at certain times.

2018 /2019 Projects:

Project: Regrade/Install Drainage Infrastructure at Transfer Station Site

Project Description:

The area around the transfer station requires improved storm water/melt water management. Tasks include:

- Detailed survey of site (complete)
- Analysis by engineer
- Costing improvements
- Contract tender
- Construction

Project Timelines and Milestones:

Design and engineering work will be completed in 2018 after the budget is approved with estimated costs included in the 2019 budget for construction.

Project Risk Factors:

Risk factors are financial; if the costs exceed the capacity to be included in the tax requisition the project may have to be deferred or amortized.

Internal Resource Requirements:

This will be completed with existing ES staff complement with additional work done by third party qualified professionals.

Estimated Cost and Identified Financial Sources:

\$20,000 for 2018 work included in tax requisition. 2019 costs to be determined after design work complete in 2018.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 064

REFUSE DISPOSAL SPECIFIED AREA - BIG WHITE

PARTICIPANT: Big White Refuse Specified Area

						Increase(Decrease) between 2017 BUDGET and 2018 BUDGET							
PAGE		2016 ACTUAL	2017 BUDGET	2017 ACTUAL	(OVER) UNDER	2018 BUDGET	\$	%	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	
REVENUE													
11 831 064	Property Tax Requisition	2	212,911	242,900	242,900	0	241,034	(1,867)	(0.77)	226,371	227,536	218,926	220,414
11 590 159	Miscellaneous Revenue	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	0	0	0	0	20,134	20,134	0.00	0	0	0	0
11 920 002	From General Capital Fund	5	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			212,911	242,900	242,900	0	261,168	18,267	7.52	226,371	227,536	218,926	220,414
EXPENDITURE													
12 435 111	Wages & Benefits	6	6,582	6,695	6,695	(0)	6,830	135	2.02	6,967	7,106	7,248	7,393
12 435 216	Insurance	7	740	699	699	0	690	(9)	(1.29)	704	718	732	747
12 435 230	Board Fee	8	5,241	5,344	5,344	0	5,449	105	1.96	5,558	5,669	5,783	5,898
12 435 239	Site Maintenance	9	11,116	21,500	18,000	3,500	21,500	0	0.00	10,540	10,581	10,622	10,665
12 435 242	Operating Contracts (Transfer)	10	125,859	136,000	120,000	16,000	136,000	0	0.00	136,000	136,000	136,000	136,000
12 435 265	Tipping Fees - Kelowna	11	48,300	51,450	51,000	450	52,479	1,029	2.00	53,529	54,599	55,691	56,805
12 435 553	Utilities	12	1,780	2,485	2,500	(15)	2,485	0	0.00	2,535	2,585	2,637	2,690
12 435 611	Capital/Amortization - Transfer	13	0	0	0	0	25,000	25,000	0.00	0	0	0	0
12 435 811	Interest Expense - Short Term	14	633	735	735	0	535	(200)	(27.21)	335	70	0	0
12 435 830	Debt Principal	15	10,000	10,000	10,000	0	10,000	0	0.00	10,000	10,000	0	0
12 435 990	Previous Year's Deficit	16	10,410	7,793	7,793	(0)	0	(7,793)	(100.00)	0	0	0	0
12 435 999	Contingencies	17	43	200	0	200	200	0	0.00	204	208	212	216
Total Expenditure			220,704	242,900	222,766	20,135	261,168	18,267	7.52	226,371	227,536	218,926	220,414
Surplus(Deficit)			(7,793)		20,134								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	242,900

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Miscellaneous Revenue
Account	11 590 159 064

2017
Prior Year

**2018
Budget**

**2019
Budget**

**2020
Budget**

**2021
Budget**

**2022
Budget**

Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
		-									
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account	11 911 100 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	-	20,134		-		-		-		-
	Current Year Budget	-	20,134		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-
Item #1		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Wages & Benefits										
Account	12 435 111 064	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Director of Environmental Services	5,579	5,692	2.0%	5,805	2.0%	5,922	2.0%	6,040	2.0%	6,161
2	Benefits @ 20%	1,116	1,138		1,161		1,184		1,208		1,232
	Current Year Budget	6,695	6,830		6,967		7,106		7,248		7,393

Notes:	Previous Year Budget	6,695
	Actual to December 31, 2017	6,695
113,832 Based on 5.0% Director of Environmental Service Salary		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Insurance	2017	2018		2019		2020		2021		2022
Account	12 435 216 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Annual premium property insurance	699	690	2.0%	704	2.0%	718	2.0%	732	2.0%	747
Current Year Budget		699	690		704		718		732		747

Notes:	Previous Year Budget	699
	Actual to December 31, 2017	699

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 435 230 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	5,242	5,347	2.0%	5,454	2.0%	5,563	2.0%	5,674	2.0%	5,788
2	Carbon Offset & Climate Change Initiatives	102	102	2.0%	104	2.0%	106	2.0%	108	2.0%	110
	Current Year Budget	5,344	5,449		5,558		5,669		5,783		5,898

Notes:	Previous Year Budget	5,344
	Actual to December 31, 2017	5,344

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Site Maintenance	2017	2018		2019		2020		2021		2022
Account	12 435 239 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Signage	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
2	Door and Building Maintenance	5,000	5,000		5,000		5,000		5,000		5,000
3	Plumbing and Electrical	1,000	1,000		1,000		1,000		1,000		1,000
4	Hazardous Waste Removal	2,500	2,500		2,500		2,500		2,500		2,500
5	Painting	6,000	6,000								
6	Grounds Upgrade	5,000	5,000								
Current Year Budget		21,500	21,500		10,540		10,581		10,622		10,665

Notes:	Previous Year Budget	21,500
	Actual to December 31, 2017	18,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Operating Contracts (Transfer)	2017	2018		2019		2020		2021		2022
Account	12 435 242 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Waste Hauling - Contracted	67,000	67,000		67,000		67,000		67,000		67,000
2	Transfer Station Equipment Rental	9,000	9,000		9,000		9,000		9,000		9,000
3	Site Maintenance - Contracted	60,000	60,000		60,000		60,000		60,000		60,000
	Current Year Budget	136,000	136,000		136,000		136,000		136,000		136,000

Notes:	Previous Year Budget	136,000
	Actual to December 31, 2017	120,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	51,450
	Actual to December 31, 2017	51,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Utilities	2017	2018		2019		2020		2021		2022
Account	12 435 553 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Electricity - Transfer Station	2,485	2,485	2.0%	2,535	2.0%	2,585	2.0%	2,637	2.0%	2,690
Current Year Budget		2,485	2,485		2,535		2,585		2,637		2,690

Notes:	Previous Year Budget	2,485
	Actual to December 31, 2017	2,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Capital - Transfer Stations	2017	2018		2019		2020		2021		2022
Account	12 435 611 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Re-Grade Site - Improve Drainage		25,000								
	Current Year Budget	-	25,000		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Interest Expense - Short Term	2017	2018		2019		2020		2021		2022
Account	12 435 811 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	MFA LUA - Overhead Door Replacement	735	535		335		70				
Current Year Budget		735	535		335		70		-		-

Notes:		Previous Year Budget	735
		Actual to December 31, 2017	735
Item #1	Overhead Door Replacement (Estimated Project Cost \$50,000, Interest at 2%)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Debt Principal	2017	2018		2019		2020		2021		2022
Account	12 435 830 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	MFA LUA - Overhead Door Replacement	10,000	10,000		10,000		10,000				-
Current Year Budget		10,000	10,000		10,000		10,000		-		-

Notes:		Previous Year Budget	10,000
		Actual to December 31, 2017	10,000
Item #1	Overhead Door Replacement (Estimated Project Cost \$50,000, Interest at 2%)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018		2019		2020		2021		2022
Account	12 435 990 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Previous Year's Deficit	7,793	-		-		-		-		-
	Current Year Budget	7,793	-		-		-		-		-

Notes:	Previous Year Budget	7,793
	Actual to December 31, 2017	7,793

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

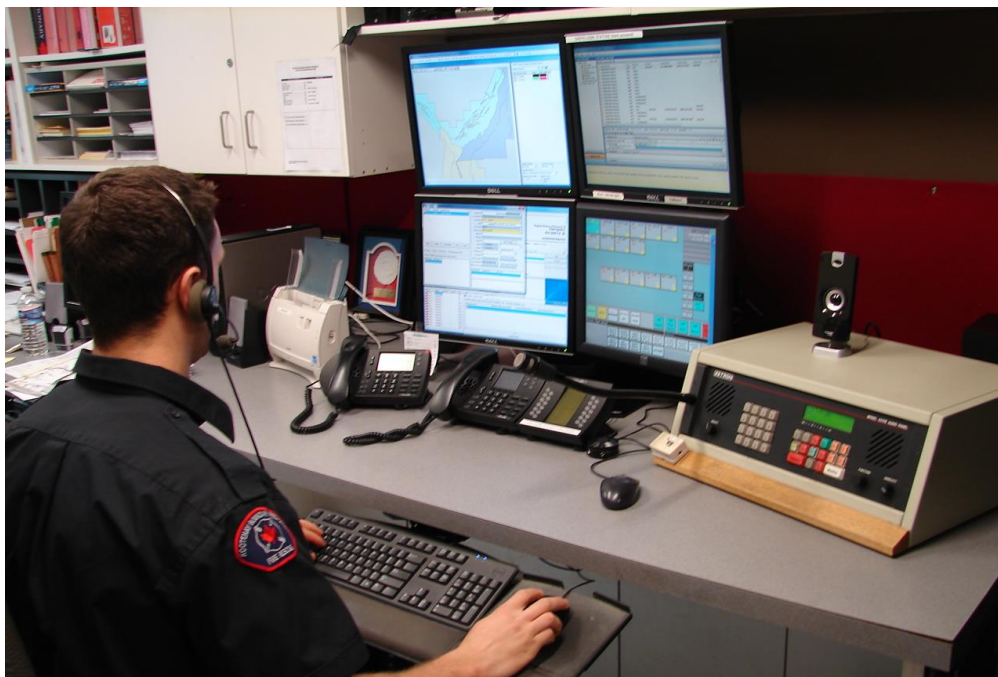
Name	Contingencies	2017	2018		2019		2020		2021		2022
Account	12 435 999 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contingencies	200	200	2.0%	204	2.0%	208	2.0%	212	2.0%	216
	Current Year Budget	200	200		204		208		212		216

Notes:	Previous Year Budget	200
	Actual to December 31, 2017	-



9-1-1 Emergency Communications Service

2018 / 2019 Work Plan



9-1-1 EMERGENCY COMMUNICATIONS SERVICE

Dan Derby, Regional Fire Chief/Fire Dispatch Manager
Service Number 015



9-1-1 Emergency Communications Service

2018 / 2019 Work Plan

Service Name: 9-1-1 Emergency Communications Service

Service Number: 015

Committee Having Jurisdiction: Board of Directors – Protective Services Committee

General Manager/Manager Responsible:

Mark Andison, General Manager, Operations / DCAO

Dan Derby, Regional Fire Chief / Fire Dispatch Manager

Description of Service:

The RDKB's 9-1-1 Emergency Communications service provides both public safety answering point (PSAP) and secondary service answer point services. Our PSAP service is provided by E-Comm 9-1-1 in Vancouver. They provide PSAP services for 25 regional districts and communities across British Columbia. A PSAP call center is responsible for answering calls to an emergency telephone number (9-1-1) for police, firefighting, and ambulance services, where they are transferred to the requested agency. Our secondary service answering point services are provided by Trail fire dispatch. Where dispatchers are supported by our computer aided dispatch system that allows for swift and easy access to a wide range of information critical to emergency response. In partnership with the Regional District Central Kootenay 38 fire departments, first responders and rescue services are dispatched by Trail fire dispatch. 2018 will see the end of this partnership with a new contract for fire dispatch services between the City of Kelowna and the Regional District Kootenay Boundary.

Establishing Authority:

Section 332, *Local Government Act, RSBC 2015* (formerly Section 796, LGA, RSBC 1996, ch. 323)

Bylaw No. 1152 adopted 26th day of July, 2001

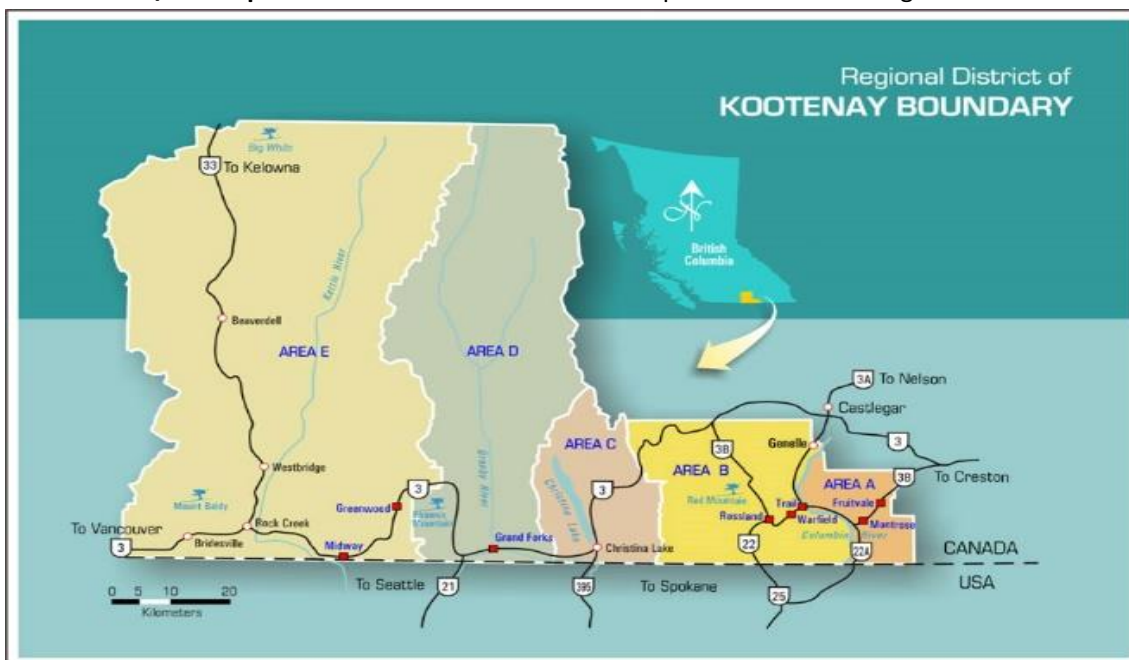
Requisition Limit: N/A

2017 Requisition / Budgeted Expenditures / Actual Expenditures:

\$647,466 (\$309,977 RDKB & 337,489 RDCK) / \$726,690 / tbd

Regulatory or Administrative Bylaws: Not Applicable

Service Area / Participants: All Electoral Areas and Municipalities within the Regional District.



Service Levels

E-COMM 9-1-1(public-safety answering point) and Trail Fire Dispatch (secondary safety answering point)

Human Resources:

- General Manager, Operations /DCAO
- Regional Fire Chief / Fire Dispatch Manager
- 4 – Dispatch (firefighter positions)
- 1 – Fire & Emergency Services Administrative Assistant
- Manager of Emergency Programs

2017 Accomplishments:

The Regional District Central Kootenay's decision to not renew the 9-1-1 Emergency Communications Services contract with the Regional District Kootenay Boundary (RDKB) resulted in a joint request for proposals for Fire Dispatch Services.

In June the RDKB of Directors approved the contract for the provision of Fire Dispatch Services between the Corporation of the City of Kelowna and the RDKB.

Significant Issues and Trends:

Incoming Call volumes to Trail Fire Dispatch and responses by fire departments served have more than doubled since 2004.

Historical Trail Fire Dispatch Call Volumes and Responses

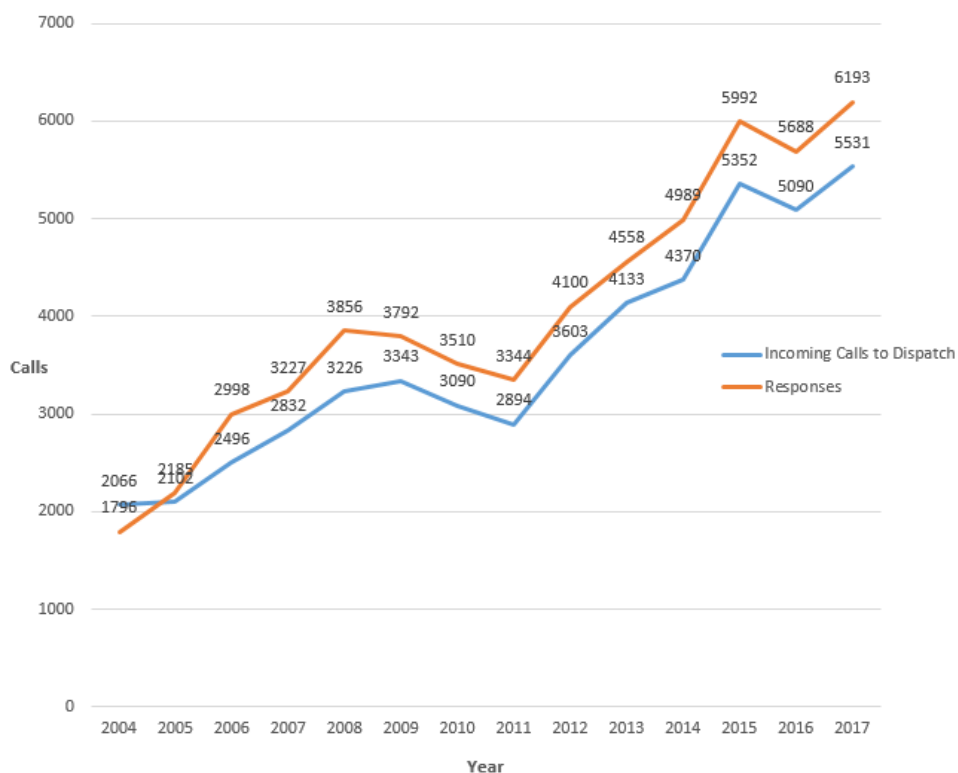


Figure 1. Historical Trail Fire Dispatch Call Volumes and Responses. Please note, 2017 numbers are projected based on January – August calls for assistance.

2018 /2019 Projects:

Project: Transition to Kelowna Fire Dispatch

Project Description:

Transition from Trail Fire Dispatch service to the newly contracted Kelowna Fire Dispatch Service.

Project Timelines and Milestones:

	2017							2018			
	June	July	August	Sept.	October	Nov.	Dec.	Jan.	Feb.	March	April
Award Contract											
Project Management											
Technical Design & Operational Impacts											
Equipment Installation, Testing & Training											
Cutover to Kelowna Fire Dispatch											

Project Risk Factors:

The project timeline could be affected by external factors that include upgrades to Kelowna Fire Dispatch radio consoles, equipment availability, and staffing changes.

Internal Resource Requirements:

Information Technology and GIS staff will be required to support this project.

Preliminary Cost and Identified Financial Sources:

It is important to note that the Kelowna Fire proposal includes an estimated capital equipment cost (*subject to confirmation during the design and implementation stages*) in the first year and does not cover two additional one-time costs that are the responsibility of the regional district, these costs are:

- Capital / equipment costs - \$100,700 plus a \$26,715 contingency; total: \$127,415
- TELUS – \$30,000 for updating the 9-1-1 emergency service zones for RDKB; plus \$5,000 for new dedicated phone lines for Big White, Christina Lake, and Grand Forks.
- Radio Equipment Supplier - \$22,000 for radio interconnection spare parts

The 911 Emergency Communications 2018-2022 Five Year Financial Plan will be developed to reflect the required capital/equipment and one-time costs of \$157,700 in year one, these expenses would be offset by revenue from the 9-1-1 Emergency Communications Service – Equipment Reserve.

Kelowna Fire Dispatch Contract Budget

Year	2018	2019	2020	2021	2022
Operating	\$122,570	\$144,936	\$148,309	\$151,767	\$155,311
FDM	\$15,065	\$12,701	\$12,701	\$12,701	\$12,701
Capital	\$184,415				
Total Costs	\$322,050	\$157,637	\$161,010	\$164,468	\$168,012

The 2018 budget includes an additional \$20,000 for consulting services to coordinate the technical and operational requirements to transition from the current Trail Fire Dispatch service to the newly contracted Kelowna Fire Dispatch Service.

Relationship to Board Priorities: It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".

Project #2: Asset Management Planning**Project Description:**

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones: Throughout 2018.

Project Risk Factors:

Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

Internal Resource Requirements:

Asset management planning work will require significant input, direction and assistance from RDKB administrative staff, particularly considering that the Kettle Valley Fire Protection Service is operated on a contract basis. The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:

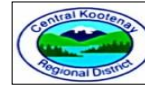
It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".




REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 015
9-1-1 EMERGENCY COMMUNICATIONS

911



PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'



		PAGE	2016 ACTUAL	2017 BUDGET	2017 ACTUAL	(OVER) UNDER	2018 BUDGET	Increase(Decrease) between 2017 BUDGET and 2018 BUDGET	
								\$	%
REVENUE									
	Property Tax Requisition - RDKB	2	312,069	309,977	309,977	(0)	550,533	240,557	77.60
11 590 161	Contract Revenue - RDCK	3	347,038	337,489	337,489	0	98,147	(239,342)	(70.92)
11 210 100	Federal Grant In Lieu/Misc Income	4	865	750	358	392	750	0	0.00
11 921 205	Transfer From Reserves	5	21,033	45,070	31,486	13,584	0	(45,070)	(100.00)
11 911 100	Previous Year's Surplus	6	19,839	33,404	33,404	-0	0	(33,403)	(100.00)
Total Revenue			700,844	726,690	712,713	13,976	649,431	(77,259)	(10.63)
EXPENDITURE									
12 255 111	Salaries & Benefits	7	358,998	367,856	367,856	0	136,220	(231,636)	(62.97)
12 255 213	Telephone	8	86,641	100,321	100,321	(0)	33,440	(66,880)	(66.67)
12 255 215	Communications Equipment R&M	9	72,098	84,904	84,904	(0)	72,456	(12,448)	(14.66)
12 255 216	Equipment Replacement Reserve	10	0	0	0	0	0	0	0.00
12 255 221	Advertising	11	0	750	0	750	750	0	0.00
12 255 230	Board Fee	12	16,211	16,502	16,502	0	16,799	297	1.80
12 255 233	Consultant Fees	13	0	20,000	6,773	13,227	20,000	0	0.00
12 255 234	Staff Development	14	15	0	0	0	1,000	1,000	0.00
12 255 237	Insurance	15	1,530	176	176	0	173	(3)	(1.70)
12 255 242	Operating Contracts	16	110,914	111,111	111,111	0	184,177	73,066	65.76
12 255 247	Office Equipment & Furniture	17	0	0	0	0	0	0	0.00
12 255 251	Office Supplies	18	0	0	0	0	0	0	0.00
12 255 610	Capital/Amortization	19	21,033	25,070	25,070	0	184,415	159,345	635.60
12 255 990	Previous Year's Deficit	20	0	0	0	0	0	0	0.00
12 255 999	Contingencies	21	0	0	0	0	0	0	0.00
Total Expenditure			667,440	726,690	712,713	13,977	649,431	(77,259)	(10.63)
Surplus(Deficit)			33,404		0				

2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET
307,380	318,968	326,934	332,127
0	0	0	0
750	750	750	750
0	0	0	0
0	0	0	0
308,130	319,718	327,684	332,877
29,419	30,154	30,908	31,681
0	0	0	0
40,979	41,475	41,980	42,496
0	0	0	0
750	750	750	750
17,135	17,478	17,827	18,184
0	0	0	0
1,000	1,000	1,000	1,000
176	180	184	187
208,671	218,682	225,035	228,579
0	0	0	0
0	0	0	0
10,000	10,000	10,000	10,000
0	0	0	0
0	0	0	0
308,130	319,718	327,684	332,877

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition - RDKB						
2017		2018	2019	2020	2021	2022
Actual	Description	Budget	Budget	Budget	Budget	Budget
		Amount	Amount	Amount	Amount	Amount
8,976	11 830 100 015 Fruitvale	16,528	9,228	9,576	9,815	9,971
28,918	11 830 200 015 Grand Forks	50,139	27,994	29,050	29,775	30,248
3,204	11 830 300 015 Greenwood	5,567	3,108	3,226	3,306	3,359
5,008	11 830 400 015 Midway	8,572	4,786	4,966	5,090	5,171
4,996	11 830 500 015 Montrose	8,223	4,591	4,764	4,883	4,961
27,758	11 830 600 015 Rossland	51,033	28,493	29,567	30,306	30,787
71,288	11 830 700 015 Trail	127,948	71,437	74,131	75,982	77,189
7,393	11 830 800 015 Warfield	12,679	7,079	7,346	7,529	7,649
29,255	11 830 901 015 Electoral Area 'A'	49,507	27,641	28,684	29,400	29,867
17,027	11 830 902 015 EA 'B' / Lower Columbia/Old Glory	28,731	16,041	16,646	17,062	17,333
32,499	11 830 903 015 EA 'C' / Christina Lake	56,670	31,641	32,834	33,654	34,188
22,284	11 830 904 015 EA 'D' / Rural Grand Forks	38,249	21,356	22,161	22,714	23,075
51,371	11 830 905 015 EA 'E' / West Boundary	96,687	53,983	56,019	57,418	58,330
309,977	Sub Total	550,533	307,380	318,968	326,934	332,127
	Annual Requisition	550,533	307,380	318,968	326,934	332,127
	Total Requisition	550,533	307,380	318,968	326,934	332,127

Notes:

Total Requisition Before Sharing Formula:	648,680	307,380	318,968	326,934	332,127
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APPORTIONMENT BETWEEN RD's IS BASED ON COMPLETED ROLL EACH YEAR

Apportionment for RDKB participants is based on the REVISED roll

December 2016

Completed
2016
Hospital Purpose Net Taxable Values
20,083,024
65,026,014
7,164,863
11,187,989
11,171,080
62,163,145
160,066,256
16,539,852
65,436,484
38,080,741
72,711,073
48,915,081
115,059,329
693,604,931

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contract Revenue - RDCK	COMPLETED	2018	2019	2020	2021	2022
Account	11 590 161 015	2016	Budget	Budget	Budget	Budget	Budget
Item No	Description	Hospital Purpose Net Taxable Values	Amount	Amount	Amount	Amount	Amount
1	City of Castlegar	Non Participant					
2	City of Nelson	Non Participant					
3	Town of Creston	77,439,683					
4	Village of Kaslo	15,433,127					
5	Village of New Denver	8,064,059					
6	Village of Nakusp	21,757,624					
7	Village of Salmo	10,998,128					
8	Village of Silverton	4,683,998					
9	Village of Slocan	3,883,445					
10	Electoral Area 'A' RDCK RD # 06	70,311,246					
11	Electoral Area 'B'	78,419,372					
12	Electoral Area 'C'	35,310,925					
13	Electoral Area 'D'	32,744,112					
14	Electoral Area 'E'	83,653,753					
15	Electoral Area 'F'	77,121,995					
16	Electoral Area 'G'	34,417,103					
17	Electoral Area 'H'	74,112,425					
18	Electoral Area 'I'	38,315,081					
19	Electoral Area 'J'	53,342,189					
20	Electoral Area 'K'	35,159,072					
	Total	755,167,337					
Total Contract Amount Due			98,147	-	-	-	-

Notes:

APPORTIONMENT BETWEEN RD's IS BASED ON COMPLETED ROLL EACH YEAR
City of Castlegar and City of Nelson not included in assessment base for Central Kootenay RD
Village of New Dever included in Budget Year 2007 (RDCK Bylaw #1860, 2007)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Federal Grant In Lieu	2017	2018	2019	2020	2021	2022
Account	11 210 100 015	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Federal Grant In Lieu	750	750	750	750	750	750
Current Year Budget		750	750	750	750	750	750

Notes:	Previous Year Budget	750
	Actual to December 31, 2017	358

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Transfer From Reserves	2017	2018	2019	2020	2021	2022
Account	11 921 205 015	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Allowance for Equipment Upgrades/Repairs	45,070					
	For Fire Dispatch, Consulting Fees for Transition and						
	New Repeater for Grand Forks Fire Rescue						
Current Year Budget		45,070	-	-	-	-	-

Notes:		Previous Year Budget	45,070
		Actual to December 31, 2017	31,486
Item #1	For unanticipated equipment failures funded from Reserves		
	See page 19 for specific details		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018	2019	2020	2021	2022
Account	11 911 100 015	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	33,404	0	-	-	-	-
Current Year Budget		33,404	0	-	-	-	-

Notes:

Previous Year Budget	33,404
Actual to December 31, 2017	33,404

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:

Previous Year Budget	367,856
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Actual to December 31, 2017	367,856
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Item #1/4	Internal Transfer of \$112,474 for First 4 Months of 2018 (\$91,443 plus benefits @ 23%) to Transfer From 9-1-1 (1-1-590-160-050)
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Item #2	Salary Distribution to be Update Through Payroll
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Review Benefit Rates

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Telephone	2017	2018		2019		2020		2021		2022
Account	12 255 213 015	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Telephone	73,128	24,376								
2	Satellite & cell phone	27,192	9,064								
Current Year Budget		100,321	33,440		-		-		-		-

Notes:

Previous Year Budget	100,321
Actual to December 31, 2017	100,321

2 Moved from satellite to cell phone in all but three areas

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	84,904
	Actual to December 31, 2017	84,904

Item #3	Lease Agreements for: Mt Thompson, Santa Rosa Mtn., Observation Mtn., Granite Mtn, and Dove Hill Repeater Sites
Item #4	Radio Licensing Fees for the 9-1-1 Back Bone Equipment which provides connectivity to all 38 Fire Halls
Item #5	Estimated amount for the repair and maintenance of all 9-1-1 radio equipment
Item #6	

Industry canada 2017 \$7,498 (RDCK \$4,860 - RDKB \$2,638)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Equipment Replacement Reserve	2017	2018	2019	2020	2021	2022
Account	12 255 216 015	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Equipment Replacement Reserve						
2							
Current Year Budget		-	-	-	-	-	-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-
Item #1	Required to meet all technological, hardware, and software changes	
	Upgrading to accept future digital communications	

\$ 192,961.22

Balance in Reserve December 31, 2017
Account Number 34 700 015

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Advertising	2017	2018	2019	2020	2021	2022
Account	12 255 221 015	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public Awareness	750	750	750	750	750	750
Current Year Budget		750	750	750	750	750	750

Notes: _____ Previous Year Budget 750
 _____ Actual to December 31, 2017 -

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 255 230 015	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	14,870	15,167	2.0%	15,470	2.0%	15,780	2.0%	16,095	2.0%	16,417
2	Carbon Offset & Climate Change Initiatives	1,632	1,632	2.0%	1,665	2.0%	1,698	2.0%	1,732	2.0%	1,767
Current Year Budget		16,502	16,799		17,135		17,478		17,827		18,184

Notes:

	Previous Year Budget	16,502
	Actual to December 31, 2017	16,502

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Consultant Fees	2017	2018	2019	2020	2021	2022
Account	12 255 233 015	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	Consulting services in relation to the oversight,	20,000	20,000				
	issuing, evaluation and award of RFP's for the 9-1-1						
	fire dispatch service for the RDKB and RDCK						
Current Year Budget		20,000	20,000		-		-

Notes: Previous Year Budget 20,000
 Actual to December 31, 2017 6,773
 Item #1 Consultant to Provided Program to Extract Statistical Information from FDM (One time expense)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Staff Development	2017	2018		2019		2020		2021		2022
Account	12 255 234 015	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Training for Fire Dispatch	-									
2	Provincial 911 Users Group Meeting	-	1,000		1,000		1,000		1,000		1,000
Current Year Budget		-	1,000		1,000		1,000		1,000		1,000

Notes: Previous Year Budget -

Actual to December 31, 2017 -

Item #1 Continuation of CAD and RMS Training

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Insurance	2017	2018		2019		2020		2021		2022
Account	12 255 237 015	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Insurance - Property	176	173	2.0%	176	2.0%	180	2.0%	184	2.0%	187
2	Insurance - Liability (in General Government Exhibit)	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
Current Year Budget		176	173		176		180		184		187

Notes:

Previous Year Budget	176
Actual to December 31, 2017	176

Item #1	Insurance on repeater sites
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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Operating Contracts	2017	2018		2019		2020		2021		2022
Account	12 255 242 015	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Central Okanagan RD - PSAP Services										
1 (a)	Kootenay Boundary Regional District	51,775	61,607		63,735		70,373		73,268		73,268
1 (b)	Central Kootenay Regional District	49,832									
2	9-1-1 Operations Committee	4,224									
3	RDKB Regional Fire Services	1,056									
4	Shared Equipment	4,224									
5	Kelowna Fire Dispatch Operating		122,570		144,936		148,309		151,767		155,311
Current Year Budget		111,111	184,177		208,671		218,682		225,035		228,579

Notes:

Previous Year Budget	111,111
Actual to December 31, 2017	111,111

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Equipment & Furniture	2017	2018		2019		2020		2021		2022
Account	12 255 247 015	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Office Equipment & Furniture	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Capital	2017	2018		2019		2020		2021		2022
Account	12 255 610 015	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Allowance for Equipment Upgrades/Repairs	15,270									
	For Fire Dispatch										
2	Installation of new repeater at Roderick Dhu for	9,800									
	Grand Forks Fire Rescue										
3	Repeater Site - Upgrades				10,000		10,000		10,000		10,000
4	Kelowna Fire Dispatch - Capital Transition Costs		184,415								
	Current Year Budget	25,070	184,415		10,000		10,000		10,000		10,000

Notes:	Previous Year Budget	25,070
	Actual to December 31, 2017	25,070

Item #1	**For unanticipated equipment upgrades and replacements funded from the Equipment Replacement Reserves.
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****Only used if necessary (see page 5)**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018	2019	2020	2021	2022
Account	12 255 990 015	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Deficit	-	-	-	-	-	-
Current Year Budget		-	-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT C 2018-2022 Five RDCK A

Name Contract Revenue - RDCK
Account 11 590 161 015

ACCT CODE	ACCT NAME	PAGE	LINE
12 255 111	Salaries & Benefits	7	1
12 255 111	Salaries & Benefits	7	2
12 255 111	Salaries & Benefits	7	4
12 255 213	Telephone	8	1
12 255 213	Telephone	8	2
12 255 215	Communications Equ	9	1
12 255 215	Communications Equ	9	2
12 255 215	Communications Equ	9	8

OF KOOTENAY BOUNDARY

Year Financial Plan

Apportionment

DESCRIPTION	2018 BUDGET
Fire Dispatch: 4 Positions Dispatchers (Jan -	91,443
Regional Fire Chief: January 1 - April 30, 20	10,725
Benefits @ 23%	23,499
Telephone	24,376
Satellite & cell phone	9,064
FDM Maintenance Agreement	12,850
Oasys Systems Maintenance Agreement	6,336
Demobilization	10,000
Subtotal	188,293
RDCK Apportionment	98,147
Less: Share of Reserves	-
Total Due From RDCK	\$ 98,147

Email to: Marilyn Rilkoﬀ, Director of Financial Services, Deputy CAO

Regional District of Central Okanagan

Fax Number: (250) 763-0606

Regional District of Kootenay Boundary

	2017 Completed Roll	2016 Completed Roll	2015 Completed Roll	2014 Completed Roll
Village of Fruitvale	14,015,447	14,022,964	13,302,355	13,141,647
City of Grand Forks	44,527,147	41,651,113	41,063,116	41,726,685
City of Greenwood	4,801,567	4,697,166	4,589,715	4,446,886
Village of Midway	8,250,775	8,294,638	8,047,269	8,016,441
Village of Montrose	7,968,792	7,960,443	7,345,802	7,338,415
City of Rossland	43,595,695	42,353,814	38,464,262	38,243,647
City of Trail	128,048,935	128,055,349	128,065,108	126,101,851
Village of Warfield	11,778,756	11,964,833	11,684,796	11,711,223
Electoral Area 'A'	54,528,899	54,577,859	57,295,539	52,889,933
Electoral Area 'B'	25,976,851	25,830,498	24,729,737	24,857,279
Electoral Area 'C'	31,548,344	30,344,078	29,081,138	28,225,665
Electoral Area 'D'	33,141,861	31,941,439	28,894,234	28,271,085
Electoral Area 'E'	<u>67,755,487</u>	<u>65,651,777</u>	<u>64,382,500</u>	<u>61,867,310</u>
Total	<u>475,938,556</u>	<u>467,345,971</u>	<u>456,945,571</u>	<u>446,838,067</u>

Note:

Converted improvements only.

Hospital purpose net taxable values

Regional District of Kootenay Boundary

General Manager of Finance

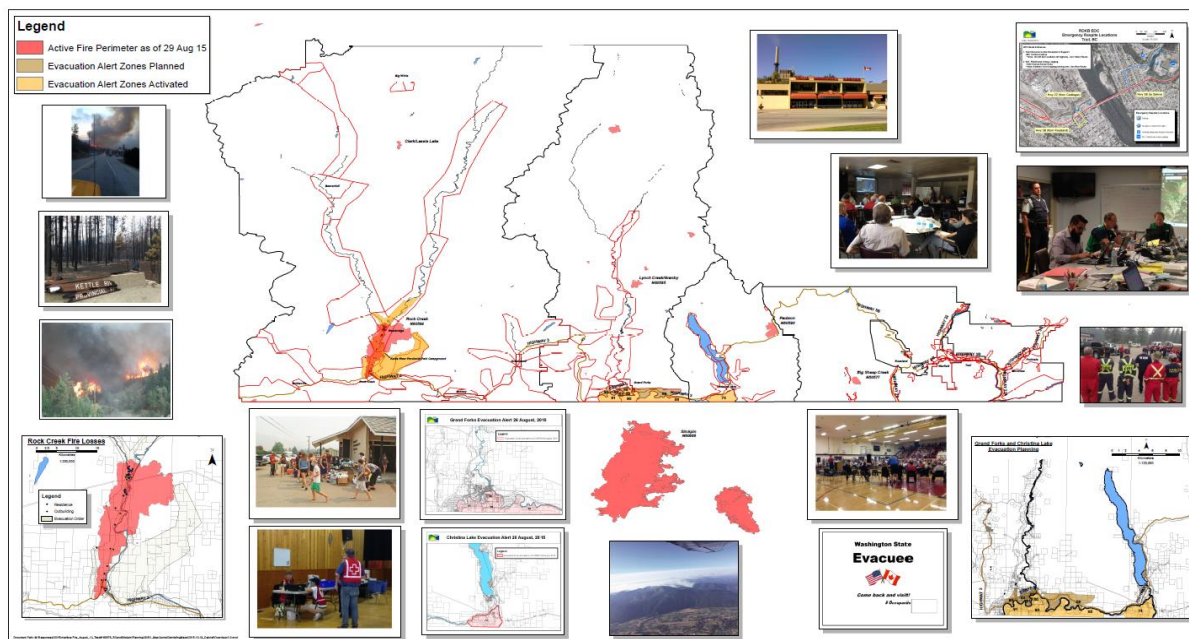
202 - 843 Rossland Avenue

Trail, B.C. V1R 4S8

Phone: 250 368-0243, Fax: 250 368-3990

email: bburget@rdkb.com

2018 / 2019 Work Plan



Chris Marsh, Manager of Emergency Programs
Service Number 012



Emergency Preparedness Service

2018 / 2019 Work Plan

Service Name: Emergency Preparedness

Service Number: 012

Committee Having Jurisdiction: Board of Directors – Protective Services Committee

General Manager/Manager Responsible:

Mark Andison, General Manager, Operations / DCAO

Chris Marsh, Manager of Emergency Programs reporting to Dan Derby, Regional Fire Chief / Fire Dispatch Manager

Description of Service:

The Emergency Preparedness Service has been established to provide an integrated and effective approach to emergency preparedness, response, recovery and mitigation within all municipalities and electoral areas of the Regional District of Kootenay Boundary (RDKB). An Emergency Management Program Agreement has been implemented to facilitate the cooperation between the Regional District and participating municipalities. The Agreement outlines the process by which resources are shared and how joint or regional Emergency Operation Centers are established. Under the agreement, everyone adheres to one Regional Emergency Plan (the Plan).

The Plan provides the policies and procedures as the framework to guide Regional District activities before, during and after an emergency event. The Plan is based on the BC Emergency Management System and is intended to meet the requirements of all applicable provincial legislation and regulations. The RDKB works cooperatively with other internal and external emergency plan holders, agency partners and emergency responders to ensure a state of readiness should an emergency or disaster occur. In addition to reviewing the Plan and its policies and procedures on an on-going basis, staff participate in annual training and exercises to further advance the ability of the RDKB and

partner municipalities to effectively coordinate response to any emergency or disaster that occurs within the Region. Additionally, individual and families within the Regional District must also take the necessary steps to prepare for emergencies and disasters.

A strong, well-resourced and well-supported Emergency Preparedness Service will ensure that the RDKB's response to, resiliency during, and recovery from emergency events within the District will be greatly enhanced.

Establishing Authority:

Section 332, Local Government Act, RSBC 2015 (formerly Section 796, LGA, RSBC 1996, ch. 323)

Bylaw No. 1256 Electoral Areas 'A', 'B', 'C', 'D' & 'E' for the purpose of establishing an Emergency Response and Recovery Plan(s) for the RDKB, adopted January 27, 2005.

Bylaw No. 1286 amending Bylaw No. 1256 to include all municipalities within the RDKB, adopted November 24, 2005.

Bylaw No. 1613 RDKB Emergency Planning Service Establishment Amendment Bylaw approving the City of Rossland's re-entry to the service as a participant.

Requisition Limit: Not Applicable

2017 Requisition / Budgeted Expenditures / Actual Expenditures:

\$255,199/ \$423,063 / tbd

Regulatory or Administrative Bylaws:

Bylaw No. 1312 A bylaw to regulate the RDKB Emergency Management Organization as a service of the RDKB, adopted May 4, 2006.

Service Area / Participants: All Electoral Areas and Municipalities within the Regional District.



Service Levels

Emergency planning, response, mitigation and recovery services.

Human Resources:

- General Manager, Operations / DCAO
- Manager of Emergency Programs
- Regional Fire Chief / Fire Dispatch Manager
- Fire & Emergency Services Administrative Assistant

2017 Accomplishments:

The Emergency Operations Centre (EOC) had a number of activations in 2017, with flooding in the Boundary Area being the most significant. While the RDKB avoided most wildfire incidents, there was also a significantly heightened alert level during this past summer, which was BC's worst wildfire season on record. The activations resulted in a significant response of personnel and equipment to flooding and wildfire incidents within the RDKB and throughout the Province of BC. The duration of EOC activations, the number of staff deployed to the EOC, and staff deployed provincially resulted in delays to projects and committee work in many departments. Significant 2017 events included:

- Drug Lab Hazardous Waste Spill (EOC Level 1 Activation) – Bridesville
- Freshet (EOC Level 3 Activation) – Boundary region, Beaver Falls & Columbia Gardens
- Bank Slough – Water Line Break (EOC Level 1 Activation) – Warfield
- Wildfire Season – Provincial EOC and Fire Services staff deployments
- Evacuation zone mapping updated to include Rossland



Johnsons Flats – Grand Forks, BC (May 7, 2017)



McCrae Creek Log Jam (May 10, 2017)



Greenwood Street Culvert Failure (May 2017)

Significant Issues and Trends:

The trend of increasing EOC activations of longer duration and increased complexity has the potential for significant impacts on staff resources and Work Plans. Staff involvement in Emergency Management, EOC training and activations will continue to be a growing responsibility for Regional District staff.

The hiring of a full time staff member dedicated to the Emergency Preparedness Service (completed in September of 2017) will provide a dedicated resource for smaller activations, but the RDKB may want to create strategies regarding staff resources during activation, and how to ensure that the regular day-to-day operations of each department can continue with minimal interruptions.

With the staff changes that occurred early in 2017 no progress was made on either of the Communications or Pet & Livestock Plans.

2018 /2019 Projects:

Project #1: Update Regional Emergency Plan

Project Description:

The last major revision of the Regional District of Kootenay Boundary Emergency Management Plan was undertaken in 2012, with the plan original plan being written in 2006. Since that time, there have been several activations of the plan and the Regional Emergency Operations Centre (REOC). Significant wildland interface fires in 2015 within the Regional District were an excellent opportunity to activate the plan and REOC. These activations demonstrated the effectiveness of the plan. However, these activations were also an excellent opportunity to identify opportunities for the enhancement of the Plan. Hazard identification, section enhancement, and an overall review would be advantageous as the Emergency Preparedness Service evolves. It is recommended that a careful and systematic review be undertaken to ensure that the Plan remains capable of handling any and all potential hazards that the Regional District of Kootenay Boundary may face. It is also recommended that enhancements that are introduced during the review are carefully tested through continued training, exercises, and other feedback mechanisms.

Project Timelines and Milestones:

	2018										
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
Project Scoping											
Literature and Policy Review											
Consultation and Feedback											
Plan Outline											
Plan Revisions											
Peer Review											
Plan Approval and Adoption											

Project Risk Factors:

The project timeline is dependent upon the workload of the Manager of Emergency Programs (such as through the spring freshet season) as well as the availability of feedback providers, peer reviewers and others who will have input and / or workload associated with the Plan.

Internal Resource Requirements:

Some assistance may be required to notify internal and external emergency plan holders, agency partners and emergency responders with notification of the updated plan. Effort will be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:

Costs will include RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities: It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

Project #2: Emergency Communications Plan**Project Description:**

Many aspects of the response to the Rock Creek and Stickpin wildland interface fires of 2015 were

very successful. However, one of the significant after action items that was recommended from these events was the development of an enhanced Emergency Communications Plan (ECP). Development of this plan would greatly assist RDKB staff in enabling best-management practices in regards to both internal and external communications during a major emergency event.

The development of an Emergency Communications Plan will also explore options for an Emergency Alerting System for residents and businesses such as is used in neighbouring regional districts.



Project Timelines and Milestones:

To be completed concurrently with #1 above, the review of the Regional Emergency Plan. The ECP would exist as a separate and stand-alone document from the Regional Emergency Plan itself.

Project Risk Factors:

The project timeline is dependent upon the workload of the Manager of Emergency Programs (such as through the spring freshet season). The amount of time that the new Corporate Communications Officer can dedicate to this project could affect the timelines of this project.

Internal Resource Requirements:

This project will be a joint effort between the Manager of Emergency Programs and the Corporate Communications Officer. Effort will be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:

No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

Project #3: Pet & Livestock Plan**Project Description:**

A further recommendation that resulted from the Rock Creek and Stickpin wildland interface fires in 2015 was the need to continue the development of a well-defined Pet and Livestock Plan (PLP). Managing pets and livestock during large and complex emergency events is made simpler if plans and relationships are already in place. As well, it is helpful to undertake preplanning such as the identification of suitable livestock and pet reception facilities, agencies which can assist, and resources that are available.

Project Timelines and Milestones:

To be completed concurrently with #1 above, the review of the Regional Emergency Plan. However, the PLP will exist as a separate and stand-alone document from the Regional Emergency Plan itself.

Project Risk Factors:

The project timeline is dependent upon the workload of the Manager of Emergency Programs (such as through the spring freshet season).

This project will build upon existing relationships with various stake holders involved in animal welfare (such as the Ministry of Agriculture), and their availability to provide feedback and to engage in a plan review process could impact the project.

Internal Resource Requirements:

The bulk of the effort needed to complete this project will be provided by the Manager of Emergency Programs. Some staff time may be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:

No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

Project #4: Build Community / Agency Relationships**Project Description:**

The addition of a new dedicated Manager of Emergency Programs (as of September 2017) provides an opportunity to further enhance relationships between the Emergency Preparedness Service and a variety of stakeholders. As well, relationship building is an on-going priority aspect of any successful emergency management program. Time spent enhancing interagency relationships is returned ten-fold when those interactions are tested during an emergency event.

Having robust and resilient pre-existing relationships between agencies and organizations, who will need to work together during complex emergency events, will lead to better outcomes for area residents in the event of a major emergency disaster within the RDKB.

Project Timelines and Milestones:

Ongoing throughout the year.

Project Risk Factors:

Lack of community and agency outreach leads to missed opportunities and liabilities during emergency events, so not pursuing these opportunities may negatively impact the long term success of the Emergency Preparedness Service.

Internal Resource Requirements:

Staff time by the Manager of Emergency Programs, the Corporate Communications Officer and the Kootenay Boundary Regional Fire Rescue Fire Chief .

Estimated Cost and Identified Financial Sources:

No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

Project #5: Public Education and Community Outreach**Project Description:**

This project seeks to define the level of engagement and outreach that the community and the RDKB wish to have in regards to public education and community outreach.

The Emergency Preparedness Service would benefit from Board consideration of a desired strategic direction, and the expected level and type of outreach which would best benefit the residents of the RDKB. To that end, the Manager of Emergency Programs will develop a report with options and recommendations for public education and outreach within the RDKB.

Public outreach and education can include, but is not limited to:

- Open houses, seminars and town hall meetings;
- Outreach via pamphlets, letters and other printed materials, either mailed or available for pick-up;
- Various forms of social media interactions;
- Public alerting systems, via text, email or other, that alert residents to significant situations or events that are underway or anticipated.

Project Timelines and Milestones:

This project will be initiated in 2018 with the scoping design phases, and continue through 2019 and beyond as an ongoing service to RDKB residents.

	2018												2019					
Month	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
Project Scoping																		
Create Options Report																		
Board Review of Options Report and Path Forward																		
Outreach Program Start																		
Funding Delivery													Ongoing					

Project Risk Factors:

Undertaking an appropriate community outreach and education program will help increase the resiliency and recovery ability of residents and businesses within the RDKB. However, there are many ways to undertake community outreach, each with different advantages, costs and potential outcomes.

Previous outreach attempts have, at times, seen relatively little uptake by area residents.

Internal Resource Requirements:

The bulk of effort will be undertaken by the Manager of Emergency Programs. Assistance from the Corporate Communications Officer and the Fire & Emergency Services Administrative Assistant will help ensure the success of the project.

Estimated Cost and Identified Financial Sources:

Initially, there will be no costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Should there be a desire to proceed with producing outreach materials, hosting open houses, or to pursue a public messaging system, there would be costs associated with those projects. Once a

strategic direction is determined, more defined costs and deliverables around program delivery can be identified.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance", "We will ensure we are proactive and responsible in funding our services", and "We will ensure the messages we are delivering within our region are clear and easily understood."

Project 6: Asset Management Planning

Project Description:

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones: Throughout 2018.

Project Risk Factors:

Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

Internal Resource Requirements:

Asset management planning work will require significant input, direction and assistance from RDKB administrative staff. The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 012
EMERGENCY PREPAREDNESS



PARTICIPANTS: Grand Forks, Greenwood, Trail, Fruitvale,
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

		2016	2017	2017	(OVER)	2018	Increase(Decrease)	
PAGE	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	between 2017 BUDGET	and 2018 BUDGET	%
						\$		
REVENUE								
Property Tax Requisition	2	255,579	255,199	255,199	(0)	255,108	(91)	(0.04)
11 590 159 Miscellaneous Revenue	3	34,965	0	160,862	(160,862)	0	0	0.00
11 759 080 Emergency Planning Grant	4	0	0	0	0	0	0	0.00
11 759 083 PEP Grants	5	-1,046	100,000	491,456	(391,456)	100,000	0	0.00
11 210 100 Federal Grant In Lieu	6	786	800	687	113	800	0	0.00
11 911 100 Previous Year's Surplus	7	32,348	67,264	69,064	(2,000)	204,835	137,770	205.43
11 920 002 Capital - Borrowing	8	68,133	0	0	0	0	0	0.00
11 921 205 Revenue From Reserve	9	113,502	0	0	0	0	0	0.00
Total Revenue		504,265	423,063	977,268	(554,205)	560,742	137,679	32.54
EXPENDITURE								
12 258 111 Salaries & Benefits	10	149,869	160,168	160,168	0	150,516	(9,652)	(6.03)
12 258 210 Travel & Conference	11	1,948	4,142	4,142	0	4,142	0	0.00
12 258 211 Vehicle Operating	12	2,387	4,606	3,479	1,127	5,562	946	20.54
12 258 213 Telephone	13	2,723	1,960	585	1,375	1,960	0	0.00
12 258 214 Radio - Communications	14	0	2,600	1,606	994	2,600	0	0.00
12 258 216 Equipment Replacement	15	2,215	2,000	0	2,000	2,000	0	0.00
12 258 221 Advertising & Promotion	16	2,061	2,000	710	1,290	2,000	0	0.00
12 258 224 O.T. Wages - Emergency R	17	0	0	65,886	(65,886)	0	0	0.00
12 258 225 PEP Task Claims	18	754	100,000	425,570	(325,570)	100,000	0	0.00
12 258 230 Board Fee	19	5,237	8,318	3,546	1,772	5,401	83	1.56
12 258 233 Consulting Fees	20	0	36,961	0	36,961	5,000	(31,961)	(86.47)
12 258 234 Staff Education & Training	21	2,131	4,000	0	4,000	5,000	1,000	25.00
12 258 251 Office Supplies	22	675	1,500	795	705	3,900	2,400	160.00
12 258 252 EOC Center Site Costs	23	25,006	23,900	22,047	1,853	28,200	4,300	17.99
12 258 253 SPU - Maintenance & Reps	24	90	3,000	16,715	(13,715)	15,000	12,000	400.00
12 258 610 Capital/Amortization	25	68,133	0	0	0	0	0	0.00
12 258 716 Grants to SARE/ESS Group	26	23,600	25,000	25,000	0	25,000	0	0.00
12 258 741 Contribution To Reserve	27	36,815	28,000	28,000	0	185,350	157,350	561.96
12 258 840 Vehicle Financing	28	0	14,184	14,184	0	14,121	(63)	(0.44)
12 258 990 Previous Year's Deficit	29	0	0	0	0	0	0	0.00
12 258 999 Contingencies	30	113,657	3,724	0	3,724	5,000	1,276	34.26
Total Expenditure		437,200	423,063	772,434	(349,371)	560,742	137,679	32.54
Surplus (Deficit)		67,064		204,835				

2019	2020	2021	2022
BUDGET	BUDGET	BUDGET	BUDGET
280,671	274,745	278,916	273,886
0	0	0	0
0	0	0	0
100,000	100,000	100,000	100,000
800	800	800	800
0	0	0	0
0	0	0	0
0	0	0	0
381,471	375,545	379,716	374,686

11 210 100 1	1	210	100	11,210,100 012	FEDERAL (-135	-309
11 759 083 1	1	759	083	11,759,083 012	PEP GRAN	0	0
11 830 100 1	1	830	100	11,830,100 012	TAX - VILL	0	-7,143
11 830 200 1	1	830	200	11,830,200 012	TAX - CITY	0	-23,880
11 830 300 1	1	830	300	11,830,300 012	TAX - CITY	0	-2,644
11 830 400 1	1	830	400	11,830,400 012	TAX - VILL	0	-4,156
11 830 500 1	1	830	500	11,830,500 012	TAX - VILL	0	-4,211
11 830 600 1	1	830	600	11,830,600 012	TAX - CITY	0	-22,852
11 830 700 1	1	830	700	11,830,700 012	TAX - CITY	0	-57,993
11 830 800 1	1	830	800	11,830,800 012	TAX - VILL	0	-6,039
11 830 901 1	1	830	901	11,830,901 012	TAX - ELEC	0	-22,689
11 830 902 1	1	830	902	11,830,902 012	TAX - EA B	0	-14,388
11 830 903 1	1	830	903	11,830,903 012	TAX - EA C	0	-26,873
11 830 904 1	1	830	904	11,830,904 012	TAX - EA D	0	-19,482
11 830 905 1	1	830	905	11,830,905 012	TAX - EA E	0	-42,849
11 911 100 1	1	911	100	11,911,100 012	PRIOR YEA	0	-69,064
12 258 111 1	2	258	111	12,258,111 012	SALARIES	12,827	89,763
12 258 210 1	2	258	210	12,258,210 012	TRAVEL &	0	0
12 258 211 1	2	258	211	12,258,211 012	VEHICLE C	0	3,439
12 258 213 1	2	258	213	12,258,213 012	TELEPHON	120	424
12 258 214 1	2	258	214	12,258,214 012	RADIO COI	0	106
12 258 216 1	2	258	216	12,258,216 012	EQUIPMEN	0	0
12 258 221 1	2	258	221	12,258,221 012	ADVERTISI	226	226
12 258 224 1	2	258	224	12,258,224 012	O.T. WAGE	0	51,570
12 258 225 1	2	258	225	12,258,225 012	PEP TASK	67,550	135,000
12 258 230 1	2	258	230	12,258,230 012	BOARD FE	443	3,103
12 258 233 1	2	258	233	12,258,233 012	CONSULTI	0	0
12 258 234 1	2	258	234	12,258,234 012	STAFF EDI	0	0
12 258 251 1	2	258	251	12,258,251 012	OFFICE SU	0	255
12 258 252 1	2	258	252	12,258,252 012	EOC OPER	107	17,979
12 258 253 1	2	258	253	12,258,253 012	SPU - REP	394	715
12 258 716 1	2	258	716	12,258,716 012	GRANTS T	0	0
12 258 741 1	2	258	741	12,258,741 012	CONTRIBU	0	0
12 258 840 1	2	258	840	12,258,840 012	VEHICLE F	1,177	3,595
12 258 999 1	2	258	999	12,258,999 012	CONTINGE	0	0

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition		2018	2019	2020	2021	2022
		Budget	Budget	Budget	Budget	Budget
2017						
Actual	Description	Amount	Amount	Amount	Amount	Amount
7,390	11 830 100 012 Fruitvale	7,659	8,426	8,248	8,374	8,223
23,808	11 830 200 012 Grand Forks	23,234	25,562	25,022	25,402	24,944
2,638	11 830 300 012 Greenwood	2,580	2,838	2,778	2,821	2,770
4,123	11 830 400 012 Midway	3,972	4,370	4,278	4,343	4,264
4,113	11 830 500 012 Montrose	3,810	4,192	4,104	4,166	4,091
22,852	11 830 600 012 Rossland	23,648	26,017	25,468	25,855	25,388
58,690	11 830 700 012 Trail	59,289	65,230	63,853	64,822	63,653
6,087	11 830 800 012 Warfield	5,875	6,464	6,328	6,424	6,308
24,085	11 830 901 012 Electoral Area 'A'	22,941	25,240	24,707	25,082	24,630
14,018	11 830 902 012 EA 'B' / Lower Columbia/Old	13,313	14,647	14,338	14,556	14,293
26,756	11 830 903 012 EA 'C' / Christina Lake	26,260	28,891	28,281	28,711	28,193
18,346	11 830 904 012 EA 'D' / Rural Grand Forks	17,724	19,500	19,088	19,378	19,029
42,293	11 830 905 012 EA 'E' / West Boundary	44,803	49,293	48,252	48,984	48,101
255,199	Subtotal	255,108	280,671	274,745	278,916	273,886
	This Year Requisition	255,108	280,671	274,745	278,916	273,886
		255,108	280,671	274,745	278,916	273,886

Notes:

Bylaw No. 1286 Sept 22, 2005 to include all RDKB participants
ROSSLAND OPTED BACK IN THE SERVICE IN 2016

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022
Account	11 590 159 012	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1		-	-	-	-	-	-
	Current Year Budget	-	-	-	-	-	-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	160,862
	Recovery from 2017 Fire Season Grand Forks SPU Trailer -	\$160,862.11

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Emergency Planning Grant	2017	2018		2019		2020		2021		2022
Account	11 759 080 012	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1											-
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	100,000
	Actual to December 31, 2017	491,456
Response costs recovered 100%		
Recovery costs recovered at 80% less \$1,000		
See Page 17 & 18		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	800
	Actual to December 31, 2017	687

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account	11 911 100 012	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	67,064	204,835		-		-		-		-
	Current Year Budget	67,064	204,835		-		-		-		-

Notes:	Previous Year Budget	67,064
	Actual to December 31, 2017	69,064

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Capital - Short Term Borrowing	2017	2018		2019	2020	2021	2022			
Account	11 920 002 012	Prior Year	Budget		Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA Equipment Borrowing Proceeds (New C2)	-									

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-
1	MFA Borrowing in 2017	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Transfer From Reserve Funds	2017	2018		2019		2020		2021		2022
Account	11 921 205 012	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer From Reserve	-	-		-		-		-		-
2	Unmet Needs Committee Donated Funds										
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Salaries & Benefits 12 258 111 012	2017 Prior Year			2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Coordinator (2/3 rds)												
2	Secretarial Support (2/3 rds)												
	See Calculations Below	153,918											
3	Corporate Communications Officer	6,250	10.0%	81,412	8,141		8,375	2.0%	8,543	2.0%	8,714	2.0%	8,888
4	Manager of Emergency Programs		100.0%	84,162	84,162	2.0%	85,845	2.0%	87,562	2.0%	89,314	2.0%	91,100
5	Benefits @ 25% - Mgr Emer Prog/Comm Officer			25.0%	23,076		23,555		24,026		24,507		24,997
6	Fire & Emergency Services Administration (Jan 1 - Apr 30)		323	28.87	9,312								
7	Allowance for Dispatch Premium to July 31, 2017		248	2.50	619								
8	Fire & Emergency Services Administration (May 1 - Dec 31)		656	26.37	17,307								
9	Fire & Emergency Services Administration (2019 Forward)		979				26,458	2.5%	27,120	2.5%	27,798	2.5%	28,493
10	Benefits @ 29% - Emer Serv Admin			29.0%	7,899		7,673		7,865		8,061		8,263
	Calculations Re 2017:												
	2/3 rds Coordinator \$120,800 x 2/3 = \$80,533												
	Benefits @ 23% = \$99,056												
	2/3 rds Secretary \$66,905 x 2/3 = \$44,603												
	Benefits @23% = \$54,862												
	Total = \$99,056 + \$54,862 = \$153,918												
	Current Year Budget	160,168			150,516		151,907		155,116		158,393		161,740

Notes: _____ Previous Year Budget #####
 _____ Actual to December 31, 2017 160,168

Item #1/2 Coordinator 2/3 rds Full Time Equivalent in 2017 **GL TRANSFER Account 11 590 165 - 050**
 Item #3 54% - Admin, 36% - Electoral Area Admin, & 10% - Emergency Preparedness
 Item #6,8,9 50% - Emergency Preparedness, & 50% - Regional Fire Services

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Travel & Conference 12 258 210 012	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Annual PEP Conference	2,071	2,071	2.0%	2,112	2.0%	2,155	2.0%	2,198	2.0%	2,242
2	Registration & Per Diem	2,071	2,071	2.0%	2,112	2.0%	2,155	2.0%	2,198	2.0%	2,242
			-								
Current Year Budget		4,142	4,142		4,225		4,309		4,396		4,483

Notes:

Previous Year Budget	4,142
Actual to December 31, 2017	4,142

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Vehicle Operating 12 258 211 012	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Mileage and Other Operating Expenses	3,106	3,106	2.0%	3,168	2.0%	3,231	2.0%	3,296	2.0%	3,362
2	Insurance for Command Vehicle (50% Cost Share)	1,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
3	Insurance for SPU Trailers	500	446	2.0%	455	2.0%	464	2.0%	473	2.0%	483
Current Year Budget		4,606	5,552		5,663		5,776		5,892		6,010

Notes:

Previous Year Budget	4,606
Actual to December 31, 2017	3,479

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Telephone 12 258 213 012	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Telephone Cost										
2	Trail EOC (250-368-9127)	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
3	Trail EOC Fax (250-368-9128)	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
4	Toll Free (888-747-9119)	-	-								
5	Grand Forks EOC (250-442-3628)										
6	Cell Phone @ \$80 per month	960	960	2.0%	979	2.0%	999	2.0%	1,019	2.0%	1,039
Current Year Budget		1,960	1,960		1,999		2,039		2,080		2,122

Notes:

Previous Year Budget	1,960
Actual to December 31, 2017	585

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Radio - Communications 12 258 214 012	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Radio Communications - Preventative Maintenance	2,600	2,600	2.0%	2,652	2.0%	2,705	2.0%	2,759	2.0%	2,814
	On EOC radios/battery										
Current Year Budget		2,600	2,600		2,652		2,705		2,759		2,814

Notes:

Previous Year Budget	2,600
Actual to December 31, 2017	1,606

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Equipment Replacement 12 258 216 012	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	EOC Computer Replacement	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
2											
Current Year Budget		2,000	2,000		2,040		2,081		2,122		2,165

Notes: Previous Year Budget 2,000
Actual to December 31, 2017 -

Item #1 Information Services to replace one computer workstation annually
2016 - Replace two computers/GIS station

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Advertising & Promotion 12 258 221 012	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Community Promotion & Awareness	2,000	2,000	2,000	2,000	2,000	2,000
Current Year Budget		2,000	2,000	2,000	2,000	2,000	2,000

Notes:

Previous Year Budget	2,000
Actual to December 31, 2017	710

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	65,886
Response costs recovered 100%		
Recovery costs recovered at 80% less \$1,000		
See Page 5		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	PEP Claims (Provincial Emergency Preparedness)	2017	2018	2019	2020	2021	2022
Account	12 258 225 - 012	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Emergency Incident #1 - Response	30,000	30,000	30,000	30,000	30,000	30,000
	Emergency Incident #1 - Recovery	20,000	20,000	20,000	20,000	20,000	20,000
2	Emergency Incident #2 - Response	30,000	30,000	30,000	30,000	30,000	30,000
	Emergency Incident #2 - Recovery	20,000	20,000	20,000	20,000	20,000	20,000
Current Year Budget		100,000	100,000	100,000	100,000	100,000	100,000

Notes:

Previous Year Budget	100,000
Actual to December 31, 2017	425,570

Response costs recovered 100%

Recovery costs recovered at 80% less \$1,000

See Page 5

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Board Fee 12 258 230 012	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	4,155	4,238	2.0%	4,323	2.0%	4,409	2.0%	4,497	2.0%	4,587
2	Carbon Offset & Climate Change Initiatives	1,163	1,163	2.0%	1,186	2.0%	1,210	2.0%	1,234	2.0%	1,259
Current Year Budget		5,318	5,401		5,509		5,619		5,732		5,846

Notes:

Previous Year Budget	5,318
Actual to December 31, 2017	3,546

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Consulting Fees 12 258 233 012	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Consulting Fees - Public Education Campaign	-	5,000	5,000	5,000	5,000	5,000
	Assesment/Development						
2	Printing Public Education Brochures						
3	Communications Plan						
4	Livestock/Pet Care Plan						
5	Miscellaneous Plans	36,961					
Current Year Budget		36,961	5,000	5,000	5,000	5,000	5,000

Notes: Previous Year Budget 36,961
Actual to December 31, 2017 -

5	Update of Regional Emergency Plan, Communications Plan, Pet & Livestock Plan Recovery Plan and update Emergency Planning manuals and documentation
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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Staff Education & Training 12 258 234 012	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Staff Development and Recertification	4,000	5,000	5.0%	5,250	5.0%	5,513	5.0%	5,788	5.0%	6,078
Current Year Budget		4,000	5,000		5,250		5,513		5,788		6,078

Notes: Previous Year Budget 4,000
Actual to December 31, 2017 -

Item #1 Training cost for Emergency Operations Center staff

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Office Supplies	2017	2018		2019		2020		2021		2022
Account	12 258 251 012	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Includes Report Printing & supplies	1,500	3,900		1,500		1,500		1,500		1,500
	Current Year Budget	1,500	3,900		1,500		1,500		1,500		1,500

Notes:	Previous Year Budget	1,500
	Actual to December 31, 2017	795
Item #1	2018 amount includes allocation to produce EM plans, if needed	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	23,900
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Actual to December 31, 2017	22,047
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Item #1	Includes rental charges and janitorial services
---------	---

GL Transfer to Misc Revenue Culture Arts & Recreation Lower Columbia 11 590 159 - 018

Generators in Trail & Grand Forks

Item #2	GF Generator Service 2017 = \$1900 / 2 = \$950 x 2 units (GF and Trail) = \$1900
---------	--

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Sprinkler Protection Units - Repair & Maintenance 12 258 253 012	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Maintenance & Repairs and Operating Costs	3,000	15,000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
	SPU #1 & #2										
Current Year Budget		3,000	15,000		3,060		3,121		3,184		3,247

Notes: Previous Year Budget 3,000
Actual to December 31, 2017 16,715
 Item #1 Includes \$12,000 to Refurbish Trail Trailer Based on 2017 Deployment of GF SPU
 2017 actual includes \$12,000 to refurbish Grand Forks Trailer after deployment to 2017 fires.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Capital	2017	2018		2019		2020		2021		2022
Account	12 258 610 012	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Replacement of C2 - 2016 Command Vehicle										
	Price includes Vehicle, Radio, Winter tires, Light & Siren package, signage and taxes										
2	Network Modifications										
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	25,000
	Actual to December 31, 2017	25,000
Item #1-5	Grants are intended to supplement SARS operations (a retainer)	
Item #5	Agreement good through Dec 2018; increase forecast.	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contribution To Reserve	2017	2018		2019		2020		2021		2022
Account	12 258 741 012	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contribution To Reserve	28,000	15,000		15,000		15,000		15,000		15,000
2			170,350								
	Current Year Budget	28,000	185,350		15,000		15,000		15,000		15,000

Notes:	Previous Year Budget	28,000
	Actual to December 31, 2017	28,000

Item #1	Annual Contribution to Reserve

\$ -
#####

Balance in Reserve December 31, 2017
Account Numbers 34 700 012
Restricted - Unmet Needs Committee Donations (Included in above)
Net Reserve (Unrestricted)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	14,184
	Actual to December 31, 2017	14,184
MFA Equip Loan #0012-0 - \$1,176.71 Monthly (Final PMT March 31, 2022)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

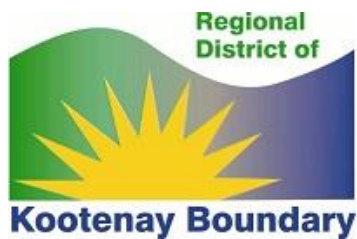
Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contingencies 12 258 999 012	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1		3,724	5,000	5,000	5,000	5,000	5,000
2	Unmet Needs Committee Expenses						
Current Year Budget		3,724	5,000	5,000	5,000	5,000	5,000

Notes:

Previous Year Budget	3,724
Actual to December 31, 2017	-



STAFF REPORT

Date: 04 Jan 2018 **File**

To: **Chair Russell and Board of Directors**

From: Mark Andison, Chief Administrative Officer

Re: BCUC Community Input Session
Regarding Proposed BC Hydro
Purchase of 2/3 Interest in Waneta
Dam

Issue Introduction

A staff report outlining the BC Utilities Commission's community input opportunities regarding its regulatory review of BC Hydro's application to purchase TECK Metals Ltd.'s 2/3 remaining interest in the Waneta Dam.

History/Background Factors

The BC Utilities Commission has announced that it will be holding a Community Input Session at 1:00 PM on Saturday, January 13th at the Fireside Inn Hotel in Castlegar regarding the proposed sale of the Waneta Dam. Given the interest and concerns raised in the area recently about Teck's proposed sale of its remaining interest in the Waneta Dam to BC Hydro, the Board of Directors may wish to participate in the Community Input Session in order to communicate to the BC Utilities Commission local community concerns regarding the proposed purchase. Two community concerns have been expressed locally regarding the proposed sale:

1. The long-term impact of the proposed sale upon the sustainability of Teck as a major industry and employer in the area; and
2. The potential impact upon the tax assessment base, particularly for Beaver Valley communities, if the dam and related facilities are no longer considered taxable properties, but instead are facilities for which the RDKB would receive an annual grant in lieu of taxation.

Implications

Attached is a document from the BCUC describing the Community Input Session opportunity. The document also outlines the application details and the regulatory timeline. As noted in the document, there is an opportunity for the Regional District of Kootenay Boundary to register as an intervener in the process. Intervener status would provide the Regional District with formal standing in the regulatory proceedings, providing additional opportunity to acquire information and communicate concerns.

Advancement of Strategic Planning Goals

Participation in the BCUC community input process regarding the proposed sale of 2/3 interest in the Waneta Dam to BC Hydro advances the Board's strategic priority to "... continue to advocate on issues that affect our region."

Background Information Provided

BCUC document - BC Hydro and Power Authority - Waneta 2017 Transaction
Application - Community Input Session and Regulatory Timetable.

Alternatives

1. Provide direction for RDKB representatives to participate in BCUC Community Input Session on behalf of the Board of Directors regarding the proposed purchase of the Waneta Dam;
2. Provide direction for RDKB representatives to participate in BCUC Community Input Session on behalf of the Board of Directors regarding the proposed purchase of the Waneta Dam and register the RDKB as an intervener in the BCUC regulatory review process; or
3. Receive staff report.

Recommendation(s)

That the Board of Directors provide direction for RDKB representatives to participate in January 13, 2018 BCUC Community Input Session on behalf of the Board of Directors regarding the proposed purchase of the Waneta Dam and register the RDKB as an intervener in the BCUC regulatory review process.



Patrick Wruck
Commission Secretary

Commission.Secretary@bcuc.com
bcuc.com

Suite 410, 900 Howe Street
Vancouver, BC Canada V6Z 2N3
P: 604.660.4700
TF: 1.800.663.1385
F: 604.660.1102

December 22, 2017

Sent via eFile

BC HYDRO WANETA 2017 TRANSACTION EXHIBIT A-6

Mr. Fred James
Chief Regulatory Officer
Regulatory & Rates Group
British Columbia Hydro and Power Authority
16th Floor – 333 Dunsmuir Street
Vancouver, BC V6B 5R3
bchydroregulatorygroup@bchydro.com

Re: British Columbia Hydro and Power Authority – Waneta 2017 Transaction Application – Project No. 1598933 – Community Input Session and Regulatory Timetable

Further to your October 30, 2017 application of the above noted matter, enclosed please find Commission Order G-199-17 establishing the regulatory timetable and Community Input Session for the review of this proceeding.

The Panel for the British Columbia Hydro and Power Authority (BC Hydro) Waneta 2017 Transaction application (Application) proceeding is conducting a public consultation process in Castlegar, British Columbia.

Members of the public are invited to learn more about the Commission's proceeding to review the Application and to provide an oral submission at a Community Input Session. Walk-ins are welcome, space permitting, on a first come first served basis. Details are as follows:

Location	Date (2018)	Time	Venue
Castlegar	Saturday, January 13	1:00 p.m.	Fireside Inn Hotel & Conference Centre (Columbia Room) 1810 – 8th Avenue, Castlegar, British Columbia

Purpose of the Community Input Session

At the Community Input Session, members of the public can learn more about how to participate in the Commission's process for the Application. Members of the public are invited to make an oral submission at the Community Input Session. If you are unable to attend and/or make an oral submission, you may provide a written letter of comment in the proceeding; however, only oral submissions will be received at the Community Input Sessions.

Members of the public who wish to provide a letter of comment on BC Hydro's Application during the proceeding may do so by filling out the Letter of Comment Form here: <http://www.bcuc.com/forms/letter-of-comment.aspx>

Details of the Community Input Session

Scope of submissions: The Panel seeks public feedback on BC Hydro's Application. Oral submissions and written comments are requested to be limited to the contents of BC Hydro's Application. Submissions made on matters outside of the scope of BC Hydro's Application will form a part of the public record, but will not be considered by the Panel.

Publishing submissions: The submissions made at the Community Input Session, along with the name of the person making the submission, will form part of the public record, will be transcribed and will inform the Panel's decision. All submissions made at the Community Input Session will be published on the Commission's website.

General conduct: In addition to any other matters of conduct the Panel may establish at the Community Input Session, members of the public are advised that:

- Staff will provide an overview of how to participate and locate information related to the hearing prior to the transcribed Community Input session.
- The Panel Chair will make an opening and closing statement that will indicate the beginning and end of the transcription of the Community Input Session.
- Panel members may ask questions of a speaker.
- Speakers and observers must act civilly. Disruption of the Community Input Session by individuals may result in the early termination of a session.
- There is to be no video recording of the session.
- The Panel will generally not respond to questions related to the Application as their intended purpose is to collect feedback to inform their decision.

Sincerely,

Original signed by:

Patrick Wruck
Commission Secretary

AAS/kbb



bcuc
British Columbia
Utilities Commission

Suite 410, 900 Howe Street
Vancouver, BC Canada V6Z 2N3
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P: 604.660.4700
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**ORDER NUMBER
G-199-17**

IN THE MATTER OF
the *Utilities Commission Act*, RSBC 1996, Chapter 473

and

British Columbia Hydro and Power Authority
Waneta 2017 Transaction Application

BEFORE:

D. M. Morton
R. I. Mason

on December 22, 2017

ORDER

WHEREAS:

- A. On October 30, 2017, the British Columbia Hydro and Power Authority made an application requesting the following orders from the British Columbia Utilities Commission (Commission):
 1. Pursuant to section 44.2(3) of the *Utilities Commission Act* (UCA), acceptance of the expenditure schedule in regard to the Waneta 2017 Transaction as shown in the filing;
 2. Pursuant to sections 58–61 of the UCA, approval of the Teck Wheeling Agreement and Waneta Interconnection Agreement; and
 3. Pursuant to section 49(a) of the UCA, approval of three adjustments to the Non-Heritage Deferral Account (NHDA) as described in the filing (Application);
- B. The Waneta Dam is a concrete hydroelectric dam located close to the Canada-US border, near the mouth of the Pend d'Oreille River just before it enters the Columbia River, near Trail, BC. The Waneta Dam was originally constructed in 1954 to generate power specifically for use at Teck Metals Ltd.'s (Teck) Trail smelter. Generating units at the dam have a capacity of approximately 490 Megawatts (MW) and they currently produce approximately 2,670 Gigawatt hours per year. In 2010, BC Hydro purchased a one-third interest in Waneta for \$825 million (the Waneta 2010 Transaction). Teck remained the owner of the remaining two-thirds interest;
- C. As part of the Waneta 2010 Transaction, a right of first offer (ROFO) was established in regard to the subsequent sale by either party of their interest in Waneta, which permitted the non-selling party the first right to acquire the seller's interest. In May 2017, following a competitive sales process, Teck informed BC Hydro that it had reached an agreement to sell its two-thirds interest in Waneta and related transmission assets to Fortis Inc. for \$1.2 billion;

Order G-199-17

- D. On June 1, 2017, Teck delivered a Sale Notice to BC Hydro which provided BC Hydro with the opportunity to match Fortis Inc.'s offer and purchase Teck's two-thirds interest in Waneta under terms substantially equivalent to the Fortis offer. On August 1, 2017, BC Hydro delivered a Reply Notice to Teck which, together with the Sale Notice, constituted BC Hydro's legally binding election to purchase Teck's two-thirds interest in the Waneta Dam and associated assets. Attached to the Reply Notice was an executed Waneta Purchase Agreement which sets out the sale by Teck and purchase by BC Hydro of Teck's two-thirds interest in Waneta for \$1.203 billion cash. The parties agreed that closing of the Waneta 2017 Transaction must occur by August 1, 2018;
- E. A key term of the Waneta 2017 Transaction is that the two-thirds interest in Waneta will be leased to Teck for a 20-year period (extendable to 30 years at Teck's option) in consideration of lease payments from Teck to BC Hydro;
- F. Upon expiration or earlier termination of the lease, BC Hydro will purchase Teck's transmission assets, including Line 71 (collectively, the Transmission Assets) for \$20 million. After the lease period has ended, and after BC Hydro has acquired the Transmission Assets, BC Hydro will provide a transmission wheeling service to Teck between the US border and Teck's smelter load, pursuant to the Teck Wheeling Agreement, as well as certain ancillary services, pursuant to the Waneta Interconnection Agreement;
- G. On November 24, 2017, pursuant to Order G-169-17, the Commission determined a public hearing is necessary for the review of the Application and established a regulatory timetable including intervenor registration, one round of information requests and further process to be determined.
- H. On December 7, 2017, FortisBC Inc. (FBC) submitted a letter to the Commission requesting an extension of the deadline for intervenor information requests. FBC further indicated it contemplates a second round of information requests and procedural conference will be required;
- I. On December 12, 2017 BC Hydro submitted a letter to the Commission supporting FBC's requested delay, and with proposed dates for extension. BC Hydro further indicated its support for a second round of information requests;
- J. By letter dated December 14, 2017, the Commission extended the regulatory timetable further to FBC's request, and to BC Hydro's reply supporting the requested delay; and
- K. The Commission has determined that a further regulatory timetable for the review of the Application should be established including a Community Input Session and an extension to the deadline for intervenor registration.

NOW THEREFORE the Commission orders as follows:

- 1. A further regulatory timetable for the review of BC Hydro's Waneta 2017 Transaction Application is established as set out in Appendix A to this order.
- 2. A Commission-hosted transcribed Community Input Session is scheduled for January 13, 2018 at 1 p.m. in Castlegar at the Brit Fireside Inn Hotel & Conference Centre (Columbia Room) at 1810 – 8th Avenue, Castlegar, British Columbia. The Community Input Session is open to the general public and no registration is required.
- 3. Intervenor registration is extended until Friday, January 19, 2018.

Order G-199-17

4. Interveners who wish to participate in the regulatory proceeding are to register with the Commission by completing a Request to Intervene Form, available on the Commission's website at <http://www.bcuc.com/forms/request-to-intervene.aspx>, by the extended deadline of Friday, January 19, 2018 in accordance with the Commission's Rules of Practice and Procedure.

DATED at the City of Vancouver, in the Province of British Columbia, this 22nd day of December 2017.

BY ORDER

Original signed by:

D. M. Morton
Commissioner

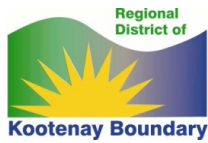
Attachment

APPENDIX A
to Order G-199-17

British Columbia Hydro and Power Authority
Waneta 2017 Transaction Application

REGULATORY TIMETABLE

Action	Date (2018)
Intervener information request no. 1	Friday, January 5
Community Input Session	Saturday, January 13
Extended intervener registration	Friday, January 19
BC Hydro response to information request no. 1	Friday, January 26
Commission information request no. 2	Friday, February 2
Intervener information request no. 2	Friday, February 9
BC Hydro response to information request no. 2	Wednesday, February 21
Further process	To be determined



STAFF REPORT

Date: January 4th, 2018 **File:**
To: Mark Anderson, CAO Regional District of Kootenay Boundary
From: Jamie Svendsen, Fire Chief-Big White
Re: Replacement of 2011, Ford Expedition (Command 2)

Issue Introduction

A staff report from Jamie Svendsen, Fire Chief-Big White Fire Department regarding the replacement/purchase of a Duty Officer Command vehicle for the Big White Fire Department and recommendation for purchase approval.

History/Background Factors

The Big White Fire Department has proceeded in attaining quotes for prices from vehicle dealerships within the RDKB and Kelowna areas to replace the 2011 Ford Expedition Duty Officer/Command Vehicle. The Big White Fire Departments Fire Advisory Committee, Area Director and CAO have supported this vehicle replacement, and have advised to attach the recommendation to proceed with the purchase. This purchase also includes the trade-ins of two BWFD vehicles, a 2004 Ford F-350 and a 2011 Ford Expedition for a total trade in value of \$20,000.00

Implications

Expenditures have been approved in the 2018 Financial Plan as a Capital Purchase.

Advancement of Strategic Planning Goals

Background Information Provided

- Fire Advisory Committee Approval
- Accepted Bid – Kelowna Chevrolet

Alternatives

1. Receipt
2. Receipt and defer
3. Receipt and Deny
4. Receipt and Approval to proceed with purchase

Recommendation(s)

That the staff report from Jamie Svendsen, Fire Chief Big White Fire Department be received, AND FURTHER that the Regional District of Kootenay Boundary Board of Directors approve the purchase of a 2018 Chevrolet Silverado 3500 Crew Cab LT 4x4, to replace the Ford Expedition Duty Officer Vehicle, from Kelowna Chevrolet in the amount of \$27,886.00 plus applicable taxes and delivery. This price includes the trade in values of the 2004 Ford F-350 of \$8000.00 plus the 2011 Ford Expedition for the amount of \$12,000.00

RFQ Lowest Three Quotes

- 1. Kelowna Chevrolet \$ 27,886.00 (trade in value of \$20,000.00 on used vehicles)
- 2. Kelowna Chrysler Dodge \$ 54,856.18 (No Trade)
- 3. Champion Chevrolet \$45,892.00 (trade in value of \$11,000.00 on used vehicles)

Respectfully submitted:

Concurrence:
(Dept. Head)

Concurrence:
(C.A.O.)

SERVICE AGREEMENT

This **AGREEMENT** dated for reference, January 5, 2018

BETWEEN:

Selkirk College, a corporation continued under the *College and Institute Act* of British Columbia and having its administrative offices at 301 Frank Beinder Way, Castlegar, BC, V1N 4L3, ("**SC**"),

AND:

Regional District of Kootenay Boundary, having its administrative offices at 202 - 843 Rossland Avenue, Trail, BC, V1R 4S8 ("**RDKB**"),

(together, the "**Parties**").

WHEREAS

- A. SC provides a learning environment that encourages teaching, innovation, applied research and development and, through its Selkirk Geospatial Research Centre ("SGRC"), makes available its expertise in geomatics and web mapping service development
- B. RDKB requires a software migration and viewer customization of its online mapping service in order for the service to function with contemporary web browsers and with mobile devices. SC developed a customized Geocortex Essentials Silverlight Viewer in 2012 and has hosted and maintained that service since that time.
- C. SC and RDKB wish to enter into this agreement (the "Agreement") to have SC provide geomatics and web service development in accordance with the terms of this Agreement.

NOW THEREFORE in consideration of the mutual covenants of the Parties and other good and valuable consideration, SC and RDKB agree as follows:

1. Services

1.1 Project Management

SC will provide project management services including: time and cost estimates for RDKB requested configuration and customization options; final project scope description; and project administration.

1.2 Base Install and Configuration

SC will commission a virtual server and install required software including a Windows operating system, Geocortex Essentials ("GE") HTML5 Viewer, ArcGIS Desktop and Server, and PostgreSQL Relational Database. The latest version of the RDKB's spatial database will be loaded and symbolized as per the current map service. Reports available in the current service will be replicated in the new HTML 5 service. As is the case currently, SC will provide two versions of the new services: a) a public version providing access to public information and b) a user-authenticated version providing access to non-public information as well as the information available in the public

version. The RDKB will provide SC with licenses for ArcGIS Desktop and Server and GE HTML5, and with a current database in ArcGIS file geodatabase format.

1.3 Customization

SC will provide customizations and revisions to the base install and configuration as follows:

- Revised RDKB geodatabase: New xml data tables (Address, Assessment, Legal, Owner, Sales and Tax) to be added to the database.
 - Splash Screen with terms and conditions of use: Build a splash screen where the user must click a button to accept the terms and conditions before being able to proceed to the site.
 - Add a "How to Use Site" Panel: Build a panel with instructions on how to use all the features of the site. This will be visible in a tab in the pane on the left of the map.
 - Customize the interface with RDKB branding, look and feel: Modifications to site layout as detailed in PDFs 7, 8 and 9 as sent by email from RDKB to SC on November 2, 2017. Create styling similar to that of Regional District of Okanagan-Similkameen site (<http://maps.rdos.bc.ca/Html5Viewer/?viewer=publicparcels>).
 - Improve Search results: Modification to the Search Results Panel to contain fields/links detailed in PDF 9 as sent by email from RDKB to SC on November 2, 2017.
 - Toolbar and "I want to..." tool: Customize and arrange tools and menu options as described in PDFs 5, 10, and 11 as sent by email from RDKB to SC on November 2, 2017.
 - Draft documentation: Documentation of the site: internal for ease of updates, outline of possible future training manual (**training manual out of scope of this agreement**).
 - User validation – testing: RDKB tests application to ensure that requirements are met.
- SC will provide 1 day of revisions.**

1.4 Integration and Roll-out

SC Will work with RDKB IT staff to integrate the web mapping viewer with RDKB.com. The current site will be archived and the new site will go live and be monitored for stability. A further 3.5 hours of documentation time is provided here to ensure that documentation matches final implementation of the web mapping application.

2. SC's Responsibilities

Specifically, SC agrees to:

- Commission a web-server, install software, publish services, configure and customize viewer as described in 1. above;
- ensure new web mapping application is integrated into RDKB.com and replaces existing application;
- provide adequate documentation for ongoing maintenance of the application and for high-level understanding of site operations; and
- continue to host and maintain the site as per the conditions of the 2015 Memorandum of Understanding agreed to by the Parties titled "**RDKB Web Services maintenance & hosting. April 1st 2015 to March 31st 2018**" ("2015 MOU").

3. RDKB's Responsibilities

Specifically, RDKB agrees to:

- provide GE and ArcGIS Desktop and Server licenses to SC;
- provide current revised dataset to SC; and
- review the site and provide a prioritized list of revisions in a timely manner.

4. Indemnification

RDKB indemnifies and saves harmless SC, its employees, agents and authorized representatives, and each of them from and against losses, claims, damages, actions and causes of action (collectively referred to as "Claims"), that SC may sustain, incur, suffer or be put to at any time, either before or after the expiration or termination of this Agreement, that arises out of errors, omissions or negligent acts of RDKB or its subcontractor(s), servant(s), agent(s), or employee (s) under this Agreement, excepting always liability arising out of independent negligent acts of SC.

5. Technical data and Intellectual Property

Data provided by RDKB or its members will remain the property of RDKB or its members or the entities which license RDKB or its members to use such material. RDKB agrees to allow Selkirk College students, faculty and staff to use the data for educational, research and application development purposes after it has been determined by RDKB that the data is ready for public release. Any proprietary, personal or otherwise confidential information provided by RDKB or its member groups to SC shall be treated as confidential and not published or released to other parties without RDKB consent.

SC will provide the RDKB with any and all customizations developed for this project. If at a later time RDKB chooses to host this web application internally or with another service provider, the SC agrees to provide all customizations, documentation, and a reasonable level of support to enable the transfer of the application.

6. Publication and Acknowledgements

Acknowledgement of the innovative collaboration and partnership between SC and the RDKB will be recognized by SC and RDKB where appropriate with notice given to the other party. Acknowledgement of the collaboration will be highlighted on the SGRC website at www.sgrc.selkirk.ca.

7. Payment Schedule

SC will invoice RDKB for \$11,500 plus GST on December 31, 2017. Ongoing hosting and maintenance of the site until March 31, 2018 will then be governed by the **2015 MOU**.

There are no expenses associated with this agreement.

8. Designated Contacts

Unless otherwise notified, the representatives of the parties for the purpose of this Agreement shall be:

Regional District of Kootenay Boundary

Donna Dean, Manager of Planning and Development,
Regional District of Kootenay Boundary
843 Rossland Avenue, Trail, BC, V1R 4S8

Phone: 1.[250.368.9148](tel:250.368.9148) Fax: 250.368.3990 Email: ddean@rdkb.com

Selkirk College, Selkirk Geospatial Research Centre

Ian Parfitt, Coordinator, Selkirk Geospatial Research Centre
Selkirk College 301 Frank Beinder Way, Castlegar, BC. V1N 4L3
Phone: 1.250.304.6524 Fax: 1.250.365.1260 Email: iparfitt@selkirk.ca

9. Amendment

This Agreement may not be amended in any way without the mutual consent of the parties in writing.

10. Conflict Resolution

The parties agree to conduct their affairs with each other in good faith, and with a commitment to working together to achieve the objectives of this Agreement.

11. Relationship of Parties

The relationship of SC to RDKB is that of an independent contractor and nothing in this Agreement shall be construed as establishing an agency, partnership, or employment relationship between the parties.

12. Term

The term of this Agreement will begin upon the signing of this Agreement, effective January 5, 2018, and will remain in full force and effect until January 31, 2018, subject to earlier termination as otherwise provided in this Agreement, with the said term being capable of extension by mutual written agreement of the parties.

13. Termination

Notwithstanding any other provisions of this Agreement, if RDKB fails to comply with any provision of this Agreement then, and in addition to any other remedy available to SC, SC may at its option, immediately terminate this Agreement by giving written notice of termination to RDKB. Notwithstanding any other provisions of this Agreement, if SC fails to comply with any provision of this Agreement then, and in addition to any other remedy available to RDKB, RDKB may at its option, immediately terminate this Agreement by giving written notice of termination to SC. This Agreement may be terminated by the mutual agreement of both parties, evidenced in writing, citing the date of termination and the arrangements agreed to for concluding the services.

14. Choice of Law

This Agreement shall be governed by and interpreted in accordance with the laws of the Province of British Columbia and both parties expressly attorn to the jurisdiction of the courts of British Columbia for enforcement thereof.

15. Entire Agreement

This Agreement shall supersede all prior documents or agreements, whether written or verbal, in respect of the subject matter thereof.

Signatures

For and on behalf of the Regional District of Kootenay Boundary

Roly Russell
Chair, Regional District of Kootenay Boundary

Date _____

Theresa Lenardon
Manager of Corporate Administration, Regional District of Kootenay Boundary

Date _____

Barb Ihlen
Director of Finance, Selkirk College

Date _____

2018 Grant-in-Aid
Agenda copy

Melissa Zahn

From: is@rdkb.com
Sent: November-06-17 12:08 PM
To: Theresa Lenardon; Melissa Zahn; Information Services
Subject: Grant-in-Aid Form submitted by Tourism Rossland Society, email address - andras@tourismrossland.com

Online Grant-in-Aid Application

Electoral Area(s) Applied to:

Electoral Area 'A' Director Ali Grieve

Applicant Information:

Applicant: Tourism Rossland Society

Address: Box 1385, Rossland, BC V0G 1Y0

Phone: 250-921-4892

Fax:

Email: andras@tourismrossland.com

Representative: Andras Lukacs

Make Cheque Payable To: Tourism Rossland

Other Expenses:

Total Cost of Project: \$\$90,000

Amount Requested from
RDKB Director(s):

\$\$100

Approved

What is the Grant-in-Aid for?
Donation level advertising on the Rossland Ski Bus during the 2017/2018 ski season. This level includes an acknowledgement on the service's website (rosslandskibus.ca).

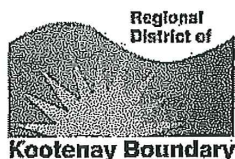
List of Other Organizations Applied to for Funding

Name of Organization	RMI/City of Rossland
Amount Requested	\$31,000
Amount Secured	\$31,000

Name of Organization	Tourism Rossland
Amount Requested	\$15,000
Amount Secured	\$15,000

Name of Organization	
Amount Requested	
Amount Secured	

Documents uploaded with Submission?
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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 Electoral Area Boxes You Are Making Application To:

<input checked="" type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
--	--	--	---	--

Applicant:	* BEAVER VALLEY MAY DAYS			
Address:	* BOX 218, FRUITVALE, BC V0G 1L0			
Phone:	* 250-231-1600	Fax:		E-Mail: * Catherine.ellison12@gmail.com
Representative:	* CATHERINE ELLISON			
Make Cheque Payable To:	* BEAVER VALLEY MAY DAYS			

*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? \$40,000 What amount are you requesting from this RDKB Director(s)? \$4,000 * Approved.

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

MAY DAYS EVENTS INCLUDING: PARADE, FIREWORKS, KID EVENTS, BALL TOURNAMENT PANCAKE BREAKFAST, BINGO, CITIZEN OF THE YEAR, SENIORS TEA
DATE HELD: MAY 25, 26 & 27, 2018

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization	COLUMBIA BASIN TRUST	Amount Requested: \$	1500	Amount Secured: \$	UNKNOWN
Name of Organization	TECK	Amount Requested: \$	1500	Amount Secured: \$	UNKNOWN
Name of Organization	FORTIS BC	Amount Requested: \$	1000	Amount Secured: \$	UNKNOWN

Date: Nov 24, 2017 Applicant Signature: *Catherine Ellison* Print Name: CATHERINE ELLISON

Office Use Only
Grant approved by Electoral Area Director:
Approved by Board:

SUBMIT

Melissa Zahn

From: is@rdkb.com
Sent: November-28-17 9:34 AM
To: Theresa Lenardon; Melissa Zahn; Information Services
Subject: Grant-in-Aid Form submitted by Villlage of Fruitvale, email address - cao@village.fruitvale.bc.ca

Online Grant-in-Aid Application**Electoral Area(s) Applied to:**

Electoral Area 'A' Director Ali Grieve

Applicant Information:

Applicant: Villlage of Fruitvale
 Address: PO Box 370, 1947 Beaver Street
 Phone: 2503677551
 Fax:
 Email: cao@village.fruitvale.bc.ca
 Representative: Steve Morissette
 Make Cheque Payable To: Village of Fruitvale

Other Expenses:

Total Cost of Project: \$\$\$3,500.00
 Amount Requested from RDKB Director(s): \$\$1,500.00 *Approved*

What is the Grant-in-Aid for?

Annual Jingle Down Main event which is the start of the Christmas season. This grant application is for two portable patio heaters on Main Street to give elders and small children a warming area while they enjoy the

music, wait for Santa and eat dinner. The second use of the grant is for safety flagging crew as the Main Street / Highway 3B is closed and appropriate safety company must be hired to control the area.

List of Other Organizations Applied to for Funding

Name of Organization FortisBC

Amount Requested \$1000

Amount Secured \$500

Name of Organization Kootenay Savings Credit Union

Amount Requested \$300

Amount Secured \$300

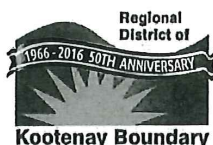
Name of Organization Liberty AG Foods

Amount Requested \$250 in kind

Amount Secured \$250 in kind

Documents uploaded with Submission?

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Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director All Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
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Applicant:	* Boundary Family and Individual Services Society		
Address:	* Box 2498, Grand Forks, B.C., V0H 1H0		
Phone:	* (250)442-2267	Fax:	E-Mail: * mel.shenstone@bfiss.org
Representative:	* Melanie Shenstone ext 40228		
Make Cheque Payable To:	* Boundary Family and Individual Services Society attn. Breastfeeding Cafe		

*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? \$3000 What amount are you requesting from this RDKB Director(s)? \$1000 from each area

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Refer to attached document.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization Grand Forks Credit Union (start up funding 2013)
Amount Requested: \$1570 Amount Secured: \$1570

Name of Organization Phoenix Foundation 2014
Amount Requested: \$2564 Amount Secured: \$2564

Name of Organization Success By 6 (2015/2016)
Amount Requested: \$3000 Amount Secured: \$3000

Date: Dec 19/17 Applicant Signature Melanie Shenstone Print Name Melanie Shenstone

Office Use Only
Grant approved by Electoral Area Director: _____
Approved by Board: _____

SUBMIT

We are asking if the areas C, D and E RDKB directors will provide financial support to the Boundary Breastfeeding Café (BF Café).

BF Café is a weekly drop-in group that runs from 10 to 11:30 each Tuesday at the Glanville Family Centre in Grand Forks B.C. Run by trained volunteer facilitators this group provides a safe and comfortable environment for mothers to discuss their challenges and is open to any woman who is interested in learning more about breastfeeding. To alleviate stress on the mothers BF Café also provides a healthy snack and childcare for toddlers. Since its inception in 2013 BF Café has helped over 192 women from all across the Boundary in their breastfeeding journeys.

"The BF Cafe was by far the most informative group regarding breastfeeding I've ever attended."

This is wonderful for our communities because it has been proven through many studies that peer to peer support is integral in helping mothers confidently breastfeed their babies for longer duration.

"The BF Cafe has been a very important part of my life for the last 2 years! It has helped me to connect with other moms, and share what I have learned as a mother of four. But most importantly it has helped to give me strength to make it through what has been a very trying and emotional breastfeeding journey. This amazing resource has at times saved my sanity and given me the confidence to do what feels right for me and my baby!"

Since 2013 we have ran a total of 221 BF Café's (see yearly stats on the back of this sheet). Mothers are committed to their attendance as evidenced by their requests to continue to run the group on holidays such as Christmas Eve and New Year's Eve. We have also seen growing interest in an evening group and are planning on re-implementing the evening Café once a month for mothers who have returned to the workforce.

"The huge success of (the BF Café), in my opinion, is that when a mom is having troubles regarding breastfeeding, she can always count on the cafe to be there the following week to support her and answer any questions she has. The advice given has allowed me to be successful with my own breastfeeding experience. I feel gratitude towards the cafe."

The BF Café has received a lot of attention in the Kootenay/Boundary area since its inception. Two facilitators from neighboring communities as well as several public health nurses and Lactation Consultants have visited our group to learn more about our model and what makes us successful. Because of how successful our group has been we were also featured on the front page of the Public Health Community Integration newsletter.

"(the BF Café) allowed me to feel a sense of community and support in my breastfeeding journey, and it was also an excuse to get out of the house"

Start-up costs and first year's expenses were financed by a grant from Grand Forks and District Credit Union; we received an additional grant from the Phoenix Foundation for another year's funding which funded the 2014/2015 year and our 2015/2016 financial needs, and were funded by Success By 6 and fundraising through the Peer Mentors of BFISS for 2016/2017. We currently are seeking funding to ensure our program will run through the next fiscal year of 2018/ 2019. Thankfully facilitation, supervision, and volunteer support are provided as an 'in-kind' service. The expenses we need covered are for healthy snacks and childcare.

As we need approximately \$3000 to cover these costs we are asking Areas C, D and E for a contribution of \$1000 from each. This group is attended by women from Rock Creek to Christina Lake and it goes a long way to keeping our families and communities healthier and happier. Please help us to continue this much needed and great service for families with new babies.

With gratitude,

Melanie Shenstone and the Boundary Breastfeeding Café Team

Projected Costs for the April 1, 2018 – March 31, 2019 fiscal year

52 weeks at \$40 in childcare \$2080.00 (two childcare providers at 2 hours/ea)

52 weeks at \$15 in food 780.00

12 Tues nights at \$10 in food 120.00

total \$2980.00

Attendance Records Since Inception2013/14

46 cafes

41 women

44 children

358 total adult visits

2014/15

52 cafes

56 women

66 children

387 total adult visits

2015/16

44 sessions offered over 42 weeks (2 evening cafes)

37 women in total

22 new this year

47 children in total

156 total adult visits

2016/17

53 cafes

32 women served

24 women new to cafe this year

219 total adult visits

2017/18 first two quarters (April – Sept):

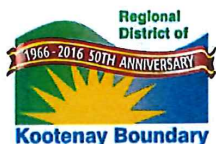
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Grant-in-Aid Request

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Phone:	* (250)442-2267	Fax:	E-Mail: * mel.shenstone@bfiss.org
Representative:	* Melanie Shenstone ext 40228		
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What is the total Cost of the Project? \$ 3000 What amount are you requesting from this RDKB Director(s)? \$ 1000 from each area

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

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Date: Dec 19/17 Applicant Signature Melanie Shenstone Print Name Melanie Shenstone

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

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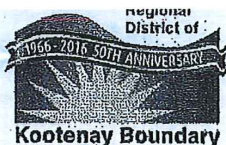
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Grant-in-Aid Request

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Applicant:	* Trails to the Boundary Society				
Address:	* PO Box 492				
Phone:	* 250-444-7547	Fax:	n/a	E-Mail:	* trailstotheboundary@gmail.com
Representative:	* Barry Noll, President				
Make Cheque Payable To:	* Trails to the Boundary Society				

*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? \$1,000 What amount are you requesting from this RDKB Director(s)? \$1,000

What is the Grant-In-Aid for? (attach an extra sheet if necessary)

Trails to the Boundary Society supports the operation of westboundaryconnect.com, the recently developed and now operational communication tool for Area E residents of the RDKB
This amount is being requested to support the website administrator in conducting outreach to organizations throughout the region

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization	n/a	Amount Requested: \$	Amount Secured: \$
Name of Organization		Amount Requested: \$	Amount Secured: \$
Name of Organization		Amount Requested: \$	Amount Secured: \$

Date: Dec 9, 2017 Applicant Signature Barry Noll Print Name Barry Noll

Office Use Only
Grant approved by Electoral Area Director: <u>[Signature]</u>
Approved by Board: <u> </u>



Statutory Approval

Under the provisions of section _____ **349**

of the _____ **Local Government Act**

I hereby approve Bylaw No. _____ **1651**

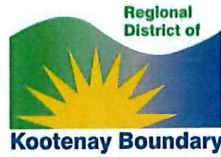
of the _____ **Regional District of Kootenay Boundary** ,

a copy of which is attached hereto.

Dated this _____ **15** ***day***
of _____ **December** ***, 2017***

A handwritten signature in black ink, appearing to be "JL", written over a horizontal line.

Deputy Inspector of Municipalities



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1651

A Bylaw to amend Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw No. 1427 to remove the City of Trail as a participant.

WHEREAS the Regional District of Kootenay Boundary established a service for the promotion of economic development within the of the East End (Kootenay area) of the Regional District of Kootenay Boundary with the adoption of Bylaw No. 1427, 2009;

AND WHEREAS the participants within the service were the Corporation of the City of Trail, the Corporation of the City of Rossland, the Corporation of the Village of Fruitvale, the Corporate of the Village of Montrose, the Corporation of the Village of Warfield and Electoral Areas 'A' and 'B'/Lower Columbia-Old Glory;

AND WHEREAS the City of Trail has requested, pursuant to a scheduled service review and in keeping with Bylaw No. 1427, that it be allowed to withdraw from the service;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors wishes to amend Bylaw No. 1427, 2009 to allow the withdrawal of the City of Trail from the service area;

AND WHEREAS the Regional District of Kootenay Boundary has received the written approval from the Corporation of the City of Rossland, the Corporation of the Village of Fruitvale, the Corporation of the Village of Montrose, the Corporation of the Village of Warfield and Electoral Areas 'A' and 'B'/Lower Columbia-Old Glory to amend Bylaw No. 1427;

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 as "Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Amendment Bylaw No. 1651, 2017."

2. AMENDMENT

- a) Sections 3a) and 3b) of Bylaw No. 1427, 2009 are hereby repealed and replaced with the following:

3a. The boundaries of the service shall be the boundaries of the Corporation of the City of Rossland, the Corporation of the Village of Fruitvale, the Corporation of the Village of Montrose, the Corporation of the Village of Warfield and Electoral Areas 'A' and 'B'/Lower Columbia-Old Glory as outlined on the Plan attached as Schedule 'A'.

3b. The participants of this service are the Corporation of the City of Rossland, the Corporation of the Village of Fruitvale, the Corporation of the Village of Montrose, the Corporation of the Village of Warfield and Electoral Areas 'A' and 'B'/Lower Columbia-Old Glory.

Read a First time this 21st day of September, 2017.

Read a Second time this 21st day of September, 2017.

Read a Third time this 21st day of September, 2017.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1651, 2017 cited as "Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Amendment Bylaw No. 1651, 2017" as read a third time this 21st day of September, 2017.



Manager of Corporate Administration

Written consent to adopt this bylaw was received from the Director of Electoral Area 'A' this day of

Written consent to adopt this bylaw was received from the Director of Electoral Area 'B'/Lower Columbia-Old Glory this 22nd day of September, 2017.

Written consent to adopt this bylaw was received from the Corporation of the City of Rossland this 11th day of October, 2017.

Written consent to adopt this bylaw was received from the Corporation of the Village of Fruitvale this 8th day of November, 2017.

Written consent to adopt this bylaw was received from the Corporation of the Village of Montrose this 7th day of November, 2017.

Written consent to adopt this bylaw was received from the Corporation of the City of Trail this 13th day of October, 2017.

Written consent to adopt this bylaw was received from the Corporation of the Village of Warfield this 4th day of October, 2017.

APPROVED by the Inspector of Municipalities this 15th day of December, 2017.

RECONSIDERED and adopted this day of

Chair

Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1651, 2017 cited as "Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Amendment Bylaw No. 1651, 2017" as reconsidered and adopted this day of ,

Manager of Corporate Administration

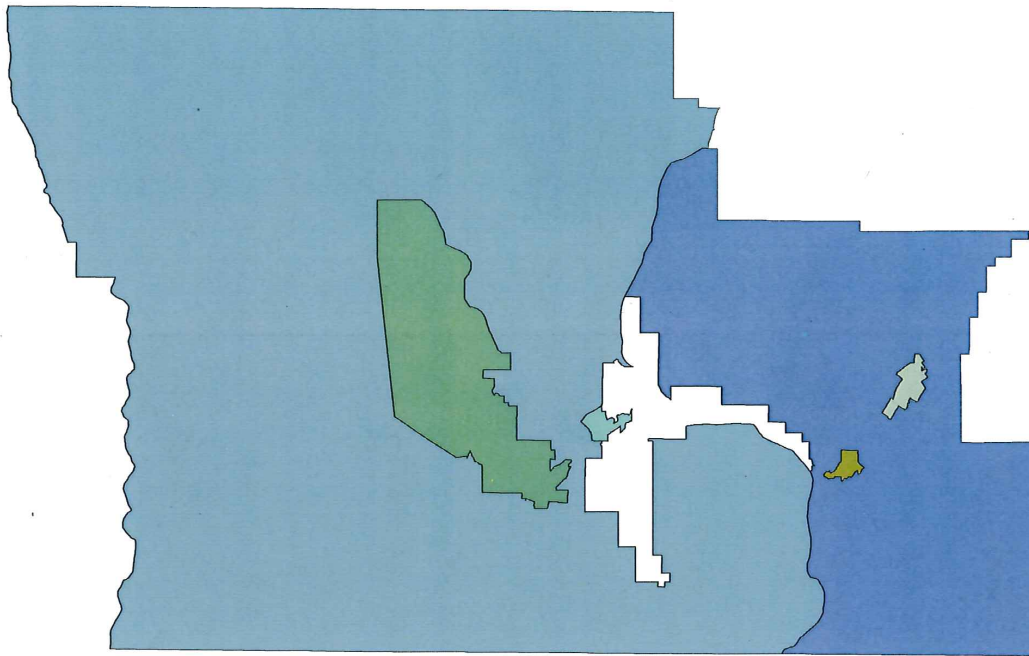
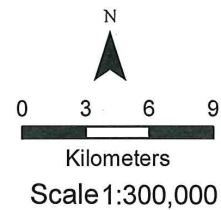


Schedule A

Bylaw 1651

A bylaw to amend RDKB Economic Development
(Kootenay) Service Establishment Bylaw No. 1427
to remove the City of Trail as a participant.

Date: 2017/11/22

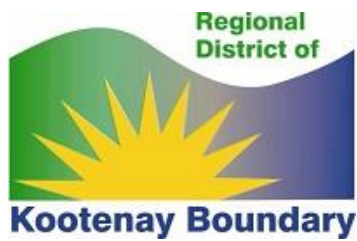


- Electoral Area A
- Electoral Area B
- City of Rossland
- Village of Fruitvale
- Village of Montrose
- Village of Warfield

I hereby certify this Schedule A to be a true and
correct copy and that this Schedule A correctly
outlines the participating areas included in the
"Regional District of Kootenay Boundary Bylaw No. 1651."

Manager of Corporate Administration

Date



STAFF REPORT

Date: 29 Dec 2017 **File**
To: Chair Russell and Members,
 Board of Directors
From: Beth Burget, General Manager of
 Finance
Re: Financial Plan Amendment Bylaw 1661

Issue Introduction

A staff report from Beth Burget, General Manager of Finance, presenting Financial Plan Amendment Bylaw No. 1661.

History/Background Factors

Financial Plan Bylaw 1637 was adopted March 21, 2017 for the 2017 - 2021 Five Year Financial Plan. Throughout the year, the Board has made amendments to the financial plan. The Financial amendment Bylaw 1661 reflects the changes made to the budget throughout the year.

Implications

Formalizing changes to budget made throughout 2017.

Advancement of Strategic Planning Goals

Not applicable

Background Information Provided

Financial Plan Amendment Bylaw 1661, 2018
 Financial Plan Bylaw 1637, 2017
 Listing of Budget changes

Alternatives

1. Approve

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors adopt Bylaw - Financial Plan Amendment Bylaw 1661, 2018.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1661

A Bylaw to Amend Bylaw No. 1637 Financial Plan for the Years 2017 to 2021

WHEREAS pursuant to Section 374 of the *Local Government Act*, a Regional District Board must, by bylaw, adopt a financial plan with a planning period of 5 (five) years;

AND WHEREAS the Board has prepared a financial plan for the years 2017 to 2021 that makes provision for expenditures for the fiscal year ending December 31, 2017 estimated in the total amount of Forty Six Million Three Hundred and Twenty Three Thousand Six Hundred Forty Five Dollars (\$ 46,323,645.00);

AND WHEREAS pursuant to Section 401 of the *Local Government Act*, a Regional District Board may amend the financial plan in respect of a service to include the expenditure and the funding source for the expenditure;

AND WHEREAS the Board finds it desirous of a net increase for the approval of expenditures in the year 2017 through 2021 of One Hundred Forty-Two Thousand (\$142,000) dollars for the following: Contribution to Columbia Basin Broadband from Administration, grant for storage shed in Beaver Valley Regional Parks, contribution to Selkirk College for Climate Adaptation from Administration, equipment sale in Waste Management with funds used for capital equipment and reserve contribution, and funds from Emergency Preparedness for plotter equipment in Planning & Development Service;

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors in open meeting assembled, enacts as follows:

1. Schedule 'A' of bylaw No. 1637 which is hereby amended to become Schedule "A" of Bylaw No. 1661 by way of the changes referred to above and made part of this bylaw making the 2017 budget now be in the amount of Forty-Six Million Four Hundred Sixty-Five Thousand Six Hundred Forty-Five Dollars (\$46,465,645.00) and is hereby declared to be the Financial Plan for the Regional District of Kootenay

2
Boundary for the five years of 2017 to 2021.

2. This bylaw shall be cited as the "Regional District of Kootenay Boundary Financial Plan Amendment Bylaw 1661, 2018".

READ the **FIRST** and **SECOND** time this 10th day of January, 2018.

Read a **THIRD** time this 10th day of January, 2018.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1661 cited as " Regional District of Kootenay Boundary Financial Plan Amendment Bylaw 1661, 2018" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 10th day of January, 2018.

Manager of Corporate Administration

RECONSIDERED and **ADOPTED** this 10th day of January, 2018.

Chair

Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1661 cited as " Regional District of Kootenay Boundary Financial Plan Amendment Bylaw 1661 2018" as reconsidered and finally adopted by the Regional District of Kootenay Boundary Board of Directors this 10th day of January, 2018.

Certified a true copy of Bylaw No. 1661 as adopted.

Manager of Corporate Administration

Bylaw No. 1661
SCHEDULE 'A'

**Regional District of Kootenay Boundary
Five Year Financial Plan 2017 - 2021 (AMENDED)**

2017	2018	2019	2020	2021
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LOCAL GOVERNMENT SERVICES:

REVENUE:

Requisition from Local Governments	16,147,011	17,645,498	17,874,979	17,742,273	18,229,197
Parcel Tax	40,000	40,000	40,000	40,000	40,000
Grants	3,572,805	2,738,135	2,770,622	2,803,759	2,837,558
Services Provided	779,575	799,784	811,629	828,263	841,327
User Fees	3,294,111	3,308,306	3,015,877	3,029,276	3,043,013
Other Sources of Revenue	1,043,693	838,413	194,964	251,527	187,100
Recovery of Common Costs	108,347	110,514	112,724	114,979	117,278
Board Fee Revenue	650,235	663,240	676,504	690,035	703,835
Transfer From 9-1-1/Emergency Preparedness	521,774	534,818	548,189	561,894	575,941
Interest Earned on Investments	70,000	57,000	58,020	59,060	60,122
Previous Year's Surplus	1,952,631	-	-	-	-

Transfers From Other Funds:

Capital Fund	1,651,227	2,200,000	1,317,000	605,000	-
Reserve Fund	2,834,803	1,143,516	968,067	342,000	215,000

Municipal Debt:

Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
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Total Revenue	34,505,114	32,438,091	30,745,386	29,337,829	29,120,136
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EXPENDITURE:

W	Other General Government Services	6,675,118	6,437,873	6,504,336	6,515,750	6,609,925
R	Waste Management	3,417,573	3,149,453	3,180,110	3,215,354	3,251,407
F	Recreation & Culture	5,301,727	4,930,911	4,584,699	4,664,508	4,741,430
	Fire & Protection Services	6,804,620	7,229,355	7,425,283	7,710,640	7,758,318
	Capital Expenditures	5,673,997	4,371,500	2,879,500	1,229,000	1,119,359
	Grants to Other Programs	1,888,256	1,406,901	1,358,607	1,302,123	1,305,709
	Transfers to Local Governments	410,234	431,323	415,001	422,033	414,306
	Transfers to Reserve Funds	1,453,541	834,767	663,267	726,758	723,102

Regional District Debenture Debt:

Debt Interest	231,053	227,626	229,008	224,383	219,992
Debt Principal	400,945	429,070	527,572	470,135	447,892
Plus Year's Deficit	2,507,096	2,097,950	1,467,506	846,313	258,931

Municipal Debenture Debt:

Debt Interest	1,038,723	1,169,233	1,169,233	1,110,264	1,110,264
Debt Principal	800,180	1,189,634	1,187,576	1,159,500	1,159,500
Total Municipal Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764

Total Expenditure	36,603,064	33,905,597	31,591,699	29,596,760	29,120,136
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Bylaw No. 1661
SCHEDULE 'A'

Regional District of Kootenay Boundary
Five Year Financial Plan 2017 - 2021 (AMENDED)

2017	2018	2019	2020	2021
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WATER UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	19,752	37,704	41,464	42,043	42,634
Parcel Tax	477,450	682,450	682,450	682,450	682,450
Previous Year's Surplus	725,524	-	-	-	-
Transfer From Reserve Fund	180,668	-	-	-	-
Grants	751,130	513	513	513	513
User Fees & Sales	1,098,926	703,571	704,872	708,752	712,713
Transfer From Capital Fund	722,431	-	-	-	-
Total Revenue	3,975,880	1,424,238	1,429,300	1,433,758	1,438,310

EXPENDITURE:

Operations & Maintenance	882,858	915,068	942,045	969,231	997,355
Debt Interest	169,784	73,600	43,600	22,000	22,000
Debt Principal	850,218	184,490	147,416	64,000	64,000
Capital Expenditure	1,242,460	40,000	40,000	40,000	40,000
Transfer to Reserve Fund	830,561	211,080	256,239	338,527	314,955
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	3,975,880	1,424,238	1,429,300	1,433,758	1,438,310

SEWER UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	1,570,066	1,873,987	2,148,871	1,828,423	1,845,300
Parcel Tax	30,534	29,075	30,421	31,286	32,169
Previous Year's Surplus	460,693	-	-	-	-
Grants	1,308,760	4,000	4,000	4,000	4,000
Services Provided	-	-	-	-	-
User Fees & Sales	239,910	135,918	51,231	51,549	51,872
Transfer From Capital Fund	-	-	-	-	-
Transfer From Reserves	449,258	163,000	163,000	-	-
Inter-Sewer Fund Transfer	15,782	16,255	16,743	17,245	17,763
Total Revenue	4,075,003	2,222,235	2,414,266	1,932,504	1,951,105

EXPENDITURE:

Operations & Maintenance	1,357,828	1,304,084	1,325,793	1,343,702	1,361,968
Debt Interest	216,602	187,200	187,200	187,200	187,200
Debt Principal	235,661	184,854	184,854	184,854	184,854
Capital Expenditure	2,117,000	430,000	600,000	100,000	100,000
Inter-Sewer Fund Transfer	15,782	16,098	16,420	16,748	17,083
Previous Year's Deficit	261	-	-	-	-
Transfer to Reserve Fund	131,869	100,000	100,000	100,000	100,000
Total Expenditure	4,075,003	2,222,235	2,414,266	1,932,504	1,951,105

TRANSIT UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	1,198,311	1,428,431	1,471,881	1,516,930	1,563,686
Previous Year's Surplus	43,895	-	-	-	-
Grants	2,600	2,600	2,600	2,600	2,600
User Fees & Sales	409,956	396,700	396,707	396,715	396,723
Transfer From Reserves	156,935	-	-	-	-
Total Revenue	1,811,697	1,827,731	1,871,188	1,916,245	1,963,009

EXPENDITURE:

Operations & Maintenance	1,807,833	1,827,731	1,871,188	1,916,245	1,963,009
Transfer to Reserve Fund	-	-	-	-	-
Previous Year's Deficit	3,864	-	-	-	-
Total Expenditure	1,811,697	1,827,731	1,871,188	1,916,245	1,963,009

Bylaw No. 1661
SCHEDULE 'A'

Regional District of Kootenay Boundary
Five Year Financial Plan 2017 - 2021 (AMENDED)

	2017	2018	2019	2020	2021
TOTAL BUDGET (RDKB) consolidated					
REVENUE:					
Requisition from Local Governments	18,935,140	20,985,620	21,537,195	21,129,669	21,680,817
Parcel Tax	547,984	751,525	752,871	753,736	754,619
Grants	5,635,295	2,745,248	2,777,735	2,810,872	2,844,671
Services Provided	779,575	799,784	811,629	828,263	841,327
User Fees & Other Sources	6,086,596	5,382,907	4,363,653	4,437,820	4,391,422
Recovery of Common Costs	108,347	110,514	112,724	114,979	117,278
Board Fee Revenue	650,235	663,240	676,504	690,035	703,835
Transfer From 9-1-1/Emergency Preparedness	521,774	534,818	548,189	561,894	575,941
Interest Earned on Investments	70,000	57,000	58,020	59,060	60,122
Previous Year's Surplus	3,182,743	-	-	-	-
Transfers From Other Funds:					
Capital Fund	2,373,658	2,200,000	1,317,000	605,000	-
Reserve Fund	3,621,664	1,306,516	1,131,067	342,000	215,000
Inter Sewer Fund Transfer	15,782	16,255	16,743	17,245	17,763
Municipal Debt:					
Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
Total Revenue	44,367,695	37,912,295	36,460,140	34,620,336	34,472,560
EXPENDITURE:					
Other General Government Services	6,675,118	6,437,873	6,504,336	6,515,750	6,609,925
Waste Management	3,417,573	3,149,453	3,180,110	3,215,354	3,251,407
Recreation & Culture	5,301,727	4,930,911	4,584,699	4,664,508	4,741,430
Fire & Protection Services	6,804,620	7,229,355	7,425,283	7,710,640	7,758,318
Water Utilities	882,858	915,068	942,045	969,231	997,355
Sewer Utilities	1,357,828	1,304,084	1,325,793	1,343,702	1,361,968
Transit Services	1,807,833	1,827,731	1,871,188	1,916,245	1,963,009
Capital Expenditures	9,033,457	4,841,500	3,519,500	1,369,000	1,259,359
Grants to Other Programs	1,888,256	1,406,901	1,358,607	1,302,123	1,305,709
Transfers to Local Governments	410,234	431,323	415,001	422,033	414,306
Transfers to Reserve Funds	2,415,971	1,145,847	1,019,506	1,165,285	1,138,057
Inter Sewer Fund Transfer	15,782	16,098	16,420	16,748	17,083
Previous Year's Deficit	2,511,221	2,097,950	1,467,506	846,313	258,931
Regional District Debenture Debt:					
Debt Interest RDKB	617,439	488,426	459,808	433,583	429,192
Debt Principal RDKB	1,486,824	798,414	859,842	718,989	696,746
Municipal Debenture Debt:					
Debt Interest Municipal	1,038,723	1,169,233	1,169,233	1,110,264	1,110,264
Debt Principal Municipal	800,180	1,189,634	1,187,576	1,159,500	1,159,500
Total Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
Total Expenditure	46,465,645	39,379,801	37,306,453	34,879,267	34,472,560

Regional District of Kootenay Boundary
2017 Budget Amendments

20-Apr-17 174-17 Moved: Director Rotvold Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Board of Directors approve a contribution of up to \$70,000 in support of the application by the *Columbia Basin Broadband Corporation* to the *Innovation, Science and Economic Development (ISED) Canada's Connect to Innovate Program* to be funded from the General Government Financial Plan, from revenues received as payment in lieu of taxes for hydroelectric projects, contingent on the approval of the overall project, and the RDKB portions by the Federal Government. **FURTHER** that the 2017-2021 Five Year Financial Plan be amended accordingly.

Cr Hydro Generation Grant in Lieu 11759940-001	- 70,000.00
Dr Consultant Fees 12121233-001	70,000.00

24-May-17 190-17 Moved: Director Cecchini Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Board of Directors approves the allocation of \$1,000.00 from the 019 Beaver Valley Regional Parks and Trails Reserve Account for the donation to the Fruitvale Parents Advisory Committee. **FURTHER** that the 2017-2021 Five-Year Financial Plan Bylaw No. 1637,2017 be amended accordingly.

Cr Transfer from Reserve 11921205-019	- 1,000.00
Dr Other Grants 12709716-019	1,000.00

29-Jun-17 190-17 Moved: Director Grieve Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Board of Directors approves the allocation of \$4,000, as matching funds to the CBT Community Initiatives Program grant funding, from the 019 Beaver Valley Regional Parks and Trails Reserve Account for the construction of a storage shed at Lewis Field. **FURTHER** that the 2017-2021 Five-Year Financial Plan Bylaw No. 1637, 2017 be amended accordingly.

Cr Transfer from Reserve 11921205-019	- 4,000.00
Dr Other Grants 12709716-019	4,000.00

31-Aug-17 317-17 Moved: Director Russell Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approves the contribution of \$5,000 to the Rural Development Institute at Selkirk College for funding the Climate Adaptation Partnership. **FURTHER** that the Board of Directors direct staff to have the assessment completed using Electoral Area 'A' as a case study. **FURTHER** that the funds be allocated from the Carbon Offset Fund Reserve (General Government Services 001 Budget) and that the Financial Plan be amended accordingly.

Cr Transfer from Reserve 11921205-001	- 5,000.00
Dr Consultant Fees 12121233-001	5,000.00

31-Aug-17 A. Stanley, General Manager of Environmental Services Re: Purchase of Roll-Off Truck

319-17 Moved: Director Rotvold Seconded: Director Russell

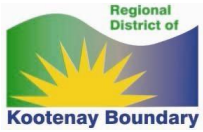
That the Regional District of Kootenay Boundary Board of Directors approves an amendment to the Regional Solid Waste Management Budget increasing the allowance for a roll-off truck to \$194,000 and adding revenue of \$40,000 for the sale of used equipment. **FURTHER** that the Board of Directors direct Staff to purchase a roll-off truck from IRL International at a bid price of \$193,989.11 and sell the old truck through a competitive process. **FURTHER** that the Financial Plan be amended accordingly.

Cr Misc Revenue 11590159-010	- 40,000.00
Dr Capital - Transfer Stn 12433611-010	14,000.00
Dr Transfer to Reserve 12433742-010	26,000.00

13-Dec-17 477-17 Moved: Director Martin Seconded: Director Rotvold

That the Regional District of Kootenay Boundary Directors approve the transfer of \$11,000 from the Emergency Preparedness Service Budget (012) to the Planning and Development Service Budget (005) for the purchase of a new Hewlett Packard T7200 plotter. **FURTHER** that the 2017 Financial Plan be amended accordingly.

Cr PEP Grants 11759083-012	- 11,000.00
Dr Contingencies 12258999-012	11,000.00
Cr Misc Revenue 11590159-005	- 11,000.00
Dr Capital Equipment	11,000.00



BYLAW NO. 1637

A bylaw to adopt a financial plan for the years 2017 to 2021

WHEREAS pursuant to Section 374 of the Local Government Act, a Regional District Board must, by bylaw, adopt a financial plan with a planning period of 5 (five) years;

AND WHEREAS the Board has prepared a financial plan for the years 2017 to 2021 that makes provision for expenditures for the fiscal year ending December 31, 2017 estimated in the total amount of Forty Six Million Two Hundred Ninety Nine Thousand Three Hundred Thirty Six Dollars (\$46,299,336.00);

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors in open meeting assembled, enacts as follows:

1. Schedule 'A' attached hereto and made part of this bylaw is hereby declared to be the Financial Plan for the Regional District of Kootenay Boundary for the five year period 2017 to 2021.
2. This bylaw shall be cited as the "Regional District of Kootenay Boundary Financial Plan Bylaw 1637, 2017".

Read a **FIRST** time this 23rd day of March, 2017.

Read a **SECOND** time this 23th day of March, 2017.

Read a **THIRD** time this 23rd day of March, 2017.

RECONSIDERED and **ADOPTED** this 23rd day of March, 2017.

Chair

Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1637 cited as "Regional District of Kootenay Boundary Financial Plan Bylaw 1637, 2017" as reconsidered and finally adopted by the Regional District of Kootenay Boundary Board of Directors this 23rd day of March, 2017.

Manager of Corporate Administration

Bylaw No. 1637
SCHEDULE 'A'

Regional District of Kootenay Boundary Five Year Financial Plan 2017 - 2021

2017	2018	2019	2020	2021
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LOCAL GOVERNMENT SERVICES:

REVENUE:

Requisition from Local Governments	16,147,011	17,645,498	17,874,979	17,742,273	18,229,197
Parcel Tax	40,000	40,000	40,000	40,000	40,000
Grants	3,491,805	2,738,135	2,770,622	2,803,759	2,837,558
Services Provided	779,575	799,784	811,629	828,263	841,327
User Fees	3,294,111	3,308,306	3,015,877	3,029,276	3,043,013
Other Sources of Revenue	992,693	838,413	194,964	251,527	187,100
Recovery of Common Costs	108,347	110,514	112,724	114,979	117,278
Board Fee Revenue	650,235	663,240	676,504	690,035	703,835
Transfer From 9-1-1/Emergency Preparedness	521,774	534,818	548,189	561,894	575,941
Interest Earned on Investments	70,000	57,000	58,020	59,060	60,122
Previous Year's Surplus	1,952,631	-	-	-	-

Transfers From Other Funds:

Capital Fund	1,651,227	2,200,000	1,317,000	605,000	-
Reserve Fund	2,824,803	1,143,516	968,067	342,000	215,000

Municipal Debt:

Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
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Total Revenue	34,363,114	32,438,091	30,745,386	29,337,829	29,120,136
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EXPENDITURE:

W	Other General Government Services	6,589,118	6,437,873	6,504,336	6,515,750	6,609,925
R	Waste Management	3,417,573	3,149,453	3,180,110	3,215,354	3,251,407
F	Recreation & Culture	5,296,727	4,930,911	4,584,699	4,664,508	4,741,430
	Fire & Protection Services	6,804,620	7,229,355	7,425,283	7,710,640	7,758,318
	Capital Expenditures	5,648,997	4,371,500	2,879,500	1,229,000	1,119,359
	Grants to Other Programs	1,888,256	1,406,901	1,358,607	1,302,123	1,305,709
	Transfers to Local Governments	410,234	431,323	415,001	422,033	414,306
	Transfers to Reserve Funds	1,427,541	834,767	663,267	726,758	723,102

Regional District Debenture Debt:

Debt Interest	231,053	227,626	229,008	224,383	219,992
Debt Principal	400,945	429,070	527,572	470,135	447,892
Plus Year's Deficit	2,507,096	2,097,950	1,467,506	846,313	258,931

Municipal Debenture Debt:

Debt Interest	1,038,723	1,169,233	1,169,233	1,110,264	1,110,264
Debt Principal	800,180	1,189,634	1,187,576	1,159,500	1,159,500
Total Municipal Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764

Total Expenditure	36,461,064	33,905,597	31,591,699	29,596,760	29,120,136
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Bylaw No. 1637
SCHEDULE 'A'

Regional District of Kootenay Boundary
Five Year Financial Plan 2017 - 2021

2017	2018	2019	2020	2021
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WATER UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	19,752	37,704	41,464	42,043	42,634
Parcel Tax	477,450	682,450	682,450	682,450	682,450
Previous Year's Surplus	725,524	-	-	-	-
Transfer From Reserve Fund	180,668	-	-	-	-
Grants	751,130	513	513	513	513
User Fees & Sales	1,098,926	703,571	704,872	708,752	712,713
Transfer From Capital Fund	722,431	-	-	-	-
Total Revenue	3,975,880	1,424,238	1,429,300	1,433,758	1,438,310

EXPENDITURE:

Operations & Maintenance	882,858	915,068	942,045	969,231	997,355
Debt Interest	169,784	73,600	43,600	22,000	22,000
Debt Principal	850,218	184,490	147,416	64,000	64,000
Capital Expenditure	1,242,460	40,000	40,000	40,000	40,000
Transfer to Reserve Fund	830,561	211,080	256,239	338,527	314,955
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	3,975,880	1,424,238	1,429,300	1,433,758	1,438,310

SEWER UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	1,570,066	1,873,987	2,148,871	1,828,423	1,845,300
Parcel Tax	30,534	29,075	30,421	31,286	32,169
Previous Year's Surplus	460,693	-	-	-	-
Grants	1,308,760	4,000	4,000	4,000	4,000
Services Provided	-	-	-	-	-
User Fees & Sales	239,910	135,918	51,231	51,549	51,872
Transfer From Capital Fund	-	-	-	-	-
Transfer From Reserves	449,258	163,000	163,000	-	-
Inter-Sewer Fund Transfer	15,782	16,255	16,743	17,245	17,763
Total Revenue	4,075,003	2,222,235	2,414,266	1,932,504	1,951,105

EXPENDITURE:

Operations & Maintenance	1,357,828	1,304,084	1,325,793	1,343,702	1,361,968
Debt Interest	216,602	187,200	187,200	187,200	187,200
Debt Principal	235,661	184,854	184,854	184,854	184,854
Capital Expenditure	2,117,000	430,000	600,000	100,000	100,000
Inter-Sewer Fund Transfer	15,782	16,098	16,420	16,748	17,083
Previous Year's Deficit	261	-	-	-	-
Transfer to Reserve Fund	131,869	100,000	100,000	100,000	100,000
Total Expenditure	4,075,003	2,222,235	2,414,266	1,932,504	1,951,105

TRANSIT UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	1,198,311	1,428,431	1,471,881	1,516,930	1,563,686
Previous Year's Surplus	43,895	-	-	-	-
Grants	2,600	2,600	2,600	2,600	2,600
User Fees & Sales	409,956	396,700	396,707	396,715	396,723
Transfer From Reserves	156,935	-	-	-	-
Total Revenue	1,811,697	1,827,731	1,871,188	1,916,245	1,963,009

EXPENDITURE:

Operations & Maintenance	1,807,833	1,827,731	1,871,188	1,916,245	1,963,009
Transfer to Reserve Fund	-	-	-	-	-
Previous Year's Deficit	3,864	-	-	-	-
Total Expenditure	1,811,697	1,827,731	1,871,188	1,916,245	1,963,009

Bylaw No. 1637
SCHEDULE 'A'

Regional District of Kootenay Boundary Five Year Financial Plan 2017 - 2021

2017	2018	2019	2020	2021
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TOTAL BUDGET (RDKB) consolidated

REVENUE:

Requisition from Local Governments	18,935,140	20,985,620	21,537,195	21,129,669	21,680,817
Parcel Tax	547,984	751,525	752,871	753,736	754,619
Grants	5,554,295	2,745,248	2,777,735	2,810,872	2,844,671
Services Provided	779,575	799,784	811,629	828,263	841,327
User Fees & Other Sources	6,035,596	5,382,907	4,363,653	4,437,820	4,391,422
Recovery of Common Costs	108,347	110,514	112,724	114,979	117,278
Board Fee Revenue	650,235	663,240	676,504	690,035	703,835
Transfer From 9-1-1/Emergency Preparedness	521,774	534,818	548,189	561,894	575,941
Interest Earned on Investments	70,000	57,000	58,020	59,060	60,122
Previous Year's Surplus	3,182,743	-	-	-	-

Transfers From Other Funds:

Capital Fund	2,373,658	2,200,000	1,317,000	605,000	-
Reserve Fund	3,611,664	1,306,516	1,131,067	342,000	215,000
Inter Sewer Fund Transfer	15,782	16,255	16,743	17,245	17,763

Municipal Debt:

Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
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Total Revenue	44,225,695	37,912,295	36,460,140	34,620,336	34,472,560
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EXPENDITURE:

Other General Government Services	6,589,118	6,437,873	6,504,336	6,515,750	6,609,925
Waste Management	3,417,573	3,149,453	3,180,110	3,215,354	3,251,407
Recreation & Culture	5,296,727	4,930,911	4,584,699	4,664,508	4,741,430
Fire & Protection Services	6,804,620	7,229,355	7,425,283	7,710,640	7,758,318
Water Utilities	882,858	915,068	942,045	969,231	997,355
Sewer Utilities	1,357,828	1,304,084	1,325,793	1,343,702	1,361,968
Transit Services	1,807,833	1,827,731	1,871,188	1,916,245	1,963,009
Capital Expenditures	9,008,457	4,841,500	3,519,500	1,369,000	1,259,359
Grants to Other Programs	1,888,256	1,406,901	1,358,607	1,302,123	1,305,709
Transfers to Local Governments	410,234	431,323	415,001	422,033	414,306
Transfers to Reserve Funds	2,389,971	1,145,847	1,019,506	1,165,285	1,138,057
Inter Sewer Fund Transfer	15,782	16,098	16,420	16,748	17,083
Previous Year's Deficit	2,511,221	2,097,950	1,467,506	846,313	258,931

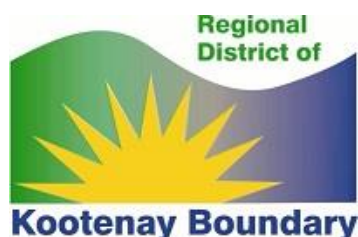
Regional District Debenture Debt:

Debt Interest RDKB	617,439	488,426	459,808	433,583	429,192
Debt Principal RDKB	1,486,824	798,414	859,842	718,989	696,746

Municipal Debenture Debt:

Debt Interest Municipal	1,038,723	1,169,233	1,169,233	1,110,264	1,110,264
Debt Principal Municipal	800,180	1,189,634	1,187,576	1,159,500	1,159,500
Municipal Debt Interest	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764

Total Expenditure	46,323,645	39,379,801	37,306,453	34,879,267	34,472,560
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**STAFF REPORT****Date:** 04 Jan 2018**File** Bylaws 1653 and
1654 ADMN
Alternative Approval
Process**To:** **Chair Russell and Members of the RDKB
Board of Directors****From:** Theresa Lenardon, Manager of Corporate
Administration/Corporate Officer**Re:** Results of Alternative Approval Process
Bylaws 1653 and 1654**Issue Introduction**

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding the results of the Alternative Approval Process (AAP) for Bylaw 1653 (amending Grand Forks Rural Fire Protection District Service Area Establishment Bylaw No. 1541, 2013 to increase the requisition) and Bylaw 1654 (Loan Authorization for the purchase of two fire trucks and expansion to the fire hall).

History/Background Factors

At meetings held September 21, October 11 and November 8, 2017 the Board was presented with staff reports and background information regarding the Alternative Approval Process (AAP) that would be used to measure elector approval for the adoption of Bylaw No. 1653 and Bylaw No. 1654. If Bylaw No. 1653 is adopted, the RDKB will be authorized to increase the annual amount of taxation for delivery of the fire service from \$375,000 (original service establishment Bylaw No. 1541, 2013) to \$506,532. The maximum amount of money that may be requisitioned in any one year for the service shall not exceed the amount raised by applying a maximum tax rate of \$1.24/\$1,000. The current maximum tax rate is \$0.92/\$1,000. The proposed maximum tax rate represents an increase of \$0.32/\$1,000 and would be applied to net taxable values of lands and improvements or a maximum requisition of five hundred and six thousand five hundred thirty-two dollars (\$506,532) per year, whichever is greater.

If Bylaw No. 1654 is adopted, the RDKB will be authorized to borrow \$1,805,000 for the purchase of 2 new fire trucks (\$1,040,000) and an expansion to the Rural Fire Protection District Service Area Fire Hall (\$765,000).

Further to Section 86 of the *Community Charter* and Sections 406 and 407 (3)(b) of the *Local Government Act*, loan authorization bylaws and bylaws amending service establishment bylaws by increasing the requisition limit cannot be undertaken without the approval of the Inspector of

Municipalities and the electorate. Statutory Approval from the Inspector must be received before elector approval can be sought (*Community Charter* Section 135).

To determine whether eligible electors approve adoption of the bylaws, the RKDB authorized staff to undertake the AAP which requires the submission of an elector response form if an eligible elector is opposed to the bylaws. In order to prevent the bylaws advancing to adoption, 10% of the estimated number of eligible electors must sign and submit an elector response form. The AAP is a legislative process managed by the Corporate Officer, who must undertake the steps set out in Section 86 of the *Community Charter* and Sections 342, 343 and 345 of the *Local Government Act*. Those eligible voters who are in favour of adoption of the bylaws, do not sign the elector response form or any other form, ballot or petition etc.

Chronology

The Board gave both Bylaw 1653 and 1654 First, Second and Third Readings on September 21, 2017. On September 22, 2017, the Bylaws were submitted to the Inspector of Municipalities for Statutory Approval. Statutory Approval was received from the Inspector on November 3, 2017. With this approval, staff was able to move forward with implementing the legislative steps that are required as part of an AAP. The steps are summarized below:

Sept. 21/17-Board Meeting: The Board was presented with a staff report that included information regarding cost and scale of the AAP, public expectations and consultation, legislative steps and requirements and options if the AAP was to fail. In addition to giving Bylaws 1653 and 1654 First, Second and Third Readings, the Board authorized the Corporate Officer to move forward with the AAP.

Oct. 11/17-Board Meeting: Staff presented information on, and requested approval of:

1. Elector Response Form: Elector Response forms were made available to the eligible electors of the Grand Forks Rural Fire Protection District Service Area at the RDKB Trail and Grand Forks offices, from the Corporate Officer and on the RDKB website.

2. Determination of the estimated number of eligible electors to calculate the required 10% threshold to withhold the bylaws from adoption without a Referendum: The estimated number of eligible electors within the participating service area for the RDKB Grand Forks Rural Fire Protection District is 2,928. The 10% threshold is 293. Therefore, in order to withhold adoption of the bylaws, the Corporate Officer had to receive 293 elector response forms completed by eligible electors.

3. Deadline for the Corporate Officer to receive the completed Elector Response Forms: The Board was required to establish a timeline during which qualified electors were required to submit the Elector Response form if they were opposed to the adoption of the bylaws. The timeline for submission of the form must be at least 30 days following the day on which the second required notice was published, which works out to be 32 days (the day on which the second required notice and day 30 of the legislative timeline are not formally counted as part of the 30 days). If the deadline falls on a Saturday or Sunday, it is moved to the next workday that is not a statutory holiday. The second required notice was published on November 22, 2017 and the deadline to submit the forms was calculated to be 4:30 p.m., Wednesday, December 27, 2017.

Oct. 26/17-Mail-out to Eligible Electors: The mail-out packages included information that identified the service area boundaries as well as information regarding the Bylaws, the November 6th public meeting and the AAP legislative requirements. Staff used the most current BC Assessment data to obtain the mailing addresses of the eligible electors of the fire service area and sent packages via Canada Post. Fifteen packages were returned to the RDKB due to changes in addresses etc.

Nov. 3/17-Receive Statutory Approval from the Inspector of Municipalities

Nov. 6/17 - Public Meeting Held in Grand Forks: The meeting was advertised on the RDKB website and in local papers. The meeting was also promoted through the mail-out noted. This meeting was optional and not a legislative requirement. The RDKB CAO, Manager of Corporate Administration/Corporate Officer and Grand Forks Fire Chief attended and presented information via power-point and answered several inquiries regarding insurance rates, the increase in taxation, options and the AAP. Approximately 40-50 electors attended the meeting.

Nov. 8/17-RDKB Board of Directors Meeting: At the November 8, 2017 Board meeting, the Board of Directors adopted the following recommendations:

- That pursuant to Section 86(3) of the *Community Charter*, the RDKB Board of Directors deems that the estimated number of eligible electors of the area to which the Alternative Approval Process applies for the proposed Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017 and the Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017 be established as 2,928 of which 293 be established as the ten percent (10%) of the total number of eligible electors required to sign an Elector Response form opposing the adoption of RDKB Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017 and adoption of RDKB Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017 unless assent voting (referendum) is held.
- That pursuant to Section 86(3) of the *Community Charter*, that the Regional District of Kootenay Boundary Board of Directors approves the individual Grand Forks Rural Fire Protection District Service Elector Response Form as attached to this staff report and presented to the RDKB Board of Directors on November 8, 2017. **FURTHER** that this form be used in conducting the Alternate Approval Process for the Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1563, 2017 and the Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1564, 2017.
- That the Regional District of Kootenay Boundary Board of Directors approves 4:30 p.m., Wednesday, December 27, 2017 as the deadline for the RDKB Corporate Officer's receipt of the completed Grand Forks Rural Fire Protection District Service Elector Response forms for the Alternate Approval Process conducted for Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1563, 2017 and the Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1564, 2017.

Nov. 15 and 22/17: The legislative advertisements regarding the AAP process, deadline to submit forms and how to obtain and complete the AAP Elector Response form were published in the Grand Forks Gazette and on the RDKB website. The deadline commenced on November 23, 2017.

Calculation and Certification of the Results

After 4:30 p.m. on December 27, 2017, the Corporate Officer calculated and certified the results of the AAP. The Corporate Officer received two (2) completed elector response forms which were reviewed to ensure residency requirements and compliance. The Corporate Officer's Certification of Results is attached.

Given only 2 eligible electors submitted elector response forms and 293 were required to stop the bylaws from advancing, the result is more than noticeably far from meeting the 10% threshold to without adoption.

The Corporate Officer's Certification of the AAP Results is attached. The Board now has the option of proceeding with adoption of the bylaws.

Background Information Provided

- Corporate Officer's Certification

Alternatives

1. Receive staff report and no action.
2. Proceed with adoption of RDKB Bylaws 1653 and 1654

Recommendation(s)

That Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017 be reconsidered and adopted.

That Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017 be reconsidered and adopted.



Regional District of Kootenay Boundary

Corporate Officer's Certification Alternative Approval Process (AAP)

RDKB Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017 (increase requisition).

And

RDKB Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017 (authority to borrow for two new fire trucks and renovations to the fire hall).

I, the undersigned Corporate Officer, as the person assigned responsibility for corporate administration under Section 236 of the *Local Government Act*, certify the results of the Alternative Approval Process that was conducted to obtain the approval of the electors for RDKB Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017 and RDKB Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017 as read a First, Second and Third time September 21, 2017 and as given Statutory Approval by the Inspector of Municipalities November 3, 2017 as follows:

2,928 Estimated number of eligible electors
293 Required number of elector response forms to meet 10% opposition threshold to withhold adoption of the bylaws
2 Number of elector response forms submitted by the December 27, 2017 4:30 p.m. deadline
0 Number of elector response forms rejected
2 Number of elector response forms accepted
0.682 Percentage of estimated electors who validly submitted elector response forms

and in accordance with Section 86 of the *Community Charter*, the approval of the electors was obtained.

DATED this 27th day of December, 2017.

Theresa Lenardon,
Manager of Corporate Administration/Corporate Officer



Statutory Approval

Under the provisions of section _____ 349 _____

of the _____ Local Government Act _____

I hereby approve Bylaw No. _____ 1653 _____

of the _____ Regional District of Kootenay Boundary _____,

a copy of which is attached hereto.

Dated this _____ 03 _____ *day*

of _____ November _____, **2017**

A handwritten signature in black ink, appearing to be "JL", written over a horizontal line.

Deputy Inspector of Municipalities



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Bylaw No. 1653

A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to amend Regional District of Kootenay Boundary Service Establishment Bylaw No. 1541, 2013 to increase the requisition limit

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 Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Establishment Bylaw No. 1541, 2013 established a service within Regional District of Kootenay Boundary Electoral Area 'D'/Rural Grand Forks for the purpose of operating and maintaining the Grand Forks Rural Fire Protection District Service;

AND WHEREAS the Regional District of Kootenay Boundary wishes to increase the annual requisition limit from \$375,000 to \$506,532;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors obtained the approval of the electors in the participating area for the amendment;

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 Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017."

2. AMENDMENT

- a) Section 4 of Bylaw No. 1541, 2013 is hereby repealed and replaced with the following:

4. Financial Matters and Apportionment

The annual operating costs shall be recovered by the requisition of money to be collected by a property value tax on the net taxable value of land and improvements, fees and charges, revenues raised by other means authorized under the *Local Government Act* or any other *Act*, and by revenues received by way of agreements, enterprise, gift, grant or otherwise, *Local Government Act*.

The maximum amount of money that may be requisitioned in any one year for the service provided in Section 1 of this bylaw shall not exceed the amount raised by applying a tax rate of \$1.24/\$1,000 to the net taxable values of lands and improvements or five hundred and six thousand five hundred thirty-two dollars (\$506,532) whichever is greater.

Read a **First and Second** time this 21st day of September, 2017.

Read a **Third** time this 21st day of September, 2017.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1653 cited as "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017" as read a third time this 21st day of September, 2017.


 Manager of Corporate Administration

Approved by the Inspector of Municipalities this 3rd day of November, 2017.

Approval received from the Electors of the Grand Forks Rural Fire Protection District Service Area by way of Alternate Approval Process this 2nd day of December, 2017.

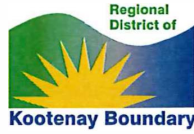
Reconsidered and Adopted this _____ day of _____,

 Chair

 Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1653 cited as "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Establishment Amendment Bylaw No. 1653, 2017" as reconsidered and adopted this _____ day of _____.

Manager of Corporate Administration.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Bylaw No. 1654

A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to authorize the borrowing of funds to assist with the capital costs for the purposes of purchasing two new fire trucks and expansion of the Grand Forks Rural Fire Protection District Fire Hall

WHEREAS the Regional District of Kootenay Boundary has established by Bylaw No. 1541, 2013 a service within Regional District of Kootenay Boundary Electoral Area 'D'/Rural Grand Forks for the purpose of operating and maintaining the Grand Forks Rural Fire Protection District Service;

AND WHEREAS the estimated capital costs for the purchase of two new fire trucks and expansion of the fire hall is the sum of \$1,805,000.

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed 20 years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors has obtained the approval of electors in the participating area;

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors, in open meeting assembled, hereby enacts as follows:

1. The Regional District of Kootenay Boundary Board of Directors is hereby empowered and authorized to undertake and carry out or cause to be carried out capital expenditures for fire protection services within the boundaries of RDKB Electoral Area 'D'/Rural Grand Forks through the Grand Forks Rural Fire Protection District Service and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) to borrow upon the credit of the Regional District of Kootenay Boundary a sum not exceeding one million, eight hundred and five thousand dollars (\$1,805,000) for the purchase of two new fire trucks at one million and forty thousand dollars (\$1,040,000) and for the expansion of the fire hall at seven hundred sixty-five thousand dollars (\$765,000);

2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years.

Citation:

This bylaw may be cited as "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017."

Read a First and Second Time this 21st day of September, 2017.

Read a third Time this 21st day of September, 2017.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1654 cited as the "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017" as read a third time this 21st day of September, 2017


 Manager of Corporate Administration

Approved by the Inspector of Municipalities this 3rd day of November, 2017.

Approval received from the Electors of the Grand Forks Rural Fire Protection District Service Area by way of Alternate Approval Process this 27th day of December, 2017.

Reconsidered and Adopted this day of

Chair

Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1654 cited as the "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017" as reconsidered and adopted this day of

Manager of Corporate Administration