

Regular Meeting of the Board of Directors

Wednesday, March 14, 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 Regional District of Kootenay Boundary Board of Directors March 14, 2018 meeting is presented.

Recommendation: Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors March 14, 2018 meeting be adopted as presented.

3. Minutes

- 3a)** The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held February 14, 2018 are presented.

Recommendation: Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held February 14, 2018 be adopted as presented.

[Minutes-Regular Meeting of the Board of Directors - 14 Feb 2018 - BOARD-March 14 2018 - Pdf](#)

4. Delegation(s)

5. Unfinished Business

- 5a)** **RDKB Board of Directors Action Item Report as of March 9/18**

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors Action Item Report as of March 9, 2018 be received as presented.

[RDKB Action Items -2018-03-09 - Board - March 14, 2018](#)

5b) Appointment-Christina Lake Parks, Trails and Recreation Commission

Randy Gniewotta

Recommendation: Corporate Vote Unweighted

That Randy Gniewotta be appointed to the Electoral Area 'C'/Christina Lake Regional Parks, Trails and Recreation Commission.

5c) Appointment-Electoral Area 'D'/Rural Grand Forks-Advisory Planning Commission (APC)

Brian Noble

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Brian Noble be appointed to the Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission.

**5d) K. Gobeil, Planner
Re: Bullwheel Gastro Family Pub-Big White Ski Resort-Addition of a Patio as Liquor Primary Area**

Recommendation: Corporate Vote Unweighted

1. **That the Regional District of Kootenay Boundary Board of Directors recommends that the primary liquor licence for the Bullwheel Gastro Family Pub be supported for the following reasons:**

The liquor licence amendment should have minimal to no impact on the residents, community and neighbouring property owners if approved.

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

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

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

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

It is anticipated that the proposal would not negatively impact Big White. The Advisory Planning Commission for Big White noted no complaints regarding this application. Some residents noted concern of using a hot tub in an adjacent property to the patio.

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

The proposed business and structural alterations are in keeping with the primary purpose of the establishment. The business operates as an

'eating, drinking establishment' which is a permitted use in the 'Village Core 6' Zone.

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

The applicant posted three 'notice of the proposal' signs. The signs were posted on November 22, 2017. One sign was posted at the back window of the establishment facing the gondola and conference room. Another was posted at the main entrance of the Bullwheel, and a third at the community notice board in the Whitefoot building, adjacent to the doctor's office. Comments had been received by the Strata Council and Strata members showed support and non-support of the application. On December 12, 2017. Because of the comments, the Regional District of Kootenay Boundary held a public Hearing was held on February 27 2018. Notifications for this hearing were, mailed to all strata owners, and a sign was placed next to the door to the parkade, and elevator of the building. No submissions were received after December 13, 2018 that opposed the application.

[Staff Report-Bullwheel-Board-March 14 2018](#)

**5e) D. Derby, Regional Fire Chief/Fire Dispatch Manager
Re: Protective Service Action Items Update**

Protective Service Action Items Update

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve, and based on the updates provided, remove the four action items (I – Emergency Preparedness 012 Service Narrative and Draft 2017-2021 five-year financial plan, II – 911 Emergency Communications 015 Service Narrative and Draft 2017-2021 Five Year Financial Plan, III – Use of Fire Halls and IV – Disaster Recovery) from the action items list.

[Staff Report - Protective Services Action Items Update March 6, 2018](#)

[Disaster Recovery - Protective Service Committee Memo November 16 2016](#)

**5f) G. Denkovski, Manager of Infrastructure and Sustainability
Re: Solid Waste Management Facilities - Operating Hours**

Director McGregor, Environmental Services Liaison

Solid Waste Facilities Operating Hours

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors not alter the operating hours at the West Boundary Landfill and Rock Creek Transfer Station until such time as Staff are able to monitor the vehicle

site usage at the facilities after the closing of the unattended recycling depots in the City of Greenwood and Village of Midway and subsequently report back to the Board information regarding usage statistics in September 2018.

[Staff Report - Solid Waste Operating Hours - Board - March 14 2018 - Pdf](#)

6. 2018 Budgets/2018-2022 Five-Year Financial Plans

**6a) B. Burget, General Manager of Finance
Re: General Government Service (001)
2018-2022 Five Year Financial Plan**

Director Martin, Finance Liaison

General Government Financial Plan

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors (Finance) approve the General Government Service (001) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

[5YR001](#)

**6b) Beth Burget, General Manager of Finance
Re: Building Inspection Service (004)
2018-2022 Five Year Financial Plan**

Director Martin, Finance Liaison

Building Inspection Financial Plan

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors (Finance) approve the Building Inspection Service (004) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

[5YR004-BOARD-March 14 2018](#)

**6c) G. Denkovski, General Manager of Finance
Re: Regional Solid Waste Management Service (010)
Five Year Financial Plan**

Director McGregor, Environmental Services Liaison

Regional Solid Waste Management Financial Plan

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors (Environmental Services) approve the Regional Solid Waste Management Service (010) 2018-2022 Five Year Financial Plan.

FURTHER that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

[5YR010-BOARD-March 14 2018](#)

[2018 2019 Work Plan 010 Regional Solid Waste Management](#)

6d) G. Denkovski, General Manager of Finance

Re: Big White Refuse Disposal Specified Area Service (064) Five Year Financial Plan

Director McGregor, Environmental Services Liaison

Big White Refuse Disposal Specified Area

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors (Environmental Services) approve the Big White Refuse Disposal Specified Area Service (012) 2018-2022 Five Year Financial Plan.

FURTHER that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

[5YR064-BOARD-March 14 2018](#)

[2018 2019 Work Plan 064 Big White Solid Waste](#)

6e) B. Burget, General Manager of Finance

Re: Five Year Financial Plans Approval

Director Martin, Finance Liaison

Recommendation: Corporate Vote Weighted

That the Board (Finance) recommends approval of the following 2018 - 2022 Five Year Financial Plans and recommend that they be included in the overall Regional District of Kootenay Boundary 2018 - 2022 Five Year Financial Plan:

- 002 Electoral Area Administration
- 003 Electoral Area Grant - in - Aid
- 045 Area D Regional Parks and Trails
- 047 Heritage Conservation - Area D
- 053 Fire Protection - Beaverdell
- 054 Fire Protection - Big White
- 056 Fire Protection - Greenwood
- 057 Fire Protection - Grand Forks Rural
- 058 Fire Protection - Kettle Valley
- 065 Area E Regional Parks & Trails
- 074 Big White Security Services

- 075 Big White Noise Control
- 019 Beaver Valley Parks & Trails
- 020-011 Beaver Valley Arena
- 020-013 Beaver Valley Recreation
- 008 Boundary Economic Development

[Staff Report - Financial Plan Approval - BRD - Mar 14, 2018 - Pdf](#)

6f) M. Forster, Executive Assistant
Re: Statutory Requirements for Adoption of the
RDKB 2018-2022 Five Year Financial Plan

Director Martin, Finance Liaison

Financial Plan Statutory Requirements

Recommendation: Corporate Vote Unweighted

That the staff report from Maureen Forster, Executive Assistant presenting the resolutions for the 2018 Budget / 2018-2022 Five Year Financial Plan as adopted by the individual Regional District of Kootenay Boundary Committees for the specific RDKB services / functions be received.

[Staff Report - Statutory Requirements 2018-2022 Five Year Financial Plan - Board - March 14, 2018 Pdf](#)

6g) B. Burget, General Manager of Finance
Re: Overall Financial Plan Approval

Director Martin, Finance Liaison

Financial Plan Approval

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors (Finance) recommends approval of the 2018 - 2022 Five Year Financial Plan as presented.

[Staff Report - Overall Financial Plan Approval - BRD - Mar 15, 2018 - Pdf](#)

7. Communications-RDKB Corporate Communications Officer

7a) F. Maika, Corporate Communications Officer
Re: Town Hall Recap

The Corporate Communications Officer will present a verbal recap of the six 2018 (Budget) Town Hall Meetings including interactive results.

7b) F. Maika, Corporate Communications Officer
Re: Communication Survey Results-For Information

The Corporate Communications Officer will present an overview of the survey results.

[Corporate Communications-PublicCommSurveySummary-180308-BOARD-March 14 2018](#)

8. Communications (Information Only)

8a) North Saanich-Feb 21/18

Re: Marihuana Addiction Treatment, Prevention and Education

[North Saanich-To UBCM Members-Marihuana Addiction-BOARD-March 14 2018](#)

8b) Director Grieve-Feb. 15/18

**Re: Thank You Columbia Power Corporation Donation from
Waneta Tailrace Improvement Project**

[Thank You-CPC-Tailrace Improvement Prjct-BOARD-March 14 2018](#)

8c) UBCM-Feb. 6/18

Re: 2017 Asset Management Planning Program

[UBCM-2017 Asset Management Planning Program-BOARD-March 14 2018](#)

8d) Town of Oliver-March 5/18

**Re: Paving Camp McKinney Rd (Oliver to Mt. Baldy Ski Area
Village Parking Lot)**

Recommendation: Corporate Vote Unweighted

That Communication Information Only items 8a) - 8d) be received and
direction at the discretion of the Board.

[Town of Oliver-Paving to Mt. Baldy Ski Village-BOARD-March 14, 2018](#)

9. Reports

9a) Monthly Schedule of Vendor Payments-Feb. 28/18

Director Martin, Finance Liaison

Recommendation: Corporate Vote Unweighted

That the Interim Schedule of Vendor Payments to February 28, 2018 in
the amount of \$1,144,826.35 be received.

[Interim Schedule Vendor Payments-BOARD-March 14 2018](#)

9b) Adopted RDKB Committee Minutes

Recommendation: Corporate Vote Unweighted

That the following RDKB Committee minutes as adopted by the respective RDKB Committees during February 2018 be received:

Beaver Valley Regional Parks, Trails and Recreation (Jan. 2/18), East End Services Committee (Jan. 9/18), Policy and Personnel Committee (Jan. 10/18), Utilities Committee (Jan. 10/18), Electoral Area Services Committee (Jan. 11/18).

[Minutes - BVR - 09 Jan 2018 - BV Rec - Feb 13, 2018 Pdf](#)

[Minutes - EES - 09 Jan 2018 - EES - Feb 20, 2018Pdf](#)

[Minutes-Policy and Personnel Committee - 10 Jan 2018-BOARD-March 14 2018-Pdf](#)

[Minutes-Utilities Committee - 10 Jan 2018 - BOARD-March 14 2018 - PDF](#)

[Electoral Area Services Committee - 11 Jan 2018 - Minutes - Pdf](#)

9c) Adopted RDKB Recreation Commission Minutes

**Christina Lake Recreation Commission-(Jan. 10, Feb. 14/18)
Grand Forks and District Recreation Commission (Jan. 11/18)**

Recreation Commission Minutes

Recommendation: Corporate Vote Unweighted

That the following RDKB Recreation Commission minutes be received:

Christina Lake Recreation Commission (Jan. 10/18, Feb. 14/18).

Grand Forks and District Recreation Commission (Jan. 11/18)

[Minutes-Electoral Area C Parks & Recreation January 10, 2018-Board-March 14, 2018](#)

[Minutes- Electoral Area C Parks & Recreation February 14, 2018 - Board - March 14, 2018](#)

[Minutes-Grand Forks and District Recreation Commission-January 11, 2018-Board-March 14, 2018](#)

**9d) Draft RDKB Electoral Area Advisory Planning Commission
Minutes-Feb. 5 and Feb 6, 2018**

Draft Electoral Area APC Minutes

Recommendation: Corporate Vote Unweighted

That the following draft minutes of the RDKB Advisory Planning Commission meetings held February 5 and 6, 2018 be received:

Electoral Area 'C'/Christina Lake (Feb. 6/18), Electoral Area 'D'/Rural Grand Forks (Feb. 6/18), Electoral Area 'E'/West Boundary (Feb.5/18) and Electoral Area 'E'/West Boundary-Big White (Feb. 6/18).

[Minutes-February 6-APC Area C-Board-March 14 2018](#)

[Minutes-February 6-APC Area D-Board-March 14 2018](#)

[Minutes-February 5-APC Area E-Board-March 14 2018](#)

- 9e) Public Hearing Minutes**
Electoral Area 'B'/Lower Columbia-Old Glory
Proposed OCP Amendment Bylaw No. 1632 and Proposed
Zoning Amendment Bylaw No. 1633

Public Hearing Minutes

Recommendation: Corporate Vote Unweighted

That the minutes of the Public Hearing held February 21, 2018 for proposed Bylaw No. 1632 to amend Electoral Area 'B'/Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470 and proposed Bylaw No. 1633 to amend Electoral Area 'B'/Lower Columbia-Old Glory Zoning Bylaw No. 1540 be received.

[Minutes-February 21-Proposed Bylaws 1632 and 1633-Board-March 14 2018](#)

10. Monthly Committee Recommendations to Board of Directors

The RDKB Committee recommendations as adopted by the RDKB Committees during February and March are presented for consideration.

- 10a) Policy and Personnel Committee - Feb. 14/18**
Re: Zero Waste Policy

Zero Waste Policy

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors continue to defer updating the Zero Waste Policy until the 2006 Solid Waste Management Plan has been updated and at which time the Policy will be aligned with the Plan. **FURTHER** that the Solid Waste Management Plan Committee convene in support of organics waste in a timely manner.

[Staff Report-Zero Waste Policy Update - P&P - Feb 14-BOARD-March 14 2018 Pdf](#)

- 10b) Boundary Community Development Committee - March 7/18**

Grand Forks and District Aquatic Centre and Jack Goddard Memorial Arena

Re: UBCM Application for Facility Condition Assessment

Facility Condition Assessment

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the application to the Union of BC Municipalities for the Facility

Condition Assessment of the Grand Forks and District Aquatic Centre and Jack Goddard Memorial Arena. **FURTHER** that the Board agrees to commit up to \$15,000 in the event the application for the UBCM Asset Management Planning Program is successful.

[Grant App UBCM Facility Condition Assessment - BCDC - March 7-BOARD-March 14 2018](#)

10c) Boundary Community Development Committee-March 7/18

Re: Big White Community Development Association Funding Agreement

Big White Mountain Grant Funding Agreement

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Grant Funding Agreement between the RDKB and the Big White Mountain Community Development Association to establish conditions associated with the RDKB funding of a Community Development Officer for the Big White Community.

[Staff Report-BW Mtn Development Assoc-FundingAGreement-BCDC-March 7-BOARD-March 14 2018](#)

[BWMCDA Funding Agreement](#)

11. New Business

11a) Kettle Valley Food Coop

Re: Grand Forks Credit Union/Phoenix Foundation Grant Opportunities-RDKB as CRA Application Sponsor

CRA Sponsorship-Kettle Valley Food Coop

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves assuming the role of CRA Sponsor on behalf of the Kettle Valley Food Coop for the submission of an application to the Grand Forks Credit Union/Phoenix Foundation grant opportunity to assist with funding for the purchase of a point of sale system.

[KettleValley Food Coop-PhoenixFoundation-GF CreditUnion-CRA Sponsorship-BOARD-March 14 2017](#)

11b) Boundary Association for Applied Science & Innovative Technologies (BAASIT)

Re: Grand Forks Credit Union/Phoenix Foundation Grant Opportunities-RDKB as CRA Application Sponsor

CRA Sponsorship - BAASIT

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves assuming the role of CRA Sponsor on behalf of the Boundary Association for Applied Science and Innovative Technologies for the submission of an application to the Grand Forks Credit Union/Phoenix Foundation grant opportunity for funding to assist with the purchase of a 3-D printer for training and educational purposes.

[Boundary Assoc Applied Science Innovative Tech-PhoenixFoundation-GF CreditUnion-CRA Sponsor-BOARD-March 14 2018](#)

- 11c)** A staff report from Mark Andison, CAO, regarding a Building Bylaw Contravention for the property described as:
Westlake Drive, Christina Lake, B.C.
Electoral Area 'C' / Christina Lake
Parcel Identifier: 005-586-917
Lot 27 District Lot 317 Similkameen Division Yale District Plan 25163
Owners: James Niblow and Sabrina Rosa

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted)

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot 27, District Lot 317, Similkameen Division Yale District, Plan 25163.

[Staff Report-Niblow+Rosa-Board-March 14, 2018 - Pdf](#)

- 11d)** A staff report from Mark Andison, CAO, regarding a Building Bylaw Contravention on the property described as:
400-7470 Porcupine Road, Big White, B.C.
Electoral Area 'E' / West Boundary
Parcel Identifier: 016-300-246
Strata Lot 39 District Lot 4109S Similkameen Division Yale District Strata Plan K838
Owner: Figure Ski Enterprises Inc.

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section

57 of the Community Charter against the property legally described as Strata Lot 39, District Lot 4109S, Similkameen Division Yale District, Strata Plan K838.

[Staff Report-Bylaw Contravention Figure Ski Enterprises Inc-Board-March 14, 2018 - Pdf](#)

- 11e) T. Dueck, Solid Waste Program Coordinator**
Re: Updating the Status of Stewardship Programs in the RDKB.

***Director McGregor, Environmental Services Liaison
Stewardship Programs***

Corporate Vote Unweighted

That the staff report from T. Dueck, Solid Waste Program Coordinator regarding Stewardship Programs in the RDKB be received.

[Stewardship Update \(RPT - 1169\) - Pdf](#)

- 11f) G. Denkovski, Manager of Infrastructure and Sustainability**
Re: Gas Tax Application - Area 'E' /West Boundary Westbridge Community Hall Upgrades

Westbridge Recreation Society-Gas Tax Application

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Westbridge Recreation Society and the allocation of Gas Tax funding in the amount of \$7,566.70 from Electoral Area 'E' /West Boundary for the costs associated with upgrades at the Westbridge Community Hall. FURTHER, that the Board authorizes the RDKB signatories to sign and enter into the agreement.

[Westbridge Gas Tax Application](#)

- 11g) G. Denkovski, Manager of Infrastructure and Sustainability**
Re: Gas Tax Application - Area 'E' / West Boundary Bridesville Community Hall

Bridesville Community Club-Gas Tax Application

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Bridesville Community Club and the allocation of Gas Tax funding in the amount of \$70,000 from Electoral Area 'E' / West Boundary for the costs associated with a addition to the Bridesville Community Hall. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the agreement.

[Bridesville Community Hall Gas Tax Application](#)

11h) D. Derby, Regional Fire Chief/Fire Dispatch Manager
Re: Big White Repeater Site-Renewal License Agreement

Site License Agreement-Big White Repeater Tower

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve the license agreement renewal/extension for repeater site equipment and shelter between Bell Media Inc and the Regional District Kootenay Boundary for a term that expires September 14, 2018.

FURTHER that the Regional District Kootenay Boundary will make payment to Bell Media Inc. a license fee of \$306.00 for each month of the agreement plus any applicable federal and or provincial sales tax according to the schedule set out in Appendix 'A' of the agreement.

Further that the Regional District Kootenay Boundary Board of Directors approves execution of the agreement.

[Staff Report - Bell Media - Big White Repeater Site Agreement-BOARD-March 14, 2018](#)

11i) Grants-In-Aid

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. Community Futures Development Corp. Greater Trail-Electoral Area 'A'-\$500
2. Special Olympics B.C. -Trail-Electoral Area 'A'-\$500
3. Champion Lakes Golf Course-Electoral Area 'A'-\$1,000
4. Beaver Valley Golf & Recreation Society-Electoral Area 'A'-\$210
5. JL Crowe Secondary School-Electoral Area 'A'-\$750
6. JL Crowe Secondary School-Electoral Area 'B'-\$750
7. Special Olympics B.C.-Trail-Electoral Area 'B'-\$2,500
8. Christina Lake Stewardship Society-Electoral Area 'C'-\$1,785.95
9. Christina Lake Stewardship Society-Electoral Area 'C'-\$1,500
10. Christina Lake Stewardship Society-Electoral Area 'C'-\$2,500
11. Christina Lake Stewardship Society-Electoral Area 'C'-\$500
12. Little Lakers Learning Centre Society-Electoral Area 'C'-\$2,500
13. British Columbia Conservation Foundation-Electoral Area 'D'-\$500
14. Boundary Musical & Theatre Society-Electoral Area 'D'-\$500
15. Boundary Wood Workers Guild-Electoral Area 'D'-\$1,000
16. Rotary Club of Grand Forks-Electoral Area 'D'-\$2,000

[Grants-In-Aid as of March 8, 2018 BOARD March 14, 2018](#)

12. Bylaws

- 12a) T. Lenardon, Manager of Corporate Administration/Corporate Officer-Bylaw No. 1663-Amending Grand Forks and District Local Service Transit Service Establishment Bylaw No. 672**

Adoption

Recommendation: Stakeholder Vote (Electoral Area 'D'/Rural Grand Forks, Electoral Area 'E'/West Boundary, Cities of Grand Forks and Greenwood) Weighted

That Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018 be Reconsidered and Adopted.

[RDKB Bylaw1663-GF Transit-Adopt-BOARD-March 14](#)

[FEBRUARY Staff Report-Bylaw1663-BOARD-March 14 2018](#)

[Grand Forks Council-Consent to Adpt RDKB Bylaw 1663](#)

[Greenwood Council-Consent to Adpt RDKB Bylaw 1663](#)

[Area D Area E-Consent to Adpt Bylaw 1663-BOARD-March 14](#)

- 12b) T. Lenardon, Manager of Corporate Administration/Corporate Officer-Proposed Bylaw No. 1622 Electoral Area Director Remuneration Amending Remuneration Bylaw No. 1526**

First, Second and Third Readings

Adoption

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That Regional District of Kootenay Boundary Electoral Area Directors Remuneration Bylaw No. 1622 be given First, Second and Third Readings.

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That Regional District of Kootenay Boundary Electoral Area Directors Remuneration Bylaw No. 1622 be Reconsidered and Adopted.

[Staff Report-Bylaw 1622-EA Director Remuneration-Board-March 14 - Pdf](#)

- 12c) G. Wiebe, Engineering and Safety Coordinator
Bylaw 1662-BV Water Service Establishment Amendment
(Remove a Property from Service Area Boundaries)**

First, Second and Third Readings

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Beaver Valley Water Service Establishment Amendment Bylaw No. 1662, 2018 be read a First, Second and Third Time.

[Staff Report Bylaw 1662-BOARD-March 14 2018](#)

13. **Late (Emergent) Items**
14. **Discussion of Items for Future Meetings**
15. **Question Period for Public and Media**
16. **Closed (Incamera) Session**
17. **Adjournment**



Regular Meeting of the Board of Directors

February 14, 2018

RDKB Board Room, Trail, B.C.

6:00 PM

Minutes

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

Staff: M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration/Recording Secretary
G. Denkovski, Manager of Infrastructure and Sustainability
B. Burget, General Manager Finance
D. Derby, Regional Fire Chief/Fire Dispatch Manager
C. Marsh, Manager of Emergency Programs

Call to Order

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

Consideration of the Agenda (Additions/Deletions)

The agenda for the Regional District of Kootenay Boundary Board of Directors February 14, 2018 meeting was presented.

The Manager of Corporate Administration advised that the following items will be added to Section 12; Late Emergent Items:

1. Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the East End Columbia Pollution Control Plant (East End Sewer plant) options and pre-design,
2. Request for RDKB to sponsor a Phoenix Foundation/Grand Forks Credit Union granting opportunity for Christina Lake Gateway,
3. Staff Report from Dan Derby regarding an extension to the Fire Hydrant Agreement, and
4. A recommendation from the Policy and Personnel Committee to approve half-masting the flag in memory of a deceased fire fighter from Cranbrook.

Item 4a) – Delegation was removed from the agenda as the delegate was unable to attend the Board meeting.

83-18 Moved: Director Worley Seconded: Director Gee

Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors February 14, 2018 meeting be adopted as amended.

Carried.

Minutes

The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held January 25, 2018 were presented.

Director Gee requested that the minutes be amended by including her opposition to Recommendation #71-18 (page 17), and it was;

84-18 Moved: Director Grieve Seconded: Director Langman

Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held January 25, 2018 be adopted as amended.

Carried.

Delegation(s)

Rachael Roussin-At the Board's Request

Re: Kootenay and Boundary Farm Advisory Program

Update on 2017 Program Activities and 2018 Workplan and Goals

This item was removed from the agenda as the delegate was unable to attend the meeting. The delegate will re-schedule her presentation to a future meeting.

Unfinished Business**Discussion Item****Re: BC Timber Sales (BCTS)-Scheduling Field Tour**

Further to the attendance of a BCTS delegation and presentation at the Board of Directors meeting held November 8, 2017, staff have been working with BCTS to arrange a field tour. The last field tour was held in Westbridge, May 2016 and at that time, the Board agreed to arrange a similar tour in the RDKB East End at a later date.

BCTS has confirmed that representatives are available for a field tour in the East End (Trail Area) prior to the Thursday, June 28th Board meeting which is scheduled to be held in Trail. The purpose of the field tour is to develop a greater understanding of each other's principles and objectives and to share information on developments, and it was;

BC Timber Sales Field Tour

85-18 Moved: Director Rotvold Seconded: Director Langman

Corporate Vote Unweighted

That staff be directed to move forward with making the necessary arrangements for a BC Timber Sales Field Tour in the RDKB East End prior to the June 28, 2018 Board meeting. **FURTHER** that the tour take place in both Electoral Areas 'A' and 'B'/Lower Columbia-Old Glory.

Carried.

Donna Dean, Manager of Planning and Development**Re: Contract Agreement-Boundary Area Drought Management Plan*****Boundary Area Drought Management Plan Contract***

86-18 Moved: Director Rotvold Seconded: Director Gee

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves a contract between the Regional District of Kootenay Boundary and CommonsPlace Consulting Ltd. for the preparation of a drought Management Plan for the Boundary Area for a term commencing February 15, 2018 and expiring December 31, 2018 in the amount of \$53,510. **FURTHER** that the Board authorize the RDKB signatories to sign and enter into the Contract.

Carried.

Chris Marsh, Manager of Emergency Programs**Re: Emergency Preparedness Services (012) 2018-2022 Five Year Financial Plan*****Director Rotvold, Protective Services Liaison***

The Manager of Emergency Programs explained the staff report and proposed Financial Plan. He answered inquiries regarding staff recruitment from member municipalities and the RDKB to work in

the Emergency Operations Centre (EOC) so that there is a balance of staffing at both the EOC and local authority offices ensuring daily (office) operations continue during EOC activations.

There was a discussion regarding incident response costs and incident recovery costs that were recovered in 2017 in relation to the PEP grants. Director Gee noted that it is difficult to see both revenue and expenses related to the PEP grants and she asked whether the RDKB should have a policy about spending the excess.

Staff also answered inquiries regarding the use and number of sprinkler protection units (3 across the region), the transfer from reserves (purchase of an Emergency Preparedness response vehicle), wildfire mitigation and public education and awareness possibly being part of the Town Hall meetings. Director Grieve noted that public information regarding Wildfire Management / Protection has been requested in the Beaver Valley and that this should be included in the "Challenges" section of the Emergency Program Workplan.

Emergency Preparedness Financial Plan

87-18 Moved: Director Rotvold Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Emergency Preparedness Service (012) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

Dan Derby, Regional Fire Chief/Fire Dispatch Manager

Re: 9-1-1 Emergency Communications Service (015) 2018-2022 Five Year Financial Plan *Director Rotvold, Protective Services Liaison*

Staff reviewed the changes to the budget/financial plan since the January meetings and provided clarification regarding emergency communications connection costs when the City of Kelowna assumes delivery of the RDKB dispatch service.

The Regional Fire Chief/Fire Dispatch Manager also clarified pieces of the budget, including the requisition that have been shared with the Regional District of Central Kootenay during the term of the emergency communications partnership. He also answered questions regarding the ownership and use of the repeater towers and advised that they are owned by the "dispatch service".

9-1-1 Financial Plan

88-18 Moved: Director Rotvold Seconded: Director Worley

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the 9-1-1 Emergency Communications Service (015) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

Beth Burget, General Manager of Finance

Re: Proposed General Government Services (001) 2018-2022 Five Year Financial Plan
Director Martin, Finance Liaison

Staff answered questions regarding contribution to reserves, the allocation of \$5,000 as the RDKB's contribution towards the Kootenay Booth, the BC Hydro grant in lieu of taxation and the requisition. Further information regarding reserves will be presented at the next meeting.

General Government Financial Plan

89-18 Moved: Director Martin Seconded: Director Rotvold

Corporate Vote Unweighted

That the General Government Services (001) 2018 - 2022 Five Year Financial Plan be revised to include the allocation of \$5,000 for the Kootenay Booth. **FURTHER** that the Financial Plan be referred to a future meeting.

Carried.

Beth Burget, General Manager of Finance

Re: Feasibility Study Service (006) 2018-2022 Five Year Financial Plan
Director Martin, Finance Liaison

The Board members discussed the Feasibility Budget and how receivables could be identified.

Feasibility Study Financial Plan

90-18 Moved: Director Martin Seconded: Director McLellan

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Feasibility Studies Service (006) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

Beth Burget, General Manager of Finance

Re: MFA Debenture Debt (001) (General Government Services) 2018-2022 Financial Plan
Director Martin Finance Liaison

MFA Debenture Debt Financial Plan

91-18 Moved: Director Martin Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the MFA Debenture Debt (001) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

Beth Burget, General Manager of Finance

Re: Budget Summary Reports

Director Martin, Finance Liaison

Budget Summary Reports

92-18 Moved: Director Martin Seconded: Director Rotvold

Corporate Vote Unweighted

That the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projections Reports be received.

Carried.

Beth Burget, General Manager of Finance

Re: Proposed Building Inspection Services (004) 2018-2022 Five Year Financial Plan

Building Inspection Financial Plan

93-18 Moved: Director Rotvold Seconded: Director Worley

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors discuss the proposed Building Inspection Services (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.

Carried.

Goran Denkovski, Manager of Infrastructure and Sustainability

Re: Regional Solid Waste Management Service (010)

Draft 2018-2022 Five Year Financial Plan

Director McGregor, Environmental Services Liaison

Staff answered budgetary questions regarding capital projects, equipment and maintenance and the McKelvey Creek Landfill Phase 1 post closure.

There was a discussion regarding adding a fourth day of operations to the Greenwood Landfill, and it was;

Regional Solid Waste Management Financial Plan

94-18 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted

That staff be directed to draft a report for the next meeting which provides information on the (estimated) cost to add a fourth day of operations at the Greenwood Landfill during 2018. **FURTHER** that the Solid Waste Management Service (010) 2018 - 2022 Five Year Financial Plan, be referred to a future meeting.

Carried.

(Director McLellan opposed)

Goran Denkovski, Manager of Infrastructure and Sustainability

Re: Big White Solid Waste Management Service (064)

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RDKB Board of Directors

February 14, 2018

Draft 2018-2022 Five Year Financial Plan***Director McGregor, Environmental Services Liaison******Big White Solid Waste Management Financial Plan*****95-18** Moved: Director McGregor Seconded: Director Gee**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.

Carried.

Communications (Information Only)**a) BCUC-An Inquiry into the Regulation of Electric Vehicle Charging Service-Jan 23, 2018**

The Board members reviewed the preliminary scope of the BCUC Inquiry and the questions posed regarding the basis for the regulation, rate design and rate setting and other matters. The RDKB Board of Directors will engage in further discussions once there are more RDKB communities using electric vehicle charging stations.

b) BC Emergency Health Services-Community**Paramedicine Initiative-Interior Health-Email Jan. 30, 2018****c) District of Coldstream-Prevention of Quagga and Zebra Mussels-Jan.22, 2018****d) Metro Vancouver - GVS&DD Commercial Waste Hauler Licensing Bylaw No. 307, 2017-Jan. 18, 2018****e) ALC Decision-Non Farm Use-MFLNRO****Electoral Area 'E'/West Boundary****(Construction of Fire Hall-Kettle Valley Fire Service)****96-18** Moved: Director Worley Seconded: Director Grieve

That Information (Communications Only) Items 6a) - 6e) be received. **FURTHER** that staff review Item 6d); Metro Vancouver-GVS&DD Commercial Waste Hauler Licensing Bylaw No. 307, 2017 and determine whether there are implications to the RDKB and whether a follow-up report to the RDKB Board of Directors is necessary.

Carried.

Reports**Interim Schedule of Vendor Payments*****Director Martin-Finance Liaison*****97-18** Moved: Director Martin Seconded: Alternate Director Webber

Corporate Vote Unweighted

That the Interim Schedule of Vendor Payments in the amount of \$2,091,658.03 as at January 31, 2018 be received.

Carried.

Draft Electoral Area Advisory Planning Commission Minutes-Feb. 6/18***Electoral Area 'A'******APC Minutes***

98-18 Moved: Director Grieve Seconded: Director McGregor

Corporate Vote Unweighted

That the draft minutes of the Electoral Area 'A' Advisory Planning Commission meeting held February 6, 2018 be received.

Carried.

Monthly RDKB Adopted Committee Minutes-Jan./18***Boundary Community Development Committee-Jan. 9/18******Committee Minutes***

99-18 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted

That the minutes of the Boundary Community Development Committee meeting held January 9, 2018 be received.

Carried.

Monthly Committee Recommendations to Board of Directors

The RDKB Committee recommendations as adopted by the RDKB Committees in January and February 2018 are presented for consideration.

East End Services Committee-Special Meeting Jan. 25/18**Re: Kootenay Boundary Regional Fire Rescue (KBRFR) Expenditures**

Staff reviewed the budget and staff report information regarding revenue options for the KBRFR Service that would assist in reducing the impacts created by the Regional District of Central Kootenay opting out of the Fire Dispatch (911) Service as delivered by the KBRFR Service as well as the KBRFR Service now also having to contract-out fire dispatch to the City of Kelowna.

At a special meeting held on January 25, 2018, the East End Services Committee discussed the option to request funding from the 7 Mile Dam grant-in-lieu (BC Hydro grant-in-lieu of taxes). The revenue from the grant-in-lieu is included in the General Government / Administration Budget (001), which is shared between all RDKB jurisdictions, including the West End.

Overall, the West End Directors generally support the recommendation. Director Rotvold noted her support, but clarified that her support is only for the present recommendation and nothing beyond that. Anything further could set a precedent for future requests. Director Russell noted his support for the request in 2018 but advised he is uncomfortable with the request for additional funding in 2019. The recommendation sets the direction for 2018-2019 only.

Director Grieve, Chair of the East End Services Committee advised that it was a difficult recommendation for the Committee to bring forward to the Board. The East End Directors consider this revenue to assist with reducing what would have been a significant tax increase.

There was agreement by the West End Directors that the change to the 911 Fire Dispatch Service being contracted out to the City of Kelowna is a regional change but with an impact on a sub-regional service in the East End which was beyond anyone's control.

KBRFR Expenditures

100-18 Moved: Director Rotvold Seconded: Director McLellan

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve the transfer of \$300,000 in 2018 from the 7 Mile Dam grant-in-lieu revenues to the Kootenay Boundary Regional Fire Rescue Service to help offset the cost of transitioning away from Fire Dispatch Services and the impact to the Kootenay Boundary Regional Fire Rescue Service. **FURTHER** that an additional \$150,000 be requested in 2019.

Carried.

Boundary Community Development Committee (BCDC)-Feb. 7/16

Chair Russell

Community Advisory Committees-Community and Stakeholder Engagement

101-18 Moved: Director McLellan Seconded: Director Rotvold

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the following revised Community Advisory Committees Terms of Reference as presented to the Board of Directors on February 14, 2018:

COMMUNITY ADVISORY COMMITTEES

Empowering Community and Stakeholder Engagement on Advisory Committees

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

Committee	Mandate	Additional Terms of Reference	Membership
Kettle River Watershed Authority	To guide implementation of the Kettle River Watershed Management Plan (KRWMP) to fulfill the four strategies	<p>The Authority will:</p> <ul style="list-style-type: none"> • Provide oversight to the project coordinator on plan implementation priorities. 	<p>Up to 28 voting members (8 is quorum), appointed for two years terms.</p> <p>At least two members will represent each sector listed here; members can represent more than one sector:</p> <ul style="list-style-type: none"> • Agriculture

	<p>identified in the Plan including:</p> <ol style="list-style-type: none"> 1. Increasing community understanding, support and capacity for stewardship of the Kettle River Watershed; 2. Improving the quality, reliability and security of water supplies through sustainable management of water resources; 3. Improving watershed health and function in the Kettle River Watershed; and 4. Maintaining or enhancing recreational, cultural and amenity values. 	<ul style="list-style-type: none"> • Provide or recommend specialized expertise for technical working groups. • Work with or provide advice to all levels of government (local, provincial, federal and First Nations) and other decision-makers or influencers to ensure that recommendations from the plan are considered and/or implemented. • Provide advice to the KRWMP Steering Committee on strategic directions based on learning and feedback during plan implementation. • Contribute to the review and update of the Plan. 	<ul style="list-style-type: none"> • Forestry – Large Tenure Holders • Forestry – Small Business • Industry • Mining • Environmental/Conservation Groups • Tourism and Recreation • Water Purveyors <p>Members-at-large (two)</p> <p>Government Representatives with decision-making authority, externally appointed:</p> <ul style="list-style-type: none"> • Electoral Area Directors (3) • Municipal representatives (3) • ONA (1) • Splatso'n (1) • Sinixt (1) • Colville Federated Tribes (1) <p>Selection of Authority members will ensure geographical representation across the Boundary.</p> <p>Government Staff and consultants (non-voting), externally appointed or invited:</p> <p>KRWMP Plan Coordinator RDKB FLNRORD (Ecosystems) FLNRORD (Licensing) MoE (Water Sustainability Act Implementation) MoE (Environmental Enforcement) MoA Ministry of Health/Interior Health Ferry County Representative</p>
Boundary Area Food & Agriculture Advisory Council	To support the development of an agricultural plan, a food security plan, and to support a Boundary food system where:	The Council will bring together community, government, business and agricultural interests to work on integrated and sustainable policy	Up to 29 voting members (8 appointees is quorum) including 15 that can represent the following food system areas, appointed for terms of two years by the RDKB Board of Directors:(at least two

Boundary Area Food & Agriculture Advisory Council (Con't)	<ul style="list-style-type: none"> • Food is part of a vibrant agricultural economy; • The agricultural system is connected and thriving; • High quality food and other agricultural products are produced; • The region provides a healthy economic environment for farmers; • Settler and Indigenous food systems complement one another; • Agriculture is a cohesive element within communities; • Food is safe and nutritious; • Processing, distribution, storage, and retail remains local; • Food is affordable, available, and accessible to all; and • The food system minimally impacts the environment. 	<p>recommendations to strengthen the regional food system.</p> <p>This group will form a liaison between the Steering Committee, the consultant and the various stakeholders of the Boundary Area Agricultural Plan update, and Food Security plan. The group will contribute to ensuring the process of revising the Plan is inclusive and meets the needs of the Boundary Area to the greatest degree possible.</p> <p>The Council will act to help oversee implementation of the plan after the plan is endorsed, and the Council will continue to operate until such time as a formal resolution for dissolution from the RDKB.</p>	<p>members from each area, one member may represent more than one area):</p> <ul style="list-style-type: none"> • Producers representing a variety of agricultural products (at least 8) • Processing and Distribution • Retail • Food system and nutritional education • Food access organisations • Social welfare organisations related to food systems • Waste Management <p>The council also has six at-large members.</p> <p>First Nations groups (e.g. ONA and Sinixt), and Métis will each be able to appoint a representative to the Council.</p> <p>Selection of committee members will ensure geographical representation across the Boundary. Specific regions may be designated a seat on the council, where not otherwise represented (that is remote communities, such as Beaverdell or Big White).</p> <p>Working groups will be in identified for specific topical or geographical areas, as needed. For example, for the agricultural plan revision working group.</p> <p>Non-voting members will include, among others identified from time to time, including representatives from Government Staff and consultants (non-voting), externally appointed or invited:</p> <p>RDKB Interior health Ministry of Agriculture Kettle River Watershed Authority</p>
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Carried.

This matter will be reviewed by the Advisory Committees in the future.

Board Appointments Updates

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

A S.I.D.I.T. meeting will be held in the near future. Director McGregor will report then.

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

Director McGregor briefly reviewed the BC Rural Centre Recommendations for Provincial Government action to stimulate rural development. She also provided a summary on her attendance at a Rural Engagement Session in Vernon, December 2017 and advised that BC Rural Centre/SIBAC will maintain the Rural Dividend Funding.

Okanagan Film Commission - Director Gee

There have been no recent meetings. The OK Film Commissioner will attend a future Boundary Community Development Committee to present the annual OK Film Commission update.

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

There will be teleconference meetings with Global Affairs Canada and the Province in the near future.

Kootenay Booth - Director Rotvold

There was a conference call on February 8th. Rather than a draw for the suitcase, the Kootenay Booth Committee has decided to allocate \$3,000 - \$1,000 from each Regional District (RDCK, RDEK and RDKB)- towards a winter or summer vacation in one of the three regional district areas.

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

There was nothing new to report.

Chair's Update - Chair Russell

Chair Russell provided a summary of his Chair's Update Report, which had been emailed to the Directors prior to the Board meeting and he provided information on the following:

1. His attendance at the Local Government Leadership Academy (LGLA) and the Electoral Area Directors Forum,
2. Issues with lack of awareness/invitations for the Provincial engagement sessions that have been arranged regarding rural development and complications with how messaging for the engagement sessions has been delivered,
3. Flood and Fire review with Maureen Chapman and George Abbot and what is being done regarding the lack of engagement until an emergency occurs,
4. Entrepreneurs/Youth-School District 91-Rural innovation centre and summit – developing curricula
5. The role of Alternate Directors and the scope of their capacity as a Director in the absence of the elected Director, and
6. A brief review of the Cannabis legislation.

102-18 Moved: Director Rotvold Seconded: Director McGregor

Corporate Vote Weighted

That staff be directed to request the Provincial Flood and Fire Review Co-Chairs, Maureen Chapman and George Abbot to include engagement opportunities on the Provincial Flood and Fire Review within the RDKB's region.

Carried.

New Business

Letter to Ministry of Transportation and Infrastructure

Re: Need for Improved Winter Road Maintenance at Big White Ski Resort

Improved Winter Road Maintenance at Big White

103-18 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary direct staff to send a letter to the Ministry of Transportation and Infrastructure regarding the need for improved winter road maintenance at Big White Ski Resort.

Carried.

Directors Grieve and Worley explained the issues with road maintenance as delivered by the current contractor in Electoral Areas 'A' and 'B'/Lower Columbia-Old Glory. Director McGregor advised that residents at Christina Lake have similar issues and will be sending a petition regarding the need for better road maintenance in the rural areas to the Ministry of Transportation and Infrastructure as well as to MLA, Linda Larson.

104-18 Moved: Director McLellan Seconded: Director Rotvold

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board Chair, Director Russell and Chief Administrative Officer, Mark Andison be directed to further review the issues with winter road maintenance in the RDKB's jurisdiction and determine a strategy for an appropriate response to this matter overall.

FURTHER that the strategy be presented to the Board of Directors for consideration at a future meeting.

Carried.

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

9240 Industrial Road, Trail, B.C.

Electoral Area 'A'

Parcel Identifier: 009-094-555

Lot 1 District Lot 205A Kootenay District Plan 13255

Owner: Omar Grinblats

105-18 Moved: Director McGregor Seconded: Director Worley

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RDKB Board of Directors

February 14, 2018

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 1, District Lot 205A, Kootenay District, Plan 13255.

Carried.

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

95 Tamarac Avenue, Fruitvale, B.C.

Electoral Area 'A'

Parcel Identifier: 014-927-802

Lot 4 District Lot 1236 Kootenay District Plan 4628

Owner: Heidi Korn

106-18 Moved: Director McGregor Seconded: Director Worley

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 4, District Lot 1236, Kootenay District, Plan 4628.

Carried.

Carly Rimell, Senior Planner

Re: Christina Lake Community and Nature Park (CLCNP) Park Management Plan (PMP)

Christina Lake Community and Nature Park-Park Management Plan

107-18 Moved: Director McGregor Seconded: Director McLellan

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors endorses the Christina Lake Community and Nature Park: Park Management Plan for the parcel legally described as DL 498, SDYD except: (1) Part 6.29 acres shown as Columbia and Western Railway R/W on Plan attached to parcels Book Vol. 4, FOL 433 (2) Plans 2710, 13142, 29837, 37989, 38106, KAP45806, KAP46580, KAP60519 and KAP79304.

Carried.

Ken Gobeil, Planner

Re: ALC Subdivision Referral - Electoral Area 'A'

ALC Subdivision

108-18 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors directs staff to forward, with a recommendation of support, the application to the Agricultural Land Commission for subdivision in the Agricultural Land Reserve submitted by Daniel and Sanja Zarchikoff, for the property legally described as 1438 and 1444 Highway 3B, Electoral Area 'A'.

Carried.

Chris Marsh, Manager of Emergency Programs
Re: Funding-Emergency Operations Centre Enhancements

EOC Funding

109-18 Moved: Director Rotvold Seconded: Director Martin

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the submission of a grant application to the UBCM Community Emergency Preparedness Fund (CEPF) for funding in the amount of \$20,500 for the purchase of two (2) digital wall mount displays and a replacement high definition projector for the Trail Emergency Operations Centre.

Carried.

Dan Derby, Regional Fire Chief, KBRFR/Fire Dispatch Manager
Re: Trail Fire Dispatch 2017 Statistics

Trail Fire Dispatch 2017 Statistics

110-18 Moved: Director Worley Seconded: Director Rotvold

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the staff report regarding the Trail Fire Dispatch 2017 statistics for information.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability
Re: Gas Tax Application -Area 'B'/Lower Columbia Old Glory (Birchbank Golf Club)

Gas Tax Application-Birchbank Golf Club

111-18 Moved: Director Worley Seconded: Director Grieve

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Birchbank Golf Club and the allocation of Gas Tax funding in the amount of \$50,000 from Electoral Area 'B' /Lower Columbia-Old Glory for the costs associated with upgrades to the irrigation satellite controller. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the agreement.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability
Re: Gas Tax Application -Area 'D'/Rural Grand Forks
(Grand Forks Community Trails Society)

Gas Tax Application Grand Forks Trails

112-18 Moved: Director McGregor Seconded: Director Grieve

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Grand Forks Community Trails Society and the allocation of Gas Tax funding in the amount of \$50,000 from Electoral Area 'D'/Rural Grand Forks for the costs associated with the North Fork Trans Canada Trail surface installation. **FURTHER** that the Board approves the RDKB signatories to sign and enter into the agreement.

Carried.

Grants-In-Aid

113-18 Moved: Director Grieve Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. BV Recreation-Electoral Area 'A'-\$1,600
2. Arthritis Society-Electoral Area 'A'-\$375
3. Arthritis Society-Electoral Area 'B'-\$375
4. Christina Lake Tourism Society-Electoral Area 'C'-\$2,500
5. Boundary Museum Society-Electoral Area 'C'-\$4,000
6. Boundary Youth Soccer Association-Electoral Area 'D'-\$2,000
7. Boundary Central Secondary School-Electoral Area 'E'-\$1,000
8. British Columbia Conservation Foundation-Electoral Area 'E'-\$1,000

Carried.

Bylaws

T. Lenardon, Manager of Corporate Administration/Corporate Officer
Re: Proposed RDKB Bylaw No. 1663, 2018 Amending Grand Forks and District Transit
Service Local Service Establishment Bylaw No. 672, 1991 and
Repealing Bylaw No. 1660, 2017

114-18 Moved: Director Konrad Seconded: Director Gee

Stakeholder Vote Weighted

(Electoral Area 'D'/Rural Grand Forks, Electoral Area 'E'/West Boundary, Cities of Grand Forks and Greenwood)

That Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018 be given First, Second and Third Readings.

Carried.

**Bylaw No. 1668-Security Issuing (Kettle Valley Fire Protection Service Pumper Truck)
First, Second and Third Readings
Reconsideration and Adoption**

115-18 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Weighted

That Regional District of Kootenay Boundary Security Issuing (Kettle Valley Fire Protection Service Pumper Truck) Bylaw No. 1668, 2018 be read a First, Second and Third Time.

Carried.

116-18 Moved: Director McGregor Seconded: Director Rotvold

Corporate Vote Weighted

That Regional District of Kootenay Boundary Security Issuing (Kettle Valley Fire Protection Service Pumper Truck) Bylaw No. 1668, 2018 be Reconsidered and Adopted.

Carried.

Late (Emergent) Items

G. Denkovski, Manager of Infrastructure and Sustainability

Re: Columbia Pollution Control Center Upgrade to Secondary Treatment Options pre-design Report

117-18 Moved: Director McLellan Seconded: Director Martin

Stakeholder Vote (Trail, Rossland and Warfield) Weighted

That the Regional District of Kootenay Boundary Board of Directors endorse option B1, MBBR-DAF with new primary tanks as outlined in the Opus Columbia Pollution Control Center Secondary Treatment Pre-design report dated February 8, 2018. **FURTHER** that staff be directed to advise Opus to complete detailed design on option B1, MBBR-DAF with new primary tanks as a secondary treatment upgrade.

Carried.

Recommendation from the Policy and Personnel Committee-Feb. 14/18

118-18 Moved: Director Grieve Seconded: Director Martin

Corporate Vote Unweighted

That pursuant to Article 14 in the current RDKB Half-Masting of the Canadian Flag Policy that the RDKB Board of Directors approves half-masting the flag Saturday, February 17, 2018 in honour of Captain Clayton Murrell, Cranbrook Fire and Emergency Services.

Carried.

**Phoenix Foundation and Grand Forks Credit Union Granting Opportunity
Re: RDKB as CRA Application Sponsor**

Christina Gateway Community Development Association

119-18 Moved: Director Worley Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves assuming the role of CRA Sponsor on behalf of the Christina Gateway Community Development Association for the submission of an application to the Phoenix Foundation and Grand Forks Credit Union Granting opportunity.

Carried.

**D. Derby, Regional Fire Chief/Fire Dispatch Manager
RE: Fire Hydrant Agreement Extension**

Fire Hydrant Agreement Extension

120-18 Moved: Director Martin Seconded: Director McLellan

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the 2018 Fire Hydrant Agreements with the Villages of Fruitvale, Montrose and Warfield, the Cities of Rossland and Trail, the Genelle Improvement District and the Beaver Falls Waterworks District. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the Agreements and forward them to the respective participants for endorsement.

Carried.

Discussion of Items for Future Meetings

A discussion was not held.

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 was adjourned (time: 8:43 p.m.).

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Action Item List All Committees\Board - as of March 9, 2018							
Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
15 Nov 2016	BCDC	1. The Harrop Proctor Community Forests group will be invited to a future BEDC meeting to provide a presentation on their activities to the Committee. 2. Dec 2017 - That the Boundary Community Development Committee directs staff to prepare a report on what has been done on the community forest topic with an eye for further action.	Mark Andison	06 Dec 2016	- 25 Apr 2017 02:03:46 PM During the AKBLG we will reach out and approach people on this issue and identify good candidates to share information with us. This will become work for the Committee Forest Sub-Committee.	Active	15 Feb 2018
15 Nov 2016	BCDC	RDKB planning staff will be asked to look at the issue of private rentals not charging MRDT from a planning perspective.	Mark Andison	06 Dec 2016	- 25 Apr 2017 10:50:39 AM This matter has been referred to the Planning Department and will be completed as time allows.	Active	09 Jan 2018
31 Jan 2017	BCDC	Format changes will be made to the Memo of Action Items. A list of BEDC sub-committees and their memberships will be added to the Memo of Action Items.	Mark Andison	07 Mar 2017	- 24 Apr 2017 02:22:45 PM As we have completely changed the format of the Committee Action, we will have to discuss the proper format and process for reporting out the activities of sub-committees.	Active	01 Dec 2017
01 Mar 2017	BCDC	A discussion at the next meeting will be focused on developing a list of indicators, on a project by project basis, which will measure BEDC's success in delivering programs and/or projects to Boundary stakeholders.	Mark Andison	07 Mar 2017	- 25 Apr 2017 02:07:50 PM Current plan is to place this item on the June meeting agenda with a focus on developing relevant performance measures and strategies going forward. Part of the discussion will be around the structure of the service. - 25 Apr 2017 10:43:08 AM The Chair and Staff will continue to work towards having sufficient time on agendas to carry on this discussion.	Active	16 Nov 2017
01 Jun 2017	BCDC	There will be a discussion on whether a mobile maker place (a mobile version of the MIDAS Lab) can be developed that can be rotated through the Kootenays.	Mark Andison	30 Jun 2017	- 20 Jul 2017 01:49:37 PM We will work with the BCDC Chair to schedule this discussion.	Active	16 Nov 2017
01 Jun 2017	BCDC	There will be a discussion on the impacts of poverty on economics and measures that can be taken and identifying costs to the Boundary area.	Mark Andison	30 Jun 2017	- 20 Jul 2017 01:47:22 PM Staff will work with the BCDC Chair to determine the appropriate timing for this discussion.	Active	16 Nov 2017
21 Sep 2017	BCDC	That the Boundary Community Development Committee, approves in principle, the dedication of funds towards the development of a Grand Forks and District disc golf course, pending further details from the City of Grand Forks.	Mark Andison	02 Oct 2017	Maureen Forster - 01 Feb 2018 01:28:23 PM \$12,000 budgeted in 2017 for this project has been allocated to the 2018 budget.	Active	01 Feb 2018
11 Oct 2017	BCDC	That the Boundary Community Development Committee supports purchasing a \$500 membership with Destination Development Association, pending clarification on funding availability.	Mark Andison	30 Nov 2017		Active	11 Oct 2017
16 Nov 2017	BCDC	Stakeholders will come forward with concrete ideas for dealing with social services delivery, for the next meeting agenda.	Mark Andison	31 Jan 2018		Active	27 Nov 2017
19 Dec 2017	BCDC	That the Regional District of Kootenay Boundary Board of Directors directs staff to send a letter to the RCMP to request an additional RCMP member to join the detachment in the City of Grand Forks. FURTHER That the Boundary Community Development Committee directs staff to plan a meeting with RCMP officials at the 2018 UBCM.	Mark Andison	31 Jan 2018	Maureen Forster - 02 Mar 2018 11:16:17 AM Staff have been in discussions with RCMP representatives regarding an April presentation by the new Regional Inspector to the Board of Directors regarding this issue. Maureen Forster - 03 Jan 2018 04:22:29 PM At its Dec 13/17 meeting, the Board of Directors passed a resolution deferring consideration of this matter pending a response from the Regional office of the RCMP in Nelson which identifies which detachment in the RDKB is in the most need of additional staffing.	Active	02 Mar 2018
16 Jan 2018	BCDC	That the Boundary Community Development Committee recommend to the Board of Directors that a service review be undertaken in 2018 for the Boundary Economic Development Service pursuant to the service review provisions included in Service Establishment Bylaw No. 1389, 2009.	Mark Andison	25 Jan 2018	Maureen Forster - 01 Feb 2018 01:36:16 PM The Board of Directors approved a 2018 service review at its Jan 25, 2018 meeting.	Active	01 Feb 2018
01 Mar	BCDC	That staff be directed to establish a date	Mark	30	Maureen Forster - 02 Mar 2018 11:18:58 AM	Active	02 Mar

2018		for the meeting with the new RCMP Regional Detachment Inspector.	Andison	Mar 2018	Staff have been in discussion with RCMP representatives regarding an April presentation by the new Regional Inspector to the Board of Directors regarding this issue.		2018
01 Mar 2018	BCDC	That a meeting be set up with key stakeholders in the community and Kevin Schubert from BC Transit to discuss options in service reduction. FURTHER that a list of stakeholders be sent to M. Andison, CAO.	Mark Andison	30 Mar 2018		Active	01 Mar 2018

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
04 May 2016	Board	That the Staff Report from John M. MacLean, Chief Administrative Officer presenting information regarding the Board's stated goal to improve the RDKB's communications and public profile in keeping with the Strategic Plan be received.	Mark Andison	30 Jun 2016	Maureen Forster - 23 Nov 2017 03:02:33 PM A Corporate Communications Officer has been hired. - 25 Aug 2017 09:30:46 AM Posting is up. Application being received until the third week of September. - 19 Jul 2017 02:17:19 PM The Board formally authorized the creation of a new communications position. Staff will now be proceeding with the necessary administrative steps and hiring. - 24 Apr 2017 03:19:11 PM The Board continues to discuss this issue. Adequate resources have been provisionally included in the 2017 Financial Plan should the Board decide to proceed.	Active	09 Mar 2018
16 May 2016	Board	Corporate Vote Unweighted That the Regional District of Kootenay Boundary Board of Directors approves the undertaking of the Bylaw Enforcement Notice / Dispute Adjudication system as a means to implement bylaw enforcement for minor infractions. FURTHER that staff be directed to apply to the Lieutenant Governor in Council to enact a regulation to include the RDKB in Schedule 1 of the Bylaw Notice Enforcement Regulation. FURTHER that upon inclusion in the Regulation that Staff draft a Bylaw Notice Enforcement Bylaw for the Board's consideration at a future meeting.	Theresa Lenardon	26 May 2016	Theresa Lenardon - 31 Oct 2017 07:35:18 AM The RDKB has been granted the Order in Council that includes RDKB on the Bylaw Enforcement Notice Regulation . Staff working on the Bylaw Enforcement Notice Bylaw, a penalty (fee) schedule, a payment schedule and a schedule for disputing tickets. Work is ongoing but project has been delayed, given the extra work Sept-Oct 2017 (e.g. with the resignation of the CAO).	Active	31 Oct 2017
14 Sep 2016	Board	Corporate Vote Unweighted That Staff follow up with the Ministry of Forests, Lands and Natural Resource Operations to advise that the RDKB Board of Directors would welcome an office presentation including a review of the current Operational Plan in October or November 2016. FURTHER that the Ministry be advised that their offer to provide a field trip and a safety orientation has been deferred until Spring 2017 at which time Staff will undertake a Doodle Poll to determine a possible date for the activity.	Theresa Lenardon	30 Nov 2016	Theresa Lenardon - 19 Feb 2018 11:17:13 AM At the Feb. 14/18 Board meeting, the Board of Directors directed staff to move forward with making arrangements with BCTS for a field tour in both Electoral Areas 'A' and 'B' prior to the June 28th Board meeting. Staff will provide the Board with the details of the tour sometime after April 2018. Theresa Lenardon - 02 Feb 2018 07:27:32 AM Staff are working with BCTS to organize a site tour in the RDKB East End possibly prior to the June 28 Board meeting held in Trail. This matter will be included on the Feb 14, 2018 Board agenda for discussion.	Active	09 Mar 2018
12 Oct 2016	Board	That the Regional District of Kootenay Boundary requests the Province to assess the monitoring well status in the Boundary and determine if the current level of information generated is appropriate. FURTHER if the assessment deems that there is insufficient available information, and that additional information is warranted, that the Province install additional wells where necessary or reactivate inactive wells, to assist in implementing the Kettle River Watershed Management Plan.	Donna Dean, Jeff Ginalias	31 Oct 2016		Active	23 Nov 2017
08 May 2017	Board	That the Regional District of Kootenay Boundary Board of Directors send a letter to the Ministry of Forests, Lands and Natural Resource Operations – Water Management Branch, requesting Ground Water Licensing notices be sent to property owners via BC Assessment Tax Notices.	Mark Andison	31 May 2017		Active	23 Nov 2017
08 May 2017	Board	Be it resolved that the Regional District of Kootenay Boundary Board of Directors requests Interfor to include a plan for community consultation in their Forest Stewardship Plan that includes sharing operational plans and changes	Mark Andison	31 May 2017	- 21 Jul 2017 08:20:00 AM In progress.	Active	09 Mar 2018

	therein with the communities and local governments in the vicinity of such plans prior to their implementation.						
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
20 Jun 2017	Board	That staff prepare a report that will provide clarity around, and assist the Board in strategically addressing perceived or real gaps in solid waste management services (e.g. concerns of lack of convenience in waste pickup service expansion in the Boundary, closure of reuse centres, and reductions in availability of recycling streams with the transition to Recycle BC). FURTHER that the report also provide information on the implications that making any suggested changes would have. FURTHER that the report be presented to the Board of Directors at the July 27, 2017 Board meeting for discussion and for referral to appropriate committees or action by the Board.	Alan Stanley	27 Jul 2017	Alan Stanley - 15 Sep 2017 10:10:22 AM A date for a Solid Waste Management Plan Steering Committee meeting must be established. Alan Stanley - 25 Aug 2017 09:36:18 AM Item referred to a future Solid Waste Management Plan Steering Committee meeting. Alan Stanley - 20 Jul 2017 09:47:35 AM A Staff Report will be presented at the July 27 Board of Directors Meeting recommending referral to the Solid Waste Management Plan Steering Committee	Active	15 Sep 2017
06 Jul 2017	Board	That the Regional District of Kootenay Boundary Board of Directors approves the submission of a BC Strategic Outreach Initiative Funding Application-Ministry of Agriculture (Strategic Planning) for \$10,000 for the development of a business plan and business consultation for the Boundary Meat Processing and Marketing Project.	Mark Andison	31 Jul 2017	- 19 Jul 2017 10:39:51 AM Application has been submitted, waiting for Ministry of Agriculture review and comment.	Active	09 Mar 2018
11 Aug 2017	Board	The Regional District of Kootenay Boundary Board of Directors directs staff to send a letter to ATCO requesting that more notice be given to referrals so that the timing is more compatible with the Regional District's meetings and Board schedules.	Donna Dean	31 Aug 2017	- 25 Aug 2017 02:03:38 PM Staff is working on this issue.	Active	25 Aug 2017
13 Sep 2017	Board	Corporate Vote Unweighted Director Gee requested that the letter from Metro Vancouver regarding electric vehicle charging be referred to the Boundary Community Development Committee for further discussion.	Mark Andison	21 Sep 2017		Active	09 Mar 2018
13 Sep 2017	Board	Staff will follow up as to why portions of Electoral Area B/Lower Columbia-Old Glory and the City of Trail are not included in the CBT affected areas funding. A report will be provided at a future meeting.	Goran Denkovski	21 Sep 2017	Goran Denkovski - 22 Nov 2017 11:20:00 AM A Staff Report will be brought forward at a Board meeting scheduled in January 2018.	Active	22 Nov 2017
31 Oct 2017	Board	Corporate Vote Unweighted That staff be instructed to contact Fortis BC to investigate the Fortis BC Pilot Senior Energy Specialist Program to the RDKB. FURTHER that the Board also remain aware of, and consider the possible impacts this matter may bring to RDKB staff time and RDKB Budget discussions.	Goran Denkovski	30 Nov 2017	Goran Denkovski - 22 Nov 2017 11:21:55 AM Staff still needs to contact Fortis on this matter and will bring forward a report in January 2018.	Active	18 Dec 2017
31 Oct 2017	Board	Corporate Vote Unweighted That the Regional District of Kootenay Boundary Board of Directors invite the Minister responsible for the Ministry of Transportation and Infrastructure to meet with the RDKB and the Christina Lake Parks and Recreation Commission to discuss the end of road(s) access to Christina Lake.	Donna Dean	30 Nov 2017		Active	18 Dec 2017
31 Oct 2017	Board	Corporate Vote Unweighted That the Regional District of Kootenay Boundary Board of Directors send a letter to the Ministry of Forests Lands and Natural Resource Operations and Rural Development commending the Ministry for creating an opportunity, through the Operational Information Forums (OIF), for forestry-related and operational conversations. FURTHER that the letter state the RDKB Board's appreciation for the invitation and request that the Ministry engage with the RDKB and other stakeholders (as they see fit) to explore avenues to provide increased engagement for Industry and Local Government in the	Donna Dean	30 Nov 2017	Maureen Forster - 09 Mar 2018 09:05:34 AM An information forum is being scheduled to be held in the Boundary.	Active	09 Mar 2018

		RDKB region.					
19 Dec 2017	Board	Corporate Vote Unweighted That staff follow up with the May 8, 2017 Board of Directors action item recommendation and write a letter to the Ministry of Forests, Lands and Natural Resource Operations and Rural Development - Water Management Branch requesting that Ground Water Licensing notices, explaining the new regulations, be sent to rural property owners via BC Assessment Notices.	Mark Andison	31 Dec 2017		Active	19 Jan 2018

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
19 Dec 2017	Board	Corporate Vote Unweighted That the Regional District of Kootenay Boundary draft Board Highlights document be referred back to staff for further assessment and for revisions that include more colour and attention-grabbing visuals, links to information that will provide more background, and the names of GIA recipients and a description of what the funding will be used for. FURTHER that the Board Highlights document, as revised, be presented back to the Board at a future meeting.	Frances Maika	31 Jan 2018		Active	19 Jan 2018
19 Dec 2017	Board	Corporate Vote Weighted That the Regional District of Kootenay Boundary Board of Directors confirm approval of entering into the 2018 Woodstove Exchange Program with the BC Lung Association for a cost of \$6,000 for a twelve (12) month term (January 1, 2018 to December 31, 2018). FURTHER that the RDKB Corporate Communications Officer work to increase awareness about the program through advertising and marketing on the RDKB website, local newspapers and community meetings.	Frances Maika	31 Jan 2018	Maureen Forster - 09 Mar 2018 09:06:21 AM Ongoing.	Active	09 Mar 2018
20 Dec 2017	Board	Corporate Vote Unweighted That the matter of RCMP staffing be deferred to a future meeting for further review and 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.	Mark Andison	31 Jan 2018	Maureen Forster - 09 Mar 2018 09:07:42 AM The new Regional Inspector is expected to speak in a delegation to the Board in April about this.	Active	09 Mar 2018
30 Jan 2018	Board	Staff will investigate the matter of the feasibility funds used for the proposed Mill Road Sewer Collection Service in 2010.	Mark Andison	28 Feb 2018		Active	09 Mar 2018
30 Jan 2018	Board	That staff draft a report regarding the budget implications of extending the hours of operation at the Greenwood Landfill. FURTHER that the report include statistics regarding the number of days per week and hours of operation per day of all RDKB landfills, the number of people who access each of the RDKB's landfill per day and the impact increasing the hours of operation at the Greenwood Landfill would have on RDKB Staff. FURTHER that the staff report be presented back to the Board for discussion before the Regional Solid Waste Management Financial Plan is presented for approval.	Mark Andison	28 Feb 2018		Active	08 Mar 2018
30 Jan 2018	Board	That the Regional District of Kootenay Boundary Board of Directors approves Staff to draft a bylaw that will repeal and discontinue the RDKB Extended Service Financial Aid Establishment Bylaw No. 1091, 1999. FURTHER that the draft repealing bylaw be presented to the Board of Directors for First, Second and Third Readings at the January 25 2018 Board meeting.	Theresa Lenardon	25 Jan 2018	Theresa Lenardon - 02 Mar 2018 09:22:18 AM The participants, Greenwood, Midway and Area E have all consented to adoption of the bylaw. On Feb. 21/18, staff sent the Bylaw, with the participants' consents, to the Inspector of Municipalities for Statutory Approval. Statutory Approval can take 4-6 weeks. Staff anticipate receiving this approval sometime between March 21/18 and first week of April. Once Stat Approval has been received, the Bylaw will be presented back to the Board of adoption. Theresa Lenardon - 02 Mar 2018 09:18:14 AM Bylaw No. 1665 was given First, Second and Third Readings by the Board on Jan. 25/18. Staff has forwarded the Bylaw to the participants asking for consent to adopt the Bylaw. Should 2/3 of the participants consent to adopting the bylaw, it will be referred to the Inspector of Municipalities for Statutory Approval. This could take approximately 2 months.	Active	08 Mar 2018

05 Feb 2018	Board	Corporate Vote Unweighted That Communications Information Only items a) - b) be received FURTHER that the letter from the District of Kent to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing regarding cannabis sales revenue sharing requesting be referred to the Education and Advocacy Committee.	Theresa Lenardon	28 Feb 2018	Theresa Lenardon - 05 Feb 2018 02:41:15 PM Staff have referred the letter to the Education and Advocacy Committee to discuss at a future Committee meeting possibly in the middle of February.	Active	08 Mar 2018
05 Feb 2018	Board	Corporate Vote Weighted That the Regional District of Kootenay Boundary Board of Directors approve the renewal of a lease with the City of Trail for the Victims Services office space in the Greater Trail RCMP detachment pending additional information from the City of Trail indicating that the rental rate the City charge's is a common, standard rate. FURTHER that upon confirmation from the City that the lease-rate being charged to the RDKB is a standard rate, that the Board authorize the RDKB signatories to sign and enter into the lease.	Mark Andison	28 Feb 2018		Active	08 Mar 2018

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
28 Feb 2018	Board	Further information regarding reserves will be presented at the next meeting.	Beth Burget	14 Mar 2018		Active	08 Mar 2018
28 Feb 2018	Board	That staff be directed to draft a report for the next meeting which provides information on the (estimated) cost to add a fourth day of operations at the Greenwood Landfill during 2018.	Goran Denkovski	14 Mar 2018	Maureen Forster - 09 Mar 2018 09:14:21 AM A staff report is being prepared.	Active	09 Mar 2018
28 Feb 2018	Board	The RDKB Board of Directors will engage in further discussions once more RDKB communities use electric vehicle charging stations and it can be determined whether there are any negative impacts.	Mark Andison	29 Jun 2018	Maureen Forster - 09 Mar 2018 09:15:54 AM Awaiting installation of vehicle charging stations in more RDKB communities.	Active	09 Mar 2018
28 Feb 2018	Board	Staff will review Metro Vancouver-GVS&DD Commercial Waste Hauler Licensing Bylaw No. 307, 2017 and determine whether there are implications to the RDKB and whether a follow-up report to the RDKB Board of Directors is necessary.	Goran Denkovski	14 Mar 2018		Active	08 Mar 2018
28 Feb 2018	Board	Corporate Vote Weighted That staff be directed to request Maureen Chapman and George Abbot to include engagement opportunities on the Provincial Flood and Fire Review within the RDKB's region.	Dan Derby	29 Mar 2018	Maureen Forster - 09 Mar 2018 09:17:42 AM Staff have learned that the only avenue for engagement will be a written submission to the review panel. Staff are preparing a written submission.	Active	09 Mar 2018
20 Apr 2017	BVREC	Review of the Strategic Plan is deferred to the May 2017 meeting to allow the Committee members more time to review the Plan in order to have a fulsome discussion.	Mark Daines	09 May 2017	Maureen Forster - 06 Feb 2018 11:04:53 AM Pending. Maureen Forster - 08 Sep 2017 11:55:33 AM This review is still outstanding by the BVR Committee.	Active	02 Mar 2018
09 Nov 2017	BVREC	The Manager of Facilities and Recreation will ask the Kootenay Columbia Trails Society for a copy of their 2018 Trails Maintenance Plan and annual reports.	Mark Daines	29 Dec 2017	Maureen Forster - 03 Jan 2018 01:30:49 PM This has been requested and is pending.	Active	03 Jan 2018
29 Jan 2018	BVREC	1. The Manager of Facilities and Recreation will ask the Corporate Communications Officer and Marie Onyett, Library Director of the Beaver Valley Library to work on an information bulletin promoting the C1 Card Program in the February Fruitvale newsletter. 2. The Manager of Facilities and Recreation will contact Alan Rothwell in May to go for a walk with the Committee members on the land that he is proposing to donate for public trail use.	Mark Daines	13 Feb 2018	Maureen Forster - 02 Mar 2018 02:20:47 PM Item 1 has been completed. Maureen Forster - 06 Feb 2018 11:08:02 AM Pending.	Active	02 Mar 2018
29 Jan 2018	BVREC	Fairbank Architects will be contacted to determine the viability of only replacing the top sheet on the arena roof.	Mark Daines	13 Feb 2018	Maureen Forster - 06 Feb 2018 11:11:28 AM Pending.	Active	06 Feb 2018
02 Mar 2018	BVREC	That the 2018 Community Appreciation Day will be held this spring/summer at Beaver Creek Park and will coincide with the completion of the Community Arbour.	Mark Daines	30 Apr 2018		Active	02 Mar 2018
04 Feb 2016	COW-ES	That the Committee of the Whole (Environmental Services) direct Staff to carry out community consultation and create a Draft Big White Solid Waste Removal Policy. FURTHER that the draft policy be presented to the COW at a future meeting for consideration, approval and incorporation into the tender documents for the Big White Solid Waste Service.	Alan Stanley, John MacLean	13 Apr 2016	Alan Stanley - 05 May 2017 09:02:14 AM Big White waste management service tendered and contracted to 5-year term, overall policy regarding service levels still under development	Active	05 May 2017
12 Oct 2016	COW-ES	That Staff proceed with the Solid Waste Management Plan (SWMP) Process with the new Provincial Guidelines in place. As part of that planning process, the Solid Waste Management Plan Steering Committee (SWMPSC) is requested to look at:ongoing collection systems and a plan for the introduction of organics recovery in the east end.the problem of illegal dumping, and the possibility of developing prevention programs.	Alan Stanley	05 May 2017	Maureen Forster - 04 May 2017 09:51:25 AM On going work, eastern communities organic diversion planning activities underway. The matter is being considered by the SWMP Steering Committee. No change to status, longer term project, should refer action item to Solid Waste Management Plan Steering Committee.	Active	21 Jul 2017
04 May 2017	COW-ES	Analyze existing collection programs and determine steps to add organics.	Alan Stanley	30 Jun 2017	Alan Stanley - 05 May 2017 09:10:39 AM To be included in SWMP. SWMP Draft Schedule presented at May 10 CoW Maureen Forster - 04 May 2017 10:15:08 AM Staff report will be presented at a SWMPSC meeting.	Active	05 May 2017

29 Feb 2016	COW-FIN	That the Committee of the Whole (Finance) directs staff to develop an Organizational Reserve Policy in 2016 which encompasses both capital and operating / maintenance requirements. FURTHER that the policy be presented back to the COW (Finance) for review and then be referred to the Policy, Executive and Personnel Committee.	Beth Burget, John MacLean	13 Apr 2016	<div>- 19 Jul 2017 02:06:27 PM</div> We are currently working with consultants to develop our formal asset management plan. <div>- 26 Apr 2017 09:24:37 AM</div> This policy will be developed in conjunction with the Asset Management Plan which is out for request for proposals now.	Active	21 Jul 2017
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
17 Jan 2017	COW-PROT	1. Any available surplus funds should be allocated towards undone projects which include the completion of a review and update of the Regional Emergency Plan, an Emergency Communications Plan, a Pet and Livestock Plan and an update to the emergency planning manuals and documentation. 2. Staff will investigate all options and opportunities in dedicating available surplus funds towards the unfinished projects and to prepare a report illustrating how the funds will be expended with the report being presented to COW-Protective Services at a future meeting before any funds are spent.	Dan Derby	28 Feb 2017		Active	02 May 2017
17 Jan 2017	COW-PROT	With the new installation of a repeater tower in the Roderick Dhu Mountain area of Grand Forks, Staff will follow up regarding communication coverage to include the Greenwood communication gaps from the North Boundary Road.	Dan Derby	28 Feb 2017		Active	09 Mar 2018
26 Apr 2017	COW-PROT	A discussion regarding the development of a guideline or policy on the role and expectations of the RDKB during community disaster recovery will be referred to the COW-Protective Services.	Dan Derby	31 May 2017		Active	04 May 2017
22 Nov 2016	EESC	1. Saturday ski bus service will be maintained for the coming year and the Committee will review the service again in the Spring 2017. 2. D. Steven, Tourism Rossland, will be requested to provide the Committee with concise information and operational statistics on the ski bus service at the end of the winter season. 2. Staff will request more information on the ramifications of a cut in service to Sunningdale. 3. BC Transit will be requested to provide a costing of the implementation of options 1 - 10 of the Service Review (excluding the Rossland Ski Bus), and provide information on Options 11 and 13. Jan 9, 2018 - Kootenay Transit Service Review: Staff will request the report from Tourism Rossland for a second time.	Mark Andison	30 Jun 2017	Maureen Forster - 16 Feb 2018 08:18:18 AM Ridership statistics were provided for the 2016/17 season in a staff report to the Board of Directors at the Dec 13, 2017 meeting. - 09 Jun 2017 08:19:18 AM We have not yet received the report from Tourism Rossland, but they are aware and they have recently gone through a change in management. We will continue to follow up. BC Transit is scheduled to attend the June 14, 2017 Committee meeting to have a full discussion of transit and how we can work towards maximizing the service while being aware of cost escalation. - 24 Apr 2017 01:51:08 PM An email has been sent to BC transit and Tourism Rossland asking that they prepare a report on the ridership on the ski bus during the 2016/17 ski season. - 24 Apr 2017 01:47:06 PM BC Transit has been asked to cost out the initial 10 recommendations from the service review in order to identify and hour/cost implication. BC Transit will then look at the service expansion options in light of the net cost to the service.	Active	16 Feb 2018
31 Jan 2017	EESC	That the East End Services Committee receive the letter from the City of Trail regarding the downtown bus shelters. FURTHER that staff be directed to prepare report with the necessary information in order to engage with the City of Trail on the issue of downtown shelters as well as the future of the transit exchange. Jan 9, 2018 - City of Trail-Downtown Bus Shelter: Staff was directed to determine what information the City was looking for and respond to the Nov 2016 letter.	Mark Andison	30 Jun 2017	Maureen Forster - 19 Dec 2017 01:25:10 PM Alternate Director Jolly informed the Committee that the City of Trail council has discussed the relocation of the downtown bus shelter but no resolution has been made thus far. - 25 Aug 2017 09:32:20 AM We continue to prepare for a fall presentation on this issue. - 09 Jun 2017 08:21:05 AM Staff will be able to complete the necessary work on this issue in the coming weeks and will be in a position to present it to the Committee for endorsement at a future meeting.	Active	09 Mar 2018
24 Apr 2017	EESC	That Staff investigate options and potential partners for development of a Fire training Centre.	Mark Andison	01 Oct 2017	- 24 Apr 2017 12:23:54 PM Issue has been deferred while other issues related to the Fire Service are dealt with. - 24 Apr 2017 12:23:20 PM Staff have met with representatives	Deferred	16 Nov 2017

					from Teck and both parties have agreed to continue discussions. All agree that there is potential for mutual benefit.		
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
19 Dec 2017	EESC	That the East End Services Committee directs Staff to approach Selkirk College to discuss longer term alternatives to the one-year lease for the Trail Campus. Jan 9, 2018 - Lower Columbia Culture, Arts & Recreation Services Work Plan: Selkirk College staff are discussing extension of the contract to five years and possibly a ten-year commitment. In the meantime, it is a month to month lease.	Mark Daines	31 Jan 2018	Maureen Forster - 16 Feb 2018 08:22:14 AM Feb 16, 2018 - Directors McLellan, Martin, Mark Andison and Mark Daines met with Angus Graeme and Kerry Clarke to discuss longer term tenancy options for Selkirk College at the GTCC. Maureen Forster - 04 Jan 2018 02:05:20 PM RDKB staff have had discussions with Selkirk College about longer-term alternatives to a one-year lease. Selkirk College is currently considering options.	Active	16 Feb 2018
19 Dec 2017	EESC	Alternate Director Moore requested a list of unfinished projects that have been funded through the CBT CIP Program. Jan 9, 2018 - Lower Columbia Culture, Arts & Recreation Financial Plan: Staff are directed to have an update on 2017 CBT CIP projects available for May or June 2018.	Beth Burget	31 Jan 2018	Beth Burget - 16 Feb 2018 02:28:08 PM Report on unfinished projects to Jan 2018 has been included on the Feb 20, 2018 EES Committee Agenda	Active	16 Feb 2018
14 Feb 2018	EESC	Staff will provide consideration of the use of the East End Transit Reserve Fund to offset the increase in requisition.	Beth Burget	28 Feb 2018	Beth Burget - 16 Feb 2018 02:30:01 PM Transit Budget now reflects the use of reserve funds to offset the increase in the tax requisition.	Active	16 Feb 2018
01 Feb 2016	PEP	That the Policy, Executive and Personnel Committee defer further discussion regarding the allocation of the Board Fees until the Governance/Organizational Review has been completed. That the 2017 staff report from the GM of Finance regarding the allocation of Board fees be recirculated to the Committee on a future Committee agenda.	Beth Burget	30 Jun 2016	- 07 Jun 2017 09:37:03 AM Staff continue to develop information and options for the Board to consider. Will be presented at a future meeting.	Active	16 Jan 2018
20 Apr 2017	PEP	There will be discussions around this matter at the upcoming FCM Conference in June 2017. 2. Staff will investigate a regional model, including the logistics and the costs of hiring a single Regional Negotiator.	Mark Andison	30 Jun 2017	- 07 Jun 2017 09:00:04 AM Staff continue looking into the model. The requested report will be presented at a future meeting.	Active	09 Mar 2018

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
20 Apr 2017	PEP	<p>Staff will draft a Terms of Reference necessary for completion of the work required to purchase and implement the appropriate technology, including licencing and application (e.g. "app") options.</p> <p>That Staff draft a report with respect to clear and appropriate policies and procedures for electronic meetings that includes information and options for the development of a framework with respect to the in-person attendance of Committee and Board Chairs and Vice-Chairs. FURTHER that the report also include all possible options for public and applicant participation in electronic meetings. FURTHER that the report be presented back to the Committee at a future meeting but not until the use of electronic meetings has been implemented and practiced for a period of time. - from Jan 13/16 meeting</p>	Dale Green	30 Jun 2017	<p>Maureen Forster - 02 Jan 2018 04:31:53 PM</p> <p>We continue to look for viable and stable solutions. Looking at web based system at this point. 25 Aug 2017 New interface proposal approved as part of the 2017 Financial Plan. In planning stages for implementation at this time. New interface will utilize individuals rather than participation in the room. will update Committee when we have a firmer ETA for installation. 05 May 2017 Pilot project undertaken with EAS. Had some technological issues. Looking at different interface to allow for electronic participation. Part of 2017 Financial Plan proposal. 14 Mar 2017</p> <p>Dale Green - 22 Nov 2017 11:51:45 AM</p> <p>Licensing for Avaya commercial Cloud video conferencing has been purchased, live pilot project is next once licensing has been processed. A new type of mic for Board table use has been ordered as a trial, which will proceed once travel to GF becomes practical. If successful, a full flight of mics will be ordered and installed to replace the existing BeyerDynamics system.</p> <p>Dale Green - 04 Aug 2017 03:17:11 PM</p> <p>Upon reviewing the proposal for a strictly on premise vidcon system, there were some drawbacks. As an alternative to on premise however, there is a subscription-based Cloud system offered by Avaya that operates much like Skype that requires no capital outlay. IS has applied for a 30-day trial of this system and is evaluating presently.</p> <p>Dale Green - 19 Jul 2017 10:04:17 AM</p> <p>A proposal was presented by the AV contractor for IS review. Some recent problems with a component subsystem have caused IS to review the overall viability of keeping the existing system as is before investing any further in the system as it stands, as opposed to replacing the problem subsystem before investing in further functionality enhancements.</p> <p>Dale Green - 07 Jun 2017 04:32:15 PM</p> <p>consultants have completed a technical draft and are pulling it together into a proposal for RDKB review.</p> <p>- 03 May 2017 10:59:35 AM</p> <p>This project is in the planning stage with the Consultants.</p>	Active	02 Jan 2018
25 Apr 2017	PEP	<p>Staff will draft a report which will provide further information and options on permitting outside community groups to meet in the fire halls.</p> <p>Staff will draft a report regarding the use of fire halls to be presented at a future meeting.</p>	Dan Derby	28 Apr 2017	<p>Maureen Forster - 25 Apr 2017 04:03:14 PM</p> <p>Further investigation is required and will be provided at a future meeting.</p>	Active	16 Jan 2018
27 Apr 2017	PEP	<p>That the Policy, Executive and Personnel Committee direct staff to prepare a policy proposal with the following elements (all days calendar):</p> <ul style="list-style-type: none">• That the current practice of delivering preliminary Board agendas 6 days prior to the scheduled day with the final agenda going out no later than 2	Theresa Lenardon	31 May 2017	<p>Theresa Lenardon - 09 Mar 2018 06:45:56 AM</p> <p>The P&P Committee will be presented with a re-write of the current Procedure Bylaw that will illustrate several new sections and other proposed revisions. The re-write will be presented to the P&P Committee at the March or April meeting.</p>	Active	09 Mar 2018

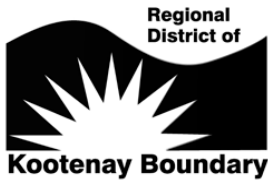
	<p>days prior to the meeting.</p> <ul style="list-style-type: none">• That the current practices of delivering committee agendas three days prior to the meeting be maintained. FURTHER that when the third business day falls on a weekend or a statutory holiday, that the agenda be delivered on the previous business day.• That the agendas for the future Committee of the Whole be delivered 5 days prior to the meeting. FURTHER that when the fifth business day falls on a weekend or a statutory holiday, that the agenda be delivered on the previous business day. That the Committee recommend that the above practices be adopted in the interim until a proper policy is in place.			<p>Theresa Lenardon - 12 Nov 2017 11:16:49 AM</p> <p>Staff are working on agenda delivery timelines with several other "housekeeping" changes to the RDKB Procedure Bylaw (eg removing COW, addition of Board meeting second Wednesday etc.). Further information regarding this matter will be presented to the Board at future meetings.</p>		
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
07 Jun 2017	PEP	That Staff prepare a report on the RDKB's Succession Plan.	Mark Andison	30 Jun 2017	- 07 Jun 2017 01:02:22 PM Staff are working on the requested report and information and will have it to the Committee as soon as is feasible.	Active	02 Jan 2018
21 Jun 2017	PEP	That staff confirm the budget allocation amounts for teleconferencing software and licencing and forward this information to the members of the PEP Committee.	Dale Green	28 Jul 2017	Dale Green - 22 Nov 2017 11:47:50 AM Having considered FIPPA implications of using a commercial Cloud video conferencing product, Dale was tasked with trialing AvayaLive which is a Cloud VC service offered by Avaya. After a successful trial, the RDKB has purchased licensing for AvayaLive and will be configuring it for trial use with a pilot group once the licensing is processed, hopefully by December '17.	Active	02 Jan 2018
21 Jun 2017	PEP	That the proposed Terms of References for the Finance, Protective Services and Environmental Services Liaison positions be revised accordingly and referred to the Directors for comment as amended.	Mark Andison	28 Jul 2017	- 21 Jul 2017 08:36:11 AM In progress.	Active	02 Jan 2018
21 Jun 2017	PEP	That staff modify the RDKB's current communications with language that ensures that all individuals responding to the organization's solicitations and/or postings clearly understand that it is their responsibility to follow up with the RDKB to ensure their response has been received.	Mark Andison	28 Jul 2017	- 21 Jul 2017 08:31:49 AM Staff will bring a policy amendment to a future meeting.	Active	09 Mar 2018
19 Dec 2017	PEP	That staff update the RDKB Policy, Executive and Personnel Committee 2016 Review Report on the <i>Realize Strategies Governance and Organizational Results and Recommendations Report</i> as directed by the Committee at the meeting held on November 8, 2017. FURTHER that the Committee's updated 2016 Review Report be presented back to the PEP Committee for review at a future meeting and then referred to the RDKB Board of Directors.	Mark Andison	31 Jan 2018	Theresa Lenardon - 02 Mar 2018 09:12:38 AM Staff are currently updating the status of the recommendations in Governance Organizational Review Recommendations Table. An updated table, along with a CAO report will be presented to the P&P Committee at the May or June Committee meeting. THIS ITEM WILL BE CONSOLIDATED WITH ACTION ITEM FROM JAN 10/18 P&P COMMITTEE MEETING-SEE P&P Jan 10/18 below.	Active	02 Mar 2018
19 Dec 2017	PEP	That the Policy, Executive and Personnel Committee refer the matter of developing a Board of Directors Code of Conduct and supporting Policy to a future Board meeting.	Theresa Lenardon	31 Jan 2018	Theresa Lenardon - 09 Mar 2018 06:51:37 AM At the March 14 2018 P&P Committee meeting Staff will provide a verbal update regarding the results of initial Code of Conduct research undertaken to date. Theresa Lenardon - 19 Feb 2018 11:32:06 AM The P&P Committee has directed staff to move ahead of the results of the UBCM work and to provide a report and information regarding an Elected Officials' Code of Conduct so that it is in place prior to the October 2018 Elections. Staff is currently researching Codes of Conduct and Enforcement Policies as examples and will present the information to the P&P Committee in March-April 2018. Theresa Lenardon - 06 Feb 2018 11:41:45 AM The UBCM continues to work on the matter of a Code of Conduct/Responsible Conduct of Local Government Elected Officials. Staff continue to follow the UBCM work on this initiative.	Active	09 Mar 2018
16 Jan 2018	PEP	That staff be instructed to complete an update on the status of the Realize Strategies Governance Organizational Review Recommendations as discussed and directed by the Policy and Personnel Committee on January 10, 2018 for further review by the Committee at the May or June Committee meeting. FURTHER that staff also draft a report for the May or June meeting that includes issue(s) identification as well as analyses of the issues, options to address the issues and analyses of	Mark Andison	29 Jun 2018	Theresa Lenardon - 02 Mar 2018 09:16:44 AM Brought Forward from and Consolidated with P&P Committee Meeting Nov. 8, 2017 Staff are currently updating the status of the recommendations in Governance Organizational Review Recommendations Table. An updated table, along with a CAO report will be presented to the P&P Committee at the May or June Committee meeting.	Active	02 Mar 2018

		the options and the provision of staff recommendations as to selection of the best options.					
16 Jan 2018	PEP	That the staff report from Maureen Forster, Executive Assistant, presenting the policy review work plan for 2018 be received. FURTHER that the Procedure section of the Policy Development and Review Policy that stipulates all policies are to be reviewed every three years be amended to every four years and that the revised Policy be referred to the Policy and Personnel Committee as per the steps set out in the Policy, Review and Development Policy.	Mark Andison	31 Jan 2018		Active	16 Jan 2018

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
16 Jan 2018	PEP	That the Policies for Review in 2018 list be revised so that commencing with the February 2018 Committee meeting, (future) Committee agendas will continually include two to three policies for review beginning with reviews of the policies from 2006 through to 2011. FURTHER that the Policies for Review in 2018 list be revised accordingly and be presented back to the Committee at a future meeting.	Mark Andison, Maureen Forster	28 Feb 2018		Active	16 Jan 2018
16 Jan 2018	PEP	That the updated Financial Plan Policy, as presented on January 10, 2018, be amended by correcting the name of the 058 Service to read "Electoral Area 'E'/West Boundary Regional Fire" and by updating the Cost Centre column in the Stakeholder Committee Listing for Finance, Protective Services, and Environmental Services by adding the word "Board". FURTHER that the Financial Plan Policy be referred out the Board Directors for comments as per the Policy Development and Review Policy cycle.	Beth Burget	28 Feb 2018		Active	16 Jan 2018
28 Sep 2016	UT	Staff will provide the Committee members with information on the transfer amount of surplus funds to the Cities of Trail and Rossland resulting from the transfer of ownership of the sole benefiting assets.	Goran Denkovski	29 Dec 2017	Goran Denkovski - 17 Nov 2017 12:04:38 PM City of Trail agreement is complete and the City of Rossland is in the process of reviewing their agreement. When agreements are finalized the RDKB will proceed to referendum. Goran Denkovski - 05 May 2017 09:00:12 AM City of Trail agreement is complete and the City of Rossland is in the process of reviewing their agreement. When agreements are finalized the RDKB will proceed to referendum.	Active	17 Nov 2017
05 May 2017	UT	Staff will prepare a Regional Water Management Plan that encompasses the water system acquisition, climate change, balance water supply, public health and improved local service delivery.	Goran Denkovski	29 Dec 2017	Goran Denkovski - 17 Nov 2017 12:06:18 PM We are still waiting for the Strategic Priorities Fund announcements. Goran Denkovski - 21 Jul 2017 08:32:38 AM Applied for grant funding for this project and still waiting on results. Goran Denkovski - 05 May 2017 03:06:58 PM Received cost estimate and planning on applying for Strategic Priorities Fund June 1, 2017 for completion in 2017.	Active	17 Nov 2017
05 May 2017	UT	Staff will create a reserve policy for the Committee's consideration.	Goran Denkovski	29 Dec 2017	Goran Denkovski - 17 Nov 2017 12:07:59 PM The asset management plan is currently being developed by the finance department. Goran Denkovski - 05 May 2017 03:08:12 PM This is a corporate initiative and is related to the RDKB asset management plan.	Active	17 Nov 2017
04 Jan 2018	UT	Director Gee requested a list of outstanding projects for which main grants are still in process as well as projects underway.	Goran Denkovski		Goran Denkovski - 09 Feb 2018 10:54:25 AM This is difficult to accomplish with Civicweb. I propose discussion on a more suitable platform. Goran Denkovski - 05 Jan 2018 12:08:43 PM To be included in the February 2018 Utilities Meeting.	Active	09 Feb 2018
29 Jan 2018	UT	That the matter of notification of logging companies' referrals to the Regional District of Central Kootenay be referred to the Electoral Area Services Committee for further discussion and review.	Goran Denkovski	28 Feb 2018	Goran Denkovski - 09 Feb 2018 10:58:36 AM TO be completed by March 2018 meeting.	Active	09 Feb 2018
29 Jan 2018	UT	That the Regionalized East End Sewer Utility - Dual Benefiting Community ROSSLAND-WARFIELD (700-103) draft 2018-2022 Five Year Financial Plan be received and referred to a future meeting for further review. FURTHER that staff be instructed to confirm the location of the Fortis sewerage connection on the regional interceptor and provide a breakdown of which community funds this connection; the City of Rossland or the Village of	Goran Denkovski	28 Feb 2018	Goran Denkovski - 09 Feb 2018 10:59:09 AM Staff need to investigate and will provide details at March 2018 meeting.	Active	09 Feb 2018

		Warfield.					
06 Mar 2018	UT	That the Regional District of Kootenay Boundary Board of Directors endorse option B1, MBBR-DAF with new primary tanks as outlined in the Opus Columbia Pollution Control Center Secondary Treatment Pre-design report dated February 8, 2018. FURTHER , that staff be directed to advise Opus to complete detailed design on option B1, MBBR-DAF with new primary tanks as a secondary treatment upgrade.	Goran Denkovski	30 Mar 2018		Active	06 Mar 2018



STAFF REPORT

Date:	March 14, 2018	File #:	BW-4201-07907.320
To:	Chair Russell and Members of the Board		
From:	Ken Gobeil, Planner		
RE:	Provincial Referral – LCLB Bullwheel– Addition of a patio as a liquor primary area.		

ISSUE INTRODUCTION

John Mooney from the Bullwheel Gastro Family Pub, is applying 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 in the Bullwheel Gastro Family Pub (see Applicant's Submission). As part of the process, the LCLB seeks comments from the Regional District of Kootenay Boundary (RDKB) regarding the proposed changes.

HISTORY / BACKGROUND FACTORS

This application was first reviewed in December 2017. Submissions were received after the Board Report was created that caused the Board of Directors to change the resolution to a format that was unacceptable by the LCLB. These submissions included:

- The Patio is overlooked by roughly a quarter of the residential units in the building and the change of use may create a nuisance or loss of enjoyment for those residents.
- The patio area is adjacent to a common open hot tub area that must remain unlocked as a fire escape. By allowing alcohol consumption it could make the patio busier and affect the safety and enjoyment of this area by residents.
- The visibility of people using the hot tub and outdoor patrons of the Bull Wheel.

A new resolution was scheduled for the next Board meeting to resolve this issue.

Between the December 13, 2017 and January 25, 2018 Board of Directors Meeting additional comments were received that supported the application. As a result of all the submissions, a public hearing regarding the application was scheduled during the January 25, 2018 meeting. This hearing was held on February 27, 2018 at the White Crystal Inn conference room (see Public Hearing Minutes).

During this hearing no submissions were received that were not in support of the proposed inclusion of the patio to a liquor primary area.

RECOMMENDATION

Be it resolved that:

1. The Board recommends the primary liquor licence for the Bullwheel Gastro Family Pub be supported for the following reasons:

The liquor licence amendment should have minimal to no impact on the residents, community and neighbouring property owners if approved.

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

a. The potential for noise:

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

b. The impact on the community:

It is anticipated that the proposal would not negatively impact Big White. The Advisory Planning Commission for Big White noted no complaints regarding this application. Some residents noted concern of using a hot tub in an adjacent property to the patio.

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

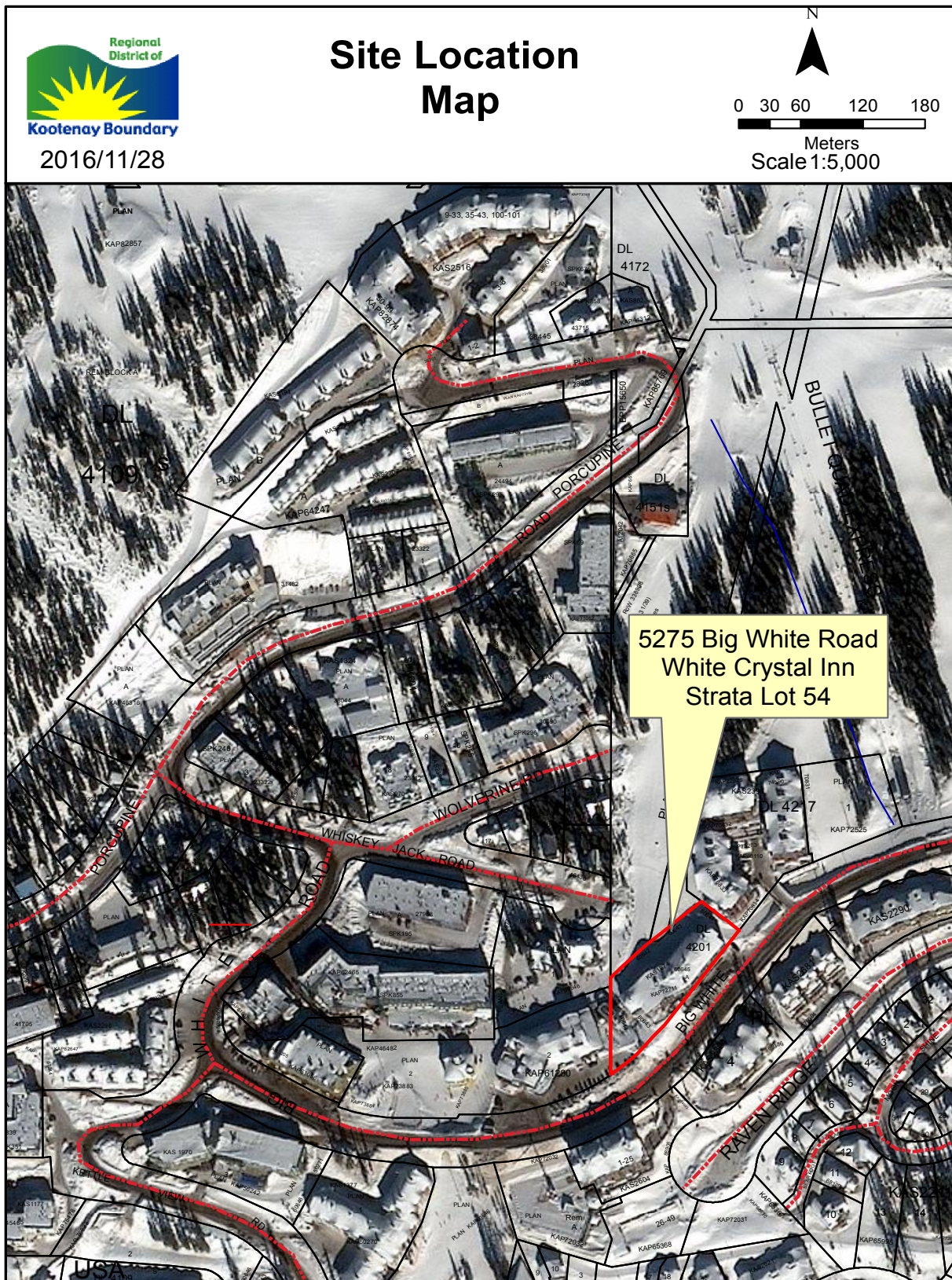
The proposed business and structural alterations are in keeping with the primary purpose of the establishment. The business operates as an 'eating, drinking establishment' which is a permitted use in the 'Village Core 6' Zone.

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

The applicant posted three 'notice of the proposal' signs. The signs were posted on November 22, 2017. One sign was posted at the back window of the establishment facing the gondola and conference room. Another was posted at the main entrance of the Bullwheel, and a third at the community notice board in the Whitefoot building, adjacent to the doctor's office. Comments had been received by the Strata Council and Strata members showed support and non-support of the application. On December 12, 2017. Because of the comments, the Regional District of Kootenay Boundary held a public Hearing was held on February 27 2018. Notifications for this hearing were, mailed to all strata owners, and a sign was placed next to the door to the parkade, and elevator of the building. No submissions were received after December 13, 2018 that opposed the application.

ATTACHMENTS

*Site Location Map;
Applicant's Submission
Public Hearing Minutes*



Document Path: P:\GIS\RD\KB\MapDocuments\Routine_Maps\SiteLocationMap\BW\2016-11-28_SLM_DL4201_Bullwheel.mxd

APPLICANT SUBMISSION**Application Contact Person**

This applicant authorizes the person below to be the primary contact for the duration of the application process only.

Name: JOHN MOONEY

Phone number: [REDACTED]

Fax number: [REDACTED]

E-mail address: [REDACTED]

Part 1: Addition of New Outdoor Patio

Fee: \$440

C3 - LIC

Provide the following information:

1. Attach one 11" x 17" copy of the proposed patio floor plan (see Appendix I on page 6 for floor plan instructions).

The branch requires an occupant load (patrons plus staff) for the proposed patio area(s) which must be marked/stamped and dated on the plan you submit. Do not submit this application if you do not have the occupant load calculation stamped on your patio plans.

2. What is the occupant load calculation for the new patio(s)?

Patio #1: 40

Patio #2: [REDACTED]

Patio #3: [REDACTED]

3. If the patio(s) is already constructed, attach a photo.

4. Describe the height and composition of the patio perimeter or bounding (i.e. railings, fencing, planters, hedging, etc.). A patio must be bounded by fixed and immovable physical separation in order to control patrons and liquor within the service area.

Ground level - wood deck. wood + metal fencing
30' x 24'

5. Describe the location of the patio in relation to the licensed interior - the patio must be immediately adjacent to the interior area.

Patio Accessed from liquor primary area. PATIO CURRENTLY
FOOD PRIMARY AREA.

6. Describe how staff will manage and control the patio from the interior service area.

will be included as allocated section for staff when opened.
visible from two windows

7. Specify if liquor service to the patio is from: (a) fixed bar located on the patio, (b) portable bar for the patio, (c) licensed interior.

Service from licensed interior

8. Do servers have to carry liquor through any unlicensed areas to get to the patio? Explain:

NO

Note: Patios on grass, earth or gravel require a permit from the local Health Authority. Sidewalk patios require a permit from LG/FN.

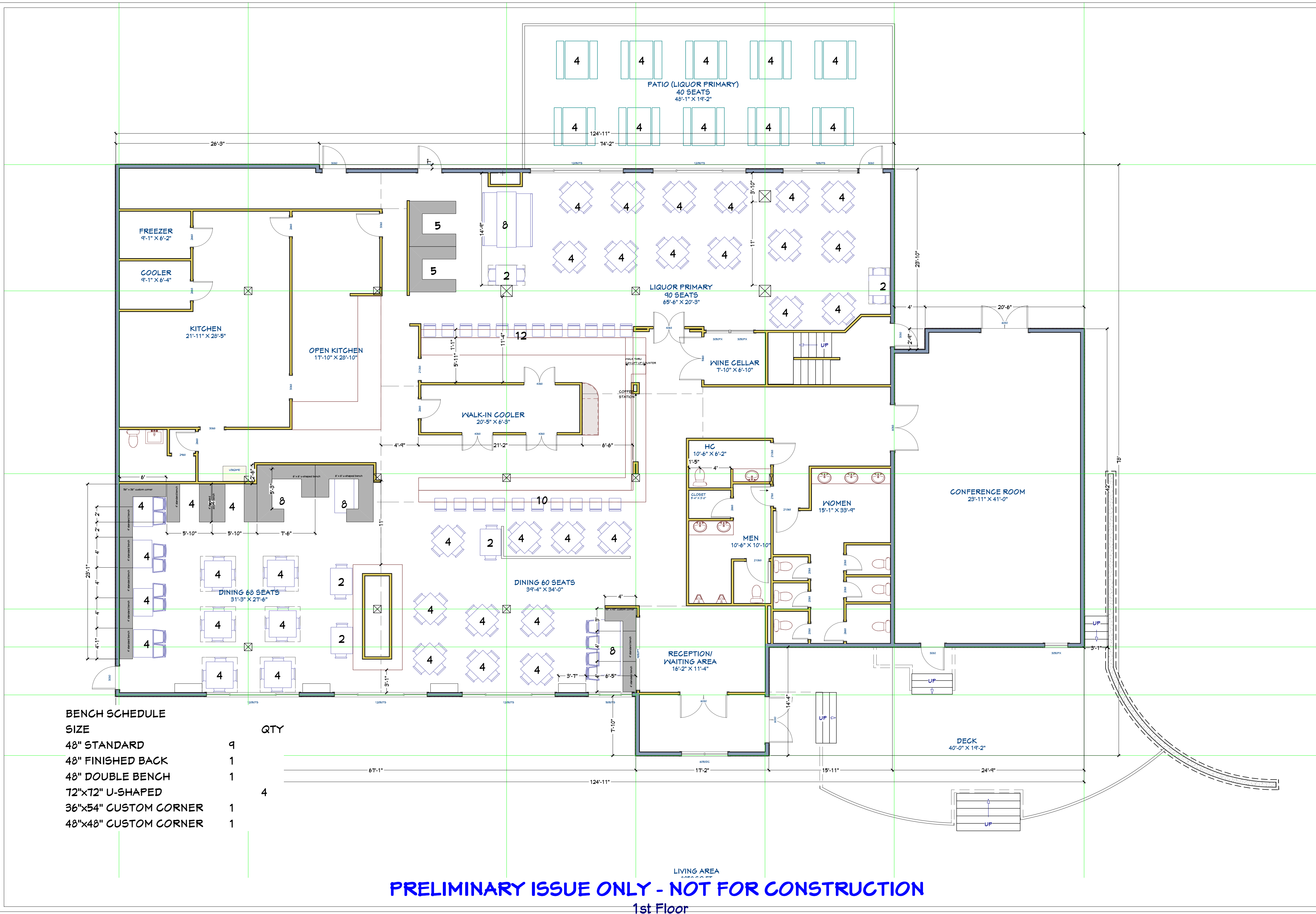
A resolution from your Local Government/First Nation is required. Part 3 of this form must be completed by Local Government/First Nation.

You must also complete Parts 4 and 5.

APPLICANT SUBMISSION



APPLICANT SUBMISSION



REVISION TABLE	
NUMBER	DATE

DRAWN BY Martin Meninger	PROJECT LOCATION White Crystal Lodge, Big White	
	Meninger Construction & Design Ltd. Unit # 102B-200 Douglas Road North, Kelowna, BC V1X 3K5 Tel: (250) 765-6698 Fax: (250) 765-6078	

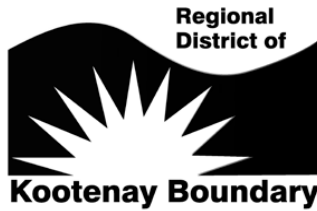
PROJECT TITLE the BULLWHEEL 2016	SHEET TITLE MAIN FLOOR PLAN	

DRAWINGS PROVIDED BY:	

DATE:
04/11/2016

SCALE:
3/16" = 1' 0"

SHEET:
1



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Proposed amendment to Liquor Licences 63497 & 163408
in The Bullwheel Gastro Family Pub- 5275 Big White Road,
Big White Ski Resort, Electoral Area 'E' / West Boundary

Minutes of a Public Hearing for the Regional District of Kootenay Boundary held for a proposed amendment to Licences 63497 & 163408 in The Bullwheel Gastro Family Pub- 5275 Big White Road, Big White Ski Resort, Electoral Area 'E' / West Boundary.

February 27, 2018 at the White Crystal Inn Conference Room, 5275 Big White Road, Big White BC at 6:00 P.M.

Director Present:	Vicki Gee, Electoral Area 'E' / West Boundary
Staff Present:	Ken Gobeil, Planner
Members of the Public Present:	John Mooney, Porcupine Road, Big White John LeBrun, 405 Sundance Road, Big White Jurgen Tetz, #311, White Crystal, Big White Ana Bryne, Porcupine Road, Big White

Director Gee introduced herself, welcomed everyone and opened the Public Hearing for proposed amendments to Liquor Licence No. 63497 and 163408 to change the patio to a liquor primary area of the Bullwheel Gastro Family Pub at 6:01 P.M.

Director Gee read the Chair's Opening, which identified the purpose of the hearing and established the rules and procedures for the hearing, and submissions received. Director Gee then asked the Planner to provide a summary of the proposal.

K. Gobeil summarized the proposal, and the referral from the Liquor Control and Licensing Branch of the Provincial Government, and the factors considered by the Liquor Control and Licensing Branch for approving these applications.

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

A. Bryne noted the history of the establishment and noted that the patio area has been licensed as a food primary area for the last 20 years. It was also noted that this application was requested by the Liquor Control and Licensing Board to fix a non-compliant layout that came from recent renovations that changed the layout of the restaurant and separated the liquor primary and food primary sections of the establishment.

J. Tetz noted that he had no objection and supported the application.

J. Lebrun noted that he had no concerns but had heard that other residents were concerned with the application.

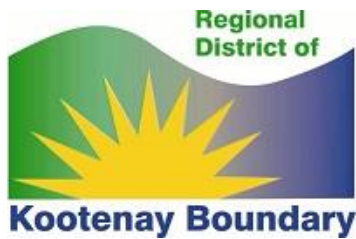
Director Gee thanked participants for their comments and called for additional comments 3 times. She noted this is the last opportunity to comment before the public hearing was closed.

As there were no further comments from the public present, Director Gee brought the meeting to a close and adjourned 6:06 P.M.

I hereby certify that this is a fair and accurate record of the Public Hearing for a proposed amendment to Licences 63497 & 163408 in The Bullwheel Gastro Family Pub at 5275 Big White Road, Big White Ski Resort, Electoral Area 'E' West Boundary.

Recording Secretary

Director Vicki Gee

**STAFF REPORT**

Date: March 6, 2018 **File:**

To: Chair Roly Russell and Members of the
Regional District Kootenay Boundary
Board of Directors

From: Dan Derby, Regional Fire Chief /
Fire Dispatch Manager

Re: Protective Services Action Items Update

Issue Introduction

A staff report from Dan Derby, Regional Fire Chief/Fire Dispatch Manager regarding Protective Services action items is presented.

History/Background Factors

The action items tracking document contains four matters from early 2017, they are:

- I. Emergency Preparedness 012 Service Narrative and Draft 2017-2021 five-year financial plan, resolution:
 1. Any available surplus funds should be allocated towards undone projects which include the completion of a review and update of the Regional Emergency Plan, an Emergency Communications Plan, a Pet and Livestock Plan and an update to the emergency planning manuals and documentation.
 2. Staff will investigate all options and opportunities in dedicating available surplus funds towards the unfinished projects and to prepare a report illustrating how the funds will be expended with the report being presented to COW-Protective Services at a future meeting before any funds are spent.

Update: \$67,064 in 2016 surplus funds were included in the Emergency Preparedness 2017-2021 five-year financial plan. With staffing changes and 2017 flood/fire season the planned work did not go ahead contributing to the 2017 forecasted surplus of \$194,488. The review and update of the emergency plan and development of an emergency communications and a pet and livestock plan are included in the 2018-2019 emergency planning work plan.

- II. 911 Emergency Communications 015 Service Narrative and Draft 2017-2021 Five Year Financial Plan, resolution:

- a. With the new installation of a repeater tower in the Roderick Dhu Mountain area of Grand Forks, Staff will follow up regarding communication coverage to include the Greenwood communication gaps from the North Boundary Road.

Update: With staffing changes and 2017 flood/fire season staff have not followed up on Greenwood communication gaps in the North Boundary road area. Additionally, other fire services and the emergency program have communication gaps concerns. It is proposed to include a comprehensive emergency communications review in the emergency program 2019-2020 work plan.

III. Use of Fire Halls, resolution:

- a. Staff will draft a report which will provide further information and options on permitting outside community groups to meet in the fire halls. Staff will draft a report regarding the use of fire halls to be presented at a future meeting.

Update: There are a mix of community groups that meet in our RDKB fire halls from Search and Rescue in Rossland and Grand Forks to Ski School at Big White. In some halls the meeting space is provided free of charge and in others it is a revenue generating stream. It is recommended that community group access continue to be permitted and managed at the local hall level.

IV. Disaster Recovery

- a. A regarding the development of a guideline or policy on the role and expectations of the RDKB during community disaster recovery will be referred to the Committee of the Whole Protective Services.

History: The attached memo was distributed to the Protective Services Committee in November 16, 2016.

Update: The Emergency Preparedness Service Work Plan includes a review and update of the Regional Emergency Plan that will include local government and community recovery.

Implications:

Advancement of Strategic Planning Goals:

Background Information Provided:

n/a

Alternatives

1. Receipt and no action.
2. Not approve.
3. Approve and based on the updates provided remove the four action items (I – Emergency Preparedness 012 Service Narrative and Draft 2017-2021 five-year

financial plan, II – 911 Emergency Communications 015 Service Narrative and Draft 2017-2021 Five Year Financial Plan, III – Use of Fire Halls and IV – Disaster Recovery) from the action items list.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve and based on the updates provided remove the four action items (I – Emergency Preparedness 012 Service Narrative and Draft 2017-2021 five-year financial plan, II – 911 Emergency Communications 015 Service Narrative and Draft 2017-2021 Five Year Financial Plan, III – Use of Fire Halls and IV – Disaster Recovery) from the action items list.



MEMORANDUM

TO: Protective Services Committee

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

DATE: November 16, 2016

SUBJECT: Disaster Recovery

At the September 14, 2016 Policy, Executive and Personnel Committee meeting it was resolved "That a discussion regarding the development of a guideline or policy on the role and expectations of the Regional District of Kootenay Boundary during community disaster recovery be referred to the Committee of the Whole-Protective Services."

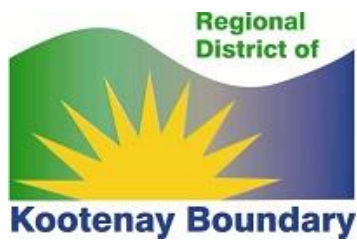
As a result of this resolution staff has reviewed both our Regional Emergency Plan documentation and Disaster Response Agreement with the Canadian Red Cross. While both of these documents speak to the Regional Districts responsibility for Disaster Recovery planning, neither is a guideline or policy in regards to our role and/or expectations.

Currently our Regional Emergency Plan states in Section 11: Recovery Planning:

The process of recovery refers to any actions taken by an organization or individual following an emergency that will return essential systems (utilities, phones, government administration offices, etc.) to normal levels of service. Effective recovery consists of a complex array of interdependent and coordinated actions and can be divided into two categories:

- *Local Government Recovery – reconstruction of critical infrastructure and re-establishment of services by a local government (regional and municipal utilities and services, roads, buildings, dikes, etc.); and,*
- *Community Recovery – actions to limit loss, reduce suffering and restore the psycho-social and economic viability of the community.*

Staff will be working with the Canadian Red Cross to enhance our Regional Emergency Plan Disaster Recovery planning and capacity. Following the Provincial Community Disaster Recovery Guide our goal will be to develop a plan that articulates both the Regional Districts and the Canadian Red Cross' role during Disaster Recovery. Including the development of an agreed upon process for Donation Management and how to delegate a Recovery Director while addressing the physical, social and economic effects of a Disaster.



STAFF REPORT

Date: 14 Mar 2018
To: **Chair Russell and Members,
Board of Directors**
From: Goran Denkovski, Manager of
Infrastructure and Sustainability
Re: Solid Waste Management Facilities -
Operating Hours

File ES - Solid Waste

Issue Introduction

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding hours of operations at Rock Creek Transfer Station and West Boundary Landfill.

History/Background Factors

In March of 2016 Environmental Services completed an assessment of vehicle usage at Rock Creek Transfer Station and West Boundary Landfill.

When a number of unattended sites in the Boundary were closed, additional operating hours were added to the Rock Creek Transfer Station and West Boundary Landfill. The new hours were in place for almost three years and there was sufficient data to determine usage.

Rock Creek Transfer Station

The Rock Creek Transfer Station Hours were extended by 4 hours per week, changing Sunday closing time from 3PM to 7PM.

West Boundary Landfill

An extra hour was added to the Saturday opening, changing closing time from 4PM to 5PM.

At the March 16, 2016 RDKB Committee of the Whole Meeting the following resolution was passed:

That the Regional District of Kootenay Boundary Board of Directors direct Staff to change the Sunday closing time of the Rock Creek Transfer Station to 5:00 PM, the Saturday closing time of the West Boundary Landfill to 4:00 PM. FURTHER that the resulting changes to Staff hours be incorporated in the 2016-2020 Regional Solid Waste Five-year Financial Plan.

With the unattended Recycling Depots being closed in the City of Greenwood and the Village of Midway Staff was requested to review the current operating hours at the West Boundary Landfill and Rock Creek Transfer Station.

Year	2015	2017
West Boundary Vehicle Count	2242	2478
Rock Creek Vehicle Count	4466	4105
West Boundary Average per Month	186	207
Rock Creek Average per month	372	342

Based on the vehicle count comparison between 2017 and 2015 there is no significant change in site usage. Staff at this time do not expect increased site usage after the closing of the unattended recycling depots. This is due to:

1. Residents in the region have both curbside garbage and recycling pick up.
2. Site usage did not significantly increase when the RDKB closed unattended transfer stations.
3. Staff are anticipating less site usage with the full implementation of curbside organics and recycling throughout the West Boundary.

Implications

To increase the operating hours at a landfill would cost \$1,700 per year for every hour increased. This is based on using current staffing.

Advancement of Strategic Planning Goals

The Staff recommendations advance the strategic objective of cost efficient services.

Background Information Provided

N/A

Alternatives

1. That the Board of Directors do not change the operating hours at the West Boundary Landfill and Rock Creek Transfer Station until such a time Staff are able to monitor the vehicle site usage at the facilities after the closing of the

unattended recycling depots in the City of Greenwood and Village of Midway and report back to the Board usage statistics in September 2018.

2. That the Board of Directors direct Staff to increase the Staff hours of operations at the West Boundary Landfill and Rock Creek Transfer Station. Further, incorporate the changes to Staff hours in the 2018-2022 Regional Solid Waste 5 YR Financial Plan.
3. Not receive the report.

Recommendation(s)

That the Board of Directors do not change the operating hours at the West Boundary Landfill and Rock Creek Transfer Station until such a time Staff are able to monitor the vehicle site usage at the facilities after the closing of the unattended recycling depots in the City of Greenwood and Village of Midway and report back to the Board usage statistics in September 2018.



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:													
11 210 100	Property Tax Requisition	3	532,461	250,677	250,677	0	251,398	720	0.29	250,856	251,160	250,639	251,704
11 210 100	Federal Grant In Lieu	4	1,499	3,000	1,452	1,548	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	70,633	(20,633)	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	5,553	2,312	7,012	(853)	(10.85)	0	0	0	0
11 550 107	Woodstove Exchange - Other Income	10	1,850	0	1,100	(1,100)	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	11	67,906	69,298	141,527	(72,229)	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	17,749	(1)	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	1,939,092	(386,918)	1,652,224	100,050	6.45	1,841,268	2,031,094	2,071,716	2,113,150
11 911 100	Previous Year's Surplus	21	482,037	742,779	1,257,679	(514,900)	1,281,320	538,541	72.50	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	4,672,654	-994,315	4,312,334	633,995	17.24	3,189,995	3,397,963	3,456,260	3,517,320
EXPENDITURE:													
DIRECTORS REMUNERATION & EXPENSE													
12 110 130	Director Remuneration	24	250,197	307,522	253,403	54,119	293,826	(13,696)	(4.45)	301,503	309,333	315,520	321,830
12 110 210	Director Travel	25	52,324	50,000	51,892	(1,892)	53,000	3,000	6.00	54,060	55,141	56,244	57,369
12 110 211	Directors Expenses	26	12,825	27,000	21,697	5,303	27,000	0	0.00	27,540	28,091	28,653	29,226
12 110 251	Office Supplies - Directors	27	342	6,180	413	5,768	6,180	0	0.00	6,304	6,430	6,558	6,689
SALARIES & BENEFITS													
12 121 111		28-29	1,194,814	1,294,550	1,226,367	68,183	1,508,888	214,338	16.56	1,578,976	1,610,971	1,643,191	1,676,055
12 121 190	Labour Relations	30	8,288	11,400	4,072	7,328	8,610	(2,790)	(24.47)	8,722	8,837	8,953	9,072
12 121 210	Travel Expense	31	18,628	20,000	19,721	279	20,000	0	0.00	20,400	20,808	21,224	21,649
12 121 239	Staff Development	32	37,629	38,801	17,957	20,844	39,024	223	0.57	30,097	30,426	30,762	31,105
OPERATING EXPENSES													
12 121 212	Postage	33	14,161	15,000	19,039	(4,039)	20,000	5,000	33.33	20,400	20,808	21,224	21,649
12 121 213	Telephone	34	34,670	32,000	36,488	(4,488)	36,000	4,000	12.50	36,720	37,454	38,203	38,968
12 121 214	FCM Dues	35	5,322	5,774	5,422	352	6,296	522	9.04	6,422	6,550	6,681	6,815
12 121 221	Advertising	36	16,921	22,200	21,172	1,028	22,200	0	0.00	22,564	22,935	23,314	23,700
12 121 231	Information Technology	37	174,898	205,223	211,873	(6,650)	267,099	61,876	30.15	259,884	220,949	236,575	249,932
12 121 247	Office Equipment	38	-26,263	7,000	4,185	2,815	7,100	100	1.43	7,700	7,700	7,700	7,700
12 121 251	Office Supplies	39	30,644	30,000	35,776	(5,776)	30,000	0	0.00	30,600	31,212	31,836	32,473
12 121 252	Building Maintenance	40	105,607	208,829	154,547	54,282	183,152	(25,677)	(12.30)	164,689	167,408	170,181	173,010
12 121 253	Vehicle Operating	41	15,329	21,594	33,526	(11,932)	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	23,850	3,608	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	2,849	1,343	4,192	0	0.00	4,276	4,383	4,448	4,515
12 121 810	Bank Service Charge	44	41,614	35,536	49,615	(14,079)	42,536	7,000	19.70	43,274	44,027	44,794	45,577
Continued, page 2													

Continued, page 2



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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



EXHIBIT 001
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES

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	
PROFESSIONAL FEES/INSURANCE													
12 121 232	Legal Fees	45	42,042	70,000	53,891	16,109	70,000	0	0.00	71,400	72,828	74,285	75,770
12 121 233	Consultants Fees	46	98,939	111,200	95,429	15,771	169,600	58,400	52.52	39,404	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)	15,010	1,564	11.63	50,310	15,616	15,929	16,247
DEBT/CAPITAL													
12 121 610	Capital/Amortization	50	65,139	105,100	13,226	91,874	210,500	105,400	100.29	120,000	145,000	135,000	15,000
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	18,272	6,728	25,000	0	0.00	25,000	25,000	25,000	25,000
12 121 741	Contribution to Reserve	53	522,641	808,690	865,778	(57,088)	1,032,968	224,278	27.73	79,968	296,968	310,968	425,968
REGIONAL WOODSTOVE EXCHANGE PROGRAM													
12 121 905	Woodstove - Coordinator	54	2,021	2,079	1,021	1,058	1,008	(1,071)	(51.53)	0	0	0	0
12 121 906	Woodstove - Rebates Paid	55	7,600	5,750	5,350	400	5,250	(500)	(8.70)	0	0	0	0
12 121 907	Woodstove - Other Expenses	56	463	37	282	(245)	755	718	1,953.29	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	10,000	5,000	100.00	10,000	10,000	10,000	10,000
12 121 999	Contingencies	60	25,398	69,810	30,932	38,878	45,060	(24,750)	(35.45)	15,621	15,699	15,747	15,796
Total Expenditure			4,206,501	3,678,339	3,391,334	287,005	4,312,334	633,995	17.24	3,189,995	3,397,963	3,456,260	3,517,320
Surplus/(Deficit)			742,779		1,281,320								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan



Property Tax Requisition		2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget	
2017 Actual	Description	Amount	%	Amount		Amount		Amount		Amount	
7,259	11 830 100 001 Fruitvale	7,547	3.0	7,531		7,540		7,525		7,557	
23,386	11 830 200 001 Grand Forks	22,896	9.1	22,846		22,874		22,827		22,924	
2,591	11 830 300 001 Greenwood	2,542	1.0	2,537		2,540		2,535		2,545	
4,050	11 830 400 001 Midway	3,914	1.6	3,906		3,910		3,902		3,919	
4,040	11 830 500 001 Montrose	3,755	1.5	3,747		3,751		3,744		3,760	
22,447	11 830 600 001 Rossland	23,304	9.3	23,254		23,282		23,233		23,332	
57,650	11 830 700 001 Trail	58,427	23.2	58,301		58,372		58,250		58,498	
5,979	11 830 800 001 Warfield	5,790	2.3	5,777		5,784		5,772		5,797	
23,658	11 830 901 001 Electoral Area 'A'	22,607	9.0	22,559		22,586		22,539		22,635	
13,770	11 830 902 001 EA 'B' / LOWER COLUMBIA/OLD G	13,120	5.2	13,091		13,107		13,080		13,136	
26,282	11 830 903 001 EA 'C' / CHRISTINA LAKE	25,878	10.3	25,822		25,854		25,800		25,910	
18,021	11 830 904 001 EA 'D' / RURAL GRAND FORKS	17,466	6.9	17,429		17,450		17,413		17,487	
41,544	11 830 905 001 EA 'E' / WEST BOUNDARY	44,152	17.6	44,057		44,110		44,018		44,205	
250,677	Sub	251,398	100.0	250,856		251,160		250,639		251,704	
	This Year Requisition	251,398		250,856		251,160		250,639		251,704	
	Total Requisition	251,398		250,856		251,160		250,639		251,704	

Notes: Allocations based on most recent property assessment values (2018 Completed Roll, Dec, 2017)

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	0.03317	0.03310	0.03314	0.03307	0.03321
\$ 16.23	Base cost for a home valued at \$200,000	\$ 6.63	\$ 6.62	\$ 6.63	\$ 6.61	\$ 6.64
BUILDING IMPROVEMENTS						
\$ 304,179	Additional Requisition over base of \$241M/\$350M	\$ 10,475	\$ (99,144)	\$ (98,840)	\$ (99,361)	\$ (98,296)
0.0453	Cost per \$1,000	0.0014	-0.0131	-0.0130	-0.0131	-0.0130
\$ 9.06	Cost for a home valued at \$200,000	\$ 0.28	\$ (2.62)	\$ (2.61)	\$ (2.62)	\$ (2.59)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Federal Grant In Lieu	2017	2018		2019		2020		2021		2022
Account No	11 210 100 001	Prior Yr	Budget		Budget		Budget		Budget		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	1,452

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	2017	2018		2019		2020		2021		2022
Account No	11 400 004 - 001	Prior Year	Budget		Budget		Budget		Budget		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 mnntc, 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	70,633

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Woodstove Exchange - BC Lung**
Account No 11 550 106 - 001

		2017	2018	2019	2020	2021	2022
		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	BC Lung Association						
	2018 Funding from BC Lung Association						
	Basic Grants 10 x \$250 & 5 x \$400	5,750	4,500				
	Support for Administration Costs	2,050	1,500				
	Sub Total	7,800	6,000				
2	Remaining Funding from Prior Years						
	Basic Grant Portion (3 @ \$250)		750				
	Administration Portion	66	262				
	Sub Total						
	Annual Budget	7,866	7,012	-	-	-	-

Notes: Previous Year Budget 7,866
Actual to December 31, 2017 5,553
Item #1
Item #2

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Woodstove Exchange - Other Income	2017	2018		2019		2020		2021		2022
Account No	11 550 107 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Woodstove Exchange Top Up Income										
20	Area A (Top Up of \$100 per stove)										
10	Area B (Top Up of \$250 per stove)										
15	Area C (Top Up of \$100 per stove)										
20	Area D (Considering Top Up)										
16	Area E (Top Up of \$100 per stove)										
20	City of Midway										
10	City of Greenwood										
18	City of Grand Forks										
20	City of Rossland (\$100 top up)										
5	City of Warfield										
10	City of Trail (\$100 for 1st 15 exchanges)										
20	Village of Fruitvale (Top Up of \$100)										
	Estimate 30 x \$100										
	Annual Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	1,100
Top-up varies from zero to \$250 (average used for this estimate is 41 @ \$250)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018		2019		2020		2021		2022
Account No	11 590 159 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Miscellaneous Revenue	2,576	2,576	2.0%	2,628	2.0%	2,680	2.0%	2,734	2.0%	2,788
2	Self Insurance Fund (ICBC Invoice)	56,722	-		-		-		-		-
3	Asset Management Planning Grant	10,000									
4	MIA Dividend		5,321		5,321		5,321		5,321		5,321

Notes: Previous Year Budget 69,298
 Actual to December 31, 2017 141,527
 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 17,749
 Item #1

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	108,347
	Actual to December 31, 2017	108,347

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

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

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		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>

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Board Fee Revenue, Page 2 of 3**

Account No **11 592 001 - 001**

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		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	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Local Government Act	2017	2018	2019	2020	2021	2022
Account No	11 621 100 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	Section 3 Chapter 275 (LGA)	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

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	2017	2018		2019		2020		2021		2022
Account No	11 621 150 - 001	Prior Year	Budget		Budget		Budget		Budget		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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Province of BC - Misc Revenue**

Account No 11 759 159 - 001

2017
Prior Year

**2018
Budget**

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

[illegible]

Notes:

Previous Year Budget	1,552,174
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Actual to December 31, 2017	1,939,092
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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	1,552,174
	Actual to December 31, 2017	1,939,092
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.	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

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	1,281,320		-		-		-		-
	Annual Budget	742,779	1,281,320		-		-		-		-

Notes:	Previous Year Budget	742,779
	Actual to December 31, 2017	1,257,679

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Transfer From Reserve	2017	2018		2019		2020		2021		2022
Account No	11 921 205 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Admin vehicle 2013 Ford Escape G5				-						
2	Admin vehicle 2012 Subaru Impreza G6										
3	Admin vehicle 2008 Ford Escape G1		40,000								
4	Building Safety Code Updates										
5	Climate Action - dashboard update										
6											
	Annual Budget	-	40,000		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-
Item #4	OH&S Committee recommendations	
Item #2		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Hospital District Contract	2017	2018		2019	2020	2021	2022			
Account No	11 990 100 - 001	Prior Year	Budget		Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Administrative Fee - KBRHD								-		
2	Administrative Fee - WKBRHD										
Annual Budget		-	-		-		-		-		-

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**

Item No	Description	2017	2018	2019		2020		2021		2022	
		Prior Year	Budget	Amount	%	Amount	%	Amount	%	Amount	%
1	Directors 13 x \$750 x 12 months (Basic Rate) x 2.0% increase	120,536	119,340	2.0%	121,727	2.0%	124,161	2.0%	126,645	2.0%	129,177
2	Board Chair \$1,911 x 12 months x 2.0% increase	23,625	23,391	2.0%	25,658	2.0%	27,972	2.0%	28,531	2.0%	29,102
3	Vice-Chair \$330 x 12 Months	2,720	4,019	2.0%	4,100	2.0%	4,182	2.0%	4,265	2.0%	4,351
4	Regular Board Meetings 13 Dir. x 22 MTG x \$84.66	13,339	24,213	2.0%	24,697	2.0%	25,191	2.0%	25,695	2.0%	26,209
5	Special Board Meetings (2 per year X 13 Dir X \$84.66	2,223	2,201	2.0%	2,245	2.0%	2,290	2.0%	2,336	2.0%	2,383
6	Technical Allowance 13 x \$200 x 12 Months x 2.0% increase	32,143	31,824	2.0%	32,460	2.0%	33,110	2.0%	33,772	2.0%	34,447
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 @ \$113.22	15,660	10,190	2.0%	10,394	2.0%	10,601	2.0%	10,813	2.0%	11,030
11	Policy & Personnel	6,066	5,588	2.0%	5,699	2.0%	5,813	2.0%	5,930	2.0%	6,048
12	Finance - Liaison	-	600	2.0%	612	2.0%	624	2.0%	637	2.0%	649
13	Electoral Area Services Committee	5,055	5,080	2.0%	5,181	2.0%	5,285	2.0%	5,391	2.0%	5,498
14	Environmental Services - Liaison	-	600	2.0%	612	2.0%	624	2.0%	637	2.0%	649
15	Protective Services - Liaison	-	600	2.0%	612	2.0%	624	2.0%	637	2.0%	649
16	Other Authorized Board Committee Meetings	41,785	32,763	2.0%	33,419	2.0%	34,087	2.0%	34,769	2.0%	35,464
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	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
	Annual Budget	307,522	293,826		301,503		309,333		315,520		321,830

Notes: Previous Year Budget 307,522

Actual to December 31, 2017 253,403

CPI increase of 2% included in rates

#7, #8 & #9 transferred to electoral area budget

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

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	53,000	2.0%	54,060	2.0%	55,141	2.0%	56,244	2.0%	57,369
Annual Budget		50,000	53,000		54,060		55,141		56,244		57,369

Notes:	Previous Year Budget	50,000
	Actual to December 31, 2017	51,892
Reimbursement rate established by Policy - Provincial Government Rate		
Covers mileage claims only for Directors to attend Board		
and committee meetings, workshops, seminars etc.		

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	21,697
Covers all other expenses of Directors.		
Mileage & Remuneration coded in other Budgets		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Supplies - Directors	2017	2018		2019		2020		2021		2022
Account No	12 110 251 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Business purposes Vehicle Insurance Coverage	3,090	3,090	2.0%	3,152	2.0%	3,215	2.0%	3,279	2.0%	3,345
2	Allowance for satellite internet service where basic not av	3,090	3,090	2.0%	3,152	2.0%	3,215	2.0%	3,279	2.0%	3,345
Annual Budget		6,180	6,180		6,304		6,430		6,558		6,689

Notes:		Previous Year Budget	6,180
		Actual to December 31, 2017	413
Item #1	Extra cost for Business Use Vehicle Insurance coverage reimbursed		

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	
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	2.0%	13,999	2.0%	14,279	2.0%	14,565	2.0%	15,154	
8	General Manager - Operations/Deputy CAO	39,158	70.0%		54,740	2.0%	83,752	2.0%	85,427	2.0%	87,136	2.0%	88,879	
9	Manager of Facilities & Recreation (Grand Forks)	4,573	5.0%		93,330	2.0%	4,666	2.0%	4,760	2.0%	4,855	2.0%	5,051	
10	Deputy Fire Chief's extra duties (Big White Fire)	1,665				2.0%	1,698	2.0%	1,732	2.0%	1,767	2.0%	1,838	
11	Allowance for Retirement, Orientation and Other Cost Pres	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	2.0%	9,330	2.0%	9,516	2.0%	9,707	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	Deputy CAO Remuneration				15,000	2.0%	15,300	2.0%	15,606	2.0%	15,918	2.0%	16,236	
15														
	Subtotal	689,033			795,293	2.0%	843,385	2.0%	860,588	2.0%	877,800	2.0%	895,356	
	Benefits @	137,807		24%	190,870	24%	202,412	24%	206,541	24%	210,672	24%	214,885	
	Page 1 Total	826,839			986,164		1,045,797		1,067,129		1,088,472		1,110,241	

Notes:

Item #7

Item #11 Cost pressure allowance - management compensation review

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			1,508,888		1,578,976		1,610,971		1,643,191		1,676,055

Notes:

	Previous Year Budget	1,294,550
	Actual to December 31, 2017	1,226,367
Item #6	Liquid Waste 25%, Solid Waste 50%, Administration 25%	
Item #10		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

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	Employee and family assistance program	8,400	5,610	2.0%	5,722	2.0%	5,837	2.0%	5,953	2.0%	6,072
Annual Budget		11,400	8,610		8,722		8,837		8,953		9,072

Notes:		Previous Year Budget	11,400
		Actual to December 31, 2017	4,072
<hr/>			
Item #1			
Item #2	EFAP contract with Lifeworks (Capri Insurance) 170 ee @ 2.75/month		
<hr/>			

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Travel Expense	2017	2018		2019		2020		2021		2022
Account No	12 121 210 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Travel expense for Administrative staff:	20,000	20,000	2.0%	20,400	2.0%	20,808	2.0%	21,224	2.0%	21,649
	Annual Budget	20,000	20,000		20,400		20,808		21,224		21,649

Notes:	Previous Year Budget	20,000
	Actual to December 31, 2017	19,721

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Staff Development	2017	2018	2019	2020	2021	2022
Account No	12 121 239 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
1	Municipal Officers Association:			%	Amount	%	Amount
	LGMA Dues (West Kootenay Chapter)	255	150	2.0%	153	2.0%	159
	LGMA Membership	855	900	2.0%	918	2.0%	955
	LGMA Annual Convention	1,020	1,020	2.0%	1,040	2.0%	1,082
	LGMA - Kootenay Boundary Chapter conferences	714	714	2.0%	728	2.0%	758
2	Financial Analyst CPA professional development	6,100	3,700				
3	Accounting Clerk/Receptionist - payroll practitioner training		2,250				
4	Prov for continuing education for work related applicat	7,500	7,500	2.0%	7,650	2.0%	7,959
5	VADIM Annual Conference	500	500	2.0%	510	2.0%	531
6	GFOABC Annual Dues	1,377	685	2.0%	699	2.0%	727
7	GFOABC Annual Conference	1,600	1,600	2.0%	1,632	2.0%	1,698
8	Staff software training	2,080	2,080	2.0%	2,122	2.0%	2,207
9	Payroll Association Workshops	1,000	1,000	2.0%	1,020	2.0%	1,061
10	OH&S Training	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
14	Int Assoc for Public Participation		250		250		250
15	Int Assoc of Business Communicators		375		375		375
16	IP2 Conference (Communication)		800		800		800
	Annual Budget	38,801	39,024		30,097		30,426
							30,762
							31,105

Notes:	Previous Year Budget	38,801
	Actual to December 31, 2017	17,957

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	19,039

1. Postage increase for basic letter to increase from .63 to \$1 on March 1st 2014

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	32,000
	Actual to December 31, 2017	36,488

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **FCM Annual Dues**
Account No 12 121 214 - 001

		2017	2018		2019		2020		2021		2022
		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	5,747	2.0%	5,862	2.0%	5,979	2.0%	6,099	2.0%	6,221
2	Travel Fund	549	549	2.0%	560	2.0%	571	2.0%	583	2.0%	594
Annual Budget		5,774	6,296		6,422		6,550		6,681		6,815

Notes:	Previous Year Budget	5,774
	Actual to December 31, 2017	5,422

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Advertising	2017	2018		2019		2020		2021		2022
Account No	12 121 221 - 001	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Positions vacant	5,100	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
2	Promotional Items	5,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
3	Town Hall Meeting Costs	5,100	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
4	Contingency	3,000	3,000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
5	CBT Advertising	4,000	4,000		4,000		4,000		4,000		4,000
Annual Budget		22,200	22,200		22,564		22,935		23,314		23,700

Notes:

Previous Year Budget	22,200
Actual to December 31, 2017	21,172

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Information Technology
Account No	12 121 231 - 001

Name	Information Technology	2017	2018	2019	2020	2021	2022
Account No	12 121 231 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	IT Summary	205,223	267,099	259,884	220,949	236,575	249,932
	Annual Budget	205,223	267,099	259,884	220,949	236,575	249,932

Notes:	Previous Year Budget	205,223
	Actual to December 31, 2017	211,873
Capital Portion of Items Included Under Capital		

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	4,185

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	30,000
	Actual to December 31, 2017	35,776
Board policy of using recycled products when available		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Building Maintenance	2017	2018	2019	2020	2021	2022
Account No	12 121 252 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount
1	Contracted Janitorial/Maintenance	29,485	37,308	2.0%	38,054	2.0%	40,384
2	Snow clearing	3,060	3,060	2.0%	3,121	2.0%	3,312
3	Miscellaneous Maintenance Supplies & Repairs	3,060	24,560	2.0%	3,500	2.0%	3,714
4	Water & Sewer Utility	2,040	2,040	2.0%	2,081	2.0%	2,208
5	Bldg maint, electrical, mechanical, plumbing	4,080	4,080	2.0%	4,162	2.0%	4,416
6	Annual test of Fire alarm system	2,040	2,040	2.0%	2,081	2.0%	2,208
7	Canadian Waste - Pickup at Trail Office	2,040	2,040	2.0%	2,081	2.0%	2,208
8	Elevator Maintenance	1,122	1,122	2.0%	1,144	2.0%	1,214
9	Heating Costs - Gas (50% Recovered)	9,180	9,180	2.0%	9,364	2.0%	9,937
10	Power Costs - Electricity (74% Recovered)	46,920	46,920	2.0%	47,858	2.0%	50,788
11	Service HVAC	3,090	3,090	2.0%	3,152	2.0%	3,345
12	Alpine Disposal - Mixed Paper Recycle	1,600	1,600	2.0%	1,632	2.0%	1,732
13	Expansion Joint Caulking Re & Re	40,000					
14	Liebert UPS System Annual Service	5,632	5,632	2.0%	5,745	2.0%	6,096
	Grand Forks Office Expenses:						
15	Utilities - Heating (gas)	4,080	4,080	2.0%	4,162	2.0%	4,416
16	Utilities - Power (electricity, water)	4,080	4,080	2.0%	4,162	2.0%	4,416
17	Building & Grounds Maintenance	3,570	3,570	2.0%	3,641	2.0%	3,864
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	183,152		164,689		173,010

Notes: Previous Year Budget 208,829
Actual to December 31, 2017 154,547

Item #1 Contracted with GTCC Janitorial Staff
Item #3 Misc \$3060, additional cubicle for building inspection manager \$10,000, communication panel \$5,000, admin security gates \$6,500
Item #11 Western Canada Contract Annual Agreement \$1,942.78 plus tax

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:		Previous Year Budget	21,594
		Actual to December 31, 2017	33,526
Item #4	Excess Insurance Limit \$10,000,000 to "top-up" coverage of all employees and elected officials driving their own vehicles on Regional District business		
Item #5	Coded to Consultant Fees Prior to 2017 (1-2-121-233-001)		

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	23,850

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	2017	2018		2019		2020		2021		2022
Account No	12 121 263 - 001	Prior Year	Budget		Budget		Budget		Budget		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	2,849

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Bank Service Charges**

Account No 12 121 810 - 001

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		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	32,000	2.0%	32,640	2.0%	33,293	2.0%	33,959	2.0%	34,638
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	42,536		43,274		44,027		44,794		45,577

Notes: Previous Year Budget 35,536

Actual to December 31, 2017 49,615

Item #1 Banking Agreement monthly service charge all accounts

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

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	53,891

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name **Consultants Fees**

Account No 12 121 233 - 001

		2017	2018		2019		2020		2021		2022
		Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Miscellaneous	10,200	10,200	2.0%	10,404	2.0%	10,612	2.0%	10,824	2.0%	11,041
2	Post-Employment Benefit Calculation	3,000	2,400		9,000		3,000		3,000		3,000
3	Management Compensation Review	13,000					13,000				
4	Communication Plan	15,000									
5	Asset management plan consultant	60,000	60,000								
6	Community Energy Association Carbon Action Plan Sup	10,000									
7	Organizational review										
8	Climate action - dashboard update										
9	Region Wide OH&S Program Development										
10	Carbon offset feasibility study (Commonsplace)										
11	Communication Brand Refresh		25,000								
12	Recruitment consultant - Operations GM/Environmental GM		30,000								
13	Psychological testing - Ops GM/Env GM recruitment		10,000								
14	Graphic design re communication		12,000								
15	Rural Development Institute - Selkirk College		20,000		20,000						
	Annual Budget	111,200	169,600		39,404		26,612		13,824		14,041

Notes: Previous Year Budget 111,200
Actual to December 31, 2017 95,429

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	40,000
	Actual to December 31, 2017	42,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

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

Notes:	Previous Year Budget	51,968
	Actual to December 31, 2017	52,683
Item #1a	Adjustment for our experience in relation to MIA "averages" MAX 30% of premium	
Yr 2017	Our Experience rating factor is a 0% surcharge. Last year the factor was 2.99%	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Property Insurance	2017	2018		2019		2020		2021		2022
Account No	12 121 238 - 001	Prior Year	Budget		Budget		Budget		Budget		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	3,500	2.0%	3,570	2.0%	3,641	2.0%	3,714	2.0%	3,789
5	Terrorism & Sabotage	2,500	2,565	2.0%	2,616	2.0%	2,669	2.0%	2,722	2.0%	2,776
6											
7	Comprehensive insurance appraisal	-	-		35,000		-		-		-
8	Business Interruption	-	1,904	2.0%	1,942	2.0%	1,981	2.0%	2,021	2.0%	2,061

Notes:	Previous Year Budget	13,446
	Actual to December 31, 2017	13,605
Item #3	Included in Business Interruption (Item #8)	
Items #6-7	Comprehensive appraisal every five years	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

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										
2	Admin vehicle 2008 Ford Escape G1		40,000								
3	Admin vehicle 2009 Ford Escape Hybrid G2										
4	IT Capital	90,000	170,500		120,000		145,000		135,000		15,000
5	Subaru - transfered from 700	15,100									
	Annual Budget	105,100	210,500		120,000		145,000		135,000		15,000

Notes:		Previous Year Budget	105,100
		Actual to December 31, 2017	13,226
Items #1-3	Decision to replace fleet vehicles based on mileage and general condition		
	All Vehicle purchases shown as net of trade-in values		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Debt - Principal Payments
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Account No 12 121 830 - 001

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1											
	Annual Budget	-	-		-		-		-		-

Notes:

Previous Year Budget	-
----------------------	---

Actual to December 31, 2017	-
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09/03/2018

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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 18,272

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	808,690
	Actual to December 31, 2017	865,778
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	

\$ 3,050,769.09	
\$	522,025.92
\$	138,382.07
\$	175,641.09
\$	21,021.62
\$	206,140.78
\$	1,276,591.72
\$	74,241.68
\$	636,724.21

Balance in Reserve Account December 31, 2017

Accounts 34 700 001 and 34 701 001	
Self Insurance Fund (included in above)	
Management ERIP Fund (included in above)	
Carbon Offset Fund (included in above)	
Education Committee (included in above)	
Information Technology	
Taxation Offset (Smoothing)	
Climate Action Fund	
Net Reserve (unrestricted)	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

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

Name	Woodstove Exchange - Coordinator	2017	2018		2019	2020		2021		2022	
Account No	12 121 905 - 001	Prior Year	Budget		Budget	Budget		Budget		Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Coordinator's Fees	2,050	1,000		-		-		-		-
2	Carry Forward from Prior Year	29	8								
	Annual Budget	2,079	1,008		-		-		-		-

Notes:	Previous Year Budget	2,079
	Actual to December 31, 2017	1,021
Item #1	BC Lung has extended the program to December 2018	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

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										
	Carry Forward from Prior Year (3 @ \$250.00)		750								
	Annual Budget	5,750	5,250		-		-		-		-

Notes:		Previous Year Budget	5,750
		Actual to December 31, 2017	5,350
Item #1	BC Lung has extended the program to December 2015		
Item #2	Average top up \$100 each		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

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

Name	Woodstove Exchange - Other Expenses	2017	2018		2019		2020		2021		2022
Account No	12 121 907 - 001	Prior Year	Budget		Budget		Budget		Budget		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 Prior Year	37	255								
	Annual Budget	37	755		-		-		-		-

Notes:	Previous Year Budget	37
	Actual to December 31, 2017	282
Item #1	BC Lung has extended the program to December 2015	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

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	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-
Item #1	BC Lung has extended the program to December 2015	
	Included in other expenses	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018		2019		2020		2021		2022
Account No	12 121 990 - 001	Prior Year	Budget		Budget		Budget		Budget		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	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

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	10,000		10,000		10,000		10,000		10,000
	Annual Budget	5,000	10,000		10,000		10,000		10,000		10,000

Notes:	Previous Year Budget	5,000
	Actual to December 31, 2017	5,000
<u>Board motion 2014 to provide grant to Columbia Gardens Water Supply of up to \$10,000</u>		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Contingencies/Miscellaneous	2017	2018		2019		2020		2021		2022
Account No	12 121 999 - 001	Prior Year	Budget		Budget		Budget		Budget		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	Contirbution to regional marketing initiatives	10,000	5,000								
3	Contribution to AKBLG	3,000	2,000								
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									
8	Travel/Moving expenses Ops GM/Env GM		15,000								
9	Tent - Communications events		2,500								
	Annual Budget	69,810	45,060		15,621		15,699		15,747		15,796

Notes:	Previous Year Budget	69,810
	Actual to December 31, 2017	30,932
Item #2	Booth for UBCM/FCM promoting the Kootenays with CBT and other Kootenay RD	

Item #2	Booth for UBCM/FCM promoting the Kootenays with CBT and other Kootenay RDs
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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 - Beavercell	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 Offset Purchases (red)	21,420	Climate Change Initiatives
	58,739	

Committee Fees Structure 2018	1.000			DETAILS FOR DIRECTORS REMUNERATION			1
Meeting Attendance Rate - Basic		\$ 84.66		PAGE NUMBER 23			
Meeting Attendance Rate - Committee Chair		\$ 113.22					
	Line	Members	Frequency	Basic	Committee Chair	Cost	
Regular Board Meetings	4	13	22	\$ 24,212.76		\$ 24,212.76	
Special Board Meetings, Strategy Sessions	5	13	2	2,201.16		2,201.16	
				\$ 26,413.92	-	\$ 26,413.92	
Policy & Personnel	11	6	11	\$ 5,587.56	1,245.42	6,832.98	
Board - included under Regular Board		13		-	-	-	
Finance Liaison		1	10	600.00		600.00	
Environmental Services - COW		13	10	600.00		600.00	
Protective Services - COW		13	10	600.00		600.00	
Electoral Area Services Committee	11	5	12	5,079.60	1,358.64	6,438.24	
				\$ 12,467.16	\$ 2,604.06	\$ 15,071.22	
Beaver Valley Parks & Trails		3	12	3,047.76	1,358.64	4,406.40	
Boundary Agricultural Committee		1	4	338.64	452.88	791.52	
Boundary Community Development Committee		6	11	5,587.56	1,245.42	6,832.98	
Boundary Weed Management		2	4	677.28	452.88	1,130.16	
East End Services		7	11	6,518.82	1,245.42	7,764.24	
Education and Advisory Committee		3	4	1,015.92	452.88	1,468.80	
Greenwood Area 'E' Cemetery Committee		2	2	338.64	226.44	565.08	
Heritage Steering Committee				-	-	-	
Kettle River Study Stakeholder Committee		6	3	1,523.88	339.66	1,863.54	
Kettle River Study Steering Committee		6	3	1,523.88	339.66	1,863.54	
Utilities		6	10	5,079.60	1,132.20	6,211.80	
West Kootenay Transit Committee		3	3	761.94	339.66	1,101.60	
Area B Parks & Trails		1	9	761.94		761.94	
Columbia Basin Trust Water and Treaty Committee		2	12	2,031.84		2,031.84	
Okanagan Film Commission		1	9	761.94		761.94	
Public Hearings Attendance		1	24	2,031.84		2,031.84	
Reading Allowance (S.I.D.I.T) COM Rate		3	6	761.94		761.94	
	14			\$ 32,763.42	\$ 7,585.74	\$ 40,349.16	
				\$ 71,644.50	\$10,189.80	\$ 81,834.30	
					Line 10		

red cells are stuff that might be covered by individual services starting 2019?

Operational Expenses

	2017	2017 actuals	2018	2019	2020	2021	2022	Notes
ICompass	\$ 7,000.00	\$ 7,377.65	\$ 9,000.00	\$ 9,270.00	\$ 9,548.10	\$ 9,834.54	\$ 10,129.58	
Vadim onsite training & support	\$ 10,400.00	\$ -	\$ 10,816.00	\$ 11,248.64	\$ 11,698.59	\$ 12,166.53	\$ 12,653.19	
Vadim iCity maintenance	\$ 16,000.00	\$ 16,016.24	\$ 16,771.79	\$ 17,442.66	\$ 18,140.37	\$ 18,865.98	\$ 19,620.62	
Aerohive maintenance, Hive Manager Cloud	\$ 1,500.00	\$ 1,605.37	\$ 1,560.00	\$ 1,622.40	\$ 1,687.30	\$ 1,754.79	\$ 1,824.98	
Backup Exec maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
McAfee Endpoint Protection maintenance	\$ 1,900.00	\$ 1,561.44	\$ 1,900.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
Shoretel maintenance	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 11,000.00	\$ -	
workstation tech rollover for Admin staff	\$ 8,000.00	\$ 16,682.78	\$ 8,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
Check Point maintenance	\$ 9,500.00	\$ 15,134.05	\$ 16,000.00	\$ 16,640.00	\$ 17,305.60	\$ 17,997.82	\$ 18,717.74	
<i>support for appliance gateways (x6)</i>								
<i>annuity software blades</i>								
VMWare maintenance (basic 12x5 support @ \$389/core x	\$ 14,035.16	\$ 12,897.49	\$ 13,413.39	\$ 13,949.93	\$ 14,507.92	\$ 15,088.24	\$ 15,691.77	
Nutanix maintenance	\$ 12,950.66	\$ 28,334.94	\$ 29,468.34	\$ 30,647.07	\$ 31,872.95	\$ 33,147.87	\$ 34,473.79	
CivicInfo maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
MISA membership	\$ 350.00	\$ 314.29	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 400.00	
LaserFiche maintenance	\$ 3,700.00	\$ 3,169.34	\$ 3,774.00	\$ 3,849.48	\$ 3,926.47	\$ 4,005.00	\$ 4,085.10	
CBBC fibre services	\$ 31,000.00	\$ 30,302.40	\$ 31,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	
server room misc.	\$ 5,000.00	\$ 3,519.43	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Veeam annual maintenance	\$ -	\$ 4,767.71	\$ 4,958.42	\$ 5,156.76	\$ 5,363.03	\$ 5,577.55	\$ 5,800.65	
Communications software	\$ -	\$ 3,000.00	\$ 5,500.00	\$ 5,720.00	\$ 5,948.80	\$ 6,186.75	\$ 6,434.22	
IT software	\$ 7,000.00	\$ 9,714.49	\$ 10,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
contingency	\$ 5,000.00	\$ 1,401.07	\$ 7,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Training - IT Staff	\$ 10,000.00	\$ 5,781.64	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	
DNN maintenance	\$ 4,200.00	\$ 4,225.24	\$ 4,200.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	
consulting	\$ 2,500.00	\$ 358.13	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	
Mobility devices replenishment for Admin staff	\$ 4,000.00	\$ 3,386.49	\$ 3,000.00	\$ 3,000.00	\$ 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	
<i>sa on SQL Server 2014 (required)</i>								
MFA lease on SQL Server 2012	\$ 13,065.12	\$ 11,819.85	\$ 13,065.12	\$ 13,065.12	\$ -	\$ -	\$ -	
MFA lease on Nutanix 4th node	\$ 15,822.24	\$ 14,329.66	\$ 15,822.24	\$ 15,822.24	\$ -	\$ -	\$ -	
Telus services	\$ 8,000.00	\$ 6,929.76	\$ 8,000.00	\$ 8,000.00	\$ 8,500.00	\$ 8,500.00	\$ 9,000.00	
Shoretel gear	\$ 3,500.00	\$ 4,982.56	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	
MS Office licensing expansion	\$ 3,000.00	\$ 272.55	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	
Aerohive hardware	\$ 1,000.00	\$ -	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
GF fibre expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Offsite replication service	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
directors endpoint devices	\$ -	\$ 1,598.07	\$ -	\$ 15,000.00	\$ -	\$ -	\$ 17,000.00	
Scopia license	\$ -	\$ 1,526.42	\$ 1,700.00					
unreconciled	\$ -	\$ 754.50						
enterprise signage system	\$ -	\$ -	\$ 4,200.00					
physical domain controller	\$ -	\$ -	\$ 4,000.00					
Subtotal Operational Expenses	\$ 204,023.18	\$ 209,482.64	\$ 267,099.30	\$ 259,884.29	\$ 220,949.12	\$ 236,575.08	\$ 249,931.63	

red cells are stuff that might be covered by individual services starting 2019?

	2017	2017 actuals	2018	2019	2020	2021	2022	Notes
Capital Expenses								
Grand Forks A/V midsession enhancements	\$	-						
GF A/V capital replace			\$ -	\$ -	\$ -	\$ 100,000.00		
Trail A/V capital replace			\$ -	\$ -	\$ 100,000.00	\$ -		original Trail A/V gear installed 2013
Checkpoint redundant gateway hardware?			\$ -	\$ 15,000.00				
vCenter physical server			\$ 6,500.00					
ESXi host for GF Admin			\$ 9,000.00					
Veeam replication server			\$ 35,000.00					for disaster recovery site at GTCC
Scopia conferencing licenses	\$	17,000.00	\$ -					for expanded video conferencing capacity to external sites. One time, permanent purchase of licensing
Laserfiche licensing expansion	\$	8,000.00	\$ -					to expand use of Laserfiche into departmental operations. One time, permanent purchase of licensing
Checkpoint management appliance	\$	-	\$ 11,726.27	\$ -	\$ -	\$ -	\$ -	
phones & Shoregear 90 switch	\$	-	\$ -	\$ 13,000.00	\$ -	\$ -	\$ -	15,000.00 \$8K in hardware, 5K in professional services for integration
Cityview upgrade / professional services	\$	40,000.00	\$ -	\$ 65,000.00	\$ 45,000.00	\$ 10,000.00	\$ -	Ricoh professional services to customize a Laserfiche workflow to replace Cityview
infrastructure misc.								
SQL Server 2012 Standard			\$ -	\$ -	\$ 20,000.00	\$ -	\$ -	
6x 7NQ-00278 2-Core license @ \$3,257	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	
Office 2016	\$	-	\$ -	\$ -	\$ -	\$ 35,000.00	\$ -	one time, traditional purchase of newest version of Office
Office 2016 training	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	to train staff to use Office
Grand Forks 2140 Central Ave wrapup	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	odds and ends infrastructure wrapup @ 2140
mobile devices for directors	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	
CBBC construction capital	\$	10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	
Veeam licensing	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	new backup suite to replace aging BackupExec
Tangible Assets Module	\$	-	\$ -	\$ -	\$ 45,000.00	\$ -	\$ -	
MFA lease	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	
Finance Software upgrade	\$	15,000.00	\$ 14,067.30	\$ -	\$ -	\$ -	\$ -	
Multifunction Printer replacement	\$	15,000.00	\$ 13,843.77	\$ 30,000.00	\$ 15,000.00	\$ 15,000.00		top floor and basement in corp admin
Online engagement tool			\$ 12,000.00					
Total Capital	\$	105,000.00	\$ 39,637.34	\$ 170,500.00	\$ 120,000.00	\$ 145,000.00	\$ 135,000.00	\$ 15,000.00
Totals IT	\$	309,023.18	\$ 251,400.90	\$ 437,599.30	\$ 379,884.29	\$ 365,949.12	\$ 371,575.08	\$ 264,931.63



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	2016 BUDGET	2017 BUDGET	2017 ACTUAL	(OVER) UNDER	2018 BUDGET	Increase/Decrease between 2017 BUDGET and 2018 BUDGET		2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	
							\$	%					
REVENUE:													
		2	313,900	353,302	353,302	(0)	353,780	478	0.14	380,184	387,276	411,707	401,855
	Tax Requisition - Municipalities	2	313,900	353,302	353,302	(0)	353,780	478	0.14	380,184	387,276	411,707	401,855
	Tax Requisition - Electoral Areas	3	433,856	478,748	478,749	(0)	529,580	50,832	10.62	569,104	579,721	616,292	601,544
11 210 100	Federal Grant In Lieu	4	1,873	1,500	2,106	(606)	1,500	0	0.00	1,500	0	0.00	1,500
11 517 100	Bldg and Plumbing Permits	5	1,686	2,500	1,675	825	2,500	0	0.00	2,500	2,500	2,500	2,500
11 590 159	Miscellaneous Revenue	6	0	500	1,255	(755)	500	0	0.00	513	520	528	53
11 921 205	Transfer from Reserve	7	0	0	0	0	42,000	42,000	42,000	42,000	42,000	42,000	42,000
11 911 100	Previous Year's Surplus	8	98,795	28,960	28,960	0	30,617	2,057	7.20	0	0	0	0
	Total Revenue		850,110	865,110	865,647	(536)	960,477	95,367	11.02	995,801	1,013,518	1,032,528	1,007,939
EXPENDITURE:													
12 292 111	Salaries & Benefits	9	680,488	690,293	679,019	11,274	724,273	33,980	4.92	777,472	793,021	808,862	825,055
12 292 210	Travel Expense	10	9,367	16,535	12,923	3,613	16,535	0	0.00	16,866	17,203	17,547	17,547
12 292 213	Telephone	11	13,280	14,500	14,152	348	14,500	0	0.00	14,500	14,500	14,500	14,500
12 292 230	Board Fee	12	26,246	26,747	26,747	0	27,259	512	1.91	27,804	28,360	28,920	29,510
12 292 232	Legal	13	538	5,000	286	4,702	5,000	0	0.00	5,100	5,202	5,306	5,408
12 292 243	Building Expense	14	46,828	43,457	49,495	(6,038)	3,521	46,978	3,521	46,978	46,978	46,978	46,978
12 292 247	Office Equipment	15	12,914	21,760	12,365	9,395	22,360	500	2.30	22,495	22,917	23,245	23,245
12 292 251	Office Supplies	16	11,071	17,830	18,439	(609)	17,830	0	0.00	17,830	17,830	17,830	17,830
12 292 253	Vehicle Maintenance	17	20,250	24,950	19,804	5,146	20,073	(4,877)	(19.55)	20,276	20,884	22,200	21,640
12 292 262	Equipment Lease	18	0	3,500	0	3,500	3,500	0	0.00	3,500	3,500	3,500	3,500
12 292 610	Capital/Amortization	19	0	0	0	0	62,000	62,000	0.00	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	0	0	0
12 292 741	Equipment Reserve	21	538	538	1,786	(1,250)	269	(269)	(50.00)	269	269	269	269
	Total Expenditure		821,550	865,110	835,030	30,080	960,477	95,367	11.02	995,801	1,013,518	1,032,528	1,007,939
	Surplus/Deficit		28,560		30,617								

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	-	-	35,025.00
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	-	-	91,735.78
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	-	374,882.45
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	CONTRIBUTES	-	-	

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	38,057		40,898		41,661		44,289		43,229	GRAND FORKS	
-	11 830 200 004	Grand Forks (Withdraw June 30	-		-		-		-		-	1,785	
11,045	11 830 300 004	Greenwood	12,021		12,918		13,159		13,990		13,655	-	
17,241	11 830 400 004	Midway	16,031		17,227		17,548		18,655		18,209	629	
17,096	11 830 500 004	Montrose	19,430		20,880		21,269		22,611		22,070	1,010	
-	11 830 600 004	Rossland (Withdrew Aug 6, 200	-		-		-		-		-	960	
246,649	11 830 700 004	Trail	240,002		257,914		262,725		279,299		272,616	-	
26,248	11 830 800 004	Warfield	28,240		30,348		30,914		32,864		32,078	14,208	
353,302	Sub Total		353,780		380,184		387,276		411,707		401,857	1,479	
												20,071	
	This Year Requisition		353,780		380,184		387,276		411,707		401,857	20,071	
	Total Requisition		353,780		380,184		387,276		411,707		401,857	20,071	

Notes:

353,780	Municipalities	353,780	380,184	387,276	411,707	401,857
529,580	Electoral Areas	529,580	569,104	579,721	616,292	601,547
883,361	TOTAL	883,361	949,288	966,997	1,028,000	1,003,404

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	This Year		Amount	Amount	Amount	Amount
52,368	Electoral Area 'A'	97,383		104,651	106,603		110,617
31,471	EA 'B' / Lower Columbia/Old Glory	58,141		62,480	63,646		66,042
56,148	EA 'C' / Christina Lake	107,566		115,593	117,750		122,183
45,459	EA 'D' / Rural Grand Forks	83,565		89,802	91,477		94,921
88,133	EA 'E' / West Boundary	182,926		196,578	200,245		207,784
273,579	Sub Total	529,580		569,104	579,721		601,547
	This Year Requisition	529,580		569,104	579,721		601,547
2018 Net							
	"NET"REQUISITION						
59,741	11 830 901 004 Electoral Area 'A'						
36,296	11 830 902 004 EA 'B' / Lower Columbia/Old Glory						
64,478	11 830 903 004 EA 'C' / Christina Lake						
54,483	11 830 904 004 EA 'D' / Rural Grand Forks						
109,412	11 830 905 004 EA 'E' / West Boundary						
324,411							
	Total Requisition	529,580		569,104	579,721		601,547

Notes:	A	B	C	D	E	TOTAL
SECTION 1 BASED ON POPULATION	8,927	6,808	6,312	15,225	10,174	47,446
SECTION 2 BASED ON ACTIVITY	18,271	10,603	20,914	14,116	35,682	99,586
SECTION 3 BASED ON THE BALANCE	70,185	40,730	80,340	54,224	137,070	382,549
TOTAL BEFORE REPATRIATION OF REVENUE	97,383	58,141	107,566	83,565	182,926	529,580
LESS: 2016 REVENUE RECOGNIZED IN 2018	(37,642)	(21,845)	(43,088)	(29,082)	(73,514)	(205,169)
TOTAL REQUISITION FROM MINISTRY 2018	59,741	36,296	64,478	54,483	109,412	324,411
NET REQUISITION IN 2017	52,368	31,471	56,148	45,459	88,133	273,579
CHANGE	7,373	4,825	8,330	9,024	21,279	50,832

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name **Federal Grant In Lieu**

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	1,675

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
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Account 11 911 100 004

2017
Prior Year

2018 Budget

2019 Budget

**2020
Budget**

**2021
Budget**

**2022
Budget**

		Current Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	28,560	30,617		-		-		-		-
	Current Year Budget	28,560	30,617		-		-		-		-

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	117,300	17,595	2.0%	17,947	2.0%	18,306	2.0%	18,672	2.0%	19,045
2	Building Inspector Manager		MID4	93,330	62,220	2.0%	95,197	2.0%	97,101	2.0%	99,043	2.0%	101,023
3	Building Inspector III	-	1900.0	42.59	-	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
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
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
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
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
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
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
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
12	Allotment for Overtime	5,100			5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
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
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
15	Cost Pressures	1,800			1,800	2.0%	1,836	2.0%	1,873	2.0%	1,910	2.0%	1,948
16	Allowance for CUPE Contract Increase (2%)	9,804				2.0%							
	Subtotal	565,814	17540.0		593,666		637,272		650,017		663,018		676,278
	Benefits @	124,479		22%	130,607	22.0%	140,200	22.0%	143,004	22.0%	145,864	22.0%	148,781
	Current Year Budget	690,293			724,273		777,472		793,021		808,882		825,059

Notes:	Previous Year Budget	690,293
	Actual to December 31, 2017	679,019
Item #1	Planning/Building Director's Salary Shared 15% Planning, 15% Building & 70% Administration	
Item #2	Building Inspector Manager - new position in 2018 budget for 8 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
		</									

Notes:	Previous Year Budget	16,535
	Actual to December 31, 2017	12,923

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 14,152

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 49,495

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	18,439

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 19,804

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 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 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 -
Item #1 Share of RICOH Maintenance Agreement

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Capital	2017	2018	2019	2020	2021	2022
Account	12 292 610 004	Prior Year	Budget	Budget	Budget	Budget	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			
6	Cityview Software		20,000				
Current Year Budget		-	62,000	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

Name	Previous Year's Deficit	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Account	12 292 990 004										
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

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)		

\$ 105,980.10

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	79,815
+ 40 % LOADING FACTOR	31,926
	<u>111,741</u>

MUNICIPALITY or AREA	POPULATION (2016 Census)	FACTOR	SERVICE FEE
FRUITVALE	1,920	0.081119	9,064
GRAND FORKS	0	0.000000	0
GREENWOOD	665	0.028096	3,139
MIDWAY	649	0.027420	3,064
MONTROSE	996	0.042080	4,702
ROSSLAND	0	0.000000	0
TRAIL	7,709	0.325700	36,394
WARFIELD	1,680	0.070979	7,931
13,619			\$ 64,295
AREA A	1,891	0.079894	8,927
AREA B / Lower Colum	1,442	0.060924	6,808
AREA C / Christina Lake	1,337	0.056487	6,312
AREA D / Rural Grand F	3,225	0.136254	15,225
AREA E / West Bounda	2,155	0.091047	10,174
10,050			\$ 47,446
	23,669	1.000000	\$ 111,741

111,741
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	883,361		
LESS BLDG INSP + LOADED AMOUNT	111,741	64,295	47,446
	771,620		
AS PER CLAUSE 6.2 ABOVE	134,576	0	99,586
		64,295	147,031

BALANCE BASED ON ASSESSED VALUE **637,044** Linked to Total below for distribution

Municipality/Area	Completed Roll 2018 Calculated Amount	2018 Converted Values	2017
FRUITVALE	23,431	22,753,699	20,083,024
GRAND FORKS	0	0 Opted out July 2013	0
GREENWOOD	7,893	7,664,594	7,164,863
MIDWAY	12,152	11,800,411	11,187,989
MONTROSE	11,657	11,320,428	11,171,080
ROSSLAND	0	0 Opted out Aug 2008	0
TRAIL	181,387	176,143,550	160,066,256
WARFIELD	17,975	17,455,074	16,539,852
Total Municipalities		247,137,756	226,213,064
AREA A	70,185	68,155,825	65,436,484
AREA B / Lower Columt	40,730	39,552,762	38,080,741
AREA C / Christina Lake	80,340	78,016,875	72,711,073
AREA D / Rural Grand F	54,224	52,656,553	49,915,081
AREA E / West Boundar	137,070	133,107,228	115,059,329
Total Electoral Areas		371,489,243	341,202,708
From C323 Formula	637,044	618,626,999	0.00102977
Check	637,044		567,415,772

RDKB Regional Building Inspection Services Contract

SUMMARY OF REQUISITIONS:

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

TOTAL REQUISITIONS

FRUITVALE	38,057
GRAND FORKS	
GREENWOOD	12,021
MIDWAY	16,031
MONTROSE	19,430
ROSSLAND	0
TRAIL	240,002
WARFIELD	28,240

Total Municipalities	353,780
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		EA Credit	Net EA Req
AREA A	97,383	37,642	59,741
AREA B / Lower Columbia	58,141	21,845	36,296
AREA C / Christina Lake	107,566	43,088	64,478
AREA D / Rural Grand Forks	83,565	29,082	54,483
AREA E / West Boundary	182,926	73,514	109,412
Total Electoral Areas	529,580	205,169	324,411
		324,411	

Total Requisition	883,361
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Requisition Summary:

	Municipalities	Electoral Areas	Total
Section 6.1	64,295	47,446	111,741
Section 6.2	34,990	99,586	134,576
Section 6.3	254,495	382,549	637,044
Total	353,780	529,580	883,361



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
								\$	%				
REVENUE													
11 210 100	Property Tax Requisition	3	1,255,447	1,255,447	1,255,447	0	1,255,447	0	0.00	1,255,447	1,255,447	1,255,447	1,255,447
	Federal Grant In Lieu	4	3,503	2,000	4,997	(2,997)	2,000	0	0.00	2,000	2,000	2,000	2,000
USER FEES													
11 550 500	Tipping Fees	5	2,178,089	2,202,637	2,294,697	(92,060)	2,202,637	0	0.00	2,202,637	2,202,637	2,202,637	2,202,637
11 550 501	RDKB Tipping Fees - Organics	6	7,839	10,000	9,577	423	10,000	0	0.00	10,000	10,000	10,000	10,000
11 550 502	RDKB Tipping Fees - Garbage	7	41,075	56,000	72,281	(16,281)	56,000	0	0.00	56,000	56,000	56,000	56,000
11 490 906	GF Garbage & Organics	8	129,620	140,000	136,303	3,697	140,000	0	0.00	140,000	140,000	140,000	140,000
11 490 907	GF Yard & Waste	9	26,397	55,000	39,806	15,194	55,000	0	0.00	55,000	55,000	55,000	55,000
RECOVERIES													
11 490 902	Revenue From Sales	10	0	0	0	0	0	0	0.00	0	0	0	0
11 490 910	Materials Recovery	11	44,906	20,000	69,004	(49,004)	20,000	0	0.00	20,000	20,000	20,000	20,000
11 490 921	Product Care Commission	12	8,961	5,000	9,096	(4,096)	5,000	0	0.00	5,000	5,000	5,000	5,000
OTHER REVENUE													
11 550 100	Interest Earned on Investments	13	24,875	20,000	37,247	(17,247)	25,000	5,000	25.00	20,000	20,000	20,000	20,000
11 590 158	Multi Material British Columbia	14	226,227	50,000	121,593	(71,593)	50,000	0	0.00	50,000	50,000	50,000	50,000
11 590 159	Miscellaneous Revenue	15	1,275,028	1,000	33,289	(32,289)	5,000	4,000	400.00	5,000	5,000	5,000	5,000
11 911 100	Previous Year's Surplus	16	0	0	0	0	0	0	0.00	0	0	0	0
11 920 002	Revenue From Capital Fund	17	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserve	18	39,537	1,659,000	918,037	740,963	1,158,000	(501,000)	(30.20)	600,000	0	0	0
Total Revenue			5,261,504	5,476,084	5,001,373	474,711	4,984,084	(492,000)	(8.98)	4,421,084	3,821,084	3,821,084	3,821,084
EXPENDITURE													
COMPENSATION													
12 433 111	Salaries and Benefits	19	1,095,104	1,142,895	1,182,702	(39,807)	1,205,013	62,118	5.44	1,229,113	1,253,696	1,278,769	1,304,345
12 433 210	Professional Devel./Safety Training	20	19,163	23,985	21,837	2,148	24,985	1,000	4.17	25,223	25,465	25,712	25,964
ADMINISTRATIVE													
12 433 216	Insurance	21	20,438	24,305	25,109	(804)	18,513	(5,792)	(23.83)	18,883	19,261	19,646	20,039
12 433 221	Public Education and Advertising	22	27,878	42,214	21,720	20,495	42,214	0	0.00	32,858	33,516	34,186	34,870
12 433 230	Board Fee	23	50,691	51,626	51,626	0	52,580	954	1.85	53,632	54,704	55,798	56,914
12 433 233	Consulting Fees	24	87	180,000	10,257	169,743	110,000	(70,000)	(38.89)	0	0	0	0
RECYCLING ACTIVITIES													
12 433 234	RDKB Curbside Organics/Garbage	25	7,881	488,692	512,700	(24,008)	481,615	(7,077)	(1.45)	481,615	481,615	481,615	481,615
12 433 235	RDKB Curbside Garbage	26	12,022	0	0	0	0	0	0.00	0	0	0	0
12 433 236	Recycling Contract - Boundary	27	614,613	90,600	133,016	(42,416)	105,600	15,000	16.56	70,600	70,600	70,600	70,600
12 433 238	Recycling Contract - East	28	114,011	113,500	100,323	13,177	113,500	0	0.00	113,500	113,500	113,500	113,500
SITE MAINTENANCE CONTRACTS													
12 433 239	Site Maintenance - West	29	29,822	28,640	37,765	(9,125)	29,640	1,000	3.49	28,060	28,488	28,925	29,370
12 433 240	Site Maintenance - Central	30	14,305	16,857	14,535	2,321	16,857	0	0.00	17,187	17,525	17,765	18,116
12 433 241	Site Maintenance - East	31	13,061	18,878	23,448	(4,570)	15,878	(3,000)	(15.89)	16,176	16,479	16,789	17,105
12 433 242	Operating Contracts	32	373,917	370,000	371,437	(1,437)	370,000	0	0.00	370,000	370,000	370,000	370,000
12 433 243	Water Monitoring	33	65,103	46,612	26,764	19,848	70,000	23,388	50.18	70,000	70,000	70,000	70,000
EQUIPMENT													
12 433 244	Safety Equipment & Consumables	34	21,929	18,659	22,665	(4,006)	20,559	1,900	10.18	20,970	21,389	21,817	22,254
12 433 245	Equipment Operations	35	93,069	119,453	111,253	8,200	119,453	0	0.00	121,842	124,278	126,764	129,299
12 433 251	Technology Equipment & Supplies	36	26,128	35,305	18,922	16,383	33,805	(1,500)	(4.25)	22,963	23,060	23,158	23,258
MAINTENANCE & REPAIRS													

Continued, page 2



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	18,578	(1,987)	18,743	2,152	12.97	19,118	19,500	19,890	20,288
12 433 253	Equipment Maintenance	38	72,056	125,658	71,051	54,607	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	0	6,796	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	11,402	3,129	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	4,618	1,308	5,926	0	0.00	5,926	5,926	5,926	5,926
12 433 553	Utilities	44	35,008	40,909	41,434	(525)	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	6,929	1,071	8,000	0	0.00	8,000	8,000	8,000	8,000
CAPITAL PLAN													
12 433 609	Capital - Recycling	46	0	240,000	91,936	148,064	140,000	(100,000)	(41.67)	0	0	169,033	597,224
12 433 610	Capital - Landfills	47	55,594	1,104,000	798,139	305,861	699,000	(405,000)	(36.68)	600,000	0	0	0
12 433 611	Capital - Transfer Stations	48	97,506	315,000	33,222	281,778	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	56,577	(26,577)	30,000	0	0.00	30,000	30,000	64,674	31,663
DEBT PAYMENTS													
12 433 820	Debt Interest	52	92,643	92,644	90,207	2,437	63,000	(29,644)	(32.00)	63,000	63,000	31,500	0
12 433 830	Debt Principal	53	176,160	176,161	176,160	1	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	150,052	6,016	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	1,658,040	(764,988)	(31.57)	1,276,455	758,307	275,221	0
12 433 999	Contingencies	57	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			7,684,533	7,574,034	6,659,413	914,621	6,260,539	(1,313,495)	(17.34)	5,179,391	4,096,305	3,821,084	3,821,084
Surplus(Deficit)			(2,423,029)	(2,097,950)	(1,658,040)		(1,276,455)			(758,307)	(275,221)	0	0
764,988													
Current Year expense 4,236,385													
Current Year Revenue 5,001,373													
Current year surplus without d 764,988													

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
36,354	11 830 100 010 Fruitvale	37,691	37,691	37,691	37,691	37,691
117,122	11 830 200 010 Grand Forks	114,338	114,338	114,338	114,338	114,338
12,977	11 830 300 010 Greenwood	12,696	12,696	12,696	12,696	12,696
20,284	11 830 400 010 Midway	19,547	19,547	19,547	19,547	19,547
20,233	11 830 500 010 Montrose	18,752	18,752	18,752	18,752	18,752
112,422	11 830 600 010 Rossland	116,376	116,376	116,376	116,376	116,376
288,721	11 830 700 010 Trail	291,775	291,775	291,775	291,775	291,775
29,944	11 830 800 010 Warfield	28,914	28,914	28,914	28,914	28,914
118,487	11 830 901 010 Electoral Area 'A'	112,898	112,898	112,898	112,898	112,898
68,963	11 830 902 010 EA 'B' / Lower Columbia/Old Glory	65,518	65,518	65,518	65,518	65,518
131,626	11 830 903 010 EA 'C' / Christina Lake	129,232	129,232	129,232	129,232	129,232
90,254	11 830 904 010 EA 'D' / Rural Grand Forks	87,224	87,224	87,224	87,224	87,224
208,060	11 830 905 010 EA 'E' / West Boundary	220,487	220,487	220,487	220,487	220,487
1,255,447		1,255,447	1,255,447	1,255,447	1,255,447	1,255,447
	This Year Requisition	1,255,447	1,255,447	1,255,447	1,255,447	1,255,447
	Total Requisition	1,255,447	1,255,447	1,255,447	1,255,447	1,255,447

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 4,997

Name	Tipping Fees	2017	2018		2019		2020		2021		2022
Account	11 550 500 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	McKelvey Creek	1,240,340	1,240,340		1,240,340		1,240,340		1,240,340		1,240,340
2	Grand Forks	775,212	775,212		775,212		775,212		775,212		775,212
3	Christina Lake	72,351	72,351		72,351		72,351		72,351		72,351
4	Greenwood	46,513	46,513		46,513		46,513		46,513		46,513
5	Beaverdell	21,708	21,708		21,708		21,708		21,708		21,708
6	Rock Creek	46,513	46,513		46,513		46,513		46,513		46,513
	Current Year Budget	2,202,637	2,202,637		2,202,637		2,202,637		2,202,637		2,202,637

Notes:	Previous Year Budget	2,202,637
	Actual to December 31, 2017	2,294,697

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	9,577

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	72,281

[illegible]

04/03/2018

Regionalized Waste Management Services

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[illegible]

04/03/2018

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[illegible]

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	Interest Earned on Investments	2017	2018	2019	2020	2021	2022
Account	11 550 100 010	Prior Year	Budget	Budget	Budget	Budget	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 37,247
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 121,593
 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
	Current Year Budget	1,000	5,000		5,000		5,000		5,000		5,000

Notes:	Previous Year Budget	1,000
	Actual to December 31, 2017	33,289

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							
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	918,037
	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%	133,088	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%	93,840	2.0%	95,717	2.0%	97,631	2.0%	99,584	2.0%	101,575	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		636,326		649,053		662,034		675,275		688,780	
	Benefits @	144,929		26%	165,445	26.0%	168,754	26.0%	172,129	26.0%	175,571	26.0%	179,083	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			1,205,013		1,229,113		1,253,696		1,278,769		1,304,344	

Notes:	Previous Year Budget	1,142,895
	Actual to December 31, 2017	1,182,702
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
		117,300.00

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	21,837

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	21,720

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	51,626

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 10,257

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	512,700

[illegible]

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 (collection)	-					
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 133,016

Lines 4,7 and 8 combined into Line 9

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	113,500
	Actual to December 31, 2017	100,323

Item #2

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	28,640
	Actual to December 31, 2017	37,765
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	14,535

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	23,448

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	371,437

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	46,612
	Actual to December 31, 2017	26,764

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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	22,665

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	119,453
	Actual to December 31, 2017	111,253

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	35,305
	Actual to December 31, 2017	18,922

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	18,578

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

[illegible]

Notes:	Previous Year Budget	125,658
	Actual to December 31, 2017	71,051

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
Five Year Financial Plan

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	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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	11,402
Item #1	Contractor: Pownall Contracting		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Notes:	Previous Year Budget	5,000
	Actual to December 31, 2017	-

Greenwood Landfill operations to be done by RDKB staff after 2010

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	4,618
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	41,434							

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	6,929
Item #1	Stewardship program subsidy discontinued		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	240,000
	Actual to December 31, 2017	91,936
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							
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	798,139
1	Dependant on completion and approval of SWMP	

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 - 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		Amount		Amount
1	Mt. Baldy - General Infrastructure (concrete ets)	25,000	25,000								
2	Truck Scales (Christina Lake, Rock Creek, Beaverdam)	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	33,222
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

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

[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	

\$ -	December 31, 2017 McKelvey Creek Closure
\$ -	December 31, 2017 Greenwood Closure
\$ -	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	-	-	-	-	34,674	1,663
5	Organics Management Infrastructure Reserve	-	-	-	-	-	-
6	Sale of plant - transfer to reserve						
	Current Year Budget	30,000	30,000	30,000	30,000	64,674	31,663

Notes:	Previous Year Budget	30,000
	Actual to December 31, 2017	56,577
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	

\$ 2,418,286.19

\$ 1,256,568.49

\$ 1,262.70

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	31,500
4	MFA #116 Due Oct 4th	31,500	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	90,207
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

Name	Debt - Principal										
Account	12 433 830 010										
		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA Issue #102 Due Dec 1st	51,224			-		-		-		-
2	MFA Issue #116 Due Apr 4th	124,937	124,937		124,937		124,937		124,937		
3											
	Purposes:										
1	\$ 615,000 Improvements to Regional Service										
2	\$ 1,500,000 Improvements to Regional Service										
3											
	Current Year Budget	176,161	124,937		124,937		124,937		124,937		-

Notes:	Previous Year Budget	176,161
	Actual to December 31, 2017	176,160

Item #1	MFA #102 completion date December 1, 2017	776,166
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						
4	McKelvey Creek Landfill Phase 1 Closure		1,000,000				
5	McKelvey Creek Closure/Post-Closure Liability Reduction		#####				
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 150,052
 Item #4 McKelvey Creek Landfill Phase 1 Closure Expected in 2018 (Estimated Cost - \$1,000,000)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

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

Name	Previous Year's Deficit	2017	2018		2019		2020		2021		2022
Account	12 433 990 010	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	2,423,029	1,658,040		1,276,455		758,307		275,221		-
	Current Year Budget	2,423,029	1,658,040		1,276,455		758,307		275,221		-

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	-	-								
	Current Year Budget	-	-		-		-		-		-

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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.

There are new export restrictions on mixed recyclables. Most of the RDKB material is the responsibility of RecycleBC however the materials collected from the few unstaffed depots that remain will never be able to produce the low contamination levels demanded by the new rules, regardless of what public education is carried out.

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:

A phase closure of a landfill is a civil engineering project including mainly earthworks.

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:

This project will require significant internal resources to manage professional consultants and construction contractors.

Estimated Cost and Identified Financial Sources: \$1.5 million from landfill closure 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: 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 064
REFUSE DISPOSAL SPECIFIED AREA - BIG WHITE

PARTICIPANT: Big White Refuse Specified Area

		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
								\$	%				
REVENUE													
11 831 064	Property Tax Requisition	2	212,911	242,900	242,900	0	255,853	12,953	5.33	226,583	227,753	219,146	220,639
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	5,523	5,523	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	261,376	18,476	7.61	226,583	227,753	219,146	220,639
EXPENDITURE													
12 435 111	Wages & Benefits	6	6,582	6,695	7,053	(358)	7,038	343	5.13	7,179	7,322	7,469	7,618
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	16,792	4,708	21,500	0	0.00	10,540	10,581	10,622	10,665
12 435 242	Operating Contracts (Transfer)	10	125,859	136,000	135,614	386	136,000	0	0.00	136,000	136,000	136,000	136,000
12 435 265	Tipping Fees - Kelowna	11	48,300	51,450	52,061	(611)	52,479	1,029	2.00	53,529	54,599	55,691	56,805
12 435 553	Utilities	12	1,780	2,485	1,461	1,024	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	560	175	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	237,377	5,523	261,376	18,476	7.61	226,583	227,753	219,146	220,639
Surplus(Deficit)			(7,793)		5,523								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

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	-	5,523	-	-	-	-
Current Year Budget		-	5,523	-	-	-	-

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Notes:	Previous Year Budget	6,695
	Actual to December 31, 2017	7,053
117,300 Based on 5.0% Director of Environmental Service Salary		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Notes:	Previous Year Budget	699
	Actual to December 31, 2017	699

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

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	16,792

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Notes:	Previous Year Budget	136,000
	Actual to December 31, 2017	135,614

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Tipping Fees - Kelowna	2017	2018		2019		2020		2021		2022
Account	12 435 265 064	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Tipping Fees Glenmore Landfill	51,450	52,479	2.0%	53,529	2.0%	54,599	2.0%	55,691	2.0%	56,805
Current Year Budget		51,450	52,479		53,529		54,599		55,691		56,805

Notes:	Previous Year Budget	51,450
	Actual to December 31, 2017	52,061

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Notes:	Previous Year Budget	2,485
	Actual to December 31, 2017	1,461

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

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	560
Item #1	Overhead Door Replacement (Estimated Project Cost \$50,000, Interest at 2%)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

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

Notes:	Previous Year Budget	7,793
	Actual to December 31, 2017	7,793

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Notes:	Previous Year Budget	200
	Actual to December 31, 2017	-



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:

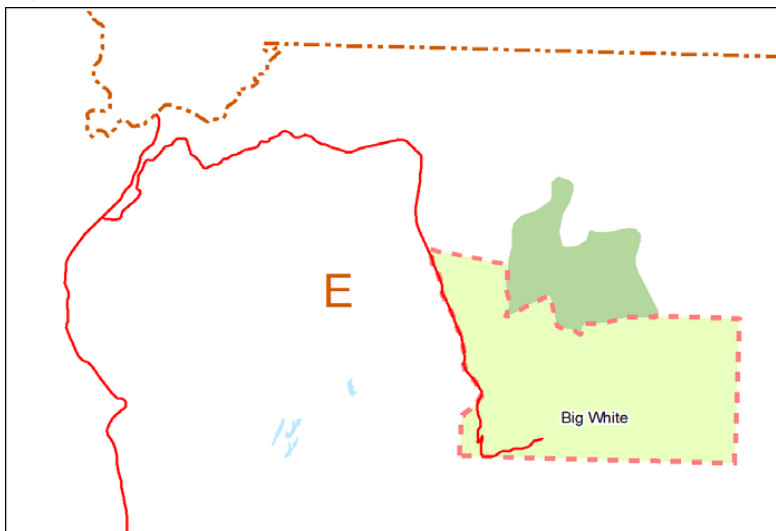
Requisition - \$212,911 / Actual Expenditures - \$213,835

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:

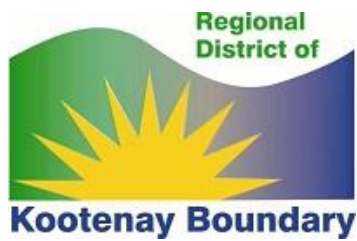
This will be completed with existing ES staff complement with additional work done by third party qualified professionals.

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".



STAFF REPORT

Date: 04 Mar 2018 **File**

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

From: Beth Burget, General Manager of
Finance

Re: Five Year Financial Plan Approval

Issue Introduction

A staff report from Beth Burget, General Manager of Finance, presenting Five Year Financial Plans which require approval.

History/Background Factors

The next Electoral Area Services Committee meeting is March 15th. Budgets which would normally be approved by this Committee which still require approval are being provided to the Board (Finance) for approval. The Electoral Area Directors have been provided with these budgets and the opportunity to provide input for changes required. These budgets are as follows:

- 002 Electoral Area Administration
- 003 Electoral Area Grant - in - Aid
- 045 Area D Regional Parks and Trails
- 047 Heritage Conservation - Area D
- 053 Fire Protection - Beaverdell
- 054 Fire Protection - Big White
- 056 Fire Protection - Greenwood
- 057 Fire Protection - Grand Forks Rural
- 058 Fire Protection - Kettle Valley
- 065 Area E Regional Parks & Trails
- 074 Big White Security Services
- 075 Big White Noise Control

In addition, the budgets for the Beaver Valley Recreation Committee also require approval. The Committee have been provided with these budgets and have indicated their approval. These budgets are as follows:

- 019 Beaver Valley Parks & Trails
- 020-011 Beaver Valley Arena
- 020-013 Beaver Valley Recreation

The Boundary Economic Development (008) also requires approval. The budget has been provided to participants with the opportunity to provide input for changes.

Implications

Section 374 of the Local Government Act requires that the financial plan is adopted annually, by bylaw, by March 31st.

Advancement of Strategic Planning Goals

Preparation and review of the Five-Year Financial Plan advances Board strategic objectives including cost-efficient service delivery.

Background Information Provided

None

Alternatives

1. Receipt
2. Defer
3. Approve

Recommendation(s)

That the Board (Finance) recommends approval of the following 2018 - 2022 Five Year Financial Plans and recommend that they be included in the overall Regional District of Kootenay Boundary 2018 - 2022 Five Year Financial Plan:

- 002 Electoral Area Administration
- 003 Electoral Area Grant - in - Aid
- 045 Area D Regional Parks and Trails
- 047 Heritage Conservation - Area D

- 053 Fire Protection - Beaverdell
- 054 Fire Protection - Big White
- 056 Fire Protection - Greenwood
- 057 Fire Protection - Grand Forks Rural
- 058 Fire Protection - Kettle Valley
- 065 Area E Regional Parks & Trails
- 074 Big White Security Services
- 075 Big White Noise Control
- 019 Beaver Valley Parks & Trails
- 020-011 Beaver Valley Arena
- 020-013 Beaver Valley Recreation
- 008 Boundary Economic Development



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 002
ELECTORAL AREA ADMINISTRATION

	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
							\$	%				
REVENUE												
Property Tax Requisition	2	213,611	195,845	195,845	0	205,146	9,301	4.75	271,154	270,300	289,528	338,840
11 210 100 Federal Grant In Lieu	3	686	500	595	(95)	500	0	0.00	500	500	500	500
11 210 171 Community Works (Gas Tax)	4	241,806	250,000	296,009	(46,009)	250,000	0	0.00	250,000	250,000	250,000	250,000
11 590 159 Miscellaneous Revenue	5	0	10,245	10,245	0	0	(10,245)	(100.00)	0	0	0	0
11 590 173 Kettle River Watershed Study	6	40,162	28,000	37,960	(9,960)	0	(28,000)	(100.00)	0	0	0	0
11 621 100 Local Government Act	7	40,000	40,000	40,000	0	40,000	0	0.00	40,000	40,000	40,000	40,000
11 921 205 Transfer From Reserves	8	0	15,000	0	15,000	60,000	45,000	300.00	10,000	15,000	0	0
11 911 100 Previous Year's Surplus	9	70,035	61,593	61,593	0	77,389	15,796	25.65	0	0	0	0
Total Revenue		606,300	601,183	642,247	(41,064)	633,035	31,852	5.30	571,654	575,800	580,028	629,340
EXPENDITURE												
12 191 111 Salaries & Benefits	10	0	0	5,076	(5,076)	36,342	36,342	0.00	37,069	37,811	38,567	39,338
12 191 130 Director's Remuneration	11	79,773	93,640	79,603	14,037	93,640	0	0.00	95,513	97,423	99,372	101,359
12 191 210 Director's Travel	12	3,644	15,821	18,472	(2,651)	15,821	0	0.00	16,137	16,460	16,789	17,125
12 191 211 Director's Expenses	13	5,008	14,000	9,875	4,125	14,000	0	0.00	14,280	14,566	14,857	15,154
12 191 212 UBCM/FCM Conferences	14	37,105	53,400	25,789	27,611	55,400	2,000	3.75	55,400	55,400	55,400	55,400
12 191 213 AKBLG Conference	15	3,903	8,500	4,299	4,201	8,500	0	0.00	8,500	8,500	8,500	8,500
12 191 217 Public Communications 'A'	16	7,509	6,200	2,709	3,491	7,000	800	12.90	7,000	7,000	7,000	7,000
12 191 218 Public Communications 'B' / Lower C	17	1,618	6,200	3,642	2,558	7,000	800	12.90	7,000	7,000	7,000	7,000
12 191 219 Public Communications 'C' / Christin	18	7,934	6,200	3,682	2,518	7,000	800	12.90	7,000	7,000	7,000	7,000
12 191 220 Public Communications 'D' / Rural G	19	1,985	10,415	5,269	5,146	7,000	(3,415)	(32.79)	7,000	7,000	7,000	7,000
12 191 221 Public Communications 'E' / West B	20	1,599	12,316	16,002	(3,686)	7,000	(5,316)	(43.16)	7,000	7,000	7,000	7,000
12 191 223 Elections & Referendums	21	10,245	10,000	0	10,000	68,000	58,000	580.00	10,000	10,000	10,000	55,000
12 191 230 Board Fee	22	18,531	18,865	18,865	0	19,206	341	1.81	19,590	19,982	20,382	20,789
12 191 234 Training	23	0	7,500	60	7,440	7,500	0	0.00	0	0	0	0
12 191 238 AKBLG Membership	24	3,578	3,578	3,697	(119)	3,578	0	0.00	3,578	3,578	3,578	3,578
12 191 239 UBCM Membership	25	5,009	5,463	5,313	150	5,463	0	0.00	5,600	5,684	5,769	5,856
12 191 251 Office Supplies	26	0	500	450	50	500	0	0.00	500	500	500	500
12 191 253 Vehicle Operation	27	20,299	20,085	20,085	0	20,085	0	0.00	20,487	20,896	21,314	21,741
12 191 616 Gas Tax Projects	29	241,806	250,000	296,009	(46,009)	250,000	0	0.00	250,000	250,000	250,000	250,000
12 191 741 Contribution To Reserve	30	55,000	8,000	8,000	0	0	(8,000)	(100.00)	0	0	0	0
12 191 990 Previous Year's Deficit	31	0	0	0	0	0	0	0.00	0	0	0	0
12 191 620 Kettle River Watershed Project	32	40,162	28,000	37,960	(9,960)	0	(28,000)	(100.00)	0	0	0	0
12 191 800 Contracted Services	33	0	22,500	0	22,500	0	(22,500)	(100.00)	0	0	0	0
Total Expenditure		544,707	601,183	564,858	36,326	633,035	31,852	5.30	571,654	575,800	580,028	629,340
Surplus (Deficit)		61,593		77,389								

KETTLE RIVER WATERSHED STUDY:	2016	2017
REVENUE (GAS TAX)	40,162	37,960
EXPENSES	40,162	37,960
Deficit Brought Forward	0	0
PROJECT BALANCE AT End of Year	\$ -	\$ -

See Line 5 Above
See Line 29 Above

Property Tax Requisition		2018		2019		2020		2021		2022
2017		Budget		Budget		Budget		Budget		Budget
Actual	Description	Amount		Amount		Amount		Amount		Amount
37,586	11 830 901 002 Electoral Area 'A'	37,637		49,748		49,591		53,119		62,166
21,876	11 830 902 002 EA 'B' / Lower Columbia/Old Glory	21,842		28,870		28,779		30,826		36,077
41,754	11 830 903 002 EA 'C' / Christina Lake	43,083		56,945		56,766		60,804		71,160
28,630	11 830 904 002 EA 'D' / Rural Grand Forks	29,078		38,435		38,314		41,039		48,029
65,999	11 830 905 002 EA 'E' / West Boundary	73,505		97,156		96,850		103,740		121,409
195,845	Sub	205,146		271,154		270,300		289,528		338,840
	This Year Requisition	205,146		271,154		270,300		289,528		338,840
	Total Requisition	205,146		271,154		270,300		289,528		338,840

Allocations based on most recent property assessment values

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Federal Grant In Lieu	2017	2018	2019	2020	2021	2022
Account	11 210 100 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Federal Grant In Lieu	500	500	500	500	500	500
Current Year Budget		500	500	500	500	500	500

Notes:	Previous Year Budget	500
	Actual to December 31, 2017	595

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Community Works Funding Grant	2017	2018	2019	2020	2021	2022
Account	11 210 171 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Community Works Funding Agreement						
	Approved Gas Tax Projects funding	250,000	250,000	250,000	250,000	250,000	250,000
	Current Year Budget	250,000	250,000	250,000	250,000	250,000	250,000

Notes: Previous Year Budget 250,000
Actual to December 31, 2017 296,009

Background Revenue is recorded when project funds are disbursed

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022
Account	11 590 159 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Referendum Costs - Kettle River Fire Protection	10,245					
Current Year Budget		10,245	-	-	-	-	-

Notes:	Previous Year Budget	10,245
	Actual to December 31, 2017	10,245

[illegible]

04/03/2018

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Local Government Act 11 621 100 002	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)	40,000	40,000	40,000	40,000	40,000	40,000
	Division 3 of Part 2 of BC Reg 221/95						
	Section 8 (2) (c) Unconditional Grant						
	Total Grant \$192,500 (Shared with General Government Services)						
	Current Year Budget	40,000	40,000	40,000	40,000	40,000	40,000

Notes:	Previous Year Budget	40,000
	Actual to December 31, 2017	40,000
	Total Municipal Population 20,490 (67%), Rural 10,252 (33%)	
	Allocation to Electoral Area as per Board Direction in prior year \$40k	

Name	Transfer From Reserves	2017	2018		2019		2020		2021		2022
Account	11 921 205 002	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Reserve Transfer	-	45,000		-		-		-		-
2	Smooth taxation between years	15,000	15,000		10,000		15,000				
	Current Year Budget	15,000	60,000		10,000		15,000		-		-

04/03/2018 Electoral Area Administration Page 8

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018	2019	2020	2021	2022
Account	11 911 100 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	61,593	77,389	-	-	-	-
Current Year Budget		61,593	77,389	-	-	-	-

Notes:	Previous Year Budget	61,593
	Actual to December 31, 2017	61,593

Name	Salaries & Benefits
------	---------------------

Name

Account No 12 191 111 - 002

2017

Prior Year

2018

Budget

2019

Budget

2020

Budget

2021

Budget

2022

Budget

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	5,076

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[illegible]

Item #1

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Director's Travel	2017	2018	2019	2020	2021	2022
Account	12 191 210 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	Mileage - to attend public hearings, APC,	15,821	15,821	2.0%	16,137	2.0%	16,460
	Town Hall, Task Group Meetings involving						16,789
	Electoral Areas						17,125
	</						

Notes:	Previous Year Budget	15,821
	Actual to December 31, 2017	18,472

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Director's Expenses	2017	2018	2019	2020	2021	2022
Account	12 191 211 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Expenses only to attend public hearings, APC,	14,000	14,000	2.0%	14,280	2.0%	14,566
	Town Hall, Task Group Meetings involving						
	Electoral Areas						
Current Year Budget		14,000	14,000		14,280		14,566
							14,857
							15,154

Notes:	Previous Year Budget	14,000
	Actual to December 31, 2017	9,875

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	UBCM/FCM Conferences	2017	2018	2019	2020	2021	2022
Account	12 191 212 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	UBCM Conference 5 Directors and CAO/2nd staff mem	15,000	17,000	17,000	17,000	17,000	17,000
2	Per diem to attend conference	4,200	4,200	4,200	4,200	4,200	4,200
3	FCM Conference 5 Directors and CAO	30,000	30,000	30,000	30,000	30,000	30,000
4	Per diem to attend conference	4,200	4,200	4,200	4,200	4,200	4,200
FCM Conference Location & Dates:							
2018	May 31 - June 3, 2018, Halifax, NS						
UBCM Conference Location & Dates:							
2018	Sept. 10 - 14, 2018, Whistler						
Current Year Budget		53,400	55,400	55,400	55,400	55,400	55,400

Notes:		Previous Year Budget	53,400
		Actual to December 31, 2017	25,789
Items #2,4	Five Directors and CAO 7 Days x \$100/day (6 x 7 x \$100 = \$4,200)		
	Increased costs due to location of meeting		

[illegible]

Notes:		Previous Year Budget	8,500
		Actual to December 31, 2017	4,299
Item #2	Five Directors + CAO + Mgr of Admin (7 x 5days x \$100/day = \$3,500)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Public Communications 'A'	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
12 191 217 002							
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	1,200	1,200	1,200	1,200	1,200	1,200
	- Town Hall Meetings						
	- Displays at Trade Fair						
2	Public Communications by Elected Officials	5,000	5,800	5,800	5,800	5,800	5,800
Current Year Budget		6,200	7,000	7,000	7,000	7,000	7,000

Notes:	Previous Year Budget	6,200
	Actual to December 31, 2017	2,709

Name Account	Public Communications 'B' / Lower Columbia/Old	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	1,200	1,200	1,200	1,200	1,200	1,200
	- Town Hall Meetings						
	- Displays at Trade Faire						
2	Public Communications by Elected Officials	5,000	5,800	5,800	5,800	5,800	5,800
	Current Year Budget	6,200	7,000	7,000	7,000	7,000	7,000

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Name Account	Public Communications 'C' / Christina Lake 12 191 219 002	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	1,200	1,200	1,200	1,200	1,200	1,200
	- Town Hall Meetings						
	- Displays at Trade Faire						
2	Public Communications by Elected Officials	5,000	5,800	5,800	5,800	5,800	5,800
	Current Year Budget	6,200	7,000	7,000	7,000	7,000	7,000

04/03/2018

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Public Communications 'D' / Rural Grand Forks 12 191 220 002	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	2,400	1,200	1,200	1,200	1,200	1,200
	- Town Hall Meetings						
	- Displays at Trade Faire						
2	Public Communications by Elected Officials	8,015	5,800	5,800	5,800	5,800	5,800
	Current Year Budget	10,415	7,000	7,000	7,000	7,000	7,000

Notes: Previous Year Budget 10,415
Actual to December 31, 2017 5,269

Unused portion from 2016 carried forward to 2017 budget

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Public Communications 'E' / West Boundary 12 191 221 002	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	2,400	2,400	2,400	2,400	2,400	2,400
	- Town Hall Meetings						
	- Displays at Trade Faire						
2	Public Communications by Elected Officials	9,916	4,600	4,600	4,600	4,600	4,600
Current Year Budget		12,316	7,000	7,000	7,000	7,000	7,000

Notes: Previous Year Budget 12,316
Actual to December 31, 2017 16,002

Unused portion from 2016 carried forward to 2017 budget

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Elections & Referendums	2017	2018	2019	2020	2021	2022
Account	12 191 223 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Elections, Public Notices	5,000	60,000	5,000	5,000	5,000	50,000
2	Referendums	5,000	8,000	5,000	5,000	5,000	5,000
Current Year Budget		10,000	68,000	10,000	10,000	10,000	55,000

Notes: Previous Year Budget 10,000
 Actual to December 31, 2017 -
 Items #1-2 Actual cost depends on the number of candidates/voting required

Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 191 230 002	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.)	17,029	17,370	2.0%	17,717	2.0%	18,072	2.0%	18,433	2.0%	18,802
2	Carbon Offset & Climate Change Initiatives	1,836	1,836	2.0%	1,873	2.0%	1,910	2.0%	1,948	2.0%	1,987
	Current Year Budget	18,865	19,206		19,590		19,982		20,382		20,789

04/03/2018

Name	Training	2017	2018		2019		2020		2021		2022
Account	12 191 234 002	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Self-directed director education \$1500 per director	7,500	7,500								
	Current Year Budget	7,500	7,500		-		-		-		-

04/03/2018

Name	AKBLG Membership		2017	2018	2019	2020	2021	2022	
Account	12 191 238 002		Prior Year	Budget	Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount
1	AKBLG Annual Dues	3,578	3,578		3,578		3,578		3,578
	Current Year Budget	3,578	3,578		3,578		3,578		3,578

04/03/2018

Name	UBCM Membership	2017	2018		2019		2020		2021		2022
Account	12 191 239 002	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	UBCM Annual Dues	5,463	5,463	2.5%	5,600	1.5%	5,684	1.5%	5,769	1.5%	5,856
	Current Year Budget	5,463	5,463		5,600		5,684		5,769		5,856

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Supplies	2017	2018	2019	2020	2021	2022
Account	12 191 251 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Office Supplies	500	500	500	500	500	500
Current Year Budget		500	500	500	500	500	500

Notes:		Previous Year Budget	500
		Actual to December 31, 2017	450
Item #1	Directors are paid an allowance for consumable supplies		
	this is for any expenses that are incurred by the Trail or Grand Forks Office		

Name	Vehicle Operation	2017	2018		2019		2020		2021		2022
Account	12 191 253 002	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Use of RDKB Fleet Vehicles	20,085	20,085	2.0%	20,487	2.0%	20,896	2.0%	21,314	2.0%	21,741
	Current Year Budget	20,085	20,085		20,487		20,896		21,314		21,741

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Name	Gas Tax Projects	2017	2018	2019	2020	2021	2022
Account	12 191 616 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Approved Gas Tax Projects funding	250,000	250,000	250,000	250,000	250,000	250,000
	Current Year Budget	250,000	250,000	250,000	250,000	250,000	250,000

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Name	Contribution To Reserve	2017	2018	2019	2020	2021	2022
Account	12 191 741 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contribution to Reserves	8,000	-	-	-	-	-
2	Reserve to smooth taxation between years						
3							
	Current Year Budget	8,000	-	-	-	-	-

Notes:	Previous Year Budget	8,000
	Actual to December 31, 2017	8,000
Item 1	Reserve for general election expenses	

Balance in Reserve December 31, 2017
Account Numbers 34 700 002

Name	Previous Year's Deficit	2017	2018		2019		2020		2021		2022
Account	12 191 990 002	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Name	Kettle River Watershed Project	2017	2018	2019	2020	2021	2022
Account	12 191 620 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contingencies	-	-	-	-	-	-
2	Kettle River Watershed Management Plan	28,000					
	To pay for all consulting fees, meeting costs, etc.						
	See Page 5 for Funding Sources						
	Current Year Budget	28,000	-	-	-	-	-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contracted Services 12 191 800 002	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Communication Officer	22,500					
Current Year Budget		22,500	-	-	-	-	-

Notes:	Previous Year Budget	22,500
	Actual to December 31, 2017	-
Item #1	MOVED TO 1-2-191-111-002	



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 003
ELECTORAL GRANT-IN-AID

PARTICIPANTS: 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	239,808	239,986	239,986	0	240,168	182	0.08
11 210 100	Federal Grant in Lieu	3	0	0	0	0	0	0	0.00
11 911 100	Previous Year's Surplus	4	49,175	81,677	81,676	1	70,389	(11,288)	(13.82)
Total Revenue			288,983	321,663	321,662	1	310,557	-11,106	-3.45
EXPENDITURE									
12 191 230	Board Fee	5	8,908	9,086	9,086	0	9,268	182	2.00
12 191 701	Grants In Aid - Electoral Area 'A'	6	26,210	35,440	36,506	-1,066	29,234	(6,206)	(17.51)
12 191 702	Grants In Aid - EA 'B' / Lower Colur	7	26,075	23,971	22,059	1,912	23,812	(159)	(0.66)
12 191 703	Grants In Aid - EA 'C' / Christina La	8	50,774	70,425	52,243	18,182	76,482	6,057	8.60
12 191 704	Grants In Aid - EA 'D' / Rural Grand	9	29,282	63,644	36,940	26,704	63,704	60	0.09
12 191 705	Grants In Aid - EA 'E' / West Bound	10	66,058	119,097	94,440	24,658	108,058	(11,040)	(9.27)
Total Expenditure			207,307	321,663	251,274	70,389	310,557	-11,106	-3.45
Surplus(Deficit)			81,676		70,388				

2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET
240,353	240,542	240,735	240,932
0	0	0	0
240,353	240,542	240,735	240,932
9,453	9,642	9,835	10,032
30,300	30,300	30,300	30,300
21,900	21,900	21,900	21,900
58,300	58,300	58,300	58,300
37,000	37,000	37,000	37,000
83,400	83,400	83,400	83,400
240,353	240,542	240,735	240,932

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Property Tax Requisition	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
2016						
Actual	Description	This Year	Board Fee	Amount	Amount	Amount
31,492	11 830 901 003 Electoral Area 'A'	30,300	1,216	31,516	31,541	31,565
22,762	11 830 902 003 EA 'B' / Lower Columbia	21,900	879	22,779	22,797	22,815
60,594	11 830 903 003 EA 'C' / Christina Lake	58,300	2,340	60,640	60,687	60,735
38,456	11 830 904 003 EA 'D' / Rural Grand Fo	37,000	1,485	38,485	38,515	38,545
86,682	11 830 905 003 EA 'E' / West Boundary	83,400	3,348	86,748	86,815	86,883
	Board Fee Requisition	9,268				
239,986	Annual Requisition	240,168	9,268	240,168		
	BUDGET LIMIT TEST AREA 'A'	OK				
	BUDGET LIMIT TEST AREA 'B'	OK				
	BUDGET LIMIT TEST AREA 'C'	OK				
	BUDGET LIMIT TEST AREA 'D'	OK				
	BUDGET LIMIT TEST AREA 'E'	OK				
	Total Requisition			240,168	240,353	240,542
					240,735	240,932

Notes: Current Year Requisition is allocated on Assessed Values
Amount each Electoral Area has available is the Current Year Requisition
and the unspent amount from the previous year (shown as surplus) for their Area
Limit: \$0.10 per \$1000 of pre-converted value \$ 290,204

RECOMMENDED BUDGET 2016

BASED on 2016 REVISED ROLL (March, 2015)

AREA	(Pre-Converted Values):	MAXIMUM REQUISITION	Remaining	
A	364,665,551	36,467	OK	4,950 ####
B	264,372,414	26,437	OK	3,658 ####
C	674,277,543	67,428	OK	6,788 ####
D	457,014,919	45,701	OK	7,216 ####
E	1,141,709,140	114,171	OK	27,423 ####
	2,902,039,567	290,204		50,036

Name	Federal Grant in Lieu	2017	2018	2019	2020	2021	2022
Account	11 210 000 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
		-		2.0%	2.0%	2.0%	2.0%
	Current Year Budget	-	-	-	-	-	-

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Name	Previous Year's Surplus	2017	2018		2019	2020	2021	2022
Account	11 911 100 003	Prior Year	Budget		Budget	Budget	Budget	Budget
Item No	Description	Amount	This Year		Amount	Amount	Amount	Amount
1	11 911 100 003 Electoral Area 'A'	5,140	(1,066)					
2	11 911 100 003 EA 'B' / Lower Columbia/Old Glory	2,071	1,912					
3	11 911 100 003 EA 'C' / Christina Lake	12,125	18,182					
4	11 911 100 003 EA 'D' / Rural Grand Forks	26,644	26,704					
5	11 911 100 003 EA 'E' / West Boundary	35,697	24,658					
	Total Surplus	81,677	70,389		-	-	-	-

Notes:

Name	Board Fee		2017	2018	2019	2020	2021	2022			
Account	12 191 230 003		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.)	9,086	9,268	2.0%	9,453	2.0%	9,642	2.0%	9,835	2.0%	10,032
	Current Year Budget	9,086	9,268		9,453		9,642		9,835		10,032

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Electoral Area 'A'	2017	2018	2019	2020	2021	2022
Account	12 191 701 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Grants In Aid Made to Local Organizations	30,300	30,300	30,300	30,300	30,300	30,300
2	Surplus Available from Last Year	5,140	(1,066)				
Current Year Budget		35,440	29,234	30,300	30,300	30,300	30,300

Notes:	Previous Year Budget	35,440
	Current Year Requisition	31,516
	Board Fee assessed on percentage of requisition	(1,216)
Maximum:	\$0.10 per \$1000 of pre-converted value	36,467

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Electoral Area 'B' / Lower Columbia/Old Glory	2017	2018	2019	2020	2021	2022
Account	12 191 702 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Grants In Aid Made to Local Organizations	21,900	21,900	21,900	21,900	21,900	21,900
2	Surplus Available from Last Year	2,071	1,912				
Current Year Budget		23,971	23,812	21,900	21,900	21,900	21,900

Notes:	Previous Year Budget	23,971
	Current Year Requisition	22,779
	Board Fee assessed on percentage of requisition	(879)
Maximum:	\$0.10 per \$1000 of pre-converted value	26,437

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Electoral Area 'C' / Christina Lake	2017	2018	2019	2020	2021	2022
Account	12 191 703 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Grants In Aid Made to Local Organizations	58,300	58,300	58,300	58,300	58,300	58,300
2	Surplus Available from Last Year	12,125	18,182				
Current Year Budget		70,425	76,482	58,300	58,300	58,300	58,300

Notes:	Previous Year Budget	70,425
	Current Year Requisition	60,640
	Board Fee assessed on percentage of requisition	(2,340)
Maximum:	\$0.10 per \$1000 of pre-converted value	67,428

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Electoral Area 'D' / Rural Grand Forks	2017	2018	2019	2020	2021	2022
Account	12 191 704 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Grants In Aid Made to Local Organizations	37,000	37,000	37,000	37,000	37,000	37,000
2	Surplus Available from Last Year	26,644	26,704				
Current Year Budget		63,644	63,704	37,000	37,000	37,000	37,000

Notes:	Previous Year Budget	63,644
	Current Year Requisition	38,485
	Board Fee assessed on percentage of requisition	(1,485)
Maximum:	\$0.10 per \$1000 of pre-converted value	45,701

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan


Name	Electoral Area 'E' / West Boundary	2017	2018	2019	2020	2021	2022
Account	12 191 705 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Grants In Aid Made to Local Organizations	83,400	83,400	83,400	83,400	83,400	83,400
2	Surplus Available from Last Year	35,697	24,658				
	Sub Total	119,097	108,058	83,400	83,400	83,400	83,400
3	Allowance for Fire Agreement with Anarchist						
	Fire Department for Sidley Mountain \$10,000						
	Included in Line 1 above						
	Current Year Budget	119,097	108,058	83,400	83,400	83,400	83,400

Notes:	Previous Year Budget	119,097
	Current Year Requisition	86,748
	Board Fee assessed on percentage of requisition	(3,348)
Maximum:	\$0.10 per \$1000 of pre-converted value	114,171



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 045
EA 'D' / RURAL GRAND FORKS - REGIONAL PARKS & TRAILS SERVICE

PARTICIPANT: Electoral Area 'D'



	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
							\$	%				
REVENUE												
11 830 904 Property Tax Requisition	2	45,302	45,625	45,625	(0)	45,779	154	0.34	59,145	59,188	59,232	59,276
11 210 100 Federal Grant in Lieu	3	15	0	13	(13)	0	0	0.00	0	0	0	0
11 590 159 Miscellaneous Revenue	4	0	240,000	101,000	139,000	240,000	0	0.00	0	0	0	0
11 920 002 From General Capital Fur	5	0	50,000	0	50,000	0	(50,000)	(100.00)	0	0	0	0
11 921 205 Revenue From Reserves	6	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	7	13,549	22,932	22,932	0	21,824	(1,108)	(4.83)	0	0	0	0
Total Revenue		58,866	358,557	169,570	188,987	307,603	(50,954)	914.21	59,145	59,188	59,232	59,276
EXPENDITURE												
12 722 230 Board Fee	8	1,351	1,378	1,378	0	1,406	28	2.03	1,434	1,463	1,492	1,522
12 722 238 Insurance	9	0	706	706	0	697	(9)	(1.27)	711	725	740	754
12 722 239 Operating Contracts	10	27,059	222,000	9,113	212,887	222,000	0	0.00	32,000	32,000	32,000	32,000
12 722 716 Grants to Other Organizat	11	0	10,000	1,000	9,000	10,000	0	0.00	10,000	10,000	10,000	10,000
12 722 741 Contribution To Reserves	12	7,500	14,000	14,000	0	13,500	(500)	(3.57)	5,000	5,000	5,000	5,000
12 722 811 Interest Expense - Short T	13	0	473	0	473	0	(473)	(100.00)	0	0	0	0
12 722 830 Debt Principal	14	0	0	0	0	0	0	0.00	0	0	0	0
12 722 999 Contingencies	15	24	110,000	121,549	(11,549)	60,000	(50,000)	(45.45)	10,000	10,000	10,000	10,000
12 722 990 Previous Year's Deficit	16	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		35,933	358,557	147,746	210,811	307,603	(50,954)	914.21	59,145	59,188	59,232	59,276
Surplus(Deficit)		22,932		21,824								

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition 11 830 904 - 045		2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
2017 Actual	Description	Amount	Amount	Amount	Amount	Amount
45,625	Property Tax Requisition	45,779	59,145	59,188	59,232	59,276
	EA 'D' / Rural Grand Forks Regional Parks & Trails					
	Current Year Budget	45,779	59,145	59,188	59,232	59,276

Notes:

Previous Year Budget	45,625
Actual to December 31, 2013	45,625
Establishing Bylaw #1468	
No Limit: Initial intent is to provide resources for public access to crown land	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Federal Grant in Lieu 11 210 100 - 045	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1		-	-	-	-	-	-
Current Year Budget		-	-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2017	13

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022
Account	11 590 159 - 045	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Gas Tax Funds - Dam Spillway (Area D)	140,000		-	-	-	-
2	Grand Forks to Christina Lake trail TCT upgrade gas	100,000					
3	Strategic Priorities Grant for Spillway		190,000				
4	Grand Forks west TCT upgrade gas tax		50,000				
Current Year Budget		240,000	240,000	-	-	-	-

Notes:		Previous Year Budget	240,000
		Actual to December 31, 2017	101,000
Item #1	Proposed funds for construction of dam spillway in 2017		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	From General Capital Fund 11 920 002 - 045	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	MFA LUA Borrowing - Saddle Lake Dam Spillway	50,000			-	-	-
Current Year Budget		50,000	-	-	-	-	-

Notes:

Previous Year Budget	50,000
Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contribution from Reserve	2017	2018	2019	2020	2021	2022
Account	11 911 100 - 045	Budget	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

Name	Previous Year's Surplus	2017	2018	2019	2020	2021	2022
Account	11 911 100 - 045	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	22,932	21,824	-	-	-	-
Current Year Budget		22,932	21,824	-	-	-	-

Notes:	Previous Year Budget	22,932
	Actual to December 31, 2017	22,932

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Board Fee	2017	2018	2019	2020	2021	2022				
Account	12 722 230 - 045	Budget	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
								</			

Notes:

Previous Year Budget	1,378
Actual to December 31, 2017	1,378

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Insurance	2017	2018		2019		2020		2021		2022
Account	12 722 238 - 045	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Saddle Lake Dam	706	697	2.0%	711	2.0%	725	2.0%	740	2.0%	754
Current Year Budget		706	697		711		725		740		754

Notes:

Previous Year Budget	706
Actual to December 31, 2017	706

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contracts 12 722 239 - 045	2017 Budget	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Consulting/Contractors for Saddle Lake	16,000	16,000		16,000		16,000		16,000		16,000
2	Operational & maintenance plan for Saddle Lake	16,000	16,000		16,000		16,000		16,000		16,000
3	Construction of Dam Spillway	190,000	190,000								
Current Year Budget		222,000	222,000		32,000		32,000		32,000		32,000

Notes: Previous Year Budget 222,000
Actual to December 31, 2017 9,113

Item #1/2 Saddle Lake Dam operational and maintenance activities required under Dam Safety Review
Inspection Report

Item #3 As per Ministry Direction (Strategic Priorities Fund)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contracts 12 722 239 - 045	2017 Budget	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Grants to Other Organizations	10,000	10,000		10,000		10,000		10,000		10,000
2											
3											
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	1,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contribution To Reserves 12 722 741 - 045	2017 Budget	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contribution To Reserve Account	14,000	13,500		5,000		5,000		5,000		5,000
Current Year Budget		14,000	13,500		5,000		5,000		5,000		5,000

Notes:

Previous Year Budget	14,000	
Actual to December 31, 2017	14,000	\$48,345.28

Balance in Reserve December 31, 2017
Account Number 34 700 045

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Interest Expense - Short Term 12 722 811 - 045	2017 Budget	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	MFA LUA Borrowing - Saddle Lake Dam Spillway	473									
Current Year Budget		473	-		-		-		-		-

Notes: Previous Year Budget 473
Actual to December 31, 2017 -
Item #1 MFA LUA Borrowing: \$50,000, 5 Years, 1.89% (1.39% Current + 0.50%), 1st PMT 2018

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Debt - Principal	2017	2018	2019	2020	2021	2022
Account	12 722 741 - 045	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount
1	MFA LUA Borrowing - Saddle Lake Dam Spillway						
Current Year Budget		-	-		-		-

Notes: Previous Year Budget -
Actual to December 31, 2017 -
Item #1 MFA LUA Borrowing: \$50,000, 5 Years, 1.89% (1.39% Current + 0.50%), 1st PMT 2018

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contingencies	2017	2018	2019	2020	2021	2022
Account	12 722 999 - 045	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Provision for unforeseen events	10,000	10,000	10,000	10,000	10,000	10,000
2	Grand Forks to Christina Lake trail TCT upgrade gas	100,000					
3	Grand Forks west TCT upgrade gas tax		50,000				
Current Year Budget		110,000	60,000	10,000	10,000	10,000	10,000

Notes:

Previous Year Budget	110,000
Actual to December 31, 2017	121,549

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018	2019	2020	2021	2022
Account	12 722 990 - 045	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Deficit	-	-	-	-	-	-
Current Year Budget		-	-	-	-	-	-

Notes:

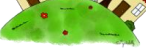
Previous Year Budget	-
Actual to December 31, 2017	-



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 047
HERITAGE CONSERVATION - AREA 'D'

PARTICIPANT: Electoral Area 'D'



							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													
11 830 904	Property Tax Requisition	2	8,711	12,883	12,883	0	6,309	(6,575)	(51.03)	10,039	10,120	10,202	10,286
11 210 100	Federal Grant in Lieu	3	0	0	2	(2)	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	4	0	10,000	0	10,000	10,000	0	0.00	0	0	0	0
11 921 205	Revenue From Reserves	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	6	0	0	0	0	5,451	5,451	0.00	0	0	0	0
Total Revenue			8,711	22,883	12,885	9,998	21,760	(1,123)	94.91	10,039	10,120	10,202	10,286
EXPENDITURE													
12 724 230	Board Fee	7	1,351	1,378	1,378	0	1,406	28	2.03	1,434	1,463	1,492	1,522
12 724 237	Property Insurance	8	103	1,314	1,314	0	1,297	(17)	(1.29)	1,323	1,349	1,376	1,404
12 724 239	Operating Contracts	9	308	5,000	519	4,481	5,000	0	0.00	5,000	5,000	5,000	5,000
12 724 553	Utilities	10	1,257	1,257	1,289	(32)	1,257	0	0.00	1,282	1,308	1,334	1,361
12 724 610	Capital	11	0	0	0	0	0	0	0.00	0	0	0	0
12 724 741	Contribution To Reserves	12	0	0	0	0	0	0	0.00	0	0	0	0
12 724 999	Contingencies	13	0	11,000	0	11,000	12,800	1,800	16.36	1,000	1,000	1,000	1,000
12 724 990	Previous Year's Deficit	14	8,626	2,934	2,934	0	0	(2,934)	(100.00)	0	0	0	0
Total Expenditure			11,645	22,883	7,434	15,449	21,760	(1,123)	94.91	10,039	10,120	10,202	10,286
Surplus(Deficit)			(2,934)		5,451								

Property Tax Requisition
11 830 904 - 047

Notes:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Federal Grant in Lieu	2017	2018	2019	2020	2021	2022
Account	11 210 100 - 047	Budget	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	2

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022
Account	11 590 159 - 047	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Gas tax funding for feasibility study	10,000	10,000	-	-	-	-
Current Year Budget		10,000	10,000	-	-	-	-

Notes:

Previous Year Budget	10,000
Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Revenue From Reserves	2017	2018	2019	2020	2021	2022
Account	11 921 205 - 047	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contribution from Current Reserve Funds	-	-	-	-	-	-
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 - 047	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	-	5,451	-	-	-	-
Current Year Budget		-	5,451	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Board Fee	2017	2018	2019	2020	2021	2022
Account	12 724 230 - 047	Budget	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
Current Year Budget		1,378	1,406	1,434	1,463	1,492	1,522

Notes:

Previous Year Budget	1,378
Actual to December 31, 2017	1,378

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Property Insurance	2017	2018		2019		2020		2021		2022
Account	12 724 237 - 047	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1		1,314	1,297	2.0%	1,323	2.0%	1,349	2.0%	1,376	2.0%	1,404

Notes:

Previous Year Budget	1,314
Actual to December 31, 2017	1,314

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contracts 12 724 239 - 047	2017 Budget	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1		5,000	5,000		5,000		5,000		5,000		5,000
Current Year Budget		5,000	5,000		5,000		5,000		5,000		5,000

Notes:	Previous Year Budget	5,000
	Actual to December 31, 2017	519

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Utilities 12 724 553 - 047	2017 Budget	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Irrigation taxes	1,257	1,257	2.0%	1,282	2.0%	1,308	2.0%	1,334	2.0%	1,361
Current Year Budget		1,257	1,257		1,282		1,308		1,334		1,361

Notes:	Previous Year Budget	1,257
	Actual to December 31, 2017	1,289

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Capital 12 724 610 - 047	2017 Budget	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 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

Name Account	Contribution To Reserves 12 724 741 - 047	2017 Budget	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contribution To Reserve Account	-	-		-		-		-		-
Current Year Budget		-	-		-		-		-		-

Notes:

Previous Year Budget	-	
Actual to December 31, 2017	-	\$ -

Balance in Reserve December 31, 2017
Account Number 34 700 047

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contingencies 12 724 999 - 047	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1		1,000	1,000	1,000	1,000	1,000	1,000
2	Feasibility study	10,000	11,800				
Current Year Budget		11,000	12,800	1,000	1,000	1,000	1,000

Notes:		Previous Year Budget	11,000
		Actual to December 31, 2017	-
2	Funderd by rural dividend (10k)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018	2019	2020	2021	2022
Account	12 724 990 - 047	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Deficit	2,934	-	-	-	-	-
Current Year Budget		2,934	-	-	-	-	-

Notes:

Previous Year Budget	2,934
Actual to December 31, 2017	2,934



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 053
FIRE PROTECTION AREA 'E' / WEST BOUNDARY - BEAVERDELL

PARTICIPANT: Beaverdell Fire Protection Specified Area

		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
								\$	%				
REVENUE													
11 831 053	Property Tax Requisition	2	45,371	49,633	49,633	(0)	53,021	3,388	6.83	64,260	64,289	64,318	64,348
11 590 159	Miscellaneous Revenue	3	1,800	3,000	3,000	0	13,800	10,800	360.00	0	0	0	0
11 921 205	Revenue From Equipment Reserve	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	5	20,886	12,871	12,871	0	12,177	(694)	(5.39)	0	0	0	0
Total Revenue			68,057	65,504	65,504	(0)	78,998	13,494	20.60	64,260	64,289	64,318	64,348
EXPENDITURE													
12 244 140	Volunteer Honoraria & Benefits	6	690	1,000	274	726	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 210	Travel & Vehicles	7	436	2,500	1,048	1,452	3,500	1,000	40.00	3,500	3,500	3,500	3,500
12 244 215	Communications	8	2,565	5,000	2,613	2,387	5,000	0	0.00	5,000	5,000	5,000	5,000
12 244 223	Memberships, Professional Fees	9	347	900	357	543	900	0	0.00	900	900	900	900
12 244 230	Board Fee	10	1,351	1,378	1,378	0	1,406	28	2.03	1,434	1,463	1,492	1,522
12 244 234	Training	11	6,814	7,000	6,787	213	7,000	0	0.00	7,000	7,000	7,000	7,000
12 244 237	Insurance	12	5,845	7,388	6,342	1,046	7,088	(300)	(4.06)	7,088	7,088	7,088	7,088
12 244 239	Volunteer Recognition/Awards	13	855	1,000	0	1,000	500	(500)	(50.00)	500	500	500	500
12 244 243	Building Maintenance	14	4,468	4,000	4,499	(499)	4,000	0	0.00	4,000	4,000	4,000	4,000
12 244 247	Firefighting Equipment & Safety	15	6,316	7,000	7,046	(46)	7,000	0	0.00	7,000	7,000	7,000	7,000
12 244 248	Dry Hydrant	16	0	1,000	0	1,000	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 251	Office Supply & Expense	17	1,074	1,000	337	663	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 253	Vehicle/Equipment Maintenance	18	4,296	9,000	6,808	2,192	9,000	0	0.00	9,000	9,000	9,000	9,000
12 244 610	Capital / Amortization	19	0	0	0	0	14,766	14,766	0.00	0	0	0	0
12 244 741	Contribution To Equipment Reserve	20	5,300	1,000	1,000	0	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 820	Debt - Interest	21	9,675	9,675	9,675	0	9,675	0	0.00	9,675	9,675	9,675	9,675
12 244 830	Debt - Principal	22	5,163	5,163	5,163	0	5,163	0	0.00	5,163	5,163	5,163	5,163
12 244 999	Contingency	23	0	1,500	0	1,500	0	(1,500)	(100.00)	0	0	0	0
12 244 990	Previous Year's Deficit	24	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			55,186	65,504	53,327	12,177	78,998	13,494	20.60	64,260	64,289	64,318	64,348
Surplus(Deficit)			12,871		12,177								

**2022
Budget**

Notes:	Previous Year Budget	49,633
Limit:	Requisition not to exceed the greater of \$44,521.00 or \$0.9457/\$1,000 per year	
Calculation:		
\$	57,205.70	
Check	OK	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022
Account	11 590 159 053	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Transferred from Midway, Beaverdell EMS	3,000					
2	Grant-In-Aid	-	-				
3	Beaverdell Fire Society - Tender Donation		13,800				
Current Year Budget		3,000	13,800	-	-	-	-

Notes: Previous Year Budget 3,000
Actual to December 31, 2017 3,000
Item #1 Transfer funding from Exhibit 055 Midway & Beaverdell Emergency Response
Requires Journal Entry

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Name	Previous Year's Surplus	2017	2018		2019	2020	2021	2022	
Account	11 911 100 053	Prior Year	Budget		Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount
1	Previous Year's Surplus	12,871	12,177		-		-		-
	Current Year Budget	12,871	12,177		-		-		-

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Name	Volunteer Honararia & Benefits	2017	2018		2019		2020		2021		2022
Account	12 244 140 053	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Volunteer Honoraria & Benefits	1,000	1,000		1,000		1,000		1,000		1,000
	Current Year Budget	1,000	1,000		1,000		1,000		1,000		1,000

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Name	Travel & Vehicles	2017	2018		2019	2020	2021	2022	
Account	12 244 210 053	Prior Year	Budget		Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount
1	Travel & Vehicles	2,500	3,500		3,500		3,500		3,500
	Current Year Budget	2,500	3,500		3,500		3,500		3,500

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Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 244 230 053	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
	Current Year Budget	1,378	1,406		1,434		1,463		1,492		1,522

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Name	Training	2017	2018		2019		2020		2021		2022
Account	12 244 234 053	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Training	7,000	7,000		7,000		7,000		7,000		7,000
		-			-		-		-		-
							-		-		-
	Current Year Budget	7,000	7,000		7,000		7,000		7,000		7,000

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Name	Volunteer Recognition/Awards	2017	2018		2019		2020		2021		2022
Account	12 244 239 053	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Volunteer Recognition/Awards	1,000	500		500		500		500		500
	Current Year Budget	1,000	500		500		500		500		500

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Name	Building Maintenance	2017	2018		2019		2020		2021		2022
Account	12 244 243 053	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Building Maintenance	4,000	4,000		4,000		4,000		4,000		4,000
	Current Year Budget	4,000	4,000		4,000		4,000		4,000		4,000

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Name	Dry Hydrant	2017	2018		2019	2020	2021	2022	
Account	12 244 248 053	Prior Year	Budget		Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount
1	Dry Hydrant	1,000	1,000		1,000		1,000		1,000
	Current Year Budget	1,000	1,000		1,000		1,000		1,000

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Name	Office Supply & Expense	2017	2018		2019	2020	2021	2022	
Account	12 244 251 053	Prior Year	Budget		Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount
1	Office Supplies & Expenses	1,000	1,000		1,000		1,000		1,000
	Current Year Budget	1,000	1,000		1,000		1,000		1,000

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Name	Capital	2017	2018		2019		2020		2021		2022
Account	12 244 610 053	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Beaverdell Fire Society - Tender Donation	-	13,800		-		-		-		-
2	Taxes Due @ Registration of New Tender		966								
	Current Year Budget	-	14,766		-		-		-		-

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[illegible]

Notes:		Previous Year Budget	1,000
		Actual to December 31, 2017	1,000
Item #1	Start to plan for new tender		

Balance in Reserve December 31, 2017
General Ledger Account 34 700 053

Name	Debt - Interest	2017	2018		2019		2020		2021		2022
Account	12 244 820 053	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA Semi annual Interest Payment Due	4,837	4,837		4,837		4,837		4,837		4,837
2	MFA Semi annual Interest Payment Due	4,838	4,838		4,838		4,838		4,838		4,838
	Current Year Budget	9,675	9,675		9,675		9,675		9,675		9,675

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Name	Debt - Principal	2017	2018		2019	2020	2021	2022	
Account	12 244 830 053	Prior Year	Budget		Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount
1	Annual Principal Payment Due	5,163	5,163		5,163		5,163		5,163
	Current Year Budget	5,163	5,163		5,163		5,163		5,163

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Name		2017	2018		2019		2020		2021		2022
Account	Previous Year's Deficit 12 244 990 053	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Beaverdell Volunteer Fire Department				
Budget & Account Numbers				
Account Number	Description	2018	2017	Change
12 244 140 - 053	Volunteer Honoraria & Benefits	\$ 1,000.00	\$ 1,000.00	\$ -
12 244 210 - 053	Travel & Vehicles	\$ 3,500.00	\$ 2,500.00	1,000.00
12 244 215 - 053	Communications	\$ 5,000.00	\$ 5,000.00	-
12 244 223 - 053	Memberships, Fees	\$ 900.00	\$ 900.00	-
12 244 234 - 053	Training	\$ 7,000.00	\$ 7,000.00	-
12 244 239 - 053	Volunteer Recognition	\$ 500.00	\$ 1,000.00	(500.00)
12 244 243 - 053	Building Maintenance	\$ 4,000.00	\$ 4,000.00	-
12 244 247 - 053	Firefighting Equipment & Supply	\$ 7,000.00	\$ 7,000.00	-
12 244 248 - 053	Dry Hydrant	\$ 1,000.00	\$ 1,000.00	-
12 244 251 - 053	Office Supply & Expense	\$ 1,000.00	\$ 1,000.00	-
12 244 253 - 053	Vehicle/Equipment Maintenance	\$ 9,000.00	\$ 9,000.00	-
	Total Operating Expense	\$39,900.00	\$ 39,400.00	\$ 500.00

04/03/2018

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Name	Federal Grant in Lieu	2017	2018		2019		2020		2021		2022
Account	11 210 100 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Federal Grant in Lieu	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022
Account	11 590 159 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Revenue	8,000	10,000	7,000	7,000	7,000	7,000
Current Year Budget		8,000	10,000	7,000	7,000	7,000	7,000

Notes: Previous Year Budget 8,000
 Actual to December 31, 2017 188,148

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Fuel Recoveries	2017	2018	2019	2020	2021	2022
Account	11 590 185 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	BW - Paladin Security Contractor Recovery	9,150	8,500				
Current Year Budget		9,150	8,500	-	-	-	-

Notes:	Previous Year Budget	9,150
	Actual to December 31, 2017	8,601

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018	2019	2020	2021	2022
Account	11 911 100 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	-	148,796	-	-	-	-
Current Year Budget		0	148,796	-	-	-	-

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Revenue From Capital Fund 11 920 002 054	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Short term borrowing for ladder truck	-		1,020,000			
Current Year Budget		-	-	1,020,000	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2017	-

Name	From Equipment Reserve	2017	2018	2019	2020	2021	2022
Account	11 921 205 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Aerial Apparatus Ladder - lease to own	-					
2	Interim Finance costs 5% x 2,000,000 x 200 days						
3	Vehicle Replacement						
4	Firehall Reno	159,000					
5	Paving Parking Lot						
6	Emergency Generator						
7	Replace Ford Expedition		60,000				
				100,000	40000	20,000	
	Current Year Budget	159,000	60,000	100,000	40,000	20,000	-

Notes:		Previous Year Budget	159,000
		Actual to December 31, 2017	86,554
Item #1	Subject to Borrowing Authorization		
Item #2	Ladder truck replace E-2 possible order in 2016, delivery 2018		
Item #3	Replace C-2		
Item #4	Upgrade to Current Standards		

[illegible]

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Wages & Benefits - Volunteers	2017	2018	2019	2020	2021	2022				
Account	12 242 124 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Volunteer Insurance	2,653	2,706	2.0%	2,760	2.0%	2,815	2.0%	2,872	2.0%	2,929
2	Training Time and Call Outs	99,000	100,980	2.0%	103,000	2.0%	105,060	2.0%	107,161	2.0%	109,304
3	Retention Paraphernalia	1,500	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624	2.0%	1,656
4	Ladies Auxiliary	520	530	2.0%	541	2.0%	552	2.0%	563	2.0%	574

Notes: Previous Year Budget 103,673
Actual to December 31, 2017 133,699
Item #2 Increasing every year by a few volunteers

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Work Experience Program	2017	2018	2019	2020	2021	2022				
Account	12 242 126 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Training and call out time	35,600	36,312	2.0%	37,038	2.0%	37,779	2.0%	38,535	2.0%	39,305
			-	2.0%		2.0%	-	2.0%	-	2.0%	-

Notes:	Previous Year Budget	35,600
	Actual to December 31, 2017	32,903
Item #1	Increase due to program expansion	

Name		2017	2018	2019	2020	2021	2022				
Account	Uniform Allowance 12 242 159 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Fire Chief	1,200	1,200		1,200		1,200		1,200		1,200
2	DFC - Operations	1,200	1,200		1,200		1,200		1,200		1,200
3	Uniforms - Volunteer Crew	2,400	2,400		2,400		2,400		2,400		2,400
4	Cleaning Charges	2,000	2,000		2,000		2,000		2,000		2,000
5	DFC Prevention Life Safety	1,000	1,000		1,000		1,000		1,000		1,000
6	Captain Assistant Training Officer	400	400		400		400		400		400
	Current Year Budget	8,200	8,200		8,200		8,200		8,200		8,200

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	First Responder Program	2017	2018	2019		2020		2021		2022	
Account	12 242 233 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Training	6,800	6,800	2.0%	6,936	2.0%	7,075	2.0%	7,216	2.0%	7,361
2	Call Outs	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
3	Misc - FR Supplies	4,000	4,000	2.0%	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330
4	O2 cylinder rental/misc	4,500	4,500	2.0%	4,590	2.0%	4,682	2.0%	4,775	2.0%	4,871
5	EMR Training/Licensing	4,700	4,700	2.0%	4,794	2.0%	4,890	2.0%	4,988	2.0%	5,087

Notes:	Previous Year Budget	20,000
	Actual to December 31, 2017	19,891
2017 Increase Due to Call Volumes and BCAS Delays		

[illegible]

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Fire Protection Area E - Big White

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Fire Prevention	2017	2018	2019	2020	2021	2022		
Account	12 241 235 054	Prior Year	Budget	Budget	Budget	Budget	Budget		
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount
1	Miscellaneous	6,000	6,000	2.0%	6,120	2.0%	6,242	2.0%	6,495
2	One Step - Licensing fees for computer software system	1,283	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,624

Notes:	Previous Year Budget	7,283
	Actual to December 31, 2017	5,373
Item #2	1 - NFPA Subscription Service	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Supplies	2017	2018	2019	2020	2021	2022				
Account	12 241 251 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	General Supplies	5,200	5,200	2.0%	5,304	2.0%	5,410	2.0%	5,518	2.0%	5,629
2	Computer Upgrades, Visio & Networking	3,100	3,100	2.0%	3,162	2.0%	3,225	2.0%	3,290	2.0%	3,356
3	Shipping and mail charges	600	600	2.0%	612	2.0%	624	2.0%	637	2.0%	649
4	IKON - maintenance service agreement	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
5	Office Furniture, cabinet, shelving	1,200	1,292		1,292		1,292		1,292		1,292
6	Licensing fees for computer software system (FDM)	1,000	1,000		1,000		1,000		1,000		1,000
						</					

Notes:	Previous Year Budget	13,100
	Actual to December 31, 2017	7,614
Item #4	Photo Copy Maint	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Membership & Reference Materials	2017	2018		2019	2020		2021		2022	
Account	12 242 239 054	Prior Year	Budget		Budget	Budget		Budget		Budget	
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Membership and reference materials	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165

Notes:	Previous Year Budget	2,000
	Actual to December 31, 2017	1,485

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Shop Supplies	2017	2018	2019	2020	2021	2022				
Account	12 248 561 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Cleaning Supplies	4,000	4,000	2.0%	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330
2	Shop tools	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
3	Event supplies	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082

Notes: Previous Year Budget 6,000
Actual to December 31, 2017 4,242

[illegible]

Notes:	Previous Year Budget	6,400
	Actual to December 31, 2017	8,868

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Utilities - Water & Sewer	2017	2018		2019		2020		2021		2022
Account	12 247 551 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Water & Sewer	3,000	3,000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
Current Year Budget		3,000	3,000		3,060		3,121		3,184		3,247

Notes:	Previous Year Budget	3,000
	Actual to December 31, 2017	1,100

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Utilities - Electricity	2017	2018	2019	2020	2021	2022				
Account	12 247 553 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - Electrical	20,000	20,000	2.0%	20,400	2.0%	20,808	2.0%	21,224	2.0%	21,649
2	Utilities - Propane	18,000	18,000	2.0%	18,360	2.0%	18,727	2.0%	19,102	2.0%	19,484

Notes: Previous Year Budget 38,000
Actual to December 31, 2017 32,173
Items #1&2 Increase due to the addition

[illegible]

Notes:		Previous Year Budget	12,924
		Actual to December 31, 2017	12,419
Item #5	Replacement program for expiring cylinders	Increase to 4 for 2018	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Building Maintenance	2017	2018	2019	2020	2021	2022			
Account	12 247 243 054	Prior Year	Budget	Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%
1	Snow Removal	6,800	6,800	2.0%	6,936	2.0%	7,075	2.0%	7,216	2.0%
2	Bay Door Repair/Service	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%
3	Miscellaneous	12,000	12,000	2.0%	12,240	2.0%	12,485	2.0%	12,734	2.0%
4	Painting projects exterior/interior, exterior doors misc	5,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%
5	Upgrade, yearly service of boiler system	1,000	2,000	0.0%	1,000	0.0%	1,000	0.0%	1,000	0.0%
6	Misc Building Maintenance Labour	5,500	5,500	2.0%	5,610	2.0%	5,722	2.0%	5,837	2.0%

Notes: Previous Year Budget 31,800
Actual to December 31, 2017 30,367

Name	Communication Equipment Repairs & Maintenance	2017	2018		2019	2020	2021	2022	
Account	12 248 215 054	Prior Year	Budget		Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount
1	Cell phone & air time	3,500	3,500	2.0%	3,570	2.0%	3,641	2.0%	3,789
2	Repairs	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,624
3	Radio license	550	550	2.0%	561	2.0%	572	2.0%	595
4	Portable radio upgrade, replace	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,706
5	Battery Replacement	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,624
6	Repeater Maintenance	400	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,082
7	Firecrew Pagers	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,624
	Current Year Budget	11,450	12,050		12,291		12,537		13,043

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Insurance	2017	2018		2019		2020		2021		2022
Account	12 241 237 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Building Insurance	4,132	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330	2.0%	4,416
Current Year Budget		4,132	4,080		4,162		4,245		4,330		4,416

Notes:

Previous Year Budget	4,132
Actual to December 31, 2017	4,132

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Board Fee	2017	2018	2019	2020	2021	2022				
Account	12 242 230 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	12,004	12,244	2.0%	12,489	2.0%	12,739	2.0%	12,993	2.0%	13,253
2	Carbon Offset & Climate Change Initiatives	1,173	1,173	2.0%	1,196	2.0%	1,220	2.0%	1,245	2.0%	1,270

Notes:

Previous Year Budget	13,177
Actual to December 31, 2017	13,177

[illegible]

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Fire Protection Area E - Big White

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Vehicle Maintenance	2017	2018		2019		2020		2021		2022
Account	12 248 253 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Fuel	20,000	20,000	2.0%	20,400	2.0%	20,808	2.0%	21,224	2.0%	21,649
2	Insurance	13,750	9,381	2.0%	9,569	2.0%	9,760	2.0%	9,955	2.0%	10,154
3	Maintenance, misc.	46,000	46,000	2.0%	34,680	2.0%	35,374	2.0%	36,081	2.0%	36,803
4	E1, E2, E2 yearly pump testing/service	4,500	4,500	2.0%	4,590	2.0%	4,682	2.0%	4,775	2.0%	4,871
Plate #	Apparatus Listing:										
1067YM	1995 Freightliner Fire Red										
3111GF	2002 Ford CAFS truck, F550 'Snuffer'										
78863D	2015 Mirage Box Trailer (SPU)										
987PBD	2009 Ford Expedition Red										
AW1024	2007 Freightliner Pumper										
BT600C	2016 Chevrolet Tahoe Black										
DB1576	2011 GMC Siera Pick-up Black										
EL5348	2002 Freightliner Ambulance Red										
KV2769	2004 Ford F-350 - Command Truck										
	Current Year Budget	84,250	79,881		69,239		70,623		72,036		73,477

Notes:	Previous Year Budget	84,250
	Actual to December 31, 2017	106,269

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contracted Services	2017	2018	2019	2020	2021	2022		
Account	12 242 717 054	Prior Year	Budget	Budget	Budget	Budget	Budget		
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount
1	APC Meeting rooms costs and Joint Strata Costs	-	-	1.5%	-	1.5%	-	1.5%	-
2	Aid Agreement - CORD, Kelowna	2,500	2,500	1.5%	2,538	1.5%	2,576	1.5%	2,614

Notes: Previous Year Budget 2,500
Actual to December 31, 2017 -
Item # 1 Remove \$1,530 APC as per FAB request

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Hydrant Maintenance Fees	2017	2018	2019	2020	2021	2022			
Account	12 247 618 054	Prior Year	Budget	Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%
	Hydrant Maintenance Fees									
1	Hydrants x \$217 x 4 quarters =	81,000	81,000	3.0%	83,430	3.0%	85,933	3.0%	88,511	3.0%
2	Standpipe 1 x \$108.50 x 4 quarters =	600	600	3.0%	618	3.0%	637	3.0%	656	3.0%
3	Demand Charge \$3,633.50 x 4 quarters =	10,000	10,000	3.0%	10,300	3.0%	10,609	3.0%	10,927	3.0%
4	Provision for additional hydrants added during year	2,967	2,967	3.0%	3,056	3.0%	3,148	3.0%	3,242	3.0%
					</					

Notes:	Previous Year Budget	94,567
	Actual to December 31, 2017	76,576

Name	Travel/Mileage	2017	2018		2019		2020		2021		2022
Account	12 242 210 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	FC Business Travel - Mileage	2,100	2,100	2.0%	2,142	2.0%	2,185	2.0%	2,229	2.0%	2,273
2	DFC Business Travel	1,900	1,900	2.0%	1,938	2.0%	1,977	2.0%	2,016	2.0%	2,057
3	FPO/Asst. Training/ Business Travel	1,800	1,800	2.0%	1,836	2.0%	1,873	2.0%	1,910	2.0%	1,948
4	Misc - Fire Crew	2,500	2,500	0.0%	2,500	0.0%	2,500	0.0%	2,500	0.0%	2,500
	Current Year Budget	8,300	8,300		8,416		8,534		8,655		8,778

Notes:	Previous Year Budget	8,300
	Actual to December 31, 2017	571

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Meetings	2017	2018	2019	2020	2021	2022				
Account	12 242 212 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	FD General Business Meetings	2,000	2,000	3.0%	2,060	3.0%	2,122	3.0%	2,185	3.0%	2,251
2	Volunteer Annual Award Ceremony	10,500	10,500	5.0%	11,025	5.0%	11,576	5.0%	12,155	5.0%	12,763

Notes: Previous Year Budget 12,500
Actual to December 31, 2017 7,208

#2 Recruitment and Retainment Ski Passes

Name	Contingencies	2017	2018		2019	2020	2021	2022			
Account	12 242 999 054	Prior Year	Budget		Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contingency Allowance	11,673	11,891	2.0%	12,129	2.0%	12,371	2.0%	12,619	2.0%	12,871
	Current Year Budget	11,673	11,891		12,129		12,371		12,619		12,871

Notes:	Previous Year Budget	11,673
	Actual to December 31, 2017	3,807

Name	Debt Interest	2017	2018		2019		2020		2021		2022
Account	12 242 820 054	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

Name	Debt Principal	2017	2018	2019	2020	2021	2022
Account	12 242 830 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1							
Current Year Budget		-	-	-	-	-	-

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

Name	Vehicle Financing	2017	2018		2019		2020		2021		2022
Account	12 241 840 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Aerial Apparatus Ladder	-			210,000		210,000		210,000		210,000
	Current Year Budget	-	-		210,000		210,000		210,000		210,000

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	-
Item #1	Subject to Borrowing Authorization	

Name	Capital	2017	2018	2019	2020	2021	2022
Account	12 247 610 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Aerial Apparatus Ladder			1,020,000	s.		
2	Interim Finance costs 5% x 2,000,000 x 200 days						
3	Vehicle Replacement						
4	Firehall Reno	115,000					
5	Paving Parking Lot						
6	Thermal Imaging Camera						
7	Replace Ford Expedition		60,000				
8	Type 2 Trailer Upgrade		30,000				
9	Extraction tools		30,000				
	Current Year Budget	115,000	120,000	1,020,000	-	-	-

Notes:		Previous Year Budget	115,000
		Actual to December 31, 2017	86,554
Item #1	Subject to Borrowing Authorization - equipment ordered in 2018 - delivery 2019		
Item #2	Ladder truck replace E-2 possible order in 2016, delivery 2018		
Item #3	Replace C-2		
Item #8	Develop Training Ground Phase 1		

Sources of Funding Capital Projects:
D = Debenture Borrowing
R = Reserves
C = Current Revenues
S = Short Term Borrowing

Name	Contribution To Reserve	2017	2018		2019		2020		2021		2022
Account	12 242 741 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Building & Apparatus	-	148,396								-
	Current Year Budget	-	148,396		-		-		-		-

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

Balance in Reserve **December 31, 2017**
GL Account 34 700 054

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018	2019	2020	2021	2022
Account	12 242 990 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Deficit	24,309	-	-	-	-	-
Current Year Budget		24,309	-	-	-	-	-

Notes:	Previous Year Budget	24,309
	Actual to December 31, 2017	24,309

**Regional District of Kootenay Boundary - Reserve Fund
Big White Fire Services**

GL Account Number:
34 700 054

	2012	2013	2014	2015	2016	2017	Accumulated
Opening Balance	1,365,015.16	1,389,667.86	1,425,126.71	1,479,429.86	1,232,287.34	184,137.57	15,354.74
Add:							
Transfers In:							
General	75,000.00	50,000.00	75,000.00	72,000.00	0.00	0.00	2,548,271.26
Other							21,376.21
Interest Earned	14,652.70	15,458.83	15,460.48	16,054.86	11,850.23	842.89	277,741.44
Total Additions	89,652.70	65,458.83	90,460.48	88,054.86	11,850.23	842.89	2,862,743.65
Less:							
Transfers Out	65,000.00	29,999.98	36,157.33	335,197.38	1,060,000.00	86,553.91	2,764,317.10
Other							0.00
Total Reductions	65,000.00	29,999.98	36,157.33	335,197.38	1,060,000.00	86,553.91	2,764,317.10
Closing Balance	<u>1,389,667.86</u>	<u>1,425,126.71</u>	<u>1,479,429.86</u>	<u>1,232,287.34</u>	<u>184,137.57</u>	<u>98,426.55</u>	<u>98,426.55</u>

NOTES:

2007 Truck Purchase
2008 Class "A" Pumper
2009 Land Purchase \$30,352, New Fire Hall \$45,222 = \$75,574
2010 Approval for up to \$200,000 for Addition Project anticipate \$150,000
2012 Improvements to Training Grounds

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5YR054 Reserves
Audit Reference A21

Big White Fire Department
Apparatus Inventory Feb. 2011

Seats	Year	Chassis	Make	Model	VIN	MVI	License	Tanks Capacity	Pump Rating USGPM	Drive Train	Replacement Date/Frontline	Replacement Date/Backup	Replacement Frequency
5	2004	3/4 Ton/CC	Ford	F350	1FMDA41X4VZA80466	Dec	6589HH	N/A	N/A	4x4	2009	2014	5 yrs/10 yrs.
5	2011	3/4 Ton	Chev	Siera	3GTP2VEA6BG356328	Dec	DB1576	N/A	N/A	4x4	2016	2021	5yrs
5	1995	Freightliner	Anderson	FL 80	1FV2JLCB95L552672	Nov	1067 YM	1000 Gallons	1250	4x4	2010	2020	15 yrs./25 yrs.
4	2009	SUV	Ford	Exbidition	1FMFV16599LA06782	Dec	987PBD	N/A	N/A	4x4	2014	2019	5 yrs/10 yrs.
2	2003	Ford	Hub	F550	1FDAF57F13EA84231	Nov	3111GF	250 Gallons	CAF 78 CFM 250	4x4	2018	2028	15 yrs./25 yrs.
5	2007	Freightliner	Am. LaFr	FL80	1FVACYB548AZ54342	Nov	AW1024	500 Gallons	1500	4x4	2022	2032	15 yrs./25 yrs.
5	2002	Freightliner	Am. LaFr	FL 80	1FVABPBW02HJ54659	Nov	EL5348	N/A	N/A	2x2	2017	2027	15yrs./25 yrs.
0	2015	Mirage	Box Trailer		5M3BE0819F1061454		78863D						
5	2016	Chevrolet		Tahoe	1GNSKDEC5GR235908		BT600C	N/A	N/A	4X4			
Note: As per the FUS 2004 and the Chateau 2007 report. An apparatus with an elevated master stream is required at the resort. This could be accomplished by various means but would still require a place to park(Building), Staff to operate and a 2 year window to allow for construction of a building and order time.													

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H:\bb\Finance Committee\Mar 14, 2018\5YR054 Apparatus Inventory

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Big White Fire Services
Estimated Budget 2012

2015	Completed Roll: December, 2014			
BC ASSESSMENT CONVERTED VALUES		Big White Fire Protection LSA#3		
Class	Big White Fire Protection	Assessed Values	Factor	Converted Values
1	Residential	466,302,826	10.00	46,630,283
2	Utilities	2,383,199	35.00	834,120
3	Unmanged Forest	-	40.00	-
5	Light Industry	143,000	34.00	48,620
6	Business/Other	24,978,300	24.50	6,119,684
7	Managed Forest	-	30.00	-
8	Recreation/Non Profit	4,138,000	10.00	413,800
9	Farm	-	10.00	-
		<u>497,945,325</u>		<u>54,046,506</u>

Preliminary Budget

Big White Fire Services	%	\$	838,806
Collection Fee assessed by the Province	5.25	\$	44,037
		<u>\$</u>	<u>882,843</u>

Tax on a \$200,000 Home	\$	326.70
Tax on a \$300,000 Home	\$	490.05
Tax on a \$500,000 Home	\$	816.74

Taxes will be collected from the following Property Owners:

Rates Per \$1000 of Assessed Value		Tax Rates	Collected	
1	Residential	1.6335	\$	761,700
2	Utilities	5.7172		13,625
3	Unmanged Forest	6.5340		-
5	Light Industry	5.5539		794
6	Business/Other	4.0020		99,964
7	Managed Forest	4.9005		-
8	Recreation/Non Profit	1.6335		6,759
9	Farm	1.6335		-
TOTAL COLLECTIONS			<u>\$</u>	<u>882,843</u>
Blended Rate		1.7730		


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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 056
FIRE PROTECTION - GREENWOOD RURAL FIRE SERVICE

PARTICIPANT: Electoral Area 'E' Specified Area



		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
								\$	%				
REVENUE													
11 831 056	Property Tax Requisition	2	18,851	23,378	23,378	0	23,406	28	0.12	23,434	23,463	23,492	23,522
11 590 159	Miscellaneous Revenue	3	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Revenue From Equipment Reserve	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	5	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			18,851	23,378	23,378	0	23,406	28	0.12	23,434	23,463	23,492	23,522
EXPENDITURE													
12 243 755	Contracted Fire Service	6	17,500	22,000	22,000	0	22,000	0	0.00	22,000	22,000	22,000	22,000
12 243 230	Board Fee	7	1,351	1,378	1,378	0	1,406	28	2.03	1,434	1,463	1,492	1,522
12 243 741	Transfer To Reserves	8	0	0	0	0	0	0	0.00	0	0	0	0
12 243 999	Contingency	9	0	0	0	0	0	0	0.00	0	0	0	0
12 243 990	Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			18,851	23,378	23,378	0	23,406	28	0.12	23,434	23,463	23,492	23,522
Surplus(Deficit)			0		0								

Property Tax Requisition

Notes:	Previous Year Budget	23,378
Limit:	Requisition shall be \$2.50/\$1,000 of net taxable value of land and improvements or \$20,000	
Calculation:	or \$20,000 (twenty thousand dollars) whichever is greater	
\$ 66,462.63	Establishing Bylaw #1395	

Name	Miscellaneous Revenue		2017	2018	2019	2020	2021	2022	
Account	11 590 159 - 056	Prior Year	Budget		Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount
1	Miscellaneous Revenue	-	-		-		-		-
	Current Year Budget	-	-		-		-		-

Name		2017	2018		2019		2020		2021		2022
Account	Transfer From Reserve Account 11 921 205 - 056	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer From Reserve	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account	11 911 100 - 056	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Name	Contract - City of Greenwood	2017	2018		2019		2020		2021		2022
Account	12 243 755 - 056	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	City of Greenwood - Fire Services	22,000	22,000		22,000		22,000		22,000		22,000
	Current Year Budget	22,000	22,000		22,000		22,000		22,000		22,000

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Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 243 230 - 056	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee	1,378	1,406	2.0%	1,434	2.0%	1,463	2.0%	1,492	2.0%	1,522
	Current Year Budget	1,378	1,406		1,434		1,463		1,492		1,522

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Name	Transfer To Reserves	2017	2018		2019		2020		2021		2022
Account	12 243 741 - 056	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer to Reserves	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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

\$ 9,237.67

Balance in Reserve Account December 31, 2017
Account 34 700 056

Name	Contingency	2017	2018		2019		2020		2021		2022
Account	12 243 999 - 056	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contingency	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Name	Previous Year's Deficit	2017	2018		2019		2020		2021		2022
Account	12 243 990 - 056	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 057
FIRE PROTECTION - GRAND FORKS RURAL FIRE

PARTICIPANT: Electoral Area 'D' 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													
11 830 904	Tax - EA 'D' / Rural Grand Forks	2	356,323	356,249	356,249	0	414,360	58,110	16.31	525,177	523,664	523,280	527,029
11 210 100	Federal Grant in Lieu	3	60	0	56	-56	0	0	0.00	0	0	0	0
11 550 100	Interest Earned on Investments	4	0	0	0	0	0	0	0.00	0	0	0	0
11 759 159	Province of BC - Misc. Revenue	5	0	0	0	0	0	0	0.00	0	0	0	0
11 920 002	From General Capital Fund	6	0	0	0	0	1,805,000	1,805,000	0.00	0	0	0	0
11 921 205	Transfer From Reserves	7	20,000	17,000	0	17,000	0	-17,000	-100.00	0	130,000	0	0
11 911 100	Previous Year's Surplus	8	30,620	98,067	98,067	0	59,952	-38,115	-38.87	0	0	0	0
Total Revenue			407,003	471,316	454,372	16,944	2,279,311	1,807,995	383.61	525,177	653,664	523,280	527,029
EXPENDITURE													
12 245 230	Board Fee	9	13,562	13,833	13,833	0	14,110	277	2.00	14,392	14,680	14,974	15,273
12 245 237	Insurance	10	15,581	15,301	16,056	-755	13,646	-1,655	-10.82	13,919	14,197	14,481	14,771
12 245 610	Capital	11	0	90,000	50,783	39,217	1,805,000	1,715,000	1,905.56	0	130,000	0	0
12 245 741	Contribution To Reserves	12	67,000	65,000	65,000	0	117,000	52,000	80.00	65,000	57,000	50,000	47,000
12 245 755	Contracted Fire Service	13	212,388	270,182	248,749	21,433	290,224	20,042	7.42	296,028	301,949	307,988	314,148
12 245 820	MFA Interest Expense	14	0	0	0	0	29,331	29,331	0.00	58,663	58,663	58,663	58,663
12 245 830	MFA Principal	15	0	0	0	0	0	0	0.00	67,175	67,175	67,175	67,175
12 245 840	Vehicle Financing	16	0	0	0	0	0	0	0.00	0	0	0	0
12 245 990	Previous Year's Deficit	17	0	0	0	0	0	0	0.00	0	0	0	0
12 245 999	Contingency	18	405	17,000	0	17,000	10,000	-7,000	-41.18	10,000	10,000	10,000	10,000
Total Expenditure			308,936	471,316	394,421	76,895	2,279,311	1,807,995	383.61	525,177	653,664	523,280	527,029
Surplus(Deficit)			98,067		59,952								

Property Tax Requisition

Notes:	Previous Year Budget	356,249
Limit:	538,279	
<u>\$1.24/\$1,000 of net taxable values of lands and improvements or \$506,532 whichever is greater</u>		

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Notes:	Previous Year Budget	-
	Actual to December 31, 2017	56

Name	Interest Earned on Investments	2017	2018		2019		2020		2021		2022
Account	11 550 100 - 057	Budget	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	-

Name	Transfer From Reserve Account	2017	2018		2019		2020		2021		2022
Account	11 921 205 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer From Reserves	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Name	From General Capital Account	2017	2018		2019		2020		2021		2022
Account	11 920 002 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		-	1,805,000		-		-		-		-
	Current Year Budget	-	1,805,000		-		-		-		-

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Name	Transfer From Reserve Account	2017	2018		2019		2020		2021		2022
Account	11 921 205 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer From Reserves	17,000	-		-		130,000		-		-
	Current Year Budget	17,000	-		-		130,000		-		-

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Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account	11 911 100 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	98,067	59,952		-		-		-		-
	Current Year Budget	98,067	59,952		-		-		-		-

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Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 245 230 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Board Fee (2% increase for C.P.I.)	13,833	14,110	2.0%	14,392	2.0%	14,680	2.0%	14,974	2.0%	15,273
	Current Year Budget	13,833	14,110		14,392		14,680		14,974		15,273

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Capital 12 245 610 - 057	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Command Vehicle	70,000					
2	Fire Engine Hall #2		520,000				
3	Fire Engine Hall #1						
4	Fire Engine Hall #5		520,000				
5	Fire Engine Hall #3 \$500k 2021						
6	Carson Hall Addition	20,000	765,000				
7	SCBA Replacement				130,000		
Current Year Budget		90,000	1,805,000	-	130,000	-	-

Notes:	Previous Year Budget	90,000
	Actual to December 31, 2017	50,783
Item #4/5	Assuming that no hall closures	
Item #6	Assuming closure of two halls	

Name		2017	2018	2019	2020	2021	2022
Account	Transfer To Reserves 12 245 741 - 057	Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Building Reserve	-	17,000	15,000	12,000	10,000	10,000
2	Vehicle Reserve	65,000	50,000	50,000	45,000	40,000	37,000
3	Other		50,000				
	Current Year Budget	65,000	117,000	65,000	57,000	50,000	47,000

Notes:	Previous Year Budget	65,000
	Actual to December 31, 2017	65,000

Balance in Reserve Account December 31, 2017
Accounts 34 700 057

Restricted - Vehicles (Included in Above)

Restricted - Buildings (Included in Above)

Net Reserve (Unrestricted)

Name	Contract - City of Grand Forks	2017	2018		2019		2020		2021		2022
Account	12 245 755 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	City of Grand Forks - Fire Services	270,182	290,224	2.0%	296,028	2.0%	301,949	2.0%	307,988	2.0%	314,148
2											
	Current Year Budget	270,182	290,224		296,028		301,949		307,988		314,148

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Name	MFA Interest Expense	2017	2018		2019		2020		2021		2022
Account	12 245 820 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Two Fire Trucks & Carson Hall Addition (Spring)	-	-		29,331		29,331		29,331		29,331
2	Two Fire Trucks & Carson Hall Addition (Fall)		29,331		29,331		29,331		29,331		29,331
	Current Year Budget	-	29,331		58,663		58,663		58,663		58,663

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Name	MFA Principal	2017	2018		2019		2020		2021		2022
Account	12 245 830 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Two Fire Trucks & Carson Hall Addition (Spring)	-	-		67,175		67,175		67,175		67,175
2											
	Current Year Budget	-	-		67,175		67,175		67,175		67,175

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Name	Vehicle Financing	2017	2018		2019		2020		2021		2022
Account	12 245 840 - 057	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Fire Engine Hall #2	-	-		-		-		-		-
2											
	Current Year Budget	-	-		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contingency 12 245 999 - 057	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Administration Expenses	10,000	10,000	10,000	10,000	10,000	10,000
2	Referendum	7,000					
Current Year Budget		17,000	10,000	10,000	10,000	10,000	10,000

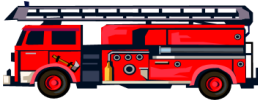
Notes:	Previous Year Budget	17,000
	Actual to December 31, 2017	-

			RDKB Share - 2014 Budget	RDKB Share - 2015 Budget	RDKB Share - 2016 Budget	RDKB Share - 2017 Budget	RDKB Share - 2018 Budget		Difference	% increase
		<u>FIRE DEPT. ADMIN.</u>								
2200	200	Salaries - Chief	61020	62851	64700	69000	54700	50/50	-1050	-2%
2200	203	Benefits - Chief					15350	50/50		
2200	223	Office Supplies	750	750	750	750	2000	50/50	-1250	-167%
2200	224	Postage	150	150	150	150	150	50/50	0	0%
	226	Internet	1250	1250	1250	1350	750	50/50	600	44%
2200	227	Telephone	3000	3000	3000	3000	3000	50/50	0	0%
2200	229	Cell Phone	1050	1050	1050	1050	1500	50/50	-450	-43%
2200	230	Advertising	400	400	400	400	400	50/50	0	0%
2200	232	Prevention	500	500	500	500	500	50/50	0	0%
2200	233	Public Meetings	1000	1000	1000	1000	1000	50/50	0	0%
2200	234	Public Relations	2500	2500	2500	2500	2500	50/50	0	0%
2200	236	Computer Support	500	500	1000	5160	6504	50/50	-1344	-26%
2200	240	Publications	500	400	400	400	400	50/50	0	0%
2200	241	Memberships	750	850	850	1000	1000	50/50	0	0%
2200	244	Food and Beverage	1250	1250	1250	1250	1250	50/50	0	0%
2200	246	Conferences Fees	2500	2500	2500	2500	2500	50/50	0	0%
2200	247	Confer- Transportation	0			0	0	50/50	0	
2200	248	Confer-Accommodation	0			0	0	50/50	0	
2200	249	Confer-Food and Bev.	0			0	0	50/50	0	
2200	250	Training Fees	11500	10000	10000	10000	10000	50/50	0	0%
2200	251	Training Transportation	0	0	0	0	0	50/50	0	
2200	252	Training Accommodation	0	0	0	0	0	50/50	0	
2200	253	Training Food and Bev.	0	0	0	0	0	50/50	0	
2200	254	Training Grounds	3000	3000	3000	8972	3000	50/50	5972	67%
2200	279	Lease	0	1500	1500	1500	0	50/50	1500	100%
2200	281	Volunteer Insurance	3950	4000	4050	4250	4250	50/50	0	0%
2200	287	Permits Radio Lic.	500	500	500	750	1000	50/50	-250	-33%
2200	303	Payroll equip charge							0	
2200	313	Profess services -(lung testing)	2000	1500	1500	1500	1750	50/50	-250	-17%
2200	348	Service Contracts	2500	1500	1500	1500	1250	50/50	250	17%
2200	350	Sub-contracts			250	250	500	50/50	-250	-100%
2200	355	Materials and supplies					1000	50/50	-1000	#DIV/0!
2200	479	Uniforms & Protective clothing	5500	5500	5500	6000	6000	50/50	0	0%

		FIRE FIGHTING								
		Wages -								
		Benefits -								
2201	204	WCB Benefits	300	500	500	500	500	50 / 50	0	0%
2201	207	Volunteer Benefit	11250	14000	14000	14000	15000	50 / 50	-1000	-7%
2201	303	Payroll equip charge							0	
2201	350	Volunteer Pay	31000	31000	36000	31000	31000	50 / 50	0	0%
		STANDBY COVERAGE								
2202	200	Coverage Pay	800	800	800	7500	6000	50 / 50	1500	20%
2202	203	Benefits	150	150	150	150	150	50 / 50	0	0%
		WAGES DEPUTY								
2204	200	Salaries -Assistant Chiefs	26989	27798	28500	30450	41010	70 / 30	-10560	-35%
2204	203	Benefits -Assistant Chiefs					12360	70 / 30	-12360	#DIV/0!
		EQUIPMENT								
2210	229	Radio repairs & pagers replacement	3000	2500	2500	2500	2500	50 / 50	0	0%
	274	Insurance				250	250		0	0%
2210	350	Sub contracts -- SCBA repairs	1500	1500	1500	2500	2500	50 / 50	0	0%
2210	355	Replacement & small equipment	10500	10500	10500	11000	11000	50 / 50	0	0%
		STATION 1 (George Evans)								
2221	282	Electricity	2200	2500	2500	2600	2600	0 / 100	0	0%
2221	350	Sub-contracts	2500	2500	2500	2500	2500	0 / 100	0	0%
2221	351	Janitorial Service			400	400	400	0 / 100	0	0%
2221	355	Materials and supplies	500	500	500	500	500	0 / 100	0	0%
		STATION 2 (Carson)								
2222	200	Salaries - snow removal/ flail mowing	500	0	0	0	0	0 / 100	0	
2222	203	Benefits - snow removal	200	0	0	0	0	0 / 100	0	
2222	282	Electricity	2200	2300	2500	2600	2700	0 / 100	-100	-4%
2222	303	Payroll equip charge						0 / 100	0	
2222	350	Sub-contracts	1000	1700	1700	5000	2000	0 / 100	3000	60%
2222	351	Janitorial Service	700	800	800	800	800	0 / 100	0	0%
2222	355	Materials and supplies	500	500	500	500	3500	0 / 100	-3000	-600%

		STATION 3 (Big Y)							
2223	200	Saleries - snow removal/ flail mowing	500	0	0	0	0	0 / 100	0
2223	203	Benefits - snow removal	200	0	0	0	0	0 / 100	0
2223	282	Electricity	800	800	800	800	1000	0 / 100	-200 -25%
2223	283	Gas	2800	2800	2800	2800	2600	0 / 100	200 7%
2223	350	Sub-contracts	1000	1700	1700	1700	1700	0 / 100	0 0%
2223	351	Janitorial Service	700	800	800	800	800	0 / 100	0 0%
2223	355	Materials and supplies	500	500	500	500	500	0 / 100	0 0%
		STATION 5 (Nursery)							
2225	200	Saleries - snow removal/ flail mowing	500	0	0	0	0	0 / 100	0 #DIV/0!
2225	203	Benefits - snow removal	200	0	0	0	0	0 / 100	0 #DIV/0!
2225	282	Electricity	1800	1800	2000	2000	2000	0 / 100	0 0%
2225	350	Sub-contracts	1000	1700	1700	1700	1700	0 / 100	0 0%
2225	351	Janitorial Service	700	800	800	800	800	0 / 100	0 0%
2225	355	Materials and supplies	500	500	500	500	500	0 / 100	0 0%
		STATION 4							
2640	281	Admin	0	0	0	0	0	100 / 0	0 #DIV/0!
2640	283	Terason Gas	0	0	0	0	0	100 / 0	0 #DIV/0!
2640	291	Electricity	0	0	0	0	0	100 / 0	0 #DIV/0!
2640	348	Service Contracts	0	0	0	0	0	100 / 0	0 #DIV/0!
2640	350	Sub-contracts	0	0	0	0	0	100 / 0	0 #DIV/0!
2640	351	Janitorial	0	0	0	0	0	100 / 0	0 #DIV/0!
2640	355	Material & Supplies	0	0	0	0	0	100 / 0	0 #DIV/0!
		Fire Hall Inter/Exterior							
2643	200	Wages - Interior / exterior	0	0	0	0	0	100 / 0	0 #DIV/0!
2643	203	Benefits - Interior / exterior	0	0	0	0	0	100 / 0	0 #DIV/0!
		CITY VEHICLE							
7200	200	Salaries	0	0	0	0	0	100 / 0	0 #DIV/0!
7200	203	Benefits	0	0	0	0	0	100 / 0	0 #DIV/0!
7200	271	Diesel	900	900	1000	1000	1000	50 / 50	0 0%
7200	272	Gas	2200	2200	2350	2200	2200	50 / 50	0 0%
7200	274	Insurance - Equip	0	0	0	0	0	100 / 0	0 #DIV/0!
7200	350	Sub-contracts	0	0	0	0	0	100 / 0	0 #DIV/0!
7200	355	Materials and supplies	0	0	0	0	0	100 / 0	0 #DIV/0!
		RURAL VEHICLES							
7200	200	Salaries	0	0	0	0	0	0 / 100	0 #DIV/0!
7200	203	Benefits	0	0	0	0	0	0 / 100	0 #DIV/0!

7300	271	Diesel	1400	1400	1500	1500	1500	50 /50	0	0%
7300	272	Gas	1500	1300	1400	1400	1400	50 /50	0	0%
7300	274	Insurance - Equip	9500	9500	0		0	0 / 100		
7300	350	Sub-contracts	5000	5000	5000	5000	5000	0 / 100	0	0%
7300	355	Materials and supplies	8000	8000	8000	8000	8000	0 / 100	0	0%
		Totals	241559	245699	245800	270182	290224		-20042	-7%



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 058
KETTLE VALLEY FIRE PROTECTION

PARTICIPANT: Electoral Area 'E' Specified Area

		2016	2017	2017	(OVER)	2018	Increase(Decrease)		2019	2020	2021	2022
		PAGE	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	between 2017 BUDGET and 2018 BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
								\$ %				
REVENUE												
11 830 905	Tax - EA 'E' / Rock Creek	2	0	111,245	111,245	0	147,321	36,076 32.43	149,073	150,859	152,682	154,540
11 210 100	Federal Grant in Lieu	3	0	0	0	0	0	0 0.00	0	0	0	0
11 550 100	Interest Earned on Investments	4	0	0	0	0	0	0 0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	5	0	25,000	25,000	0	0	0	0	0	0	0
11 759 159	Province of BC - Misc. Revenue	6	0	0	0	0	0	0 0.00	0	0	0	0
11 920 002	From General Capital Fund	7	0	740,000	331,756	408,244	400,000	-340,000 -45.95	0	0	0	0
11 921 205	Transfer From Reserves	8	0	0	0	0	0	0 0.00	0	0	0	0
11 911 100	Previous Year's Surplus	9	0	0	0	0	0	0 0.00	0	0	0	0
Total Revenue			0	876,245	468,001	408,244	547,321	-328,924 -37.54	149,073	150,859	152,682	154,540
EXPENDITURE												
12 246 230	Board Fee	10	0	5,000	5,000	0	5,100	100 2.00	5,202	5,306	5,412	5,520
12 246 237	Insurance	11	0	7,000	757	6,243	7,000	0 0.00	7,140	7,283	7,428	7,577
12 246 610	Capital	12	0	765,000	331,756	433,244	400,000	-365,000 -47.71	0	0	0	0
12 246 741	Contribution To Reserves	13	0	5,000	5,000	0	5,000	0 0.00	5,000	5,000	5,000	5,000
12 246 755	Contracted Fire Service	14	0	74,000	48,882	25,118	75,480	1,480 2.00	76,990	78,529	80,100	81,702
12 246 820	Debt - Interest	15	0	0	409	-409	22,200	22,200 0.00	22,200	22,200	22,200	22,200
12 246 830	Debt - Principal	16	0	0	0	0	27,541	27,541 0.00	27,541	27,541	27,541	27,541
12 246 990	Previous Year's Deficit	17	0	0	0	0	0	0 0.00	0	0	0	0
12 246 999	Contingency	18	0	20,245	32,036	-11,791	5,000	-15,245 -75.30	5,000	5,000	5,000	5,000
Total Expenditure			0	876,245	423,841	452,404	547,321	-328,924 -37.54	149,073	150,859	152,682	154,540
Surplus(Deficit)			0		44,160							

Property Tax Requisition

Notes:	Previous Year Budget	111,245
Limit:		
Calculation:		

Name	Federal Grant in Lieu	2017	2018		2019		2020		2021		2022
Account	11 210 100 - 058	Budget	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	-

Name	Interest Earned on Investments	2017	2018		2019		2020		2021		2022
Account	11 550 100 - 058	Budget	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	-

Name	Miscellaneous Revenue	2017	2018		2019		2020		2021		2022
Account	11 590 159 - 058	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Fire Hall - Satelite from GIA	25,000	-		-		-		-		-
	Current Year Budget	25,000	-		-		-		-		-

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

Name	Province of BC - Misc Revenue	2017	2018		2019		2020		2021		2022
Account	11 759 159 - 058	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
					-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account	11 911 100 - 058	Budget	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

Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 246 230 - 058	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Board Fee (2% increase for C.P.I.)	5,000	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412	2.0%	5,520
	Current Year Budget	5,000	5,100		5,202		5,306		5,412		5,520

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Name	Insurance	2017	2018		2019		2020		2021		2022
Account	12 246 237 - 058	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Vehicle & Building Insurance	7,000	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
2	2018 Freightliner M2 Fort Garry (KV2754)		1,426	2.0%	1,455	2.0%	1,484	2.0%	1,513	2.0%	1,544
3	Building Insurance		5,574	2.0%	5,685	2.0%	5,799	2.0%	5,915	2.0%	6,033
	Current Year Budget	7,000	7,000		7,140		7,283		7,428		7,577

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Name	Capital		2017	2018		2019		2020		2021		2022
Account	12 246 610 - 058		Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description		Amount	Amount		Amount		Amount		Amount		Amount
1	Fire Hall - Satellite (Financed 20 Yrs)		340,000	400,000								
2	Class A Pumper - Financed 20 Yrs)		400,000									
3	Fire Hall - Satelite from GIA		25,000									
	Current Year Budget		765,000	400,000		-		-		-		-

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[illegible]

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

\$	5,017.14
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Balance in Reserve Account December 31, 2017
Accounts 34 700 058

Name	Contract - Village of Midway	2017	2018		2019		2020		2021		2022
Account	12 246 755 - 058	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Operating Contract - Village of Midway	74,000	75,480	2.0%	76,990	2.0%	78,529	2.0%	80,100	2.0%	81,702
	Current Year Budget	74,000	75,480		76,990		78,529		80,100		81,702

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Name	Debt - Interest	2017	2018		2019	2020	2021	2022
Account	12 246 820 - 058	Budget	Budget		Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount	Amount	Amount	Amount
1	Fire Hall - Satellite (Spring Payment)	-	5,100		5,100	5,100	5,100	5,100
2	Fire Hall - Satellite (Fall Payment)		5,100		5,100	5,100	5,100	5,100
3	Class A Pumper (Spring Payment)		6,000		6,000	6,000	6,000	6,000
4	Class A Pumper (Fall Payment)		6,000		6,000	6,000	6,000	6,000
	Current Year Budget	-	22,200		22,200	22,200	22,200	22,200

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Name	Debt - Principal		2017	2018	2019	2020	2021	2022	
Account	12 246 830 - 058		Budget	Budget	Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount		Amount		Amount		Amount
1	Fire Hall - Satellite (Fall Payment)		12,654		12,654		12,654		12,654
2	Class A Pumper (Fall Payment)		14,887		14,887		14,887		14,887
	Current Year Budget	-	27,541		27,541		27,541		27,541

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Name		2017	2018		2019		2020		2021		2022
Account	Previous Year's Deficit 12 246 990 - 058	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Name	Contingency	2017	2018		2019		2020		2021		2022
Account	12 246 999 - 058	Budget	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Miscellaneous Administration Expenses	10,000	5,000		5,000		5,000		5,000		5,000
2	Referendum costs	10,245									
Current Year Budget		20,245	5,000		5,000		5,000		5,000		5,000

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 065
ELECTORAL AREA 'E' / WEST BOUNDARY - REGIONAL PARKS & TRAILS SERVICE



	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
							\$	%				
REVENUE												
11 830 905 Property Tax Requisition	2	22,320	31,370	31,370	-0	81,393	50,023	159.46	81,434	85,463	85,492	85,522
11 210 100 Federal Grant in Lieu	3	8	0	13	-13	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserves	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	5	9,031	8	8	0	13	5	63.25	0	0	0	0
Total Revenue		31,359	31,378	31,391	-13	81,406	50,028	159.44	81,434	85,463	85,492	85,522
EXPENDITURE												
12 723 230 Board Fee	6	1,351	1,378	1,378	0	1,406	28	2.03	1,434	1,463	1,492	1,522
12 723 239 Operating Contracts	7	25,000	25,000	25,000	0	20,000	(5,000)	(20.00)	20,000	24,000	24,000	24,000
12 723 741 Contribution To Reserves	8	5,000	5,000	5,000	0	60,000	55,000	1,100.00	60,000	60,000	60,000	60,000
12 723 999 Contingencies	9	0	0	0	0	0	0	0.00	0	0	0	0
12 723 990 Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		31,351	31,378	31,378	0	81,406	50,028	159.44	81,434	85,463	85,492	85,522
Surplus(Deficit)		8		13								

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition 11 830 905 - 065		2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
2017 Actual	Description	Amount	Amount	Amount	Amount	Amount
31,370	Property Tax Requisition	81,393	81,434	85,463	85,492	85,522
	EA 'E' / West Boundary - Regional Parks & Trails					
Current Year Budget		81,393	81,434	85,463	85,492	85,522

Notes:

Previous Year Budget	31,370
Actual to December 31, 2017	31,370
Establishing Bylaw #1414	
No Limit: Initial intent is to provide resources for public access to crown land	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Federal Grant in Lieu	2017	2018	2019	2020	2021	2022
Account	11 210 100 - 065	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	13

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Revenue From Reserves	2017	2018	2019	2020	2021	2022
Account	11 921 205 - 065	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Revenue From Reserves	-	-	-	-	-	-
Current Year Budget		-	-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2017	8

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018	2019	2020	2021	2022
Account	11 911 100 - 065	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	8	13	-	-	-	-
	Current Year Budget	8	13	-	-	-	-

Notes:

Previous Year Budget	8
Actual to December 31, 2017	8

Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 723 230 - 065	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
	Current Year Budget	1,378	1,406		1,434		1,463		1,492		1,522

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Electoral Area 'E' Regional Parks Trails Service

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contracts 12 723 239 - 065	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Consulting/Contractors	25,000	20,000		20,000		24,000		24,000		24,000
2											
Current Year Budget		25,000	20,000		20,000		24,000		24,000		24,000

Notes:

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contribution To Reserves 12 723 741 - 065	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contribution To Reserve Account	5,000	60,000		60,000		60,000		60,000		60,000
Current Year Budget		5,000	60,000		60,000		60,000		60,000		60,000

Notes:

Previous Year Budget	5,000	
Actual to December 31, 2017	5,000	\$36,843.06

Balance in Reserve December 31, 2017
Account Number 34 700 065

Name	Contingencies	2017	2018		2019		2020		2021		2022
Account	12 723 999 - 065	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Provision for unforeseen events	-	-		-		-		-		-
2	Provision for Trails Program										
	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 Deficit	2017	2018	2019	2020	2021	2022
Account	12 723 990 - 065	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

EXHIBIT NO 074
BIG WHITE SECURITY SERVICES

		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
								\$	%				
REVENUE													
11 831 074	Property Tax Requisition	2	223,380	191,592	191,592	-0	181,458	(10,133)	(5.29)	204,761	204,856	204,952	205,051
11 210 100	Federal Grant In Lieu	3	0	104	0	104	104	0	0.00	106	108	110	113
11 911 100	Previous Year's Surplus	4	28,267	17,969	17,969	0	23,210	5,240	29.16	0	0	0	0
Total Revenue			251,647	209,665	209,561	104	204,772	(4,893)	(2.33)	204,867	204,964	205,063	205,163
EXPENDITURE													
12 760 230	Board Fee	5	4,584	4,665	4,665	0	4,748	83	1.78	4,843	4,940	5,039	5,139
12 760 241	Security Accommodation	6	7,376	12,000	671	11,329	2,500	(9,500)	(79.17)	2,500	2,500	2,500	2,500
12 760 239	Operating Contracts	7	217,695	184,000	177,016	6,984	188,524	4,524	2.46	188,524	188,524	188,524	188,524
12 760 999	Contingencies	8	4,023	9,000	4,000	5,000	9,000	0	0.00	9,000	9,000	9,000	9,000
12 760 990	Previous Year's Deficit	9	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			233,678	209,665	186,352	23,313	204,772	(4,893)	(2.33)	204,867	204,964	205,063	205,163
Surplus(Deficit)			17,969		23,210								

Property Tax Requisition
11 831 074 074

Notes:	Previous Year Budget	191,592
Maximum Annual Budget of \$200,000 or \$0.70000/1000 of		
726,217,226	Assessed Values @ \$0.5500/1000 =	\$ 399,419
Establishing Bylaw #1220		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Federal Grant In Lieu	2017	2018		2019		2020		2021		2022
Account	11 210 100 074	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Federal Grant In Lieu	104	104	2.0%	106	2.0%	108	2.0%	110	2.0%	113
Current Year Budget		104	104		106		108		110		113

Notes:

Previous Year Budget	104
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	11 911 100 074	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	17,969	23,210	-	-	-	-
Current Year Budget		17,969	23,210	-	-	-	-

Notes:

Previous Year Budget	17,969
Actual to December 31, 2017	17,969

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Board Fee 12 760 230 074	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	4,155	4,238	2.0%	4,323	2.0%	4,409	2.0%	4,497	2.0%	4,587
2	Climate Change Initiative	510	510	2.0%	520	2.0%	531	2.0%	541	2.0%	552
Current Year Budget		4,665	4,748		4,843		4,940		5,039		5,139

Notes:

Previous Year Budget	4,665
Actual to December 31, 2017	4,665

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Security Accommodation	2017	2018		2019		2020		2021		2022
Account	12 760 241 074	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Accommodations for Security Personnel	12,000	2,500		2,500		2,500		2,500		2,500
2											
Current Year Budget		12,000	2,500		2,500		2,500		2,500		2,500

Notes:	Previous Year Budget	12,000
	Actual to December 31, 2017	671

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contracts 12 760 239 074	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount
	Security Guard Services provided by Securigaurd Services Ltd						
1	High Season Coverage: Nov - April						
	Base contract - six months x \$17,071.42						-
	Vehicle - six months @ \$1,931.67						-
	Condo - six months @ \$551.91						-
2	Low Season Coverage : May - October						
	Base contract - six months x \$11,380.94						-
	Vehicle - six months @ \$1,750						-
	Condo - six months @ \$500						-
3	Contract Provisions: Other Costs						
	Allowance for Overtime						-
	Allowance for Increased Fuel costs						-
	Allowance for contract extension Oct 2013 - 2.5%						-
4	New contract 2016 - 2019	184,000	188,524		188,524		188,524
	Current Year Budget	184,000	188,524		188,524		188,524

102428.52

Notes:	Previous Year Budget	184,000
	Actual to December 31, 2017	177,016
Items #1-3		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contingencies 12 760 999 074	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Provision for unforeseen events	5,000	5,000	5,000	5,000	5,000	5,000
2	Miscellaneous - community policing	4,000	4,000	4,000	4,000	4,000	4,000
Current Year Budget		9,000	9,000	9,000	9,000	9,000	9,000

Notes:	Previous Year Budget	9,000
	Actual to December 31, 2017	4,000
2	Big White Community Policing	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018	2019	2020	2021	2022
Account	12 760 990 074	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

EXHIBIT NO 075
BIG WHITE NOISE CONTROL SERVICE



						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													
11 831 070	Property Tax Requisition	2	1,351	1,378	1,378	0	1,406	28	2.03	1,434	1,463	1,492	1,522
11 159 159	Miscellaneous Income	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	15,000	15,000	15,000	0	15,000	0	0.00	0	0	0	0
11 921 205	Transfer From Reserves	5	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			16,351	16,378	16,378	0	16,406	28	0.17	1,434	1,463	1,492	1,522
EXPENDITURE													
12 762 230	Board Fee	6	1,351	1,378	1,378	0	1,406	28	2.03	1,434	1,463	1,492	1,522
12 762 239	Operating Contracts	7	0	15,000	0	15,000	0	(15,000)	(100.00)	0	0	0	0
12 762 741	Transfer To Reserves	8	0	0	0	0	15,000	15,000	0.00	0	0	0	0
12 762 999	Contingencies	9	0	0	0	0	0	0	0.00	0	0	0	0
12 762 990	Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			1,351	16,378	1,378	15,000	16,406	28	0.17	1,434	1,463	1,492	1,522
Surplus(Deficit)			15,000		15,000								

Property Tax Requisition
11 831 070 - 075

Notes:	Previous Year Budget	1,378
	Actual to December 31, 2016	1,378
Establishing Bylaw #1386		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Income	2017	2018	2019	2020	2021	2022
Account	11 590 159 - 075	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Income	-	-	-	-	-	-
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 - 075	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	15,000	15,000	-	-	-	-
Current Year Budget		15,000	15,000	-	-	-	-

Notes:

Previous Year Budget	15,000
Actual to December 31, 2017	15,000

Name	Transfer From Reserves	2017	2018		2019		2020		2021		2022
Account	11 921 205 - 075	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

Name	Board Fee	2017	2018	2019	2020	2021	2022
Account	12 762 230 - 075	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
Current Year Budget		1,378	1,406	1,434	1,463	1,492	1,522

Notes:

Previous Year Budget	1,378
Actual to December 31, 2017	1,378

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contracts 12 762 239 - 075	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Noise Control Adjudication software and setup	15,000	-								
Current Year Budget		15,000	-		-		-		-		-

Notes:

Previous Year Budget	15,000
Actual to December 31, 2017	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Transfer To Reserves	2017	2018	2019	2020	2021	2022
Account	12 762 741 - 075	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Transfer to Reserves	-	15,000	-	-	-	-
Current Year Budget		-	15,000	-	-	-	-

Notes:

Previous Year Budget	-	
Actual to December 31, 2017	-	\$46,610.42

Balance in Reserve December 31, 2017
Account Number 34 700 075

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contingencies 12 762 999 - 075	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Provision for unforeseen events	-	-	-	-	-	-
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 Deficit	2017	2018	2019	2020	2021	2022
Account	12 762 990 - 075	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

EXHIBIT NO 019
BEAVER VALLEY - PARKS & TRAILS

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

	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
							\$	%				
REVENUE												
Property Tax Requisition	2	747,410	747,250	747,250	(0)	726,796	(20,454)	(2.74)	766,643	808,383	778,429	843,952
11 210 100 Federal Grant in Lieu	3	834	900	989	(89)	900	0	0.00	918	936	955	974
11 210 174 Federal Government Grant (Rinc)	4	0	0	0	0	0	0	0.00	0	0	0	0
11 400 ??? User Fees	5	0	0	0	0	0	0	0.00	0	0	0	0
11 400 ??? User Fees	6	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159 Miscellaneous	7	152,470	10,000	35,301	(25,301)	150,000	140,000	1,400.00	0	0	0	0
11 920 002 From General Capital Fund	8	0	0	0	0	40,000	40,000	0.00	560,000	0	0	0
11 921 205 Transferred From Reserve	9	7,000	100,000	4,142	95,858	100,000	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	10	157,818	84,020	84,019	0	72,747	(11,272)	(13.42)	0	0	0	0
Total Revenue		1,065,532	942,169	871,701	70,469	1,090,443	148,274	15.74	1,327,561	809,320	779,384	844,926
EXPENDITURE												
12 709 100 Village of Fruitvale Recreation	11	147,222	144,553	144,553	0	148,108	3,555	2.46	147,070	151,153	155,358	163,188
12 709 111 Beaver Valley Public Library	12	184,432	190,275	190,275	0	195,983	5,708	3.00	201,863	207,919	214,156	220,581
12 709 230 Board Fee	13	11,569	11,776	11,776	0	11,987	211	1.79	12,227	12,471	12,721	12,975
12 709 237 Insurance	14	0	0	0	0	568	568	0.00	591	591	603	615
12 709 239 Operating Contract	15	2,470	0	29,974	(29,974)	145,000	145,000	0.00	0	0	0	0
12 709 252 Building Maintenance	16	28,156	18,000	19,985	(1,985)	0	(18,000)	(100.00)	0	0	0	0
12 709 500 Village of Montrose Recreation	17	58,927	57,321	57,486	(165)	56,065	(1,256)	(2.19)	56,907	58,282	59,489	60,846
12 709 611 Capital Projects	18	327,736	208,000	41,749	166,251	213,000	5,000	2.40	596,500	23,000	8,500	55,000
12 709 612 Equipment Replacement	19	12,865	10,870	17,886	16,016	10,732	(138)	(1.27)	7,226	0	0	0
12 709 700 BV Recreation Subsidy Program	20	125,135	125,000	124,845	155	125,000	0	0.00	125,000	125,000	125,000	125,000
12 709 716 Other Grants	21	3,000	20,450	4,142	16,308	35,000	14,550	71.15	5,100	5,202	5,306	5,412
12 709 741 Contribution to Reserves	22	0	63,000	63,359	(359)	12,000	(51,000)	(80.95)	113,000	10,000	10,000	10,000
12 709 750 Municipal Capital Grants	23	80,000	92,924	92,924	0	129,000	36,076	38.82	48,625	85,500	60,000	65,000
12 709 811 Interest Expense	24	0	0	0	0	0	0	0.00	5,292	9,878	7,762	5,650
12 709 830 Principal Payments	25	0	0	0	0	0	0	0.00	0	112,000	112,000	112,000
12 709 840 Vehicle Financing	26	0	0	0	0	8,000	8,000	0.00	8,160	8,323	8,490	8,659
12 709 990 Previous Year's Deficit	27	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		981,512	942,169	798,953	143,216	1,090,443	148,274	15.74	1,327,561	809,320	779,384	844,926
Surplus(Deficit)		84,020		72,747								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition		2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
2017 Actual	Description	Amount	Amount	Amount	Amount	Amount
155,165	11 830 100 - 019 Fruitvale	161,766	170,635	179,925	173,258	187,842
86,360	11 830 500 - 019 Montrose	80,482	84,894	89,516	86,199	93,455
505,725	11 830 901 - 019 Electoral Area 'A'	484,549	511,114	538,942	518,972	562,656
747,250	Sum	726,796	766,643	808,383	778,429	843,952
	This Year Requisition	726,796	766,643	808,383	778,429	843,952
	Total Requisition	726,796	766,643	808,383	778,429	843,952

Notes:

Beaver Valley Arena Exhibit 020-011	424,750
Beaver Valley Recreation Exhibit 020-013	218,711
TOTAL REQUISITION	1,370,257

OK

New Services established in 2009 for the Beaver Valley
Maximum Requisition Limit: \$1,400,000.00

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Federal Grant In Lieu 11 210 100 019	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	900	900	2.0%	918	2.0%	936	2.0%	955	2.0%	974
Current Year Budget		900	900		918		936		955		974

Notes:	Previous Year Budget	900
	Actual to December 31, 2017	989

Name	Federal Government Grant	2017	2018		2019		2020		2021		2022
Account	11 210 174 - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		-	-								
	Current Year Budget	-	-		-		-		-		-

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Name	User Fees	2017	2018		2019		2020		2021		2022
Account	11 400 ??? - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	User Fees	-	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
	Current Year Budget	-	-		-		-		-		-

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Name	User Fees	2017	2018		2019		2020		2021		2022
Account	11 400 ??? - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	User Fees	-	-	3.0%	-	3.0%	-	3.5%	-	4.0%	-
	Current Year Budget	-	-		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018		2019		2020		2021		2022
Account	11 590 159 - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Miscellaneous Revenue	-	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
2	CBT Grant - Skate Park										
3	Gas Tax Grant - Electrical Upgrade BVFP	10,000									
4	Western Insurance Grant - meeting room		5,000								
5	WAX Legacy Arbour		145,000								
Current Year Budget		10,000	150,000		-		-		-		-

Notes:	Previous Year Budget	10,000
	Actual to December 31, 2017	35,301

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	From General Capital Fund 11 920 002 - 019	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	MFA - Loan Proceeds - Roof replacement Arena	-	-		560,000						
2	MFA - Loan Proceeds - F350 Service Truck		40,000								
Current Year Budget		-	40,000		560,000		-		-		-

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

Name	Transferred From Reserves	2017	2018		2019		2020		2021		2022
Account	11 921 205 - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer from Reserves (Chiller Replacement)	100,000	100,000								
	Current Year Budget	100,000	100,000		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018	2019	2020	2021	2022
Account	11 911 100 019	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	84,020	72,747	-	-	-	-
	Current Year Budget	84,020	72,747	-	-	-	-

Notes:

Previous Year Budget	84,020
Actual to December 31, 2017	84,019

Name	Village of Fruitvale - Recreation	2017	2018	2019	2020	2021	2022
Account	12 709 100 - 019	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Memorial Hall	83,475	86,940	88,663	91,056	93,521	96,059
2	Parks & Playfields	44,258	44,258	40,930	42,035	43,173	47,845
3	Age Friendly Subsidy Requested	33,820	34,910	36,017	37,158	38,333	39,543
4	Less: User Fees	(17,000)	(18,000)	(18,540)	(19,096)	(19,669)	(20,259)
	Current Year Budget	144,553	148,108	147,070	151,153	155,358	163,188

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Beaver Valley Public Library	2017	2018		2019		2020		2021		2022
Account	12 709 111 - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Operating Expenses	190,275	195,983		201,863		207,919		214,156		220,581
Current Year Budget		190,275	195,983		201,863		207,919		214,156		220,581

Notes:

Previous Year Budget	190,275
Actual to December 31, 2017	190,275



Name	Board Fee	2017	2018	2019	2020	2021	2022
Account	12 709 230 - 019	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	Board Fee (2% increase for C.P.I.)	10,552	10,763	2.0%	10,978	2.0%	11,198
2	Carbon Offset & Climate Change Initiatives	1,224	1,224	2.0%	1,248	2.0%	1,273
	Current Year Budget	11,776	11,987		12,227		12,471
							12,721
							12,975

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Name	Insurance	2017	2018	2019	2020	2021	2022
Account	12 709 237 - 019	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	Montrose Skatepark		568	2.0%	579	2.0%	603
	Current Year Budget	-	568		579		603
							615

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Name	Operating Contract	2017	2018		2019		2020		2021		2022
Account	12 709 239 - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	WAX Legacy Arbour		145,000								
	Current Year Budget	-	145,000		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	29,974
2017 amount one off - flow through of Kiwanis Canada Day celebration		

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Name	Village of Montrose - Recreation
Account	12 709 500 - 019

Notes:	Previous Year Budget	57,321
	Actual to December 31, 2017	57,486

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Capital Projects	2017	2018	2019	2020	2021	2022
Account	12 709 611 - 019	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	Chiller Replacement	100,000	100,000	R			
2	RC Control System (Plant)	15,000	15,000	C			
3	Mazzochi Park Irrigation Replacement/Upgrade	25,000					
4	Turf Remediation at Mazzochi Park	3,000					
5	Bosch Water Heaters	12,000					
6	Transfer of Ford Escape from Admin	8,000					
7	Electrical Upgrade at BVFP	20,000					
8	Office Upgrade	10,000	5,000				
9	Architectural Fees for Chillers	15,000	15,000	C			
10	Architectural & Engineering Fees for Roof		28,000	C			
11	Campground Upgrades		10,000	C			
12	Arena Roof Replacement			560,000	S		
13	Asphalt Replacement			23,000	C		
14	Swing Set & Excavation Work at BVFP			13,500			
15	Domestic Hotwater Tanks				23,000		
16	Skate Sharpener					8,500	
17	F350 Service Truck		40,000	S			
18	Upgrade Public Washrooms in Arena						15,000
19	Replace Rubber Flooring in Arena						40,000
	Current Year Budget	208,000	213,000		596,500	23,000	8,500
							55,000

Notes:	Previous Year Budget	208,000
	Actual to December 31, 2017	41,749
Item #1	Includes Architectural and Engineering Fees (\$13,500)	

Sources of Funding Capital Projects:
D = Debenture Borrowing
R = Reserves
C = Current Revenues
S = Short Term Borrowing
G = Grant

Name	Equipment Replacement	2017	2018		2019		2020		2021		2022
Account	12 709 612- 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	MFA Lease #20085 Munters Dehumidifier	10,870	10,732		7,226						
	Current Year Budget	10,870	10,732		7,226		-		-		-

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Name	BV Recreation Subsidy Program	2017	2018	2019	2020	2021	2022
Account	12 709 700 - 019	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount		Amount		Amount
1	BVR Subsidy Program	125,000	125,000		125,000		125,000
2							
	Current Year Budget	125,000	125,000		125,000		125,000

Name	Other Grants to Recreation Organizations	2017	2018	2019		2020		2021		2022	
Account	12 709 716 - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Grants to Other Recreation Societies	5,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
2	Other Miscellaneous Costs	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
3	Beaver Valley Trails Development	15,450	30,000	2.0%	-	2.0%	-	2.0%	-	2.0%	-
4											
	Current Year Budget	20,450	35,000		5,100		5,202		5,306		5,412

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Name	Contribution to Reserves	2017	2018		2019		2020		2021		2022
Account	12 709 741 - 019	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Contribution to Reserves	63,000	12,000		113,000		10,000		10,000		10,000
	Current Year Budget	63,000	12,000		113,000		10,000		10,000		10,000

Notes:	Previous Year Budget	63,000
	Actual to December 31, 2017	63,359

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Balance in Reserve December 31, 2017
Account # 34 700 019

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Name	Interest Expense	2017	2018	2019	2020	2021	2022				
Account	12 709 811 - 019	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Roof Replacement and Flat Roof Tops	-	-		5,292		9,878		7,762		5,650
	Current Year Budget	-	-		5,292		9,878		7,762		5,650

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Principal Payments 12 709 830 - 019	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Roof Replacement and Flat Roof Tops	-	-	-	112,000	112,000	112,000
2							
Current Year Budget		-	-	-	112,000	112,000	112,000

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Vehicle Financing 12 709 840 - 019	2017 Prior Year	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	F350 Service Truck	-	8,000	2.0% 8,160	2.0% 8,323	2.0% 8,490	2.0% 8,659
Current Year Budget		-	8,000	8,160	8,323	8,490	8,659

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

Name	Previous Year's Deficit		2017	2018		2019		2020		2021		2022
Account	12 709 990 - 019	Prior Year	Budget			Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount			Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-	-			-		-		-		-
	Current Year Budget	-	-			-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 020 - 011
BEAVER VALLEY ARENA

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

	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
							\$	%				
REVENUE												
Property Tax Requisition	2	338,130	371,577	371,577	(0)	424,750	53,173	14.31	376,527	367,917	374,631	382,182
Federal Grant In Lieu	3	366	200	473	(273)	500	300	150.00	500	500	500	500
Skate Sharpening	4	3,305	2,381	2,496	(115)	2,381	0	0.00	2,429	2,477	2,527	2,577
Concession Revenue	5	36,399	46,589	38,824	7,764	46,589	0	0.00	47,520	48,471	49,440	50,429
Photocopying	6	1,134	1,000	948	52	1,000	0	0.00	1,020	1,040	1,061	1,082
Vending Machine Revenue	7	2,257	2,500	1,487	1,013	2,500	0	0.00	2,550	2,601	2,653	2,706
Ice Surface Rental	8	116,007	100,425	118,894	(18,469)	111,000	10,575	10.53	113,220	115,484	117,794	120,150
Admissions Arena	9	3,018	2,485	2,623	(139)	2,485	0	0.00	2,534	2,585	2,637	2,690
Public Skate - Bulk Ticket	10	0	0	0	0	0	0	0.00	0	0	0	0
Tiny Tot Lessons	11	80	1,035	645	390	1,035	0	0.00	1,056	1,077	1,098	1,120
Miscellaneous	12	1,834	2,000	1,312	688	2,000	0	0.00	2,000	2,000	2,000	2,000
Previous Year's Surplus	13	37,408	10,799	10,799	(0)	0	(10,799)	(100.00)	0	0	0	0
Transfer From Reserve	14	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		539,940	540,990	550,079	(9,088)	594,239	53,249	9.84	549,357	544,153	554,341	565,437
EXPENDITURE												
Salaries & Benefits	15	289,655	283,936	319,935	(35,998)	297,150	13,214	4.65	303,153	309,337	315,649	322,090
Telephone	16	3,214	3,210	2,218	992	3,210	0	0.00	3,274	3,340	3,406	3,475
Advertising	17	2,111	1,656	41	1,616	1,656	0	0.00	1,690	1,723	1,758	1,793
Board Fee	18	12,543	12,750	12,750	0	12,961	211	1.65	13,220	13,485	13,754	14,029
Staff Education & Training	19	4,707	4,139	5,836	(1,697)	207	(3,932)	(95.00)	1,921	2,695	1,780	1,816
Insurance	20	11,690	9,249	10,004	(755)	9,370	121	1.31	9,557	9,749	9,944	10,142
Building Equip Maintenance	21	8,805	10,000	11,078	(1,078)	10,000	0	0.00	10,200	10,404	10,612	10,824
Office Equip & Furniture	22	2,716	2,628	2,355	273	3,628	1,000	38.05	1,845	1,882	1,919	1,958
Office Supplies	23	800	1,035	1,465	(430)	1,035	0	0.00	1,056	1,077	1,098	1,120
Building Maintenance	24	23,414	16,141	25,289	(8,128)	19,141	3,000	18.59	19,524	19,915	20,313	20,719
Janitorial Supplies	25	3,973	6,626	3,579	3,047	6,626	0	0.00	6,759	6,894	7,032	7,172
Concession Supplies	26	17,175	30,024	24,548	5,476	25,000	(5,024)	(16.73)	25,500	26,010	26,530	27,061
Concession Contract	27	12,302	12,942	12,250	692	12,942	0	0.00	13,201	13,465	13,734	14,009
Vending Supplies	28	2,435	2,589	1,381	1,208	2,589	0	0.00	2,641	2,694	2,747	2,802
Employee Equip & Uniform	29	1,696	1,165	2,022	(857)	1,500	336	28.81	1,530	1,561	1,591	1,622
Utilities - Sewer & Water	30	1,509	1,800	1,777	23	1,800	0	0.00	1,836	1,873	1,910	1,948
Utilities - Heating Fuel	31	14,837	18,000	13,294	4,706	15,000	(3,000)	(16.67)	15,300	15,606	15,918	16,236
Utilities - Electricity	32	55,989	55,000	59,125	(4,125)	60,000	5,000	9.09	61,200	62,424	63,672	64,946
Utilities - Refuse	33	6,971	5,000	8,156	(3,156)	7,000	2,000	40.00	7,140	7,283	7,428	7,577
Grounds Maintenance	34	2,905	2,500	3,473	(973)	2,500	0	0.00	2,550	2,601	2,653	2,706
Equipment Replacement	35	24,971	33,471	27,727	5,744	30,647	(2,824)	(8.44)	22,596	6,000	6,000	6,000
Zamboni Operation	36	2,756	3,500	3,458	42	4,000	500	14.29	4,080	4,162	4,245	4,330
Zamboni Repairs & Maintenance	37	6,039	6,500	8,532	(2,032)	7,000	500	7.69	7,140	7,283	7,428	7,577
Vehicle Operation & Maintenance	38	12,040	14,629	13,096	1,533	11,641	(2,988)	(20.43)	7,345	7,492	7,641	7,794
Build Equip. - R&M Refrigeration	39	3,239	2,500	20,348	(17,848)	5,000	2,500	100.00	5,100	5,202	5,306	5,412
Cashier Contract	40	650	0	0	0	0	0	0.00	0	0	0	0
Contribution to Reserve	41	0	0	0	0	0	0	0.00	0	0	0	0
Previous Year's Deficit	42	0	0	0	0	42,635	42,635	0.00	0	0	0	0
Loss on Disposal of Assets	43	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		529,141	540,990	592,714	(51,724)	594,239	53,249	9.84	549,357	544,153	554,341	565,437
Surplus(Deficit)		10,799		-42,635								

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
77,157	11 830 100 020 011 Fruitvale	94,538	83,805	81,889	83,383	85,064
42,943	11 830 500 020 011 Montrose	47,035	41,695	40,741	41,485	42,321
251,477	11 830 901 020 011 Electoral Area 'A'	283,177	251,028	245,287	249,763	254,798
371,577		424,750	376,527	367,917	374,631	382,182
	This Year Requisition	424,750	376,527	367,917	374,631	382,182
	Total Requisition	424,750	376,527	367,917	374,631	382,182

Notes:

Name	Federal Grant In Lieu	2017	2018		2019		2020		2021		2022
Account	11 210 100 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Federal Grant In Lieu	200	500		500		500		500		500
	Current Year Budget	200	500		500		500		500		500

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Concession Revenue	2017	2018	2019	2020	2021	2022				
Account	11 400 507 020 011	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
020	Public Skate	3,106	3,106	2.0%	3,168	2.0%	3,231	2.0%	3,296	2.0%	3,362
021	Minor Hockey	17,600	17,600	2.0%	17,952	2.0%	18,311	2.0%	18,677	2.0%	19,051
022	BV Nite Hawks	19,774	19,774	2.0%	20,170	2.0%	20,573	2.0%	20,985	2.0%	21,404
023	Special Events	5,073	5,073	2.0%	5,174	2.0%	5,278	2.0%	5,383	2.0%	5,491
024	Skate Club	1,035	1,035	2.0%	1,056	2.0%	1,077	2.0%	1,099	2.0%	1,121

Notes:

Previous Year Budget	46,589
Actual to December 31, 2017	38,824

Name	Photocopying	2017	2018		2019		2020		2021		2022
Account	11 400 510 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Photocopying	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
	Current Year Budget	1,000	1,000		1,020		1,040		1,061		1,082

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Vending Machine Revenue	2017	2018		2019		2020		2021		2022
Account	11 400 512 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Approximately double the cost of supplies	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%	2,706

Notes:

Previous Year Budget	2,500
Actual to December 31, 2017	1,487

Name	Ice Surface Rental	2017	2018		2019		2020		2021		2022
Account	11 530 351 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Youth	58,495	63,000	2.0%	64,260	2.0%	65,545	2.0%	66,856	2.0%	68,193
2	Adult	19,775	22,000	2.0%	22,440	2.0%	22,889	2.0%	23,347	2.0%	23,814
3	Nite Hawks	10,518	12,000	2.0%	12,240	2.0%	12,485	2.0%	12,734	2.0%	12,989
4	School rentals	1,761	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
5	Misc. Rentals	9,877	12,000	2.0%	12,240	2.0%	12,485	2.0%	12,734	2.0%	12,989
	Current Year Budget	100,425	111,000		113,220		115,484		117,794		120,150

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Name	Admissions Arena	2017	2018		2019		2020		2021		2022
Account	11 530 356 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Child	1,812	1,812	2.0%	1,848	2.0%	1,885	2.0%	1,922	2.0%	1,961
2	Adult	518	518	2.0%	529	2.0%	539	2.0%	550	2.0%	561
3	Morning Skate	155	155	2.0%	158	2.0%	161	2.0%	165	2.0%	168
	Current Year Budget	2,485	2,485		2,534		2,585		2,637		2,690

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Name	Tiny Tot Lessons	2017	2018		2019		2020		2021		2022
Account	11 530 363 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Tiny Tot Lessons	1,035	1,035	2.0%	1,056	2.0%	1,077	2.0%	1,098	2.0%	1,120
	Current Year Budget	1,035	1,035		1,056		1,077		1,098		1,120

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Name	Miscellaneous	2017	2018		2019	2020	2021	2022	
Account	11 590 159 020 011	Prior Year	Budget		Budget	Budget	Budget	Budget	
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount
1	Misc. revenue	-	-	2.0%	-	2.0%	-	2.0%	-
2	Advertising Revenue BV Nitehawks	2,000	2,000		2,000		2,000		2,000
	Current Year Budget	2,000	2,000		2,000		2,000		2,000

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Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account	11 911 100 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	10,799	-		-		-		-		-
	Current Year Budget	10,799	-		-		-		-		-

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Name		2017	2018		2019		2020		2021		2022
Account	Transfer From Reserve 11 921 205 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1		-	-		-		-		-		-
	Current Year Budget	-	-		-		-		-		-

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Name	Salaries & Benefits
Account	12 715 111 020 011

Notes:	Previous Year Budget	283,936
	Actual to December 31, 2017	319,935
Note #1	Manager's salary split 54% GTCC, 27% BV Arena, 9% Recreation, 10% General Admin	
Note #2	Rec Secretary salary split 20% GTCC, 50% BV Arena, 30% Recreation	

Name	Telephone	2017	2018		2019		2020		2021		2022
Account	12 715 213 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - telephone	3,210	3,210	2.0%	3,274	2.0%	3,340	2.0%	3,406	2.0%	3,475
	Current Year Budget	3,210	3,210		3,274		3,340		3,406		3,475

	Actual to December 31, 2017	2,218

Name	Advertising	2017	2018		2019		2020		2021		2022
Account	12 715 221 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	1/2 cost for one brochure	776	776	2.0%	792	2.0%	808	2.0%	824	2.0%	840
2	1/2 cost of monthly newsletter	466	466	2.0%	475	2.0%	485	2.0%	494	2.0%	504
3	Misc. Advertising, i.e. newspaper & radio	414	414	2.0%	422	2.0%	431	2.0%	439	2.0%	448
	Current Year Budget	1,656	1,656		1,690		1,723		1,758		1,793

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Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 715 230 020 011	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.)	10,552	10,763	2.0%	10,978	2.0%	11,198	2.0%	11,422	2.0%	11,650
2	Carbon Offset & Climate Change Initiatives	2,198	2,198	2.0%	2,242	2.0%	2,287	2.0%	2,333	2.0%	2,379
	Current Year Budget	12,750	12,961		13,220		13,485		13,754		14,029

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Name	Staff Education & Training	2017	2018	2019	2020	2021	2022			
Account	12 715 234 020 011	Prior Year	Budget	Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%
1	Refrigeration Operator Course x1	3,000		2.0%		2.0%	-	2.0%	-	2.0%
2	Arena Ice Making Course x1			2.0%	1,500	2.0%	1,530	2.0%	1,561	2.0%
3	Propane Training x1	207	207	2.0%	211	2.0%	215	2.0%	220	2.0%
4	Level One First Aid Training x5			2.0%	210	2.0%		2.0%		2.0%
5	AED Training x5	932		2.0%		2.0%	950	2.0%		2.0%
	Current Year Budget	4,139	207		1,921		2,695		1,780	

Notes:	Previous Year Budget	4,139
	Actual to December 31, 2017	5,836

[illegible]

Name	Building Equipment Maintenance	2017	2018		2019		2020		2021		2022
Account	12 715 246 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Repairs and upkeep to doors, locks, windows,	10,000	10,000	2.0%	10,200	2.0%	10,404	2.0%	10,612	2.0%	10,824
	flooring, gates, bleachers furnaces, concessions, etc										
	Current Year Budget	10,000	10,000		10,200		10,404		10,612		10,824

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Name	Office Equipment	2017	2018		2019		2020		2021		2022
Account	12 715 247 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Office equipment & furniture.	828	828	2.0%	845	2.0%	862	2.0%	879	2.0%	897
2	CLASS Recreation Software Maintenance and Support Agreement	1,800	1,800								
3	Book King Software Maintenance		1,000		1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061
	Current Year Budget	2,628	3,628		1,845		1,882		1,919		1,958

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Name	Office Supplies	2017	2018		2019		2020		2021		2022
Account	12 715 251 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Office Supplies	1,035	1,035	2.0%	1,056	2.0%	1,077	2.0%	1,098	2.0%	1,120
	Current Year Budget	1,035	1,035		1,056		1,077		1,098		1,120

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Name	Building Maintenance	2017	2018		2019		2020		2021		2022
Account	12 715 252 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Hardware maintenance	12,000	15,000	2.0%	15,300	2.0%	15,606	2.0%	15,918	2.0%	16,236
2	Ice Paint	2,071	2,071	2.0%	2,112	2.0%	2,154	2.0%	2,197	2.0%	2,241
3	Cleaning Arena Boards	2,071	2,071	2.0%	2,112	2.0%	2,154	2.0%	2,197	2.0%	2,241
	Current Year Budget	16,141	19,141		19,524		19,915		20,313		20,719

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Name	Janitorial Supplies	2017	2018		2019		2020		2021		2022
Account	12 715 270 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Building janitor supplies	6,626	6,626	2.0%	6,759	2.0%	6,894	2.0%	7,032	2.0%	7,172
	Current Year Budget	6,626	6,626		6,759		6,894		7,032		7,172

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Name	Concession Supplies	2017	2018		2019		2020		2021		2022
Account	12 715 510 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Concession supplies	30,024	25,000	2.0%	25,500	2.0%	26,010	2.0%	26,530	2.0%	27,061
	Based on Previous years actual projections										
	Current Year Budget	30,024	25,000		25,500		26,010		26,530		27,061

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Name	Concession Contract	2017	2018		2019		2020		2021		2022
Account	12 715 511 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Concession contract	12,942	12,942	2.0%	13,201	2.0%	13,465	2.0%	13,734	2.0%	14,009
	Current Year Budget	12,942	12,942		13,201		13,465		13,734		14,009

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Name	Vending Supplies	2017	2018		2019		2020		2021		2022
Account	12 715 515 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Soft drinks vending	2,589	2,589	2.0%	2,641	2.0%	2,694	2.0%	2,747	2.0%	2,802
	Current Year Budget	2,589	2,589		2,641		2,694		2,747		2,802

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Name	Employee Equipment & Uniforms	2017	2018		2019		2020		2021		2022
Account	12 715 541 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Employee safety equip. etc.	740	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
2	Recreation Personnel Uniforms	425	500	2.0%	510	2.0%	520	2.0%	800	2.0%	816
	Current Year Budget	1,165	1,500		1,530		1,561		1,861		1,898

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Utilities	2017	2018	2019		2020		2021		2022	
Account	12 715 551 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - sewer, water, and cable.	1,800	1,800	2.0%	1,836	2.0%	1,873	2.0%	1,910	2.0%	1,948

Notes:

Previous Year Budget	1,800
Actual to December 31, 2017	1,777
Water rates in Fruitvale could have a significant increase	
when the new water system goes ahead.	

Name	Utilities - Heating Fuel	2017	2018		2019		2020		2021		2022
Account	12 715 552 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - Natural Gas	18,000	15,000	2.0%	15,300	2.0%	15,606	2.0%	15,918	2.0%	16,236
	Current Year Budget	18,000	15,000		15,300		15,606		15,918		16,236

Name		2017	2018		2019		2020		2021		2022
Account	Utilities - Electricity 12 715 553 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - electricity	55,000	60,000	2.0%	61,200	2.0%	62,424	2.0%	63,672	2.0%	64,946
	Current Year Budget	55,000	60,000		61,200		62,424		63,672		64,946

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Utilities - Refuse	2017	2018	2019	2020	2021	2022				
Account	12 715 559 020 011	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - Refuse	5,000	7,000	2.0%	7,140	2.0%	7,283	2.0%	7,428	2.0%	7,577

Notes:

Previous Year Budget	5,000
Actual to December 31, 2017	8,156

Name	Grounds Maintenance	2017	2018	2019	2020	2021	2022				
Account	12 715 606 020 011	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Grounds maintenance	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%	2,706
	Current Year Budget	2,500	2,500		2,550		2,601		2,653		2,706

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Name	Equipment Replacement	2017	2018		2019		2020		2021		2022
Account	12 715 612 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Allowance for Equipment Repairs/replacement	6,000	6,000		6,000		6,000		6,000		6,000
2	MFA Lease #20072 Zamboni (\$2,080.91 Monthly)	24,971	24,647		16,596						
	Current Year Budget	30,971	30,647		22,596		6,000		6,000		6,000

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Name	Zamboni Operation	2017	2018		2019		2020		2021		2022
Account	12 715 650 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Ice equipment operating supplies	3,500	4,000	2.0%	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330
	Current Year Budget	3,500	4,000		4,080		4,162		4,245		4,330

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Zamboni Maintenance	2017	2018	2019	2020	2021	2022			
Account	12 715 654 020 011	Prior Year	Budget	Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%
1	Ice equipment repairs	6,500	7,000	2.0%	7,140	2.0%	7,283	2.0%	7,428	2.0%

Notes:

Previous Year Budget	6,500
Actual to December 31, 2017	8,532

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Vehicle Operating & Maintenance	2017	2018		2019		2020		2021		2022
Account	12 715 658 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Vehicle operation	5,798	5,798	2.0%	5,914	2.0%	6,032	2.0%	6,153	2.0%	6,276
2	Vehicle Insurance (2013 Ford F150 - LG2965)	2,000	508	2.0%	518	2.0%	529	2.0%	539	2.0%	550
3	Vehicle Insurance (2008 Ford Escape - 332ENL)	863	895	2.0%	913	2.0%	931	2.0%	950	2.0%	969
4	Equip Loan #0004-0 - '13 Ford F150 (\$491.92/Mo)	5,968	4,440								-
	Final Payment 28/08/2018										
Current Year Budget		14,629	11,641		7,345		7,492		7,641		7,794

Notes:		Previous Year Budget	14,629
		Actual to December 31, 2017	13,096
Item #4	Truck Lease #9878 \$497.26 per month x 12 months		
	Refinanced MFA Equip Loan #0004-0 @ February 28, 2017 - \$491.92/Month		
	Final Payment Due September 30, 2018		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Building Equipment R&M Refridgeration	2017	2018	2019	2020	2021	2022				
Account	12 715 664 020 011	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Ice plant repairs & maintenance.	2,500	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412

Notes:

Previous Year Budget	2,500
Actual to December 31, 2017	20,348

Name	Cashier Contract	2017	2018		2019		2020		2021		2022
Account	12 715 716 020 011	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Cashier contract	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
	Current Year Budget	-	-		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contribution to Reserve 12 715 741 020 011	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1					-		-		-		-
Current Year Budget		-	-		-		-		-		-

Notes:	Previous Year Budget	-	\$19,259.28	Balance in Reserve December 31, 2017 Account Number 34 700 011
	Actual to December 31, 2017	-		

Name	Previous Year's Deficit	2017	2018		2019	2020	2021	2022			
Account	12 715 990 020 011	Prior Year	Budget		Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Previous Year's Deficit	-	42,635		-		-		-		-
	Current Year Budget	-	42,635		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Loss on Disposal of Assets	2017	2018		2019		2020		2021		2022
Account	12 715 915 020 011	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

EXHIBIT NO 020 - 013
BEAVER VALLEY RECREATION

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'



BEAVER VALLEY RECREATION						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												
Property Tax Requisition	2	189,130	215,926	215,926	0	218,711	2,785	1.29	208,066	211,137	214,290	218,526
11 210 100 Federal Grant in Lieu	3	202	0	270	(270)	250	250	0.00	250	250	250	250
11 400 310 Marsh Crk. Park Space Rent	4	2,652	4,000	4,618	(618)	5,000	1,000	25.00	6,000	7,000	8,000	8,000
11 400 400 Equipment Rental	5	0	0	0	0	0	0	0.00	0	0	0	0
11 400 402 Adult Programming	6	13,670	15,000	16,350	(1,350)	15,000	0	0.00	15,300	15,606	15,918	16,236
11 400 420 Youth Programming	7	8,484	10,000	7,603	2,397	10,000	0	0.00	10,200	10,404	10,612	10,824
11 590 159 Miscellaneous	8	2,050	2,139	2,363	(224)	2,139	0	0.00	2,162	2,185	2,209	2,233
11 911 100 Previous Year's Surplus	9	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		216,187	247,065	247,130	(65)	251,101	4,035	1.63	241,978	246,583	251,279	256,070
EXPENDITURE												
12 718 111 Salaries & Benefits	10	158,868	165,429	168,934	(3,505)	172,262	6,833	4.13	172,617	176,070	179,591	183,183
12 718 213 Telephone	11	1,626	1,761	1,626	135	1,761	0	0.00	1,796	1,832	1,869	1,906
12 718 221 Advertising	12	6,835	4,856	6,125	(1,269)	6,000	1,144	23.56	6,120	6,242	6,367	6,495
12 718 230 Board Fee	13	11,569	11,776	11,776	0	11,987	211	1.79	12,227	12,471	12,721	12,975
12 718 234 Staff Education & Training	14	150	0	234	(234)	0	0	0.00	0	0	0	0
12 718 240 Memberships	15	115	518	115	403	518	0	0.00	528	539	550	561
12 718 241 Commission Expense	16	0	518	0	518	518	0	0.00	528	539	550	561
12 718 243 Space Rental	17	3,348	4,000	2,723	1,277	4,000	0	0.00	4,080	4,162	4,245	4,330
12 718 247 Office Equipment	18	3,049	5,250	2,956	2,294	4,250	(1,000)	(19.05)	4,250	4,250	4,250	4,250
12 718 251 Office Supplies	19	402	725	269	456	725	0	0.00	740	754	769	785
12 718 253 Ground Equip Maintenance	20	2,185	2,400	1,124	1,276	2,400	0	0.00	2,448	2,497	2,547	2,598
12 718 293 Program Supplies - Special Event	21	9,164	8,000	11,729	(3,729)	10,000	2,000	25.00	10,200	10,404	10,612	10,824
12 718 294 Program Supplies - Summer	22	2,952	3,000	3,339	(339)	3,500	500	16.67	3,570	3,641	3,714	3,789
12 718 553 Parks - Utilities (Electricity)	23	2,691	2,600	2,814	(214)	3,000	400	15.38	3,060	3,121	3,184	3,247
12 718 606 Parks - Grounds Maintenance	24	16,937	12,040	20,913	(8,874)	13,500	1,461	12.13	13,620	13,742	13,867	13,995
12 718 658 Vehicle Operating - Mileage	25	4,799	5,381	4,249	1,132	6,072	691	12.84	6,193	6,317	6,444	6,573
12 718 716 Grants to Other Recreations	26	0	0	0	0	0	0	0.00	0	0	0	0
12 718 990 Previous Year's Deficit	27	10,312	18,812	18,812	0	10,608	(8,204)	(43.61)	0	0	0	0
Total Expenditure		235,000	247,065	257,738	(10,673)	251,101	4,035	1.63	241,978	246,583	251,279	256,070
Surplus(Deficit)		(18,812)		(10,608)								

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
44,836	11 830 100 020 013	Fruitvale		48,679	46,310	46,994	47,695	48,638
24,955	11 830 500 020 013	Montrose		24,219	23,040	23,380	23,729	24,198
146,135	11 830 901 020 013	Electoral Area 'A'		145,813	138,716	140,763	142,865	145,689
215,926		Sum		218,711	208,066	211,137	214,290	218,526
		This Year Requisition		218,711	208,066	211,137	214,290	218,526
		Total Requisition		218,711	208,066	211,137	214,290	218,526

Notes:

Formerly a regionalization of services function

New Services established in 2009 for the Beaver Valley

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Federal Grant In Lieu 11 210 100 020 013	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	-	250		250		250		250		250
Current Year Budget		-	250		250		250		250		250

Notes:	Previous Year Budget	-
	Actual to December 31, 2017	270

Name		2017	2018		2019		2020		2021		2022
Account	Marsh Creek Park Space Rental 11 400 310 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Space rental revenue	4,000	5,000		6,000		7,000		8,000		8,000
	Current Year Budget	4,000	5,000		6,000		7,000		8,000		8,000

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Name	Equipment Rental	2017	2018		2019		2020		2021		2022
Account	11 400 400 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1		-	-				-		-		-
	Current Year Budget	-	-		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Adult Programming	2017	2018	2019	2020	2021	2022				
Account	11 400 402 020 013	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount		
1	Adult Programming	15,000	15,000	2.0%	15,300	2.0%	15,606	2.0%	15,918	2.0%	16,236
	Tai Chi/Line Dance/Square Dance/Yoga/Boat Pro Course/										
	Food Safe/Mozaik Stepping Stone Class/Senior Dinner/										
	Senior Picnic/Senior Christmas Light Tour										
	Zumba Dance Lessons										

Notes: Previous Year Budget 15,000
Actual to December 31, 2017 16,350

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Youth Programming	2017	2018	2019	2020	2021	2022				
Account	11 400 420 020 013	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount		
1	Youth Programming	10,000	10,000	2.0%	10,200	2.0%	10,404	2.0%	10,612	2.0%	10,824
	Ballet/Home Alone/Kids FirstSoccer/Children's Craft/										
	Babysitting Course										

Notes: Previous Year Budget 10,000
Actual to December 31, 2017 7,603

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022				
Account	11 590 159 020 013	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Donations - Community Chests	1,139	1,139	2.0%	1,162	2.0%	1,185	2.0%	1,209	2.0%	1,233
2	Grants in Aid for Seniors Dinner/Seniors Picnic/Breakfast										
	with Santa	1,000	1,000		1,000		1,000		1,000		1,000

Notes:	Previous Year Budget	2,139
	Actual to December 31, 2017	2,363

Name	Previous Year's Surplus	2017	2018	2019	2020	2021	2022				
Account	11 911 100 020 013	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	-

[illegible]

Manager's salary split 54% GTCC, 27% BV Arena, 9% Recreation, 10% General Admin
Rec Secretary salary split 20% GTCC, 50% BV Arena, 30% Recreation

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Telephone 12 718 213 020 013	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - phone	1,761	1,761	2.0%	1,796	2.0%	1,832	2.0%	1,869	2.0%	1,906
Current Year Budget		1,761	1,761		1,796		1,832		1,869		1,906

Notes:	Previous Year Budget	1,761
	Actual to December 31, 2017	1,626

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Advertising	2017	2018		2019		2020		2021		2022
Account	12 718 221 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	1/2 cost for one brochure	1,553	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
2	1/2 cost for monthly newsletter	1,553	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
3	Misc Advertising - Radio, Camping Magazines/Newsp	1,750	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
Current Year Budget		4,856	6,000		6,120		6,242		6,367		6,495

Notes:	Previous Year Budget	4,856
	Actual to December 31, 2017	6,125

[illegible]

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Name	Staff Education & Training	2017	2018	2019	2020	2021	2022		
Account	12 718 234 020 013	Prior Year	Budget	Budget	Budget	Budget	Budget		
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount
1	Staff education & training - Leisure & Recreation Course	-	-	2.0%	-	2.0%	-	2.0%	-
	BCRPA Conference-Osoyoos/Small Water Plant Treatment Course/Operator Membership Fees								
	Current Year Budget	-	-		-		-		-

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Name	Memberships	2017	2018		2019		2020		2021		2022
Account	12 718 240 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Memberships - B.C. Parks & Recreation Assoc. and Rec Facilities Association of B.C.	518	518	2.0%	528	2.0%	539	2.0%	550	2.0%	561
	Current Year Budget	518	518		528		539		550		561

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Commission Expense 12 718 241 020 013	2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Commission expense	518	518	2.0%	528	2.0%	539	2.0%	550	2.0%	561
	Current Year Budget	518	518		528		539		550		561

Notes:	Previous Year Budget	518
	Actual to December 31, 2017	-
Item #1	Rec Commission annual events. Volunteer recognition.	

Name	Space Rental	2017	2018		2019		2020		2021		2022
Account	12 718 243 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Programs, facility rentals	4,000	4,000	2.0%	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330
	- Fruitvale Memorial Centre										
	- Montrose Hall										
	Current Year Budget	4,000	4,000		4,080		4,162		4,245		4,330

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Name	Office Equipment	2017	2018		2019		2020		2021		2022
Account	12 718 247 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Office Equipment	1,250	1,250		1,250		1,250		1,250		1,250
2	The Active Network Ltd. To automate the office at the Arena.										
3	Ricoh Copier	3,000	3,000		3,000		3,000		3,000		3,000
4	Board Room Table and Chairs/Projector Screen										
5	New Computer	1,000									
	Current Year Budget	5,250	4,250		4,250		4,250		4,250		4,250

Item #2	Active Network CLASS annual maintenance
---------	---

Name	Office Supplies	2017	2018		2019		2020		2021		2022
Account	12 718 251 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Office supplies	725	725	2.0%	740	2.0%	754	2.0%	769	2.0%	785
	Current Year Budget	725	725		740		754		769		785

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Name	Grounds Equipment Maintenance	2017	2018		2019		2020		2021		2022
Account	12 718 253 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Grounds Equipment Maintenance	2,400	2,400	2.0%	2,448	2.0%	2,497	2.0%	2,547	2.0%	2,598
	Current Year Budget	2,400	2,400		2,448		2,497		2,547		2,598

Notes:	Previous Year Budget	2,400
	Actual to December 31, 2017	1,124
Item #1	Repairs & maintenance, power & hand equip, & playground equip.	

Name	Program Supplies - Special Events	2017	2018		2019		2020		2021		2022
Account	12 718 293 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Special events & programming: ie Senior's picnic, dinner Breakfast with Santa, skating events, etc.	8,000	10,000	2.0%	10,200	2.0%	10,404	2.0%	10,612	2.0%	10,824
	Current Year Budget	8,000	10,000		10,200		10,404		10,612		10,824

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Name	Program Supplies - Summer
Account	12 718 294 020 013

Notes:	Previous Year Budget	3,000
	Actual to December 31, 2017	3,339

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Parks - Utilities (Electricity)	2017	2018		2019		2020		2021		2022
Account	12 718 553 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - electricity for	2,600	3,000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
	Mazzochi Park, Marsh Creek, Old School House										
Current Year Budget		2,600	3,000		3,060		3,121		3,184		3,247

Notes:	Previous Year Budget	2,600
	Actual to December 31, 2017	2,814

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account		2017 Prior Year	2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget
Parks - Grounds Maintenance 12 718 606 020 013											
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Grounds maintenance	6,000	6,000		6,000		6,000		6,000		6,000
2	Community Arbor Maintenance		1,500		1,500		1,500		1,500		1,500
3	Park Caretaker/attendants @ 2,000 per month 3 Months	5,177	6,000	2.0%	6,120	2.0%	6,242	2.0%	6,367	2.0%	6,495
4	Vehicle Insurance (2001 Chevrolet Blazer - JMG962)	863		2.0%	-	2.0%	-	2.0%	-	2.0%	-
Current Year Budget		12,040	13,500		13,620		13,742		13,867		13,995

Notes:		Previous Year Budget	12,040
		Actual to December 31, 2017	20,913
Turf maintenance, fertilizers, materials, painting, fence repairs,			
washroom & concession maintenance, sprinkler maintenance			

Name	Vehicle Operating - Mileage
Account	12 718 658 020 013

Notes:		Previous Year Budget	5,381
		Actual to December 31, 2017	4,249
Item #5	Moved to 1-2-715-658-020-011		

Name	Grants to Other Recreations	2017	2018		2019		2020		2021		2022
Account	12 718 716 020 013	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1		-	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
	Current Year Budget	-	-		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Previous Year's Deficit	2017	2018	2019	2020	2021	2022
Account	12 718 990 020 013	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Deficit	18,812	10,608	-	-	-	-
Current Year Budget		18,812	10,608	-	-	-	-

Notes: Previous Year Budget 18,812
Actual to December 31, 2017 18,812



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 008
BOUNDARY ECONOMIC DEVELOPMENT

PARTICIPANTS: Grand Forks, Greenwood, Midway,
Electoral Areas 'D' & 'E'
Note: Area 'C' withdrew from Service in 2012

		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
								\$	%				
REVENUE													
	Property Tax Requisition	2	98,376	109,499	109,499	0	158,322	48,823	44.59	184,809	133,898	133,988	134,079
11 210 100	Federal Grant In Lieu	3	307	100	290	(190)	100	0	0.00	100	100	100	100
11 210 172	Government/Agency Grants	4	10,000	17,000	3,788	13,213	0	(17,000)	(100.00)	0	0	0	0
11 590 159	Miscellaneous Revenue	5	4,000	113,492	65,384	48,108	97,000	(16,492)	(14.53)	39,000	0	0	0
11 911 100	Previous Year's Surplus	6	37,579	35,827	35,827	0	6,401	(29,426)	(82.13)	0	0	0	0
11 921 205	Revenue From Reserve	7	0	12,000	11,298	702	12,000	0	0.00	0	0	0	0
Total Revenue			150,261	287,918	226,086	61,832	273,823	(14,095)	(4.90)	223,909	133,998	134,088	134,179
EXPENDITURE													
12 698 210	Travel & Conference & Admin	8	81	1,500	111	1,389	1,500	0	0.00	1,500	1,500	1,500	1,500
12 698 226	Contracted Services	9	64,350	61,000	62,982	(1,982)	61,000	0	0.00	61,000	61,000	61,000	61,000
12 698 229	B.E.D.C. Projects	10	45,849	208,680	139,853	68,827	194,000	(14,680)	(7.03)	144,000	54,000	54,000	54,000
12 698 230	Board Fee	11	4,155	4,238	4,238	0	4,323	85	2.01	4,409	4,498	4,588	4,679
12 698 239	Memberships	12	0	12,500	12,500	0	13,000	500	4.00	13,000	13,000	13,000	13,000
12 698 570	Community Tourism Prgm Projects	13	0	0	0	0	0	0	0.00	0	0	0	0
12 698 741	Contribution To Reserve	14	0	0	0	0	0	0	0.00	0	0	0	0
12 698 990	Previous Year's Deficit	15	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			114,435	287,918	219,684	68,234	273,823	(14,095)	(4.90)	223,909	133,998	134,088	134,179
Surplus (Deficit)			35,827		6,401								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Property Tax Requisition				2018 Budget		2019 Budget		2020 Budget		2021 Budget		2022 Budget	
2017 Actual	Description				Amount		Amount		Amount		Amount		Amount	
28,582	11 830 200 008	Grand Forks			39,847	39.4%	46,514		33,700		33,722		33,746	
3,167	11 830 300 008	Greenwood			4,425	39.7%	5,165		3,742		3,745		3,747	
4,950	11 830 400 008	Midway			6,812	37.6%	7,952		5,761		5,765		5,769	
-	11 830 903 008	EA 'C' / Christina Lake			-		-		-		-		-	
22,025	11 830 904 008	EA 'D' / Rural Grand Forks			30,398	38.0%	35,483		25,708		25,726		25,743	
50,775	11 830 905 008	EA 'E' / West Boundary			76,840	51.3%	89,696		64,986		64,986		65,031	
109,499		Sub			158,322		184,809		133,898		133,944		134,079	
		This Year Requisition			158,322		184,809		133,898		133,988		134,079	
					158,322		184,809		133,898		133,988		134,079	

Notes:

Notes:		
	Base Without Electoral Area C	274,254,031
	Base With Electoral Area C	352,270,906
	Area C withdrew from the service during the 2012 Budget year	

78,016,875 Christina Lake Converted Assessed Value
22.1%

[illegible]

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Name	Government/Agency Grants	2017	2018		2019		2020		2021		2022
Account	11 210 172 008	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Government Funding provided for projects	17,000									
	Current Year Budget	17,000	-		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Miscellaneous Revenue	2017	2018	2019	2020	2021	2022
Account	11 590 159 008	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Revenue	-	-	-	-	-	-
2	Support for 3rdParty Tourism Projects through TOTA.						
3	Contribution from CL Eco Dev for Joint Projects		4,000				
4	Grant - Gas tax or other provincial sources	-					
5	Transfer funding from deferred rev - agriculture plan	8,000	8,000				
6	Invest Agriculture Funding - Update Ag Plan (Ag Proj	11,350	4,000				
7	IHA Funding Food Security - Food Security (Ag Proje	15,000	15,000	15,000			
8	Gas Funding (C,D and E)(Ag - Food Project)	23,100	5,365	11,496			
9	Municipal Contribution (Ag - Food project)	7,042	1,635	3,504			
10	Gas Tax Funding (D and E, Trails Master Plan)	40,000	50,000				
11	Cost Recovery Tri RD Ag Project - Area C	3,000	3,000	3,000			
12	Cost Recovery Tri RD Ag Project - East End Eco Dev	6,000	6,000	6,000			
	Current Year Budget	113,492	97,000	39,000	-	-	-

Notes:	Previous Year Budget	113,492
	Actual to December 31, 2017	65,384
Items 5 - 9 Two distinct projects are being managed through one contract, the Food Security (IHA) and the update of the Agriculture Plan (Invest Agriculture)		
Municipal Contribution - Midway 1048.75, Greenwood 895.77, Grand Forks 5097		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Previous Year's Surplus	2017	2018		2019		2020		2021		2022
Account	11 911 100 008	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	35,827	6,401		-		-		-		-
	Current Year Budget	35,827	6,401		-		-		-		-

Notes:	Previous Year Budget	35,827
	Actual to December 31, 2017	35,827

Name	Transfer From Reserve Funds	2017	2018		2019		2020		2021		2022
Account	11 921 205 008	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Transfer From Reserve	12,000	12,000								
	Current Year Budget	12,000	12,000		-		-		-		-

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Travel, Conference & Administration	2017	2018	2019	2020	2021	2022
Account	12 698 210 008	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	BEDC Travel, Conference & Administration	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	111

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contracted Services	2017	2018		2019		2020		2021		2022
Account	12 698 226 008	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contract for Services - BEDC 12 Months @ \$5,000	60,000	60,000		60,000		60,000		60,000		60,000
2	Porta-Potti Rock Creek Visitors Center	1,000	1,000		1,000		1,000		1,000		1,000
Current Year Budget		61,000	61,000		61,000		61,000		61,000		61,000

Notes:		Previous Year Budget	61,000
		Actual to December 31, 2017	62,982
Item #1	Community Futures - Boundary "COM170"		
	5,000 per month x 12 months	60,000	

[illegible]

Notes:	Previous Year Budget	208,680
	Actual to December 31, 2017	139,853
Item #13	Okanagan Film Commission moved to Memberships (12 698 239 008 - Tab 12)	

Name	Board Fee	2017	2018		2019		2020		2021		2022
Account	12 698 230 008	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.)	4,238	4,323	2.0%	4,409	2.0%	4,498	2.0%	4,588	2.0%	4,679
	Current Year Budget	4,238	4,323		4,409		4,498		4,588		4,679

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Name	Memberships	2017	2018		2019		2020		2021		2022
Account	12 698 239 008	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Imagine Kootenay	7,500	7,500		7,500		7,500		7,500		7,500
2	Okanagan Film Commission	5,000	5,000		5,000		5,000		5,000		5,000
3	Destination Development Association		500		500		500		500		500
	Current Year Budget	12,500	13,000		13,000		13,000		13,000		13,000

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Name	Community Tourism Program Projects	2017	2018		2019		2020		2021		2022
Account	12 698 570 008	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Projects completed		-								
	Current Year Budget	-	-		-		-		-		-

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Boundary Economic Development

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contribution To Reserve	2017	2018	2019	2020	2021	2022
Account	12 698 741 008	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contribution To Reserve			-	-	-	-
Current Year Budget		-	-	-	-	-	-

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

\$	35,106.87
\$	-
\$	35,106.87

Account Numbers 34 700 007
Community Tourism Program (Phase I)
Total Boundary ED Reserves

Name	Previous Year's Deficit	2017	2018		2019		2020		2021		2022
Account	12 690 998 008	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

BEDC - AG projects

Gas tax re Agriculture and Food C D & E year 1 funding	23,107.00	
--	-----------	--

Area C	2,129.72	7.06%
Area D	6,744.17	22.37%
Area E	14,233.17	47.21%

Municipalities

Midway	1,048.75	3.48%
Greenwood	895.77	2.97%
Grand Forks	5,097.00	16.91%
	30,148.58	

Interior Health - Ag food	15,000.00	per year over 3 years - 50% matching fund
Investment Agriculture	15,150.00	50%

Interior Health \$15,000 for 3 years for food security

2018

2017 spent	
Agriculture	24,261.40
less 50% of some costs re food/hall rental, public consult, etc	(2,511.86)
Agriculture - in kind	4,984.56
	26,734.10

Investment Agriculture 50%	13,367.05	0
Gas tax portion (\$24,261.40-14622.98)	8,382.49	

Gas tax area c - 7.1% of \$9,638.42	592.15
Gas tax area d - 22.4% of \$9638.42	1,875.14
Gas tax area e - 47.2% of \$9,638.42	3,957.38
Midway 3.5% of \$9,638.42	291.59
Greenwood 3.0% of \$9638.42	249.06
Grandforks 16.9.0% of \$9638.42	1,417.17
	8,382.49

Food	5,692.51
add 50% of some costs re food	2,511.86
Administration - in kind	4,829.20
Subtotal	13,033.57

Interior health food	6,516.79
	1,687.59

Gas tax area c - 7.1% of \$431.66	119.21
Gas tax area d - 22.4% of \$431.66	377.51
Gas tax area e - 47.2% of \$431.66	796.71
Midway 3.5% of \$431.66	58.70
Greenwood 3.0% of \$431.66	50.14
Grandforks 16.9.0% of \$431.66	285.31
	1,687.59

Regional District of Kootenay Boundary
2017 Misc Rev 11 590 159 008

ag

INT015

INT015;INTERIOR HEALTH;43834

MID020

MID020;THE VILLAGE OF MIDWAY;43700

(blank)

11 - TRI REGIONAL DISTRICT AG PROJECT - EAST END ECON DEV - APRIL 2017

12 - TRI REGIONAL DISTRICT AG PROJECT - AREA 'C' ECON DEV - APRIL 2017

4 - REVERSE RECLASS - INT015; INTERIOR HEALTH; 42651; COMMUNITY FOOD
ACTION INITIATIVE (CFAI) FUNDING 2016-2017 DISBURSEMENT (53DEC)

R#38723; INTERIOR HEALTH; ON ACCOUNT AG - MAY 23/17; TRANSFER EXCESS TO DEF
trail

(blank)

RECREATION TRAIL MASTERPLAN (TO-DATE EXPENSES) - ELECTORAL AREA 'D' / RURA

RECREATION TRAIL MASTERPLAN (TO-DATE EXPENSES) - ELECTORAL AREA 'E' / WEST

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13 - GRANT TO BEDC FOR REGIONAL PROJECTS - APRIL 2017

Grand Total

Investment Agriculture

A/R Muni's - food

A/R Muni's - agriculture

Gas Tax - Electoral Areas Food

Gas Tax - Agriculture

Total

less portion recorded under Gov't Grants

Should be

6,516.79

6,000.00

3,000.00

DEFERRED -DECEMBER 31, 2017

13,108.73

13,108.74

4,000.00

13,367.05

394.15

1,957.82

1,293.43

6,424.67

69,171.38

(3,787.50)

65,383.88

Regional District of Kootenay Boundary
2017 BEDC Projects - 12698229 - 008

ag

BLA050

BLACK PRESS GROUP LTD.;33276800;FREE 4 ALLAGRICULTURAL OPEN HOUSE ADS;BLA050

BLACK PRESS GROUP LTD.;33276801;GF FALL FAIRCOMMUNICATION OFFICE/LANDFILL ATTENDANT ADS;BLA050

CAN170

CANADA POST CORP;9619561934;RDKB - ADMAIL APRIL 2017;CAN170

DEA060

DEAN DONNA;(2);MEALS;K SNACKS & WATER;DEA060

GEE020

GEE VICKI LYNN;31DEC2017 (2);REIMBURSE FOR FALL OPEN HOUSE MAIL OUTS;GEE020

HAL010

HALL PRINTING;75895;BOUNDARY SURVEY POST CARDS;HAL010

HALL PRINTING;76049;BOUNDARY SURVEY POST CARDS;HAL010

MAI015

MAIN RIVER WOMEN'S INSTITUTE;05MAY2017;LUNCH FOR BOUNDARY AGRICULTURE & FOOD SYSTEMS PROJECT;MAI015

ROC100

ROCK CREEK & BOUNDARY FAIR ASSOC.;1136;FACILITY RENTAL AGRICULTURAL PLAN OPEN HOUSE;ROC100

UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;030817;BOUNDARY AGRICULTURE - AGRICULTURE PLAN COMPOUND;UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;042917;BOUNDARY AGRICULTURAL & FOOD PROJECT - MAR/APRIL;UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;060517;DEVELOP AND APPROVE PLANNING AND PUBLIC CONSULTATION;UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;090817;UPDATE PLAN DATA/DEVELOP MEMO;UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;102017;ARL LAND/UPDATE GOALS;UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;112917;BOUNDARY AGRICULTURE & FOOD;UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;122017;BOUNDARY AGRICULTURE & FOOD PROJECT;UPL030

USC010

U.S.C.C.;100;RDKB PLANNING DEPT - MEETING DINNER;USC010

U.S.C.C.;884311;AGRICULTURE AND FOOD SYSTEM PLAN OPEN HOUSE;USC010

U.S.C.C.;884322;BOUNDARY COUNTRY OPEN HOUSE;USC010

WES016

WESTBRIDGE RECREATION SOCIETY;07APR2017;HALL RENTAL FOR PUBLIC MEETING;WES016

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Overwaitea - Cookies for GF Public Meeting

bike rack

BOY010

BOYCHUK VIC;024889;SUPPLY & BUILD BIKE RACK;BOY010

liaison

REG080

REGIONAL DISTRICT OF EAST KOOTENAY;IVC004445;2017 SERVICE CONTRACT-AGRICULTURAL LIAISON;REG080

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3 - REGIONAL DISTRICT OF EAST KOOTENAY; IVC004538; 2017 SERVICES CONTRACT - REGIONAL AGRICULTURAL LIAISON

trail

CAS018

CASCADE ENVIRONMENTAL RESOURCE GROUP LTD.;17182;BOUNDARY RECREATIONAL TRAILS MASTER PLAN

CASCADE ENVIRONMENTAL RESOURCE GROUP LTD.;17258;BOUNDARY RECREATIONAL TRAILS MASTER PHASE
 CASCADE ENVIRONMENTAL RESOURCE GROUP LTD.;17331;BOUNDARY RECREATIONAL TRAIL - MARCH 2017;
 CASCADE ENVIRONMENTAL RESOURCE GROUP LTD.;17683;WORK DONE FOR BOUNDARY RECREATIONAL TRAIL
 CASCADE ENVIRONMENTAL RESOURCE GROUP LTD.;17783;WORK DONE FOR BOUNDARY RECREATIONAL TRAIL
 CASCADE ENVIRONMENTAL RESOURCE GROUP LTD.;17886;BOUNDARY REC TRAILS MASTER PLAN PHASE 1;C/

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COM070

COMMUNITY FUTURES DEVELOPMENT CORP. - BOUNDARY;448;ALPINE SIGN-BOUNDARY COUNTRY SIGNS;CC

LYT020

LYTLE NICHOLA;JANUARY 2017;5 ADS SMALL & 5 LARGE AD TEMPLATES;LYT020

SYM030

SYMPHONY TOURISM SERVICES;STS-0078;MARKETING SERVICES APRIL 1-MARCH 31 2018;SYM030

ag food

THE140

THE WOODEN SPOON BISTRO LTD.;211;BAFAAC - LUNCH;THE140

THE WOODEN SPOON BISTRO LTD.;220;BOUNDARY AQUATIC FOOD PROJECT + 7 KETTLE RIVER WATERSHED;

UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;030717;BOUNDARY AGRICULTURE FOOD - FOOD SECURITY PLAN

UPLAND AGRICULTURAL CONSULTING LTD.;043017;BOUNDARY AGRICULTURAL & FOOD PROJECT - MEETING

UPLAND AGRICULTURAL CONSULTING LTD.;060417;STEERING COMMITTEE MEETINGS;UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;090717;BOUNDARY AREA FOOD CHARTER;UPL030

UPLAND AGRICULTURAL CONSULTING LTD.;122117;BOUNDARY AGRICULTURE & FOOD PROJECT;UPL030

Grand Total

Sum of Amount

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135.07

201.83

794.59

794.59

22.61

22.61

51.20

51.20

990.63

745.05

245.58

500.00

500.00

75.00

75.00

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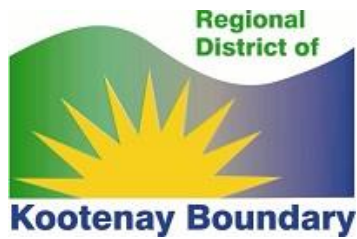
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700.00
139,852.88



STAFF REPORT

Date: 08 Mar 2018 **File**

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

From: Maureen Forster, Executive Assistant

Re: Statutory Requirements for Adoption
of the RDKB 2018-2022 Five Year
Financial Plan

Issue Introduction

A staff report from Maureen Forster, Executive Assistant presenting the resolutions for the 2018 Budget and the 2018-2022 Five Year Financial Plan as adopted by the individual RKDB Committees for the specific RDKB services / functions.

History/Background Factors

The RDKB prepares, consults, presents and adopts the Annual Budgets and Five Year Financial Plans pursuant to Section 374 of the *Local Government Act*.

The following resolutions and statements of consensus in support of the 2018 Budget and the 2018-2022 Five Year Financial Plan were adopted by the various Regional District of Kootenay Boundary Committees at meetings held throughout January, February and March 2018.

Beaver Valley Regional Parks, Trails and Recreation Committee - March 9, 2018

That the following 2018 Budgets / 2018-2022 Five Year Financial Plans be referred to the Regional District of Kootenay Boundary Board of Directors with a recommendation that they be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- Beaver Valley Parks & Trails (019)
- Beaver Valley Arena (020-011)
- Beaver Valley Recreation (020-013)

East End Services Committee - February 20, 2018

That the following 2018 Budgets / 2018-2022 Five Year Financial Plans be referred to the Regional District of Kootenay Boundary Board of Directors with a recommendation that they be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- Police Based Victims' Services Program (009)

- East End Economic Development (017)
- Culture, Arts and Recreation for the Lower Columbia (018)
- Kootenay Boundary Regional Fire Rescue (050)
- East End Cemeteries Service (150)
- East End Transit Service (900)

Utilities Committee - March 14, 2018

That the following 2018 Budgets / 2018-2022 Five Year Financial Plans be referred to the Regional District of Kootenay Boundary Board of Directors with a recommendation that they be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- Big White Street Lighting Service (101)
- Beaverdell Street Lighting Service (103)
- Beaver Valley Water Utility Service (500)
- Christina Lake Water Utility Service (550)
- Columbia Gardens Industrial Water Supply Utility Service (600)
- Rivervale Water and Street Lighting Utility Service (650)
- East End Regionalized Sewer Utility (700)
- Oasis-Rivervale Sewer Utility (800)
- Regionalized East End Sewer Utility (Sole Benefiting Community of Trail) (700-101)
- Regionalized East End Sewer Utility (Sole Benefiting Community of Rossland) (700-102)
- Regionalized East End Sewer Utility (Dual Communities of Warfield and Rossland) (700-103)

Boundary Community Development Committee - February 15, 2018

That the following 2018 Budgets / 2018-2022 Five Year Financial Plans be referred to the Regional District of Kootenay Boundary Board of Directors with a recommendation that they be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- Grand Forks and Area 'D' Recreation Program Services (021)
- Boundary Museum Service (026)
- Grand Forks Arena (030)
- Grand Forks Curling Rink (031)
- Midway / Beaverdell Emergency Response Service (055)
- Boundary Animal Control (071)
- Grand Forks and Area 'D' Mosquito Control (080)
- Areas 'D' and 'E' Noxious Weed Service (092)
- Grand Forks and Areas 'C' and 'D' Library (140)

Boundary Community Development Committee - March 7, 2018

That the following 2018 Budgets / 2018-2022 Five Year Financial Plans be referred to the Regional District of Kootenay Boundary Board of Directors with a recommendation that they be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- Boundary Economic Development Service (008)
- Greenwood, Midway and Area 'E' Recreation (022)

- Grand Forks Aquatic Centre (040)
- Greenwood / Area 'E' Cemetery Service (145)
- Boundary Transit (950)

Electoral Area Services Committee - February 15, 2018

That the following 2018 Budgets / 2018-2022 Five Year Financial Plans be referred to the Regional District of Kootenay Boundary Board of Directors a recommendation that they be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- Planning & Development (005)
- Area 'B' Parks and Trails (014)
- Area 'C' Christina Lake Recreation Commission (023)
- Area 'C' Christina Lake Recreation Facilities Service (024)
- Area 'C' Christina Lake Regional Parks and Trails Service (027)
- Beaverdell Community Club Service (028)
- East End Animal Control Service (070)
- Area 'C' Christina Lake Economic Development Service (077)
- Area 'C' Christina Lake Mosquito Control Specified Area Service (081)
- Area 'A' Columbia Gardens Noxious Weed Control Service (090)
- Area 'C' Christina Lake Milfoil Weed Control Service (091)
- Areas 'A' and 'C' House Numbering Service (120)
- Area 'D' Housing Numbering Service (121)
- Area 'B' House Numbering Service (122)
- Area 'E' House Numbering Service (123)
- Library - Specified Area 'E' Service (141)

Electoral Area Services Committee - March 14, 2018

That the following 2018 Budgets / 2018-2022 Five Year Financial Plans be deferred to the Regional District of Kootenay Boundary Board of Directors with a recommendation that they be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- Electoral Area Administration (002)
- Electoral Area Grants in Aid Service (003)
- Area 'D' Regional Parks and Trails (045)
- Area 'D' Heritage Conservation (047)
- Beaverdell Fire Protection (053)
- Big White Fire Protection Specified Area (054)
- Rural Greenwood Fire Service (056)
- Grand Forks Rural Fire Protection (057)
- Kettle Valley Fire Protection (058)
- Area 'E' Regional Parks and Trails (065)
- Big White Security Services (074)
- Big White Noise Control Service (075)

Board - Finance - February 14, 2018

That the following 2018 Budget / 2018-2022 Five Year Financial Plan be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- *MFA Debenture Debt (001)*
- *Reserve for Feasibility Studies (006)*

Board - Finance - March 14, 2018

That the following 2018 Budget / 2018-2022 Five Year Financial Plan be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- *General Government Services (001)*
- *Building and Plumbing Inspection (004)*

Board - Environmental - March 14, 2018

That the following 2018 Budget / 2018-2022 Five Year Financial Plan be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- *Regionalized Waste Management (010)*
- *Big White Refuse Disposal (064)*

Board - Protective Services - February 14, 2018

That the following 2018 Budget / 2018-2022 Five Year Financial Plan be included in the overall Regional District of Kootenay Boundary 2018-2022 Financial Plan:

- *Emergency Preparedness (012)*
- *911 Emergency Communications (015)*

Implications

n/a

Advancement of Strategic Planning Goals

Overall, the RDKB's 2018-2022 Financial Plan has been developed in recognition of, and as much as possible in keeping with, the strategic priorities identified by the Board's Strategic Plan and especially in keeping with the objectives of:

- Exceptional Cost Effective and Efficient Services
- Continuing to Focus on Organizational Excellence and
- Improve and Enhance Communication.

Background Information Provided

n/a

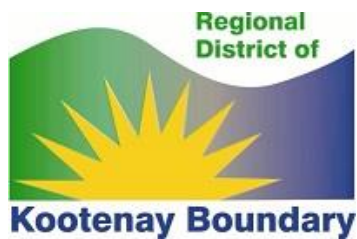
Alternatives

1. Receipt

Recommendation(s)

That the staff report from Maureen Forster, Executive Assistant presenting the resolutions for the 2018 Budget / 2018-2022 Five Year Financial Plan as adopted by the individual

Regional District of Kootenay Boundary Committees for the specific RDKB services / functions be received.



STAFF REPORT

Date: 09 Mar 2018 **File**
To: **Chair Russell, Finance Liaison**
Director Martin and Members of
the Board
From: Beth Burget, General Manager of
 Finance
Re: 2018 - 2022 Financial Plan Summary
 Informatin

Issue Introduction

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

History/Background Factors

Budgets have been reviewed and approved at various RDKB Committees and Stakeholder Groups. Some Committee meetings are scheduled between now and the March 14th Board date and budgets are expected to be approved by this time. Any outstanding issues will be brought to the Committee's attention. Attached are the following reports compiled from the individual service budgets:

- Five Year Financial Plan Expenditure Summary
- Financial Plan Comparison Report
- Requisition Summary by Stakeholders
- Reserve Balance Projections
-

Five Year Financial Plan Expenditure Summary

This report provides a summary by service of total budget over the five year period.

Financial Plan Comparison Report

This report provides a comparison of the Regional District's 2018 Budget and Requisition to the prior year. The analysis indicates that the Budget has decreased by \$566,909 (1.22%) from the prior year while the tax requisition has increased by \$791,568 (4.11%).

The report details the variations within the individual services. Each service is unique and is individually accounted for.

Requisition Summary by Stakeholders

This report details the requisitions by service by stakeholder and includes an overall comparison to the prior years.

Reserve Balance Projections

This report details the current reserve balance as well as budgeted redemptions and contributions for each service.

Implications

The Five Year Financial Plan is required to be adopted by March 31st pursuant to Section 374 of the Local Government Act.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services

Background Information Provided

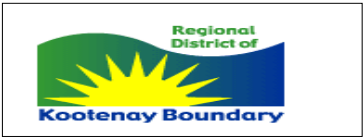
None

Alternatives

1. Receipt
2. Defer
3. Approve

Recommendation(s)

The the Board (Finance) recommends approval of the 2018 - 2022 Five Year Financial Plan as presented.




REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXPENDITURE SUMMARY


DESCRIPTION		2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET
001	General Government Services	4,312,334	3,189,995	3,397,963	3,456,260	3,517,320
001 MFA	MFA Debenture Debt	2,474,576	2,472,518	2,385,473	2,385,473	2,378,192
002	Electoral Area Administration	633,035	571,654	575,800	580,028	629,340
003	Grants - in - Aid	310,557	240,353	240,542	240,735	240,932
004	Building & Plumbing Inspection	960,477	995,801	1,013,518	1,032,528	1,007,939
005	Planning & Development	822,179	834,273	850,848	867,755	885,000
006	Reserve for Feasibility Studies	101,559	41,590	41,622	41,654	41,688
008	Boundary Economic Development	273,823	223,909	133,998	134,088	134,179
009	Police Based Victims' Assistance	134,699	137,184	139,719	142,305	144,943
010	Regionalized Waste Management	6,260,389	5,179,241	4,096,155	3,821,084	3,821,084
012	Emergency Preparedness	608,304	351,556	345,610	349,761	354,760
014	Parks & Trails - Electoral Area 'B'	357,055	185,753	188,298	190,895	193,543
015	9-1-1 Emergency Communications	706,125	321,725	333,324	341,300	346,503
017	East End Economic Development	111,117	111,200	105,285	105,371	105,460
018	Culture Arts & Rec in the Lower Columbia	2,078,947	1,578,276	1,572,050	1,577,306	1,443,727
019	Beaver Valley Parks & Trails	1,090,443	1,327,561	809,320	779,384	844,926
020-011	Beaver Valley Arena	594,239	549,357	544,153	554,341	565,437
020-013	Beaver Valley Recreation	251,101	241,978	246,583	251,279	256,070
021	Recreation - Grand Forks & Area 'D'	534,504	542,007	547,509	560,059	574,452
022	Recreation - Greenwood, Midway , 'E'	67,016	64,044	64,073	64,102	64,132
023	Recreation Commission - Christina Lake	80,719	76,356	77,004	77,663	78,333
024	Recreation Facilities - Christina Lake	48,406	40,000	40,000	40,000	40,000
025	Grand Forks Community Centre	0	0	0	0	0
026	Boundary Museum Service	30,000	30,000	30,000	30,000	30,000
027	Area 'C' Regional Parks & Trails	1,642,897	603,327	417,086	337,837	338,616
028	Beaverdell Community Club Service	19,950	19,950	19,950	19,950	19,950
030	Grand Forks Arena	669,127	568,476	626,280	574,306	803,742
031	Grand Forks Curling Rink	60,280	46,350	46,350	48,494	187,288
040	Grand Forks Aquatic Centre	821,067	1,322,103	910,577	896,504	874,795
045	Area 'D' Regional Parks & Trails	307,603	59,145	59,188	59,232	59,276
047	Heritage Conservation - Area D	21,760	10,039	10,120	10,202	10,286
050	Kootenay Boundary Regional Fire Rescue	4,095,067	5,046,207	4,729,136	4,152,637	4,129,714
051	Fire Protection - Christina Lake	412,478	419,840	427,139	432,969	442,169
053	Fire Protection - Beaverdell	78,998	64,260	64,289	64,318	64,348
054	Big White Fire - Specified Area	1,250,386	2,219,298	1,220,057	1,241,277	1,262,969
055	Midway & Beaverdell Emergency Response	0	0	0	0	0
056	Rural Greenwood Fire Service	23,406	23,434	23,463	23,492	23,522
057	Grand Forks Rural Fire Service	2,229,311	525,177	653,664	523,280	527,029
058	Kettle Valley Fire Protection	547,321	149,073	150,859	152,682	154,540
064	Refuse Disposal - Big White	261,376	226,583	227,753	219,146	220,639
065	Area 'E' Regional Parks & Trails	81,406	81,434	85,463	85,492	85,522
070	Animal Control - East End	98,784	100,759	102,775	104,830	106,927
071	Animal Control - Boundary	145,661	143,930	144,205	140,087	117,770
074	Big White Security Services	204,772	204,867	204,964	205,063	205,163
075	Big White Noise Control Service	16,406	1,434	1,463	1,492	1,522
077	Area 'C' Economic Development	148,406	123,434	120,463	120,492	120,522
080	Mosquito Control - Grand Forks, Area 'D'	86,172	61,395	61,623	61,856	62,092
081	Mosquito Control - Chistina Lake	34,359	21,933	22,015	22,099	22,186
090	Weed Control - 'A' - Columbia Gardens	43,014	36,328	36,896	37,473	38,060
091	Weed Control - Christina Lake Milfoil	327,504	299,635	304,746	310,969	315,486
092	Weed Control - Area 'D' & 'E'	248,265	224,812	225,376	226,456	227,554
101	Street Lighting - Big White	21,445	21,834	22,271	22,716	23,171
103	Beaverdell Street Lighting Service	10,400	1,800	1,800	1,800	1,800
110	Regional Airport - East End	0	0	0	0	0
120	House Numbering - Areas 'A' & 'C'	6,000	6,000	6,000	6,000	6,000
121	House Numbering - Area 'D'	3,000	3,000	3,000	3,000	3,000
122	House Numbering - Area 'B'	3,000	3,000	3,000	3,000	3,000
123	House Numbering - Area 'E'	3,000	3,000	3,000	3,000	3,000
140	Library - Grand Forks, Area 'C' & 'D'	395,706	405,579	415,699	426,071	436,703
141	Library - Specified Area 'E'	3,500	3,500	3,500	3,500	3,500
145	Greenwood, Area 'E' Cemetery Service	53,406	8,934	8,963	8,992	9,022
150	Cemeteries - East End	595,898	408,007	404,336	417,286	418,758
Total General Government Services		\$ 37,812,736	\$ 32,774,210	\$ 29,546,313	\$ 28,591,374	\$ 29,027,599
500	Beaver Valley Water Supply	1,083,627	830,038	830,385	830,742	831,110
550	Christina Lake Water Utility	963,572	374,250	374,250	374,250	374,250
600	Columbia Gardens Water Supply Utility	68,893	40,381	42,908	43,416	43,934
650	Rivervale Water & Street Lighting	209,864	174,639	178,132	181,695	185,328
700	East End Regionalized Sewer Utility	3,523,876	2,360,828	1,864,260	1,881,886	1,899,861
700-101	East End Regionalized Sewer Utility - Trail	47,219	0	0	0	0
700-102	East End Regionalized Sewer - Rossland	14,490	0	0	0	0
700-103	East End Reg Sewer - Rossland/Warfield	12,815	11,465	11,624	11,787	11,952
710	Mill Road Sewer Collection Services	0	0	0	0	0
800	Oasis-Rivervale Sewer Utility	209,845	57,553	58,356	59,176	60,015
900	East End Transit	1,726,809	1,710,358	1,742,015	1,776,809	1,812,297
950	Boundary Transit	82,991	82,834	88,647	92,184	95,863
TOTAL ANNUAL BUDGET		\$ 45,756,736	\$ 38,416,556	\$ 34,736,891	\$ 33,843,319	\$ 34,342,209



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

Kootenay Boundary		BUDGET			Comments	Attached	REQUISITION		
DESCRIPTION	Number	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	\$ 251,398	\$ 720
General Government Services	001	\$ 3,678,339	\$ 4,312,334	\$ 633,995	Cash Flow(in/out) for Municipal Debt	2	\$ -	\$ -	\$ -
MFA Debenture Debt	001 MFA	\$ 1,838,903	\$ 2,474,576	\$ 635,673		3	\$ 626,881	\$ 678,192	\$ 51,310
Building & Plumbing Inspection	004	\$ 865,110	\$ 960,477	\$ 95,367		4	\$ 6,622	\$ 46,673	\$ 40,050
Reserve for Feasibility Studies	006	\$ 81,531	\$ 101,559	\$ 20,028					
TOTAL FINANCE COMMITTEE		\$ 6,463,883	\$ 7,848,946	\$ 1,385,063			\$ 884,181	\$ 976,262	\$ 92,081
Beaver Valley Recreation									
Beaver Valley Arena	020-011	\$ 540,990	\$ 594,239	\$ 53,249		5	\$ 371,577	\$ 424,750	\$ 53,173
Beaver Valley Recreation	020-013	\$ 247,065	\$ 251,101	\$ 4,035		6	\$ 215,926	\$ 218,711	\$ 2,785
Beaver Valley Parks & Trails	019	\$ 942,169	\$ 1,090,443	\$ 148,274		7	\$ 747,250	\$ 726,796	\$ (20,454)
TOTAL BEAVER VALLEY RECREATION		\$ 1,730,225	\$ 1,935,784	\$ 205,559			\$ 1,334,753	\$ 1,370,257	\$ 35,505
East End Services									
Police Based Victims' Assistance	009	\$ 162,845	\$ 134,699	\$ (28,146)		8	\$ 62,873	\$ 65,790	\$ 2,917
East End Economic Development	017	\$ 186,974	\$ 111,117	\$ (75,857)		9	\$ 186,483	\$ 109,909	\$ (76,574)
Culture Arts & Rec in the Lower Columbia	018	\$ 1,891,289	\$ 2,078,947	\$ 187,658		10	\$ 709,003	\$ 715,910	\$ 6,907
					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	\$ 3,490,903	\$ 159,657
Kootenay Boundary Regional Fire Rescue	050	\$ 4,835,911	\$ 4,095,067	\$ (740,844)		14	\$ 470,176	\$ 470,004	\$ (171)
Cemeteries - East End	150	\$ 471,310	\$ 595,898	\$ 124,588		15	\$ 1,158,311	\$ 1,158,464	\$ 153
East End Transit	900	\$ 1,725,364	\$ 1,726,809	\$ 1,445					
TOTAL EAST END STAKEHOLDERS		\$ 9,273,693	\$ 8,742,537	\$ (531,156)			\$ 5,918,091	\$ 6,010,980	\$ 92,889
Environmental Services									
Regionalized Waste Management	010	\$ 7,574,034	\$ 6,260,389	\$ (1,313,645)	2017 estimated decrease due to lower prior year deficit being brought forward - which is as planned	16	\$ 1,255,447	\$ 1,255,447	\$ (0)
Refuse Disposal - Big White	064	\$ 242,900	\$ 261,376	\$ 18,476		17	\$ 242,900	\$ 255,853	\$ 12,953
TOTAL ENVIRONMENTAL SERVICES		\$ 7,816,935	\$ 6,521,765	\$ (1,295,170)			\$ 1,498,348	\$ 1,511,300	\$ 12,952
Boundary Community Development Committee									
Boundary Economic Development	008	\$ 287,918	\$ 273,823	\$ (14,095)		18	\$ 109,499	\$ 158,322	\$ 48,823
Recreation - Grand Forks & Area 'D'	021	\$ 511,614	\$ 534,504	\$ 22,890		19	\$ 442,204	\$ 460,901	\$ 18,697
Recreation - Greenwood, Midway, 'E'	022	\$ 67,006	\$ 67,016	\$ 10		20	\$ 67,006	\$ 66,623	\$ (383)
Boundary Museum Service	026	\$ 30,000	\$ 30,000	\$ -		21	\$ 29,961	\$ 29,960	\$ (1)
Grand Forks Arena	030	\$ 640,844	\$ 669,127	\$ 28,283		22	\$ 439,093	\$ 444,318	\$ 5,225
Grand Forks Curling Rink	031	\$ 89,722	\$ 60,280	\$ (29,442)		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	\$ 623,975	\$ 15,022
Grand Forks Aquatic Centre	040	\$ 939,982	\$ 821,067	\$ (118,915)		25	\$ 11,917	\$ (10,605)	\$ (22,522)
Midway & Beaverdell E.R. Service	055	\$ 18,000	\$ -	\$ (18,000)		26	\$ 147,560	\$ 133,424	\$ (14,135)
Animal Control - Boundary	071	\$ 160,090	\$ 145,661	\$ (14,429)		27	\$ 60,679	\$ 55,143	\$ (5,536)
Mosquito - Grand Forks, Area 'D'	080	\$ 99,544	\$ 86,172	\$ (13,371)					

<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									
DESCRIPTION	Number	BUDGET			Comments	Attached	REQUISITION		
		2017	2018	Change			2017	2018	Change
Noxious Weed Control - Area 'D' & 'E'	092	\$ 185,432	\$ 248,265	\$ 62,833		28	\$ 76,344	\$ 76,002	\$ (342)
Library - Grand Forks, Area 'C' & 'D'	140	\$ 385,590	\$ 395,706	\$ 10,116		29	\$ 383,558	\$ 394,635	\$ 11,077
Greenwood, Area 'E' Cemetery Service	145	\$ 55,878	\$ 53,406	\$ (2,472)		30	\$ 19,200	\$ 14,599	\$ (4,601)
Boundary Transit	950	\$ 86,333	\$ 82,991	\$ (3,342)		31	\$ 40,000	\$ 50,000	\$ 10,000
TOTAL BOUNDARY AREA		\$ 3,557,954	\$ 3,468,019	\$ (89,935)			\$ 2,479,724	\$ 2,541,048	\$ 61,323
Sewerage Committee									
East End Regionalized Sewer Utility	700	\$ 3,712,304	\$ 3,523,876	\$ (188,428)	2018 less \$ budgeted for capital projects (LWMP)	32	\$ 1,539,827	\$ 1,539,829	\$ 2
East End Regionalized Sewer Utility - Trail	700-101	\$ 46,945	\$ 47,219	\$ 274			\$ 11,356	\$ 26,683	\$ 15,327
East End Regionalized Sewer Utility - Rossland	700-102	\$ 14,402	\$ 14,490	\$ 88			\$ 7,532	\$ 6,649	\$ (883)
East End Reg Sewer Utility - Rossland/Warfield	700-103	\$ 11,351	\$ 12,815	\$ 1,464			\$ 11,351	\$ 11,266	\$ (85)
Oasis-Rivervale Sewer Utility	800	\$ 290,002	\$ 209,845	\$ (80,157)		33	\$ 30,534	\$ 30,534	\$ (0)
TOTAL SEWERAGE COMMITTEE		\$ 4,075,003	\$ 3,808,245	\$ (266,759)			\$ 1,600,600	\$ 1,614,961	\$ 14,361
Protective Services									
2017 estimated surplus due to emerg projects added to 2018 reserve									
Emergency Preparedness	012	\$ 423,063	\$ 608,304	\$ 185,241		34	\$ 255,199	\$ 236,613	\$ (18,585)
911 Emergency Communications	015	\$ 726,690	\$ 706,125	\$ (20,564)	transition to Kelowna for dispatch services	35	\$ 309,977	\$ 419,210	\$ 109,234
TOTAL PROTECTIVE SERVICES COMMITTEE		\$ 1,149,753	\$ 1,314,429	\$ 164,676			\$ 565,175	\$ 655,823	\$ 90,648
Utilities Committee									
Street Lighting - Big White	101	\$ 65,878	\$ 21,445	\$ (44,433)		59	\$ 36,571	\$ 21,445	\$ (15,126)
Street Lighting - Beaverdell	103	\$ 2,400	\$ 10,400	\$ 8,000		60	\$ 1,904	\$ 1,954	\$ 50
Beaver Valley Water Supply	500	\$ 1,124,241	\$ 1,083,627	\$ (40,614)	More capital projects in 2018	37	\$ 477,450	\$ 479,250	\$ 1,800
Christina Lake Water Supply Utility	550	\$ 2,480,793	\$ 963,572	\$ (1,517,221)	new service in 2017		\$ -	\$ 201,250	\$ 201,250
Columbia Gardens Water Supply Utility	600	\$ 54,459	\$ 68,893	\$ 14,434		66	\$ 19,752	\$ 19,752	\$ 0
Rivervale Water & Street Lighting Utility	650	\$ 316,387	\$ 209,864	\$ (106,523)	no capital projects/reserve contribuion in 2018	67	\$ 0	\$ 0	\$ (0)
TOTAL UTILITIES COMMITTEE		\$ 4,044,158	\$ 2,357,800	\$ (1,686,358)			\$ 535,677	\$ 723,650	\$ 187,973

		REGIONAL DISTRICT OF KOOTENAY BOUNDARY FINANCIAL PLAN COMPARISON with PRIOR YEAR ANNUAL BUDGET and REQUISITION Listed by COMMITTEE										Page 3 of 3	
DESCRIPTION	Number	BUDGET			Comments	Attached	REQUISITION						
		2017	2018	Change			2017	2018	Change				
Electoral Area Services													
Electoral Area Administration	002	\$ 601,183	\$ 633,035	\$ 31,852	reserve transfer lower by \$47k	38	\$ 195,845	\$ 205,146	\$ 9,301				
Electoral Grant - in - Aid	003	\$ 321,663	\$ 310,557	\$ (11,106)	Less carryforward from prior year	39	\$ 239,986	\$ 240,168	\$ 182				
Planning & Development	005	\$ 853,574	\$ 822,179	\$ (31,395)		36	\$ 770,885	\$ 746,771	\$ (24,114)				
Parks & Trails - Electoral Area 'B'	014	\$ 333,356	\$ 357,055	\$ 23,699	Difference due to rec subsidy program	40	\$ 231,860	\$ 231,759	\$ (100)				
Recreation - Christina Lake	023	\$ 74,046	\$ 80,719	\$ 6,673	planned reduction in taxes to offset increases in other areas	41	\$ 13,296	\$ 53,328	\$ 40,032				
Recreation Facilities - Christina Lake	024	\$ 44,363	\$ 48,406	\$ 4,043		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	\$ 298,780	\$ (27,184)				
Beaverdell Community Club Service	028	\$ 19,950	\$ 19,950	\$ -		45	\$ 19,950	\$ 19,950	\$ -				
Area 'D' Regional Parks & Trails	045	\$ 358,557	\$ 307,603	\$ (50,954)	upgrades to Saddle Lake Dam	46	\$ 45,625	\$ 45,779	\$ 154				
Heritage Conservation - Area 'D'	047	\$ 22,883	\$ 21,760	\$ (1,123)			\$ 12,883	\$ 6,309	\$ (6,575)				
Fire Protection - Christina Lake	051	\$ 353,033	\$ 412,478	\$ 59,445		47	\$ 328,967	\$ 354,329	\$ 25,362				
Fire Protection - Beaverdell	053	\$ 65,504	\$ 78,998	\$ 13,494		48	\$ 49,633	\$ 53,021	\$ 3,388				
Big White Fire - Specified Area	054	\$ 1,094,315	\$ 1,250,386	\$ 156,070	Fire hall reno	49	\$ 918,165	\$ 1,023,219	\$ 105,054				
Rural Greenwood Fire Service	056	\$ 23,378	\$ 23,406	\$ 28		51	\$ 23,378	\$ 23,406	\$ 28				
Fire Protection - Grand Forks Rural	057	\$ 471,316	\$ 2,229,311	\$ 1,757,995	2017 includes \$450k re fire truck replacement - 2018 \$1.8 million for hall renovations	50	\$ 356,249	\$ 364,360	\$ 8,110				
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	\$ 81,406	\$ 50,028		52	\$ 31,370	\$ 81,393	\$ 50,023				
Animal Control - East End	070	\$ 98,708	\$ 98,784	\$ 76			\$ 94,447	\$ 91,861	\$ (2,586)				
Big White Security Services	074	\$ 209,665	\$ 204,772	\$ (4,893)		53	\$ 191,592	\$ 181,458	\$ (10,133)				
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	\$ 34,359	\$ (6,907)		56	\$ 22,526	\$ 18,835	\$ (3,691)				
Weed Control - 'A' - Columbia Gardens	090	\$ 44,730	\$ 43,014	\$ (1,716)		57	\$ 21,705	\$ 21,789	\$ 84				
Weed Control - Christina Lake Milfoil	091	\$ 462,921	\$ 327,504	\$ (135,417)		58	\$ 288,453	\$ 288,324	\$ (130)				
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	\$ 9,759,211	\$ 1,547,171			\$ 4,461,406	\$ 4,665,241	\$ 203,835				
TOTAL BUDGET		\$ 46,323,645	\$ 45,756,736	\$ (566,909)			\$ 19,277,955	\$ 20,069,523	\$ 791,568				
<div><div>-1.22%</div><div>Total Budget decrease</div><div>4.11%</div><div>Total Tax increase</div></div>													
Building & Plumbing Inspection	004	Requisition amount adjusted for prior year building permit fees which are used to reduce taxation											
Printed at: 09/03/2018 1:14 PM													
H:\60\Finance Committee\Mar 14, 2018\Financial Plan Comparison Report 2018 17 Committee (Printout)													

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	Specified Area E	Total	
001	General Government Services	3,678,339	250,677	4,312,334	251,398	7,547	22,896	2,542	3,914	3,755	23,304	58,427	5,790	22,607	13,120	25,878	17,466	44,152					251,398	
001 MFA	MFA Debenture Debt	1,838,903	-	2,474,576	-	-	-	-	-	-	-	-	-	-	-	-	-	-					-	
002	Electoral Area Administration	601,183	195,845	633,035	205,146									37,637	21,842	43,083	29,078	73,505					205,146	
003	Grants - in - Aid	321,663	239,986	310,557	240,168									31,516	22,779	60,640	38,485	86,748					240,168	
004	Building & Plumbing Inspection	865,110	626,881	960,477	678,192	38,057	-	12,021	16,031	19,430	-	240,002	28,240	59,741	36,296	64,478	54,483	109,412					678,192	
005	Planning & Development	853,574	770,885	822,179	746,771	6,725	18,533	1,866	2,872	3,808	18,893	44,939	5,262	118,129	68,554	135,220	91,265	230,704					746,771	
006	Reserve for Feasibility Studies	81,531	6,622	101,559	46,673	1,401	4,251	472	727	697	4,326	10,847	1,075	4,197	2,436	4,804	3,243	8,197					46,673	
008	Boundary Economic Development	287,918	109,499	273,823	158,322		39,847	4,425	6,812								30,398	76,840					158,322	
009	Police Based Victims' Assistance	162,845	62,873	134,699	65,790	3,690				1,836	11,395	28,569	2,831	11,054	6,415								65,790	
010	Regionalized Waste Management	7,574,034	1,255,447	6,260,389	1,255,447	37,691	114,338	12,696	19,547	18,752	116,376	291,775	28,914	112,898	65,518	129,232	87,224	220,487					1,255,447	
012	Emergency Preparedness	423,063	255,199	608,304	236,613	7,104	21,549	2,393	3,684	3,534	21,933	54,991	5,449	21,278	12,348	24,356	16,439	41,555					236,613	
014	Parks & Trails - Electoral Area 'B'	333,356	231,860	357,055	231,759																		231,759	
015	9-1-1 Emergency Communications	726,690	309,977	706,125	419,210	12,585	38,179	4,239	6,527	6,261	38,860	97,428	9,655	37,698	21,877	43,152	29,125	73,624					419,210	
017	East End Economic Development	186,974	186,483	111,117	109,909	10,897				5,422	33,647	-	8,360	32,641	18,943								109,909	
018	Culture Arts & Rec in the Lower Columbia	1,891,289	709,003	2,078,947	715,910	40,158				19,979	123,995	310,876	30,807	120,288	69,807								715,910	
019	Beaver Valley Parks & Trails	942,169	747,250	1,090,443	726,796	161,766				80,482													726,796	
020-011	Beaver Valley Arena	540,990	371,577	594,239	424,750	94,538				47,035													424,750	
020-013	Beaver Valley Recreation	247,065	215,926	251,101	218,711	48,679				24,219				145,813									218,711	
021	Recreation - Grand Forks & Area 'D'	511,614	442,204	534,504	460,901		261,451	8,999	13,855								199,450						460,901	
022	Recreation - Greenwood, Midway, 'E'	67,006	67,006	67,016	66,623																	43,769	66,623	
023	Recreation Commission - Christina Lake	74,046	13,296	80,719	53,328												53,328						53,328	
024	Recreation Facilities - Christina Lake	44,363	40,000	48,406	40,000																40,000		40,000	
025	Grand Forks Community Centre	-	-	-	-																		-	
026	Boundary Museum Service	30,000	29,961	30,000	29,960												9,987	19,973					29,960	
027	Area 'C' Regional Parks & Trails	1,630,250	325,964	1,642,897	298,780												298,780						298,780	
028	Beaverdell Community Club Service	19,950	19,950	19,950	19,950																	19,950	19,950	
030	Grand Forks Arena	640,844	439,093	669,127	444,318		302,136																444,318	
031	Grand Forks Curling Rink	89,722	43,750	60,280	43,750												17,092	11,536					43,750	
040	Grand Forks Aquatic Centre	939,982	608,953	821,067	623,975		353,956											270,019					623,975	
045	Area 'D' Regional Parks & Trails	-	45,625	-	45,779													45,779					45,779	
047	Heritage Conservation - Area D	22,883	12,883	21,760	6,309																		6,309	
050	Kootenay Boundary Regional Fire Rescue	4,835,911	3,331,247	4,095,067	3,490,903	195,818				97,423	604,620	1,515,887	150,218	586,547	340,390								3,490,903	
051	Fire Protection - Christina Lake	353,033	328,967	412,478	354,329																		354,329	
053	Fire Protection - Beaverdell	65,504	49,633	78,998	53,021																354,329		53,021	
054	Big White Fire - Specified Area	1,094,315	918,165	1,250,386	1,023,219																		1,023,219	
055	Midway & Beaverdell Emergency Response	18,000	11,917	-	10,605			2,651	2,651														10,605	
056	Rural Greenwood Fire Service	23,378	23,378	23,406	23,406														5,302				23,406	
057	Grand Forks Rural Fire Service	471,316	356,249	2,229,311	364,360																		364,360	
058	Kettle Valley Fire Protection	876,245	111,245	547,321	147,321																		147,321	
064	Refuse Disposal - Big White	242,900	242,900	261,376	255,853																		255,853	
065	Area 'E' Regional Parks & Trails	31,378	31,370	81,406	81,393														81,393				81,393	
070	Animal Control - East End	98,708	94,447	98,784	91,861	13,397				3,828		51,672		14,532	8,433								91,862	
071	Animal Control - Boundary	160,090	147,560	145,661	133,424		44,413	4,932															133,424	
074	Big White Security Services	209,665	191,592	204,772	181,458												50,199	33,881					181,458	
075	Big White Noise Control Service	16,378	1,378	16,406	1,406																		1,406	
077	Area 'C' Economic Development	145,378	108,026	148,406	108,050																		108,050	
080	Mosquito Control - Grand Forks, Area 'D'	99,544	60,679	86,172	55,143		30,192										108,050						55,143	
081	Mosquito Control - Christina Lake	41,265	22,526	34,359	18,835																		18,835	
090	Weed Control - 'A' - Columbia Gardens	44,730	21,705	43,014	21,789															21,789				21,789
091	Weed Control - Christina Lake Millifol	462,921	288,453	327,504	288,324												288,324						288,324	
092	Weed Control - Area 'D' & 'E'	185,432	76,344	248,265	76,002																		76,002	
101	Street Lighting - Big White	65,878	36,571	21,445	21,445																		21,445	
103	Beaverdell Street Lighting Service	2,400	1,904	10,400	1,954																		1,954	
120	House Numbering - Areas 'A' & 'C'	6,000	5,988	6,000	5,987									2,791		3,195						1,954	5,987	
121	House Numbering - Area 'D'	3,000	2,999	3,000	2,999																		2,999	
122	House Numbering - Area 'B'	3,000	2,994	3,000	2,996											2,996							2,996	
123	House Numbering - Area 'E'	3,000	2,997	3,000	2,999																		2,999	
140	Library - Grand Forks, Area 'C' & 'D'	385,590	383,558	395,706	394,635		136,404										154,173	104,057					394,635	
141	Library - Specified Area 'E'	3,000	3,000	3,500	3,500																		3,500	
145	Greenwood, Area 'E' Cemetery Service	55,878	19,200	53,406	14,599	1,758																	14,599	
150	Cemeteries - East End	471,310	470,176	595,898	470,004	26,364				13,117	81,404	204,094	20,225	78,971	45,829								470,004	

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	Specified Area E	Total	
Total General Government Services		36,102,507	15,981,843	37,505,133	16,545,846	706,419	1,403,267	53,692	71,318	349,577	1,078,752	2,909,506	296,824	2,206,065	989,342	1,513,971	1,644,246	1,098,771	21,789		413,163	1,789,143	16,545,847
500	Beaver Valley Water Supply	1,124,241	477,450	1,083,627	479,250	342,000													137,250				479,250
550	Christina Lake Water Supply Utility	2,480,793	-	963,572	201,250																201,250		201,250
600	Columbia Gardens Water Supply Utility	54,459	19,752	68,893	19,752														19,752				19,752
650	Rivervale Water & Street Lighting	316,387	0	209,864	0															0			0
700	East End Regionalized Sewer Utility	3,712,304	1,539,827	3,523,876	1,539,829					308,582	1,058,787	172,461											1,539,829
700-101	East End Regionalized Sewer Utility - Trail	46,945	11,356	47,219	26,683						26,683												26,683
700-102	East End Regionalized Sewer - Rossland	14,402	7,532	14,490	6,649					6,649													6,649
700-103	East End Reg Sewer - Rossland/Warfield	11,351	11,351	12,815	11,266					7,233		4,033											11,266
710	Mill Road Sewer Collection Services	-	1	-	1													-	1			-	1
800	Oasis-Rivervale Sewer Utility	290,002	30,534	209,845	30,534									30,534									30,534
900	East End Transit	1,725,364	1,158,311	1,726,809	1,158,464	64,983			32,330	200,644	503,050	49,850	194,647	112,959									1,158,464
950	Boundary Transit	86,333	40,000	82,991	50,000		23,709	2,633									18,087				5,572		50,000
TOTAL ANNUAL BUDGET		45,965,088	19,277,955	45,449,133	20,069,523	1,113,402	1,426,976	56,324	71,318	381,907	1,601,860	4,498,027	523,168	2,400,712	1,132,835	1,513,971	1,662,332	1,098,771	178,790	0	614,413	1,794,715	20,069,523
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	\$ 1,113,402	1,051,705	\$ 61,697
Grand Forks	1,426,976	1,383,643	43,333
Greenwood	56,324	59,502	- 3,178
Midway	71,318	75,993	- 4,675
Montrose	381,907	390,264	- 8,357
Rossland	1,601,860	1,558,972	42,888
Trail	4,498,027	4,366,519	131,508
Warfield	523,168	533,268	- 10,100
Area A	2,400,712	2,404,969	- 4,257
Area B	1,132,835	1,143,158	- 10,323
Area C	1,513,971	1,488,147	25,824
Area D	1,662,332	1,632,787	29,545
Area E	1,098,771	953,706	145,065
Specified			
Area A	178,790	178,706	84
Specified			
Area B	0	-	0
Specified			
Area C	614,413	391,493	222,920
Specified			
Area E	1,794,715	1,665,123	129,592
	<u>\$ 20,069,523</u>	<u>\$ 19,277,955</u>	<u>\$ 791,568</u>

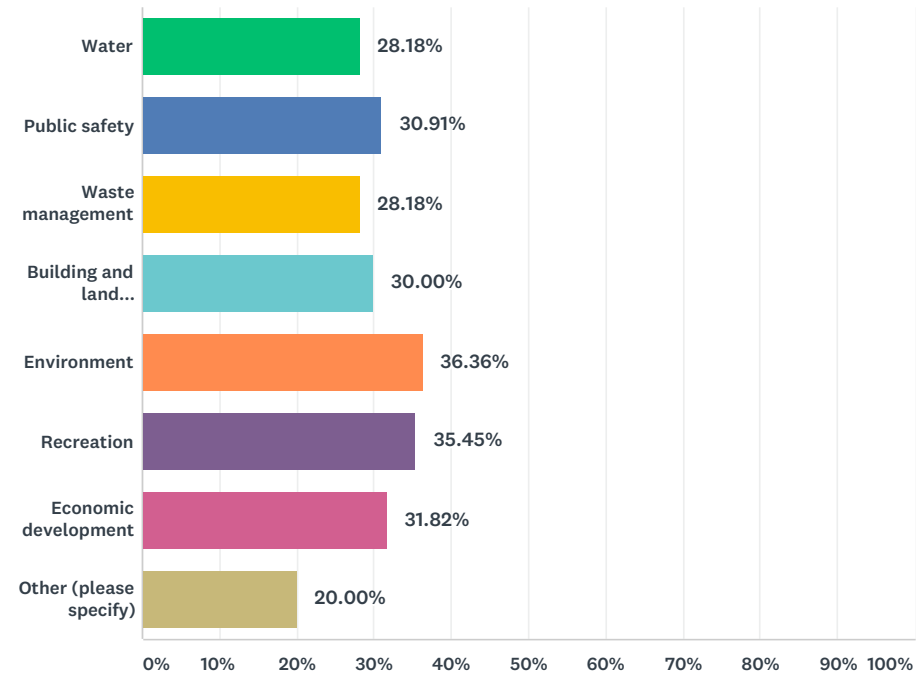
Regional District Of Kootenay Boundary
Reserve Balance Projections

<u>Service</u>	<u>Service Name</u>	<u>Balance</u>		<u>2018 Projected Reserves</u>		
		<u>Dec 31, 2017</u>	<u>Redemption</u>	<u>Contribution</u>	<u>Closing Bal</u>	
001	General Government Services	\$ 3,050,769	\$ 40,000	\$ 1,033,237	\$ 4,044,006	
002	Electoral Area Administration	\$ 85,433	60,000	-	25,433	
004	Building Inspection	\$ 105,980	42,000	-	63,980	
005	Planning & Development	\$ 34,390	-	5,000	39,390	
008	Boundary Economic Development	\$ 35,107	12,000	-	23,107	
009	Police Based Victims Services	\$ 47,842	-	-	47,842	
010	Regional Waste Management	\$ 2,419,549	1,158,000	30,000	1,291,549	
012	Emergency Preparedness	\$ 104,078	77,500	160,350	186,928	
014	Area 'B' Parks & Trails	\$ 117,019	-	9,000	126,019	
015	9-1-1 Emergency Communications	\$ 182,774	182,774	-	-	
017	East End Economic Development	\$ 8,365	-	-	8,365	
018	Culture Arts & Recreation Lower Columbia	\$ 384,752	146,000	-	238,752	
019	Beaver Valley Parks & Trails	\$ 161,114	100,000	12,000	73,114	
020-011	Beaver Valley Arena	\$ 19,259	-	-	19,259	
021	Recreation Commission Grand Forks	\$ 2,200	-	-	2,200	
023	Christina Lake Recreation	\$ 9,242	-	9,000	18,242	
024	Recreation Facilities Christina Lake	\$ 29,864	-	3,000	32,864	
027	Area 'C' Regional Parks & Trails	\$ 192,939	190,000	-	2,939	
030	Grand Forks Arena	\$ 204,950	56,640	15,000	163,310	
031	Grand Forks Curling Rink	\$ 18,680	6,101	-	12,579	
040	Grand Forks Aquatic Centre	\$ 131,005	2,394	1,500	130,111	
045	Area 'D' Regional Parks & Trails	\$ -	-	10,000	10,000	
047	Hardy Mountain Historic Site	\$ -	-	-	-	
050	KBRD Regional Fire Rescue	\$ 141,007	-	87,832	228,839	
051	Christina Lake Fire Services	\$ 160,822	-	15,000	175,822	
053	Beaverdell Fire Services	\$ 28,800	-	1,000	29,800	
054	Big White Fire Services	\$ 98,427	60,000	148,396	186,823	
056	Greenwood Rural Fire Service	\$ 9,238	-	-	9,238	
057	Grand Forks Rural Fire Service	\$ 516,126	-	67,000	583,126	
058	Kettle Valley Fire Protection	\$ 5,017	-	5,000	10,017	
065	Area 'E' Parks & Trails	\$ 36,843	-	60,000	96,843	
075	Big White Noise Control	\$ 46,610	-	15,000	61,610	
077	Economic Development - Area 'C'	\$ 22,075	-	-	22,075	
080	Mosquito Control Area 'D' & Grand Forks	\$ 35,080	-	20,000	55,080	
081	Mosquito Control Area 'C' Specified Area	\$ -	-	10,000	10,000	
091	Christina Lake Milfoil Control	\$ 31,954	-	32,600	64,554	
092	Noxious Weed Control D & E	\$ -	-	10,000	10,000	
101	Street Lighting - Big White	\$ 21,755	-	-	21,755	
103	Beaverdell Street Lighting	\$ 8,004	8,000	600	604	
145	Greenwood Area 'E' Cemetery Service	\$ 40,720	34,400	-	6,320	
150	Cemeteries - East End	\$ 199,330	98,000	-	101,330	
500	Beaver Valley Water Supply Utility	\$ 434,065	-	32,566	401,499	
550	Christina Lake Water Supply Utility	\$ 720,758	165,000	70,985	626,743	
600	Columbia Gardens Water Utility	\$ 16,625	10,547	-	6,078	
650	Rivervale Water Supply Utility	\$ 125,880	-	18,693	144,573	
700	East End Regional Sewer Utility	\$ 541,971	363,000	216,500	395,471	
700-103	East End Regional Sewer Utility - Rossland & War	\$ -	-	1,506	1,506	
800	Oasis/Rivervale Sewer Utility	\$ 40,996	40,713	6,762	7,045	
900	East End Transit	\$ 496,730	127,000	-	369,730	
950	Boundary Area Transit	\$ 34	-	-	34	
		<u>\$ 11,124,179</u>	<u>\$ 2,980,069</u>	<u>\$ 2,042,395</u>	<u>\$ 10,186,505</u>	

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

Q1 What RDKB services matter most to you right now?

Answered: 110 Skipped: 0



#	OTHER (PLEASE SPECIFY)	DATE
1	A fire hall being constructed	3/1/2018 8:58 AM
2	residential lawn watering in summer. grrrrr	2/27/2018 10:05 AM
3	Public Transit	2/26/2018 7:42 PM
4	Crimes and Drug use in open and public areas	2/26/2018 12:13 PM
5	Recycling	2/25/2018 5:37 PM

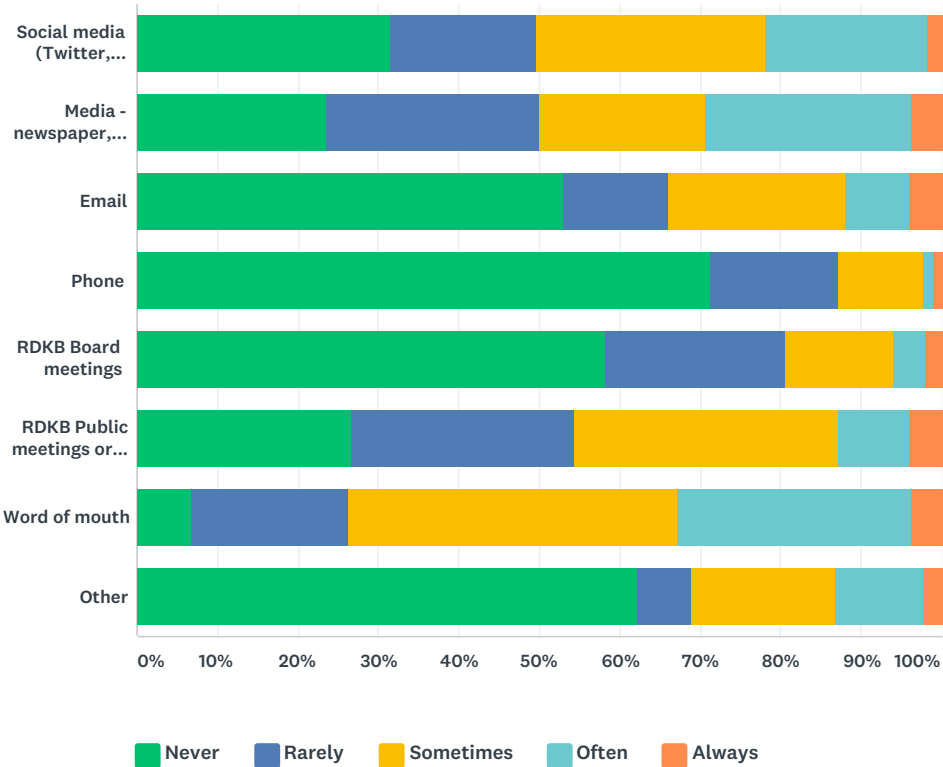
RDKB Communications Survey - Area Residents

SurveyMonkey

6	Wild Fire Management, Road Management	2/21/2018 2:00 PM
7	Emergency Planning	2/20/2018 6:14 PM
8	A small amount of transit improvement	2/20/2018 9:47 AM
9	Emergency preparedness	2/19/2018 8:09 PM
10	All the above- recreation last priority. Perhaps next years survey this survey could suggest ranking importance in order to gain a more accurate view of people's interest	2/13/2018 9:14 AM
11	Community Services	2/12/2018 8:55 PM
12	Socio-Economic disparity	2/6/2018 8:35 AM
13	Infrastructure	2/5/2018 4:29 PM
14	Roads	2/4/2018 5:20 PM
15	Protecting the land and water - so all the other stuff matters as well!	2/4/2018 10:19 AM
16	noise bylaws	2/4/2018 9:35 AM
17	Noise bylaw	2/4/2018 8:46 AM
18	Bylaw enforcement	2/4/2018 8:28 AM
19	bylaw enforcement - noise	2/4/2018 8:20 AM
20	Wheelchair access	2/3/2018 12:47 PM
21	Bylaws to eliminate unsitely properties, and derelict vehicles	2/2/2018 5:32 PM
22	Highway Dept. Snow removal	2/2/2018 4:40 PM

Q2 How do you or your family access or receive local government information now?

Answered: 110 Skipped: 0



#	OTHER (PLEASE SPECIFY)	DATE
1	family member works within the RDKB	3/2/2018 1:04 PM
2	website	2/27/2018 3:47 PM
3	New resident	2/27/2018 11:01 AM
4	Other what?	2/26/2018 12:56 PM

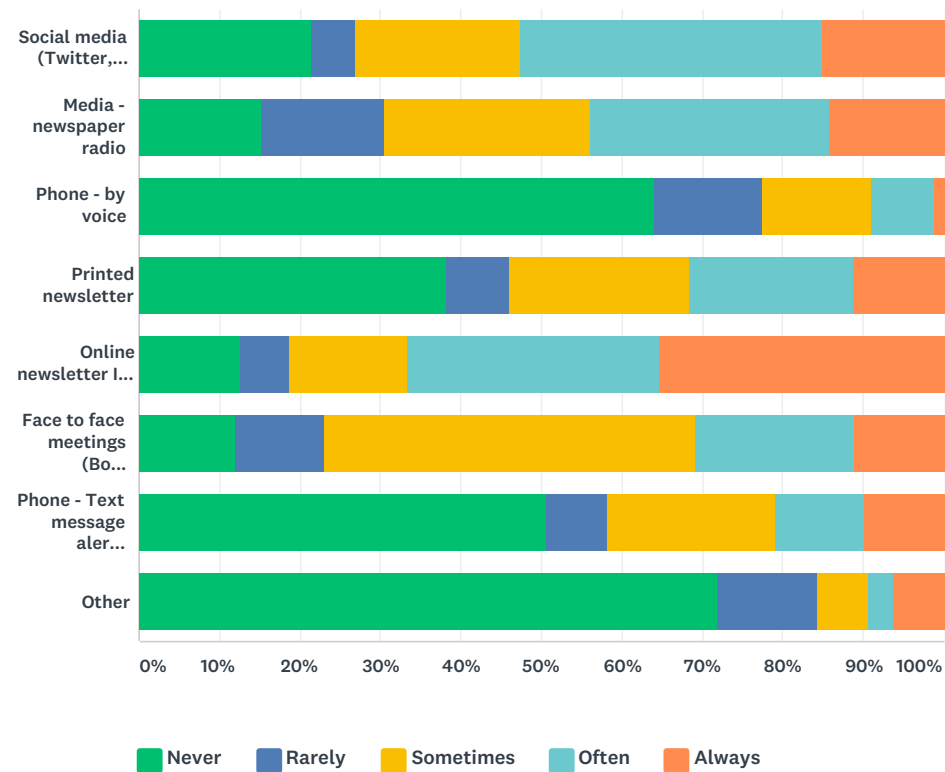
RDKB Communications Survey - Area Residents

SurveyMonkey

5	canada post	2/15/2018 8:58 AM
6	Website	2/14/2018 6:59 PM
7	Postcard... can members of the community attend board of directors meeting? The public should be notified if so	2/13/2018 9:14 AM
8	Big White Community Association, RDKB website	2/12/2018 8:55 PM
9	I occasionally look at the RDKB website. Do they have email push notifications?	2/6/2018 4:17 PM
10	I often have to research myself to find the information	2/6/2018 8:35 AM
11	Fruitvale Newsletter	2/5/2018 4:29 PM
12	Don't know if this is the right place, but we'd like to pay the tax money so we can use Trail facilities without paying TRP.	2/4/2018 7:38 PM
13	Mail	2/4/2018 5:20 PM
14	Would like to get texts and have more summer mettings. I read the meeting agendas to get info	2/4/2018 8:28 AM
15	Please note that the meetings are not held very often in summer when people like me and my family are there.	2/4/2018 8:20 AM
16	Community meeting	2/3/2018 1:41 PM
17	On Council	1/31/2018 5:00 PM
18	Mail outs	1/30/2018 6:26 PM

Q3 How do you want to access or receive local government information in the future?

Answered: 109 Skipped: 1



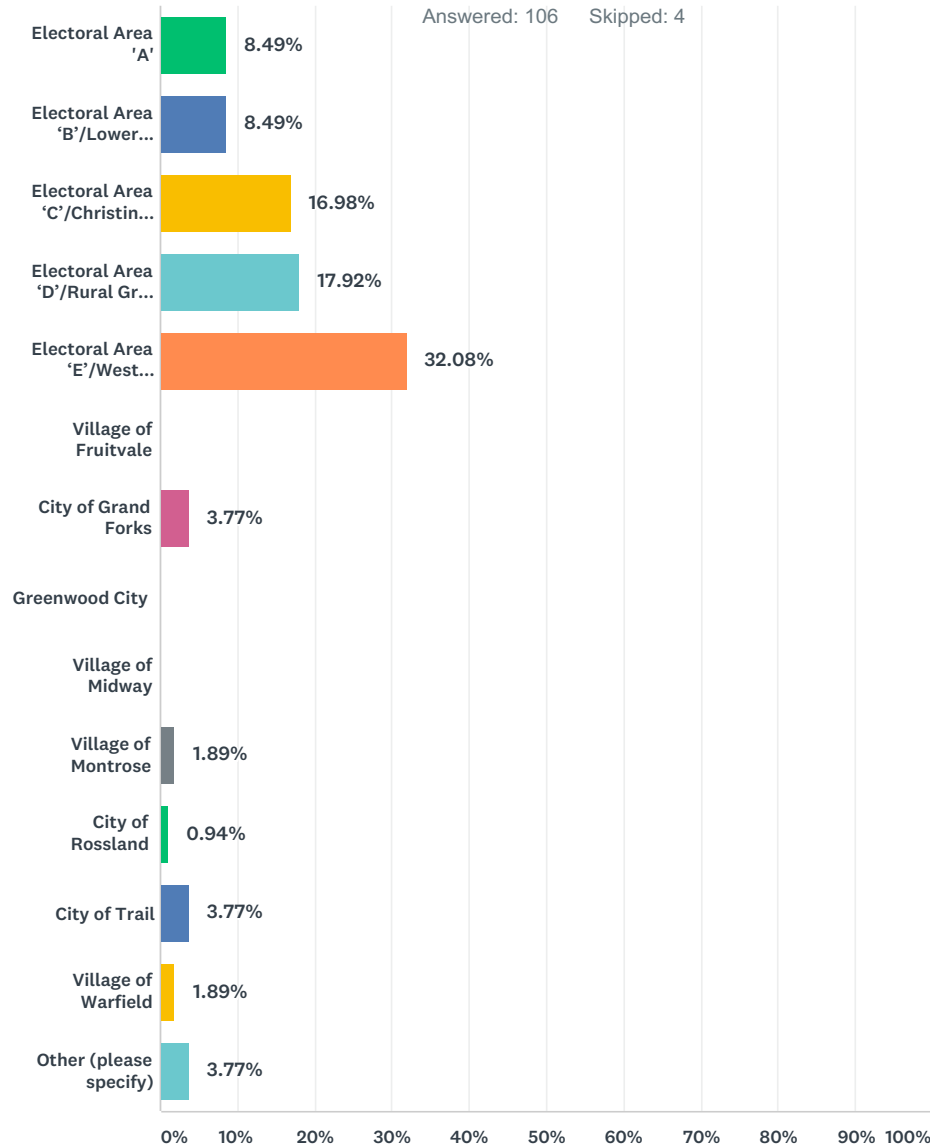
#	OTHER (PLEASE SPECIFY)	DATE
1	website	2/27/2018 3:48 PM
2	Wtf	2/26/2018 12:57 PM
3	Mail	2/20/2018 9:47 AM
4	Postcards	2/13/2018 9:15 AM

RDKB Communications Survey - Area Residents

SurveyMonkey

5	email, RDKB website - needs to be updated more often!	2/12/2018 8:55 PM
6	Facebook and Twitter would be useful for many people, just not me.	2/6/2018 4:18 PM
7	Website	2/6/2018 8:36 AM
8	email list or posted on an updated website	2/4/2018 9:35 AM
9	email	2/4/2018 8:22 AM
10	Email updates	2/3/2018 1:41 PM

Q4 Where do you live?



#	OTHER (PLEASE SPECIFY)	DATE
1	RDCK	2/22/2018 9:34 AM
2	West Kelowna. Property owner Big White	2/3/2018 3:52 PM
3	Big White	2/3/2018 12:47 PM
4	Rdck	1/25/2018 11:54 AM

Q5 Comments or additional information

Answered: 24 Skipped: 86

#	RESPONSES	DATE
1	There have to be some concrete solutions to dealing with the Drug Addicts, Thieves and Transient problem we are currently suffering under in Grand Forks City Proper. Our City is falling apart and becoming an extremely undesirable place to be. Not to mention the environmental hazards of tent cities being set up along our vulnerable waterways with apparently no-one having any authority to clear them out. PLEASE DO SOMETHING. Our City is no longer a safe place to live.	2/28/2018 6:42 AM
2	Better ambulance service is needed.	2/27/2018 5:34 PM
3	On a local note--issue of Well Road--which ends in an unmaintained road (Min of Transport) yet used constantly by local traffic---csars get stuck in mud, snow--dust and dirt in local properties.	2/27/2018 11:03 AM
4	River flow help with flooding on farmland	2/27/2018 10:50 AM
5	I am concerned about Saddle Lake and the amounts of water it holds with a very old archaic damn holding the water back.	2/26/2018 12:59 PM
6	Pretty lame survey.	2/26/2018 12:15 PM
7	I modified and cut and pasted a BCTransit schedule with my suggestions and sent it to them. Main poin was the 6:57 am trip of the 98 would be too late. 7:30 am to 8:05 am would do, an additional trip. My less feasible idea is the 47 Casino/Trail/Oasis once am plus once pm. Lack of topsoil - no farms, hay fields. Many environment or infrastructure are very well done, thank you. All Swiss forests are cleared of fuel stuffs by army and residents.	2/20/2018 9:48 AM
8	During both the Stickpin fire and the flooding of last year, it was clear that there was no plan in place or way for people to get information in an emergency. John McLean stated at a public meeting during the fire that there was no plan but that it would be a top priority. And yet....the flood last year was a gong show. Too little too late-no communication and no help when we needed it. Has this plan been done and how do citizens access it? Area D.	2/19/2018 8:09 PM
9	An interactive website that is updated regularly. The current website is pretty bland but could be so much better!	2/12/2018 8:56 PM
10	Phone communication is not time/cost efficient. Town hall meetings are frequently held during winter when many Area C (Christina Lake) rate payers are unable to attend. We need to encourage more tax payers to spend more time on the rdkb site	2/12/2018 10:43 AM
11	Newsletter/questionnaire specific to Elect B.	2/9/2018 7:51 AM
12	It was an enjoyable meeting (Fruitvale Hall) Ali and Mark are very professional, and yet warm and approachable. There were some contentious issues discussed with some pretty grumpy people and Ali and Mark both handled it very gracefully in a non dismissive way.I am very glad I attended.	2/8/2018 9:54 AM
13	Snow removal is a big problem in Rivervale. The equipment commonly used is too lightweight and doesn't arrive for 36-48 hours after a heavy snowfall. This creates very dangerous roadways for day to day use, most importantly, this lack of snow removal creates a very difficult area for emergency response vehicles to access and exit because every road leaving Rivervale has to drive uphill at a fairly significant incline. Buses spin out, paramedics openly express concern for driving in Rivervale, this is a real problem.	2/7/2018 9:25 AM

RDKB Communications Survey - Area Residents

SurveyMonkey

14	The town hall meetings limit certain days to attend when on shift work should be more days and dates for annual meeting	2/6/2018 7:17 PM
15	I work in 3 communities	2/6/2018 8:36 AM
16	Roads such as Columbia Gardens are experiencing heavy large truck traffic with no restrictions, ruining these secondary roads which are neither built for this use nor being repaired.	2/4/2018 5:24 PM
17	Please have town meetings, open houses, round tables, board meetings in the summer as well.	2/4/2018 8:22 AM
18	Big white should be own separate district not part of district e	2/3/2018 1:42 PM
19	As a resident at Big WHite I was appalled that all accessible guidelines were ignored and a new 2 storey building Black Forest Lodge was given a permit without an elevator - even worse when we called about it I was told accessibility is open to interpretation and anyways no wheelchair users at the hill - wrong on both counts - come on its not 1960s! Outrageous	2/3/2018 12:49 PM
20	Like the idea of an automatic email.....seems like we never know what is going on or what the district is doing. Thanks	2/3/2018 12:47 PM
21	Communications on social media is one easy and cheap area where RDKB can significantly & quickly improve.	2/3/2018 12:16 PM
22	If RDKB was able to show more local info through Twitter and Instagram what would help me be more aware of events. Emails would be great too.	2/3/2018 8:52 AM
23	The garbage cans placed around the lake are heavily used by cheap locals who do not wish to pay 4.00 . Raise taxes to offset dump operations, and the dump would then be FREE except for items not environmentally friendly like fridges or such>>Then the cheap locals would stop filling these cans, and go to the dump!!	2/2/2018 5:42 PM
24	I appreciate our rdkb rep but feel we are left out. I have been disappointed with rdkb having an actual vote about library. We have to pay money to get library card and I have never heard of that. Not to mention each family member has to pay. Why was this put to a vote in the first place. I sort of get the full pay for recreation and then get discounted after the fact but still do not like it. The tax we pay to rdkb should more than cover this. Not to mention our excessive improvement tax. We pay and pay and see little in return.	1/30/2018 10:36 AM



Office of the Mayor

All UBCM Members
(via Email)

February 21, 2018

Dear Colleagues:

Re: Marihuana Addiction Treatment, Prevention and Education

At our February 5, 2018 meeting, Council passed the following resolution for submission to AVICC (and UBCM) in relation to the upcoming legalization of marihuana.

WHEREAS large profits will be made by the Federal Government in the form of taxes once the Liberal Government passes legislation permitting the recreational use of Marihuana in Canada. Enormous profits will be made through the manufacture, production and distribution of Marihuana.

AND WHEREAS the human cost will be in the 100's of Millions possibly Billions of dollars. The tragic loss of humanity through addiction is immeasurable. By legalizing Marihuana the Federal Government will sanction and subsequently legitimize its use among Canadians.

AND WHEREAS if we have learned anything from the use of alcohol and tobacco there will be serious and often irreversible effects due to marihuana consumption. Treatment facilities have to be available for immediate and adequate response for all Canadians, not just for those who can afford private care. Trained professionals, care facilities and education have to be ahead of the need.

AND WHEREAS it is well studied that a proportion of any population is susceptible to becoming dependent on an addictive substance. This adds up to 10's even 100's of thousands of Canadians.

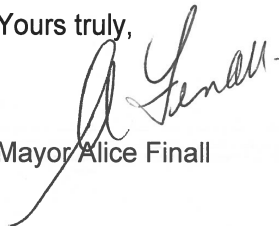
AND WHEREAS we have seen huge legal assessments against tobacco and alcohol producers after the harm has already been done and lives lost. Decades ago tobacco producers denied the harmful effects of smoking, second hand smoke and the addictive nature of tobacco smoking. Health risks and the potential for addiction cannot be denied and is the direct responsibility of the Federal Government and manufacturers, producers and distributors of Marihuana.

THEREFORE BE IT RESOLVED that council request that, the Federal Government commit all its tax revenue derived from the sale of marihuana that has not been designated to the provinces, for use in treatment, prevention and education.

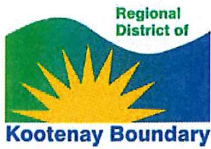
BE IT FURTHER RESOLVED that that those involved in the manufacture, production, distribution and sale of marihuana be required to establish a minimum 500 million dollar trust for the treatment of addicted persons in Canada.

On behalf of Council, thank you for your consideration in this regard.

Yours truly,

A handwritten signature in black ink, appearing to read 'A. Finall', written over the printed name 'Mayor Alice Finall'.

Mayor Alice Finall



From the desk of:
 Ali Grieve,
 Director-Electoral Area 'A'
 2057 Old Salmo Road
 Fruitvale, BC V0G 1L1
 250-367-6521
 aligrieve@telus.net



February 15, 2018

Attention: Giulio Ambrosone on behalf of Owners' Representatives
 Waneta Expansion Limited Partnership (WELP)
 C/O Columbia Power Corporation
 Suite 200 445 13th Ave.
 Castlegar, BC V1N 1G1

Re: Tailrace Improvement Project

Dear Mr. Ambrosone,

Please accept my sincere thanks on behalf of the residents of Area 'A' to the Waneta Expansion Project's Owners' Representatives for their donation of rock (riprap) to Atco Wood Products, who are in turn sharing this rock with the Regional District of Kootenay Boundary Electoral Area 'A'. Atco will use the spare rock from the Waneta Tailrace Project to reinforce their rail bed near Fruitvale and Area 'A' will use the larger rocks provided to enhance future projects at Beaver Creek Park.

Atco is a local, family-owned and operated business and a major employer in Area 'A'. Improvements to their operations provide direct and indirect economic benefits to local residents and to our region. They are also involved in the community through forest industry education for youth and have donated landscape bark and chips to parks and playgrounds.

Beaver Creek Park is an important recreational asset in our area and improvements to the park benefit all residents of Area 'A' and surrounding communities.

Our electoral area very much appreciates WELP's spirit of community partnership and willingness to find novel and practical ways to make good use of a valuable resource such as clean, sorted rock.

Yours truly,

Ali Grieve,
 Director, RDKB Electoral Area 'A'

"The contents of this correspondence and any views presented are those of the writer and may not reflect the positions of the Regional District of Kootenay Boundary"



Administration provided
by UBCM

Funding provided by
Province of B.C.



For program
information, visit the
Funding Programs
section at:

www.ubcm.ca

LGPS Secretariat

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

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

Local Government Program Services

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

February 6, 2018

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	FEB 13 2018
DOC #
REF. TO:
CC:	RR MA BB

Re: 2017 Asset Management Planning Program (Asset Management Capacity Building & Strategy)

Dear Chair Russell and Board,

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total expenditure of \$28,325.00. Based on this, a payment in the amount of \$10,000.00 will follow shortly by electronic fund transfer. This transfer represents full payment of the grant and is based on 50% of the total reported expenditure to the approved grant maximum.

I would like to congratulate the Regional District of Kootenay Boundary for undertaking this project and responding to the opportunity to strengthen asset management capacity in your local government.

As a reminder, applications for the 2018 Asset Management Planning program will be accepted until March 31, 2018.

Sincerely,

Peter Ronald
Programs Officer

cc: Beth Burget, General Manager of Finance, Regional District of
Kootenay Boundary

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

FILE #

MAR 08 2018

DOC #

REF. TO:

CC:

March 5, 2018



Office of the Mayor

Honourable Claire Trevena
Minister of Transportation & Infrastructure
PO Box 9055
Stn Prov Govt
Victoria, BC V8W 9E2

Dear Honourable Minister Trevena:

Re: Paving of the Camp McKinney Road, Oliver BC to Mt. Baldy Ski Area Village Parking Lot

At the February 26, 2018 Regular meeting Council resolved to submit a letter of support to the Ministry of Transportation & Infrastructure to consider the request of Strata Corporation KAS1840 to pave the remainder of Camp McKinney Road, at kilometer 14 outside Oliver, for 21 kilometers to Mt. Baldy Ski Resort Village.

The remaining 21 kilometers is a gravel road, and during the spring thaw the road is dangerous, pot holed, muddy, and often wash out and under water in certain sections. It has become increasing difficult to encourage users to the ski resort beyond March due to the road conditions. March is typically one of the best months and often the last stretch of skiing for many ski resorts across British Columbia.

The road is used by the logging industry which further deteriorates the road condition. Safety has become a concern as people are driving on opposite sides of the road to avoid the worsening conditions.

The re-opening of Mt. Baldy Resort is now in its second successful year of operations with the goal to expand services into multiple seasons. Council recognizes the economic benefits the ski resort brings to greater Oliver and encourages the Ministry of Transportation & Infrastructure, to complete the paving of the gravel section from kilometer 14 to Mt. Baldy Ski Resort Village parking lot.

Yours truly,

Ron Hovanes
Mayor

cc Council
Director Terry Schafer Electoral Area C (RDOS)
Board of Directors, KBRD

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register - Summary

AP5090

Date: February 28, 2018

Supplier : 084010 To ZUM

Cheque Date: FEBRUARY 1 - 28, 2018

Cheque Date:	Supplier Code	Supplier Name	Amount
01-Feb-18	APT001	APTEAN	12,264.34
01-Feb-18	BEA150	BEAVER VALLEY NITEHAWKS	1,300.00
01-Feb-18	BEL110	BELL MOBILITY INC.	226.28
01-Feb-18	BOU560	BOUNDARY YOUTH SOCCER ASS	2,000.00
01-Feb-18	BRI001	BRINK'S CANADA LIMITED	367.16
01-Feb-18	CHR270	CHRISTINA LAKE NEWS	301
01-Feb-18	CIB010	CIBC VISA	11,145.01
01-Feb-18	COL004	COLLEGE OF THE ROCKIES	4,265.20
01-Feb-18	DEL070	DELL CANADA INC	107.44
01-Feb-18	FOR010	FORTISBC - ELECTRICITY	1,641.97
01-Feb-18	FOR040	FORTIS BC - NATURAL GAS	1,416.02
01-Feb-18	GES010	GESCAN - Division of Sone	65.22
01-Feb-18	GRA140	GRANTON MOTORS LTD	689.92
01-Feb-18	GRA240	GRAND FORKS & DISTRICT FA	1,317.00
01-Feb-18	HOM010	HOME DEPOT CREDIT SERVICE	747.12
01-Feb-18	KAN010	KANDBORG, ANDREW MILTON	146.49
01-Feb-18	KET080	KETTLE RIVER MECHANICAL	464.74
01-Feb-18	MER120	MERIDIAN ONECAP CREDIT CO	485.56
01-Feb-18	MIN040	MINISTER OF FINANCE	407.91
01-Feb-18	MIN090	MINISTER OF FINANCE	103.03
01-Feb-18	MOU006	MOUNTAIN VALLEY RANCH BED	78.75
01-Feb-18	NEX030	NEXUS FIRE & SAFETY LTD	1,363.58
01-Feb-18	OVE010	OVERWATEA FOODS	13.42
01-Feb-18	PEN015	PENNEY, JENNIFER	70
01-Feb-18	PER002	PERON, PIERRE H.	50
01-Feb-18	PUR020	PUROLATOR INC.	77.13
01-Feb-18	REI003	REILLY, BRIANNA	115
01-Feb-18	ROS055	ROSSLAND GOLDEN CITY LION	2,000.00
01-Feb-18	SPC010	SOCIETY FOR PREVENTION OF	7,437.00
01-Feb-18	SUR020	SURINAK, SANDRA - "IN TRU	62.16
01-Feb-18	TEL002	TELUS MOBILITY	4,388.23
01-Feb-18	VAN005	VAN HOOGEVEST, MELINA C	289.5
01-Feb-18	VER080	VERSA-TASK SERVICES	240
01-Feb-18	VIS050	VISTA RADIO LTD.	554.4
01-Feb-18	WES025	WESTEK CONTROLS LTD.	640.71
01-Feb-18	XER010	XEROX CANADA LTD.	21.82
01-Feb-18	ZON040	ZONE 6 KOOTENAY BOUNDARY	2,000.00
13-Feb-18	BCR040	B.C. RECREATION AND PARKS	350
13-Feb-18	BUI020	BUILDING OFFICIAL'S ASSOC	420

13-Feb-18 CAF015	CAFFE AMERICANO	149
13-Feb-18 CIE020	CI EXCAVATING	1,006.95
13-Feb-18 COL026	COLUMBIA WIRELESS INC.	610.4
13-Feb-18 ECL010	ECLIPSE INSPECTION & WELD	3,150.00
13-Feb-18 FER010	CITY OF FERNIE	2,000.00
13-Feb-18 FIR050	FIRE ENGINEERING	53
13-Feb-18 FLE015	FLEETCOR CANADA MASTERCAR	2,219.57
13-Feb-18 FLE015	FLEETCOR CANADA MASTERCAR	294.12
13-Feb-18 FOR010	FORTISBC - ELECTRICITY	19,290.08
13-Feb-18 FOR040	FORTIS BC - NATURAL GAS	14,714.78
13-Feb-18 FRI100	FRITO LAY CANADA	106.73
13-Feb-18 GAB010	GABRIELLA'S RESTAURANTS L	6,389.90
13-Feb-18 GEN050	GENELLE IMPROVEMENT DISTR	415
13-Feb-18 GRA013	GRAYSON, RANDY	288.75
13-Feb-18 GRA280	GRAND FORKS VOLUNTEER FIR	4,560.00
13-Feb-18 GRE030	GREYHOUND COURIER EXPRESS	318.11
13-Feb-18 HER035	HERR MACHINE	206.15
13-Feb-18 INT080	INTERIOR SIGNS	310.8
13-Feb-18 INT140	INTERIOR HEALTH	725
13-Feb-18 JLM010	J L MOBILE SERVICE	159.6
13-Feb-18 KET010	KETTLE RIVER SENIORS ASSO	25
13-Feb-18 KET080	KETTLE RIVER MECHANICAL	4,352.59
13-Feb-18 KOO008	KOOTENAY MAINTENANCE SERV	1,848.00
13-Feb-18 MIN090	MINISTER OF FINANCE	161.77
13-Feb-18 PAS060	THE PASTRY SHOP	176.4
13-Feb-18 PET004	PETIT, PHILIP	3,021.10
13-Feb-18 PUR020	PUROLATOR INC.	61.26
13-Feb-18 RAD020	RADIO SHACK - JJC HOLDING	167.99
13-Feb-18 REC010	RECEIVER GENERAL FOR CANA	93,480.62
13-Feb-18 ROT030	ROTVOLD MARGUERITE	346.8
13-Feb-18 SEC030	SECURE BY DESIGN	44.8
13-Feb-18 SHA030	SHAW CABLE	358.55
13-Feb-18 SPE003	SPEEDPRO SIGNS PLUS	114.07
13-Feb-18 TEL001	TELUS COMMUNICATIONS (B.C	13,023.01
13-Feb-18 TOM015	TOMLIN, RYAN	7.53
13-Feb-18 TWI070	TWISTED FORKS CATERING	393.75
13-Feb-18 VER080	VERSA-TASK SERVICES	800
13-Feb-18 VIS050	VISTA RADIO LTD.	684.6
13-Feb-18 WES012	WESTKEY GRAPHICS	119.66
13-Feb-18 WES016	WESTBRIDGE RECREATION SOC	2,500.00
13-Feb-18 WIE030	WIEBE, GABRIEL	135
13-Feb-18 WOR090	WORSNOP, CATHERINE	246.35
15-Feb-18 AVO020	AVON SECURITY PRODUCTS	1,845.90
15-Feb-18 BCA030	BCAEM	50
15-Feb-18 BEA220	BEAVER VALLEY SKATING CLU	56
15-Feb-18 BOW040	BOWMAN, KARLEE	25
15-Feb-18 BUI020	BUILDING OFFICIAL'S ASSOC	26.25

15-Feb-18 BUI020	BUILDING OFFICIAL'S ASSOC	26.25
15-Feb-18 BUI020	BUILDING OFFICIAL'S ASSOC	26.25
15-Feb-18 CAN044	CANWEST PROPANE PARTNERSH	875.62
15-Feb-18 FIR170	ZONE 4 - FIRE CHIEFS' ASS	100
15-Feb-18 FOR010	FORTISBC - ELECTRICITY	12,981.43
15-Feb-18 FOR040	FORTIS BC - NATURAL GAS	532.95
15-Feb-18 FORGRA	FORTIS BC - FINANCIAL ACC	210
15-Feb-18 FRU020	FRUITVALE CO-OP	246.2
15-Feb-18 GAI010	GAIA PRINCIPLES IPM SERVI	52.5
15-Feb-18 GIR040	GIRARDO, NICK	70
15-Feb-18 GRA013	GRAYSON, RANDY	221.74
15-Feb-18 KIM050	KIM'S CREATIONS	5,258.24
15-Feb-18 LEX010	LEXISNEXIS CANADA INC.	340.88
15-Feb-18 MIL006	MILLS, JOHN	70
15-Feb-18 MIN030	MINISTER OF FINANCE	5,362.50
15-Feb-18 OVE010	OVERWAITEA FOODS	45.44
15-Feb-18 PEA010	PEAK SNOW REMOVAL AND LAN	1,344.00
15-Feb-18 RAC010	RACE TRAC FUELS	2,936.41
15-Feb-18 REC002	RECEIVER GENERAL	532.91
15-Feb-18 SEL010	SELECT OFFICE PRODUCTS	610.38
15-Feb-18 SHA030	SHAW CABLE	29.96
15-Feb-18 TEL001	TELUS COMMUNICATIONS (B.C	1,937.33
15-Feb-18 UPL030	UPLAND AGRICULTURAL CONSU	5,932.50
15-Feb-18 VAN005	VAN HOOGEVEST, MELINA C	300
15-Feb-18 WIE030	WIEBE, GABRIEL	25
15-Feb-18 YOU080	YOUR DOLLAR STORE WITH MO	6.82
22-Feb-18 ARL010	THE ARLINGTON HOTEL	381.35
22-Feb-18 ART015	THE ARTHRITIS SOCIETY	750
22-Feb-18 BAZ010	THE PARTY BAZAAR	308.66
22-Feb-18 BCC015	B.C. CONSERVATION FOUNDAT	1,000.00
22-Feb-18 BEA360	BEAVER VALLEY REC. COMM.	1,600.00
22-Feb-18 BOU021	BOUNDARY CENTRAL SECONDAR	1,000.00
22-Feb-18 BOU030	BOUNDARY MUSEUM SOCIETY	4,000.00
22-Feb-18 BOU560	BOUNDARY YOUTH SOCCER ASS	2,000.00
22-Feb-18 CAN130	CANADIAN UNION OF PUBLIC	4,921.66
22-Feb-18 CHR410	CHRISTINA LAKE TOURISM SO	2,500.00
22-Feb-18 COL016	COLUMBIA BASIN ALLIANCE F	3,000.00
22-Feb-18 DAY030	DAY BUSINESS FORMS & PRIN	151.2
22-Feb-18 DEL070	DELL CANADA INC	8,046.31
22-Feb-18 DUE010	DUELING OAKS RESTAURANT	1,040.76
22-Feb-18 FIR013	FIREHOUSE	62.09
22-Feb-18 FIR060	FIRE PREVENTION OFFICERS	120.75
22-Feb-18 FIR170	ZONE 4 - FIRE CHIEFS' ASS	100
22-Feb-18 FOR040	FORTIS BC - NATURAL GAS	1,036.65
22-Feb-18 FYF010	FYFFE, BART	155
22-Feb-18 GRE510	GREEN, DALE ALAN	27.63
22-Feb-18 HAM025	HAMAZAKI, LOUISE	25

22-Feb-18 HAN015	HANSON, KATHY	43.81
22-Feb-18 INL050	INLAND KENWORTH PENTICTON	71.68
22-Feb-18 KET010	KETTLE RIVER SENIORS ASSO	25
22-Feb-18 MET001	METTLER-TOLEDO INC.	619.36
22-Feb-18 MIN003	MINDFUEL FILMS INC.	544.75
22-Feb-18 PET010	PETRO CANADA	5,982.12
22-Feb-18 RAT015	RATCLIFFE, SARAH	219.05
22-Feb-18 REC002	RECEIVER GENERAL	581.42
22-Feb-18 REC010	RECEIVER GENERAL FOR CANA	89,302.62
22-Feb-18 REG080	REGIONAL DISTRICT OF EAST	54,000.00
22-Feb-18 REI003	REILLY, BRIANNA	255
22-Feb-18 ROC190	ROCK CREEK COMMUNITY MEDI	120
22-Feb-18 SCH013	SCHABKAR, VANESSA	59
22-Feb-18 SEL010	SELECT OFFICE PRODUCTS	346.2
22-Feb-18 SOL001	THE SOLID WASTE ASSOC. OF	267.12
22-Feb-18 STA007	DESJARDINS CARD SERVICES	325.37
22-Feb-18 STE015	STEVENS, GEORGE	60.9
22-Feb-18 TEL001	TELUS COMMUNICATIONS (B.C	60.58
22-Feb-18 TEL002	TELUS MOBILITY	440
22-Feb-18 TEL050	TELUS COMMUNICATIONS CO.	604.47
22-Feb-18 THE010	THE SOURCE	2,026.03
22-Feb-18 THO130	THOMPSON OKANAGAN TOURISM	3,806.46
22-Feb-18 TOM060	TOMASHEWSKY, ROSANNE, IN	203
22-Feb-18 VAN002	VANCOUGHNETT, DANIEL J.	1,560.00
22-Feb-18 WES021	WESTECH INDUSTRIAL LTD.	644
22-Feb-18 WIE030	WIEBE, GABRIEL	100
22-Feb-18 YOU080	YOUR DOLLAR STORE WITH MO	7.06
01-Feb-18 ACE010	A.C.E. COURIER SERVICES	537.1
01-Feb-18 ABE030	ABELL PEST CONTROL	458.64
01-Feb-18 AQU020	AQUAM SPECIALISTE AQUATIQ	537.93
01-Feb-18 ASS040	ASSOCIATED FIRE SAFETY	1,108.80
01-Feb-18 BFS010	B & F SALES & SERVICE LTD	2,777.59
01-Feb-18 BCT030	BC TRANSIT	137,374.00
01-Feb-18 BEA130	BEAVER VALLEY LIBRARY	15,856.00
01-Feb-18 BOU530	BOUNDARY LOCKSMITHS	261.82
01-Feb-18 CHR003	CHRISTMAN, MARTIN RUSSELL	1,968.33
01-Feb-18 CIN001	CINTAS THE UNIFORM PEOPLE	75.04
01-Feb-18 CLE050	CLEARTECH INDUSTRIES	346.26
01-Feb-18 COL390	COLUMBIA BASIN BROADBAND	3,651.20
01-Feb-18 COM060	COMPLETE CLIMATE CONTROL	4,854.27
01-Feb-18 CTQ010	CTQ CONSULTANTS LTD.	13,507.03
01-Feb-18 DDS010	D&D SERVICE CENTRE & STOR	126
01-Feb-18 EMC070	EMCON SERVICES INC.	1,087.09
01-Feb-18 ESC020	ESCOTT, ASHLEY	200
01-Feb-18 GUI001	GUILLEVIN INTERNATIONAL I	8,207.31
01-Feb-18 HAL010	HALL PRINTING	202.74
01-Feb-18 HAR014	HARRISON WHITESIDE, KATE	420

01-Feb-18 HIR010	HIRAM, JANICE	217
01-Feb-18 HOO004	HOODLE, ISABELLA	502.9
01-Feb-18 INF030	INFOSAT COMMUNICATIONS	417.66
01-Feb-18 JUS010	JUSTICE INSTITUTE OF B.C.	285
01-Feb-18 FIR002	KOOTENAY FIRE CHIEF'S ASS	200
01-Feb-18 LOR010	LORDCO PARTS LTD.	287.02
01-Feb-18 MAR006	MARINO WHOLESALE LTD.	8.05
01-Feb-18 MCG020	MCGREGOR, ROBERT	130
01-Feb-18 MIL160	MILLS OFFICE PRODUCTIVITY	192.05
01-Feb-18 OAS010	OASIS RECREATION SOCIETY	10,350.00
01-Feb-18 OME040	OMEGA COMMUNICATIONS LTD.	1,331.68
01-Feb-18 PAC020	PACIFIC BLUE CROSS	33,603.18
01-Feb-18 PHA010	PHARMASAVE NO 106	71.26
01-Feb-18 PRA040	PRAXAIR DISTRIBUTION	466.05
01-Feb-18 ROC050	ROCKY MOUNTAIN ENERGY	1,436.02
01-Feb-18 SCP010	SCP DISTRIBUTORS INC.	534.02
01-Feb-18 SKE010	SK ELECTRONICS LTD.	1,002.40
01-Feb-18 SOF020	SOFTCHOICE LP	1,159.75
01-Feb-18 SPE030	SPEEDPRO SIGNS PLUS	210.78
01-Feb-18 TRA010	THE CITY OF TRAIL	3,141.92
01-Feb-18 FRU010	THE VILLAGE OF FRUITVALE	1,770.07
01-Feb-18 VAB010	VAB ENTERPRISES	682.5
01-Feb-18 VAL130	VALLEN	395.37
01-Feb-18 VAN070	VAN HOUTTE COFFEE SERVICE	191.31
01-Feb-18 VAN050	VH SPORT	446.11
01-Feb-18 MON010	VILLAGE OF MONTROSE	300
13-Feb-18 ABL010	ABLE PLASTICS LTD.	53.21
13-Feb-18 ACK020	ACKLANDS-GRAINGER INC.	246.79
13-Feb-18 ASS010	ASSA ABLOY ENTRANCE SYSTE	639.93
13-Feb-18 BAB020	BA BENSON & SONS	236.02
13-Feb-18 BAL020	BALDY BOBCAT SERVICES	784.88
13-Feb-18 BIG060	BIG WHITE SKI RESORT LTD.	2,142.00
13-Feb-18 BOU010	BOUNDARY ELECTRIC(1985) L	29.1
13-Feb-18 BRA044	BRADLEY, TYLER	307.6
13-Feb-18 BRA030	BRANDT TRACTOR	153.43
13-Feb-18 BVC001	BV COMMUNICATIONS LTD.	264.15
13-Feb-18 CAN560	CANADIAN LINEN AND UNIFOR	184.34
13-Feb-18 CAN150	CANADIAN TIRE ASSOCIATE S	86.88
13-Feb-18 CAS240	CASCADE PRO ELECTRIC INC.	3,718.53
13-Feb-18 CAS016	CASCADES RECOVERY INC.	3,117.12
13-Feb-18 CEC010	CECCHINI PATRICIA	151.76
13-Feb-18 CER030	CERTIFIED ENSEMBLE SERVIC	51.45
13-Feb-18 KEL030	CITY OF KELOWNA	7,377.50
13-Feb-18 CIV020	CIVICINFO BC	826.35
13-Feb-18 CLE050	CLEARTECH INDUSTRIES	5,775.97
13-Feb-18 COL040	COLUMBIA GLASS	2,253.44
13-Feb-18 COL024	COLUMBIA TRUCK & TIRE	1,107.41

13-Feb-18 DAN090	DANCHUK JOSEPH, P.	219.07
13-Feb-18 ENO010	ENORMOUS PRODUCTIONS	952.87
13-Feb-18 GLA060	GLACIER HEIGHTS REFRIGERA	2,272.74
13-Feb-18 GRA023	GRAND FORKS CONCRETE AND	1,701.00
13-Feb-18 GRA050	GRAND FORKS HOME HARDWARE	257.51
13-Feb-18 GRI010	GRIEVE ALI K.	186.1
13-Feb-18 GUA010	GUARANTEED AUTOMOTIVE	361.99
13-Feb-18 GUI001	GUILLEVIN INTERNATIONAL I	152.6
13-Feb-18 HAC020	HACH SALES AND SERVICE CA	1,417.38
13-Feb-18 HEA020	HEAVY METAL CO.	928.2
13-Feb-18 HUB020	HUB FIRE ENGINES & EQUIPM	75.05
13-Feb-18 INL070	INLAND ALLCARE	3,650.07
13-Feb-18 ISL030	ISL ENGINEERING AND LAND	2,100.00
13-Feb-18 KOO200	KOOTENAY COFFEE COMPANY	72
13-Feb-18 KOO210	KOOTENAY VALLEY WATER CO.	282.23
13-Feb-18 LAN017	LANGMAN, DIANE	50
13-Feb-18 LIB010	LIBERTY FOOD STORES	112.03
13-Feb-18 LOR010	LORDCO PARTS LTD.	415.41
13-Feb-18 MAG040	MAGLIO BUILDING CENTRE (T	117.6
13-Feb-18 MAR006	MARINO WHOLESALE LTD.	249.36
13-Feb-18 MAR001	MARTIN MICHAEL, T.	265.54
13-Feb-18 MCG002	MCGREGOR GRACE	542.5
13-Feb-18 MCL060	MCLELLAN LLOYD	50
13-Feb-18 MIL160	MILLS OFFICE PRODUCTIVITY	866.6
13-Feb-18 OKT010	OK TIRE STORE	381.86
13-Feb-18 OLD010	OLD DUTCH FOODS	57.6
13-Feb-18 OPU010	OPUS INTERNATIONAL CONSUL	24,744.56
13-Feb-18 PEN002	PENGELLEY, JOHN	149.8
13-Feb-18 POW100	POWER TECH ELECTRIC LTD.	189
13-Feb-18 RIT020	RITEWAY MECHANICAL REPAIR	1,157.16
13-Feb-18 ROC240	ROCHESTER MIDLAND LTD.	398.62
13-Feb-18 SMI150	SMITH EDWARD I.	289.56
13-Feb-18 SUP170	SUPER SAVE DISPOSAL INC.	7,070.25
13-Feb-18 GRE010	THE CITY OF GREENWOOD	965
13-Feb-18 TRA010	THE CITY OF TRAIL	78,314.15
13-Feb-18 FRU010	THE VILLAGE OF FRUITVALE	8,810.00
13-Feb-18 TOM040	TOMASHEWSKY, ROSANNE	5.3
13-Feb-18 TRA020	TRAIL CLEANERS & LAUNDRY	62.18
13-Feb-18 TRA029	TRAIL COFFEE & TEA COMPAN	201.5
13-Feb-18 TRA240	TRAIL HOME HARDWARE BUILD	2,311.88
13-Feb-18 VAL130	VALLLEN	479.94
13-Feb-18 VER090	VERHELST, SHELLEY	1,525.00
13-Feb-18 MID010	VILLAGE OF MIDWAY	824
13-Feb-18 MON010	VILLAGE OF MONTROSE	7,697.00
13-Feb-18 WAR020	VILLAGE OF WARFIELD	4,683.00
13-Feb-18 WAL090	WALKER, SARAH KELLY	148.05
13-Feb-18 WOR100	WORLEY LINDA	597.89

15-Feb-18 ACK020	ACKLANDS-GRAINGER INC.	132.89
15-Feb-18 ALP030	ALPINE DISPOSAL & RECYCLI	479.8
15-Feb-18 BEN015	BENEFITS BY DESIGN	1,893.36
15-Feb-18 BOU530	BOUNDARY LOCKSMITHS	932.27
15-Feb-18 BVC001	BV COMMUNICATIONS LTD.	22.4
15-Feb-18 CAN150	CANADIAN TIRE ASSOCIATE S	69.67
15-Feb-18 CAS040	CASINO RECREATION SOCIETY	11,169.87
15-Feb-18 CIN001	CINTAS THE UNIFORM PEOPLE	37.52
15-Feb-18 COL240	COLUMBIA FILTER LTD.	187.41
15-Feb-18 OLS050	CORRINE OLSEN	150
15-Feb-18 ENO010	ENORMOUS PRODUCTIONS	2,887.49
15-Feb-18 FUN010	FUNK, DARRYL ALLAN	50.7
15-Feb-18 GES010	GESCAN - Division of Sone	320.35
15-Feb-18 GLA060	GLACIER HEIGHTS REFRIGERA	2,294.25
15-Feb-18 HOO004	HOODLE, ISABELLA	110.92
15-Feb-18 INL070	INLAND ALLCARE	667.7
15-Feb-18 JES001	JESSE JAMES BOBCAT & LAND	609
15-Feb-18 KOO210	KOOTENAY VALLEY WATER CO.	15.9
15-Feb-18 LOW020	LOWER COLUMBIA COMMUNITY	10
15-Feb-18 MAR006	MARINO WHOLESALE LTD.	1,292.08
15-Feb-18 PHA010	PHARMASAVE NO 106	12.85
15-Feb-18 RIM010	RIMELL, CARLY, D.	130
15-Feb-18 SEL160	SELKIRK SECURITY SERVICE	466.66
15-Feb-18 SEV020	SEVEN SUMMITS COFFEE COMP	120
15-Feb-18 VIT001	VITALAIRE	285.83
22-Feb-18 ACK020	ACKLANDS-GRAINGER INC.	213.35
22-Feb-18 ALP030	ALPINE DISPOSAL & RECYCLI	83,067.08
22-Feb-18 ANN030	ANNUVA SOLUTIONS	334.49
22-Feb-18 BCM020	B.C. MUNICIPAL SAFETY ASS	472.5
22-Feb-18 BCS080	B.C. SPCA	5,258.00
22-Feb-18 BIG050	BIG WHITE CENTRAL RESERVA	115.5
22-Feb-18 BIG010	BIG WHITE FIRE DEPT. SOCI	664
22-Feb-18 BIG060	BIG WHITE SKI RESORT LTD.	970.2
22-Feb-18 BIG025	BIG WHITE UTILITIES	9,486.36
22-Feb-18 BOU010	BOUNDARY ELECTRIC(1985) L	228.35
22-Feb-18 CAN560	CANADIAN LINEN AND UNIFOR	87.64
22-Feb-18 CAN110	CANADIAN RED CROSS SOCIET	1,281.28
22-Feb-18 CAN150	CANADIAN TIRE ASSOCIATE S	100.7
22-Feb-18 CAR012	CARO ANALYTICAL SERVICES	3,440.34
22-Feb-18 CHR010	CHRISTINA LAKE COMMUNITY	425
22-Feb-18 COL010	COLANDER RESTAURANTS (199	272.9
22-Feb-18 COM230	COMMUNITY ENERGY ASSOCIAT	2,500.00
22-Feb-18 DEA060	DEAN, DONNA	161.11
22-Feb-18 DUE020	DUECK, TIM	45
22-Feb-18 ENO010	ENORMOUS PRODUCTIONS	1,347.67
22-Feb-18 FED020	FEDERATED CO-OPERATIVES L	997.41
22-Feb-18 FIR040	FIREFIGHTERS ASSOCIATION	4,105.10

22-Feb-18 GEN003	GENELLE GENERAL STORE	171.06
22-Feb-18 GES010	GESCAN - Division of Sone	1,359.27
22-Feb-18 GRA023	GRAND FORKS CONCRETE AND	378
22-Feb-18 GRA050	GRAND FORKS HOME HARDWARE	12.55
22-Feb-18 GUI001	GUILLEVIN INTERNATIONAL I	64.34
22-Feb-18 INT008	INTER-MTN. TESTING LTD.	819
22-Feb-18 JJH010	J.J.H. ENTERPRISES	1,269.13
22-Feb-18 KIM020	KIMCO CONTROLS LTD.	945
22-Feb-18 KOO210	KOOTENAY VALLEY WATER CO.	451.81
22-Feb-18 LOR010	LORDCO PARTS LTD.	130.76
22-Feb-18 MIL160	MILLS OFFICE PRODUCTIVITY	644.51
22-Feb-18 PAA010	PAKKUNAINEN, JEFF	25
22-Feb-18 RID010	RIDGETOP MEAT PIES	8,581.70
22-Feb-18 ROC240	ROCHESTER MIDLAND LTD.	487.21
22-Feb-18 SUP170	SUPER SAVE DISPOSAL INC.	6,067.97
22-Feb-18 SUP030	SUPERIOR PROPANE INC.	1,027.67
22-Feb-18 TRA020	TRAIL CLEANERS & LAUNDRY	34.99
22-Feb-18 TRA029	TRAIL COFFEE & TEA COMPAN	59
22-Feb-18 TRA800	TRAINOR MECHANICAL CONTRA	31,677.33
22-Feb-18 UNI050	UNION TRACTOR LTD.	444.15
22-Feb-18 VIT001	VITALAIRE	503.46
22-Feb-18 WES060	WESTERN CANADA SAFETY SER	17,272.66
22-Feb-18 WSP010	WSP CANADA INC.	16,468.20
TOTAL ACCOUNTS PAYABLE		<u>1,144,826.35</u>



**Beaver Valley Regional Parks, Trails and Recreation Committee
Minutes
January 9, 2018
RDKB, Trail, BC**

Committee members present:

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

Staff members present:

M. Daines, Manager of Facilities and Recreation/Recording Secretary

CALL TO ORDER

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

ACCEPTANCE OF THE AGENDA (additions/deletions)

The agenda for the January 9, 2018 Beaver Valley Regional Parks, Trails and Recreation Committee meeting was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the agenda for the January 9, 2018 Beaver Valley Regional Parks, Trails and Recreation Committee meeting be adopted as presented.

Carried

ADOPTION OF MINUTES

The minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on November 7, 2017 were presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on November 7, 2017 be adopted as presented.

Carried

ELECTION OF VICE-CHAIR

Chair Grieve called a first time for nominations for the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2018.

Moved: Director Danchuk

That Director Cecchini be nominated as the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2018.

Director Cecchini accepted the nomination.

Chair Grieve called a second time for nominations for the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2018.

Chair Grieve called a third and final time for nominations for the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2018. Hearing none, she closed nominations and declared Director Cecchini as the Beaver Valley Regional Parks, Trails and Recreation Committee Vice Chair for 2018 by acclamation.

DELEGATIONS

There were no delegations present.

UNFINISHED BUSINESS

Beaver Valley Regional Parks, Trails and Recreation Committee Action Items - as of January 3, 2018

The Beaver Valley Regional Parks, Trails and Recreation Committee Action Items for the period ending January 3, 2018 were presented.

It was recommended by the Committee that M. Daines, Manager of Facilities and Recreation, ask the RDKB's Corporate Communications Officer and Marie Onyett, Library

Director of the Beaver Valley Library to work on an information bulletin promoting the C1 Card Program in the February Fruitvale newsletter.

Added to the Committee Action Items was for the Manager of Facilities and Recreation to contact Alan Rothwell in May to go for a walk with the Committee members on the land that he is proposing to donate for public trail use.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Regional Parks, Trails and Recreation Committee Action Items for the period ending January 3, 2018 be received as presented.

Carried

NEW BUSINESS

M. Daines

Re: 2018/19 Work Plans

A staff report from Mark Daines, Manager of Facilities and Recreation regarding a draft of the 2018/19 Work Plans for Beaver Valley Parks and Trails, Beaver Valley Recreation and Beaver Valley Arena was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the 2018/19 Work Plans for Beaver Valley Parks and Trails, Beaver Valley Recreation and Beaver Valley Arena be received as presented.

Carried

M. Daines

Re: 2018/22 BV Financial Plans

A staff report from Mark Daines, Manager of Facilities and Recreation, regarding a first draft of the 2018 - 2022 Beaver Valley Parks and Trails, Beaver Valley Recreation and Beaver Valley Arena was presented.

The Manager stated that the Beaver Valley Recreation operating costs continue to increase every year while the Committee has kept the requisition from increasing in the last 3 years. These cost pressures force Management to make adjustments to the operating budget which are challenging.

In order to keep the requisition amounts the same as 2017 and stay under the \$1,400,000 total requisition amount, the Committee instructed the Manager to revise the 019 budget to keep the requisition amount below the limit until next year. The Manager will present a revised budget at the next meeting.

Moved: Director Cecchini Seconded: Director Danchuk

That the proposed Beaver Valley Parks and Trails, Beaver Valley Recreation and Beaver Valley Arena Five Year Financial Plans be referred back to staff to make any amendments and refer them back to a future meeting for further review.

Carried

M. Daines

Re: Columbia Basin Trust Grant Application - Discussion

M. Daines, Manager of Facilities and Recreation provided the Committee members with an overview of a discussion with R. Allen, CBT, with regards to an application for funding to offset the costs of the arena roof replacement. Mr. Allen indicated that the roof replacement did not meet the criteria for the Infrastructure Improvement Grant because it was considered to be a maintenance project rather than a project that would increase participation in an activity. The Manager suggested other options such as building up the capital reserve fund over five years, financing for a new roof, or just replacing the top sheet. Fairbank Architects will be contacted to determine the viability of only replacing the top sheet on the roof.

P. Cecchini

Re: Age Friendly Program - Discussion

Director Cecchini informed the Committee members that the Age Friendly Program coordinator was retiring and the Village of Fruitvale was looking for a replacement. Director Cecchini will draft an advertisement for the Fruitvale Newsletter. Any 2 of the 3 Committee members will conduct the interviews, along with M. Daines.

LATE (EMERGENT) ITEMS

There were no late (emergent) items for discussion.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

A discussion of items for future meetings was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 1:15 pm.



**East End Services Committee
Minutes
Tuesday, January 9, 2018 – 4:30 pm
Trail RDKB Board Room**

Committee members:

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

Staff present:

M. Andison, Chief Administrative Officer arrived at 5:45 pm (delayed due to road closure)
T. Lenardon, Manager of Corporate Administration/Corporate Officer (in CAO absence)
M. Zahn, Clerk/Secretary-Receptionist/Recording Secretary
D. Derby, Regional Fire Chief, KBRFRS
B. Reilly, Manager of Victims Services
M. Daines, Manager of Facilities and Recreation
B. Burget, General Manager of Finance arrived at 5:45 pm (delayed due to road closure)
Alternate Director B. Edwards
Alternate Director A. Parkinson

Call to Order

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

Acceptance of the Agenda (additions/deletions)

The agenda for the January 9, 2018 East End Services Committee meeting was presented.

Moved: Director Martin Seconded: Director McLellan

That the agenda for the January 9, 2018 East End Services Committee meeting be adopted as presented.

Carried.

Minutes

The minutes of the East End Services Committee meeting held on November 21, 2017 were presented.

Moved: Director Cecchini Seconded: Director Langman

That the minutes of the East End Services Committee meeting held on November 21, 2017 be adopted as presented.

Carried.

Election of Vice Chair

The Chair called for nominations or volunteers for the position of Vice Chair of the East End Services Committee. Directors McLellan and Cecchini volunteered. The Chair called a second and third time for further volunteers or nominations. There were no further nominations or volunteers. Director Cecchini withdrew her position. Director McLellan was elected as Vice Chair.

Unfinished Business

East End Services Committee Action Items - as of January 4, 2018

The East End Services Committee Action Items for the period ending January 4, 2018 were presented.

The following action items were discussed:

1. Item #2-City of Trail-Downtown Bus Shelter-Director Martin indicated that the RDKB had not yet responded to a letter from City of Trail sent in November, 2016. Staff was directed to determine what information the City was looking for and respond to the Nov 2016 letter and update the action item list accordingly.
2. Item #5-Greater Trail Victim Services Work Plan-Discussion ensued on the lease between the RDKB and the City of Trail for the Victim Services offices in the Greater Trail RCMP detachment. Director Martin indicated that the City of Trail will bring information

forward regarding the normative values relating to the leasing of the Victim Services office space if there is a commitment to renew the lease.

3. Item #1-Kootenay Transit Service Review-Staff will request the report from Tourism Rossland for a second time, and update the action item list to indicate these two requests.

4. Item #4-KBRFRS-Sustainability Activities-Staff were directed to remove this item from the list.

5. Item #7-Lower Columbia Culture, Arts & Recreation Services Work Plan-Mark Daines, Manager of Facilities and Recreation provided an update on the lease between the RDKB and Selkirk College for the Trail campus location at the Greater Trail Community Centre. Selkirk College staff are discussing extension of the contract to five years and possibly a ten-year commitment. In the meantime, it is a month to month lease. Staff are directed to update the action item list accordingly.

6. Item #8-Lower Columbia Culture, Arts & Recreation Financial Plan-Staff are directed to have an update on 2017 CBT CIP projects available for May or June 2018. This should be included in the action item list.

Moved: Director Danchuk

Seconded: Director Worley

That the East End Services Committee Action Items for the period ending January 4, 2018 be received as presented.

Carried.

Moved: Director McLellan

Seconded: Director Martin

That the Regional District of Kootenay Boundary Board of Directors approve the renewal of a lease with the City of Trail for the Victim Services office space in the Greater Trail RCMP detachment pending additional information from the City of Trail indicating that the rental rate is a going rate and staff are directed to update the action item list accordingly.

Carried.

(Opposed: Director Danchuk)

Director Langman left the meeting due to a possible conflict of interest and Alternate Director Parkinson stepped in at 4:50 pm.

D. Derby

**Re: Kootenay Boundary Regional Fire Rescue Service (KBRFRS)(050)
2018/2019 Work Plan**

The KBRFRS 2018/2019 Work Plan was attached for information.

Moved: Alternate Director Parkinson Seconded: Director Worley

That the KBRFRS 2018/2019 Work Plan be received as presented.

Carried.

D. Derby

**Re: Kootenay Boundary Regional Fire Rescue Service (KBRFRS) (050) - Five
Year Financial Plan 2018-2022**

The Five Year Financial Plan for the KBRFRS (050) was presented for consideration.

Moved: Director Cecchini Seconded: Director Martin

That the proposed KBRFRS (050) Five Year Financial Plan be referred back to staff to make any amendments and refer it back to a future meeting for further review.

Carried.

Moved: Director Cecchini Seconded: Director McLellan

That a separate meeting be held on January 25th at 4:30 pm in the Trail board room prior to the regular Board of Directors meeting that evening to discuss alternate methods of revenue generation to offset the transition of 911 services to Kelowna.

Carried.

Director Langman returned to the meeting at 5:20 pm.

M. Andison

Re: East End Transit Service (900) 2018/2019 Work Plan

The East End Transit Service 2018/2019 Work Plan was attached for information.

Moved: Director Worley

Seconded: Director Cecchini

That the East End Transit Service 2018/2019 Work Plan be received as presented.

Carried.

M. Andison

Re: East End Transit Service (900) - Five Year Financial Plan 2018-2022

The Five Year Financial Plan for the East End Transit Service (900) was presented for consideration.

Moved: Director Langman

Seconded: Director Cecchini

That the proposed East End Transit Service (900) Five Year Financial Plan be referred back to staff as to make any amendments and refer it back to a future meeting for further review.

Carried.

Director Martin referred to the increase in requisition for this service. He also inquired into when discussion to address this matter can be reviewed suggesting the possible use of reserve funds.

Moved: Director Martin

Seconded: Director McLellan

That the action item list be updated to include direction to staff to provide consideration of the use of the East End Transit Reserve Fund to offset the increase in requisition.

Carried.

M. Daines

Re: Lower Columbia Arts and Culture Financial Plan and Work Plan

A Staff Report from Mark Daines, Manager of Facilities and Recreation regarding the Lower Columbia Arts and Culture (018) 2018-2022 Financial Plan, an annual progress report from the Trail and District Arts Council regarding the Charles Bailey Theatre, and Work Plans for the Lower Columbia Arts and Culture and Area B were presented.

Mark Daines spoke to his report highlighting many of the upcoming big ticket items for 2018. He brought attention to the success of the Trail and District Arts Council (TDAC)

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East End Services Committee

January 9, 2018

in terms of lounge and kitchen improvements that will be made possible due to the Council's securing of grant funds, and pointed out that the RDKB will be giving an in-kind contribution in the form of an electrician.

Chair Grieve suggested that the committee tour the upgrade in May and potentially have the meeting in the GTCC.

Mr. Daines stated that the plan is for the TDAC to take over complete operation of the Charles Bailey Theatre in June 2018. He clarified that RDKB staff will still complete cleaning of the facility.

Moved: Director Worley Seconded: Director Cecchini

That the Regional District of Kootenay Boundary East End Services Committee receive the Work Plans and report from the Trail and District Arts Council and, **FURTHER**, that the proposed Lower Columbia Arts and Culture (018) Five Year Financial Plan be referred back to staff to make any amendments and refer it back to a future meeting and further review.

Carried.

M. Andison

Re: East End Economic Development Services (017) - Five Year Financial Plan 2018-2022

The Five Year Financial Plan for the East End Economic Development Services (017) was presented for consideration.

Moved: Director Langman Seconded: Director Danchuk

That the proposed East End Economic Development Services (017) Five Year Financial Plan be referred back to staff to make any amendments and refer it back to a future meeting for further review.

Carried.

B. Reilly

Re: Greater Trail Victims Services (009) 2018/2019 Work Plan

The Greater Trail Victims Services 2018/2019 Work Plan was attached for information.

Moved: Director Langman Seconded: Director Worley

That the Greater Trail Victim Services 2018/2019 Work Plan be received.

Carried.

B. Reilly

Re: Greater Trail Victims Services Program (009) - Five Year Financial Plan

The Five Year Financial Plan for the Greater Trail Victims Services Program (009) was presented for consideration.

Brianne Reilly, Manager of Victims Services, explained the estimated approximate \$10,000 surplus for 2017 is due to the departure of a part-time employee.

Moved: Director Langman Seconded: Director Worley

That the proposed Greater Trail Victims Services (009) Five Year Financial Plan be referred back to staff to make any amendments and refer it back to a future meeting for further review.

Carried.

D. Derby

Re: Fire Hydrant Maintenance Agreement - Responses

Letters were attached from the Cities of Trail and Rossland and the Village of Montrose in regards to the discontinuation of the Fire Hydrant Maintenance Agreement.

Moved: Director Danchuk Seconded: Director Martin

That the letters from the Cities of Trail and Rossland and the Village of Montrose be received as presented.

Carried.

Director McLellan spoke to the letter from City of Rossland and confirmed that Rossland agrees to deferring the discontinuation of the fire hydrant maintenance agreement for a year. Director Martin spoke to the letter from the City of Trail highlighting the letter was received December 5th and at that time Trail utility bylaws were already passed. Therefore, the city did not have an opportunity to address the implications of the

discontinuation of this agreement. Director Danchuk spoke to the letter from the Village of Montrose confirming that Montrose wishes to leave the agreement as is.

Moved: Director McLellan Seconded: Director Martin

That the discontinuation of the fire hydrant maintenance agreement be deferred for one year.

Carried.

Opposed Director Langman and Director Danchuk

Moved: Director Martin Seconded: Director McLellan

That the fire hydrant maintenance agreements be extended for one year as the original agreements expired December 31st, 2017.

Carried.

Moved: Director Cecchini Seconded: Director Worley

That the Village of Montrose and the Village of Warfield be paid for fire hydrant services rendered upon receipt of required documentation by January 31st, 2018.

Carried.

New Business

M. Andison

Re: East End Cemeteries (150) - Five Year Financial Plan 2018-2022

The Five Year Financial Plan for the East End Cemeteries (150) was presented for consideration.

Moved: Director Martin Seconded: Director Danchuk

That the proposed East End Cemeteries (150) Five Year Financial Plan be referred back to staff to make any amendments and refer it back to a future meeting for further review.

Carried.

Appointment**Re: West Kootenay Regional Airport Advisory Committee (WKRAAC)**

The East End Services Committee appoint a member to the WKRAAC. The current appointee of the WKRAAC is Director Moore.

Since this committee is not functioning, no appointee was deemed necessary.

Appointments**Re: West Kootenay Transit Committee (WKTC)**

The East End Services Committee appoint 3 members to the WKTC. The current appointees of the WKTC are Directors Worley, Danchuk and Cecchini.

Chair Grieve asked the current Directors if they wish to remain on the WKTC. They all agreed to remain on the committee. Chair Grieve opened the floor for other volunteers/nominations and Director McLellan expressed his desire to sit on the WKTC as well. An election was held and it was determined that the current appointees remain on the WKTC; Directors Worley, Danchuk and Cecchini.

D. Langman**Re: Movie - Us and Them - Discussion**

Chair Grieve thanked Director Langman and Alternate Director Parkinson for moving forward with bringing this movie to the East End and requested that grant-in-aid applications be sent to Areas A and B to formalize the committed funding assistance. As well, CAO Andison confirmed that the municipalities should provide their assistance via cheques to the RDKB if they had not already submitted payment.

Information**Re: Victims Services Program Enhancement Grant**

This item was addressed previously when the Victim Services Work and Financial Plans were presented.

A. Grieve**Re: Rescheduling of February 2018 EES Meeting**

The committee was unable to find a new date for this meeting.

Late (Emergent) Items

There were no late (emergent) items.

Discussion of items for future agendas

There was no discussion of items for future agendas.

Question Period for Public and Media

A question period for public and media was not required.

Closed (In camera) Session

A closed (in camera) session was not required.

Adjournment

The meeting adjourned at 6:00 pm.



Policy and Personnel Committee
January 10, 2018
RDKB Board Room - Grand Forks, BC
2:00 P.M.
Minutes

Committee Members Present:

Director M. Martin, Chair
Director V. Gee
Director R. Russell
Director G. McGregor
Director J. Danchuk
Director L. McLellan

Staff Present

M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration/Recording Secretary
B. Burget, GM of Finance

CALL TO ORDER

The Chair called the meeting to order at 2:00 p.m.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the January 10, 2018 meeting of the Policy and Personnel Committee was presented.

Moved: Director McGregor Seconded: Director Danchuk

That the agenda for the January 10, 2018 meeting of the Policy and Personnel Committee be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Policy, Executive and Personnel Committee meeting held on November 8, 2017 were presented.

Moved: Director Danchuk Seconded: Director McGregor

That the minutes of the Policy and Personnel Committee meeting held November 8, 2017 be adopted as presented.

Carried.

ELECTION OF VICE-CHAIR

The Chair called a first time for expressions of interest for the position of Vice-Chair of the Policy and Personnel Committee for the Year 2018.

Director Danchuk expressed his interest in the Vice-Chair position.

The Chair called a second time for expressions of interest for the position of Vice-Chair of the Policy and Personnel Committee for the Year 2018.

The Chair called a third and final time for expressions of interest for the position of Vice-Chair of the Policy and Personnel Committee for the Year 2018. Hearing no further expressions of interest, Director Danchuk was declared, by acclamation, Vice-Chair of the Policy and Personnel Committee for the Year 2018.

GENERAL DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

Policy and Personnel Committee Action Items Report as of January 2, 2018

The Policy and Personnel Committee Action Items Report as of January 2, 2018 was presented.

Staff answered inquiries regarding the following action items:

1. Feb/16: Board Fees (2016-2020 Financial Plan)
2. April 25/17: Use of Fire Halls and
3. Aug. 10/17: Property Taxation Exemption Policy.

Further to the Committee's review, it was;

Moved: Director Russell Seconded: Director McLellan

That the Policy and Personnel Committee Action Items Report as of January 2, 2018 be received. **FURTHER** that the Action Items Report be revised to include instruction to staff to

draft a staff report regarding the use of Fire Halls to be presented at a future meeting. **FURTHER** that with regards to the Feb. 16/17 Board Fee Action Item, that the 2017 staff report from the General Manager of Finance regarding the allocation of Board fees be recirculated to the Committee on a future Committee agenda.

Carried.

M. Andison

Re: Realize Strategies Governance and Organizational Review

A staff report from Mark Andison, Chief Administrative Officer presenting the updated Realize Strategies Governance and Organizational Review Recommendations Report was presented.

CAO Andison summarized his staff report and the work that has been completed since staff was given the original instruction to update the status in the Organizational Review Recommendations table. He advised that the next steps include a review and discussion of a staff report that will set out an updated status of the outstanding recommendations.

The staff report will include issue(s) identification, analyses of the issues, options to address the issues, analyses of options and recommendations as to selection of the best options. This should assist the Committee to determine the best way forward. It was noted that this report will be presented to the Committee at the May or June meeting.

The Committee reviewed the table of recommendations and the status of each as to whether they have been completed, no longer relevant or are ongoing. There was a discussion regarding the relationship between the Manager's Work Plans and the recommendations set out in the Organizational Review. It was agreed that eventually, all of the recommendations from the Organizational Review will be captured in the Service Work Plans and or the Committee's Monthly Action Item Report.

After further review, it was;

Moved: Director McLellan Seconded: Director Russell

That staff be instructed to complete an update on the status of the Realize Strategies Governance Organizational Review Recommendations as discussed and directed by the Policy and Personnel Committee on January 10, 2018 for further review by the Committee at the May or June meeting. **FURTHER** that staff also draft a report for the May or June meeting that includes issue(s) identification as well as analyses of the issues, options to address the issues and analyses of the options and the provision of staff recommendations as to selection of the best options.

Carried.

T. Lenardon

Re: Permissive property Taxation Exemption Policy and Application Procedure

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding the development and current status of a proposed RDKB Permissive Property Taxation Exemption Policy and Application Procedure was presented.

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Policy and Personnel Committee

January 10, 2018

The Chair introduced the staff report and turned the floor over the Manager of Corporate Administration who answered inquiries regarding the financial impacts Electoral Area property tax exemptions have on Member Municipalities and the impacts property tax exemptions granted in the Member Municipalities have on the RDKB Electoral Areas.

The Committee discussed this matter and requested that staff draft a high-level report which would provide examples of the financial impact a specified Electoral Area tax exemption would have on the Member Municipalities as well as the financial impact a specified Municipal tax exemption would have on the RDKB Electoral Areas.

The staff report will be presented to the Board of Directors at the January 25, 2018 Board meeting when the Policy is presented for adoption.

Staff will update page 2 of the Permissive Property Tax Exemption application form to ensure that the application deadline date is visible, and it was;

Moved: Director McGregor Seconded: Director Danchuk

That the Policy and Personnel Committee approve the Permissive Property Taxation Exemption Policy and Application Procedure as presented to the Committee on January 10, 2018. **FURTHER** that the Policy and Application Procedure be referred to the Regional District of Kootenay Boundary Board of Directors for adoption and then be distributed accordingly. **FURTHER**, using the General Government/Administration (001) Service, that staff prepare a report for the January 25, 2018 Board meeting, when the policy is presented for adoption, that provides examples of the financial impacts a specified Electoral Area tax exemption and a specified Municipality tax exemption would have on each of the 13 RDKB participants which contribute to the 001 Service.

Carried.

NEW BUSINESS

M. Forster

Re: Policies for Review in 2018

A staff report from Maureen Forster, Executive Assistant, regarding the policy review work plan for 2018 was presented.

The Committee reviewed the list of policies for review in 2018 and discussed the number of older policies that have not been reviewed for several years. It was noted that the Policy Development and Review Policy requires all policies to be reviewed every three years. The Committee members agreed that the Policy Development and Review Policy should be revised so that policies are reviewed every four years, rather than three.

It was noted that overall, there are approximately 47 RDKB policies with 32 scheduled for the three-year review in 2018. The Committee members agreed that the policies for review in 2018 should commence with the older policies first, which would include policies from 2006 through to 2011. This will reduce the original number of policies for review in 2018 to 12 (from 32). The 2018 Policies for Review list should be revised with this approach and presented back to the Committee at a future meeting, and it was;

Moved: Director Gee Seconded: Director Russell

That the staff report from Maureen Forster, Executive Assistant, presenting the Policy Review Work Plan for 2018 be received. **FURTHER** that the Procedure section of the Policy Development and Review Policy that stipulates all policies are to be reviewed every three years be amended to every four years and that the revised Policy be referred to the Policy and Personnel Committee as per the steps set out in the Policy, Review and Development Policy.

Carried.

Moved: Director McLellan Seconded: Director Russell

That the Policies for Review in 2018 list be revised so that commencing with the February 2018 Committee meeting, Committee agendas will continually include two to three policies for review beginning with reviews of the policies from 2006 through to 2011. **FURTHER** that the revised 2018 Review list be presented back to the Committee at a future meeting.

Carried.

M. Andison

Re: Proposed Terms of Reference for the Policy and Personnel Committee

A staff report from Mark Andison, Chief Administrative Officer, presenting, for review, proposed Committee Terms of Reference for the Policy and Personnel Committee, in light of the recent name change from Policy, Executive and Personnel Committee to Policy and Personnel Committee, based upon the Committee's limited "executive" role in practice.

CAO Andison reviewed his staff report as well as the proposed revisions to the 2012 Terms of Reference which include change of the Committee's name, housekeeping updates (e.g. updating staff position titles) and to more accurately reflect the role of the Committee.

Director Russell explained the purpose of the name-change and why the word "Executive" was removed. He noted that the goals and work of the Committee do not include "executive"-type undertakings, given the Committee was created to mostly discuss, create, review and update RDKB policies and to review personnel matters.

There was also a discussion regarding strategic planning process and whether the Committee has a role in that process.

After further review of the revised draft Terms of Reference, the Committee requested, a revision to the purpose statement by adding the word "matters" at the end of the phrase "development of recommendations" and the addition of the General Manager of Environmental Services and the General Manager of Operations positions to the Staff section of the policy, and it was;

Moved: Director McGregor Seconded: Director McLellan

That the Policy and Personnel Committee approve the revised draft Committee Terms of Reference, as received by the Committee on January 10, 2018 and as revised further by the Committee. **FURTHER** that the revised Policy and Personnel Committee Terms of Reference be referred to the Board of Directors for adoption.

Carried.

B.Burget

Re: Financial Plan Policy

A staff report from Beth Burget, General Manager of Finance, requesting that the Policy and Personnel Committee approve the updated Financial Plan Policy was presented.

The General Manager of Finance reviewed her staff report and answered questions regarding the procedure and the legislative timeline for adopting the Five Year Financial Plan Bylaw. She summarized the scheduling of staff discussions and budget reviews prior to the draft Financial Plans being presented to the various Committees for reviews and potential changes.

Director McGregor noted that it is difficult to review and discuss the preliminary Financial Plans at the Committee level without having the prior year actual figures and she suggested that the preliminary budget reviews commence in December when the some of the actual figures may be available, rather than in November.

The Committee directed staff to amend the Policy by correcting the name of the 058 Service, to read "Electoral Area 'E'/West Boundary Regional Fire". The Committee also directed staff to update the Cost Centre column in the Stakeholder Committee Listing for Finance, Protective Services and Environmental Services by adding the word "Board".

Moved: Director Danchuk Seconded: Director McGregor

That the updated Financial Plan Policy, as presented to the Policy and Personnel Committee on January 10, 2018, be amended by correcting the name of the 058 Service to read "Kettle Valley Fire Protection" and by updating the Cost Centre column in the Stakeholder Committee Listing by adding the word "Board" for Finance, Protective Services, and Environmental Services. **FURTHER** that the Financial Plan Policy be referred out the Board Directors for comments as per the Policy Development and Review Policy cycle.

Carried.

LATE (EMERGENT) ITEMS

There were no later items to discuss.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

There were no items for future meetings to discuss.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period was not necessary.

CLOSED (IN CAMERA) SESSION

A closed meeting was not required.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 4:10 p.m.



**Utilities Committee
January 10, 2018
RDKB Board Room – Grand Forks, BC
5:00 p.m.**

Minutes

Committee Members Present:

Director P. Cecchini, Chair
Director D. Langman
Director G. McGregor
Director L. Worley
Director V. Gee
Alternate Director K. Jolly, via teleconference
Director L. McLellan
Director Grieve, via teleconference

Staff present:

M. Andison, CAO
T. Lenardon, Manager of Corporate Administration/Recording Secretary
G. Denkovski, Manager of Infrastructure and Sustainability
B. Burget, General Manager of Finance

CALL TO ORDER

The Chair called the meeting to order at 4:56 p.m.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the January 10, 2018 Utilities Committee meeting was presented.

Moved: Director Langman Seconded: Director McGregor

That the agenda for the January 10, 2018 Utilities Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Utilities Committee meeting held on December 7, 2017 were presented.

Moved: Director McLellan Seconded: Director Worley

That the minutes of the Utilities Committee meeting held December 7, 2017 be adopted as presented.

Carried.

ELECTION OF VICE-CHAIR

The Chair called a first time for nominations for the position of Vice-Chair of the Utilities Committee for the Year 2018.

Moved: Director Worley

That Director Langman be nominated for the position of Vice-Chair of the Utilities Committee for the Year 2018.

Director Langman accepted the nomination.

The Chair called a second and third time for nominations for the position of Vice-Chair of the Utilities Committee for the Year 2018.

Hearing no further nominations, Director Langman was elected Vice-Chair of the Utilities Committee for the Year 2018 by acclamation.

GENERAL DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

Utilities Committee Action Item List - as of January 5, 2018

The Utilities Committee Action Item List as of January 5, 2018 was presented.

Moved: Director Worley Seconded: Director McLellan

That the Utilities Committee Action Item Report as of January 5, 2018 be amended to include the addition of the Utilities Committee Projects List so that there is only one Action Item Report and the projects are not maintained on a separate list.

Carried.

Director Grieve noted that the agenda items: Monitoring logging in the watershed and Scheduling annual meetings with logging companies will be discussed together. She noted that these items flow into an overall discussion regarding the structure of the Utilities Committee. Given the size of the Committee and the number of diverse agenda items, these particular items have gone unobserved for some time.

Discussion Items-Director Grieve
Monitoring Logging in the Watershed and
Scheduling Annual Meetings with Logging Companies

Director Grieve reviewed background information regarding concerns and issues related to logging companies' activities that occur in the Kelly Creek Watershed. She also summarized the historical discussions that have taken place regarding the scheduling of annual meetings with logging companies.

G. Denkovski, Manager of Infrastructure and Sustainability advised that these matters have been addressed in the Beaver Valley 2016 Source Water Protection Report and he noted that he will follow up with any additional and or outstanding matters that aren't addressed in the report.

Discussion Item-Director Grieve
Notification of Logging Companies' Referrals to Regional District of Central
Kootenay (RDCK)

Director Grieve reminded the Committee members that the Beaver Valley Water Service's Watershed (Kelly Creek) is located in the RDCK. This agenda item brings forward past concerns regarding logging activities around the Watershed and ways the RDCK and the Beaver Valley Water Service could receive notification regarding logging-activity referrals that are sent to RDCK. It is important that the Staff and Committee are aware of the logging activities and logging practices that take place in the RDCK and which may impact the Kelly Creek Watershed.

There was a discussion on how the RDCK could be notified of logging companies' referrals that are sent to RDCK, and it was;

Moved: Director McGregor Seconded: Director Worley

That the matter of notification of logging companies' referrals to the Regional District of Central Kootenay be referred to the Electoral Area Services Committee for further discussion and review.

Carried.

G. Denkovski-Committee Structure and Future Staffing Needs Utilities

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Utilities Committee structure and future staffing needs for Regional District of Kootenay Boundary (RDKB) utilities was presented.

The Committee members reviewed the staff report, which set out the number of utility services which RDKB staff and the Committee manage. The staff report also included a breakdown on 1.0 FTE, the Service organizational structure and a summary of the Manager's time and activities required to deliver the utility services.

The Committee discussed the information in the staff report. There was general agreement that at this time, there is no urgency to increase staffing and that this matter could be brought back to the Committee for review once the RDKB takes over more facilities, and it was;

Moved: Director Langman Seconded: Director Worley

That the staff report from G. Denkovski, regarding the Committee structure and future staffing needs be received.

Carried.

**G. Denkovski-Beaver Valley Water Service Operations Report
2016 Annual Report**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Water Service 2016 Annual Report, was presented.

Moved: Director Worley Seconded: Director McGregor

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Water Service 2016 Annual Report, be received.

Carried.

G. Denkovski

Re: Beaver Valley Water Service Operations Report - Monthly for April to September 2017

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Water Service Monthly Operations report for April to September 2017, was presented.

Moved: Director McGregor Seconded: Director Langman

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability and the Beaver Valley Water Service Operations Report - April to September 2017, be received.

Carried.

**G. Denkovski-Draft 2018-2022 Five-Year Financial Plan and Workplan
Beaver Valley Water Service**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft Beaver Valley Water Service 2018-2022 Five-Year Financial Plan and Workplan was presented.

Moved: Director McGregor Seconded: Director Langman

That the draft Beaver Valley Water Service (500) 2018-2022 Five-Year Financial Plan and Workplan be received. **FURTHER** that draft Beaver Valley Water Service (500) 2018-2022 Five-Year Financial Plan be referred to a future meeting for further review.

Carried.

**G. Denkovski-Re: Draft 2018-2022 Five-Year Financial Plan and Workplan
Columbia Gardens Industrial Water Supply Utility**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft Columbia Gardens Industrial Water Supply Utility 2018-2022 Five-Year Financial Plan and Workplan was presented.

There was a discussion regarding the requisition level, fee structure, fire insurance rates and parcel taxation. Some Directors noted their concerns that the annual user fees will not increase and that there will not be an increase in tax requisition service levels.

Due to a \$5,000 increase in insurance premiums, staff explained that the transfers from the General Government (Administration-001) budget will need to be increased from \$5,000 to the original \$10,000 rate for Year 2018 and subsequent years.

There was also a discussion regarding discontinuing the board transfer. Staff advised that a long-term capital plan, completed by a third party (engineering consultant), will be presented some time in 2018. This plan will include a detailed fee structure.

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Utilities Committee
January 10, 2018*

Moved: Director McGregor Seconded: Director Worley

That the draft Columbia Gardens Industrial Water Supply Utility Service (600) 2018-2022 Five-Year Financial Plan and Workplan be received. **FURTHER** that draft Columbia Gardens Industrial Water Supply Utility Service (600) 2018-2022 Five-Year Financial Plan be referred to a future meeting for further review.

Carried.

**G.Denkovski-Draft 2018-2022 Five-Year Financial Plan and Workplan
Christina Lake Water Utility Service**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft Christina Lake Water Utility Service 2018-2022 Five-Year Financial Plan and Workplan was presented.

Moved: Director McGregor Seconded: Director Worley

That the draft Christina Lake Water Utility Service 2018-2022 Five-Year Financial Plan and Workplan be received. **FURTHER** that the draft Christina Lake Water Utility Service (550) 2018-2022 Five-Year Financial Plan be referred to a future meeting for further review.

Carried.

**G. Denkovski-Draft 2018-2022 Five-Year Financial Plan and Workplan
Rivervale Water and Street Lighting Service**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft 2018-2022 Rivervale Water and Street Lighting Service Five-Year Financial Plan and Workplan was presented.

Moved: Director McGregor Seconded: Director Langman

That the draft Rivervale Water and Street Lighting Utility Service (650) 2018-2022 Five-Year Financial Plan and Workplan be received. **FURTHER** that the draft Rivervale Water and Street Lighting Utility Service (650) 2018-2022 Five-Year Financial Plan be referred to a future meeting for further review.

Carried.

**G. Denkovski-Draft 2018 - 2022 Five Year Financial Plans and Workplans
Big White Street Lighting and Beaverdell Street Lighting Services**

The 2018 - 2022 Five Year Financial Plans and associated Workplans for the Big White Street Lighting and Beaverdell Street Lighting Services were presented.

Moved: Director Worley Seconded: Director Langman

That the draft Big White Street Lighting Service (101) and draft Beaverdell Street Lighting Service (103) 2018-2022 Five-Year Financial Plans and associated Workplans be received. **FURTHER** that the draft Big White Street Lighting Service (101) and draft Beaverdell Street Lighting Service (103) 2018-2022 Five-Year Financial Plans be referred to a future meeting for further review.

Carried.

**G. Denkovski-Draft 2018-2022 Five Year Financial Plan and Workplan
Oasis-Rivervale Sewer Utility Service**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft 2018-2022 Five Year Financial Plan for the Oasis-Rivervale Sewer Utility Service was presented.

Moved: Director Worley Seconded: Director McGregor

That the draft 2018-2022 Oasis-Rivervale Sewer Utility Service (800) 2018-2022 Five-Year Financial Plan and Workplan be received. **FURTHER** that the draft Oasis-Rivervale Sewer Utility Service (800) 2018-2022 Five-Year Financial Plan be referred to a future meeting for further discussion.

Carried.

**G. Denkovski-Draft 2018-2022 Five Year Financial Plan and Workplan
East End Regionalized Sewer Utility**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft East End Regionalized Sewer Utility 2018-2022 Five Year Financial Plan and Workplan was presented.

Alternate Director Jolly noted concerns regarding the large increase in the requisition, which increases from \$1,542,115 in 2018 to \$2,157,968 in 2019. Staff advised that this information does not include the surpluses from previous years due to operational expenditure buffers that transfer each year.

Moved: Director McGregor Seconded: Director Gee

That the draft East End Regionalized Sewer Utility (700) 2018-2022 Five Year Financial Plan and Workplan be received. **FURTHER** that the East End Regionalized Sewer Utility Service (700) draft 2018-2022 Five-Year Financial Plan be referred to a future meeting for further review.

Carried.

**G. Denkovski-Draft 2018-2022 Five Year Financial Plan
East End Sewer Utility Dual Benefiting Communities of Rossland and Warfield**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft 2018-2022 Five Year Financial Plan for the current Regionalized East End Sewer Utility infrastructure and the dual benefitting communities of Rossland and Warfield.

Director McLellan inquired as to where the Fortis building, situated in Warfield connects to the regional interceptor. Staff will investigate this matter and will confirm the location of the Fortis connection.

Moved: Director McGregor Seconded: Director Gee

That the Regionalized East End Sewer Utility - Dual Benefiting Community ROSSLAND-WARFIELD (700-103) draft 2018-2022 Five Year Financial Plan be received and referred to a future meeting for further review. **FURTHER** that staff be instructed to confirm the location of the Fortis sewerage connection on the regional interceptor and provide a breakdown of which community funds this connection; the City of Rossland or the Village of Warfield.

Carried.

**G. Denkovski-Draft 2018-2022 Five Year Financial Plan East End Sewer
Utility Sole Benefitting Community of Rossland**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft 2018-2022 Five-Year Financial Plan for the current Regionalized East End Sewer Utility infrastructure and the sole benefiting community of Rossland was presented.

Moved: Director McGregor Seconded: Director Langman

That the draft Regionalized East End Sewer Utility - Sole Benefiting Community of Rossland (700-102) 2018-2022 Five-Year Financial Plan be received and referred to a future meeting for further review.

Carried.

**G. Denkovski-Draft 2018-2022 Five-Year Financial
Plan East End Sewer Utility Sole Benefitting Community of Trail**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the draft 2018-2022 Budget and Five Year Financial Plan for the current Regionalized East End Sewer Utility infrastructure and the sole benefitting community of Trail was presented.

Moved: Alternate Director Jolly Seconded: Director Worley

That the draft 2018-2022 Five-Year Financial Plan for the current Regionalized East End Sewer Utility infrastructure and the sole benefitting community of the City of Trail be received. **FURTHER** that the draft Regionalized East End Sewer Utility - Sole Benefitting Community of Trail (700-101) draft 2018-2022 Five-Year Financial Plan, be referred to a future meeting for further review.

Carried.

NEW BUSINESS

Jeff Paakkunainen

Re: CPCC Sanitary Sewer Monthly Report - November 2017

A staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report for November 2017, was presented.

Moved: Director McGregor Seconded: Director Langman

That the staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report for November 2017, be received.

Carried.

G. Denkovski-Flow Meter Report for Volume Data Collected form August to October 2017 (ISL Engineering and Land Services)

The Flow Meter Report summarizing volume data collected for the months of November 2017, was presented.

Moved: Director Langman Seconded: Director Worley

That the Flow Meter Report summarizing volume data collected for the months of November 2017, be received as presented.

Carried.

J. Paakkunainen-Warfield, Columbia Gardens and Rivervale Water Monthly Report - October and November 2017

A staff report from Jeff Paakkunainen, Chief Utilities Operator, regarding the Water Monthly report for October and November 2017, was presented.

Moved: Director McGregor Seconded: Director Worley

That the staff report from Jeff Paakkunainen, Chief Utility Operator, regarding the Water Monthly report for October and November 2017, be received.

Carried.

G. Denkovski-Christina Lake Water Monthly Report - November 2017

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water Monthly report for November 2017, was presented.

Moved: Director McGregor Seconded: Director Worley

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water Monthly report for November 2017, be received.

Carried.

G. Denkovski-Utilities Committee Terms of Reference Voting Clarification

A verbal report from Goran Denkovski, Manager of Infrastructure and Sustainability, clarifying the voting process in the Utilities Committee was presented.

Moved: Director Langman Seconded: Director Worley

That the verbal report from Goran Denkovski, Manager of Infrastructure and Sustainability, clarifying the voting process in the Utilities Committee, be received.

Carried.

LATE (EMERGENT) ITEMS

There were no later emergent items to discuss.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

A discussion was not necessary.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period was not required.

CLOSED (IN CAMERA) SESSION

A closed meeting was not necessary.

ADJOURNMENT

There being no further business to adopt, the meeting adjourned (time: 5:48 p.m.).

TL



Electoral Area Services Committee

Minutes

Thursday, January 11, 2018
843 Rossland Ave., Trail, BC

Directors Present:

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

Directors Absent:

Other Directors:

Director Frank Konrad - via teleconference

Staff Present:

Mark Andison, CAO
Donna Dean, Manager of Planning and Development
Beth Burget, General Manager of Finance
Jennifer Kuhn, Recording Secretary

CALL TO ORDER

Chair Worley called the meeting to order at 4:38 pm.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

January 11, 2018

The agenda for the January 11, 2018 Electoral Area Services Committee was presented.

There were additions to the agenda as late (emergent) items as follows:

- Item 8A) Director Remuneration
- Item 8B) Town Hall Invitations
- Item 8C) Logging in Community Watersheds

Moved: Director McGregor Seconded: Director Russell

That the January 11, 2018 Electoral Area Services Agenda be adopted as amended.

Carried.

ELECTION OF VICE-CHAIR

Chair Worley called a first time for nominations for Vice-Chair of the Electoral Area Services Committee for 2018.

Moved: Director Russell Seconded: Director Grieve

That Director McGregor be nominated for the position of Vice-Chair of the Electoral Area Services Committee for 2018.

Carried.

Director McGregor accepted the nomination.

Chair Worley called a second time for nominations for Vice-Chair of the Electoral Area Services Committee for 2018.

Chair Worley called a third time for nominations for Vice-Chair of the Electoral Area Services Committee for 2018.

There being no further nominations, Director McGregor was declared by acclamation the Vice-Chair of the Electoral Area Services Committee for 2018.

MINUTES

November 16, 2017

The Minutes of the November 16, 2017 Electoral Area Services Committee meeting were presented.

Moved: Director Grieve

Seconded: Director Russell

That the November 16, 2017 Electoral Area Services Minutes be adopted as presented.

Carried.

DELEGATIONS

There were no delegations.

UNFINISHED BUSINESS

Memorandum of EAS Committee Action Items

The Electoral Area Services Committee Memorandum of Action Items for the period ending December, 2017 was presented.

Mark Andison, CAO, will look into options for potential new funding streams for projects that do not qualify for Gas Tax or Grants in Aid.

Moved: Director Gee

Seconded: Director McGregor

That the Memorandum of Electoral Area Services Committee Action Items be received.

Carried.

West K Sand and Gravel Ltd.**RE: OCP and Zoning Bylaw Amendment**

Highway 22 near Lower China Creek Rd.

Electoral Area 'B'/Lower Columbia-Old Glory

RDKB File: B-7187-08837.000

Donna Dean explained that the application was before the Electoral Area Services Committee in March, 2017 but was deferred at that time since more information was requested regarding water availability and highway access. New information was presented regarding water and access. While access to the easterly portion of the parcel is still under discussion, the Ministry of Transportation and Infrastructure (MOTI) suggested moving the amendment bylaws forward. It was noted that MOTI must approve and sign the amendment zoning bylaw before it can be adopted by the Board.

Moved: Director Grieve

Seconded: Director Russell

That the application submitted by West K Sand and Gravel Ltd., to amend the Electoral Area 'B'/ Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470 to re-designate from 'Rural Resource 1' to 'Light Industrial' and to amend the Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540 to rezone from 'Rural Resource 1 (RUR 1)' to 'Light Industrial 2 (IN 2)', on the property legally described as Block 16, DL7187 and 8073, KD, NEP2115, be supported, and further that staff be directed to draft amendment bylaws for presentation to the RDKB Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed bylaw amendments.

Carried.

NEW BUSINESS**0819264 BC Ltd. (Tim and Kim Adrain)****RE: Development Variance Permit**

325 Grandview Pl., Genelle, Electoral Area 'B'/Lower Columbia-Old Glory

RDKB File: B-2404-06180.094

Donna Dean outlined staff's rationale for recommending denial, citing concerns over the size, the commercial look and potential use by future property owners. She also presented photos, provided by the applicant, that gave a general idea of how the proposed building would look.

The directors discussed the fact that the APC was in support of the application. A question was raised regarding the possibility of consolidation of the parcel with the parcel that has the owner's house on it. Concern was expressed that staff presented a recommendation that was not aligned with the APC's recommendation.

Moved: Director McGregor

Seconded: Director Grieve

That the Development Variance Permit application submitted by Tim and Kim Adrain of 0819264 BC Ltd. to allow for an accessory storage building to be built 182m² larger and 2.2 m taller than permitted by the Electoral Area 'B' /Lower Columbia – Old Glory Zoning Bylaw No. 1540 on the property legally described as Lot J, District Lot 2404, Plan NEP22865, KD, Genelle, Electoral Area 'B' /Lower Columbia-Old Glory be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support.

Carried. Directors Gee and Russell opposed.

Edward and Deyanne Davies

Michael and Barbara Pistak

RE: Ministry of Transportation and Infrastructure - Subdivision

RDKB File: B-TWP9A-10948.100 and B-TWP9A-10947.000

Donna Dean described the proposed interior lot line adjustment.

Moved: Director McGregor

Seconded: Director Gee

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, for the parcels legally described as Subsidy Lot 181 Except Plan 17164 SRW 15310 SRW 17069 and Subsidy Lot 180 Except Plan NEP69372 in Electoral Area 'B' /Lower Columbia-Old Glory be received.

Carried.

Howard Hunt

RE: MOTI Subdivision

855 Ponderosa Drive, Electoral Area 'C' /Christina Lake

RDKB File: C-1299s-04727.000

Donna Dean described the proposed interior lot line adjustment and the fact that use of section 10 of The Agricultural Land Reserve Use, Subdivision and Procedure Regulation is being proposed. Donna outlined how the proposed subdivision could have a negative

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Electoral Area Services Committee

January 11, 2018

impact on the use of the land for agricultural purposes. The directors expressed their desire that those concerns be forwarded to the Ministry of Transportation and Infrastructure.

Moved: Director Russell

Seconded: Director McGregor

That staff be directed to forward concerns regarding the use of section 10 of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation to the Ministry of Transportation and Infrastructure for a proposed subdivision, for the parcels legally described as District Lot 1299s, SDYD and Plan KAP254A, DL 1299s, SDYD, Electoral Area C/ Christina Lake.

Carried.

Kathrine Hutton and John Mills

RE: Development Variance Permit

8665 Henderson Rd., Electoral Area 'D'/Rural Grand Forks

RDKB File: D-1605-04873.100

Donna Dean explained the topography of the parcel and that there is limited space for placement of a garage.

Moved: Director Russell

Seconded: Director McGregor

That the Development Variance Permit application submitted by Katherine Hutton and John Mills, to allow for a 4.4 metre front yard setback variance on the property legally described as District Lot 1299s, SDYD, Electoral Area 'D' / Rural Grand Forks be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support.

Carried.

City of Grand Forks

RE: Proposed OCP Amendments and New Zoning Bylaw

RDKB File: G-12

Donna Dean explained the fact that the City is making amendments to their Official Community Plan and has developed a new Zoning bylaw.

The directors discussed changing the recommendation from "interest not affected" to "support for".

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Electoral Area Services Committee

January 11, 2018

Moved: Director Russell

Seconded: Director Konrad

That the bylaw amendment referral submitted by the City of Grand Forks to amend the Official Community Plan and create a new Zoning Bylaw be received and further that the City of Grand Forks be advised that the Regional District of Kootenay Boundary supports proposed Bylaws 1919-A2 and 2039, 2017.

Carried.

Five Year Financial Plans

Work Plans and Five Year Budgets (2018-2022) for services that are under the responsibility of the electoral Area Services Committee were presented.

Budgets Discussed:

While several budgets and work plans were presented in the agenda only Electoral Area Administration Service (002) and Planning and Development (005) were discussed. The Directors felt it would be a more efficient use of time if Directors discuss with staff the services that apply to their area.

Electoral Area Administration Service Work Plan (2018-2019) and Budget 002

The increase in requisition results from this year's elections and the addition of a portion of the Corporate Communications Officer's salary and benefits. There was discussion regarding amounts allocated to each electoral area for public communications. Directors agreed to discuss further once the final expenditures are available.

Directors discussed remuneration budgets and staff will identify the specific bylaws.

Planning and Development Work Plan (2018-2019) and Budget 005.

Donna Dean outlined the new information in the work plan and stated that the information in the budget is preliminary.

Moved: Director Grieve

Seconded: Director McGregor

That the Electoral Area Services Committee discuss the Work Plans and proposed Five Year Budgets when the actual expenditures are available, and to provide direction to

Staff as to any changes to be made to the various plans or issues to be investigated, and refer them to a future meeting for further review at that time.

Carried.

Grant in Aid Report

Moved: Director Grieve

Seconded: Director McGregor

The directors agreed that they would like to receive digital copies of Grant in Aid remittance letters, and that the Grant in Aid Report be received.

Carried.

Gas Tax Update

Moved: Director Russell

Seconded: Director Gee

That the Gas Tax report be received.

Carried.

LATE (EMERGENT) ITEMS

- A) Director Remuneration was discussed as part of the 002 Electoral Area Administration Service Budget.
- B) Town Hall invitations as stated earlier was not discussed.
- C) Logging in Watersheds

Director Grieve requested that logging companies be asked to present to Utilities Committee Meetings twice per year to present their logging plans in community watersheds. The directors discussed the manner in which forestry company referrals would be informing. It was suggested that staff work directly with logging companies in the Kelly Creek Watershed to be added to their referral list.

DISCUSSION ITEMS

A) RDKB Swag: Funding and Input on What is Purchased - Director Worley

The directors discussed the fact they would like to have more input on what is purchased and the total budget for promotional items. Mark Andison suggested that the use of swag could be incorporated into the Corporate Communications Plan, which is being developed by the Corporate Communications Officer.

B) Planning Agreements with Municipalities - Director Grieve

Director Grieve expressed her concern regarding the role of municipalities when invited to participate in the Electoral Area Services Meetings. Mark suggested that the invitations to municipalities include the following:

"The Municipality's right to participate in the RDKB's services falling under Part 14 shall include: the right to vote on all matters applying directly to lands located within the 'Planning Agreement Boundary'; the right to participate on committees on all matters applying directly to lands located within the 'Planning Agreement Boundary'; and the right to receive meeting agendas and other background material in support of all matters applying directly to lands located within the 'Planning Agreement Boundary'."

C) Amount of Money in PR Budgets - Electoral Area Administration (002) - Director Grieve

Discussed previously in 7F) 002 Electoral Area Administration Service Budget.

D) Discussion on Role of APC - Director Gee

Director Gee expressed concerns about APC members and the scope of their role, particularly regarding referrals and holding meetings in addition to those scheduled by RDKB staff.

Mark Andison referred the Committee to section 12(a) of the RDKB's APC Bylaw 1535 which clearly states that the APC should only consider referrals regarding Part 14 of the *Local Government Act*, (Planning and Land Use Management) and suggested that items being referred to the APC's could be limited to Part 14 to simplify matters.

CLOSED (IN CAMERA) SESSION

There was no in camera meeting.

ADJOURNMENT

There being no further business to discuss, Chair Worley adjourned the meeting at 6:32 pm.

**Electoral Area “C” Parks & Recreation Commission
Regular Meeting
Wednesday, January 10, 2018
Welcome Centre
8:00 AM**

AGENDA

- 1. Approval of the Agenda**
- 2. Election of Officers-**
 - The Commission at its first meeting in each year shall elect a Chair and Vice Chair person.
- 2. Delegations:**
 - **Jeff Olsen: Rick Hanson Foundation Grant for Accessibility Certification Program to upgrade the Nature Park Trails. (Pgs 1 to 22)**
- 3. Minutes**
 - Minutes of the Regular meeting of November 8, 2017-(Pgs 23 to 26)
- 4. Business Arising from the Minutes-**
- 5. Correspondence – See Delegation**
- 6. Financial Plan**
 - 2017 – RDKB Financial Statement – (Pgs 27 to 29)
- 7. Old Business**
 - Pedestrian Bridge – UBCM Strategic Priorities Fund- **Discussion**
 - Pickleball Washroom Building – **Ongoing**
 - Pickleball Court Expansion-**Discussion**
 - Trail Development from Cove Bay to Brown Rd – **Discussion**
 - Christina Lake Community Nature Park Management Plan – **Discussion**
 - Community Nature Park Abandon Dock Removal- **Completed**
 - Christina Lake Disc Golf Course-**In Referral Process**
 - Kettle River Walk Trail-Report- **Ongoing**
- 8. New Business –N/A**
- 9. Sub Committee Report**
 - **COP Update- Dave Beattie**
 - **Recreation Program - Update**
 - January Flyer –(Pgs 30 to 31)
 - **Park Maintenance –**

- **Trails – Josh Strzelec**- Update
- **Community Coordinator Report** – Update

10. Other Business Arising from the Floor (For Public Members Present)

11. Adjournment

Outstanding Projects for Future Development

- Kids Bump Bike Park–Dust Control
- Kettle Walk Trail around Golf Course-
- Pedestrian Bridge –
- Disc Golf/Frisbee Golf-
- Moro Footbridge-
- Expand Pickleball Courts
- Tech Property to Access River
- Christina Crest Trail-
- Marine Study
 - Boat House
 - Nature Park Shore line and garden Project
 - Boat Dock @ Community Park

Minutes of the Regular Meeting of the Electoral Area "C" Parks & Recreation
Commission held Wednesday January 10, 2018 at the Welcome Centre

Present

Carlo Crema
Dave Beattie
Dianne Wales
Josh Strzelec
Joe Sioga
Brenda Auge
Larry Walker

Absent

Paul Beattie
Liz Stewart

RDKB Staff

Tom Sprado/Lilly Bryant

Area Director

Grace McGregor

Guest

Donna Wilchynski-Away

Agenda:

1. M/S Josh Strzelec, Larry Walker, that the January 10, 2018 agenda be accepted as amended
 - Correspondence : Follow up letter –Meeting Request for End of Road Access Points to Christina Lake

Carried

Delegations: Jeff Olsen:

Rick Hanson Foundation Grant for Accessibility Certification Program to upgrade the Nature Park Trails for those with disabilities. (Refer to New Business for resolution)

Election of Officers:

2. M/S Carlo Crema, Larry Walker, that Dianne Wales be nominated for the 2018 Term as Chairperson for the Christina Lake Recreation Commission.

Carried

3. M/S Dianne Wales, Dave Beattie, that Liz Stewart be nominated for the 2018 Term as Vice Chairperson for the Christina Lake Recreation Commission.

Carried

Joe Sioga was welcomed as a new member to the Christina Lake Recreation Commission.

Minutes:

4. M/S Larry Walker, Dave Beattie, that the minutes of the Regular Meeting of November 8, 2017 be accepted as circulated.

Carried

Business Arising from the Minutes: N/A

Correspondence: As Per November 8, 2017 meeting –Letter to the Minister of Transportation and Infrastructure requesting a meeting to discuss the End of Road Access Points to Christina Lake.

Financial Plan:

Will be updated next Meeting

Old Business:

- **Pedestrian Bridge – UBCM Strategic Priorities Fund**
 - The status of the grant – Will be notified at the End of March
- **Pickleball Washroom Building**
 - Project will be completed in the spring
- **Pickleball Court Expansion**
 - Project is in the budget for 2018 –First Phase to relocate the Bump Park and Fitness Park
- **Trail Development from Cove Bay to Brown Rd – 3.5km**
 - Funding has been set aside in 2018 budget to review options for Trial
- **Christina Lake Community Nature Park Management Plan –**
 - Meeting is scheduled Monday, January 22 to review Plan
 - Plan will become part of the Official Community Plan
- **Community Nature Park Abandon Dock Removal-**
 - A thank you letter to be written to the Stewardship Society for all their hard work with removing the dock
- **Disc Golf Course –**
 - Application is still with the Province “BC Front Counter” referral process. Could take up to a year to receive results

- **Kettle River Walk Trail –**
 - Grace will talk to Donna Wilchynski regarding her contacts with the Osoyoos Band- to set up a meeting to discuss Christina Lake's Partnership opportunities with the Band

New Business

Rick Hanson Foundation Grant for Accessibility Certification program

5. **M/S Brenda Auge, Josh Strzelec, recommends that staff consider applying for the Rich Hanson Foundation Grant for Accessibility Certification Program for the July 1st deadline.**

Carried

- Grace spoke of the Rural Dividend Advisor Council and funding will be available again this year.

Sub Committee Report:

- **COP Update-N/A**
- **Recreation Program Update**-Carlo Cremona indicated that Bridge (Card Group) has started up on Tuesdays at 1pm at the Moody Creek Estate and would like it advertised in the February Flyer
- **Park Maintenance – N/A**
- **Trails – Nothing New to report**
- **Community Coordinator Report-N/A**

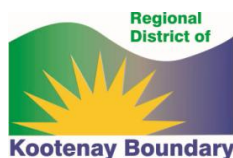
Other Business arising from the floor:

Adjournment:

- Moved by Brenda Auge that meeting be adjourned at 9: 23am

Lilly Bryant, Recording Secretary

Dianne Wales, Chairperson



**Electoral Area "C" Parks & Recreation Commission
Regular Meeting
Wednesday, February 14, 2018
Welcome Centre
8:00 AM**

AGENDA

1. CALL TO ORDER

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

- The agenda for the February 14, 2018 Christina Lake Recreation Commission meeting is presented.

Recommendation: That the agenda for the February 14, 2018 Christina Lake Recreation Commission meeting be adopted as presented.

3. ADOPTION OF MINUTES

- The minutes of the Christina Lake Recreation Commission meeting held on January 10, 2018 are presented. **Pgs 1-3**

Recommendation: That the minutes for the Christina Lake Recreation Commission meeting held on January 10, 2018 be adopted as presented.

4. UNFINISHED BUSINESS

- Pedestrian Bridge – UBCM Strategic Priorities Fund
- Pickleball Washroom Building
- Pickleball Court Expansion
- Trail Development from Cove Bay to Brown Rd
- Christina Lake Community Nature Park Management Plan
- Christina Lake Disc Golf Course
- Kettle River Walk Trail

5. NEW BUSINESS

A. Financial Plan

- 2017 – RDKB Financial Statement –**Pgs 4-6**
- 2017/18 – Work Plan-**Pgs 7-25**

B. Correspondence

- Response from FLNRO-Nelson regarding placement of the dock and boardwalk/Park Plan-**Pgs 26-27**
- Site Access Review-Cascade Fall Recreation Site, Christina Lake BC-**Pgs 28-37**

C. Sub Committee Report

- **COP Update- Dave Beattie**
- **Recreation Program - Update**
 - February Flyer-**Pgs 38-39**
- **Park Maintenance –N/A**
- **Trails – Josh Strzelec- Update**
- **Community Coordinator Report – Update**

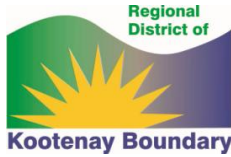
6. LATE EMERGENT ITEMS

7. DISCUSSION OF ITEMS FOR FUTURE MEETINGS

8. QUESTION PERIOD FOR PUBLIC MEDIA

9. CLOSED (IN CAMERA) SESSION

10. ADJOURNMENT



**Electoral Area "C" Parks & Recreation Commission
Regular Minutes
Wednesday, February 14, 2018
Welcome Centre
8:00 AM**

Recreation Commission Members present:

Present

Carlo Crema
Dave Beattie
Dianne Wales
Josh Strzelec
Joe Sioga
Brenda Auge
Larry Walker
Liz Stewart

Absent

Paul Beattie

Staff and others present:

RDKB Staff

Tom Sprado/Lilly Bryant

Area Director

Grace McGregor

Guest

Donna Wilchynski

CALL TO ORDER

The chair called the meeting to order at 8:01am

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the February 14, 2018 Christina Lake Recreation Commission meeting is presented.

The agenda was amended by the addition of late (emergent item)

(6a) Christina Lake Community Association 2017 Grant Project Report

06-18 Moved: Liz Stewart Seconded: Larry Walker

That the agenda for the February 14, 2018 Christina Lake Recreation Commission meeting be adopted as amended.

Carried

ADOPTION OF MINUTES

The minutes of the Christina Lake Recreation Commission meeting held on January 10, 2018 are presented.

02-18 Moved: Joe Sioga Seconded: Brenda Auge

That the minutes for the Christina Lake Recreation Commission meeting held on January 10, 2018 be adopted as presented.

Carried

OLD BUSINESS

Pedestrian Bridge – Unofficially not approved –Donna Dean to assist Staff in finding other grants that might be available for Bridge project.

Pickleball Washroom Building –Will be completed in the spring

Pickleball Court Expansion- Phase 1 is in the budget for 2018- Moving Fitness Park /Bump Bike Park

Gaming grants may be available for Pickleball Groups to apply for future projects.

Trail Development from Cove Bay to Brown Rd-Ongoing

Christina Lake Community Nature Park Management Plan – Park Plan will be adopted and brought back to the Christina Lake Recreation Commission for review.

Christina Lake Disc Golf Course- Ongoing

Kettle River Walk Trail- Update from Grace McGregor

Grace met with Linda Larson to set up a meeting with First Nation's leader, Donna Wilchynski, Tom Sprado and herself to discuss waiving the fee for the Archeological study to build the Kettle River Walk Trail.

NEW BUSINESS-N/A

INFORMATIONAL ITEMS

A. Financial Plan

- 2017 – RDKB Financial Statement
- 2017/18 – Work Plan is based on the financial report submitted as of February 1, 2018- Minor changes may be accepted

B. Correspondence

- **Response from FLNRO-Nelson regarding placement of the dock and boardwalk/Park Plan-**Staff noted that Sandpiper Trail/Board walk cannot be developed due to the high water table, therefore other options will need to be considered for the Rick Hanson Foundation grant.

- **Site Access Review-Cascade Fall Recreation Site Christina Lake BC- Submitted by Doug Zorn**

- Reviewed the draft copy for the access off Highway #3 to the Cascade Fall Recreational site.

c. Sub Committee Report

- COP Update- Dave Beattie- N/A
- Recreation Program - Update
- February Flyer-Reviewed
- Park Maintenance –N/A
- Trails – Josh Strzelec- N/A
- Community Coordinator Report – Donna’s Report –
Pickle Ball Capital of Canada application has passed the initial application process.

LATE EMERGENT ITEMS-

- Christina Lake Community Association 2017 Grant Project report
Brenda Auge submitted the 2017 Capital Grant Project report for CLCA 2017 for review.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS-

- March meeting date has been changed to March 7

QUESTION PERIOD FOR PUBLIC MEDIA

CLOSED (IN CAMERA) SESSION

ADJOURNMENT

- The meeting was adjourned at 9:00am

Lilly Bryant, Recording Secretary

Dianne Wales, Chairperson

**Grand Forks & District Recreation Commission
Regular Meeting
Thursday, January 11, 2018
David Borchelt Meeting Room (Arena)
8:45 AM**

AGENDA

- 1. Additions/Approval of the Agenda**
- 2. Election of Officers-**
 - Membership Appointment & Term to the Recreation Commission Staff Report- **(Pgs 1 to 2)**
- 3. Minutes**
 - Minutes of Regular Meeting of November 30, 2017-**(Pgs 3 to 5)**
- 4. Delegation: N/A**
- 5. Business Arising from the minutes**
- 6. Correspondence : N/A**
- 7. Financial Plan**
 - 2017 –Financial Statement –November Statement-**(Pgs 6 to 8)**
 - YTD-2017 Revenue Report-GFREC-
 - YTD-2017Arena Drop In Revenue/Attendance Report
 - YTD- 2017Aquatic Membership/Drop In Monthly Comparison Report
 - Usage Stats Report – Aquatic/Arena
- 8. Old Business**
 - **Aquatic Centre**
 - Increasing Water Temperature at the Aquatic Centre - **Report**
 - Deck Replacement – **Estimate Received-(Pgs 9 to 11)**
 - Aquatic Centre Public Schedule – Brian Noble and Nigel James volunteer to be part of the select committee and up to 3 staff members. **Date set for Tuesday, January 23, 2018**
 - **Arena**
 - Wheelchair lift – **Verbal Update**
 - Honorary Jerseys –**Update –**
 - **Youth Usage at the Grand Forks Aquatic Centre**
 - Theresa Rezansoff to follow up with SD#51 Afterschool Program – with the possibility of partnering further with GFREC to offer youth activities at the Aquatic Centre

9. New Business

- Gerry Foster – request to rename a lane in honor of Mickey MacKay Other options discussed – Kiosk by main entrance, Re-naming the viewing room, signage, etc.- **Report-(Pgs 12 to 13)**

10. Supervisor Report

- Aquatic Maintenance Coordinator – **Report –(Pgs 14 to 15)**
- Aquatic Program Coordinator – **Report –(Pg 16)**
- Arena Maintenance Chief Engineer – **Report-(Pgs 17- 18)**
- Recreation Program Services Supervisor
 - Program Update-Booking Software update
 - January Flyer- **(Pgs 19 to 22)**
 - **Sponsored Event – Holiday Event-**
 - Canada 150 Community Skate Event- Approximately 30
 - TELUS Sponsored Family Skate - Approximately 30
 - Ultimate Hockey Sponsoring Old Fashion Christmas Skate –Approximately 300 people
 - Elks/Interfor sponsoring the Santa Visit- Friday Approximately 114
 - Rotary–The First Night Event- Approximately 94

10. Round Table

- School District # 51-
- Library and Arts Societies (Culture)
- Recreation and Culture Committee of City Council-
- Community Members at Large-

11. Other Business Arising from the floor (For public members Present)**12. Agenda Adjournment**

Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held January 11, 2018 in the Jack Goddard Memorial Arena – David Borchelt Meeting Room

Present

Dean Engen
Julia Butler
Nigel James
Terry Doody
Brian Noble
Bob MacLean

Absent

Eric Gillette-Advised
Teresa Rezansoff-Advised

Staff

Tom Sprado/Lilly Bryant

Area Director

Roly Russell –away

- **Meeting Called To Order at 8:47am**
- **Additions/Approval of the Agenda**
 1. **M/S Julia Butler, Bob Maclean that the agenda be accepted as amended**
 - Correction made to the agenda line #13 –Should read meeting Adjournment

Carried
- **Election of Officers-**
 2. **M/S Julia Butler, Terry Doody, that Dean Engen be nominated and accepted the chairperson position for 2018.**

Carried
 3. **M/S Julia Butler, Dean Engen, that Brian Noble be nominated and accepted the vice chairperson position for 2018**

Carried
- **Minutes**
 4. **M/S Terry Doody, Nigel James that the minutes of the regular meeting of November 30, 2017 be accepted as circulated.**

Carried
- **Delegation: N/A**
- **Business Arising from the minutes**
- **Correspondence : N/A**

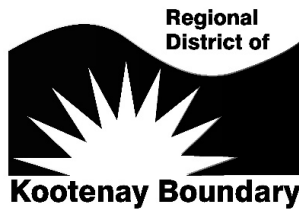
- **Financial Plan**
 - 2017 –Financial Statement –November Statement- YTD will be available for next meeting
 - YTD-2017 Revenue Report-GFREC- N/A
 - YTD-2017Arena Drop In Revenue/Attendance Report-N/A
 - YTD- 2017Aquatic Membership/Drop In Monthly Comparison Report –N/A
 - Usage Stats Report – Aquatic/Arena-N/A
- **Old Business**
 - **Aquatic Centre**
 - **Increasing Water Temperature at the Aquatic Centre –**
- 5. **M/S Julia Butler, Nigel James, recommends that increasing the pool temperature on weekends be added to the subcommittee meeting on January 23rd and a report be submitted at the next Recreation meeting.**
Carried
 - **Deck Replacement –**
 - A new quote was submitted by Kelowna Tile N All
 - A quote has not been received from Walter Hampf for grinding the deck
 - The earliest the project could happen is 2019
 - **Aquatic Centre Public Schedule –** Brian Noble and Nigel James volunteer to be part of the select committee and up to 3 staff members. **Date set for Tuesday, January 23, 2018**
 - **Arena**
 - **Wheelchair lift –**
 - The lift should be arriving early February and the project completed by End of February
 - Honorary Jerseys –Project has been set aside due to updating safety procedure for the plant
 - **Youth Usage at the Grand Forks Aquatic Centre-N/A**
- **New Business**
 - Gerry Foster – request to rename a lane in honor of Mickey MacKay
- 6. **M/S Julia Butler, Brian Noble, recommends that staff contact Gerry Foster and suggest he contact Mickey Mackay's family to find out what their wishes would be.**
Carried
 - **Supervisor Report**
 - **Aquatic Maintenance Coordinator – Report –**Discussed the shower issue
 - **Aquatic Program Coordinator –**
 - **Arena Maintenance Chief Engineer – Report-**
 - **Recognition for WorkSafe Accidents or incidents**

- Safety Procedures will need to be updated to comply with all the new safety Regulation
- **Recreation Program Services Supervisor**
 - Program Update-Booking Software update
 - January Flyer-
 - **Sponsored Event – Holiday Event-**
 - Canada 150 Community Skate Event- Approximately 30
 - TELUS Sponsored Family Skate - Approximately 30
 - Ultimate Hockey Sponsoring Old Fashion Christmas Skate –Approximately 300 people
 - Elks/Interfor sponsoring the Santa Visit- Friday Approximately 114
 - Rotary–The First Night Event- Approximately 94
- Thank you letters are sent out to Businesses thanking them for their continued support for all the free community events.
- **Round Table**
 - School District # 51-
 - Library and Arts Societies (Culture)
 - Recreation and Culture Committee of City Council-
 - Community Members at Large-
- **Other Business Arising from the floor (For public members Present)**
- **Meeting Adjournment**
- 7. **M/S Nigel James, Brian Noble that the meeting be adjourned at 11:11am**

Carried

Lilly Bryant, Recording Secretary

Dean Engen, Chairperson



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

Tuesday, February 6, 2018 at the Christina Lake Fire Hall, commencing at 7:00 p.m.

PRESENT: Peter Darbyshire, Jennifer Horahan, Phil Mody, Terry Mooney, Butch Bisaro, Ken Stewart, Annie Rioux, Jeff Olsen, David Durand

ABSENT: Jessica Coleman, Dave Bartlett

RDKB DIRECTOR: Grace McGregor

RDKB STAFF:

GUESTS: Peter Bowen, Denise Preston

1. CALL TO ORDER

The meeting was called to order at 6:57 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the February 6, 2018 Electoral Area 'C'/Christina Lake Advisory Planning Commission Agenda be adopted with amendment. (Jennifer/Butch)

Amendment: That item 7(B) Minimum dwelling size requirement in the Zoning Bylaw be brought forward to item 7(A). Carried.

3. ADOPTION OF MINUTES

Recommendation: That the January 2, 2018 Electoral Area 'C'/Christina Lake Advisory Planning Commission Minutes be adopted. (Phil/Pete)

4. DELEGATIONS

N/A

Electoral Area 'C'/Christina Lake APC Minutes
 February 6, 2018
 Page 1 of 2

5. OLD BUSINESS

N/A

6. NEW BUSINESS**A. PRESTON, Denise****RE: Development Variance Permit**

90 West Lake Drive, Electoral Area 'C'/Christina Lake

RDKB File: C-317-02578.100

Recommendation:

It was moved, seconded (Jeff/Jennifer) and resolved that the APC recommends to the Regional District that the subject Development Variance Permit be supported.

7. DISCUSSION**A. Minimum dwelling size requirement in the Zoning Bylaw**

- (1) Should there be a minimum size for single family residence; and
- (2) A maximum number of secondary suites.

Terry moved, Jennifer seconded no minimum size for single family residence, two opposed, carried.

Butch moved, Jennifer seconded there should be one secondary suite per parcel as noted in 324e with one additional sleeping quarter or one secondary suite, carried.

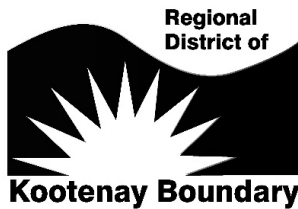
Terry moved, Jennifer seconded a clear definition of secondary suite as self-contained (with a kitchen and bathroom), carried.

B. Discuss issues for OCP Review

The APC requested that the agenda include Comments for the OCP each month.

8. ADJOURNMENT

It was moved that the meeting be adjourned at 8:05 p.m. (Phil).



ELECTORAL AREA 'D'/RURAL GRAND FORKS

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, February 6, 2018 at the RDKB Office – Grand Forks, commencing at 7:00 p.m.

PRESENT: Deb Billwiller, Christie Wheaton, Kathy Hutton, Rod Zielinski

ABSENT:

RDKB DIRECTOR: Roly Russell

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved: Wheaton; seconded: Hutton that the February 6, 2018 Electoral Area 'D'/Rural Grand Forks APC agenda be adopted as circulated. Carried

3. ADOPTION OF MINUTES

It was moved: Wheaton; seconded: Hutton that the January 2, 2018 Electoral Area 'D'/Rural Grand Forks APC minutes be approved with the correction to Kathy Hutton's email address on the member list. Carried.

4. DELEGATIONS - None

5. OLD BUSINESS

Updated information from Roly regarding the BC Timber Sales Operating Plan reviewed in January. There will be an upcoming meeting with BC Timber Sales for APCs and other interested groups/individuals.

Electoral Area 'D' APC Minutes
February 6, 2018
Page 1 of 3

6. **NEW BUSINESS**

A. **ANTHONY, Kevin**

RE: MOTI Subdivision Referral

5030 Covert Road, Electoral Area 'D'/Rural Grand Forks

Lot 13 Coryell Road, Electoral Area 'D'/Rural Grand Forks

RDKB Files: D-497-02982.000

D-497-02982.500

Discussion/Observations:

The combined area of the two new lots appears to be .22 hectares smaller than the combined area of the existing two lots.

Recommendation:

It was moved: Billwiller; seconded: Wheaton that, since the application meets the ALC guidelines and complies with section 307.5 of the Zoning Bylaw, the APC recommends to the Regional District that the subject MOTI Subdivision Referral be supported. Carried.

B. **WILKIN, Bryn and Suzanne**

RE: MOTI Subdivision Referral

5200 Hardy Mountain Road, Electoral Area 'D'/Rural Grand Forks

RDKB File: D-955s-04238.005

Discussion/Observations:

- has no impact on the ALR land in the original parcel
- meets minimum parcel sizes

It was moved: Hutton; seconded: Wheaton that the APC recommends to the Regional District that the subject MOTI Subdivision Referral be supported. Carried.

C. **CITY OF GRAND FORKS**

RE: Light Industrial Development Permit Referral

8168 Donaldson Drive, Grand Forks

RDKB File: GF-210-00998.705

Discussion/Observations:

- Concern was raised regarding the addition of another septic field and its potential impact on drinking water.

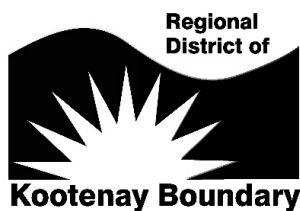
It was moved: Hutton; seconded: Billwiller that as long as the Light Industrial Development Permit Area guidelines are followed the APC recommends to the Regional District that the subject Development Permit Referral be supported. Carried.

7. **FOR INFORMATION**

N/A

8. **ADJOURNMENT**

Wheaton moved adjournment at 7:30 p.m.



ELECTORAL AREA 'E'/WEST BOUNDARY

ADVISORY PLANNING COMMISSION

MINUTES

Monday, February 5, 2018 at the Rock Creek Medical Centre, 100 Cut Off Rd, commencing at 6:00 p.m.

PRESENT: Grant Harfman, Jamie Haynes, Florence Hewer, Lynne Storm, Frank Van Oyen

ABSENT with notification: Randy Trerise, Fred Marshall – sent notification of his resignation prior to the meeting

Absent without notification: Michael Fenwick-Wilson

RDKB DIRECTOR: Vicki Gee

RDKB STAFF: Donna Dean, Manager of Planning and Development, Recording Secretary

GUEST:

1. **CALL TO ORDER**

The meeting was called to order at 6:00 pm.

2. **ADOPTION OF AGENDA**

It was moved, seconded, all in favour that the February 5th, 2018 Electoral Area 'E' APC agenda be adopted as amended.

Agenda amended to include the addition of a Discussion Item regarding APC Process.

3. **ADOPTION OF MINUTES**

It was moved, seconded, all in favour that the January 2nd, 2018 Electoral Area 'E' APC minutes be adopted.

4. **DELEGATIONS** – There were no delegations

5. **OLD BUSINESS**

A. **BC Timber Sales**

RE: Operating Plan 13 Boundary Area

RDKB File: E-10

Director Gee described the report that went to the Board regarding BC Timber Sales (BCTS) Operating Plan 13. All three Boundary Area APC's included their concerns about the effects on riparian areas and lack of provincial oversight of on the ground operations, which were forwarded to the BCTS. The Board has requested a meeting with BCTS, RDKB Boundary Board members and Boundary APC members. Donna Dean explained that staff has contacted BCTS staff and the earliest a meeting can take place is April.

6. **NEW BUSINESS**

A. **643249 BC Ltd./STREGE, Heinz**

Re: MOTI Subdivision

290 Beaverdell Station Rd., Beaverdell

RDKB File: E-2764s-06857.050

Members discussed the history of the site as a mine/mill/crusher/concentrator since the late 1800's and concerns regarding the potential for soil contamination. Concern was also expressed regarding whether the owner has the capital necessary to develop the water and sewer system necessary for the subdivision. Also discussed was the need for housing for people on low income. The current recreational uses of the adjacent parcel owned by Teck Resources were also discussed.

Moved Jamie, seconded Lynn, all in favour that the application not be supported for the following reasons:

- the potential for contamination from the tailings; and

- concerns regarding additional demands on the river from water usage, especially at dangerously low times of the year.
- concern about water quality, given prior mining activity.

B. WARKENTIN, Stewart

RE: MOTI Subdivision

350 Beaverdell Station Rd., Beaverdell
RDKB File: E-1209s-04662.000

Moved Grant, seconded Florence, all in favour to not support the application since the proposed parcel boundary goes through the ALR, and questions regarding how the creation of a new parcel would help agriculture.

C. BROWNE-CLAYTON, Shane

Re: ALR Subdivision

5525 Highway 33, Beaverdell
RDKB File: E-3308-07142.000

The previous ALC application and approval was discussed. The APC members support the proposed subdivision as is and agreed that cash in lieu would be preferred to park land for this subdivision.

Moved Frank, seconded Jamie, all in favour to support the application since it has minimal impact on the ALR lands.

D. KLUMPP, Derek and Jennifer

Re: MOTI Subdivision

3434 Blyth-Rhone Road, Westbridge
RDKB File: E-1265s-04703.045

APC members discussed the site and the fact that it is sloped and has little value for agriculture; and that it is not located in the ALR.

Moved Grant, seconded Jamie, all in favour to support the application.

7. FOR INFORMATION

A. Kettle River Concrete

Re: ALC Exclusion

1775 Hulme Creek Road, Rock Creek
RDKB File: E-2455-03065.050

ALC Decision January 5, 2018

The reversal of the decision by the ALC was discussed as well as the risk of developing a property during the 60-day period when the ALC's executive council may reconsider a decision.

The need for local gravel and concrete was discussed and the fact that Cannon's property at Rock Creek is depleted of gravel. Also discussed was concern that the closest sources for gravel and concrete will be Kelowna or Osoyoos. The APC believes there is community support for non-farm use for the parcel.

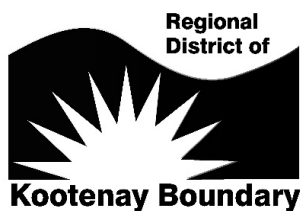
B. APC Process

Director Gee described the concerns that Fred Marshall expressed about the timing of the BCTS referral to the APC. She clarified when the referral was released in the media, when the RDKB received it and the timing of the APC report. She explained that staff contacts referral agencies when the agency's time lines cannot be met and extensions are requested.

The role of the APC was also discussed and the need to limit comments to applications and referrals before the Commission, and that communications between APC members prior to meetings does not allow for public transparency of the process. As well, the role of advocacy is not within the purview of the APC but rather the Board of Directors.

8. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 7:15 pm.



ELECTORAL AREA 'E' (BIG WHITE)

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, February 6, 2018 at Big White Fire Hall, Big White Ski Resort, commencing at 4:00 p.m.

Minutes taken by: Deb Hopkinson

PRESENT: Gerry Molyneaux, John Lebrun, Cat Shierrer, Deb Hopkinson, Paul Sulyma (by phone), and Jude Brunt

ABSENT:

RDKB DIRECTOR: Vicki Gee

RDKB STAFF: Donna Dean, Manager of Planning and Development

GUESTS: Jeremy Hopkinson

1. CALL TO ORDER

The meeting was called to order at 4:07 pm.

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved and seconded that the February 6, 2018 Electoral Area 'E'/Big White APC agenda be adopted.

3. ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

- 1) Election of the Chair, Dep Hopkinson (M: Gerry Molyneaux, S: John LeBrun)
- 2) Election of the Vice-Chair, Gerry Molyneaux (M: Cat Schierrer, S: Deb Hopkinson)
- 3) Election of the Secretary, Paul Sulyma (M: John LeBrun, S: Cat Schierrer)

4. **ADOPTION OF MINUTES**

It was moved and seconded that the October 3, 2017 Electoral Area 'E'/Big White APC minutes be adopted.

5. **DELEGATIONS**

None.

6. **OLD BUSINESS**

A. LCLB Referral – Big White Ski Resort, The Bullwheel

RE: Liquor Primary Licence – Addition of a Patio

5275 Big White Road, Big White Ski Resort

Electoral Area 'E'/West Boundary

RDKB File: BW-4201-07907.320

We did not have a quorum for the APC meeting on December 5, 2017 but our comments were taken into account at the Board of Directors meeting. The Board of Directors were about to send along their approval for the licence application to the Liquor Board when emails and letters were received from some White Crystal owners voicing concerns. The concerns were around hot tub location and access and noise to units above. Later, a letter from the strata association for the building was received giving support to the licence application.

The Board felt at that time that a public hearing would be required. Director Gee will be present. Minutes will be recorded. The hearing will be held on February 27, 2018 at 6:00 pm in the White Crystal.

Time line for this process: the minutes from the public hearing will go the Board at the March 14th meeting where they will render their opinion; and that opinion will go to the Liquor Board, who are the ones who have the final say on the licence.

7. **NEW BUSINESS**

A. Rosen, Judy and Varhanik, Lance

Re: Development Permit Application

595 Feathertop Way, Big White

File: BW-4222-07500.950

Discussion/Observations:

The APC heard from Donna Dean that this applicant will be seeking a variance for the foundation encroachments into the setback. We will therefore set aside the landscaping discussion until that application is received.

8. FOR DISCUSSION**A. Official Community Plan and Phased Developments**

Concern was expressed about the current process of waiting for the last unit to be built in a phased development before the landscaping must be completed. This can result in significant erosion potential for developments that span several years. Donna Dean suggested that the Development Permit Guidelines and permits could be written such that landscaping for each phase would have to be completed before proceeding to the next phase.

John Lebrun also expressed concern that the amount held by the RDKB as an irrevocable Letter of Credit would not be enough for landscaping at Sundance since the bricks for a retaining wall alone may cost as much as \$130,000 and labour would be on top of that.

A question was raised regarding whether the RDKB could hold a bond for paving of interior roads in a building strata similar to the bond held for the Feathertop Way development which was a bare land strata.

Problems have occurred at Trailside Development as well with the foundation of unfinished phase leaving exposed rebar and posing a hazard to residents, that would not be allowed on a construction site. Half of the paving not completed.

We can suggest changes to OCP regarding phased developments.

Big White is on the list for an OCP review, the last one done in 2001. Donna Dean expects to be starting in two to three years, when staff has completed or nearly completed other projects.

Jeremy Hopkinson suggests that the resort will have a Master Plan ready to go in one to two years, and the OCP project should have that in hand to better understand the requirements of the community.

B. Staff Housing

Donna Dean clarified that the concession made regarding parking was that no covered parking was required. The same number of stalls was required for staff housing on Black Forest Road.

It has been suggested that the housing would be rented out in the summer to persons other than staff. The APC questioned whether that be allowed. Donna said she would confirm whether it would be allowed.

There will be an application at our next meeting for the corner lot low side of Black Forest Rd. and Big White Rd. which will be for staff or hostel use.

These items may be discussed at the Town Hall Meeting on March 6th.

C. Feathertop Way – Design Guidelines

Concerns have been raised that even with a building scheme on title the building inspector can only insure that the building is to code. So when key design elements are changed for cheaper options the Regional District cannot enforce the building scheme.

One way to help with this issue would be to designate some areas as intensive Residential Development and design guidelines could be added to the OCP for those areas. This would give the building inspectors the ability to make sure the guidelines are conformed to.

Recent renovations for a home in the White Forest have taken the required three covered parking spaces out and replaced with recreational space in the home. These spaces are there to insure enough parking on site so that people are not parking in the street. This is to ensure snow removal can be done.

D. Park Dedication – RDKB

Trigger

The trigger for the requirement for parkland dedication is when three or more additional parcels are being created and the smallest parcel being created is 2 hectares or less.

Amount of Land

The amount of land that may be required or used for establishing the amount that may be paid must not exceed 5% of the land being proposed for the subdivision.

Land or Cash

If there is a parks service, which is the case for all five RDKB electoral areas:

- With an OCP that contains policies and designations respecting the location and type of future parks, the RDKB determines whether parkland or cash in lieu should be used to satisfy the parkland requirements.
- With no OCP that contains policies and designations respecting the location and type of future parks, the owners have the option of providing either parkland or cash in lieu.

Determining the Cash Value

- The owner and the RDKB may agree on the cash value
- If there is no agreement, BC's Subdivision Parkland Valuation Regulation 20/86 is triggered
- The value shall be determined by an appraiser appointed by the owner and the local government (BC Reg 20/86).

High Forest park dedication has not been decided yet as an appraisal has not been done yet.

The OCP review will include a potential trail plan.

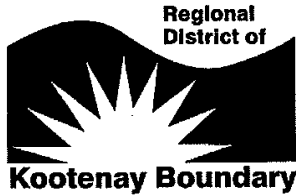
Some trails currently are easements or Statutory rights of way either over privately held land or Crown land. If the trail is over Crown land then Big White could either purchase crown land for trails at actual real estate prices, or possibly apply for a partnership agreement with the Province. Discussion with the Ministry and RDKB Planning would be beneficial. Jeremy Hopkinson and Donna Dean will arrange to meet with the Lands official.

9. FOR INFORMATION

As the December 5th Electoral Area 'E' (Big White) APC Meeting did not have quorum, comments from the meeting were provided for information purposes.

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 5:15 pm.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Proposed Official Community Plan Amendment Bylaw No. 1632 to amend the Electoral Area 'B'/ Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470
and

Proposed Zoning Amendment Bylaw No. 1633 to amend the Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540

Minutes of a Public Hearing for Regional District of Kootenay Boundary for proposed Bylaw No. 1632 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Official Community Plan (OCP) Bylaw No. 1470 and proposed Bylaw No. 1633 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540 held on Wednesday, February 21st, 2018 at the RDKB Board Room, Trail, BC at 6:00 p.m.

Director(s) Present:	Director Linda Worley and Alternate Bill Edwards
Staff Present:	Carly Rimell, Senior Planner
Members of the Public Present:	± 5

Director Worley opened the Public Hearing for proposed Bylaw No. 1632 to amend Electoral Area 'B'/ Lower Columbia-Old Glory OCP No. 1470 and proposed Bylaw No. 1633 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540 at 6:00 P.M.

Director Worley introduced herself and read the Chairs Opening. Director Worley then asked the Senior Planner to provide a summary of the bylaws. Carly Rimell summarized that proposed Bylaw No. 1632 would re-designate the subject property from 'Rural Resource 1' to 'Industrial' and include the parcel within the 'Industrial Development Permit Area.' She outlined the guidelines within the 'Industrial Development Permit Area' as well as the exemptions of when it would not apply to a proposed development. She outlined that proposed Bylaw No. 1633 would amend the zoning bylaw by rezoning the subject property from 'Rural Residential 1 (RUR1)' to 'Light Industrial 2 (IN2)'.

The Senior Planner then read the written submissions into the record (*see Written Submissions Public Hearing Bylaw 1632 and 1633*).

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

Written Submissions Public Hearing Bylaw 1632 and 1633

February 20, 2018

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

Dear Sir or Madam:

RE: Block 16, DL7187 and 8073, NEP 2115, KD – amendment from Rural Resource 1 to Light Industrial

We oppose this amendment in principal, allowing industrial development so close to residential homes. As we have not been informed as to what the proponent wishes to do with these parcels, we are concerned over the impact to our quality of life and our home's value.

Our concerns are as follows:

The property is in direct line of sight from our veranda, living room and master bedroom, and parts of the yard. At present, we have a view of trees and shrubs. Any development may contaminate this view. We would have to have a soil/sand hill created with decent size trees planted on it to keep our view and to block out noise. Any hard surface fence or wall would increase noise from passing traffic, as would any large building near the road. I have noticed the road noise is much worse where vehicles go by the concrete barriers currently in place.

Given its location, any development on this property may also cause noise and dust, increased traffic, reduction in our water supply and lights at night. These could shine directly at our bedroom window.

The increase in traffic could make our already risky access to China Creek Road from the south (Trail direction) more so. At present, we have to turn just past the Lower China Creek Rd. intersection with Highway 22, using the outside lane. There isn't much traffic pulling out of Lower China Creek Rd. right now, which makes it easier. With the 90 km speed limit, vehicles are usually going faster. I have had inattentive drivers come very close to hitting me when I'm waiting to turn into China Creek Rd because they decide to pull out of the inside lane to pass another vehicle further back. If another inattentive driver comes out of Lower China Creek Rd. without seeing us in the process of turning, any northbound driver may have to suddenly come into the lane we're using to turn in. In summer we can get a bit out of the outside lane, but not in winter. The possible increase in traffic affects us not just with noise but with safety concerns. This stretch of Highway 22 is problematic already with the speed limit too high for the 3 turnings into and out of the town of Genelle and the 1 in and out of China Creek Rd.

The portion of the property on our side (China Creek Rd.) of the highway is currently all treed, and provides a buffer to a busy highway for those living near it. These trees are all that stands between the highway and peoples' enjoyment of their houses and peaceful, quiet gardens.

Written Submissions Public Hearing Bylaw 1632 and 1633

Our whole community recently had to drill wells due to an Interior Health hassle with our long time water supply. This was VERY expensive as all the wells were deep, mostly over 300 feet. We don't know if we all ended up on the same aquifer, but if so we could suffer water loss if another well, especially a commercial use one, went on the same source. As our home is on the upward slope of the road, we would suffer more were the water to decline in production due to overuse.

These are the major reasons for our opposition to a change to Light Industrial, but as noted above, until we know what the developer plans to do with the property, we are at a disadvantage to oppose it. It may be that the development won't be overly disruptive to our peaceful community. We value our privacy, our quiet and our darkness at night so that we can see the stars shine.

I would like to add that I have not had a positive experience with West K Sand and Gravel. In the past, when they tore away a section of the hill above our water source (China Creek) and I phoned them with concerns of slides, the response was, and I quote, "Maybe we'll just dig up the whole hill". I don't think this was an indication of a good neighbor.

Thank you for your consideration, and we will see you at the meeting.

Sincerely,

Garry Bzdel & Kathryn McSwan
1010 China Creek Rd.
Genelle, BC V0G 1G0

Written Submissions Public Hearing Bylaw 1632 and 1633

18 February 2018

RDKB Planning Office
Trail, BC.

Re: Zoning Change, Bylaw No.1632, 2018 to 1633, 2018.

For inclusion to comments to be given at the Public Hearing, Wednesday 21 February 2018

Apparently this zoning would include storage. As the lot is owned by West K, we are thinking this would involve vehicles, product, eg rock, sand, gravel, etc.

We are opposing the rezoning for the following reasons:

The lot borders the highway which rises to higher than the property level by at least 10' or more. This means access would logically be off China Creek Rd meaning an increased traffic load greater than now and possibly incurring even more road surface damage than we suffer currently.

The front of our home is approximately 50' from the edge of said lot and any noise from within it such as vehicles, loading machinery, etc. More importantly, we would be exposed to all dust and exhaust fumes from within. We have major health issues and this would compromise them greatly

Making this smaller portion of their total lot workable for them will in fact remove our buffer from highway traffic and reduce our sight lines drastically.

The use of this portion will eliminate a lot of the quiet we currently enjoy and will definitely reduce the property value of the homes on this street.

There is also the environmental aspect. This small corridor is a habitat for several wild species in the area, and removing such trees and shrubbery necessary to use it will render it useless to them.

Hopefully, some sort of compromise, at the very least, can be reached.

Mr. & Mrs. J. Van Vliet
930 China Creek Rd.
PO Box 258
Genelle, BC
V0G 1G0

Steve McFadden, 900 China Creek Road: Steve noted the following concerns 1) Industrial uses taking place over top of the aquifer and potential damage to water supply 2) China Creek Road is narrow and not well maintained, particularly in winter months and additional traffic is a concern especially when vehicles can become stuck even with 4x4 capability 3) China Creek Road turning onto the Highway is dangerous and wife has been in a car accident 4) subject property is not within a fire protection area.

Tim Adrian, 320 Grandview Place: Tim mentioned his intention is for RV storage and plans to clean up and fence the property. Tim also asserted that this use would be less intensive than the resource use that is already permitted on the property in the current 'Rural Resource 1' zone. Tim mentioned he does not intend to extract gravel from the property, he also does not intend to develop the eastern portion of the property.

Kathy McSwan, 1010 China Creek Road: Kathy was concerned about water supply, mentioning a commercial operation could require a significant amount of water and that the wells in the area were drilled very deep already. Kathy also noted the removal of vegetation from the property was cause for concern as they help create a buffer from the Highway.

Tim Adrian, 320 Grandview Place: Tim mentioned he was not opposed to maintaining as much vegetation on the parcel as possible.

Steve McFadden, 900 China Creek Road: Steve inquired what materials would be used to surface the property. He also inquired where access to the parcel best be located on the western portion of the property.

Kathy McSwan, 1010 China Creek Road: Kathy inquired when development took place if there was a process whereby neighbours would be consulted.

Director Worley called for comments 3 times, as there were no further comments from the public present Director Grieve brought the meeting to a close.

The public hearing was adjourned 6:41 P.M.

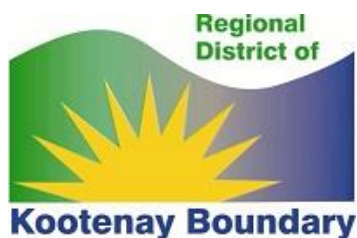
I hereby certify that this is a fair and accurate record of the Public Hearing for Regional District of Kootenay Boundary proposed zoning Bylaw No. 1632 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Official Community Plan Bylaw No.1470 and proposed Bylaw No. 1633 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540.



Recording Secretary

Board Delegate

Director Linda Worley

**STAFF REPORT****Date:** 14 Feb 2018**File**Environmental
Services - Solid
Waste Admin**To:** Chair Martin; members of the
Policy and Personnel Committee**From:** Tim Dueck - Solid Waste Program
Coordinator**Re:** Staff Report- Zero Waste Policy
Review - PEP Feb 14, 2018**Issue Introduction**

A Staff Report from Tim Dueck, Solid Waste Program Coordinator regarding the review of the RDKB's 2006 Zero Waste Policy.

History/Background Factors

When the Zero Waste Policy was adopted by the RDKB Board of Directors in 2006 it fulfilled the commitment described in the RDKB's 2006 Solid Waste Management Plan (SWMP). This general policy provided broad direction to staff to follow to implement the approved Plan.

Upon review staff recognises that the present Zero Waste Policy accurately reflects the 2006 SWMP but will need to be revisited upon completion of a new SWMP.

Implications

The RDKB will need to update the 2006 SWMP and revisit the policies arising from this new strategic document.

In November 2017, the RDKB Solid Waste Management Plan Steering Committee passed the following resolution:

"That the Solid Waste Management Plan Steering Committee approves the deferral of the formal Solid Waste Management Planning process indefinitely."

After the SWMP process resumes and is completed, the Zero Waste Policy should be revisited.

Advancement of Strategic Planning Goals

Updating the Solid Waste Management Plan and subsequent Zero Waste policies continues the Board's focus on good management and governance.

Background Information Provided

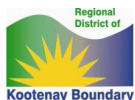
- 2006 Zero Waste Policy

Alternatives

- That the RDKB defer updating the Zero Waste Policy until the 2006 Solid Waste Management Plan has been updated.
- Direct staff to immediately proceed with updated the existing Zero Waste Policy with the following directions:

Recommendation(s)

- That the RDKB defer updating the Zero Waste Policy until the 2006 Solid Waste Management Plan has been updated.


POLICY TITLE: Zero Waste
APPROVAL DATE: April 4, 2006
DATE OF REVIEW:

Policy: The Regional District of Kootenay Boundary Board of Directors hereby endorses the goal of Zero Waste, and through the adoption of local government bylaws, regulations and policies, undertakes the necessary steps to implement proven technology and public programs which achieve a waste free, resource-full future.

- Purpose:**
1. To set a framework to guide the Regional District of Kootenay Boundary in establishing waste reduction programs and policies with the intent of eliminating our involvement in providing services for the recycling and landfilling of product waste, leaving local government with responsibility for only compostable and construction/demolition/land clearing waste.
 2. To guide the Regional District of Kootenay Boundary in the purchasing of products and services that have the least environmental impact.
 3. To guide the Regional District of Kootenay Boundary in ensuring that its day-to-day operations are conducted with the intent of minimizing waste to land, air and water and maximizing sustainability.

Procedure:
Local Initiatives:

- **Build the concept of Zero Waste into all local government undertakings.**
Whenever possible all our activities should reflect our commitment to Zero Waste. Our contracts, facilities and our purchasing decisions can set examples for the community. Cooperation from all partners in the RDKB is essential.
- **Work with other agencies such as Community Futures and the Economic Development Commissions.**
Determine what opportunities for Zero Waste enterprise exist in the RDKB and act to make them known to potential entrepreneurs.

- **Ensure that our tipping fee schedules encourage waste elimination and new resource recovery businesses.**

Residents and businesses need to be given the incentive to reduce waste and recycle through variable garbage rates. The public must have the opportunity to eliminate their garbage bill if they are to achieve Zero Waste.

If opportunities for economic diversification present themselves, but are contingent upon restructuring our tipping fee schedule to ensure that feedstock is directed to the new business, we should do so.

- **Invest in Jobs Through Reuse and Recycling.**

Waste prevention and recycling provides tremendous opportunity to create jobs and initiate new business ventures. Far more jobs are created by recycling and reuse businesses than by dealing with the same volume of waste through landfilling.

- **Phase Out Open Burning at all Landfills.**

Replacing open burning with composting will eliminate that source of air pollution, thereby reducing health risks, improving the quality of life in our communities and creating a product that can be used locally.

- **Establish Centralized In-Vessel Composting Facilities**

Between 25% and 35% of all municipal solid waste can be diverted to composting. The end product has good value in the market place and the process will create local economic activity and employment.

- **Educate Consumers about the High Cost of Waste.**

The public must put pressure directly on corporations that profit from waste. Through our education efforts the public can be made aware of the high cost of waste.

- **Shift the Focus from Industrial Parks to Resource Recovery Facilities.**

Also known as resource recovery parks, discard malls, or eco-industrial parks, these facilities enable materials discarded by the community to be reused, recycled, and remanufactured. Enterprises would coexist in a cluster much like an airport or shopping mall.

Local Efforts to Influence the Provincial Government:

- **Lobby the Provincial Government to make Zero Waste a British Columbia Objective.**

With the year 2000 behind us, we need to set a new goal for waste reduction, one that recognizes what is achievable and desirable if we wish to create a sustainable future.

- **Continue to Promote Extended Producer Responsibility (EPR)**

Producers and manufacturers must assume the responsibility for recovering their products and packaging, and ensure that they are recovered for reuse and recycling.

*Page 2 of 4
Zero Waste Policy
April 4, 2002*

The RDKB's participation in the Local Government Stewardship Council contributes to this objective.

- Full extended producer responsibility means taking responsibility for the product and its packaging from cradle-to-cradle, or from the initial gathering of raw materials, through the manufacturing and marketing processes, to the return and preparation of those materials to be used again.
- **Encourage and Support Design for the Environment (DFE)**
Good design ensures that products are produced for durability and that they are more easily repaired, or produced in modular components that can be easily upgraded, or produced to be provided on a full-service lease which includes recycling (such as Interface Flooring's Re-Entry program for leased commercial carpets).

It also means designing for the end of the product's lifecycle, so it can be easily disassembled for recycling harmlessly into nature or its materials recovered for use in new products.

- **Lobby for, or if possible enact, appropriate Legislation and Economic Instruments**
We should be encouraging companies to produce more durable products that lend themselves to easy repair, leasing of products, and create modular designs that are more readily upgraded. We need to encourage conservation and resource recovery, and stop rewarding unsustainable practices that harm the environment.
- **Continue to lobby for Minimum Recycled Content Standards.**
Manufacturers need to help 'close the loop' by using the materials collected in local recycling programs to manufacture new products. Such regulation will guarantee that recycled materials have good value in the marketplace, reducing costs for local government and encouraging resource recovery enterprises.
- **Continue to lobby for expansion of the Deposit/Refund System.**
Deposit/refund systems enjoy wide popular support. Our goal should be to expand on this particularly successful form of Extended Producer Responsibility, so that all containers fall within the deposit/refund system whether they hold milk, mayonnaise or tuna fish.
- **Encourage and Support Full-Cost Accounting and Life-Cycle Analysis.**
The benefits of waste prevention and recycling should include a full accounting of the costs of resource depletion, remediation, and environmental degradation caused by the alternative: continued reliance on virgin materials and wasting.

- **Create a Level Playing field in the Marketplace.**

Subsidies favouring the use of primary resources put recycled feedstock at an economic disadvantage that costs local governments who operate recycling programs and landfills and encourage wasting of resources.

- **Lobby the Provincial Government to implement Tax Shifting.**

Instead of giving incentives for wasting, we should give tax credits and economic incentives for reducing waste and utilizing recovered materials. Tax shifting also reduces corporate and personal taxes thereby encouraging investment and small business.

- **Support Campaign Finance Reform.**

Much of the resistance to changing resource policies comes from organizations that profit from wasting. Permitting only resident individuals to contribute to political parties and campaign funds will rebalance the levels of influence available to different sectors of society.

**STAFF REPORT**

Meeting Date: March 14, 2018

Date:	February 28, 2018	File:	
To:	RDKB - Boundary Community Development Committee		
From:	Tom Sprado, Manager of Facilities and Recreation – Grand Forks and District Recreation		
RE:	GRANT APPLICATION FOR A FACILITY CONDITION ASSESSMENT OF THE GRAND FORKS & DISTRICT AQUATIC CENTRE & JACK GODDARD MEMORIAL ARENA		

Issue Introduction: The Union of BC Municipalities (UBCM) is accepting grant applications under the Asset Management Planning Program up to March 31, 2018.

Approval is required from the Regional District of Kootenay Boundary Board of Directors authorizing the project to proceed and confirming that the matching funding is available.

Reason for Report: The UBCM Asset Management Planning Program requires a Board resolution indicating support for the proposed activities and willingness to provide overall grant management.

Background: The purpose of the facility condition assessment is to engage qualified professionals to review the condition of the Grand Forks & District Aquatic Centre and the Jack Goddard Memorial Arena to create a prioritized list of investments to enable informed decision making.

The review will examine the facility, provide lifecycle analysis on facility components, identify problem areas and make recommendations with estimated costs to correct these problems. A key component will be a cost benefit assessment of repair/remediation plans versus planning for facility replacement.

For more information please see attached UBCM Asset Management Planning Program – 2018 Program & Application Guide.

Financial Implications: The UBCM Asset Management Planning Program will match funds up to \$15,000. The Facility Condition Assessment is expected to cost between \$40,000 and \$50,000. The 2018 Operating Budget supports the necessary funds to complete the full project.

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Regional District of Kootenay Boundary's application to Union of BC Municipalities for the Facility Condition Assessment of the Grand Forks & District Aquatic Centre and Jack Goddard Memorial Arena. **FURTHER** that the Board of Directors will commit up to \$15,000 in the event our application for the UBCM Asset Management Planning Program is successful.

Respectfully submitted:



Asset Management Planning Program

Phone 250 356-2947 E-mail: lgps@ubcm.ca
525 Government Street, Victoria, BC, V8V 0A8



2018 Program & Application Guide

1. Introduction

Background

The Asset Management Planning Program was created in 2014 through a \$1.5 million contribution from the Ministry of Community, Sport & Cultural Development. Since that time, an additional \$1.1 million has been contributed to the program in order to support planning grants, training subsidies and the development of asset management resources.

The intent of the program is to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organizations. Since 2015, 142 grants have been awarded to 100 local governments through the program.

Matching grants of up to \$15,000.00 are available under the 2018 Asset Management Planning Program to support activities that advance a local government's asset management planning or practices, and that facilitate better integration of asset management planning with long term financial planning.

Program Goals & Objectives

All local governments in BC own, operate and maintain a wide array of assets. These include, but are not limited to, transportation and water distribution networks, sewage collection systems, information technology, vehicle and equipment fleets, parks and civic facilities.

Asset management is defined as an integrated process bringing together planning, finance, engineering and operations to effectively manage existing and new infrastructure to maximize benefits, reduce risks and provide satisfactory levels of service to community users in a socially, environmentally and economically sustainable manner.

Asset management brings together the skills, expertise and activities of people with information about a community's physical assets and financial resources so that informed decisions can be made to ensure the sustainable service delivery for citizens today and in the future.

Each local government is different in its scale and chosen approach to asset management. Each local government will define their own activities based on their unique context, starting point and priorities.

The program seeks to support local governments to take next steps on the path to better asset management practices. A further objective of the program is to support local governments in meeting their asset management commitments under the Gas Tax Fund.

In 2016, local governments were required to complete a survey that identified the current status of their asset management practices. Moving forward, local governments are required to commit to building and strengthening the asset management capacity within their organization.

2. Key Resources

The following resources are recommended to assist local governments advance asset management within their organizations. These will help guide communities through the stages of ongoing asset management practice: assessment, planning and implementation.

Asset Management for Sustainable Service Delivery: A BC Framework, 2014

Designed to reflect best practices and with the diversity of BC's communities in mind, the Framework establishes a high-level, systematic approach that supports local governments in moving toward service, asset and financial sustainability through an asset management process. The Framework is dedicated to helping local governments understand what asset management is, why it is important and how it can be implemented.

The Framework has been approved as a key reference document providing guidance to local governments on meeting their asset management commitments under the Gas Tax Fund.

The following tools support implementation of the Framework. All are available on the Asset Management B.C. website.

- Asset Management Roadmap
- AssetSmart
- Asset Management Policy Template
- Asset Management Policy Model Bylaw
- National Asset Management Strategy (NAMS)
- International Infrastructure Management Manual (IIMM)
- ISO 55000

Training for Asset Management

Asset Management B.C. provides information on training opportunities for local governments to advance asset management practices. Refer to their website for current training offerings.

The Asset Management Planning program training subsidy can cover up to 50% of the registration fee for up to three staff per local government for eligible Asset Management BC training events. Funding permitting, one training subsidy is available per local government and prior training without the subsidy does not impact eligibility.

Other Funding Programs

The following funding programs offer complementary resources supporting asset management:

- Federation of Canadian Municipalities: Municipal Asset Management Program
- Gas Tax Fund: Community Works Fund – Capacity Building
- BC Ministry of Community, Sport & Cultural Development: Infrastructure Planning Grant Program

3. Eligible Applicants

Eligible applicants are local governments (municipalities and regional districts) in British Columbia. Please see Section 6 for other important information on applicant responsibilities.

4. Funding Priorities, Eligible Activities & Costs

As described in the Framework, asset management activities fall broadly under the categories of Assess, Plan and Implement. The focus of the program is capacity building, supporting initial and improved assessment and planning activities.

Priority will be given to applications that demonstrate cost-effective progress in asset management policy and/or practice and to applications from applicants that have not previously received funding through the Asset Management Planning program.

See Table 1 for examples of eligible activities.

Table 1: Eligible Activities	
Eligible Activity	Examples
Assessing	<ul style="list-style-type: none"> • <i>Conducting organizational/corporate capacity assessments</i> • <i>Risk assessments</i>
Planning	<ul style="list-style-type: none"> • <i>Development of an Asset Management Policy</i> • <i>Development of an Asset Management Plan</i> • <i>Development of an Asset Management Plan component</i> <ul style="list-style-type: none"> ◦ <i>i.e. Condition Assessment Framework or Level of Service Framework</i> • <i>Development of an Asset Management Strategy</i> • <i>Development of a Long Term Financial Plan</i>
Implementing	<ul style="list-style-type: none"> • <i>Providing Asset Management Training</i> • <i>Outcome reporting</i> • <i>Performance measurement</i>

Eligible Costs & Required Community Contribution

Eligible costs can only be incurred from the date of application submission until the final report is submitted. The Program can provide up to 50% of total project costs to the grant maximum (\$15,000). The remainder (50%) is required to be funded through community contributions.

The community contribution for a project must be directly related to activities approved in the application and can come from a number of sources, including:

- Cash contribution from local government
- In-kind contribution from local government
- Third-party contribution
- Other grant funding (see below)

Ineligible activities

Ineligible activities include:

- Feasibility studies
- Acquisition of a tangible capital asset, including software
- Any activity which is considered general operation and maintenance
- Activities required to meet PSAB standards
- Development (i.e. data collection) of Asset Inventories/Registers

Other grant funding

Gas Tax Fund

Applicants can use Community Works Funds to meet the community contribution requirement for projects funded under the 2018 Asset Management Planning program.

For a defined project, eligible applicants may either be approved for funding under the Strategic Priority Fund **or** the Asset Management Planning program, **but not both**. It is recommended that

the same project not be applied for under both programs. Projects that are approved under the Asset Management Planning program are deemed ineligible projects under the SPF-Capacity Building Stream, unless they are identified as a distinct or phased component of the overall project.

FCM Municipal Asset Management Program

For a defined project, eligible applicants may apply to both the FCM MAMP and the Asset Management Planning program for activities that are eligible under both programs. As FCM will fund up to 80% (to maximum of \$50,000) and UBCM will fund up to 50% (to a maximum of \$15,000), applicants can leverage both programs to meet the community contribution requirements.

Applicants should apply to FCM first and then forward the complete MAMP application package with the FCM notice of funding approval with their Asset Management Planning program application.

5. Application Process

Application Deadlines

Applications can be submitted at any time; however, funding permitting, applications will only be reviewed two times in 2017/18. Applicants will be advised of the status of their application within 60 days of the following application deadlines:

- November 10, 2017
- March 31, 2018

Application Contents

All applicants are required to submit:

- Signed application form
- Council or Board resolution indicating support for the proposed activities and willingness to provide overall grant management.
- Detailed project budget
- For eligible projects that are also funded through FCM, the complete MAMP application package and notice of funding approval from FCM is also required to be submitted.

Review of Applications

Applications will be assessed based on the guiding principles and funding priorities. Higher application review scores will be given to applications that:

- Are from applicants that have not previously received funding through the program
- Align with the Asset Management Framework
- Complement priorities and commitments under provincial and federal programs
- Include collaboration or partnering with one or more other local governments (regional opportunities, training, etc.)
- Demonstrate transferability and add value to other local governments

Please note the following important points when preparing your application:

- The maximum grant is \$15,000 and is to be matched by local government contributions
- Only one application per municipality will be accepted. Reflecting differences in service delivery, regional districts may submit up to three applications
- Funds are for activities that support asset management and are not for capital costs or for on-going operations

- All funded activities are to take place within 12 months of approval and the final report is due within 30 days of project completion.
- The detailed budget must indicate proposed expenditures and align with the proposed activities outlined in the application form

6. Grant Management & Applicant Responsibilities

Notice of Approval

All applicants will receive written notice of the funding decision as well as the terms and conditions of any grant that is awarded. Grant payments are issued when the approved project is complete and UBCM has received and approved the required final report and a financial summary.

Applicant Responsibilities

Please note: Grants are awarded to local governments only. When collaborative projects are undertaken with community partners, the local government remains the primary organization responsible for the grant.

Due to this, and in addition to the terms and conditions that will be provided to all successful applicants, local governments are responsible for:

- Proper fiscal management, including acceptable accounting records
- Final reports (using UBCM forms) and certification of costs.

Final Reports

All funded activities are to take place within one year of notification of funding approval and the final report will be due within 30 days of project completion. Applicants are required to complete the final report form, which is available on the UBCM website.

The certification of costs on the final report must identify community contribution amounts and sources and be signed by the local government Chief Financial Officer.

Changes to Funded Activities

Approved applicants are required to advise UBCM of any significant variation from the approved project as described in the completed application form. Approval from UBCM is required in advance for such changes.

Extensions

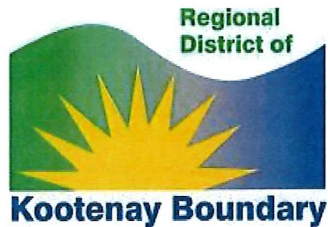
Please note that any requests for extensions beyond the stated reporting deadline must be in writing and be approved by UBCM.

7. Additional Information & Where to Apply

All application materials should be addressed to Local Government Program Services. For enquiries about the application process or general enquiries about the program, please contact:

Union of BC Municipalities
525 Government Street
Victoria, BC, V8V 0A8

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

**STAFF REPORT****Date:** 02 Mar 2018**File**Big White Mountain
Community
Development
Association**To:** Chair McGregor and Members of
the Boundary Community
Development Committee**From:** Mark Andison, Chief Administrative
Officer**Re:** Funding Agreement - Big White
Mountain Community Development
Association**Issue Introduction**

A staff report from Mark Andison, Chief Administrative Officer, presenting a proposed grant funding agreement with the Big White Mountain Community Development Association relating to the funding of a Community Development Officer position for the Big White community.

History/Background Factors

Director Gee has been in discussions with members of the Big White Mountain Community Development Association about the provision of funding to support the Association in hiring a Community Development Officer to manage a range of economic development and other projects for the benefit of the Big White community. An allocation of \$12,000 is included in the Boundary Economic Development Service 2018 budget to cover the costs associated with the provision of the proposed funding assistance.

Implications

Section 2 of the attached grant funding agreement describes in some detail the intended purpose of the funding contribution and the role that the Community Development Officer will be playing in the community. While Director Gee envisions the funding being provided to the Big White Mountain Community Development Association on an ongoing, annual basis to support a Community Development

Officer position in the community, the agreement includes a provision (Sec. 1) that the BWMCDA will be required to apply for funding on an annual basis with no obligation for the RDKB to provide the funding in future years.

Advancement of Strategic Planning Goals

The development of a funding agreement between the RDKB and the BWMCDA which clearly establishes the purpose of the funding and the administrative requirements associated with the funding advances the Board of Directors' strategic objective of ensuring that we are responsible and proactive in funding our services.

Background Information Provided

Draft Grant Funding Agreement between the RDKB and the Big White Mountain Community Development Association

Alternatives

1. Recommend that the RDKB Board of Directors approve the Grant Funding Agreement;
2. Amend the draft Grant Funding Agreement and recommend that the Board of Directors approve the amended Grant Funding Agreement;
3. Defer consideration of the draft Grant Funding Agreement pending further information.

Recommendation(s)

That the Boundary Community Development Committee recommend that the Regional District of Kootenay Boundary Board of Directors approves the Grant Funding Agreement between the RDKB and the Big White Mountain Community Development Association which establishes conditions associated with RDKB funding of a Community Development Officer for the Big White community.

GRANT FUNDING AGREEMENT

This Agreement dated for reference the ____ day of March, 2018

Between:

Regional District of Kootenay Boundary, a local government incorporated pursuant to the *Local Government Act* and having an office at 202 – 843 Rossland Avenue, Trail, B.C. V1R 4S8 ("RDKB")

And:

Big White Mountain Community Development Association Society, a society incorporated pursuant to the *Society Act* and having its registered office at Suite 215, 101 – 1865 Dilworth Drive, Kelowna, BC V1Y 9TM (the "Society")

Witnesses that in consideration of the payment of \$1 each to the other, and other good and valuable consideration the sufficiency of which is acknowledged and agreed by both parties, the parties covenant as follows:

Grant Funding

1. On application by the Society in any calendar year the RDKB may, but is not obliged to, provide one or more grants to the Society for the purposes set out in this Agreement.
2. The Society will only use any grant or portion thereof provided by the RDKB under this contract for the purposes of funding a Community Development Officer for the Big White community, whose responsibilities will include:
 - a. Researching, planning and seeking funding for projects, with the goal of creating new programs, community amenities, and activities in the community;
 - b. Providing coordination and oversight of such projects;
 - c. Overseeing and reporting on funded projects;
 - d. Developing and maintaining relationships with other organizations in these pursuits, including Big White Mountain Chamber of Commerce, Tourism Big White Society, Parent Advisory Council, RDKB, and other community organizations;
 - e. Assisting with communications to Society membership and the wider community, including keeping website, social media and email databases up to date;
 - f. Developing marketing tools to attract new residents to the community;
 - g. And for certainty, will not use any grant funds provided by the RDKB under this contract for Society administration costs, director remuneration, or other purposes not contemplated in this Section 2.

Accountability and Reporting

3. The Society will prepare and submit an annual report to the RDKB, in a form satisfactory to the RDKB, setting out the amounts expended and unexpended by the Society in the previous twelve month period from grants provided to the Society by the RDKB, including the purposes of any expenditure. The Society will submit its annual report to the RDKB by February 1 in each calendar year.
4. The Society will make available for review by the RDKB any records, receipts or other documents which support the amounts and purposes described in its annual report, which the RDKB may request.
5. The Society will provide the RDKB with current copies of its constitution and all bylaws of the Society at the time of signing of this Agreement and notify the RDKB immediately upon any changes to said constitution or bylaws.

Default and Termination

6. The Society will be in default of its obligations under this Agreement if
 - a. Any grant funds provided by the RDKB are used in a manner contrary to Section 2;
 - b. The Society ceases to be a corporation in good standing;
 - c. The Society is adjudged bankrupt or files for protection from its creditors;
 - d. The Society fails to submit the report described in Section 3 or the supporting documentation described in Sections 4 and 5.
7. If the Society, as determined by the RDKB in its sole discretion, acting reasonably, is in default under Section 6, the Society will reimburse the RDKB, within 30 days of receiving notice of the default from the RDKB, any unexpended grant funds then in the Society's possession.
8. Nothing in Section 7 limits the RDKB from pursuing any other remedy available at law or equity in the event of a default by the Society.
9. The RDKB may, with notice, immediately terminate this agreement in the event the Society is in default pursuant to Section 6. In that event, the obligations of the Society under Sections 7 and 8 will survive such termination.

Term

10. This Agreement will continue in full force and effect so long as the Society receives one or more grants from the RDKB, unless earlier terminated pursuant to Section 9.

No Agency or Partnership

11. Nothing in this Agreement creates either an agency or partnership relationship between the RDKB and the Society, and no act of the Society legally binds or affects the RDKB.

In witness whereof the parties have executed this Agreement as of the date first above written:

Big White Mountain Community Development Society

Authorized Signatory

Regional District of Kootenay Boundary

Authorized Signatory

From: David Turner
To: [Theresa Lenardon](#); [Roly Russell](#)
Cc: [kristycharles@hotmail.com](#); [christine.j.carlson@gmail.com](#); [yelenamoonrose@yahoo.com](#); [Dieter \(dieterbay@gmail.com\)](#); [Owen and Nancy \(onfarm@telus.net\)](#)
Subject: Kettle Valley Food Coop Application for CRA sponsorship from RDKB
Date: February-28-18 10:52:13 AM

To: Theresa Lenardon, Manager of Corporate Administration
Roly Russell, Director, Electoral Area 'D'

My name is David Turner. I am a board member of the Kettle Valley Food Coop. On behalf of the Board I would like to submit an application to the RDKB for a CRA sponsorship in order to apply to the GFCU/Phoenix Foundation for grant opportunities as outlined in the attached 'Letter of intent' message. The Kettle Valley Food Coop was formed in 2010 and has been in continuous operation since then. I believe our goals and 'raison d'être' are clearly outlined in the attached, but if more information is required, please let me know.

Thank you for your consideration,

David Turner
Treasurer
KVFC

----- Forwarded message -----
From: **Grand Forks Credit Union** <noreply@jotform.com>
Date: Fri, Feb 23, 2018 at 10:17 PM
Subject: Thank you. We have received your application!
To: information@kettlevalleyfoodcoop.org

 **Spring Letter of Intent**

Your Name	Kristy Zamec
Organization	Kettle Valley Food Co-op
Do you have a CRA number or sponsorship? (applicants who do not have this can still apply, but will be excluded from the endowment fund grant opportunities)	No

Provide us with a concise description of your project.	We are looking to purchase a point of sale system for our co-op. Currently, we operate as an online business that does business once per week, but we would like to increase the number of operating days per week. The system we are looking to purchase would allow us to maintain our current system and merge it with a more traditional brick and mortar plan. It would help us to keep inventory and satisfy the needs of the community (both farmers and eaters), buy offering a diversity of ways to purchase and sell locally grown and value added food.
Provide us with a general timeline, and staging if applicable.	We are hoping to have the system up and running for this year's growing season. June 2018 is our goal for this one-time purchase.
How will you measure the success of this project?	By increasing our ability to manage product inventory, we hope to attract more producers to supply product, increase our operating hours and increase our sales.
Who will this project benefit?	As we are cooperative, our members will benefit. We are a multi-stakeholder (producer and consumer members) co-op that is concerned with local food sustainability and improving the market options for small farmers in our community. We are committed to community sustainability and having a well-functioning store front and online sales system will help our endeavour to further community health and well-being.
Regarding the gfcu areas of focus toward Community Investment - please tell us how this project fits and what issues / opportunities it will address.	Our aim is to be an integral part of making our local food systems' well-functioning and sustainable. We want to keep families and farmers here in the Boundary! This grant will help us further these goals.
Please provide us with a summarized budget relevant to your request. If you are looking to cover operating expenses for a recurring event, try to show us how/if the event can become self-sustaining in future years.	<p>\$6000: Point of sale system, including hardware and software, a scale and an inventory system.</p> <p>\$750: online ordering system set up that is compatible with the point of sale system.</p>

Email information@kettlevalleyfoodcoop.org

[Now create your own JotForm - It's free!](#)

[Create a JotForm](#)

Boundary Association for Applied Science and Innovative Technologies

PO Box 1608, Grand Forks, BC V0H 1H0

February 28, 2018

Phoenix Foundation of the Boundary Communities
Box 1012
Grand Forks, BC V0H 1H0

Good afternoon,

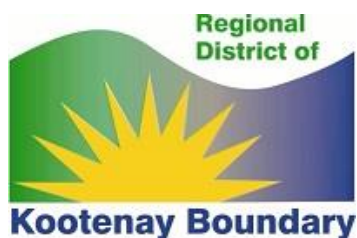
We are writing on behalf of the Boundary Association for Applied Science and Innovative Technologies ("BAASIT").

We would like to apply for a grant from the Phoenix foundation to assist with the purchase of a 3-D printer, a model which we have priced at approximately \$5500 plus taxes. Our intention is to use this piece of equipment to train and educate persons interested in these disruptive technologies, which we believe to be an important step towards helping to retain youth in our community and draw young families to the region where we offer an affordable yet high standard of living and access to some of the province's best natural resources. We believe the entire region could benefit from implementing technology as a viable industry to provide jobs for these young, tech oriented people and their families.

We are looking to either the city of Grand Forks or the Regional District as potential sponsor for our grant application. We hope this letter of interest meets your criteria and we look forward to a response in due course. Thank you for time.

Yours truly,

BAASIT Board of Directors

**STAFF REPORT**

Date: 01 Mar 2018 **File**
To: Chair Russell and Board of Directors
From: Mark Andison, CAO
Re: Building Bylaw Contravention

Issue Introduction

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

Westlake Drive, Christina Lake, B.C.

Electoral Area 'C' / Christina Lake

Parcel Identifier: 005-586-917

Lot 27 District Lot 317 Similkameen Division Yale District Plan 25163

Owners: James Niblow and Sabrina Rosa

History/Background Factors

The Building Official confirmed that there have been no changes concerning the above referenced property. The owners, James Niblow and Sabrina Rosa, have constructed an accessory building without a building permit and prohibited under the current Electoral Area 'C' / Christina Lake Bylaw as there is no single family dwelling to satisfy the permitted principal uses clause.

Implications

The filing of a Notice on Title against the above mentioned property pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

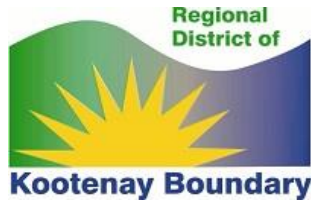
- Staff Report dated January 16, 2018 submitted to the Board regarding the building bylaw contravention;
- Letter dated February 28, 2018 inviting the Owners to the March 14, 2018 Board Meeting.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that that Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. 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 27, District Lot 317, Similkameen Division Yale District, Plan 25163.

**STAFF REPORT**

Date: 16 Jan 2018
To: **Chair Russell and Board of Directors**
From: Mark Andison, CAO
Re: Building Bylaw Contravention

File**Issue Introduction**

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

Westlake Drive, Christina Lake, B.C.

Electoral Area 'C' / Christina Lake

Parcel Identifier: 005-586-917

Lot 27 District Lot 317 Similkameen Division Yale District Plan 25163

Owners: James Niblow and Sabrina Rosa

History/Background Factors

The owners, James Niblow and Sabrina Rosa, have constructed an accessory building without a building permit and prohibited under the current Electoral Area 'C' / Christina Lake Bylaw as there is no single family dwelling to satisfy the permitted principal uses clause.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner

12.1 Every owner shall:

b) obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

The Regional District of Kootenay Boundary Electoral Area 'C' Zoning Bylaw No. 1300 states:

Single Family Residential 1 Zone

402.1 Permitted Principal Uses;

Only the following principal use is permitted;

a) Single family dwelling.

Implications

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws. The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- History / Background Factors;
- Registered letter dated October 20, 2017;
- Registered letter dated September 19, 2017;
- Registered letter dated August 29, 2017;
- Photos taken August 28, 2017.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the Regional District of Kootenay Boundary Board of Directors invite the owners, James Niblow and Sabrina Rosa, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot 27, District Lot 317, Similkameen Division Yale District, Plan 25163.

**STAFF REPORT ATTACHMENT**

Date:	January 16, 2018	File:	
To:	Chair Russell and Board of Directors		
From:	Mark Andison, CAO		
RE:	BUILDING BYLAW CONTRAVENTION WESTLAKE DRIVE, CHRISTINA LAKE, B.C. ELECTORAL AREA 'C' / CHRISTINA LAKE PARCEL IDENTIFIER: 005-586-917 LOT 27 DISTRICT LOT 317 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 25163 OWNERS: JAMES NIBLOW AND SABRINA ROSA		

History/Background Factors

The owners, James Niblow and Sabrina Rosa, have constructed an accessory building without a building permit and prohibited under the current Electoral Area 'C' / Christina Lake Bylaw as there is no single family dwelling to satisfy the permitted principal uses clause.

Aug. 28, 2017 Stop Work Order posted;

Aug. 29, 2017 **First registered letter** mailed to owners requesting a response by September 30, 2017;

Sept. 1, 2017 Canada Post confirmation that the letter was delivered;

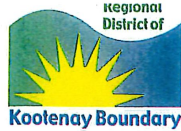
Sept. 19, 2017 **Second registered letter** mailed to owners requesting a response by October 20, 2017;

Sept. 20, 2017 Canada Post confirmation that the letter was delivered;

Oct. 20, 2017 **Third registered letter** mailed to owners requesting a response by November 24, 2017;

Oct. 24, 2017 Canada Post confirmation that the letter was delivered;

Jan. 16, 2018 To date, we have had no response from the owners.



October 20, 2017

REGISTERED

James Niblow & Sabrina Rosa
1485 Lily Street
Trail, B.C.
V1R 2S2

Re: STOP WORK ORDER
Westlake Drive, Christina Lake, B.C.
Lot 27, D.L. 317, SDYD, Plan 25163

A review of the above referenced file indicates that we have not received the documentation requested in our letters dated August 29, 2017 and September 19, 2017. A **Stop Work Order** was placed on August 28, 2017 for construction of a Carport Type Accessory Structure without a building permit.

To date no response has been received by this office as requested.

We will now be recommending to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on title pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter (copies attached). This notice will refer to a building bylaw contravention on the above referenced property and does not limit further action being taken.

If you have any questions or wish to discuss this notice, please contact the undersigned by November 24, 2017

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations. Your attention to this matter is appreciated.

Yours truly,

A handwritten signature in black ink, appearing to read "Ken Wagner".

Ken Wagner, RBO
Building & Plumbing Official

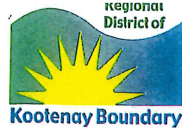
COPY

Attachment

c.c. Mark Andison, MCIP, RPP-General Manager of Operations/Deputy CAO

2140 Central Ave. Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbuilding@rdkb.com • web: www.rdkb.com





September 19, 2017

REGISTERED

James Niblow & Sabrina Rosa
1485 Lily Street
Trail, B.C.
V1R 2S2

**Re: STOP WORK ORDER
Westlake Drive, Christina Lake, B.C.
Lot 27, D.L. 317, SDYD, Plan 25163**

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated August 29, 2017. A **Stop Work Order** was placed on August 28, 2017 for construction of a Carport Type Accessory Structure without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by October 20, 2017. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

Ken Wagner, RBO
Building & Plumbing Official

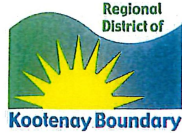
COPY

Attachment

c.c. Mark Anderson, MCIP, RPP-General Manager of Operations/Deputy CAO

2140 Central Ave. Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbldg@rdkb.com • web: www.rdkb.com





August 29, 2017

REGISTERED

James Niblow & Sabrina Rosa
1485 Lily Street
Trail, B.C.
V1R 2S2

**Re: STOP WORK ORDER
Westlake Drive, Christina Lake, B.C.
Lot 27, D.L. 317, SDYD, Plan 25163**

This letter confirms the posting of a **Stop Work Order** on August 28, 2017 for construction of an Accessory Structure at the above referenced property without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

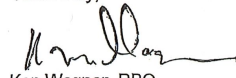
Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings; zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by September 30, 2017. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,


Ken Wagner, RBO
Building & Plumbing Official

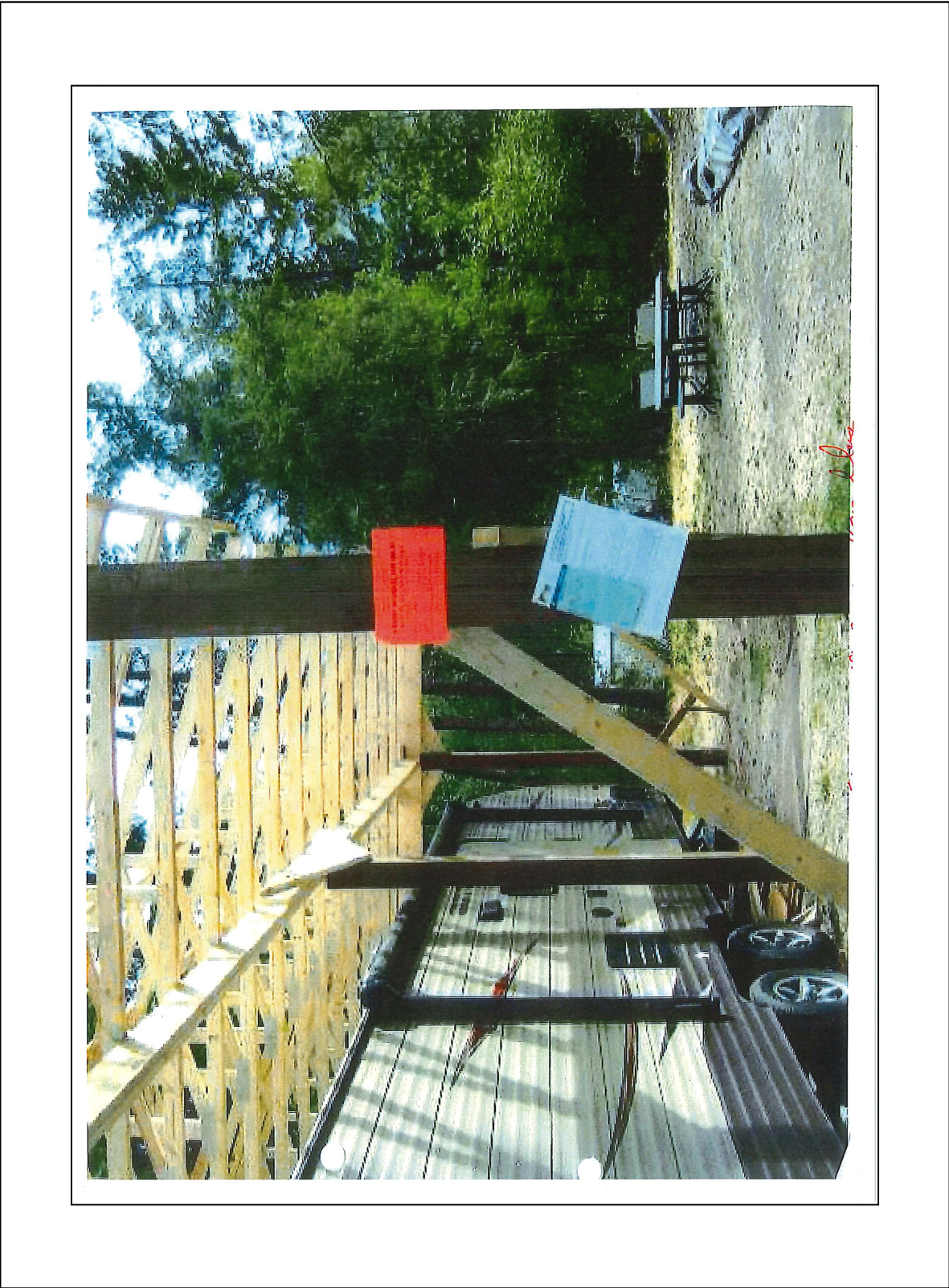
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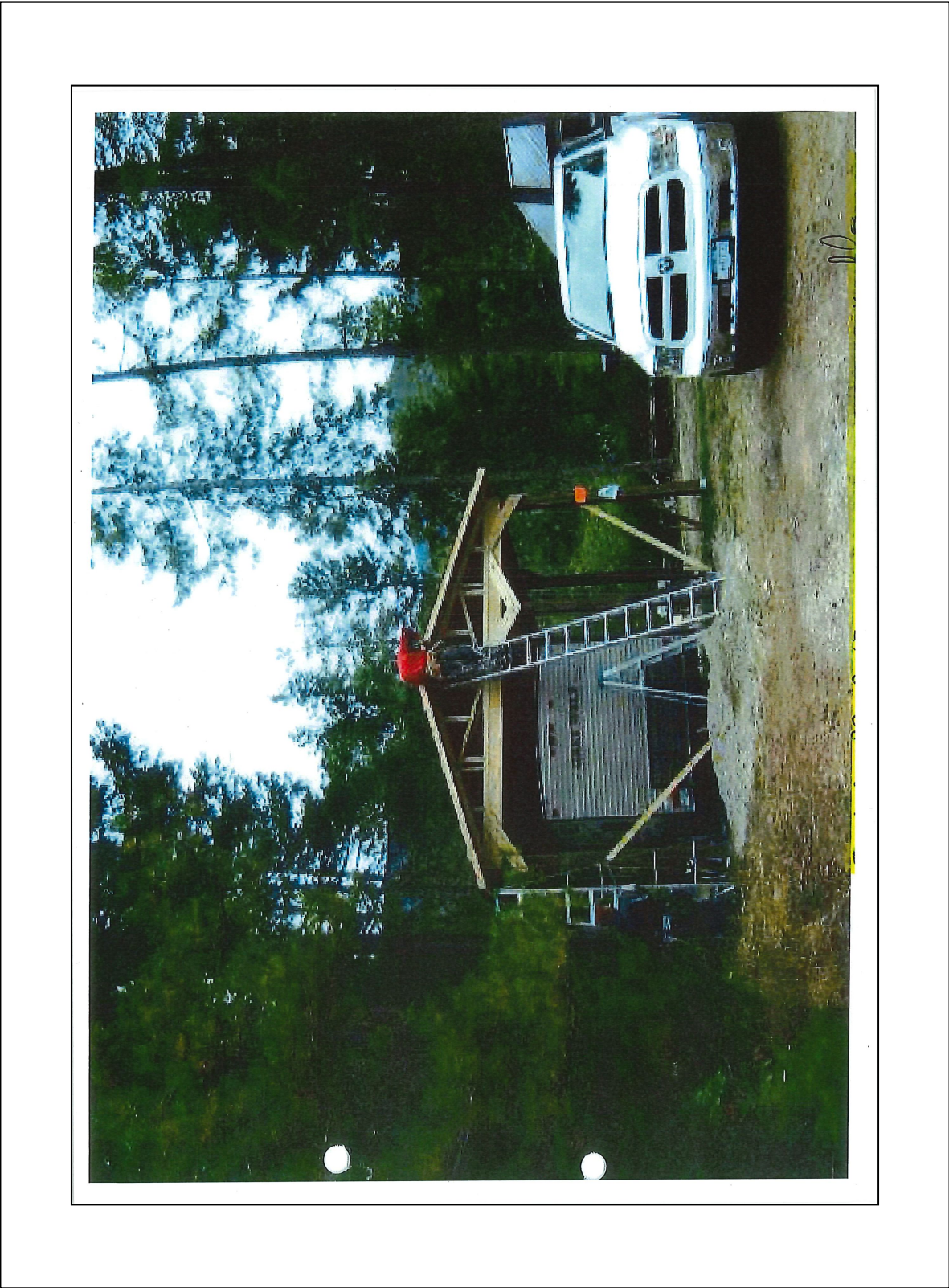
Attachment

c.c. Mark Andison, MCIP, RPP-General Manager of Operations/Deputy CAO

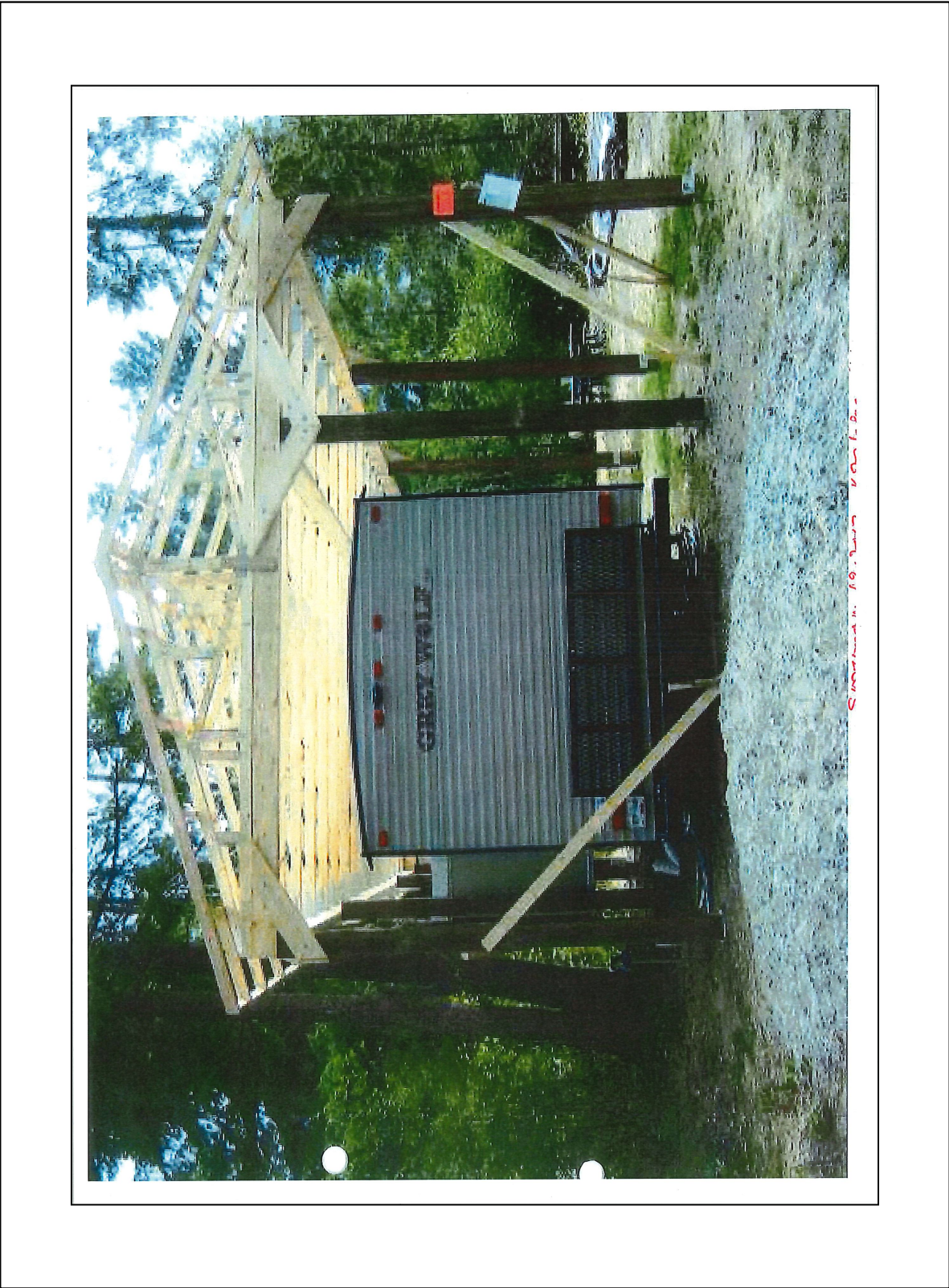
2140 Central Ave. Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbldg@rdkb.com • web: www.rdkb.com

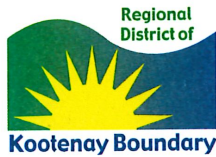












February 28, 2018

James Niblow and Sabrina Rosa
1485 Lily Street
Trail, B.C. V1R 2S2

**Re: Constructed Accessory Building without Building Permit
Westlake Drive, Christina Lake, B.C., Electoral Area 'C' / Christina Lake
Contravention of Building Bylaw No. 449
Lot 27 District Lot 317 Similkameen Division Yale District Plan 25163**

On January 25, 2018 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence, the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 302 of the Local Government Act and Section 57 of the Community charter you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filed. The Board has therefore, adopted the following resolution.

"That James Niblow and Sabrina Rosa be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot 27, District Lot 317, SDYD, Plan 25163".

This hearing before the Board of Directors is scheduled for Wednesday, March 14, 2018 at approximately 6:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 2140 Central Avenue, Grand Forks, B.C. Please advise Sara Bradley at the address noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by March 9, 2018. This will provide sufficient time for your report to be distributed to the Board of Directors.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors requires a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 302 of the Local Government Act and Section 57 of the Community Charter. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

A handwritten signature in black ink, appearing to read "Theresa Lenardon", is written over a light blue horizontal line.

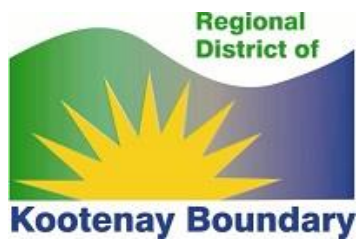
Theresa Lenardon
Manager of Corporate Administration

Attachment

TL/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com



**STAFF REPORT**

Date: 01 Mar 2018 **File**
To: Chair Russell and Board of Directors
From: Mark Andison, CAO
Re: Building Bylaw Contravention

Issue Introduction

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

400-7470 Porcupine Road, Big White, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 016-300-246

Strata Lot 39 District Lot 4109S Similkameen Division Yale District Strata Plan K838

Owner: Figure Ski Enterprises Inc.

History/Background Factors

The Building Official confirmed that there have been no changes concerning the above referenced property. The owner, Figure Ski Enterprises Inc., have constructed alterations to a multi-family dwelling on the above referenced property without first obtaining a building permit.

Implications

The filing of a Notice on Title against the above mentioned property pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

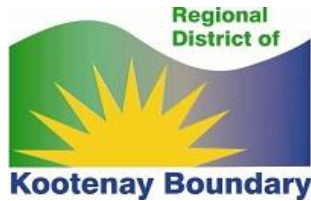
- Staff Report dated January 17, 2018 submitted to the Board regarding the building bylaw contravention;
- Letter dated February 28, 2018 inviting the Owner to the March 14, 2018 Board Meeting.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that that Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Strata Lot 39, District Lot 4109S, Similkameen Division Yale District, Strata Plan K838.

**STAFF REPORT**

Date: 17 Jan 2018
To: **Chair Russell and Board of Directors**
From: Mark Andison, CAO
Re: Building Bylaw Contravention

File**Issue Introduction**

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

400-7470 Porcupine Road, Big White, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 016-300-246

Strata Lot 39 District Lot 4109S Similkameen Division Yale District Strata Plan K838

Owner: Figure Ski Enterprises Inc.

History/Background Factors

The owner, Figure Ski Enterprises Inc., have constructed alterations to a multi-family dwelling on the above referenced property without first obtaining a building permit.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner

12.1 Every owner shall:

b) obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws. The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- History / Background Factors;
- Registered letter dated November 23, 2017;
- Email dated November 17, 2017.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the Regional District of Kootenay Boundary Board of Directors invite the owner, Figure Ski Enterprises Inc., to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Strata Lot 39, District Lot 4109S, Similkameen Division Yale District, Strata Plan K838.



STAFF REPORT ATTACHMENT

Date:	January 17, 2018	File:	
To:	Chair Russell and Board of Directors		
From:	Mark Andison, CAO		
RE:	BUILDING BYLAW CONTRAVENTION 400-7470 PORCUPINE ROAD, BIG WHITE, B.C. ELECTORAL AREA 'E' / WEST BOUNDARY PARCEL IDENTIFIER: 016-300-246 STRATA LOT 39 DISTRICT LOT 4109S SIMILKAMEEN DIVISION YALE DISTRICT STRATA PLAN K838 OWNER: FIGURE SKI ENTERPRISES INC.		

History/Background Factors

The owner, Figure Ski Enterprises Inc., constructed alterations to a multi-family dwelling on the above referenced property without first obtaining a building permit.

Nov. 17, 2017 Received email from Mike Figurski to Terry Florence, strata manager;

Nov. 22, 2017 Stop Work Order confirmed;

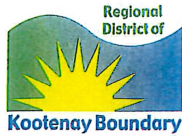
Nov. 23, 2017 **First registered letter** mailed to owner, requesting a response by December 22, 2017;

Nov. 23, 2017 Copy of **first registered letter** mailed to Terry Florence, strata manager;

Nov. 27, 2017 Canada Post confirmation that the letter was delivered;

Dec. 4, 2017 Canada Post confirmation that the letter was delivered;

Jan. 17, 2018 To date, we have had no further response from the owner.



November 23, 2017

REGISTERED

Figure Ski Enterprises Ltd.
Box 45058
Kelowna, B.C.
V1p 1P3

**Re: STOP WORK ORDER-Alteration to a Dwelling without a Building Permit
#400-7470 Porcupine Road, Big White, B.C.
Strata Lot 39, DL 4109S, SDYD, Strata Plan K838**

This letter confirms the posting of a **Stop Work Order** on November 22, 2017 for **Alterations made to a Dwelling without a Building Permit** at the above referenced property without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by December 22, 2017. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

Robert Silva, RBO
Building & Plumbing Official

COPY

Attachment

cc: Terry Florence, Strata Manager, Terry.Florence@associa.ca

2140 Central Ave. Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbldg@rdkb.com • web: www.rdkb.com



Robert Silva

From: Mike Figurski [figurskimike@gmail.com]
Sent: November-17-17 12:55 PM
To: Terry Florence
Cc: Big White Fire Prevention; Robert Silva; Big White Fire Chief
Subject: Re: Request For Access

Hi Terry

I am happy to allow inspection of 400 and 500 as part of a safety inspection of the building. Currently, both units have two persons per bedroom and average one person per 140sf., which is under average for rental accommodations in the building. I would ask the Fire Department to inspect any units where current building occupants have concerns regarding over crowding. My tenants have concerns regarding overcrowding of the Hostel and 813/814. I would ask we post a notice on the bulletin boards inviting current Moguls residents to nominate units for inspection where they have concerns. I think this will provide an opportunity to reduce risk for all occupants of the building. I know there have been renovations in the Hostel and Common areas that proceeded without building permits, and I would like to make sure work was done to current Fire code. I would also like to ensure that the same standards are applied to all units in the building regarding density and safety.

I believe it was the Strata who requested inspection by BWFD and RDKB, not the other way around. I can not help but think this "inspection" is a fishing expedition because of the legal proceeding I have recently brought against the Strata, and I hope you are not attempting to retaliate through the RDKB and BWFD.

Regards
 Mike

Mike Figurski, MD Inc.
 Box 45058
 Kelowna BC
 Canada V1P 1P3
[250-763-0344](tel:250-763-0344)
[FAX 250-694-3304](tel:250-694-3304)

On Fri, Nov 17, 2017 at 11:15 AM, Terry Florence <Terry.Florence@associa.ca> wrote:

Hello Mr. Figurski,

Please find attached request to access Units 400 and 500 of the Moguls. Please advise me within 48 hours whether you or your agent will be available to provide access.

Regards,

Terry Florence
 Community Manager

A Licensed Strata Manager

COPY

Associa British Columbia, Inc.

215-1511 Sutherland Avenue, Kelowna B.C. V1Y 5Y7

O: [250.860.5445](tel:250.860.5445)

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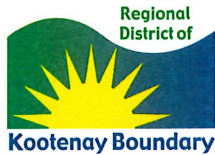
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COPY



February 28, 2018

Figure Ski Enterprises Inc.
PO Box 45058
Kelowna, B.C. V1P 1P3

**Re: Constructed Alterations to MFD without a Building Permit
400-7470 Porcupine Road, Big White, B.C., Electoral Area 'E' / West Boundary
Contravention of Building Bylaw No. 449
Strata Lot 39 District Lot 4109S Similkameen Division Yale District Strata Plan K838**

On January 25, 2018 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence, the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 302 of the Local Government Act and Section 57 of the Community charter you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filed. The Board has therefore, adopted the following resolution.

"That Figure Ski Enterprises be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Strata Lot 39, District Lot 4109S, SDYD, Strata Plan K838".

This hearing before the Board of Directors is scheduled for Wednesday, March 14, 2018 at approximately 6:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 2140 Central Avenue, Grand Forks, B.C. Please advise Sara Bradley at the address noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by March 9, 2018. This will provide sufficient time for your report to be distributed to the Board of Directors.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors requires a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 302 of the Local Government Act and Section 57 of the Community Charter. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

A handwritten signature in black ink, appearing to read "Theresa Lenardon".

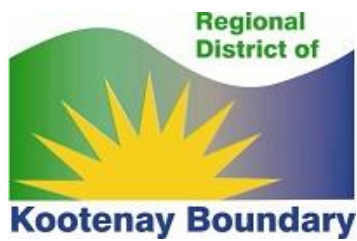
Theresa Lenardon
Manager of Corporate Administration

Attachment

TL/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com



**STAFF REPORT**

Date: 14 Mar 2018 **File**
To: **Chair Russell and the Board of Directors**
From: Tim Dueck - Solid Waste Program Coordinator
Re: Stewardship Programs in the RDKB

Issue Introduction

A Staff Report from Tim Dueck - Solid Waste Program Coordinator updating the status of stewardship programs in the RDKB.

History/Background Factors

Producers of materials identified in the Recycling Regulation of the Environmental Management Act of BC must respond by forming an Extended Producer Responsibility (EPR) stewardship organisation. There are 21 such EPR programs operating within the RDKB.

Following is an update of changes and challenges facing three of these.

1) BC Used Oil Management Association. BCUOMA has issued an RFP for the service of providing 'Community Collection Events' to select communities throughout the Province. There were 40 event locations listed in the RFP. None in the RDKB.

There are presently two BCUOMA drop sites in Greenwood, two in Christina Lake and one in Trail. BCUOMA anticipates a new drop site opening in Grand Forks in Spring 2018.

RDKB staff have initiated conversation with BCUOMA to expand the scope of their RFP to add events in the District.

2) Recycle BC.

The EPR group for Printed Paper and Packaging has now expanded curbside collection service to almost every home the West Boundary. On July 1st, 2017 Recycle BC assumed full responsibility for delivering curbside collection service to residents of the West Boundary from Spencer Hill to Carmi.

In January 2018 Recycle BC expanded service to include a further 500 residents in Brown Creek (Granby River) and Bridesville/Anarchist Summit. This expansion of bi-weekly recycling services; coupled with weekly garbage and green bin collection from the RDKB provides District residents with the most comprehensive curbside waste collection service of any rural district in BC !!

Recycle BC is hoping to expand the list of products to soon accept 'stand-up pouches'. The problem is that they anticipate that a portion of this material will be diverted to waste-to-energy plants.

The RDKB is working with Recycle BC's accounting firm to determine the full and true cost of operating a collection depot. This information will be useful in determining future compensation paid to municipal collectors.

Recycle BC is hoping to relocate their collection depot from the Grand Forks Landfill to a new private location in Grand Forks by Spring 2018.

3) Major Appliances. The Major Appliance Recycling Round-table EPR group has initiated pilot projects in three RDs in the Province. This project pays the RD the 'full cost' of Freon removal from refrigeration appliances. We anticipate that this program will be available to all RD's... soon.

As well, the several RD's have submitted comments through the BC Product Stewardship Council (co-chaired by the RDKB) to a policy paper put out by SABC (Stewardship Agencies of BC - the umbrella group of stewardship agencies in BC). This policy seeks to establish an action plan to establish minimum rural services standards.

Implications

No financial implications.

Advancement of Strategic Planning Goals

- Improved and enhanced communication on key policy issues is a priority for our organisation.
- The RDKB will continue to advocate on behalf of our residents for access to Stewardship recycling programs.

Background Information Provided

- 1) Recycle BC Presentation - Stand-up Pouches/China
- 2) BCUOMA - Collections Events RFP
- 3) SABC - Action Plan

Alternatives

- Receive the Staff Report from Tim Dueck - Solid Waste Program Coordinator regarding Stewardship Programs in the RDKB.
- Receive the Staff Report from Tim Dueck - Solid Waste Program Coordinator regarding Stewardship Programs in the RDKB and provide more direction to Staff.

Recommendation(s)

- Receive the Staff Report from Tim Dueck - Solid Waste Program Coordinator regarding Stewardship Programs in the RDKB.

RECYCLE BC UPDATE FOR BCPSC

Consultation, Foreign Recyclables Ban, Flexible Plastic Packaging

JANUARY 30, 2018



RECYCLEBC™

AGENDA

- Recycle BC Consultation
- China Ban Foreign Recyclables
- Other Flexible Plastic Packaging
- Q + A

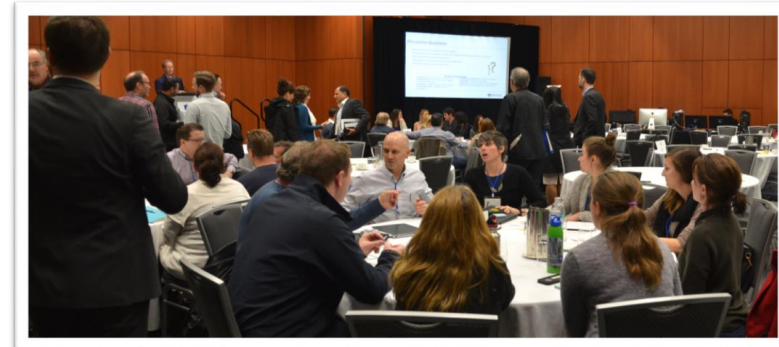




CONSULTATION

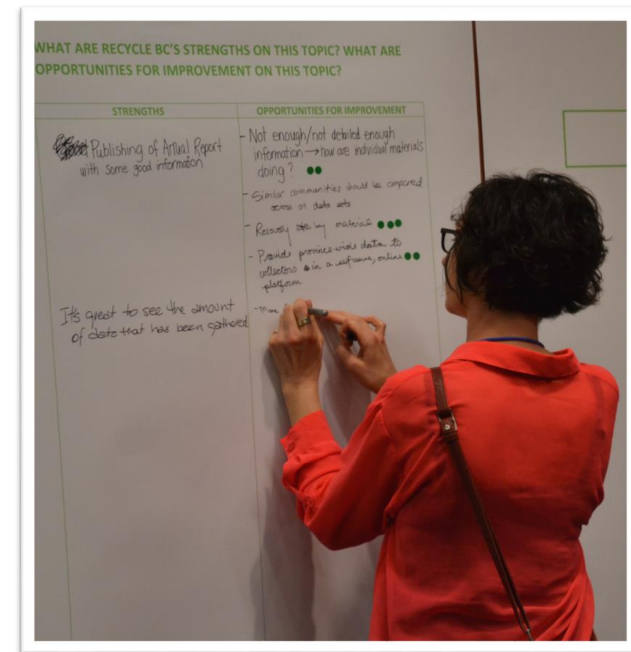
CONSULTATION OVERVIEW

- Engage stakeholders in a forum to discuss the program to date and future enhancements for efficiency and effectiveness in the management of residential packaging and printed paper in BC
- November 15 – 16, 2017, New Westminster BC
- Nine topics discussed over two days:
 - Three Years of Data
 - Curbside Collection
 - Multi-family Collection
 - Depot Collection
 - Contamination
 - Streetscape
 - Research and Development: Flexible Packaging
 - Marketing and Communications
 - Program Plan

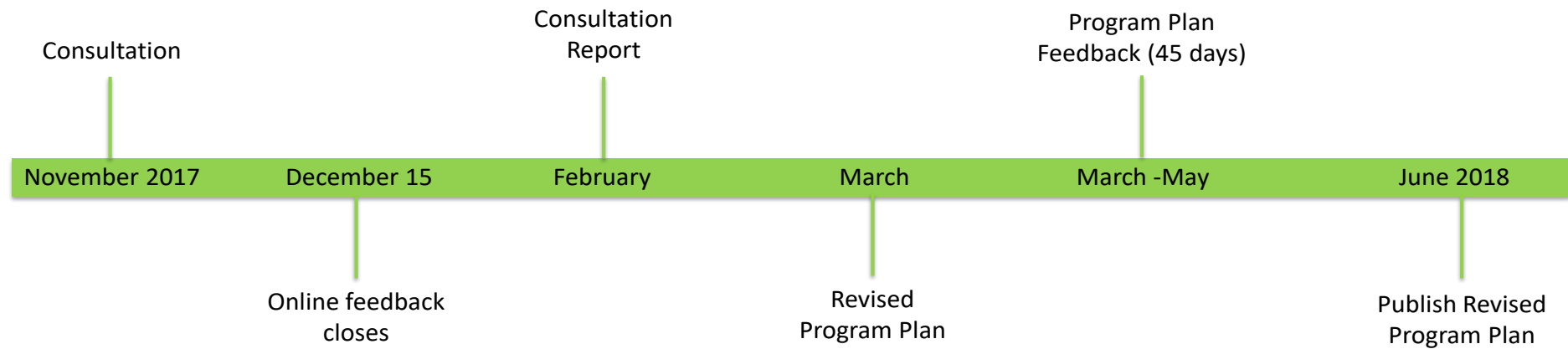


KEY TOPICS

- Eligibility criteria for:
 - Curbside programs that wish to join Recycle BC
 - Jurisdictions that wish to introduce curbside collection into their communities
 - Jurisdictions that wish to request Recycle BC operate
- Incentive rates:
 - Curbside
 - Multi-Family
 - Depot
- Streetscape incentives
- Introduction of new depot category: other flexible plastic packaging
- Contamination



PROCESS AND TIMELINE





CHINA BAN ON FOREIGN RECYCLABLES

6



THE SITUATION

- China receives a large portion of North America's recyclable materials for recycling
- Chinese government implemented a program aimed at improving the quality of recyclables being imported by Chinese manufacturers
- Recyclables are being closely inspected under this program to ensure that quality standards are met; many jurisdictions not able to meet these standards
- Resulting in some municipalities in other parts of Canada and United States storing or landfilling recyclables
- Affecting commodity markets world-wide



IMPACT ON BC

- Our contamination rates are significantly lower than other parts of North America; relatively high-quality materials
- Recycle BC recycles all plastics domestically in British Columbia
- Glass is recycled in BC or Washington State
- Metal is recycled in Canada (Ontario) or the US
- Foam is recycled in BC and other overseas markets
- Paper is recycled in BC and other overseas markets
- Situation continues to change and evolve and we're monitoring closely and exploring other markets

WHAT THIS MEANS

- Increased importance of low contamination, especially in paper stream (.5%)
- Increased cost to ensure materials are clean enough to be marketed
- Increased resident promotion and education and operational enforcement
- Opportunity to explore other recycling markets to ensure all paper has a viable end-market
- This will result in ongoing market changes around the world





OTHER FLEXIBLE PLASTIC PACKAGING

10



OTHER FLEXIBLE PLASTIC PACKAGING

- Material made up of multiple layers of flexible plastic, film, paper, nylon and/or aluminum foil
- Specifically designed to extend product shelf life and reduce packaging weight
 - Low cost to manufacture and transport; lower energy use & CO2 emissions
 - Ability to keep foods fresh for longer
 - High shelf appeal
- It is difficult to recycle
 - The use of multiple layers of different film resin types, adhesives and sealants makes it difficult to separate by resin type
 - Included in the list of Other Flexible Packaging are other mono-film resins that are not compatible with the PE Film and overwrap category recycling processes
 - The timeline for research and development is long as plastics are a durable material and require testing over the recycled product's expected lifespan



Image: Dow Chemical

WHY DO WE WANT TO COLLECT IT?

- Program Plan commitment
 - Recycle BC's goal is to collect all packaging types by 2017
 - To manage the collected packaging and paper according to the pollution prevention hierarchy
- Growing material type
 - Other Flexible Plastic Packaging is the fastest growing packaging type on the market
 - It is the largest category of packaging that isn't yet collected by Recycle BC
 - To stay in-step with the materials stewards are supplying to the residential consumer
- Research and development
 - Test ability to recover individual plastic types from the packaging
 - Find a viable, stable commercial process for recovering Recycle BC's other flexible plastic packaging



<https://www2.gov.bc.ca/gov/content/environment/waste-management/zero-waste>

RECYCLE BC'S APPROACH

- Proposed collection strategy
 - Depot collection
 - Segregated from other plastic collection, new category
 - Sorted and stored in a dedicated mega bag provided by Green by Nature
- Proposed collection timeline
 - Voluntary initial trial beginning June 1, 2018 by interested depots
 - Formally a new material category with the new Depot Statement of Work and incentive rates after November 2018
- Payment
 - Incentive rates will be the same as plastic bags and overwrap





RECYCLEBC™

Making a difference together.



RecycleBC.ca



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Request for Proposals

Delivery of Community Collection Events 2018 – 2024

Issue Date: **Mon. January 22, 2018**

Closing Date and Time: **Wed. February 28, 2018, 4:00 PM (BC Time)**

Closing Location for Proposals: **By email to**
David Lawes - DLawes@usedoilrecycling.ca

Proponents' Teleconference:

Tue. February 6, 2018 at 2:00 PM (BC Time)
Toll free: 1-877-385-4099
Participant code: 7312588 #

*A Proponent's intention to participate
should be emailed to the Inquiries Contact
Person in advance.*

Inquiries Contact Person:

By email only to
David Lawes - DLawes@usedoilrecycling.ca

*E-mail subject line reference:
"RFP Inquiry–Community Collections"*



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[Appendix A:](#) Proposal Covering Letter

[Appendix B:](#) Administrative Requirements



I. Summary of the Requirement

The British Columbia Used Oil Management Association (BCUOMA) is initiating a new service to the public to increase province-wide accessibility for consumers to recycle lubricating oil, oil filters, oil containers, antifreeze and antifreeze containers.

Beginning in 2018, "Community Collection Events" will be delivered on a regular basis in select communities, some in low population areas that are rural or remote and have no permanent collection facilities, and others in higher-populated areas that are experiencing service disruptions. Other British Columbia stewardship programs, particularly those in the automobile or [hazardous waste](#) sector, may choose to join the BCUOMA program for specific events.

In its inaugural year, a full range of event services will be required for the BCUOMA, including event promotion, product collection and storage, and arrangement for product transport to processors. The Tire Stewardship BC program (TSBC) is interested in participating in *some* events in 2018 but with reduced service needs, providing its own on-site resources to receive, store and ultimately transport its products for recycling. Services for other stewardship programs could range from limited services such as those for TSBC to full services in select communities.

The purpose of this Request for Proposals (RFP) is to engage a qualified firm or firms to deliver the 2018 Community Collection events. While the preference is to engage a single Contractor to deliver all **80 events in the 40 British Columbia communities identified** (using partnership or subcontracting arrangements as needed), the BCUOMA is also open to Proposals to deliver events in only one or more of the provincial regions defined specifically for purposes of this RFP. Proponents may bid for the whole Province or individual regions, but are requested to submit a separate Proposal for each "Bidding Area" in which they would like to be considered. The eight (8) Bidding Areas are identified in [Section VII.2](#).

The BCUOMA expects this opportunity to be of interest to a variety of organizations including transportation companies with an existing presence in the communities/regions identified; automotive product retailers with a significant presence in the province; hazardous waste management groups; and consulting firms with a background in delivering community events.

The services required in 2018, detailed in [Section VII.1](#), include:

- Secure appropriate venues to deliver the Community Collection Events.
- Deliver two (2) Community Collection Events in each community in the Bidding Area.
- With respect to the following services, represent the BCUOMA at all Community Collection Events in the Bidding Area, and represent TSBC only at selected events:
 - Coordinate plans with the participating stewards; conduct event promotion and marketing activities; provide signage; provide trained resources to engage with the public; publish post-event notices with event outcomes.



- With respect to the following services, represent the BCUOMA at all Community Collection Events in the Bidding Area:
 - Provide trained resources to screen/accept/store the products on site and arrange for transport of the products to steward-approved processors. Transport is at no cost to a Contractor – see [Section X.4](#).
- Following each session of events in the Bidding Area (i.e. twice in 2018), provide a summary report to the BCUOMA on the results of the completed session.

Further, subject to successful delivery of the services in 2018, the BCUOMA intends to enter into negotiations with the 2018 Contractor(s) for delivery of Community Collection Event services for a minimum additional term of three (3) years, with an option to extend for an additional three (3) years.

Note that for purposes of any Contract resulting from this RFP, the BCUOMA will remain the lead agency.

II. Definitions and Administrative Requirements

1. Definitions

Throughout this Request for Proposals, the following definitions apply.

- 1.1 **"Bidding Area"** means any of the eight (8) geographical areas defined for the purpose of responses to this RFP, as detailed in [Section VII.2](#);
- 1.2 **"BCUOMA"** means the [British Columbia Used Oil Management Association](#), a not-for-profit group dedicated to the collection and recycling of lubricating oil, oil filters, oil containers, antifreeze and antifreeze containers in British Columbia;
- 1.3 **"Closing Date"** means the date and time indicated on the cover page of this RFP;
- 1.4 **"Closing Location"** means the closing location for Proposals indicated on the cover page of this RFP;
- 1.5 **"Contract"** means a written agreement resulting from this RFP executed by the BCUOMA and a successful Proponent;
- 1.6 **"Contractor"** means a successful Proponent to this RFP who enters into a written Contract with the BCUOMA;
- 1.7 **"Inquiries Contact Person"** means the contact person identified on the cover page of this RFP;
- 1.8 **"must" or "mandatory"** means a requirement that must be met in order for a Proposal to receive consideration under the RFP;



- 1.9 **"Proponent"** means an individual or a company that submits, or intends to submit, a Proposal in response to the RFP;
- 1.10 **"Proposal"** means a Proponent's written response to the RFP;
- 1.11 **"Request for Proposals" or "RFP"** means this document and any addenda;
- 1.12 **"should" or "desirable"** means a requirement having a significant degree of importance to the objectives of the RFP; and
- 1.13 **"TSBC"** means [Tire Stewardship BC](#), a not-for-profit society formed to accept responsibility for British Columbia's scrap tire recycling program.

2. Administrative Requirements

The Administrative Requirements applicable to this RFP are provided in [Appendix B](#).

III. Intended Schedule

The RFP process is expected to follow the schedule below. The timing and sequence of events resulting from this RFP may vary as ultimately determined by the BCUOMA.

Date	Milestone Event
Mon. January 22, 2018	RFP issued
Wed. January 31, 2018	Deadline for submitting inquiries to Contact Person
Tues. February 6, 2018	Proponents' teleconference (Proponent inquiries addressed)
Wed. February 28, 2018	RFP closes
Thu. March 8, 2018	Proponents notified of final results
Mon. March 20, 2018	Contract(s) finalized / services commence

IV. BCUOMA Background

The BCUOMA, a not-for profit agency, is a collaboration of manufacturers and first sellers of lubricating oil, oil filters, oil containers, antifreeze and antifreeze containers. Its goal is to provide British Columbians with an eco-friendly and cost-effective way to dispose of these materials.



Each year, approximately 50 million litres of oil, 3 million litres of antifreeze, 6 million oil filters, and 1.8 million kilograms of containers are collected and responsibly managed through the BCUOMA program.

Used oil collected through the program is re-refined into new lubricating oil or processed for use in pulp mills, cement plants and in asphalt plants. Oil filters are crushed and taken to a steel mill to manufacture reinforcing steel, while plastic oil and antifreeze containers are recycled into new oil containers, drainage tiles and parking curbs. Used antifreeze is refined and reused as new antifreeze.

V. Other Stewardship Agencies – Background

1. Tire Stewardship BC

TSBC, an agency that will participate in select Community Collection Events, is a not-for-profit society formed to accept responsibility for the provincial scrap tire recycling program. TSBC's program was launched on January 1, 2007, replacing the provincial government-run program that had been in place since 1991.

On average, between 80% and 90% of the scrap tires collected through TSBC are recycled into products. Most are recycled into crumb rubber, which are granules of rubber with the steel and fibre removed. Recycled rubber is then used to create a variety of products including athletic tracks, synthetic turf fields, playground surfacing; colourful, resilient flooring in recreational facilities; flooring and mats for agricultural and industrial use; and coloured landscaping mulch. The remaining scrap tires collected are used as a fuel supplement in the cement and pulp and paper industries.

2. Additional Agencies

Agencies to be represented in the Community Collection Events may be added in 2018 and/or ensuing years. British Columbia's stewardship agencies are identified on the Recycling Council of BC (RCBC) website at: <https://www.rcbc.ca/recycling-programs/epr>

In most cases, it is expected that the addition of a stewardship program will result in limited added cost to the Contractor, with those costs focused on training resources on the program's products.

VI. Community Collection Events Overview

Commencing in 2018, the Community Collection Events will be an industry-led, multi-material community collection and communication initiative. The twice-annual events are intended to:



- a) increase consumer accessibility to stewardship program collection services in all areas of the province, particularly in rural and remote communities; and
- b) communicate information about the participating stewardship programs and the benefits they provide.

Together with the other participating stewards, the BCUOMA will choose specific communities for the events on an annual basis. Initially, 40 specific communities have been identified for the 2018 events as shown in [Section VII.2](#). These communities are expected to represent the event sites through 2024, subject to minor adjustments.

An appropriate location will be secured for each event, and both the event and participating stewards will be well-promoted in each community. The public will be invited to drop-off their products relevant to the participating stewards for the particular event, and those products will be accepted, organized/stored, and transported to recycling facilities approved by the relevant stewardship agencies.

An important component of the events will be engagement with the public to educate them on the work of the participating stewards, including through handouts and the availability of on-site resources to answer questions.

VII. Project Scope and Requirements

1. Services Scope / Roles & Responsibilities

The BCUOMA is seeking proposals from qualified firms with access to expertise in logistics planning, product handling, product transport and communications.

While some service adjustments may be made with a successful Proponent during the Contract negotiation in March 2018 (and in subsequent years, if applicable), the services below should be assumed for 2018 to provide Proponents a common basis for the cost component of their Proposals.

The table below is intended to clarify the key roles and responsibilities with respect to the service details that follow it.



ROLES & RESPONSIBILITIES SUMMARY

BCUOMA / participating steward(s)	Contractor
Provide Contractor with steward contact names for event liaison purposes (and processor contacts, as applicable)	Provide steward with Contractor contact names for event liaison purposes
Provide Contractor with any specific directions/considerations needed for individual events	Liaise with participating steward in advance of a session of events and during individual events (as needed)
Confirm the communities in which to hold events	Secure event venues in the communities identified
–	Conduct pre-event marketing and promotion through social and/or other media
–	Provide effective event signage
Direct the Contractor to regulations and guidelines relevant to handling, storing and transporting the steward's products	Provide appropriately trained resources for each event to screen/accept/store and transport (where applicable) the steward's products
Provide Contractor with materials about the program and its products for dissemination to the public (e.g., brochures, reports) and website links to additional program details, as appropriate	Provide appropriately trained resources for the events to disseminate program handouts and answer questions from the public based on information materials provided by the steward
–	Publish/broadcast post-event notices through social and/or other media to confirm the outcomes of each event and promote the next event at that location
Establish reporting requirements	Summarize the results of each event for the BCUOMA in a post-session report (for sharing with other participating stewards)

Details of 2018 service requirements:

- a) Secure appropriate venues to deliver the Community Collection Events:
 - o Preferred venues are retailer sites that deal in oil, tires, batteries or other automotive products, or other privately-managed sites with appropriate accessibility and space for the event; secondary venue options include public/government managed sites.



- b) Deliver two (2) Community Collection Events in each community in the Bidding Area:
 - Each event should be a minimum of 8 hours duration per day.
 - Half of the events are to be delivered in mid to late-Spring, and the other half in early to mid-Fall (i.e. two “sessions”).
 - See [Section VII.2](#) for the Bidding Areas and communities included in 2018.
- c) With respect to the following services, represent the BCUOMA at all Community Collection Events in the Bidding Area, and represent TSBC only at select events as discussed in [Section VII.2](#):
 - Prior to and as needed during the events, coordinate activities with a designated contact person for each represented steward (and potentially with designated processor contacts, as directed by the steward).
 - Conduct marketing activities through social and/or other media to promote public participation in the event and the participating stewards.
 - Provide effective event signage at and around the events.
 - Provide appropriately trained resources to engage with the public during the events; this includes providing handout materials and answering questions about the participating stewards and their products.
 - Communicate post-event notices through social and/or other media on each event’s outcome and promote the next event that will be held at that location.
- d) With respect to the following services, represent the BCUOMA at all Community Collection Events in the Bidding Area:
 - Provide appropriately trained resources to accept the products from the public, screen the products to ensure they are in the scope of the particular event, and store the products on site. This includes ensuring that resources are trained to handle products designated as [Household Hazardous Waste](#) (HHW).
 - In preparation for transport, provide appropriate receptacles at each site to store the products (lubricating oil, oil filters, oil containers, antifreeze and antifreeze containers). This includes ensuring compliance with all storage regulations and requirements applicable to each product type.
 - Arrange for the products to be picked up in the program’s regular transportation stream for delivery to a steward-approved processor; alternatively, if this is not possible because the event is outside of the regular stream or otherwise, engage qualified resources to transport the products to the steward-approved processors. **This transport will not involve cost to a Contractor** (see [Section X.4](#)). The resources engaged must ensure compliance



with all transportation regulations and requirements applicable to the product types being transported.

Note: For clarity, at the selected events in which TSBC participates, it will have its own resources on site to manage the receipt, screening, storage and ultimate transport of the scrap tires.

- e) Following each session of events (i.e. twice in 2018), provide a summary report to the BCUOMA on results of the completed session in the Bidding Area. This includes an assessment of the success of individual events, approximate traffic reach, and general feedback by the public; the report is also expected to include statistics on the numbers and types of products collected for the BCUOMA at each individual event in the Bidding Area (collection statistics are not required for TSBC).

2. Communities Scope / Bidding Areas

Below is a list of the under-served, rural or remote communities, by Bidding Area, selected for the 2018 collection events.

While some adjustments to the communities may be made with a successful Proponent during the Contract negotiation in March 2018 (and in subsequent years, as applicable), the communities below should be assumed for 2018 to provide Proponents a common basis for the cost component of their Proposals. Note that subsequent to Contract finalization, the Contractor *may* be requested to add other event locations on short notice to address emerging needs.

BIDDING AREAS (8)

BIDDING AREA #	BIDDING AREA NAME	British Columbia Regional District*	Community #	Community Name	TSBC participation
1	PROVINCE	See below	1 - 40	See below	See NOTE below table
2A	Cariboo	Bulkley Nechako	1	Houston	
		Bulkley Nechako	2	Vanderhoof	
		Fraser-Fort George	3	Prince George	
		Kitimat-Stikine	4	New Hazelton	
		Peace River	5	Chetwynd	
		Peace River	6	Tumbler Ridge	
2B	Kootenays	Central Kootenay	7	Castlegar	
		Central Kootenay	8	Creston	
		Central Kootenay	9	Silverton	
		Columbia-Shuswap	10	Golden	



BIDDNG AREA #	BIDDING AREA NAME	British Columbia Regional District*	Community #	Community Name	TSBC participation
2C	Lower Mainland	East Kootenay	11	Fernie	
		East Kootenay	12	Invermere	
		Fraser Valley	13	Abbotsford	
		Fraser Valley	14	Chilliwack	
		Fraser Valley	15	Mission	
		Greater Vancouver	16	Bowen Island	
		Greater Vancouver	17	Burnaby	
		Greater Vancouver	18	Coquitlam	
		Greater Vancouver	19	Delta	
		Greater Vancouver	20	Langley	
		Greater Vancouver	21	Maple Ridge	
		Greater Vancouver	22	North Vancouver	
		Greater Vancouver	23	Richmond	
		Greater Vancouver	24	Surrey	
		Greater Vancouver	25	White Rock	
		Greater Vancouver	26	Vancouver	
		Greater Vancouver	27	West Vancouver	
		Squamish-Lillooet	28	Whistler	
2D	North	Northern Rockies	29	Fort Nelson	
2E	North Coast	Skeena-Queen Charlotte	30	Port Clements	
		Skeena-Queen Charlotte	31	Queen Charlotte	
2F	Okanagan	Central Okanagan	32	Kelowna	
		Okanagan Similkameen	33	Oliver	
		Okanagan Similkameen	34	Princeton	
		Thompson Nicola	35	Kamloops	
2G	Vancouver Island	Alberni-Clayoquot	36	Ucluelet	
		Capital	37	Saanich/Victoria	
		Capital	38	Sooke	
		Nanaimo	39	Nanaimo	
		Strathcona	40	Gold River	

*A map of British Columbia's Regional Districts can be referenced on the RCBC website at:
<https://www.rcbc.ca/holiday-info/regionaldistrict>



NOTE: *The specific regions/communities in which TSBC will be represented by the Contractor(s) will be finalized before Contract negotiations commence. While subject to change, at the time of this RFP, TSBC anticipates participating in between 20 to 24 events across the province per year.*

VIII. Contract and Term

A successful Proponent under this RFP will be expected to enter into a Contract negotiation with the BCUOMA for delivery of the 2018 Community Collection Events. The BCUOMA intends to enter into a Contract with the Proponent with the highest scoring Proposal for the Provincial Bidding Area or with the combination of Proponents required to best address the scope of communities and services under this RFP.

Further, subject to successful delivery of the services in 2018, the BCUOMA intends to enter into negotiations with the 2018 Contractor(s) for delivery of Community Collection Event services for a minimum additional term of three (3) years, with an option to extend for an additional three (3) years. The addition of a collection volume bonus structure *may* be considered by the BCUOMA following 2018.

Note: In the event that a successful Proponent is a partnership, one organization must be identified as the lead agency for purposes of the Contract.

IX. Proposal Evaluation Criteria

1. Mandatory Criteria

Following are mandatory requirements under this RFP. Proposals not clearly demonstrating that they meet these requirements will receive no further consideration during the evaluation process.

Mandatory Criteria

The Proposal must be received at the Closing Location and by the specified Closing Date.

The Proposal must be in English and must be submitted as an email attachment only.



2. Desirable Criteria

Proposals meeting the mandatory requirements will be further assessed against the following desirable criteria. Proposals not achieving the minimum score in an individual category (where applicable) will receive no further consideration during the evaluation process.

Desirable Criteria	Points Available	Minimum score 60% (where applicable)
1. Qualifications and Experience – see section X.1	25	15
2. Project Approach / Work Plan – see section X.2	20	12
3. Understanding of Environmental Stewardship Programs – see section X.3	10	6
4. Cost – see section X.4	45	
TOTAL POINTS AVAILABLE	100	

X. Guide to Proponent's Response

In order to receive full consideration during evaluation of the Desirable Criteria, Proposals should include detailed responses on all of the following points.

A separate Proposal should be submitted for each Bidding Area of interest to the Proponent. In addition, Proponents bidding on the whole Province are encouraged to include in their Proposal a separate cost response for each of the seven (7) regional Bidding Areas, recognizing that their Provincial cost may reflect efficiencies not available at a regional level.

1. Qualifications and Experience

- Provide a one or two-page corporate information overview of the Proponent's firm, including the types of services offered, length of time in business, and significant accomplishments.
- Describe the Proponent's experience providing services relevant to those described in this RFP. Include specific examples that best demonstrate the Proponent's experience providing logistics planning, materials handling and communication services, ideally including examples of work completed across a significant geographic scope and involving the environmental/recycling sector. Experience of partners or subcontractors may be included but should be clearly identified as such.



- Identify the Project Manager and all other key resources (including contracted resources) that would be involved in the project, including their roles. Provide an overview of the qualifications and relevant experience of each of the proposed key resources.
- Confirm the transporter(s) that would be engaged to pick up the products from the event sites and deliver them to approved processors. Include information on their experience with transporting products such as those under the BCUOMA's mandate and meeting regulated transport requirements.

2. Project Approach / Work Plan

- Explain and interpret the services required under this RFP (see [Section VII.1](#)).
- Describe the Proponent's overall approach to the successful delivery of those services.
 - Include the resource training initiatives that would be conducted.
 - Include the names of the steward-approved processors that have agreed to accept delivery of the in-scope products collected at the Community Collection Events.
- Provide a high-level work plan for 2018 that includes project status reporting points.

3. Understanding of Environmental Stewardship Programs

- While no separate Proposal section is required, the overall Proposal should demonstrate a clear understanding and knowledge of environmental stewardship initiatives.

4. Cost

a) Base Cost:

- For the **BCUOMA services** identified in [Section VII.1](#) (i.e. **not** including TSBC), confirm your **Fixed Cost** for the Bidding Area in 2018, inclusive of expenses and all applicable taxes.
 - Include any assumptions you have made including with respect to the event locations or any aspects of the services.
 - **Do not** include any costs of transporting BCUOMA mandated products to the steward-approved processors:
Any transporter(s) engaged directly by the Contractor must arrange with the processors to receive payment for their services. If the transporter is not already registered under the BCUOMA, it will be required to do so to facilitate these payments. Payments to transport BCUOMA products are based on



provincial “zones”, which are described at: <http://bcusedoil.com/collectors/>
 The rates for each zone, by BCUOMA product type, are available at:
<http://bcusedoil.com/wp-content/uploads/2017/01/BCUOMA-RI-Rate-Schedule-Zones-2017-01-01.pdf>

b) **Cost Adjustment to include TSBC in a community:**

- Identify your approach to calculating a **Cost Adjustment** (considering expenses and applicable taxes) to add TSBC services to a community in your Bidding Area for one Spring or one Fall Community Event, taking into consideration TSBC’s reduced service requirements. Include any assumptions you have made. (This adjustment approach would also be considered applicable where TSBC joins a newly ‘added’ community – see c) below.)

c) **Cost Adjustment to add a community to those identified in [Section VII.2](#):**

- Identify your approach to calculating a **Cost Adjustment** (considering expenses and applicable taxes) to add a community to your Bidding Area for one Spring or one Fall Community Event for the BCUOMA services only. Include any assumptions you have made.

d) **Cost Adjustment to add a stewardship agency:**

- Identify your approach to calculating a **Cost Adjustment** (considering expenses and applicable taxes) to add a stewardship agency to your Bidding Area for one Spring or one Fall Community Event (i.e. over and above BCUOMA and TSBC as described in this RFP). Assume that the agency added would require the full range of services as required by the BCUOMA as opposed to the reduced service requirements of TSBC. Include any assumptions you have made.

XI. Proposal Format

The following Proposal sequence and instructions should be applied in order to provide consistency in Proponent responses and ensure each Proposal receives full consideration.

- a) Respond by e-mail with subject line reference: “RFP–Community Collection Events”
- b) Include the following attachments in the e-mail (may be submitted as a single attachment or multiple attachments):
 - 1) The signed Proposal covering letter, as set out in [Appendix A](#) of the RFP.
 - 2) The Proposal, beginning with a Table of Contents that includes page numbers.
 - 3) A one or two-page summary of the key features of the Proposal that clearly identifies the **Bidding Area** covered by the response.



- 4) The Proposal body, preferably presented in the same order as set out in [Section X](#) of the RFP.
- 5) Appendices: any other information determined by the Proponent to be directly relevant to the RFP requirements, each of which should be reasonable in length.

Appendix A Proposal Covering Letter

(Letterhead or Proponent’s name and address)

Date: _____

British Columbia Used Oil Management Association (BCUOMA)
David Lawes - DLawes@usedoilrecycling.ca

Subject: Community Collection Events – Request for Proposals

The enclosed Proposal for Bidding Area #____ is submitted in response to the above-referenced Request for Proposals including any addenda and/or clarifying information subsequently provided.

We have carefully read and examined the Request for Proposals and have conducted such other investigations as were prudent and reasonable in preparing the Proposal. We are authorized to submit this Proposal on behalf of the Proponent.

Yours truly,

Signature

Name: _____

Title: _____

Telephone Number: _____

E-mail address: _____

Legal name of Proponent: _____

Appendix B Administrative Requirements

1. Terms and Conditions

The following terms and conditions will apply to the RFP. Submission of a Proposal in response to this RFP indicates acceptance of all the terms that follow and any terms or conditions that may be included in addenda issued by the BCUOMA.

2. Additional Information about the RFP

Subsequent information regarding this RFP, including changes made to this document, may be posted under [“What’s New” on the BCUOMA website](#). It is the sole responsibility of Proponents to check for any amendments and addenda on the website.

3. Inquiries about the RFP

All inquiries related to this RFP must be directed in writing to the Contact Person identified on the cover page of the RFP by the [deadline for inquiries](#). Proponents must not communicate directly or indirectly with any other employee, contractor or representative of the BCUOMA or TSBC regarding the RFP.

4. Proponents’ Teleconference

A Proponents’ Teleconference will be held at the time and location identified on the cover page of the RFP. All questions received by the [deadline for inquiries](#) will be addressed by the BCUOMA at the Proponents’ Meeting.

5. Modification of Terms

The BCUOMA reserves the right to modify the terms of the RFP at any time at its sole discretion. This includes the right to cancel this RFP at any time prior to entering into a Contract with a successful Proponent.

6. Liability for Errors

While the BCUOMA has used considerable efforts to ensure information in the RFP is accurate, the information is supplied solely as a guideline for Proponents. The information is not guaranteed by BCUOMA to be accurate, nor is it necessarily comprehensive or exhaustive.

7. Late Proposals

Only complete Proposals received at the Closing Location before the Closing Date will be considered to have been received on time. Late Proposals will not be accepted and will be returned to the Proponent.

8. Eligibility

Proposals will not be evaluated if the Proponent’s current or past corporate or other interests may, in the opinion the BCUOMA, give rise to a conflict of interest in connection with the project described in this RFP.

9. Proposal Evaluations

Proposals will be assessed based on the evaluation criteria identified in the RFP. Evaluations will be by a committee formed by the BCUOMA. All personnel will be bound by the same standards of confidentiality.

10. Changes to Proposals

By submission of written notice, the Proponent may amend or withdraw its Proposal prior to the Closing Date. Upon closing time, all Proposals become irrevocable. The Proponent will not change the wording of its Proposal after closing and no words or comments will be added to the Proposal unless requested by BCUOMA for purposes of clarification.

11. Proposal Validity

Proposals will be open for acceptance for at least thirty days after the Closing Date. Proposals that do not comply with the requirements described in this RFP may be rejected in whole or in part or not considered by the BCUOMA.

12. Currency and Taxes

Prices quoted by Proponents are to be in Canadian dollars and inclusive of Goods and Services Tax.

13. Acceptance of Proposals

This RFP is not an agreement to purchase goods or services. The BCUOMA is not bound to enter into a Contract with the Proponent who submits the lowest priced Proposal, or with any Proponent.

14. Contract

By submission of a Proposal, the Proponent agrees that should its Proposal be successful, the Proponent will enter into a Contract negotiation with BCUOMA.

15. Contract Negotiation

Notice in writing to a Proponent that it has been identified as a successful Proponent and the subsequent full execution of a written Contract will constitute a Contract for the services, and until such time, no Proponent will acquire any legal or equitable rights or privileges relative to the services.

If a written Contract cannot be negotiated within thirty days of notification to a successful Proponent, the BCUOMA may, at its sole discretion at any time thereafter, terminate negotiations with that Proponent and either negotiate a Contract with the next qualified Proponent or choose to terminate the RFP process and not enter into a Contract with any Proponent.

16. Proponent Expenses

Proponents are solely responsible for their own expenses in preparing a Proposal and for any subsequent negotiations with the BCUOMA. If the BCUOMA elects to reject all Proposals, it will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the Proposal, loss of anticipated profit in connection with a final Contract, or any other matter.

17. Ownership of Proposals

All Proposals submitted become the property of the BCUOMA. They will be received and held in confidence by the BCUOMA.

18. Use of RFP

Any information supplied by the BCUOMA in relation to this RFP may not be used or disclosed for any purpose other than for the submission of Proposals. By submitting a Proposal, the

Proponent agrees to hold in confidence all information supplied by the BCUOMA in relation to this RFP.

19. Collection and Use of Personal Information

Proponents are solely responsible for familiarizing themselves, and ensuring that they comply, with the laws applicable to the collection and dissemination of information, including resumes and other personal information concerning employees and sub-contractors. Proponents should obtain consent from employees and sub-contractors proposed as resources under the RFP before sharing any of their personal information with the BCUOMA.

20. Liability

The Proponent will not make a claim against the BCUOMA for any reason whatsoever or howsoever relating to this RFP and the Proponent hereby waives and releases the BCUOMA from any demands, liability, claim, costs, expenses, or damages incurred whatsoever or howsoever arising out of or relating to this RFP or any Proposal prepared in response to it.

The BCUOMA will have no liability whatsoever or howsoever to any Proponent, in connection with this RFP or any Proposal prepared in response to it.

STEWARDSHIP AGENCIES OF BC

ACTION PLAN TO ENHANCE EXTENDED
PRODUCER RESPONSIBILITY IN BC



**Stewardship Agencies
of British Columbia**

2013

Action Plan

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LETTER FROM THE CHAIR

Extended Producer Responsibility (EPR) is an environmental management strategy guided by the principle that whoever designs, produces, sells, or uses a product takes responsibility for minimizing that product's environmental impact at the end of its life. The idea behind EPR is sensible: the businesses that make products, and the users of these products, should pay for recovering and recycling materials.

In British Columbia (B.C.), industry's response to EPR is product stewardship. The product stewardship model is comprised of several key players – manufacturers, retailers, governments and consumers – working together, ultimately with the goal of diverting products from landfills and ensuring they are responsibly recycled at their end-of-life.

The Stewardship Agencies of British Columbia (SABC) members are fortunate in having a flexible, performance-based regulatory framework within which to operate. This B.C. model was recognized in 2012 with Canada's only 'A' grade by the not-for-profit group EPR Canada, and was tied for top spot in their 2013 report. The Ministry of Environment, as the regulator, plays a key role in ensuring that approved programs are moving in step with the principles that guide the B.C. government's EPR approach: producer/user responsibility; level playing field; results-based; and transparency and accountability.

The working groups that developed this Action Plan were carefully selected to reflect these principles. The working groups, comprised of individuals from SABC member agencies and led by Ministry of Environment staff, identified specific actions and accountabilities to be undertaken as the EPR model evolves that will provide a framework for the continued success of stewardship programs in the province. The outcomes of working groups, that is, the recommendations in this Action Plan, are proposed solutions put forward by SABC members. The Ministry of Environment may make policy recommendations based on this Action Plan; any policy decisions will be made by the BC government and in accordance with authorities delegated under the *Environmental Management Act*.

Industry has been supportive of the B.C. EPR model and is committed to ensuring the results-based approach to product and materials management is successful. Moving forward, we will continue to work closely with local governments, Regional Districts, retailers, producers and the Ministry of Environment to enhance product stewardship while maintaining an efficient system and consumer-friendly approach.

Craig Wisehart
Chair, SABC

EXECUTIVE SUMMARY

In October 2004, the Province of British Columbia enacted the Recycling Regulation (B.C. Reg. 449/2004), under authority of the *Environmental Management Act*. The Recycling Regulation (the Regulation) requires producers of prescribed products to take Extended Producer Responsibility (EPR) for the life cycle management of their products, including collection and recycling, so that products are diverted from landfills and disposed of in an environmentally friendly way at their end-of-life.

The intention of EPR strategy is to promote the integration of environmental costs associated with goods throughout their life cycles into the market price of the products, thereby motivating producers to make and sell products that are more durable, contain fewer toxins and never become waste at the end of their life.

The Ministry of Environment (the Ministry) and producers have enjoyed considerable success with EPR under the Regulation. Both industry and local government support the regulatory model and the stewardship programs generate environmental and economic benefits to British Columbia (B.C.).

The B.C. Government has developed four key principles that provide the strategic context for EPR programs:

1. **Producer/User Responsibility** - Responsibility for waste management is shifted from general taxpayers to producers and users. Responsibility is not shifted to other levels of government without consent.
2. **Level Playing Field** - All brand-owners for a particular product category are subject to the same stewardship responsibilities (including historical waste). All consumers have reasonable access to product collection facilities.
3. **Results-based** - Programs focus on results and provide brand owners with flexibility with minimum government involvement. Programs are tailored for individual products and encourage continued innovation by producers to minimize environmental impacts during all stages of the product lifecycle, from product design to end-of-life management.
4. **Transparency and Accountability** - The program development process is open and provides all stakeholders the opportunity for input. Industry is accountable to both government and consumers for environmental outcomes and allocation of revenue from fees/levies.

Over the next few years the scope of regulated products will grow significantly. This growth will bring with it significant increases in both the scale of EPR programs and the number of producers with responsibilities under the Regulation. As a result, this expansion will increase the volume of work required of Ministry staff who review plans, respond to correspondence from the public and conduct compliance promotion, verification and enforcement.

The growth of product stewardship also generates challenges including an increase in consumer confusion and impacts to local government. Product stewardship in the province has always existed in a state of evolution. The model must continue to evolve, with all stakeholders addressing the challenges encountered, to ensure future success.

Through a series of working groups, members of the Stewardship Agencies of British Columbia (SABC), facilitated by the Ministry, have brought forward solutions to existing, and some of the anticipated, challenges associated with EPR within the province. The working groups addressed:

1. **Program performance,**
2. **Collection and operational excellence,**
3. **Education and awareness and**
4. **Local government engagement and relationship building.**

Ministry staff may make policy recommendations based on working group outcomes, however, decisions will be made by government and in accordance with authorities delegated under the *Environmental Management Act*.

THE EPR ACTION PLAN

Overview of Product Stewardship in British Columbia

In October 2004, the Province of British Columbia enacted the Recycling Regulation (B.C. Reg. 449/2004), under authority of the *Environmental Management Act*. The Recycling Regulation (the Regulation) requires producers of prescribed products to take Extended Producer Responsibility (EPR) for the life cycle management of their products, including collection and recycling, so that products are diverted from landfills and disposed of in an environmentally friendly way at their end of life.

The intention of EPR strategy is to promote the integration of environmental costs associated with goods throughout their life cycles into the market price of the products, thereby motivating producers to make and sell products that are more durable, contain few toxins and never become waste at the end of their life.

A product stewardship agency may be appointed by a producer, to act on its behalf, to undertake duties that include, but are not limited to, preparing a stewardship plan, implementing and managing a program and reporting on progress. The governance structure, operational systems, and fee structures of an agency are determined by the producers as members of the agency.

The Ministry of Environment (the Ministry) and producers have enjoyed considerable success with EPR under the Regulation. Both industry and local government support the regulatory model and the stewardship programs generate environmental and economic benefits to British Columbia (B.C.).

Over the last few years, stewardship agencies began working together in a more unified fashion where there were issues that were of common interest to all B.C. stewards; they did so as the Stewardship Agencies of British Columbia (SABC). Members of SABC include:

- B.C. Used Oil Management Association
- Brewers Distributor Limited
- Call2Recycle
- Canadian Battery Association
- Electronic Products Recycling Association
- ElectroRecycle Small Appliance Recycling Program
- Encorp Pacific (Canada)
- Heating, Refrigeration, and Air Conditioning Institute of Canada
- LightRecycle
- Major Appliance Recycling Roundtable
- Multi Material BC
- Post-Consumer Pharmaceutical Stewardship Association
- Outdoor Power Equipment Institute of Canada
- Product Care
- Canadian Wireless Telecommunications Association
- Switch the 'Stat
- Tire Stewardship B.C.

Over the next few years the scope of regulated products will grow to meet the performance commitments for product stewardship outlined in the Ministry 2012/13 – 2014/15 Service Plan. This growth will bring with it an

increase in both the scale of EPR programs in operation and the number of producers with responsibilities under the Regulation.

This expansion increases the volume of work required of ministry staff in reviewing plans, responding to correspondence from the public and conducting compliance promotion, verification and enforcement. The growth of product stewardship also generates challenges including a potential increase in consumer confusion and impacts to local government. Product stewardship in B.C. has always existed in a state of evolution. The model must continue to evolve, with all stakeholders addressing the challenges encountered, to ensure its future success.

B.C. is a recognized leader in the development and implementation of EPR, with more programs than any other jurisdiction in the world. The B.C. Government has developed four key principles that provide the strategic context for EPR programs:

1. **Producer/User Responsibility** - Responsibility for waste management is shifted from general taxpayers to producers and users. Responsibility is not shifted to other levels of government without consent.
2. **Level Playing Field** - All brand-owners for a particular product category are subject to the same stewardship responsibilities (including historical waste). All consumers have reasonable access to product collection facilities.
3. **Results-based** - Programs focus on results and provide brand owners with flexibility with minimum government involvement. Programs are tailored for individual products and encourage continued innovation by producers to minimize environmental impacts during all stages of the product lifecycle, from product design to end-of-life management.
4. **Transparency and Accountability** – The program development process is open and provides the opportunity for input to all stakeholders. Industry is accountable to both government and consumers for environmental outcomes and allocation of revenue from fees/levies.

Industry has been supportive of the B.C. model, and has a vested interest in ensuring this results-based approach to product and materials management is successful.

Purpose of the Action Plan

With the recent expansion of EPR programs in B.C., growing pains are being experienced by all stakeholders, particularly stewardship agencies, local governments and the Ministry. The Action Plan will address the EPR program challenges in a manner consistent with the key program principles noted above.

Development of the Action Plan

Process and Parties Involved

The Ministry identified the following four areas of concern that need to be addressed in order to ensure the success of B.C.'s EPR programs and regulatory approach:

1. Program performance,
2. Collection and operational excellence,
3. Education and awareness and
4. Local government engagement and relationship building.

The Ministry engaged with the stewards through SABC and our working groups. These groups were composed of SABC member representatives and were facilitated by Ministry staff. These working groups were established to develop and recommend solutions and actions to the above noted areas of concern. All stewardship agencies had an opportunity to participate; however, the size of the working groups was designed to support project efficiency. Each working group included a cross-section of program and product types.

Working group leads ensured that outcome-focused records of discussion were agreed to by group members. The working groups met established targets and timelines, and outcomes were circulated to all stewardship agencies.

The recommendations in this Action Plan are SABC member representatives' proposed solutions to improving EPR in the province. The Ministry has signaled to SABC that they will be considering policy recommendations to address the outstanding EPR issues/pressures not covered by the SABC action plan.

1. PROGRAM PERFORMANCE

Situational Analysis

The Ministry identified the need to: improve compliance and enforcement, and foster continuous improvement and efficiency across stewardship programs. This strategy ensures that approved programs continue to effectively meet their obligations as outlined in their respective Stewardship Plans, as per the Regulation.

Working Group Terms of Reference

Activities in three key areas were identified.

1. Third Party Assurance - The third party assurance requirement on non-financial information regarding collection sites, recovery rate data and material management (end fate).
2. Consistent Annual Reporting - Provide a template annual report for approved programs to adopt to promote consistent reporting among stewards.
3. Performance Incentives (Dispute Resolution) - If programs underperform and leave products/materials to be managed by local governments or other producers there should be a mechanism for cost remediation.

SABC Recommendations

1. **Third Party Assurance: require stewardship organizations to undertake Third Party Assurance for non-financial information (collection sites, recovery rate data and material management (end fate)).**

Stewardship agencies have adopted Third Party Assurance requirements as outlined in a letter from the Ministry to stewardship agencies:

- Stewardship agencies agree to conduct pre-audits of material management and report to the Ministry on progress and these pre-audits, with an Audit Assurance report including product management due **July 1, 2015 (reporting year 2014)**; or
- Stewardship agencies agree to provide an Audit Assurance report including product management due **July 1, 2014 (reporting year 2013)**. (Progress reports are not required.)

2. **Consistent Annual Reporting: require stewardship organizations to use a template annual report format to promote consistent reporting.**

- Through the SABC, stewardship agencies have developed and adopted an Annual Reporting Template¹ that summarizes the program performance (under Section 8 annual reporting requirements of the Recycling Regulation).
- SABC has recommended to its members that they use the Annual Reporting Template to report on their programs in a consistent manner and in an accessible format for the Ministry, the public and interest groups.

3. **Performance Incentives (Dispute Resolution): require stewardship organizations to develop a mechanism to deal with products/materials that are inadvertently managed by local governments or other producers.**

¹ Refer to Appendix A.

- Through the SABC, stewardship agencies have developed a framework on Performance Incentives (Dispute Resolution).²
- It is recommended that a committee be set up specifically to address the matter of program-to-program 'free riding'.

² Other elements of Performance Incentives are covered in the Working Group 2 & 4 sections of this document.

2. COLLECTION & OPERATIONAL EXCELLENCE

Situational Analysis

The Ministry identified a need to improve service levels in terms of access to collection facilities for stewarded products to ensure consumers have convenient access to collection points. Convenient access to collection will facilitate recycling of stewarded products throughout the province. Currently, 97% or more of the province's population has access to a collection facility under the SABC standard (September, 2012).

Working Group Terms of Reference

There is a need to provide the consumer with a good experience and a high level of satisfaction when dealing with the EPR program. It must be simple, convenient and pleasant for consumers to recycle. They must have convenient access to depots or collection facilities and a positive experience with the program interface when they return products for recycling. Use of super depots, also known as multi-program free-standing collection facilities,³ are one option to support this. A minimum remote or rural accessibility target should also be explored. Specific criteria or expectations from local government may assist in establishing performance standards.

SABC Recommendations

1. Develop a policy on multi-program collection facilities.

Policy Objective: Multi-Program Free-Standing, Collection Facility

- Stewardship agencies seek to increase consumer convenience for recycling by providing consumers with multi-program collection facilities among programs using depots, where practical.
- Multi-program depots will be located in or close to locations with high population densities, providing greater consumer accessibility and affording higher traffic for the depots. As such, the focus for locations of multi-program depots will be based on serving larger consumer populations where large amounts of material for diversion can be collected.
- Not all materials that are part of stewardship programs can safely be collected in the same location. Similarly, due to a variety of environmental and zoning regulations, it may not be possible to collect some materials that are considered hazardous waste in certain retail-situated depots..
- SABC has compiled a listing of all multi-program depots and further commits to provide Ministry officials, as well as municipal representatives, with a plan to address existing gaps.
- As more retail locations look to expand the number and types of material they collect from the consumer, the term multi-program collection facility may be expanded to include those retail locations that accept materials from multiple stewardship programs.
- Additional stewardship program materials may also be included in multi-program collection facilities as new programs are implemented, at the request of the stewardship agency.

³ A multi-program free-standing collection facility (Multi-Program Depot) is any collection facility location that is approved to accept materials from the public from more than two stewardship programs. Identification of Multi-Program Depot is tiered based on the number of stewardship program materials that are accepted at the particular location (often dependent on specific criteria for that depot, such as existing depot size, location, zoning, contractual territories or other internal program criteria).

- Each approved stewardship agency will retain final decision on whether or not their program product is approved as part of a multi-program collection facility.
- Stewardship agencies will explore potential depot partnerships with municipalities where they comply with the policy and operational objectives outlined in the Action Plan (including economic requirements) and the business models of SABC agencies.

2. Establish a common standard on accessibility for both rural and urban areas.

Accessibility Standard for approved product stewardship plans:

- For rural communities with a population of 4000 or more, a 45 minute drive to a collection facility.
- For urban communities with a population of 4000 or more, a 30 minute drive to a collection facility.

For purposes of the depot service standard, rural communities are defined as cities, towns, resort municipalities and district municipalities with a population of between 4,000 and 29,999 outside the Metro Vancouver and Capital Regional Districts. Urban communities are defined as cities, district municipalities and towns within the Metro Vancouver and Capital Regional Districts with a population of 4,000 or more and cities and district municipalities with a population of 30,000 or more in the remainder of the province.

3. Increase depot convenience in rural service areas.

Network Enhancement:

Regularly Scheduled Collection Facility (Underserved Areas)

- Stewardship agencies that utilize depots for collection will establish where possible “regularly scheduled collection facilities” at a third party location. An initial list of potential locations has been compiled by SABC, found in Appendix C, and agencies are coordinating efforts to operate jointly in as many locations as practical.
- Locations have to be staffed, with security and appropriate space for consumer access.
- The Ministry has confirmed that regularly scheduled collection facilities may replace current one-off collection event commitments in stewardship plans and this will be noted in the Annual Report, performance against targets.

Return-to-Retail Locations

- Stewardship agencies will actively expand their current return-to-retail partnerships as a second layer of accessibility as appropriate.

4. Accommodate additional programs in free-standing collection.

As referenced in Section 3 above, the working group has undertaken an exploration of existing free-standing collection facilities, which could expand to accommodate other program products. In this exploration the following items have been taken into consideration:

- Necessary product handling process requirements to meet end fate audit reporting requirements,
- Health and safety issues related to the handling of specific product categories,
- Current product category weight ratios and
- Material available for collection in specific territories.

5. Clarify steward compensation to Regional Districts and local government.

Compensation to Local Government

- Municipally-run collection facilities may participate in a stewardship program and receive the same compensation as provided to other program collection facilities.
- Approved stewardship programs pay market rates for collection based on each program's own criteria for the establishment of a financially viable free-standing collection facility.
- Funding public infrastructure is not the mandate of stewardship programs.
- The additional cost of funding a more expensive municipal collection facility would dilute the material collection at the for-profit free-standing collection facility and thus would make them more inefficient and would increase costs.
- As the regulated stewards, each program has a fiduciary responsibility to manage funds and to maximize diversion costs effectively.

6. Further initiatives:

- Develop an inventory of collection facilities (identify the number of total drop-off locations for all programs with a regional district breakdown).
- Amend the definition of depot to include single- or multi-program, and/or independent and free-standing collection facilities, which include not-for-profit organizations and community groups.
- Recognize the critical role of return-to-retail locations for certain stewardship programs, and that such locations are part of the inventory of collection facilities but are limited to certain product categories, taking into account the economic, regulatory, accessibility, operational and safety considerations of the facility.
- Investigate a consumer-facing program gap analysis (see EPRA GIS Study, Fig. 2 in Appendix C as an example) of accessibility.
- For those using depots, demonstrate to regional districts, the Ministry and other stakeholders that depot accessibility standards are being met, as appropriate, including:
 - Map of current free-standing collection facilities locations by program, including free-standing multi program collection facilities where applicable,
 - Standards of accessibility and
 - Percent conformance to the standard as per the timeline and methodology identified above.

3. EDUCATION & AWARENESS

Situational Analysis

There exists a need to improve education and awareness of stewardship programs in B.C. in order for citizens to be well situated to take advantage of existing and pending stewardship programs. This strategy will ensure that consumers are aware of the recycling programs available so stewarded products are diverted from landfills in an environmentally responsible way.

Working Group Terms of Reference

There exists a need to improve public consultations and engagement in establishing (and renewing) stewardship plans; a need to educate B.C. citizens so they know about and use the recycling programs available, and a need to enhance consultation and communication between stewardship agencies, producers and within the supply chain.

Consumers need to be made aware of which products they can return for reuse or recycling and how to do this.

SABC Recommendations

Recognizing that public awareness levels can be improved to facilitate the use of stewardship programs, the following five initiatives and tactics are proposed to improve education and awareness. Further clarification is provided below for each of these five initiatives and tactics to provide a better understanding of what is meant, and to alleviate concerns that these initiatives will over-ride or negate initiatives undertaken by the individual stewardship agencies.

1. Consumer Facing.

Stewardship agencies working as part of SABC currently support a common website (BCstewards.com) which includes a searchable common collection facility locator and a hotline for answering consumer questions.

Recycle BC was chosen as the common public mark to be used as the single public-facing "brand" that is easily recognizable by all British Columbians and synonymous with recycling excellence. SABC has begun the process of registering this mark. The current website will be rebranded as Recycle BC and will provide access to the common location finder, hotline number and flipbook application for "BC's Recycling Handbook." Those requiring additional information about individual programs will be able to access stewardship agency websites via links from Recycle BC.

In addition, there are a number of means to use the mark to enhance public awareness of BC residents' recycling opportunities:

- Rename bcstewards.com site to Recycle BC (with all available derivations);
- Use the mark (in addition to but not in place of an agency's consumer/corporate brand identifiers) on individual agency information vehicles such as web sites, trade/consumer signage/brochures, print media and public event marketing materials;
- Adopt the mark to identify our location finder app, now known as Recyclepedia; and
- Attach the mark to all correspondence from and on behalf of SABC.

While the Recycle BC mark will be public-facing through these various uses, it is not practical for the mark to act as an identifier of existing or new collection facilities.

2. Consumer Response Services.

Stewardship agencies have contracted RCBC for delivery of certain consumer response services, including the hotline and the "Recyclepedia;" RCBC will answer the consumer questions about what is recyclable and where the closest place is to drop off their recyclables.

3. Joint Public Awareness Initiatives.

Through SABC, stewardship agencies will plan and implement joint public awareness initiatives for SABC drop-off collection events and ambassador program community events (handing out the Recycling Handbook and promote other joint SABC initiatives). In addition, all interested SABC member agencies will promote common or shared tools. In order to avoid consumer confusion, it will be important for local governments to point to the initiatives being developed by the stewardship agencies instead of developing their own.

4. Promotion of Common Collection Facility Network.

A number of existing stewardship agencies already share a common collection network. This will be enhanced as new stewards develop their collection network. Programs that use a common collection facility network may plan joint public awareness campaigns to inform the public of the common collection network.

As noted above, it is not practical to rebrand existing collection facilities with the new Recycle BC mark.

5. Benchmark Consumer Awareness Levels.

Stewardship agencies have identified concerns with the Ministry's suggested 85% consumer awareness target across all programs. Stewardship programs are at different levels of maturity and public awareness; in addition, the material collected by each program may impact the level of awareness for that program.

Through SABC, stewardship agencies will develop and fund jointly a Benchmark Consumer Awareness study for 2013. Questions for the survey will be built upon the 2009 Ministry survey, which gauged:

- The survey participant's level of awareness of stewardship programs,
- Their participation,
- The perceived level of convenience,
- Understanding of who to contact for recycling information and
- Knowledge of how to find the nearest collection facility.

Specific questions developed from the joint benchmark study may also be incorporated into individual SABC member program awareness studies to continually measure and report on results attained. For those who do not conduct annual benchmark studies an Omnibus can be used, where deemed appropriate, to provide results and measurements.

Following the 2013 Benchmark Study, SABC proposes that further Benchmark Consumer Awareness studies be undertaken every 3 years.

4. LOCAL GOVERNMENT RELATIONS

Situational Analysis

There exists a need to improve local government relations in program operations, and to address or clarify issues relating to ownership of stewarded products, particularly as it applies to the costs of managing products that may enter municipal landfills. This strategy aims to ensure that all stakeholders work together in support of EPR.

Working Group Terms of Reference

Stewardship agencies need to engage with local governments and ensure an ongoing dialogue. A stronger and more enhanced collaborative relationship between producers, local governments and the Ministry is necessary.

SABC Recommendations

The group is proposing three items to address local government relations:

1. Two-tiered approach to engagement.

SABC recommends a two-tiered approach to local government engagement which would involve (a) working with a Union of B.C. Municipalities (UBCM) group to address stewardship issues and (b) facilitating direct dialogue with local government on specific regional district and municipal issues.

On behalf of stewardship agencies, SABC is currently working with the UBCM to establish an interface group to work on municipal and regional issues. This group would be comprised of senior staff or elected officials with the ability to speak for and make decisions on behalf of their representative groups. Representation will reflect rural districts and Metro Vancouver.

The purpose of the UBCM group will be to:

- Be the primary group to discuss and negotiate high level standards, such as accessibility;
- Serve as the primary channel for regional district and municipality issues, addressing and potentially resolving issues directly between the SABC and local parties instead of moving these issues to the Ministry; and
- Serve as a channel for SABC to raise issues concerning zoning policies within specific municipalities that create barriers to opening up collection sites and to develop actions to overcome these barriers.

2. Commitment to reaching out to rural regional districts.

In addition to the steps outlined in item 1, SABC recommends outreach to rural regional districts, a proactive step stewards could take that would be effective in dealing with specific local issues that are not necessarily relevant to other areas of the province. SABC commits to having a member meet with two rural RD boards per year as well as consulting as needed on specific issues.

3. Managing costs of stewarded products in municipal landfills.

Issues relating to ownership of stewarded products, specifically the costs to manage products that end up in municipal landfills, should be clarified. At a high level it does not appear reasonable to assign ownership of the products to stewardship agencies. Many of the stewarded products have commercially viable take-back streams that operate outside of the approved programs' networks. All programs have collection targets that they have committed to meeting and in order to meet those targets, agencies take back what they can reasonably control. The Regulation was not intended to (nor could it reasonably) include all of the products in the province.

As such, SABC proposes:

- I. **A standardized waste composition study to help establish the scope of stewarded products in landfills.** SABC members have reviewed the waste composition study previously commissioned by the Ministry and are working with the contractor (TRI) on the changes needed to allow one study to serve both purposes. A draft of the waste audit is found in Appendix D.
- II. **Landfill bans where appropriate coverage for recycling is available.** Where bans are enacted and enforced, costs of products entering the landfill should already be paid for by the fines levied on those responsible for introducing the banned products into the landfill. Paying the regional districts and municipalities for the products that are allowed into landfills discourages recycling and facilitates consumers not properly disposing of the material through established systems.
- III. **Compensation for local government landfills.** SABC agencies generally compensate local government at their current market rate for uncontaminated durable and semi-durable goods that are collected, stored and packaged separately from the waste stream, according to the steward's specifications. In product areas that are highly susceptible to contamination this would not be applicable, for example with printed paper and packaging and refillable bottles.
- IV. **Discussing issues with representatives of local government through the UBCM joint advisory committee once established.**

APPENDIX A (WORKING GROUP 1): ANNUAL REPORT TO THE DIRECTOR
TEMPLATE

[Stewardship Agency]
Annual Report to the Director

[20xx Calendar Year]

Submitted to: David Ranson
Director, Waste Management
PO Box 9341, STN PROV GOVT
Victoria, B.C. V8W 9M1

Prepared by: [Steward Contact Name & Title]
[Stewardship Agency/Company]
[Address]
[City, Prov/State Postal Code]
[Phone #]

[Date]

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<Agency Name> [20xx] Report to Director, Waste Management

1. Executive Summary

The table below should concisely summarize program performance for the section 8 annual reporting requirements such that ministry staff and the public can easily understand whether reporting requirements and stewardship plan targets have been met.

Products within plan		
Program website		
Recycling Regulation Reference	Topic	Summary (5-bullet maximum)
Part 2, section 8(2)(a)	Public Education Materials and Strategies	
Part 2, section 8(2)(b)	Collection System and Facilities	
Part 2, section 8(2)(c)	Product Environmental Impact Reduction, Reusability and Recyclability	
Part 2, section 8(2)(d)	Pollution Prevention Hierarchy and Product / Component Management	
Part 2, section 8(2)(e)	Product Sold and Collected and Recovery Rate	See Section 7 for breakdown per regional district
Part 2, section 8(2)(e.1)		
Part 2, section 8(2)(f)	Summary of Deposits, Refunds, Revenues and Expenses	[Provide report reference to the independently audited financial statements]

Comparison of Key Performance Targets		
Part 2 section 8(2)(g); See full list of targets in Plan Performance		
Priority Stewardship Plan Targets (as agreed with ministry file lead)	Performance	Strategies for Improvement
1.		[N/A if target met]
2.		
3.		
4.		

Comparison of Key Performance Targets		
Part 2 section 8(2)(g); See full list of targets in Plan Performance		
Priority Stewardship Plan Targets (as agreed with ministry file lead)	Performance	Strategies for Improvement
5.		

2. Program Outline

Provide a brief (1 page) overview of the stewardship agency/company and their members [website link], program inclusions, collection approach and any other high level information relative to the annual report e.g. studies completed, new targets set, consultations or surveys conducted.

3. Public Education Materials and Strategies

Provide a brief overview of the key materials and strategies used to promote awareness of the program. Identify the various types of outreach (i.e. face to face, social media, traditional media, etc.) utilized.

Reference: Recycling Regulation – Part 2, section 8(2)

(a) a description of educational materials and educational strategies the producer uses for the purposes of this Part

4. Collection System and Facilities

Provide a brief overview of the way in which the stewardship agency collects the products from the consumer (i.e. depots, return to retailer, collection events, etc.). If available, list the number of collection facilities in each regional district and identify changes in the number, location, and method of collection from the previous year to the present year. If the list is extensive, consider including a summary and attaching a separate document or URL.

Reference: Recycling Regulation – Part 2, section 8(2)

(b) the location of its collection facilities, and any changes in the number and location of collection facilities from the previous report;

5. Product Environmental Impact Reduction, Reusability and Recyclability

Identify ways in which producers or the agency contributes to the reduction of environmental impact. For example, utilization of certified processors, R&D performed to improve recyclability / reuse of the product or components, examples of design for environment mechanisms used by producer members of the agency, reduction of greenhouse gas emissions. The producer may also wish to report on the status of any studies being undertaken to assist with the measurement of environmental impacts. Identifying successes is encouraged.

Reference: Recycling Regulation – Part 2, section 8(2)

(c) efforts taken by or on behalf of the producer to reduce environmental impacts throughout the product life cycle and to increase reusability or recyclability at the end of the life cycle;

6. Pollution Prevention Hierarchy and Product / Component Management

Provide a brief overview of the way in which the collected product is managed and how those outcomes relate to the pollution prevention hierarchy. Provide breakdowns by weight or percentage of product managed at each level. Please also refer to third party assurance FAQs (original version dated November 22, 2012), distributed to stewardship programs by the Ministry.

Reference: Recycling Regulation – Part 2, section 8(2)

(d) a description of how the recovered product was managed in accordance with the pollution prevention hierarchy;

7. Product Sold and Collected and Recovery Rate

Provide a summary of the total amount of product sold, collection volumes and, if applicable, recovery rates achieved by the program based on the approach included in the approved program plan. Also provide a summary of total product recovered by regional district.

Reference: Recycling Regulation – Part 2, section 8(2)

- (e) the total amount of the producer's product sold and collected and, if applicable, the producer's recovery rate;
 (e.1) effective for a report required on or before July 1, 2013 and for every report required under subsection (1) after that date, the total amount of the producer's product recovered in each regional district;

8. Summary of Deposits, Refunds, Revenues and Expenditures

For those programs that charge deposits only:

Include a summary of deposits received and refunds paid in British Columbia by the producers (by plan if agency manages more than one plan). Attach a copy of the current year's independently audited financial statements as an appendix.

For those programs that charge a visible ecofee only:

Include a summary of fees / rates charged by the agency and provide a summary of total revenues and expenses in British Columbia (by plan if agency manages more than one plan). Attach a copy of the current year's independently audited financial statements as an appendix.

Reference: Recycling Regulation – Part 2, Section 8(2)

- (f) independently audited financial statements detailing
 (i) all deposits received and refunds paid by the producers covered by the approved plan, and
 (ii) revenues and expenditures for any fees associated with the approved plan that are charged separately and identified on the consumer receipt of sale;

9. Plan Performance

Using the table below, provide a brief overview of the performance of the plan for the current year compared to the stated performance requirements and targets specified in the approved plan. If no specific targets have been set (e.g. new plans in first year of operation), specify baseline results, significant achievements and identify when targets will be set.

Reference: Recycling Regulation – Part 2, section 8(2)

- (g) a comparison of the approved plan's performance for the year with the performance requirements and targets in this regulation and the approved plan

Plan Target	20xx Results	Strategies for Improvement
1.	[Result and supporting detail if appropriate and/or rationalization if target not met]	[N/A if target met]
2.		
3.		
4.		
5.		

Appendices / Additional Information and Third Party Assurance

Attach any additional documentation that is required.

Include:

- *Financial Statements (if applicable),*
- *Third Party Assurance Statement for Non-Financial Information, and*
- *Other items related to plan commitments such as greenhouse gas or other studies, consumer awareness surveys, detailed information on depot locations, etc.*

Reference: Recycling Regulation – Part 2, section 8(2)

Including section 8(2)(h), any other information specified by the director

APPENDIX B (WORKING GROUP 1)

PROGRAM PERFORMANCE FRAMEWORK

Potential Dispute by a Party (Party to be defined)

Actions to be taken: Results discussed with the Stewardship Agency ("Steward")

Results

Meets Performance Criteria

Actions to be taken: *No further Action*

Does not meet Performance Criteria



Acceptable deficiency plan in place with time frames

Action to be taken: *Continued monitoring until plan is complete*



Action to be taken:

1. Ministry will conduct an assessment and issue a letter informing the Steward they do not meet the Performance Criteria. The Steward will respond within xx days with an action plan on how the deficiencies are going to be remediated.
2. If an acceptable plan has not been submitted to the Ministry within xx days, a letter outlining all deficiencies along with expected completion dates will be sent to the Steward.
3. The Steward may request a second assessment. If a written request were received, the Ministry would complete another assessment of the Steward. The written request notice must be received within xx days after the initial assessment was completed. The Ministry will work with the Steward in an attempt to reach a satisfactory deficiency correction plan. The Steward, may request Stewardship Agencies of B.C. ("SABC") to assist in the development of this plan.
4. If a second assessment results in deficiencies still identified, the Ministry will issue a letter informing the Steward that it is deficient in carrying out its obligation under Enhancing EPR Project Plan and/or its Stewardship Plan.
5. If the deficiency plan is still not received written correspondence from the Ministry will be sent informing the Steward is deficient in carrying out its Stewardship Plan.

6. In the event that no communication of corrective action is undertaken by the Steward and received by Ministry, it will be deemed that the Steward is deficient in carrying out its obligation under its Stewardship Plan. Further, the Ministry may require that the Steward notify each producer for whom the agency acts.

APPENDIX C (WORKING GROUP 2)

Item 1: Inventory of Collection Locations

A full listing can be found here: www.bcestewards.com/depots

Item 2: EPRA – B.C. GIS Analysis

99.9% Urban Standard Conformance

96.4% Rural Standard Conformance

Overall: 96.3%



Item 3: Stewards Managed Collection Events Analysis

- Collection events augment urban and rural accessibility standard.
- Stewards pay 100% of collection & transportation from location
- Agreement to consult with regional district on timing of events.
- Annual report of collection volume by regional district.
- Frequency: collection events in non-depot locations will be held where economically viable for the program.
- Steward's will continue to work together to develop collection events through SAB.C. for as many product categories, where possible

Results of 2012 Collection Events:**EPRA (2012)**

- 21 events
- Collection tonnage ranged from 623 kg to 4.5 tonnes
- Cost per tonne ranged from \$ 382 per tonne to \$ 5482 per tonne – average of \$1448 a tonne.
- Promotion and organization implemented by EPRA

CESA (2012)

- 11 events
- 5 out of the 11 events did not even collect a pallet or mega bag full (all 5 collected <12 pieces)
- Tonnage ranged from 8kg to a high of 372kg
- Cost per tonne ranges from \$972 to \$107,500 – average of \$5,880 a tonne.

PCA (2011)

- 26 events
- Only 9 out of the 26 events collected any pesticides/solvents/gasoline, even though collection services for those products were provided at all 26 events
- Number of collection containers ranged from <1 to a high of 62
- Promotion and organization implemented by local government

TIRE STEWARDSHIP B.C.

- 9 events
- Tires collected ranged from 148 to 1047
- Events include collection of program and non program tires
- Promotion and organization in partnership with tire retailers and local government

Summary of Collection Events:

- Collection events are not cost effective.
- Collection volumes are lower than a traditional depot.
- Where local government was responsible for promotion and organization, where they believed this was conducive to local needs, there was little to no demand for service as demonstrated by low volumes

APPENDIX D (WORKING GROUP 4)

SABC and Regional Districts Waste Audit Proposal

1.0 Introduction

SABC is a not-for-profit organization established by stewardship agencies in British Columbia with plans approved by the B.C. Ministry of Environment (MINISTRY OF ENVIRONMENT) to operate designated programs within the province under the Recycling Regulation. SABC wishes to formalize a working partnership with regional districts to conduct detailed waste audits to determine the makeup of the waste stream in five regions including Metro Vancouver, the CRD, Interior B.C., and Northern B.C. which represent the full spectrum of regional districts in the province.

The reports derived from these audits will be analyzed and used as one of many tools by SABC members to establish the effectiveness of their programs in accordance with the requirements of the Recycling Regulation. The resulting information will assist the partners in achieving the long term goal of zero waste.

2.0 Waste Audits

Waste audits, as a monitoring and analytical tool, can effectively and systematically characterize waste streams received at landfill sites. Data compiled during these audits can provide both SABC members and municipal recycling coordinators with valuable information and insight. "Waste audits" or "waste characterization studies" have been utilized by municipal recycling coordinators to assess their successes and/or failures in properly diverting waste from the residential and the industrial, commercial and institutional (ICI) sectors in compliance with their waste management plans and Part 3 of the Environmental Management Act for many years.

Waste audits are used by the stewardship programs as a tool to monitor the effectiveness of their efforts to divert regulated materials from the waste stream.

3.0 Objective

SABC is seeking to establish a partnership agreement for participating in scheduled waste audits performed in five regional districts.

SABC proposes to work with the organization representing municipalities and regional districts to develop a generic guide or template, which details the methodology to be utilized by the jointly selected regional districts when conducting waste audits (the "Guide"). The Guide will enable the partner regional districts to conduct similar audits in the same manner. SABC proposes using the most recent CRD waste composition study as the starting point for the development of the Guide.

The Guide will include detailed sampling protocols, which will provide:

1. Separate profiles of residential waste, single and multi-family, and industrial, commercial and institutional (ICI) waste for each of the participating steward's streams as identified by each, as well as the general waste stream.
2. Overall confidence intervals that are the same for the residential and ICI streams at each of the five municipal solid waste disposal sites
3. A composite profile of all (residential and ICI) waste received at each waste management region
4. Specifics regarding sampling origin, frequency, weight, general methodology,
5. Categorization, etc. are provided in the Scope of Work below

Scope of Work

4.0 Development of the Guide

The Guide will document all procedures, processes, protocols and forms utilized in conducting waste audits for this project in a manual format. The Guide will provide a clear framework for replicating the methodology for all future waste audits.

Subsequent waste audits reports will include, but not be limited to:

- Table of Contents;
- List of Appendices;
- List of Acronyms and Abbreviations;
- Sections delineating components of the methodology
- Appendices – to include forms and other relevant materials, Bibliography and Footnotes
- Waste Audit Findings in detail, including statistical data analysis and supporting documentation (e.g. tables, charts, etc.)
- Categorizations for each participating steward based on the SABC member's individual requirements (i.e. number and description of product breakdown, weight vs. unit counts, etc.) See for example the attached Appendix "A"
- Observations and Recommendations;
- One double-sided print unbound original of the approved final report must be provided to each steward plus one electronic version (on disc or other storage format)

4.1 Defining Waste Audit Areas, Timelines & Implementation Schedule

The residential and ICI waste to be sampled will originate from each of the five chosen areas within the province. A waste audit will be conducted in each of the five regions over the next 5 year period. Specific regional districts may be identified and established at a later date.

Region 1 - Metro Vancouver

Region 2 - CRD

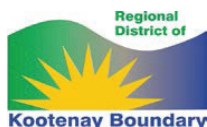
Region 3 - Interior B.C.

Region 4 - Northern B.C.

Region 5 - To be determined in consultation with the regional districts

5.0 Funding Formula Options

SABC agrees to fund a total of 5 waste audits in the five year period on a 50/50 cost share basis with the specific regional district to a maximum to be determined.



Federal/Provincial Gas Tax Funding Application

Application Date

Project Title

Applicant Contact Information:

Name of Organization	Westbridge Recreation Society		
Address	PO Box 95, 2935 Highway 33, Westbridge, BC V0H2B0		
Phone No.	250-446-2988	Fax No.	
Email Address	jjsarsons@gmail.com		

Director(s) in Support
Of Project

Area

Amount Required

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

- ☒ The applicant is the owner of the property
- ☐ The property is Crown Land. Tenure/license number

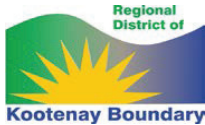
Do you have the land owner's written approval to complete the works on the land(s)?

- ☐ Yes (include copies of permits)
- ☐ No

Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

Registered Owners of Land	Legal Description of land(s)
Westbridge Recreation Society	Lot A, Plan KAP20920, District Lot 2515, Similkameen Div of Yale Land Dist. (PID 007-674-139).

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com



Application Contents – must include all of the following:

1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

1. Eligible Project Description including timeline:

1. Management Framework:

The Westbridge Community Hall is owned and operated by the non-profit Westbridge Recreation Society (Society No. S 00057 43). The Society is governed by 4 executive officers and 8 directors. The executive officers are as follows:

President - Jeff Sarsons
 Vice-President - Riccardo Manazza
 Treasurer - Joyce Evans
 Secretary - Hazel Self

2. Description of the Project:

This project is composed of three sub-projects:

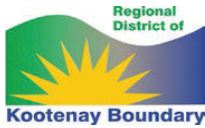
- a. Replace the old front double doors with a double steel doors complete with panic bars.
- b. Replace all the existing fluorescent and incandescent fixtures and lights with LED fixtures and lights.
- c. Replace the worn out stage curtains and inoperable tracking system with new stage curtains and a new tracking system.

3. Project Budget:

The project is \$7,566.70.00 for materials, labour and taxes. WRS does not have GST Number.

4. Outline of Project Accountability

- a. Final Report -A Final Report would be submitted once all three sub-projects have been completed. It is estimated that the project would be completed by the end of June 2018 and so a Final Report would be submitted by the end of July 2018.
- b. Financial Statements - Copies of all receipts for materials and all labour will be submitted.



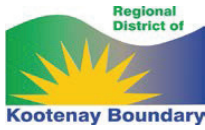
1.1 Project Impact:

The Westbridge Community Hall is used for the following functions:

- a. There is floor curling during the fall and winter months.
- b. There is cribbage during the fall and winter months.
- c. The Hall is used for an annual craft sale.
- d. The Hall is used for an annual Valentine social function.
- e. The Hall is used for an annual summer barbecue for residents of Westbridge.
- f. The Hall is used for an annual Christmas banquet for residents of Westbridge. In the past, the stage has been used for a variety drama events.
- g. The Hall is rented out regularly to a variety of community organizations.
- h. In the past, a variety of dance classes/events have been held in the Hall.
- i. A non-profit thrift store is located in the Hall and is open several days a week year round.
- j. The Hall, particularly the kitchen, has recently been upgraded so that it can be used as an emergency centre.

The currently planned upgrades would have the following impacts:

- a. A new double front door will make emergency evacuations safer and be in compliance with building and safety codes. Currently, this is not possible as there is a pad lock on the door preventing emergency evacuations.
- b. New lights would make all the rooms in the Hall including the main auditorium, kitchen areas and the thrift store brighter. This will be a great benefit to seniors.
- c. New LED lights would significantly reduce operating costs as the electricity bill would be reduced. This would be more environmentally friendly than with the current lights.
- d. New stage curtains will enhance the main auditorium and rent ability. The stage can then be used for drama events. The existing tracking system does not work and cannot be fixed.



1.2 Project Outcomes:

- a. The hall will have new metal clad double doors with panic bars that will meet building codes and improve public safety.
- b. All the lighting fixtures and lights will be LED which will improve the lighting and reduce operating costs. This will conserve energy and be more environmentally friendly.
- c. The hall will have new working stage curtains that will enhance the interior décor and encourage rent ability.

1.3 Project Team and Qualifications:

- a. The project will be supervised by the President of the Society
- b. The qualified front doors provider will also complete the installation.
- c. The replacement lights and fixtures will be installed under the supervision of a qualified electrician.
- d. The stage curtains and tracking system will be installed by volunteer, qualified local trades people.

2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

Items	Details	Cost (\$)
Front doors	Supplied by Doortech	2325.12
Door Install	Installed by Doortech	997.50
Replacement light	JB Horsman & Fortis	967.28
Labour/Permit	44 fixtures @ \$25 per fix.	1300.00
Curtains & Rods	QSD of Edmonton	1976.80
Curtain Install	Local - Volunteer	n/a
	Taxes are Included	
	WRS does not have GST #	
	Total	\$7566.70

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Additional Budget Information

- a. We received three quotes on the cost of the doors, however only Doortech would quote on the install.
- b. We requested three quotes on the install of the replacement lighting system(s) but only two responded. We selected the known local electrician.
- c. Local volunteer labour will be used to remove the old front doors, removed the lighting fixtures where possible and remove and re-install the new curtain system(s).
- a. All garbage will be removed by local volunteers.

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
	Jeff Sarsons	2018-02-20

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- b) the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. training directly related to asset management planning; and,
 - iii. long-term infrastructure plans.

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section 1.1
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs.



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Penticton Branch
1-250-492-4032

Cust ID: 16483

Bill To: Cash Sale Penticton û Electrical Contractor
Penticton, BC
CANADA



6415755

Ship To: Cash Sale Penticton û Electrical Contractor
Penticton, BC
CANADA

QUOTATION

Order #	6415755
Order Date	7/5/2017 10:00:20
Page	1 of 3
Taker	JJANZEN
PO Number	Westbridge Community Centre
Carrier	Hold For Pick Up/Will Call
Job Name:	

Requested By: Mr. Chris Bussinger

**Please note our HEAD OFFICE postal code has changed. The address along with the new postal code is:
19295 - 25 Avenue, Surrey, B.C. V3Z 3X1**

As of Oct 1, 2012 all Lighting, Lamps, Ballast and Worklights are subject to Eco Fees. Please refer to your invoice for your final Eco Fee charges. For more information on Eco Fees in BC, please visit www.lightrecycle.ca
Owing to the volatility in the copper and steel markets, quoted prices for Teck cable, copper building wire and emt/rigid conduit are only able to be held for 5 days subject to E.B. Horsman's stock availability.

Qty Ordered	Qty Allocated	Qty BO	Unit Size	Disp.	Item ID/Item Description	Pricing UOM	Unit Price	Extended Price
1	0	1	EA		(004) LED/P30L/10W/30K/40/STD (63963) STA LED, PAR30, 10W, MED BASE26, 120V	EA	22.6011	22.60
					<i>Ordered As:</i> 63963			
					<i>Order Line Notes:</i> TABLE STORAGE			
							ECO Charge:	0.15
2	0	2	EA		(006) LED/P30L/10W/30K/40/STD (63963) STA LED, PAR30, 10W, MED BASE26, 120V	EA	22.6011	45.20
					<i>Ordered As:</i> 63963			
					<i>Order Line Notes:</i> SMALL SERVING AREA BY TABLE STORAGE			
							ECO Charge:	0.30
1	0	1	EA		(007) LED/OMNI/9.5W/27K/ND/ELUME (64407) EA STA LED, A19 OMNI, 9.5W, 27K, NON-DIM	EA	3.0002	3.00
					<i>Ordered As:</i> 64407			
					<i>Order Line Notes:</i> CLOSETS X 2			
							ECO Charge:	0.15
2	0	2	EA		(009) LED/OMNI/9.5W/27K/ND/ELUME (64407) EA STA LED, A19 OMNI, 9.5W, 27K, NON-DIM	EA	3.0002	6.00
					<i>Ordered As:</i> 64407			
							ECO Charge:	0.30
2	0	2	EA		(010) LED/OMNI/9.5W/27K/ND/ELUME (64407) EA STA LED, A19 OMNI, 9.5W, 27K, NON-DIM	EA	3.0002	6.00
					<i>Ordered As:</i> 64407			
					<i>Order Line Notes:</i> STAGE			

Thank you for your business!



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QUOTATION

Order #	6415755
Order Date	7/5/2017 10:00:20
Page	2 of 3
Taker	JJANZEN
PO Number	Westbridge Community Centre
Carrier	Hold For Pick Up/Will Call

Cust ID: 16483

Qty Ordered	Qty Allocated	Qty BO	Unit Size	Disp.	Item ID/Item Description	Pricing UOM	Unit Price	Extended Price
ECO Charge:								0.30
1	0	1	EA		(011) LED/OMNI/9.5W/27K/ND/ELUME (64407) EA STA LED, A19 OMNI, 9.5W, 27K, NON-DIM		3.0002	3.00
					Ordered As: 64407			
					Order Line Notes: THRIFT STORE			
ECO Charge:								0.15
6	0	6	EA		(013) 2FGG42B835-4-D-UNV-DIM EA PHI TBAR, LED, 2X4,34W 4200I 35K UNV,DIM		110.0000	660.00
					Order Line Notes: BASEMENT FOR TBAR			
ECO Charge:								0.90
3	0	3	EA		(014) LED/OMNI/9.5W/27K/ND/ELUME (64407) EA STA LED, A19 OMNI, 9.5W, 27K, NON-DIM		3.0002	9.00
					Ordered As: 64407			
					Order Line Notes: BASEMENT			
ECO Charge:								0.45
2	0	2	EA		(015) LED/OMNI/9.5W/27K/ND/ELUME (64407) EA STA LED, A19 OMNI, 9.5W, 27K, NON-DIM		3.0002	6.00
					Ordered As: 64407			
					Order Line Notes: STAIRWELLS			
ECO Charge:								0.30
1	0	1	EA		(016) FSSEZ440L840-UNV EA PHI 4/E EZ FLUXSTREAM STRIP 4000L,120-277		70.3125	70.31
					Order Line Notes: DOWNSTAIRS WASHROOM			
ECO Charge:								0.15
2	0	2	EA		(017) WL-LED26-B-5K-BRZ-PC-CL EA RAB WALL PACK, LED, 26W 50K PC, BRZ		51.2199	102.44
					Order Line Notes: EXTERIOR DOORS			
ECO Charge:								0.30
3	0	3	EA		(019) EP3WI EA EME EXIT SIGN, UNIVERSAL PICTO, PLASTIC		94.6959	284.09
					Order Line Notes: LED EXIT LIGHTS			
2	0	2	EA		(020) LED/OMNI/9.5W/27K/ND/ELUME (64407) EA STA LED, A19 OMNI, 9.5W, 27K, NON-DIM		3.0002	6.00
					Ordered As: 64407			
					Order Line Notes: THRIFT STORE SHED			

Thank you for your business!



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QUOTATION

Order #	6415755
Order Date	7/5/2017 10:00:20
Page	3 of 3
Taker	JJANZEN
PO Number	Westbridge Community Centre
Carrier	Hold For Pick Up/Will Call

Cust ID: 16483

Qty Ordered	Qty Allocated	Qty BO	Unit Size	Disp.	Item ID/Item Description	Pricing UOM	Unit Price	Extended Price
-------------	---------------	--------	-----------	-------	--------------------------	-------------	------------	----------------

ECO Charge: 0.30

29	0	29	EA		(021) SMW4-LED48-B-4K-WHT-FR RAB WRAP, LED, 4', 48W 4lmn 4K 120/277	EA	60.0000	1,740.00
					Order Line Notes: 1 FOR HALLWAY, 12 FOR THE MAIN HALL, 4 FOR THE TABLE STORAGE, 2 FOR WASHROOMS (1 EACH WASHROOM), 3 FOR KITCHEN, 3 FOR BASEMENT IN THRIFT STORE, 4 FOR THE THRIFT STORE OUTSIDE BUILDING.			

ECO Charge: 4.35

Total Lines: 14

SUB-TOTAL: 2,963.64

ECO CHARGE : 8.10
FORTIS REBATE : -2,100.00

The Customer agrees to the E.B. Horsman & Son Terms and Conditions which shall form part of this agreement.

Canadian Dollars
 Sub-Total does not include taxes

*\$863.64 AFTER FORTIS
 REBATE COMES OFF OF
 INVOICE. (BEFORE TAXES)*

Thank you for your business!

Commercial Product Rebate – Lighting

Current as of July 15, 2017



Application checklist

Before you submit your application, review the following checklist to ensure you complete and submit all the required information. All items on this checklist must be complete and submitted to FortisBC before you are eligible to receive a rebate. Incomplete applications will not be processed until all documents have been received. (See terms and conditions for full details.)

☐ **Completed and signed application form**

☐ **Proof of purchase:** include the invoice with make and model number. New Construction projects may alternatively provide proof of payment in the form of a final progress draw invoice for the new building **AND** engineer-approved shop drawings which indicate the job name, site address and make and model of products.

New construction projects only:

☐ **New construction support documentation:** New construction projects must provide engineer-approved shop drawings or ASHRAE 90.1 lighting compliance forms.

1. Participant information

Is this application for:		Electric utility account number		Electric utility	
<input type="checkbox"/> New construction project?				<input type="checkbox"/> FortisBC <input type="checkbox"/> District of Summerland <input type="checkbox"/> City of Penticton	
<input type="checkbox"/> Existing building retrofit?				<input type="checkbox"/> City of Grand Forks <input type="checkbox"/> Nelson Hydro	
Participant legal name		Contact name		Title	
Street address		Town/city		Province	Postal code
Email				Contact phone number	

Please check the boxes that describe the Participant (refer to terms and conditions, **Eligible Participants, Section 1**):

☐ Property owner ☐ Builder/developer ☐ Long-term lease holder ☐ Top-Up Eligible Participant ☐ Other (please specify):

If you are a Top-Up Eligible Participant, please select from one of the following:

☐ Registered society ☐ Registered co-op ☐ Registered charity ☐ First Nation or Tribal Council Charitable registration number

2. Contractor information

Contractor name	Contact name	Contact email address	Contact phone number
-----------------	--------------	-----------------------	----------------------

3. Building information

Building address		Town/city	Province	Postal code
Building name	For apartments, condos, hotels and motels please indicate number of units		Building use (e.g. school, mall, grocery)	

4. Rebate calculation

Note: products MUST be selected from FortisBC's Eligible Lighting List to qualify for a rebate. A list of eligible lighting products can be found at fortisbc.com/commerciallighting

Category	Lighting product:	Qty.	Rebate amount	Top up rebate amount	Rebate amount per unit	Total rebate
LED Backlit Signage	LED signage		\$5	\$7	per linear foot	
LED Exit Signs	LED exit sign (up to 3W)		\$10	\$14	per luminaire	
LED Exterior and Parking Garage Luminaires	LED wall pack luminaire (up to 30W)	2	\$30	\$42	per luminaire	84.00
	LED wall pack luminaire (31W to 60W)		\$60	\$84	per luminaire	
	LED wall pack luminaire (61W to 120W)		\$70	\$98	per luminaire	
	LED parking garage luminaire (up to 70W)		\$60	\$84	per luminaire	
	LED parking garage luminaire (71W to 120W)		\$70	\$98	per luminaire	
	LED fuel canopy luminaire (up to 100W)		\$60	\$84	per luminaire	
	LED fuel canopy luminaire (101W to 250W)		\$90	\$126	per luminaire	
	LED flood light up (251W to 350W)		\$150	\$210	per luminaire	
LED Interior Luminaires	LED interior troffer (2' x 2' or 1' x 4') (up to 40W)		\$35	\$49	per luminaire	
	LED interior troffer (2' x 4') (41W to 80W)	6	\$40	\$56	per luminaire	336.00
	LED linear ambient luminaire (up to 50W)	30	\$40	\$56	per luminaire	1680.00
	LED linear ambient luminaire (51W to 100W)		\$50	\$70	per luminaire	
	LED ENERGY STAR fixture (up to 40W)		\$10	\$14	per luminaire	
	LED low-bay luminaire (50W to 100W)		\$60	\$84	per luminaire	
	LED low-bay luminaire (101W to 150W)		\$70	\$98	per luminaire	
	LED high-bay luminaire (up to 200W)		\$90	\$126	per luminaire	
	LED high-bay luminaire (201W to 250W)		\$120	\$168	per luminaire	
	LED high-bay luminaire (251W to 300W)		\$150	\$210	per luminaire	

¹ See terms and conditions, **Eligible Participants, Section 2**

² For measure qualifying criteria please visit fortisbc.com/cpr.

4. Rebate calculation extended

Category	Lighting products	Qty.	Rebate amount	Top up rebate amount	Rebate amount per unit	Total rebate
LED Lamps	LED T8 lamp, 4ft (up to 13W)		\$5	\$5	per lamp	
	LED T8 lamp, 4ft (14W to 22W)		\$5	\$5	per lamp	
	LED T5HO lamp, 4ft (up to 30W)		\$8	\$8	per lamp	
	LED 2 or 4 pin downlights (up to 14W)		\$7	\$10	per lamp	
	LED 2 or 4 pin downlights (15W to 20W)		\$10	\$14	per lamp	
	LED PAR style lamp (up to 12W)		\$8	\$11	per lamp	
	LED PAR style lamp (13W to 24W)		\$10	\$14	per lamp	
	LED BR style lamp (10W to 18W)		\$7	\$10	per lamp	
	LED MR16 style lamp (up to 7W)		\$8	\$11	per lamp	
	LED HID screw-in replacement (up to 100W)		\$20	\$28	per lamp	
LED Street Lights and Exterior Pole/Arm Mounted Luminaires	LED HID screw-in replacement (100W to 250W)		\$30	\$42	per lamp	
	LED area and roadway luminaires (up to 60W)		\$60	\$60	per luminaire	
	LED area and roadway luminaires (61W to 90W)		\$70	\$70	per luminaire	
	LED area and roadway luminaires (91W to 120W)		\$90	\$90	per luminaire	
	LED area and roadway luminaires (121W to 200W)		\$120	\$120	per luminaire	
	LED area and roadway luminaires (201W to 300W)		\$150	\$150	per luminaire	
Lighting Controls	LED area and roadway luminaires (301W to 530W)		\$150	\$150	per luminaire	
	Occupancy sensor (switch-plate or fixture-mounted)		\$25	\$35	per control	
	Occupancy sensor (ceiling or wall-mounted)		\$25	\$35	per control	
Refrigeration LED Lighting	Photocell sensor		\$10	\$14	per control	
	Low temperature refrigerated display case LED lighting (4 ft)		\$12	\$17	per luminaire	
	Medium temperature refrigerated display case LED lighting (4 ft)		\$12	\$17	per luminaire	
Total						2100.00

Participant declaration

I, the Participant or Property Manager acting on behalf of the Participant, declare that:

- All of the information provided to FortisBC is true and correct to the best of my knowledge.
- I have read, fully understand and agree to abide by the Commercial Product Rebate program terms and conditions.
- I am an eligible Participant as defined in the Commercial Product Rebate terms and conditions.
- The products listed above have been fully installed and are operational or will be installed within 180 days.
- If the Participant is not a natural person (for example, a corporation), the undersigned has the authority to bind the Participant.
- If I am a property manager, I have the legal authority and permission to bind the property owner or long-term lease holder,

to the program terms and conditions.

(legal name of property owner or long-term lease holder)

☐ I agree to receive emails from FortisBC containing news, updates and promotions regarding FortisBC's products, services, programs and associated business opportunities.

You may withdraw your consent to receive such emails from FortisBC at any time. Please refer to our Privacy Policy, which can be found at fortisbc.com/privacy, or [contact us](#) for more details.

Participant name (please print) _____ Participant title _____ Participant signature _____ Date (Yr/Mth/Day) _____
 Send applications to: businessrebates@fortisbc.com Questions? Call 1-855-857-7411 or email businessrebates@fortisbc.com

Point of Sale Rebate

Subject to Program terms and conditions, FortisBC Commercial Partners ("Commercial Partner(s)") may provide point-of-sale rebates to Participants directly. If a point-of-sale rebate has been provided by a Commercial Partner to the Participant directly, both parties must complete the portion below, attaching a product invoice showing that such rebate was provided.

Was point-of-sale rebate provided to the Participant? ☒ Yes ☐ No Commercial Partner Name E. S. HOESMAN & SON Date of Rebate 2100.00 Invoice number _____

Participant Declaration

I, the Participant or Property Manager acting on behalf of the Participant, declare that:

- I have received the rebate indicated above from the Commercial Partner;
- I have not applied for a separate rebate from FortisBC for the same product;
- I understand and consent to the collection, use and disclosure of my personal information on this application form by FortisBC and the Commercial Partner for the purpose of processing this application; and
- I consent to FortisBC contacting me by phone, email, mail or similar method for the purposes of administration, verification and evaluation of this program.

Commercial Partner Declaration

I, the Commercial Partner, declare that:

- I am a FortisBC Commercial Partner;
- I have provided the Participant rebate indicated above; and
- I confirm that the product(s) for which the rebate was provided meet the eligibility requirements for the Commercial Product Rebate program.

Participant name (please print) Jeff Janzon Participant title Branch Manager Participant signature _____ Date (Yr/Mth/Day) _____
 Commercial Partner name (please print) _____ Commercial Partner title _____ Commercial Partner signature _____ Date (Yr/Mth/Day) _____

³ For measure qualifying criteria please visit fortisbc.com/cpr.
 3464a 17/07

Commercial Product Rebate Terms and conditions



FortisBC's Commercial Product Rebate Program (the "Program") provides product-specific rebates to eligible applicants. The Program aims to stimulate investment in qualifying high-efficiency products (the "Products", or individually, the "Product") in commercial, institutional and industrial buildings.

Applicant Eligibility

1. To participate, an applicant must:
 - a. for new construction projects, be a **Builder/Developer** or **Owner** of the premises in which the Product(s) are installed (the "Premises") or **Charitable Donor**, meaning:
 - i. in the case of a **Builder/Developer**, a commercial entity that constructs new commercial buildings or industrial facilities for the purpose of resale;
 - ii. in the case of an **Owner**, the legal person who holds registered title to the Premises; and
 - iii. in the case of a **Charitable Donor**, the legal person who provides the eligible Product(s) to an entity that meets the criteria for a **Top-Up Eligible Participant** (as hereinafter defined);
 - b. for retrofit projects, be an **Owner**, **Charitable Donor** or **Lessee**, meaning the legal person who occupies the Premises under a lease;
 - c. upon request of FortisBC, at FortisBC's sole discretion, an owner will provide FortisBC with proof of such registered title; a lessee will provide proof of such lease and/or written acknowledgement by the owner of the Premises confirming the validity of the lease and granting permission to the lessee to install the Product(s) in the Premises;
 - d. in the case of applications relating to natural gas Product(s), install the Product(s) in Premises which receive natural gas or piped propane service from FortisBC under any rate class except Rate 1;
 - e. in the case of applications relating to electric Product(s), install the Product(s) in Premises which receive electric service from FortisBC under a commercial, industrial or irrigation rate class, or a general service rate class for municipal customers of Grand Forks, Summerland, Penticton and Nelson Hydro;
 - f. submit an application and supporting documentation no later than 365 days after the purchase date of the Product(s); and
 - g. install the Product within 180 days of submitting the application and supporting documentation.
- An applicant meeting these criteria is referred to as a "**Participant**".
2. Top-up rebates may be available to Participants who, in addition to the above, meet one of the following criteria:
 - a. is a housing provider incorporated under the *Society Act*; or
 - b. is a not-for-profit housing provider incorporated under the *Cooperative Association Act*; or
 - c. is a registered charity, and is not a:
 - i. school board or educational institution (which includes public and private schools, colleges and universities); or
 - ii. health authority or hospital; or
 - iii. public library; or
 - d. is a First Nation entity, which is as defined as:
 - i. a First Nations band as defined by the *Indian Act* (Canada); or
 - ii. a self-governing First Nation; or
 - iii. a Tribal Council; or
 - iv. a First Nation housing provider.

A Participant meeting one of these criteria is referred to as a "Top-Up Eligible Participant"

3. "**Property Manager**" herein means a legal person who manages a Premises on behalf of a Participant. A Property Manager may apply to the Program on behalf of a Participant; however, rebates are payable only to a Participant. The Property Manager must have legal authority and permission to bind the Participant to these terms and conditions.^s

^a FortisBC Inc. and FortisBC Energy Inc. (collectively "FortisBC")

^s FortisBC, in its sole discretion, may request the Property Manager to provide proof of such legal authority in any form satisfactory to FortisBC. If the Property Manager is unable to provide proof satisfying FortisBC of said legal authority, as determined by FortisBC in its sole and absolute discretion, FortisBC may refuse to grant entry to the Program.

3464a 17/07

Product Eligibility

4. Products must meet the following criteria:
 - a. be included in and meet all criteria found on FortisBC's list of eligible products^a (the "**Product List**") at the time of purchase, as evidenced by the date on the proof of purchase of the Product;
 - b. be new. Used or rebuilt products do not qualify for rebates;
 - c. be installed for its intended purpose and in accordance with the specific application as indicated on the Product List, at the Premises associated with the utility account as listed on the application to the Program. Products cannot be offered for resale or re-use off the Premises; and
 - d. be fully installed by a qualified installer as determined by BC Safety Authority in accordance with the manufacturer's specifications and all applicable laws, orders, regulations, ordinances, standards, codes, and other rules, licenses and permits of all lawful authorities.

Thermal Energy Service Providers' Administration Process and Fees (applicable to natural gas products only)

5. A Thermal Energy Services Provider ("**TESP**") is defined as an individual or organization other than the Participant, who will own or does own thermal energy generating assets, for the purpose of selling the thermal energy generated therefrom, to the Participant.
6. TESP's are not eligible or entitled to receive a rebate for a Product installation carried out under their direction regardless of whether or not they have the permission of the owner or lessee to install, repair and/or upgrade the Products (the boiler plant of the building(s) or facility of one of the aforementioned). Customers of such service providers may be eligible to receive a rebate for the installation of Products within a building or facility if they are the owner or lessee, and have a contract with the TESP for the provision of services.
7. The Participant understands that where a TESP will own the Product(s) that are the subject of this application, the application, all supporting documentation and any other information pertaining to the application in the possession of FortisBC, will be shared with an agent who will review and approve or decline the application on FortisBC's behalf. The Participant hereby grants consent to allow FortisBC to share all such documentation and information with the agent for the purpose of administering the Program.
8. Participants who are customers of TESP's are subject to the following administration fees:
 - a. a \$825 administration fee, for evaluation of the Program application; and
 - b. an additional \$490 administration fee, for evaluation of eligibility for the right-sizing bonus.

The applicable administration fees are to be deducted directly from any rebate to which the Participant is otherwise entitled. If the rebate is less than or equal to the applicable administration fee, the net rebate provided to the Participant will be \$0. Participants who are customers of TESP's are not eligible for a right-sizing bonus if their Eligible Boiler has an input rating of less than 1,500 MBH.

Program Rebates

9. Rebate amounts for each Product are as shown on the Product List. Rebate amounts for an individual Product may not exceed the Product purchase costs, excluding tax.
10. Top-Up Eligible Participants may receive additional top-up rebate(s), in the amount indicated for each Product as shown on the Product List.
11. Rebates are based on the information provided by the Participant to FortisBC. In the event there is any change to such information, the Participant will notify FortisBC immediately, and FortisBC may, in its sole discretion, recalculate the amount of rebate, void the application and terminate any obligation to pay any rebate to the Participant, or demand repayment of any funds already disbursed to the Participant.
12. Processing of applications may take a minimum of 90 days; FortisBC is not responsible for lost, delayed, damaged, illegible or incomplete applications
13. FortisBC reserves the right to refuse applications which it determines, in its sole discretion, are incomplete, inaccurate or otherwise do not meet Program requirements.

^a Available at: fortisbc.com/commerciallighting. The Product List may be amended from time to time by FortisBC, in its sole discretion and without notice.

14. The Participant acknowledges and agrees that FortisBC may, in its sole discretion, require the Participant to repay all or part of the rebate(s) provided under the Program within 90 days of the receipt by the Participant of a notice from FortisBC in the event that:
- FortisBC determines, in its sole discretion, that any information provided by the Participant is incorrect or untrue, including but not limited to failure to install the Product(s) or any misrepresentation as to the specifications, energy efficiency or installation particulars of the Product(s); or
 - FortisBC determines, in its sole discretion, that the Participant has failed to comply with these terms and conditions; or
 - an inspection indicates that the Product(s) have not been installed or have been removed.

Participant Information

15. For the purposes of the Program and these terms and conditions, "Participant Information" means all information disclosed by the Participant in any Program application materials, including any personal information as disclosed, as well as any data respecting billing, energy use and consumption at the Premises for a period of one year prior to application to the Program and one year after application to the Program. By applying to the Program, the Participant acknowledges and agrees that:
- FortisBC collects and uses the Participant Information for the purposes of processing, administering and evaluating the Program and developing other FortisBC energy efficiency programs;
 - FortisBC may contact the Participant in the future to review the effectiveness of the Program, which may include surveys;
 - FortisBC may retrieve the Participant's billing, energy use and consumption information from the FortisBC account database for the period set out above for the purposes of analyzing consumption behaviour and energy savings attributable to the Program; and
 - FortisBC may disclose the Participant Information to its affiliates and contractors for the purposes of administering and evaluating the Program as described herein and developing other FortisBC energy efficiency programs.

Additional Terms and Conditions

- FortisBC may amend, modify or terminate this Program at any time based on funding limitations or for any other reason, without notice.
- FortisBC reserves the right to limit the number of rebates it provides under the Program.
- The Participant acknowledges that FortisBC is a "public utility" as defined in the *Utilities Commission Act*, R.S.B.C. 1996, c. 473, and further acknowledges and agrees that payment of rebates is subject to the approval of the British Columbia Utilities Commission ("BCUC") on terms satisfactory to FortisBC, acting in FortisBC's sole discretion. In the event that the BCUC withdraws approval or changes the terms and conditions of such approval either with respect to this Program or energy efficiency funding generally, on terms and conditions not satisfactory to FortisBC, in FortisBC's sole discretion, FortisBC may terminate the Program, and the Participant acknowledges and agrees that FortisBC shall be under no obligation to pay any rebate to the Participant.

- FortisBC is not responsible for lost, delayed, damaged, illegible or incomplete applications.
- The Participant hereby grants a non-exclusive licence to FortisBC and its authorized employees, contractors and agents to access the Premises in which a Product(s) are installed either before or after a rebate is paid for the purposes of performing an on-site inspection of the installed Product(s). The Product(s) must be installed, operational and accessible at the time of the inspection. FortisBC agrees to provide 48 hours prior notice to the Participant in order to make arrangements for access to the building, facility or premises for such inspection purposes. The Participant will take all reasonable measures and actions to ensure that the Premises are safe for FortisBC and its authorized employees, contractors and agents to enter for inspection purposes.
- Provision of a rebate under this Program does not constitute FortisBC assuming any ownership interest, either in whole or in part, of the Product(s) that are the subject of the rebate.
- The Participant acknowledges and agrees that FortisBC, not being the designer or manufacturer of such Product(s), makes no representation or warranty, express or implied, as to the fitness, design or capability of the material, equipment or workmanship of the Product(s), nor any warranty that such Product(s) will satisfy the requirements of the Participant or any law, specification or contract. FortisBC does not endorse any particular consultant, manufacturer, product, system, design, contractor, supplier or installer in promoting the Program.
- The Participant agrees that FortisBC has no liability concerning any estimated energy savings of Product(s) eligible for rebates under this Program or the installation, performance or fitness of such Product(s).
- The Participant agrees to indemnify and save harmless FortisBC and its directors, officers, agents and employees from all liability, damages, claims, demands, expenses and costs for claims, costs for injury or death of any person, damage to or destruction of property, and all economic loss suffered by any person arising from or occurring by reason of the Program, receipt of rebate(s), or actual or alleged preparation or installation or use of Product(s), including any actions or omissions by third-party consultants or contractors in the preparation or installation of Product(s). The Participant acknowledges and agrees that the Participant is responsible for the disposal of all hazardous materials that may result from the installation of the Product(s), and such disposal will be conducted in accordance with all applicable government regulations, and FortisBC has no responsibility with respect to same.
- The Program is independent of other incentives and rebates offered by FortisBC and/or other utilities, or manufacturers, or government incentive programs or grants. The Participant is solely responsible for any tax liability imposed as a result of any rebates.
- The Participant is responsible for complying with all applicable laws, regulations and bylaws regarding permits, codes, restrictions and inspections in relation to any Product(s) installed for this Program.

Questions?

Call 1-855-857-7411 or

Email businessrebates@fortisbc.com



website: www.qsd-inc.com

18021-105 Ave, Edmonton, AB T5S 2E1
Toll Free: 1-800-661-5649
Phone: (780)484-3052
Fax: (780)484-1929

Quote

Date: 19/01/2018
Quote #: 13-17-009A
Project Name / Cust Ref #: --

Quote To: Hazel Self
Westbridge Recreation Society
--
selfhd@gmail.com
Po Box 95
VOH2B0

Ship To: Hazel Self
Westbridge Recreation Society
--
Po Box 95
Westbridge, BC
VOH2B0

S/P Name: Arnel Wiebe
S/P E-Mail: a.wiebe@qsd-inc.com
S/P - Phone: 780-484-3052

PO Number:
Ship Via: Prepaid
Delivery FOB: Site

Cost to: Supply Only

Terms: Net 30 Days

Product #	Product Description	Quantity	Unit \$	Total Cost \$
Item 1	Main Drape	2	ea	\$ 382.50 ea. Curtain Total \$ 765.00
Fabric	Calgary	16oz FR 100% Cotton		
Color	TBD			
Nap	Up			
Finished Size	132 " wide	x	96 " high	
Fullness	1.5 Fullness (50%)			
Lining	None			
Top	Box pleat			
Reinforcing	3" Web			
Hooks/Grommets	Grom			
Spacing	12" o.c.			
Bottom	5" dbl chain			
Lead Edge	6"			
Side Hem	2" dbl			
Track System	700 - complete cord operated - ceiling mount			
Track Length	1 (qty) @ 20 ' - -- "			
Carriers	#705 - nylon @ 12" o.c.			
	- No clamps required for ceiling mount tracks. Site drill and screw through top flange of track			
	- Endstop/cord supports, splices as required, 2 (qty) master carriers, 1 (qty) single & 1 (qty) double end pulley,			
	- 1(qty) floor block and 1/4" operating cord (black)			
	--			
Track Total				\$ 700.00
Item 1 Subtotal				\$ 1,465.00

- Delivery date of order to be determined after receipt of deposit and signed quote. Delivery date is subject to fabric availability and current work schedules.
- Estimated shipping cost based on a single shipment. Extra cost will incur for additional shipments.
- Please note shipping charges may be estimated. Actual shipping charges will be added to invoice with any applicable taxes.
- Full payment is required on all custom jobs, unless other arrangements have been made.
- Please review the descriptions and details listed above. If it is correct and acceptable, please sign and date this quotation.

INSTALLATION	
ESTIMATED SHIPPING COST	\$ 300.00
SUBTOTAL	\$ 1,765.00
GST	\$ 88.25
PST	\$ 123.55
TOTAL	\$ 1,976.80

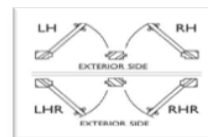
Name: _____ Date: _____
Signature: _____ Expiry Date: _____
Credit Card #: _____



530 Sheppard Street
Winnipeg, MB.
R2X 2P8
Phone: 204-633-7133
Fax: 204-633-7373
Toll Free: 1-866-552-0163

3505A Alcan Road
Kelowna, B.C.
V1X 7R3
Phone: 778-753-6016
Fax: 778-753-6068
Toll Free: 1-855-541-4707

Quotation



January 23, 2018

To:	Westbridge Recreation	QUOTE #:	Rec Centre
Attn	Harald	Fax #/E-mail:	

Supply Only

- 1 - EP182, RHR/LHR, 5'0 x 6'6 Expandable Steel Frame, SVR Reinf.
- 2 - LS206A-RP-INS, 2'6 x 6'6 Steel Door, (1) Prepared for 2227 x 230TP
- 6 - BB1409 NRP Hinges
- 2 - 2227EO x 36" x 689 Von Duprin Vertical Rod Panic
- 1 - 230TP x 689 Von Duprin Thumbpiece c/w M118 Cylinder
- 2 - SC81 x 689 Falcon Door Closers
- 1 - W-255 x 2/7' Meeting Stile Astragals
- 1 - W-295 x 20' Weatherstripping
- 2 - W-245 x 36" Brush Door Sweep
- 1 - CT12 x 60" x 1/2" Rise x 7" Threshold

Material Pricing ----- 2006.00 + Taxes

Install Pricing ----- 950.00

Add 35.00/ea. door for 186A (Strongly Recommended)

Additional Pricing can be provided for glazing in doors (Also recommended)

Only (1) Door priced w/ lock

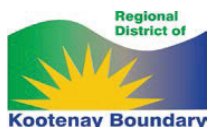
Due to size of opening, both doors are active

GST INCLUDED <input type="checkbox"/> EXTRA <input checked="" type="checkbox"/>	GLAZING INCL. <input type="checkbox"/> EXTRA <input checked="" type="checkbox"/>	PRE-PAINT INCL. <input type="checkbox"/> EXTRA <input checked="" type="checkbox"/>
PST INCLUDED <input type="checkbox"/> EXTRA <input checked="" type="checkbox"/>	INSTALL INCL. <input type="checkbox"/> EXTRA <input checked="" type="checkbox"/>	CRATING INCL. <input type="checkbox"/> EXTRA <input checked="" type="checkbox"/>
FOB: DOORTECH - KELOWNA <input checked="" type="checkbox"/>	PRE-HANG INCL. <input type="checkbox"/> EXTRA <input checked="" type="checkbox"/>	

Notes: - All quotes are valid for a period of thirty days from the date originally submitted.

- After order confirmation is received and production is complete, material will be invoiced 30 days thereafter if not picked up/shipped.

Neil Perrier
nperrier@doortechltd.ca



Federal/Provincial Gas Tax Funding Application

Application Date

Project Title

Applicant Contact Information:

Name of Organization	Bridesville Community Club		
Address	Box 44, Bridesville, BC, V0H 1B0		
Phone No.	250-495-4877	Fax No.	
Email Address	aka-opa@hotmail.com		

Director(s) in Support
Of Project

Area

Amount Required

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

- ☒ The applicant is the owner of the property
- ☐ The property is Crown Land. Tenure/license number

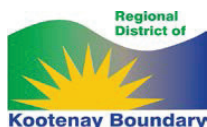
Do you have the land owner's written approval to complete the works on the land(s)?

- ☐ Yes (include copies of permits)
- ☐ No

Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

Registered Owners of Land	Legal Description of land(s)
Bridesville Community Club	5724 Bridesville Townsite Rd Lot 2 PlanKAP58882 District Lot 491, Simikameen Div of Yale LD PID:023-724-307

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com



Application Contents – must include all of the following:

1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

1. Eligible Project Description including timeline:

This grant application is for Phase II of our hall addition. (see attached plans)

We are pleased to say that we have completed Phase I which involved a complete demolition of the old kitchen and preparing the concrete slab to accommodate the much-needed space for two wheelchair accessible washrooms. (The old washrooms were basically two water closets in the basement which were only accessible by a narrow steep set of stairs.)

Our hall has been without a kitchen for two years now and we are certainly anxious to get our addition project completed so our community members can once again hold functions at our hall.

Phase II is will consist of adding three rooms to the existing building. The addition is roughly 51 feet by 12 feet, approximately 610 square feet of additional floor space. This will provide a kitchen, a meeting room and a storage room (for tables, chairs etc.). This will be to “lock-up” construction.

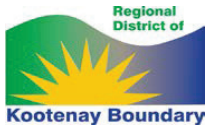
The finishing of the flooring and kitchen cupboards will be our final phase. This is not included with this application. We are applying for two grants, one from Osoyoos Credit Union the other from New Horizons for Seniors (NHFS helped with Phase I).

Because this is Phase II we will not have to wait for Building Permits, or an Asbestos inspection. Both crucial requirements have been taken care of.

We hope to have Phase II complete by June of this year and most of Phase III complete by October.

In 2017 BCC sought out four quotes from local contractors. At our January 2018 meeting these quotes and references were reviewed. After a lengthy discussion the contract was awarded to from Robert Malina Renovations, Additions and House Design in Rock Creek BC. (We have included his quote)

Robert has completed work at both Westbridge and Mid-Way Halls. His references were outstanding. Bridesville Community Club has worked hard these past two years to raise extra funds for Phase II.



1.1 Project Impact:

(continued from previous page)

Our volunteers operated the Food Booth at the Rock Creek Fall Fair (our major fund raiser), as well they held a Christmas Craft Fair. Although these two events provide the funds we need to do our day to day operations, we were able to set aside enough finances to cover the funds not covered by this grant we are applying for.

The hall has one full time renter, that being the Sidley Mountain Cowboy Church. Along with rent money they provide the janitorial maintenance.

As well, we have volunteers lined up to help in the construction phase and for painting, excavating, and construction waste material removal. We have also been offered the services of a bobcat to landscape once the construction is complete.

The years have unfortunately not been kind to our little community. At present the only community building we have left is the Bridesville Community Hall. The Bridesville hall has provided space for community members to participate in both recreational programs, and entertainment venues.

Special occasions such as Easter and Christmas Eve bring neighbors together. BCC along with Sidley Mountain Cowboy Church have been thrilled to see the hall filled to capacity each Christmas Eve for the past 11 years.

In the past we have hosted events such as dinner theaters, dances and Christmas dinners. These events were all well attended.

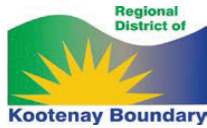
At this point of time we are not able to hold any events that require a kitchen. community's needs.

Some events that are affected:

Emergency Center: During the 2015 wildfires the Bridesville Hall was used as an emergency / evacuation center, providing a meeting place for those West of Rock Creek.

Funerals: BCC manages the Bridesville Cemetery and community members use the Hall for their families to hold services. Without a kitchen it limits the ability for family members to hold proper wakes / Celebrations of Life.

Community Events: BCC has traditionally held community events such as Dinner Theaters, Harvest Dances, Christmas Dinners, and Four H Banquets. As you can imagine without kitchen facilities these events have no longer been possible.



1.2 Project Outcomes:

At the completion of this project the Bridesville Community Hall will have:

Two handicap accessible washrooms: These are now on the main floor, easily accessible for wheelchair users. Cost efficient electric heat in each unit makes controlling temperatures much easier..

Separate Meeting Room: This room will be set up with board table and chairs, White Board and WIFI. It will have separate heating so we will no longer need to heat the whole hall for small group meetings. It will also contain several lockable filing cabinets to house our BCC records and important papers.

Storage Room: This area is designed to hold our tables (mounted on a trolley) and chairs. At present they are lined along the walls in the main hall and take up a lot of space. We are also planning on building lockers along one wall to provide locked storage for our future long term renters.

Full Kitchen: When complete this area will be an up to date efficient food prep area. We are in consultation with Westbridge and Greenwood Community Centers and will be following their lead as to our floor plan and appliances.

Those are some of the physical outcomes, but there is also the outcome that will provide a sense of renewed pride for the community at large. Hopefully it will catch the attention of some younger community members leading them to become involved with the BCC.

1.3 Project Team and Qualifications:

Ed Brouwer - BCC President - Art Harfman - BCC VicePresident
 Robert Malina - Contractor
 Grant Harfman -Excavating
 Reid Hedlund - Bobcat work - landscaping

2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

Items	Details	Cost (\$)
Excavation	preparing site	\$1,500.00
Forms and Concrete	Labor and Material	\$7,600.00
Backfill/Drainage	Labor and Material	\$3,800.00
Framing/Roofing	Labor and Material	\$21,400.00
Windows/Doors	Labor and Material	\$2,500.00
Electrical	Labor and Material	\$14,000.00
Plumbing	Labor and Material	\$9,000.00
Concrete slab	Labor and Material	\$4,200.00
Insulation	Labor and Material	\$6,700.00
Drywall/Priming	Labor and Material	\$7,500.00
	GST	\$3,910.00
	(BCC does not have a GST #)	
	Total	\$82,110.00

Additional Budget Information

--

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

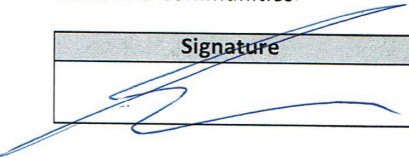
Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
	ED BROUWER	FEB 19/2018

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- b) the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. training directly related to asset management planning; and,
 - iii. long-term infrastructure plans.

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section 1.1
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs.

Robert Malina

Renovations, Additions and House Design

Rock Creek, BC

Tel: 250-446-2617

Dear Sir/ Madam,
February 7th, 2018

We are sending you Break- downs of our Estimate Budget for addition of Bridsville Community Hall as you request recently. The Prices are as follow - Labor and Material included.

Excavation: \$ 1,500;-

Forms and Concrete for fundation: \$ 7,600;-

Dumpproofing, Backfilling, Drainage: \$ 3,800;-

Framing and Roofing: \$ 21,400;-

Windows and Doors Installation: \$ 2,500;-

Electrical: \$ 14,000;-

Plumbing: 9,000;-

Concrete Slab in crawl space: \$ 4,200;-

Insullation: \$ 6,700;-

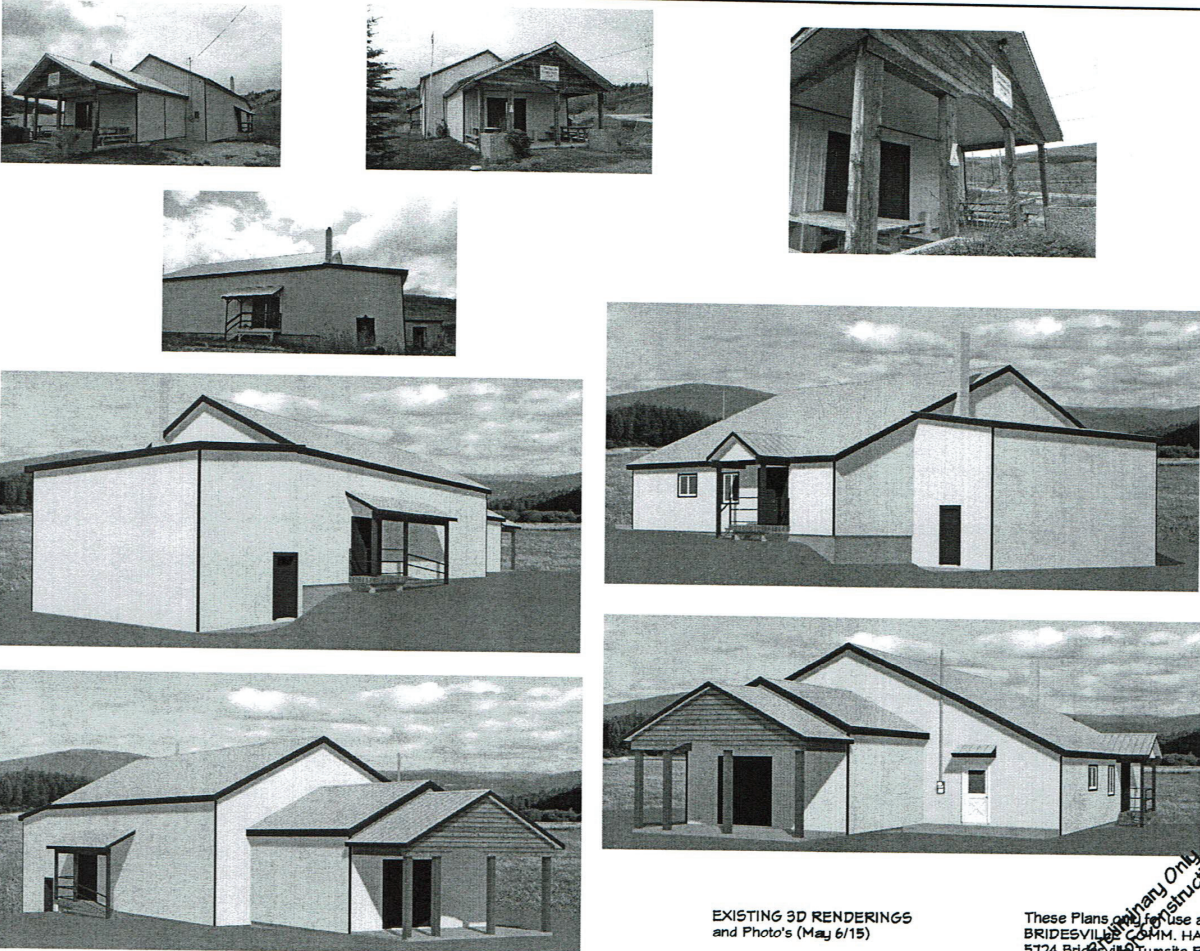
Drywalling and Priming: \$7,500;-

The Price is Not including GST.

It should be considered that material prices are garanteed for 30 days.

If you have any questions or need other informations, please call me anytime on 250-446-2617.

Best Regards,



EXISTING 3D RENDERINGS
and Photo's (May 6/15)

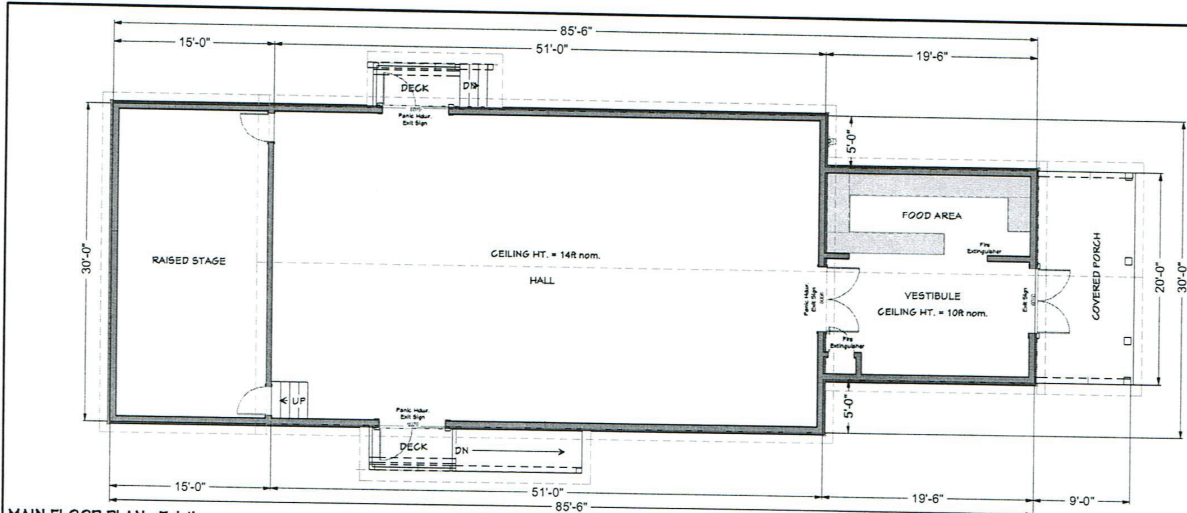
These Plans only for use at:
BRIDESVILLE COMM. HALL
5124 Bridesville Tunsite Rd.
Bridesville, BC (RDKB)

NOTES:
Must be printed on 11" x 24" paper to be in Scale.

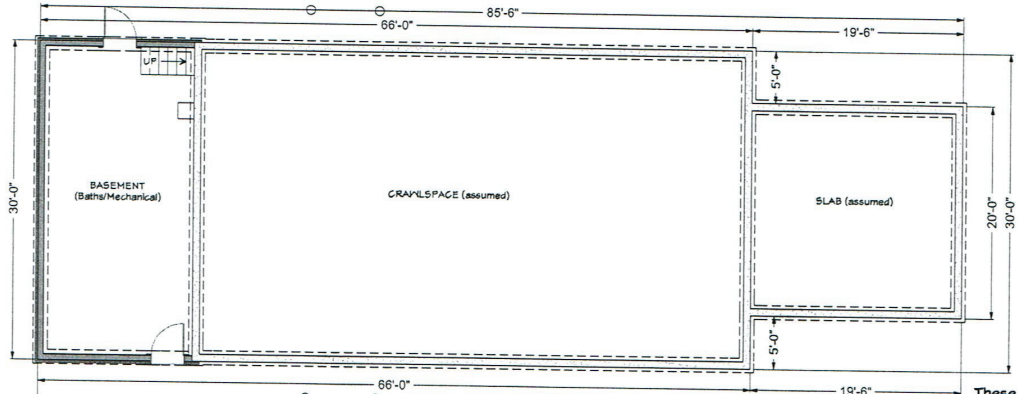
DATE: 20/05/2015
PAGE: 4 of 4
SCALE: As Indicated

A4

Custom Drafting & Design
... by Grant Asct, CRD, CEA



MAIN FLOOR PLAN - Existing
Scale: 3/16" = 1' - 0"



FOUNDATION/BASEMENT PLAN - Existing
Scale: 3/16" = 1' - 0"

These Plans are for use at:
BRIDESVILLE COMM. HALL
5124 Bridesville Turnpike Rd.
Bridesville, BC (RDKB)

A5

Date: 20/05/2015
Page: 5 of ?
Scale: As Indicated

NOTES:
Must be printed on 18" x 24" paper to be in Scale.

Box Title, Graphics, BC
ph: (250) 495-5268

Custom Drafting & Design
... by Grant A&T, CRD, CEA



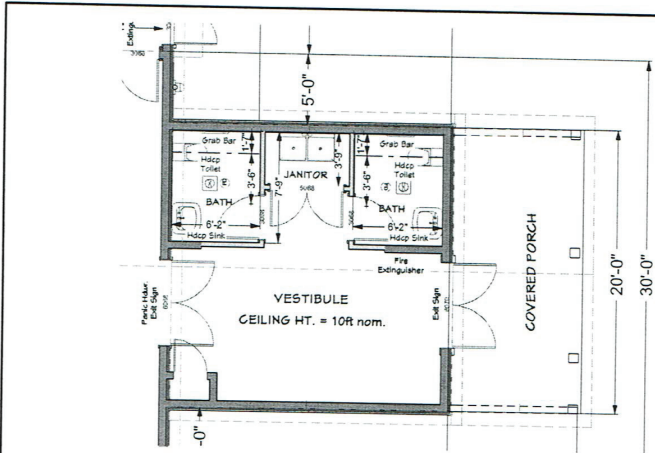
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Page: 6 of ?
Scale: As Indicated

NOTES:

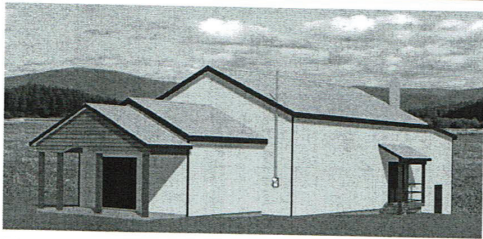
gmont@vp.net
Box T36, Osoyoos, BC
ph: (250) 495-5260

Custom Drafting & Design
... by Grant ASCT, CRD, CEA

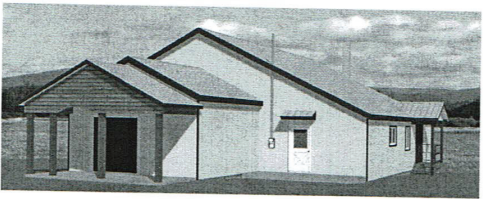
These Plans are for use at:
BRIDESVILLE COMM. HALL
5724 Bridesville Tunsite Rd.
Bridesville, DC (RDKB)



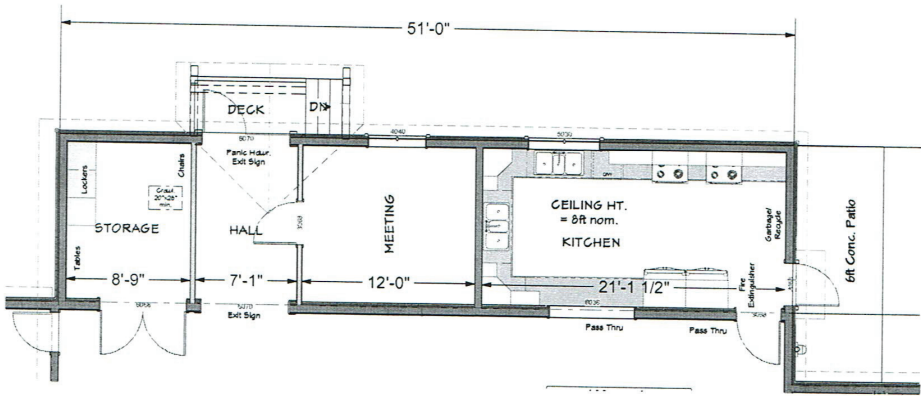
BATHROOMS - Proposed
Scale: 1/4" = 1' - 0"



Existing Rendering



Proposed Rendering



KITCHEN/STORAGE - Proposed
Scale: 1/4" = 1' - 0"

These Plans are for use at:
BRIDESVILLE COMM. HALL
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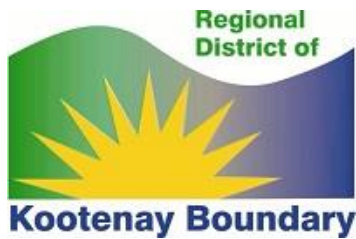
A7

Date: 2010/5/2015
Page: 1 of 7
Scale: As Indicated

NOTES:
Must be printed on 18" x 24" paper to be to Scale.

Box 134, Osoyoos, BC
PH (250) 495-5266

Custom Drafting & Design
... by Grant ASCT, CRD, CEA

**STAFF REPORT**

Date: March 9, 2018 **File:**

To: Chair Roly Russell and Members of the
Regional District Kootenay Boundary
Board of Directors

From: Dan Derby, Regional Fire Chief /
Fire Dispatch Manager

Re: Renewal license agreement between Bell Media Inc. and Regional District
Kootenay Boundary for Big White repeater site.

Issue Introduction

A staff report from Dan Derby, Regional Fire Chief/Fire Dispatch Manager regarding renewal of Big White repeater site agreement with Bell Media Inc.

History/Background Factors

The main radio repeater for Big White Fire Department is co-located with Bell Media Inc. under agreement since 2008. Staff have confirmed Big White FD will continue to require this repeater site after transition to Kelowna Fire Dispatch.

The renewal/extension agreement expires September 14, 2018. This is to align our agreement with Bell Media Inc. master site lease agreement. It is expected that later this year a longer term renewal agreement will be brought forward for approval.

Repeater site agreements, preventative maintenance and operating costs continue to be the responsibility of the RDKB 9-1-1 Emergency Communications service even after transition to Kelowna Fire Dispatch.

Implications:

Annual repeater site cost is \$3,672, consistent with other repeater site agreements that are managed by Trail Fire Dispatch.

Advancement of Strategic Planning Goals:

Staff are striving to advance RDKB's strategic goal to provide exceptional cost effective and efficient services – ensuring responsible and proactive funding for core services.

Background Information Provided:

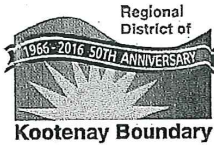
n/a

Alternatives

1. Receipt and no action.
2. Not approve the renewal/extension license agreement.
3. Approve the license agreement renewal/extension between Bell Media Inc. and the Regional District Kootenay Boundary.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve the license agreement renewal/extension for repeater site equipment and shelter between Bell Media Inc and the Regional District Kootenay Boundary for a term that expires September 14, 2018. Further that the Regional District Kootenay Boundary will make payment to Bell Media Inc. a license fee of \$306.00 for each month of the agreement plus any applicable federal and or provincial sales tax according to the schedule set out in Appendix 'A' of the agreement. Further that the Regional District Kootenay Boundary Board of Directors authorizes the RDKB's signatories to sign and enter the agreement.



Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input checked="" type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
--	--	--	---	--

Applicant:	* JUNIOR DRAGONS DEN/ CFDC Greater TRAIL			
Address:	* 825 SPOKANE STR. TRAIL BC V1R 3W4			
Phone:	* 250 364 2595	Fax:		E-Mail: * john@communitypictures.com
Representative:	* John Reed			
Make Cheque Payable To:	* CFDC Greater Trail			

*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? \$ see budget attached What amount are you requesting from this RDKB Director(s)? \$ 500 approved

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

4th Junior Dragons Den student business program in the West Kootenay Boundary. www.juniordragonsden.com money goes toward supporting program implementation and prizeing.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization see attached
 Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Date: _____ Applicant Signature _____ Print Name _____

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT

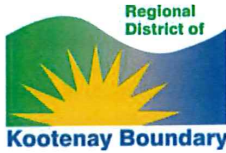
2018 JDD sponsorship forecast

Organization	Secured	In kind	Pending
CFDC Grand forks	1000		
CFCK	2500		
CFBC			2500
CFEDP	1000		
City Trail			2500
TECK			2500
Selkirk College	1000		
CBT	2500		
CPC			3500
Kootenay Business Magazine		4500	
Black Press		5000	
Nelson Daily News		3000	
Vista Radio		30000	
TD			5000
Pacific Coastal		3500	
Fortis	2500		
Kootenay Savings			2000
Pacific Insights	1500		
City Castlegar			2500
Salmo			1000
RDCK			1000
CIBC			2500
Total	12000	46000	26000

25,000

confirmed
amount
pending

2018 Junior Dragons Den Pro Forma budget		
Revenues	Cash	In-kind
CFDC contribution	\$40,960	
Sponsorship		
Cash sponsorships	\$34,000	
In kind media partnerships		\$37,500
Sub total revenues	\$74,960.00	\$37,500
Total revenues (cash + in kind)	\$112,460.00	
Expenses		
Program Coordinator	\$30,000.00	
MC 2 events	\$2,000.00	
Sub total staffing	\$32,000.00	
Prizing		
Regional shows	\$2,550	
Provincial Championship	\$9,000	
Sub total prizing	\$11,550	
Catering & venue rental		
Catering	\$1,000	
Venue rental	\$3,000	
Sub total catering & venue rental	\$4,000	
Branding/ web/ video/ photography		
Video production finalists all shows	\$5,000	
Championship video	\$2,000	
Photography * 2 shows	\$1,600	
Sub total branding, web, video/ photography	\$8,600	
Travel, accommodation, food		
Travel for regional school presentations	\$500	
Fuel allowance for video production	\$500	
Accommodation regional show video production	\$1,800	
Meals	\$360	
Sub total Travel accommodation, food	\$3,160	
Promotion/ marketing		
Vista radio partnership	30,000	
FB/ Social media	\$5,000	
Black Press partnership	\$5,000	
Neslon Daily News patnership	\$3,000	
Kootenay Business Magazine	\$4,500	



Grant-in-Aid Request

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--	---	--	---	---

Applicant:	* Special Olympics B.C.- Trail				
FULL Mailing Address: Including Postal Code	* Box 34 Trail B.C. V1R 4L3				
Phone:	* 2503687185	Fax:		E-Mail:	* larissastanton@hotmail.com
Representative:	* Larissa Harrington				
Make Cheque Payable To:	* Special Olympics B.C. - Trail				

*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? \$ 22000 What amount are you requesting from this RDKB Director(s)? \$ 2500

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

This Grant in Aid application is to provide funding for our Special Olympics sports program in the Trail, Rossland and Fruitvale area. We currently have nine sport programs with thirty five athletes. Funds will allow our athletes to participate with little or no cost to them as they are on limited income. Our most popular sport is bowling, which costs approximately eight thousand dollars per year. Other expenses include equipment, uniforms, transportation and competitions. These competitions alone will amount to four thousand dollars. We hope to secure funding to be able to continue our programs without having to cancel due to lack of funding.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization United Way
Amount Requested: \$ 5000 Amount Secured: \$ 5000

Name of Organization Community Gaming Grant
Amount Requested: \$ 15000 Amount Secured: \$ 10000

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Date: Mar 2/18 Applicant Signature Larissa Harrington Print Name Larissa Harrington

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT

Melissa Zahn

From: is@rdkb.com
Sent: March-07-18 8:17 AM
To: Theresa Lenardon; Melissa Zahn; Information Services
Subject: Grant-in-Aid Form submitted by Champion Lakes Golf Course, email address - Bradyslowe@gmail.com

Online Grant-in-Aid Application**Electoral Area(s) Applied to:**

Electoral Area 'A' Director Ali Grieve

Applicant Information:

Applicant: **Champion Lakes Golf Course**

Address: 111 Champion Park Rd. Fruitvale BC VOG 1L0

Phone: 12503677001

Fax:

Email: Bradyslowe@gmail.com

Representative: Brady Lowe, Kevin Nesbitt, Dave Duncan

Make Cheque Payable To: **Champion Lakes Golf Course**

Other Expenses:

Total Cost of Project: \$\$8,000.00

Amount Requested from RDKB Director(s): **\$\$1,000.00** *approved*

What is the Grant-in-Aid for?

Champion Lakes Golf Course would like to improve the safety and appeal of our patio for the community. Currently, our handrail for the restaurant is in poor condition. Boards are constantly being replaced, paint is

chipping, and mould has formed on most boards. Volunteers are needed on a consistent basis to maintain the handrail, but volunteers can not always be found. We would like our patio to become an aesthetically pleasing venue for surrounding communities while keeping safety the priority.

List of Other Organizations Applied to for Funding

Name of Organization Columbia Basin Trust (awaiting grant approval)

Amount Requested \$7,000.00

Amount Secured \$0.00

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

I:\Portals\0\Documents\GIA-Attachments\

02/15/2018 21:50 2503676699

PAGE 01



Grant-in-Aid Request

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

FILE #

FEB 16 2018

REF. TO:

CC:

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	<input type="checkbox"/> Electoral Area B Director Linda Worley	<input type="checkbox"/> Electoral Area C Director Grace McGregor	<input type="checkbox"/> Electoral Area D Director Irene Perepolkin	<input type="checkbox"/> Electoral Area E Director Bill Bajrd
---	--	--	--	--

Applicant:	BEAVER VALLEY GOLF & RECREATION SOCIETY		
Address:	PO Box 158 FRUITVALE, BC V0G 1L0		
Phone:	250-367-7001	Fax:	250 367-6699
Email:	staff@golfchampionlakes.com		
Representative:	KEVIN NESBITT		
Make cheque payable to:	BEAVER VALLEY GOLF & RECREATION SOCIETY		

What is the Grant-in-Aid for:

RENEWAL OF 1YR FOR TEE BOX ADVERTISEMENT SIGN

Amount Requested: \$ 210⁰⁰ incl. gst approved.

Date: FEB 16/18

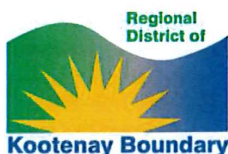
Signature:

Print name: KEVIN NESBITT

Office Use Only

Grant approved by Director: _____

Approved by Board: _____



Grant-in-Aid Request

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--	---	--	---	--

Applicant:	* JL Crowe Secondary School - Holly Pii				
FULL Mailing Address: Including Postal Code	* 1300 Frances Moran Rd, Trail BC V1R 4L9				
Phone:	* 250 368-5591	Fax:	250 364-1567	E-Mail:	* hpii@sd20.bc.ca
Representative:	* Scholarship Committee				
Make Cheque Payable To:	* JL Crowe Secondary School				

*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? \$ 1500 What amount are you requesting from this RDKB Director(s)? \$ 750 x 2 *approved.*

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Funds for the Area A and Area B scholarships traditionally presented at the JL Crowe graduation ceremonies.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

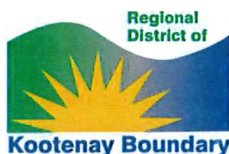
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: Feb 20/18 Applicant Signature _____ Print Name Holly Pii

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____



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FULL Mailing Address: Including Postal Code	* 1300 Frances Moran Rd, Trail BC V1R 4L9			
Phone:	* 250 368-5591	Fax:	250 364-1567	E-Mail: * hpil@sd20.bc.ca
Representative:	* Scholarship Committee			
Make Cheque Payable To:	* JL Crowe Secondary School			

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Funds for the Area A and Area B scholarships traditionally presented at the JL Crowe graduation ceremonies.

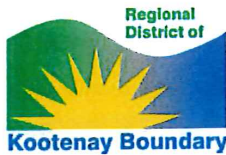
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Name of Organization _____	Amount Secured: \$ _____
Amount Requested: \$ _____	
Name of Organization _____	Amount Secured: \$ _____
Amount Requested: \$ _____	
Name of Organization _____	Amount Secured: \$ _____
Amount Requested: \$ _____	
Date: Feb 20/18 Applicant Signature <i>approved</i> _____	Print Name Holly Pii _____

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____



Grant-in-Aid Request

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--	--	---	--	--

Applicant:	* Special Olympics B.C.- Trail		
FULL Mailing Address: Including Postal Code	* Box 34 Trail B.C. V1R 4L3		
Phone:	* 2503687185	Fax:	E-Mail: * larissastanton@hotmail.com
Representative:	* Larissa Harrington		
Make Cheque Payable To:	* Special Olympics B.C. - Trail		

*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? \$ 22000 What amount are you requesting from this RDKB Director(s)? \$ 2500 *approved via email*

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

This Grant in Aid application is to provide funding for our Special Olympics sports program in the Trail, Rossland and Fruitvale area. We currently have nine sport programs with thirty five athletes. Funds will allow our athletes to participate with little or no cost to them as they are on limited income. Our most popular sport is bowling, which costs approximately eight thousand dollars per year. Other expenses include equipment, uniforms, transportation and competitions. These competitions alone will amount to four thousand dollars. We hope to secure funding to be able to continue our programs without having to cancel due to lack of funding.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization	United Way	Amount Requested: \$	5000	Amount Secured: \$	5000
Name of Organization	Community Gaming Grant	Amount Requested: \$	15000	Amount Secured: \$	10000
Name of Organization		Amount Requested: \$		Amount Secured: \$	

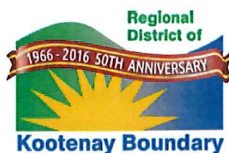
Date: Mar 2/18 Applicant Signature Larissa Harrington Print Name Larissa Harrington

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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---	--	---	---	--

Applicant:	* Christina Lake Stewardship Society				
Address:	* PO Box 373, 1675 Hwy #3, Christina Lake, BC V0H 1E0				
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail:	* clss@shaw.ca
Representative:	* Brenda LaCroix				
Make Cheque Payable To:	* Christina Lake Stewardship 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? \$ 3,571.89 What amount are you requesting from this RDKB Director(s)? \$ 1,785.95 *approved*

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

A full size billboard (10' x 20') with the message "CLEAN, DRAIN, DRY" Aquatic Invasive Species - Helping to inform people of the potential invasion of the zebra/quagga mussel into BC. The billboard will be installed 0.5 km west of Whitehall Road on the left hand side when heading east. All traffic travelling this corridor heading to Christina Lake and beyond will see the sign. Cost includes printing and production, billboard rental (183 days) from April 15th to October 15th, 2018 and installation. Logos on the billboard will be the Christina Lake Stewardship Society and the Boundary Invasive Species Society. The cost will be split with the Central Kootenay Invasive Species Society (the organization who is overseeing this project). A digital image will be sent to Director Grace McGregor prior to production.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____

Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____

Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____

Amount Requested: \$ _____ Amount Secured: \$ _____

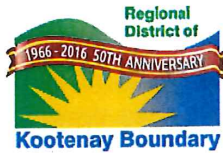
Date: Feb 21st, 2018 Applicant Signature Brenda LaCroix Digitally signed by Brenda LaCroix
DN: cn=Brenda LaCroix, o=CLISS, ou, email=clss@shaw.ca, c=CA
Date: 2018.02.21 19:01:00 -0800 Print Name Brenda LaCroix

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B/' Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C/' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D/' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E/' West Boundary Director Vicki Gee
---	---	--	--	---

Applicant:	* Christina Lake Stewardship Society				
Address:	* PO Box 373, 1675 Hwy #3, Christina Lake, BC V0H 1E0				
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail:	* clss@shaw.ca
Representative:	* Brenda LaCroix				
Make Cheque Payable To:	* Christina Lake Stewardship 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? \$ 1,500.00 What amount are you requesting from this RDKB Director(s)? \$ 1,500.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

18th Annual Lake Clean Up Day - Saturday May 26th, 2018. Grace Note: I am proposing that we allocate \$1,000.00 for prizes (10 x \$100.00) and have a BBQ at the end of the event \$250.00, Materials, Supplies, Equipment and Prep. \$250.00.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

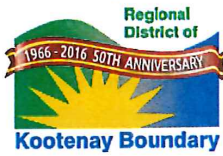
Date: March 4, 2018 Applicant Signature Brenda LaCroix Digitally signed by Brenda LaCroix
DN: cn=Brenda LaCroix, o=CLSS, ou=
email=clss@shaw.ca, c=CA
Date: 2018.03.04 15:23:37 -0800 Print Name Brenda LaCroix

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

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<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C'/ Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E'/ West Boundary Director Vicki Gee
---	---	--	--	---

Applicant:	* Christina Lake Stewardship Society			
Address:	* PO Box 373, 1675 Hwy #3, Christina Lake, BC V0H 1E0			
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail: * clss@shaw.ca
Representative:	* Brenda LaCroix			
Make Cheque Payable To:	* Christina Lake Stewardship 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? \$ 2,500.00 What amount are you requesting from this RDKB Director(s)? \$ 2,500.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Christina Lake Watershed Management Plan Annual Review - Wednesday November 28th, 2018. Our biggest educational event of the year that includes representatives from all government levels and professional guest speakers. This event allows our community members to learn more about what is being undertaken in our watershed, data compilation results, and the opportunity for the public to ask questions directly to the government agencies that have jurisdiction in our region

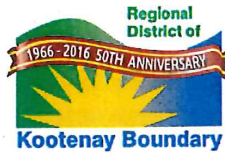
Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: March 4, 2018 Applicant Signature Brenda LaCroix Digitally signed by Brenda LaCroix
DN: cn=Brenda LaCroix, o=CLSS, ou=Email: clss@shaw.ca, c=CA
Date: 2018.03.04 14:23:12 -0800 Print Name Brenda LaCroix

Office Use Only
Grant approved by Electoral Area Director: <u></u>
Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B/' Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C/' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D/' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E/' West Boundary Director Vicki Gee
---	---	--	--	---

Applicant:	* Christina Lake Stewardship Society			
Address:	* PO Box 373, 1675 Hwy #3, Christina Lake, BC V0H 1E0			
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail: * clss@shaw.ca
Representative:	* Brenda LaCroix			
Make Cheque Payable To:	* Christina Lake Stewardship 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? \$ 500.00 What amount are you requesting from this RDKB Director(s)? \$ 500.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Christina Lake Northern Pike Challenge 2018 - To be held late spring (date to be determined according to any addendums to the Fishing Regulations). This is a great "Aquatic Invasive Species" venue to further educate the public. Anglers come out and once again this year we will bring in the Conservation Officer Service with their travelling kiosk and Fisheries Staff from Ministry of Environment and Climate Change. As discussed at our previous annual watershed review - information sent to us from Colville Confederated Tribes confirmed that Northern Pike have entered the Kettle River System. 1200 NP were caught at the confluence of Roosevelt Lake and the Kettle River in 2017. Maps are available on our website. Though they are not here yet our Community needs to be vigilant in helping to monitor and report. BBQ and Prizes.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: March 4, 2018 Applicant Signature Brenda LaCroix Digitally signed by Brenda LaCroix
DN: cn=Brenda LaCroix, o=CLSS, ou,
email=clss@shaw.ca, c=CA
Date: 2018.03.04 17:25:32 -0500 Print Name Brenda LaCroix

Office Use Only

Grant approved by Electoral Area Director:
Approved by Board: _____

SUBMIT

Melissa Zahn

From: is@rdkb.com
Sent: February-13-18 10:16 PM
To: Theresa Lenardon; Melissa Zahn; Information Services
Subject: Grant-in-Aid Form submitted by Little Lakers Learning Centre Society, email address - littlelakerstreasurer@gmail.com

Online Grant-in-Aid Application**Electoral Area(s) Applied to:**

Electoral Area 'C' / Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Little Lakers Learning Centre Society

Address: 1680B SANTA ROSA RD

Phone: 250-447-6336

Fax:

Email: littlelakerstreasurer@gmail.com

Representative: Karla Dick

Make Cheque Payable To: Little Lakers Learning Centre Society

Other Expenses:

Total Cost of Project: \$3500

Amount Requested from RDKB Director(s): \$2500 *Approved.*

What is the Grant-in-Aid for?

The daycare operated by the Little Lakers Learning Centre Society (LLCS) has seen a decrease in enrolment due to changes in the demographics of the children in the community. In addition, LLCS has

struggled to hire additional staff for the daycare. We are currently operating with a single employee and a few casuals to cover sickness etc. With one staff, we are limited to 4 days of operation per week. We continue to actively search for another staff. However in our existing situation, the Society is operating on a very tight budget with limited funds to cover operating supplies and improvements (window coverings, improvements to outdoor space etc).

This grant in aid will be used for operating supplies and costs as well as centre improvements.

The society has putting significant effort into fundraising through running the concession stand at the local monthly community Bingo and will be working with the Community on a fundraising Auction in April.

In addition, we submitted a BC Gaming Grant application in November 2017. We are awaiting word on this grant, with a decision expected by February 28, 2018. The Gaming Grant application was made to cover a portion of our operating costs such as wages and rent.

List of Other Organizations Applied to for Funding

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

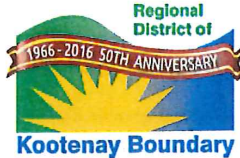
Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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MARCH 14

Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input 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
---	--	---	--	---

Applicant:	* British Columbia Conservation Foundation				
Address:	* 1B - 1445 McGill Road, Kamloops, V2C 6K7				
Phone:	* 250-828-251	Fax:		E-Mail:	* tradford@bccf.com
Representative:	* Trina Radford				
Make Cheque Payable To:	* British Columbia Conservation Foundation				

**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? \$ \$20,523.27 What amount are you requesting from this RDKB Director(s)? \$500 ~~\$2,500.00~~

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

The Grant-in-Aid funding would be used to expand the delivery of the WildSafeBC Grand Forks program to Christina Lake, Greenwood, Rock Creek and surrounding rural areas, to address the human-wildlife conflict concerns and respond to the needs of these communities. The funding would provide additional wages and travel expenses for the WildSafeBC Community Coordinator to travel to Area's C, D and E to deliver the WildSafeBC program. Funding requested includes \$1,000.00 for Area E to provide attendance at major public events and to deliver the Junior Ranger program; \$1,000.00 for Area C to deliver the program in Christina Lake and promote wildlife attractant management to the transient summer population; and \$500.00 for Area D to address on-going cougar and bear issues.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization Ministry of Environment and Climate Change - Funds managed by BCCF
Amount Requested: \$ 8,523.37 Amount Secured: \$ 0.00

Name of Organization City of Grand Forks
Amount Requested: \$ 8,500.00 Amount Secured: \$ 8,500.00

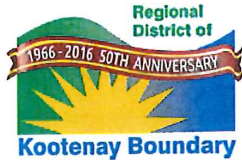
Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Date: 6th February 2018 Applicant Signature Trina Radford Print Name Trina Radford

Office Use Only

Grant approved by Electoral Area Director: Roly Russell
Approved by Board: _____

STUBMIT



MARCH 14/18

Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B/' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C/' Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area 'D/' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E/' West Boundary Director Vicki Gee
---	---	---	---	---

Applicant:	* Boundary Musical & Theatre Society			
Address:	* Box 519 Grand Forks B.C			
Phone:	* 2504429713	Fax:		E-Mail: * wab44@msn.com
Representative:	* Debra Battrick			
Make Cheque Payable To:	* Boundary Musical & Theatre 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? \$10,400.0 What amount are you requesting from this RDKB Director(s)? \$500.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

For purchases of items that are required to replace items stolen from our storage unit that are needed for our upcoming production of "Beauty and the Beast". Items such as a fog machine and fluid, Costumes, Props, Make-up and miscellaneous other items. At this point we are \$1055.00 over budget due to the cost of replacing our losses and we discover new things missing every day as we are in the midst of full rehearsals and have not had time to do a complete accounting. We will be unable to do such an accounting until we have secured a more protected storage unit as our possessions are temporarily being stored in a container at a members house.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization ⁰ _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization ⁰ _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization ⁰ _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Date: February 14 20 Applicant Signature _____ Print Name Debbie Battrick

Office Use Only

Grant approved by Electoral Area Director: Roly Russell
Approved by Board: _____

STRICTLY

Melissa Zahn

From: is@rdkb.com
Sent: February-01-18 3:44 PM
To: Theresa Lenardon; Melissa Zahn; Information Services
Subject: Grant-in-Aid Form submitted by Boundary Wood Workers Guild, email address - pkootchin@gmail.com

Online Grant-in-Aid Application**Electoral Area(s) Applied to:**

Electoral Area 'D' / Rural Grand Forks Director Roly Russell

Applicant Information:

Applicant: Boundary Wood Workers Guild

Address: 8120 B Donaldson Drive, V0H 1H2

Phone: 250-442-7532

Fax:

Email: pkootchin@gmail.com

Representative: Peter Kootchin

Make Cheque Payable To: Boundary Wood Workers Guild

Other Expenses:

Total Cost of Project: \$\$2800.00

Amount Requested from RDKB Director(s): \$\$1000

Approved

What is the Grant-in-Aid for?

Upgrading the lighting in the Building. The current fluorescent lighting is bordering on obsolescence. Current technology in the form of LED fixtures not only would save consumption dollars but would provide

better lighting with fewer fixtures. Lately as more detailed restoration work has been requested by the Museum it became obvious that better lighting would undoubtedly help in providing better results. The building would gain value, the cost of consumption would go down, and the quality of the work would improve. The Guild is proposing to cover \$800.00 of the cost. Thank you for your consideration.

List of Other Organizations Applied to for Funding

Name of Organization Boundary Museum Society

Amount Requested \$1000

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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<is@rdkb.com>

Subject: Grant-in-Aid Form submitted by Rotary Club of Grand Forks, email address - wendy@boundarycf.com

Online Grant-in-Aid Application

Electoral Area(s) Applied to:

Electoral Area 'D' / Rural Grand Forks Director Roly Russell

Applicant Information:

Applicant: Rotary Club of Grand Forks

Address: c/o W. McCulloch, Box 2949, Grand Forks BC V0H 1H0

Phone: 2504422722

Fax: 2504425311

Email: wendy@boundarycf.com

Representative: Wendy McCulloch

Make Cheque Payable To: Rotary Club of Grand Forks

Other Expenses:

Total Cost of Project: \$\$7500.00

Amount Requested from
RDKB Director(s): **\$\$2000.00** *approved*

What is the Grant-in-Aid for?

Annual Halloween Fireworks/Bonfire held at Angus McDonald Park in Grand Forks on October 31st at 6:00 P.M. The project is supported by the City of Grand Forks, local businesses and residents. All businesses in the Grand Forks area are solicited for support.

List of Other Organizations Applied to for Funding

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

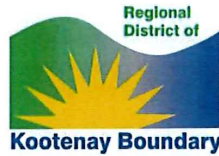
Amount Secured

Documents uploaded with Submission?

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Roly Russell

Director for Rural Grand Forks & Chair of the Board
Regional District of Kootenay Boundary | <http://www.rdkb.com>
Cell: 250.584.4677 | em: rrussell@rdkb.com



BYLAW NO. 1663

A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to increase the requisition limit of the Grand Forks and District Transit Service Local Service

WHEREAS the Regional District of Kootenay Boundary has, by Bylaw No. 672, 1991, established the Grand Forks and District Transit Service Local Service;

AND WHEREAS the Board wishes to amend Bylaw No. 672 to increase the maximum annual requisition for the service;

AND WHEREAS the Board has obtained the required consent of the participants in the function, in accordance with Section 349(1) of the *Local Government Act*;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Regional District of Kootenay Boundary, in open meeting assembled enacts as follows:

Amendment:

Section 2 (maximum annual requisition) of Bylaw No. 672 is hereby repealed and replaced with the following:

"The maximum amount of monies that may be recovered by requisition annually for the Grand Forks and District Transit Service Local Service shall not exceed Fifty Thousand Dollars (\$50,000).

Repeal:

Regional District of Kootenay Boundary "Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1660, 2017" is hereby repealed.

Citation:

This Bylaw may be cited as "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018".

Read a First and Second Time this 14th day of February, 2018.

Read a Third Time this 14th day of February, 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. 1663, 2018 cited as "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018" as read a Third Time this 14th day of February, 2018.



Manager of Corporate Administration

The Corporation of the City of Grand Forks consented to the adoption of this Bylaw by way of a resolution adopted February 26, , 2018.

The Corporation of the City of Greenwood consented to the adoption of this Bylaw by way of a resolution adopted February 26, 2018

Written consent dated February 15, 2018 to adopt this Bylaw was received from the Director of Electoral Area 'D'/Rural Grand Forks.

Written consent dated February 15, 2018 to adopt this Bylaw was received from the Director of Electoral Area 'E'/West Boundary.

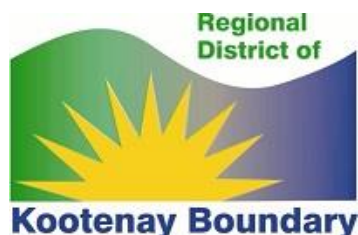
Reconsidered and Adopted this _____ day of _____, 2018.

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. 1663, 2018 cited as "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018" as Reconsidered and Adopted this

Manager of Corporate Administration



STAFF REPORT

Date: 05 Feb 2018 **File** RDKB ADMN-Bylaw No. 1663
To: **Chair Russell and Members of the RDKB Board of Directors**
From: Theresa Lenardon, Manager of Corporate Administration/Corporate Officer
Re: RDKB Bylaw No. 1663; Amending Grand Forks and District Transit Service Establishment Bylaw No. 672

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding proposed RDKB Bylaw No. 1663, 2018 amending the Grand Forks and District Transit Service Local Service Establishment Bylaw No. 672, 1991.

At the January 25, 2018 Board meeting the Board of Directors reconsidered and adopted Bylaw No. 1660, 2017 which amends the Grand Forks and District Transit Service Local Service Establishment Bylaw No. 672, 1991 by increasing the requisition 25% (from \$40,000 to \$50,000).

The Bylaw was sent to the RDKB's Advisors at the Ministry of Municipal Affairs and Housing on January 26, 2018. The adopted Bylaw was denied by the Ministry as amending Bylaw No. 1660 established a requisition rate per \$1,000 rather than a specific rate of \$50,000.

In order to maintain the current level of transit service, additional funding is required. Therefore, Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018 repeals Bylaw No. 1660, 2017 and increases the annual requisition by 25% - from \$40,000 set out in Bylaw No. 672 to a specified amount of \$50,000 (rather than rate per \$1,000), is presented.

History/Background Factors

After a successful referendum in 1991, the RDKB Board of Directors adopted Grand Forks and District Transit Service Local Service Establishment Bylaw No. 672 for the purpose of providing local transit services in the Cities of Grand Forks and Greenwood, RDKB Electoral Area 'D'/Rural Grand Forks and in portions of RDKB Electoral Areas 'C'/Christina Lake and 'E'/West Boundary. Bylaw 672 set out an annual requisition limit of \$40,000 to deliver the service.

Page 1 of 3
Staff Report-Bylaw No. 1663
Board of Directors-February 14, 2018

In January 1998, the RDKB Board of Directors adopted Bylaw No. 995, 1997 amending Service Establishment Bylaw No. 672 by removing Electoral Area 'C'/Christina Lake as a participant in the service. The \$40,000 requisition limit did not change and has not changed since the service was established in 1991.

Inspector of Municipalities Statutory Approval: Regional Districts do not require bylaw Statutory Approval from the Inspector of Municipalities after Third Reading if the maximum amount originally requisitioned does not increase by more than 25% over a five-year period. This applies to Bylaw 1663. All other statutory and procedural requirements for putting the amending bylaw into force remain. Therefore, 2/3 of the service participants must consent to the Board adopting Bylaw 1663.

Participant Consent: Further to *Local Government Act* Section 347 (2), participating Electoral Area approval may be given by the Electoral Area Director consenting in writing to the adoption of proposed Bylaw No. 1663 on behalf of the (Electoral Areas 'D'/Rural Grand Forks and 'E'/West Boundary) electorate who reside or own property within the portion of the local transit service area. Further to *Local Government Act* Section 346 if a proposed participating area is all of a member Municipality (in this case, Grand Forks and Greenwood), Council may give participating Municipal approval by consenting to the adoption of Bylaw 1663 on behalf of those Municipal Electors. These consents take the place of assent of the electorate via voting in a referendum.

Implications

1. The revenue from the tax increase will assist the RDKB to continue to deliver the current level of service.
2. There will be a tax increase to those constituents who live in, or who live elsewhere, but own property in the service area.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services

- We will distinguish between those services that are "core" and discretionary
- We will review and measure service performance
- We will ensure we are responsible and proactive in funding our services

Background Information Provided

1. Proposed Service Establishment Amendment Bylaw 1663
2. Grand Forks and District Transit Service Local Service Establishment Bylaw No. 672
3. Financial Backup (2017-2021 Five Year Plan, 2018-2022 Five Year Plan, BC Assessment Values and Estimated Budget, BC Assessment Hospital Taxable and Converted Values)

Alternatives

1. Receive staff report and take no further action
2. Refer back to staff
3. Approve First, Second and Third Readings

Recommendation(s)

That Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018 be given First, Second and Third Readings.

THE CORPORATION OF THE CITY OF GRAND FORKS

7217 – 4TH STREET, BOX 220 · GRAND FORKS, BC V0H 1H0 · FAX 250-442-8000 · TELEPHONE 250-442-8266



February 27th, 2018

Regional District of Kootenay Boundary

Sent via email only to: tlenardon@rdkb.com

Attention: Theresa Lenardon
Manager of Corporate Administration

Dear Theresa:

At their Regular Meeting on February 26th, 2018, Council received for their consideration to consent, for the RDKB Bylaw No. 1663, "Local Service Establishment Amendment Bylaw No. 1663, 2018", and adopted the following resolution:

THAT Council consents to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1663, being the "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018."

We trust that the enclosed resolution meets with the requirements in order for the Regional District of Kootenay Boundary to proceed towards the final adoption of said bylaw.

Please feel free to contact myself at dheinrich@grandforks.ca or 250-442-8266 should you have any questions.

Best regards,

A handwritten signature in blue ink, appearing to read "Diane Heinrich".

Diane Heinrich
Chief Administrative Officer
Corporate Officer

WE4 – Resolution for consent for the RDKB to proceed with amendment Bylaw No. 1663, 2018.

Website: www.grandforks.ca

Email: info@grandforks.ca



CITY OF GREENWOOD

PO Box 129
Greenwood, BC V0H 1J0

Phone: (250)445-6644 Fax: (250)445-6441 Email: greenwoodcity@shaw.ca

February 28, 2018

Regional District Kootenay Boundary
202-843 Rossland Ave.,
Trail, BC V1R 4S8

Re: RDKB Grand Forks and District Transit Service Bylaw No. 1663, 2018.

Dear RDKB Board of Directors,

At the February 26, 2018 Regular Council meeting, Council of the City of Greenwood passed the following motion:

"THAT the Municipal Council for the Corporation of the City of Greenwood consents to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1663 being the "Regional District of Kootenay Boundary Grand Forks and District Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018."

Yours sincerely,

Wendy Higashi, CAO / CO
City of Greenwood,
Greenwood, BC



From the desk of:
Roly Russell,
Director-Electoral Area 'D'/ Rural
Grand Forks
5800 Edwards Road,
Grand Forks, B.C. V0H 1H9
250-442-5840



February 15, 2018

Regional District of Kootenay Boundary
843 Rossland Avenue
Trail, BC V1R 4S8

**Attn: Board of Directors,
Regional District of Kootenay Boundary**

**Re: Letter of Consent
RDKB Grand Forks and District Transit Service
Local Service Establishment Amendment Bylaw No. 1663, 2018**

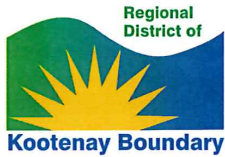
Pursuant to Section 347 (2) of the *Local Government Act*, I Roly Russell, Director, RDKB Electoral Area 'D'/Rural Grand Forks do hereby consent to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1663, 2018 being the:

"Regional District of Kootenay Boundary Grand Forks and District
Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018."

Sincerely,

Roly Russell,
Director, RDKB Electoral Area 'D'/Rural Grand Forks

"The contents of this correspondence and any views presented are those of the writer and may not reflect the positions of the
Regional District of Kootenay Boundary"



From the desk of:
Vicki Gee
Director-Electoral Area 'E'/West
Boundary
P. O. Box 55,
Bridgesville, B.C. V0H 1B0
250-446-2042



February 15, 2018

Regional District of Kootenay Boundary
843 Rossland Avenue
Trail, BC V1R 4S8

**Attn: Board of Directors,
Regional District of Kootenay Boundary**

**Re: Letter of Consent
RDKB Grand Forks and District Transit Service
Local Service Establishment Amendment Bylaw No. 1663, 2018**

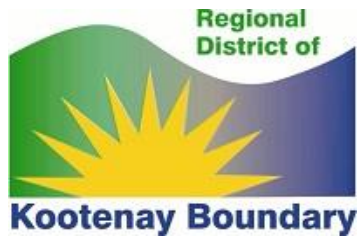
Pursuant to Section 347 (2) of the *Local Government Act*, I Vicki Gee, Director, RDKB Electoral Area 'E'/West Boundary do hereby consent to the Regional District of Kootenay Boundary Board of Directors adopting Bylaw No. 1663, 2018 being the:

"Regional District of Kootenay Boundary Grand Forks and District
Transit Service Local Service Establishment Amendment Bylaw No. 1663, 2018."

Sincerely,

Vicki Gee,
Director, RDKB Electoral Area 'E'/West Boundary

"The contents of this correspondence and any views presented are those of the writer and may not reflect the positions of the
Regional District of Kootenay Boundary"



STAFF REPORT

Date: 28 Feb 2018

File ADMN-Bylaw 1622

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

From: Theresa Lenardon, Manager of Corporate Administration/Corporate Officer

Re: RDKB Bylaw 1622
Electoral Area Director Remuneration

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding proposed amendments to RDKB Electoral Area Director Remuneration Bylaw No. 1526, 2013 by increasing the Electoral Area Director stipend.

History/Background Factors

RDKB Director Remuneration is governed by two similar bylaws. The first bylaw, Bylaw No. 1646, 2017, affects all RDKB Directors equally and is paid through the General Government/Administration (001) Service. The second bylaw, Bylaw No. 1526, 2013 affects only to the Electoral Area Directors and regulates remuneration and cost reimbursement that are paid for through the Electoral Area Administration (002) Service.

At an Electoral Area Services Committee meeting held last February 16, 2017, the Committee adopted a recommendation approving increases in the Electoral Area Director Remuneration that was set out in Bylaw No. 1526, 2013. The Committee passed a recommendation approving increases to the monthly remuneration (from \$716 to \$800) and approving increases to the expense allowance (from \$358 to \$400).

An amending bylaw (e.g. amending Electoral Area Director Remuneration Bylaw 1526, 2013) incorporating the increases to the monthly remuneration and expense allowance was never brought forward to the Board of Directors in 2017. Staff has been instructed to bring forward the Electoral Area Services Committee 2017 recommendation to amend Bylaw No. 1526 with the increases and to present the amending bylaw to the Board.

Proposed Electoral Area Directors Remuneration Bylaw No. 1622, amending Bylaw No. 1526 is presented for the Board's consideration.

Implications

Adoption of proposed Bylaw No. 1622 will result in an increase to the Electoral Area Administration Budget:

- the increase of the monthly stipend from \$716 to \$800 = \$420 per month or \$5,040 annually (\$84 x 5 Electoral Area Directors x 12)
- the increase of the monthly expense allowance from \$348 to \$400 = \$210 per month or \$2,520 annually (\$52 x 5 Electoral Area Directors x 12)
- adoption of proposed amending Bylaw 1622 would bring a total increase to the Electoral Area Administration (002) Budget of \$630 per month or \$7,560 annually

Advancement of Strategic Planning Goals

Ensuring that the RDKB has suitable and effective Director remuneration that meets local government standards and patterns overall is good governance and management (continue to focus on organizational excellence).

Background Information Provided

Proposed Amending Bylaw No. 1622 (Bylaw No. 1526 with track changes) and
Clean copy of proposed Amending Bylaw No. 1622

Alternatives

1. Receive the staff report and take no action
2. Deny increasing the Electoral Area Director remuneration and expense allowance (e.g. adoption of proposed amending Bylaw No. 1622)
3. Give proposed amending Bylaw No. 1622 First, Second and Third Readings and Adoption.

Recommendation(s)

That Regional District of Kootenay Boundary Electoral Area Directors Remuneration Bylaw No. 1622 be given First, Second and Third Readings.

That Regional District of Kootenay Boundary Electoral Area Directors Remuneration Bylaw No. 1622 be Reconsidered and Adopted.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY BYLAW NO.
~~1526~~1622

**A Bylaw to provide for payment to the Electoral Area Directors of the Board of
Directors of the Regional District of Kootenay Boundary**

WHEREAS pursuant to the provisions of the *Local Government Act*, being Chapter 323 of the Revised Statutes of British Columbia, and the *Community Charter*, being Chapter 26 of the Statutes of British Columbia, the Regional District may, by bylaw, provide remuneration for and reimbursement of expenses of Electoral Area Directors;

AND WHEREAS the Board of Directors finds it desirous to remunerate members of the Board and provide for expenses incurred by an Electoral Area Director for discharge of the duties of office;

AND WHEREAS the Regional District board may, by bylaw, provide reimbursement of all or part of the expenditures made or expenses incurred by an Electoral Area Director when that Director is representing the Regional District of Kootenay Boundary, or is attending a meeting of the Board or any committee of the Board of which the Director is a member;

AND WHEREAS the Regional District may, by bylaw, provide an allowance, daily or otherwise, for specified expenses incurred by an Electoral Area Director when performing the activities referred to in the preceding recital;

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors, duly assembled in an open meeting, enacts as follows:

1. **Annual Remuneration**
 - a) There shall be provided in the annual budget under the Electoral Area Administration Exhibit an amount sufficient to pay remuneration to each of the Electoral Area Directors of the Regional District of Kootenay Boundary the amounts indicated in Schedule 'A'.
2. **Reimbursement of Expenses**
 - a) There shall be included in the annual budget under the Electoral Area Administration Exhibit an amount sufficient to pay to each of the Electoral Area Directors of the Regional District of Kootenay Boundary the amounts indicated in Bylaw No. 1622 Schedule ~~'B' and 'C' as attached~~ 'A' hereto and forming part of this Bylaw.
 - b) Such amounts are payable to reimburse each Director for the scheduled expenses incurred ~~or an allowance in lieu of reimbursement w~~when the Director is representing the Regional District, or engaging in Regional District business, or attending a meeting, course, seminar or convention as specifically authorized by the Board, or attending a meeting of a committee of the Board of which the Electoral Area Director is a member.
 - c) The annual reimbursement of expenses listed in Bylaw No. 1622 Schedules 'A', ~~'B' & 'C'~~ shall take effect on the date of adoption of Bylaw No. ~~1526~~1622.
3. Bylaw No. ~~15206~~ cited as "Electoral Area Director Remuneration Bylaw No. ~~15206~~, 2013" is hereby rescinded.
4. This Bylaw may be cited for all purposes as the Regional District of Kootenay Boundary "Electoral Area Director Remuneration Bylaw No. ~~1526~~1622, 2013~~8~~".

READ A FIRST AND SECOND TIME this 27th day of March,
~~2013. **READ A SECOND TIME** this 27th day of March, 2013. **READ A THIRD TIME** this 27th~~
day of March, 2013.
RECONSIDERED AND ~~FINALLY~~ ADOPTED 27th this day of March, 2013.

Chair — Manager ~~Director~~ of Corporate Administration

I, Theresa Lenardon~~Elaine Kumar~~, Manager ~~Director~~ of Corporate Administration of the
Regional District of Kootenay Boundary, hereby certify the foregoing to be a true and correct copy
of Bylaw No. 45261622 cited as the “Regional District of Kootenay Boundary –“Electoral
Area Director Remuneration Bylaw No. 45261622, 20138” as reconsidered and ~~finally~~ adopted this
27th day of March, 2013.

Manager ~~Director~~ of Corporate Administration

REMOVE THIS SCHEDULE A AND REPLACE WITH NEXT PAGES
BYLAW NO. 1526 SCHEDULE ‘A’

ELECTORAL AREA DIRECTOR’S REMUNERATION
Per Month of Office

REMOVE THE FOLLOWING AND REPLACE WITH NEW SCHEDULE A ON NEXT PAGE

Member Director		Electoral Area Director Remuneration	Expense Allowance	Total
Electoral	Area “A”	716	358	1,074
	Area “B”	716	358	1,074
	Area “C”	716	358	1,074

Area “D”	716	358	1,074
Area “E”	716	358	1,074

BYLAW 1622 SCHEDULE 'A'-NEW SCHEDULE 'A'

Electoral Area Directors Basic Monthly Stipend

	<u>Remuneration</u>	<u>Expense Allowance</u>	<u>Totals</u>
<u>Stipend</u>	<u>\$800</u>	<u>\$400</u>	<u>\$1,200</u>

Electoral Area Directors Monthly Technology/Office Supplies Allowance

<u>A Technology/Office allowance will be provided to each Electoral Area Director. This allowance will cover technology and office related expenses for performing Regional District of Kootenay Boundary business at home.</u>	<u>\$100.00</u>
<u>The Regional District of Kootenay Boundary will provide to each Electoral Area Director a cell phone allowance.</u>	<u>\$75.00</u>

TRAVEL EXPENSES

General Travel

<u>For: travel exclusively related to Regional District responsibilities, mileage at the current automobile expense reimbursement rate per kilometer may be claimed from the place of the Director's principal residence to the place of the meeting.</u>	<u>The rate approved and used by the Province of British Columbia.</u>
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Out of RD/Other Travel

<u>All travel outside of the Regional District must be approved by the Board. The Chair of the Board may approve such travel when it is inappropriate or not feasible to get Board approval. Approval is deemed to be given if the meeting/convention/conference is specifically identified and included in the annual Financial Plan.</u>	<u>Receipts required for commercial travel.</u>
<u>Directors are eligible for reimbursement of commercial airline fees (economy class) or mileage, whichever is less.</u>	

Travel Time Allowance

<u>Directors who attend a Board meeting and/or Committee of the Board meeting of which they are a member or any other agency they are appointed to and such attendance requires the traveling of more than a specified distance, shall be entitled to claim an allowance at the rates below:</u>	
<u>For approved travel exceeding 150 kilometers but less than 250 kilometers.</u>	<u>\$49.00</u>
<u>For approved travel exceeding 251 kilometers but less than 350 kilometers.</u>	<u>\$59.00</u>
<u>For approved travel exceeding 351 kilometers.</u>	<u>\$73.00</u>

ACCOMMODATIONS

<u>Where overnight stays are required for Board business, whether it be for meetings, conferences or seminars, the Regional District will book rooms at the accommodator hosting the event, or at the most convenient accommodator to the event.</u>	<u>Receipts required (if Director books privately)</u>
<u>Directors will be responsible for any upgrade or additional costs incurred.</u>	
<u>Should a Director choose to book their own room, the Regional District will pay only for a basic room.</u>	
<u>Directors are able to utilize private accommodation if <i>they</i> choose. They are entitled to an allowance.</u>	<u>\$50.00/night</u>

MEALS/INCIDENTAL ALLOWANCES

For the purposes of this Bylaw:

Breakfast is at 7:00 a.m. Lunch is at 12:00 p.m. (Noon) Dinner is at 6:00 p.m.

If the meeting, convention or seminar, or the travel required, spans one or more of the stipulated times, Directors are entitled to claim the appropriate meal allowance(s) in accordance to appropriate Zone.

If a meal is provided as part of the event, or is otherwise paid for by public money, no claim for that meal may be made. Where a provided meal is missed due to reasonable circumstances the Director shall be entitled to claim to appropriate meal allowance.

<u>Zone 1-All of BC Except GVRD, SLRD and CRD</u>	
<u>Breakfast</u>	<u>\$20.00</u>
<u>Lunch</u>	<u>\$25.00</u>
<u>Dinner</u>	<u>\$35.00</u>
<u>Zone 2 - GVRD, SLRD, CRD and anywhere else</u>	
<u>Breakfast</u>	<u>\$25.00</u>
<u>Lunch</u>	<u>\$30.00</u>
<u>Dinner</u>	<u>\$45.00</u>
<u>GVRD = Greater Vancouver Regional District</u>	
<u>SLRD = Squamish Lillooet Regional District</u>	
<u>CRD = Capital Regional District</u>	
<u>Directors are entitled a claim for incidental expenses.</u>	
<u>For each full day of meetings, conventions, seminars or travel.</u>	<u>\$20.00/day</u>

MISCELLANEOUS

<u>Directors can claim reimbursement of actual expenses such as taxis, buses/transit, baggage fees and parking.</u>	<u>Receipts are required</u>
<u>Directors are entitled to have their partner/spouse accompany them to formal functions at the Federation of Canadian Municipalities, Union of British Columbia Municipalities and Association of Kootenay Boundary Local Government conventions. The Regional District will only pay for, or only reimburse the Director for, fees related to the Welcome Reception and Formal Banquet/Dinner.</u>	

REMOVE THE FOLLOWING
ALL OF BYLAW 1526 SCHEDULE B
BYLAW NO. 1526 SCHEDULE 'B'
ELECTORAL AREA DIRECTORS' EXPENSES

A. TRAVEL EXPENSES

(1) Travel to and from Meetings

For travel exclusively related to Electoral Area responsibilities, mileage at the current automobile expense reimbursement rate per kilometer may be claimed from the place of the Director's principal residence to the place of the meeting.

(2) Other Travel

For travel for the purpose of representing the Regional District, engaging in Regional District business or the attending of a meeting, course or convention as pre-approved by the Board, the expense allowance entitled shall be:

(i) Within the boundary of the Regional District of Kootenay Boundary

- (a)** Travel by personal automobile may be claimed at the current automobile expense allowance reimbursement rate per kilometer.
- (b)** Travel by commercial carrier, by bus, train, or air economy class, may be reimbursed on actual expenses incurred. Receipts are required.
- (c)** An attendance allowance for expenses other than personal automobile use or accommodation.

(ii) Outside the boundary of the Regional District of Kootenay Boundary

Travel may be reimbursed at the lesser of the economy airfare rate plus automobile rental (mid-size) or other ground transportation as appropriate or the current automobile expense reimbursement rate per kilometer. Receipts are required for commercial transportation.

B. MEAL EXPENSES

(1) Travel outside of the boundaries of the Regional District of Kootenay Boundary requiring an absence of over 24 hours from place of principal residence

A per diem allowance at the current rate may be paid to a Director to reimburse the Director for the following items of expenditures: meals, gratuities, parking meters and pay phones.

One half of the per diem rate may be paid if the common carrier returns before 12:00 noon or departs after 12:00 noon.

BYLAW NO. 1526

REMOVE THE FOLLOWING
ALL OF BYLAW 1526 SCHEDULE B

SCHEDULE ‘B’

ELECTORAL AREA DIRECTORS’ EXPENSES

(2) **Travel requiring an absence of less than 24 hours from place of principal residence**

Meal expense, up to the current limits supported by actual receipts may be paid as follows:

Meals Reimbursed

Departure prior to:	7:00 AM 12:00 Noon 6:00 PM	Breakfast, Lunch & Dinner Lunch, Dinner Dinner
Return after:	12:30 PM 6:00 PM	Lunch Dinner

C. **SEMINARS, COURSES, CONFERENCES AND MEETINGS**

Registration fees may be paid for single attendance and for the Director only. Receipts are required. Approval of the Board is required prior to registration.

D. **ACCOMMODATION**

- (1) Accommodation expenses may be reimbursed. Receipts are required for commercial accommodation.
- (2) A Director who uses private accommodation shall be entitled to claim a per nocturnal allowance at the current rate.

E. **TAXI EXPENSES, LONG DISTANCE TELEPHONE CALLS, FACSIMILE TRANSMISSIONS, STENOGRAPHIC & DOCUMENT DUPLICATING SERVICES**

Reimbursement may be made for actual expenses incurred while traveling for purposes stated in Section A (2). Receipts are required.

F. **LONG DISTANCE TELEPHONE CALLS**

Reimbursement may be made for actual expenses incurred from the Electoral Area Director’s principal residence for Regional District business. Copies of telephone billings are required.

G. **TRAVEL TIME ALLOWANCE**

Electoral Area Directors who attend a Board meeting or attend a Committee of the Board meeting of which they are a member or other agency they are appointed to and such attendance requires the traveling of more than a specified distance, shall be entitled to claim an allowance at the current rate.

BYLAW NO. 1526

REMOVE THE FOLLOWING
ALL OF BYLAW 1526 SCHEDULE B
SCHEDULE 'B'

ELECTORAL AREA DIRECTORS' EXPENSES

H. SPOUSE/PARTNER ATTENDANCE

A claim may be made for the registration and/or fee of a spouse/partner to accompany a Delegate to formal functions at the F.C.M., U.B.C.M. and A.K.B.L.G. annual conference. This would include such functions as welcoming receptions, delegate luncheon and banquet but would not include recreational and social activities.

BYLAW NO. 1526

REMOVE THE FOLLOWING
ALL OF BYLAW 1526 SCHEDULE C
SCHEDULE 'C'

ELECTORAL AREA CURRENT EXPENSE ALLOWANCE RATES

A. ALLOWANCE FOR PRIVATE TRANSPORTATION INCURRED

Allowance for use of personal vehicle shall be paid at the rate determined by the Province of British Columbia from time to time.

B. PER DIEM ALLOWANCE (in lieu of meal expense claim)

Allowance for each 24-hour period spent outside the boundary of the Regional District of Kootenay Boundary shall be \$100.00 or 100 units of the local currency, whichever is greater, or actual reasonable expense upon the presentation of receipts.

C. PRIVATE ACCOMMODATION ALLOWANCE

Allowance for non-commercial accommodation shall be \$50.00 per night.

D. MEAL ALLOWANCE

- (1) For travel beyond the boundary of the Regional District of Kootenay Boundary, the allowance for each meal in lieu of per diem shall be one third (1/3) of the per diem allowance.
- (2) For travel within the boundary of the Regional District of Kootenay Boundary, a claim for expenses incurred supported by receipts or a signed declaration of costs incurred in lieu of a receipt may be made for meals up to the limit provided by Section (1).

E. TECHNOLOGY/OFFICE ALLOWANCE

The Regional District of Kootenay Boundary will provide a Technology/Office Allowance of \$100.00 per month.

F. MOBILE (CELL) PHONES

The Regional District of Kootenay Boundary will provide a \$75.00 allowance to the Directors using their personal mobile phones for business or provide a phone under the Regional District's plan with Telus (upon the request of the Director).



Bylaw No. 1622

A Bylaw to provide payment to the Electoral Area Directors of the Board of Directors of the Regional District of Kootenay Boundary

WHEREAS pursuant to the provisions of the *Local Government Act*, being Chapter 1 of the Statutes of British Columbia, and the *Community Charter*, being Chapter 26 of the Statutes of British Columbia, the Regional District may, by bylaw, provide remuneration for and reimbursement of expenses of Electoral Area Directors;

AND WHEREAS the Board of Directors finds it desirous to remunerate members of the Board and provide for expenses incurred by an Electoral Area Director for discharge of the duties of office;

AND WHEREAS the Regional District Board may, by bylaw, provide reimbursement of all or part of the expenditures made or expenses incurred by an Electoral Area Director when that Director is representing the Regional District of Kootenay Boundary, or is attending a meeting of the Board or any committee of the Board of which the Director is a member;

AND WHEREAS the Regional District may, by bylaw, provide an allowance, daily or otherwise, for specified expenses incurred by an Electoral Area Director when performing the activities referred to in the preceding recital;

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors, duly assembled in an open meeting, enacts as follows:

1. Annual Remuneration and Expense Reimbursement

- a) There shall be provided in the annual budget under the Electoral Area Administration Exhibit an amount sufficient to pay remuneration and expense reimbursement to each of the Electoral Area Directors of the Regional District of Kootenay Boundary the amounts indicated in Bylaw No. 1622 Schedule 'A'.
- b) Such amounts are payable to reimburse each Electoral Area Director for the scheduled expenses incurred when the Electoral Area Director is representing the Regional District, or engaging in Regional District business, or attending a meeting, course, seminar or convention as specifically authorized by the Board, or attending a meeting of a committee of the Board of which the Electoral Area Director is a member.

- c) The annual reimbursement of expenses listed in Bylaw No. 1622 Schedule 'A', shall take effect on the date of adoption of Bylaw No. 1622, 2018.
- 2. Bylaw No. 1526 cited as "Electoral Area Director Remuneration Bylaw No. 1526, 2013" is hereby rescinded.
- 3. This Bylaw may be cited for all purposes as the " Regional District of Kootenay Boundary Electoral Area Director Remuneration Bylaw No. 1622, 2018".

Read a First and Second Time this day of

Read a Third Time this day of

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1622 cited as the "Regional District of Kootenay Boundary Electoral Area Director Remuneration Bylaw No. 1622, 2018" as Read a Third Time this day of

Manager of Corporate Administration/Corporate Officer

Reconsidered and Adopted this day of

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1622 cited as the "Regional District of Kootenay Boundary Electoral Area Director Remuneration Bylaw No. 1622, 2018" as Reconsidered and Adopted this day of

Manager of Corporate Administration/Corporate Officer

BYLAW1622 SCHEDULE 'A'**Electoral Area Directors Basic Monthly Stipend**

	Remuneration	Expense Allowance	Totals
Stipend	\$800	\$400	\$1,200

Electoral Area Directors Monthly Technology/Office Supplies Allowance

A Technology/Office allowance will be provided to each Electoral Area Director. This allowance will cover technology and office related expenses for performing Regional District of Kootenay Boundary business at home.	\$100.00
The Regional District of Kootenay Boundary will provide to each Electoral Area Director a cell phone allowance.	\$75.00

TRAVEL EXPENSES**General Travel**

For travel exclusively related to Regional District responsibilities, mileage at the current automobile expense reimbursement rate per kilometer may be claimed from the place of the Director's principal residence to the place of the meeting.	The rate approved and used by the Province of British Columbia.
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Out of RD/Other Travel

All travel outside of the Regional District must be approved by the Board. The Chair of the Board may approve such travel when it is inappropriate or not feasible to get Board approval. Approval is deemed to be given if the meeting/convention/conference is specifically identified and included in the annual Financial Plan. Directors are eligible for reimbursement of commercial airline fees (economy class) or mileage, whichever is less.	Receipts required for commercial travel.
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Travel Time Allowance

Directors who attend a Board meeting and/or Committee of the Board meeting of which they are a member or any other agency they are appointed to and such attendance requires the traveling of more than a specified distance, shall be entitled to claim an allowance at the rates below:	
For approved travel exceeding 150 kilometers but less than 250 kilometers.	\$49.00
For approved travel exceeding 251 kilometers but less than 350 kilometers.	\$59.00
For approved travel exceeding 351 kilometers.	\$73.00

ACCOMMODATIONS

Where overnight stays are required for Board business, whether it be for meetings, conferences or seminars, the Regional District will book rooms at the accommodator hosting the event, or at the most convenient accommodator to the event. Directors will be responsible for any upgrade or additional costs incurred. Should a Director choose to book their own room, the Regional District will pay only for a basic room.	Receipts required (if Director books privately)
Directors are able to utilize private accommodation if <i>they</i> choose. They are entitled to an allowance.	\$50.00/night

MEALS/INCIDENTAL ALLOWANCES**For the purposes of this Bylaw:**

Breakfast is at 7:00 a.m. Lunch is at 12:00 p.m. (Noon) Dinner is at 6:00 p.m.

If the meeting, convention or seminar, or the travel required, spans one or more of the stipulated times, Directors are entitled to claim the appropriate meal allowance(s) in accordance to appropriate Zone.

If a meal is provided as part of the event, or is otherwise paid for by public money, no claim for that meal may be made. Where a provided meal is missed due to reasonable circumstances the Director shall be entitled to claim to appropriate meal allowance.

Zone 1-All of BC Except GVRD, SLRD and CRD

Breakfast	\$20.00
Lunch	\$25.00
Dinner	\$35.00

Zone 2 - GVRD, SLRD, CRD and anywhere else

Breakfast	\$25.00
Lunch	\$30.00
Dinner	\$45.00

GVRD = Greater Vancouver Regional District

SLRD = Squamish Lillooet Regional District

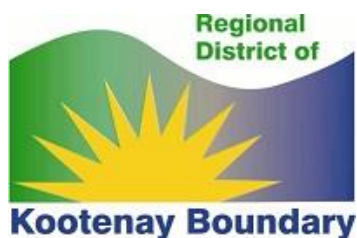
CRD = Capital Regional District

Directors are entitled a claim for incidental expenses.

For each full day of meetings, conventions, seminars or travel.	\$20.00/day
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MISCELLANEOUS

Directors can claim reimbursement of actual expenses such as taxis, buses/transit, baggage fees and parking.	Receipts are required
Directors are entitled to have their partner/spouse accompany them to formal functions at the Federation of Canadian Municipalities, Union of British Columbia Municipalities and Association of Kootenay Boundary Local Government conventions. The Regional District will only pay for, or only reimburse the Director for, fees related to the Welcome Reception and Formal Banquet/Dinner.	

**STAFF REPORT**

Date: 14 Mar 2018
To: **Chair and Members of the RDKB Board of Directors**
From: Gabe Wiebe, Engineering and Safety Coordinator
Re: Bylaw 1662 - Beaver Valley Water Service Establishment Amendment

File Bylaw 1662

Issue Introduction

A staff report from Gabe Wiebe, Engineering and Safety Coordinator regarding proposed RDKB Bylaw No. 1662, 2018 amending the Beaver Valley Water Service Establishment Bylaw No. 1491, 2011.

History/Background Factors

RDKB Board of Directors adopted the Beaver Valley Water Service Establishment Bylaw 1491, 2011 for the purpose of supplying, treating, and distributing potable water to properties in the Village of Fruitvale and a portion of Electoral Area "A" known as the "Beaver Valley Water Service Area". Schedule "A" of bylaw 1491 established the service area boundary.

The property with an address of 2085 Debruyne Road, a PID of 012-900-354, and legally described as "Lot B, Plan NEP10973, District Lot 1236, Kootenay Land District" was included in the service area boundary and has been paying property tax for the Beaver Valley Water Service.

This property is located on the fringe of the water service area and is currently not connected to the water system. The property is supplied with water from a groundwater well located on the same property.

The owners of this property have made a request the Regional District to be removed from the Beaver Valley Water Service.

True Consulting has produced an engineering report detailing the issues and impacts of removing the property from the Beaver Valley Water System or connecting the

property to the water service. The issues with connecting the property to the water service are as follows:

- An uncharacteristically high investment associated with constructing and maintaining the infrastructure necessary to connect the property.
- The investment would take a long time for the service to be 'paid back' via parcel taxes.
- The property can not be provided with 40 psi service pressure which is the typical minimum pressure supplied by municipal water systems.

The report from True Consulting has recommended that the property be removed from the service area as they are not receiving any benefits from the service without extensive investment from the service.

The Local Government Act - Regional Districts Establishing Bylaw Approval Exemption Regulation Section 2 details the steps required to amend a service area boundary.

1. The owners of the parcels to be removed must submit a petition to the regional district to change the boundaries.
2. At least 2/3 of the participants (Electoral Area "A" and Village of Fruitvale) consent to the amendment.

A petition has been signed by the owners of the property requesting to be removed from the Beaver Valley Water Service. Consent will be requested from Electoral Area "A" and the Village of Fruitvale for this amendment.

Schedule "A" of the proposed Bylaw 1662 would amend the service area boundary to remove the property.

Implications

The RDKB will not collect revenue for the service from the property being removed. This will not affect the Beaver Valley Water Service's ability to provide the current level of service. Also, removing the parcel from the service area will not result in any 'holes' to the geographic boundary.

Advancement of Strategic Planning Goals

Exceptional Cost Effect and Efficient Services

Background Information Provided

Proposed Beaver Valley Water Service Establishment Amendment Bylaw 1662

Beaver Valley Water Service Establishment Bylaw 1491

True Consulting Engineer's report

Petition Letter from Residents affected

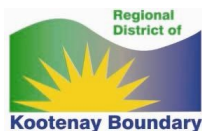
Letter from Residents requesting to be removed from the service
Local Government Act - Regional Districts Establishing Bylaw Approval Exemption
Regulation

Alternatives

Receive staff report and take no further action
Refer back to staff
Approve First, Second and Third Readings

Recommendation(s)

That Regional District of Kootenay Boundary Beaver Valley Water Service
Establishment Amendment Bylaw No. 1662, 2018 be given First, Second and Third
Readings.



BYLAW NO. 1662

A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to amend the service area boundary of the Beaver Valley Water Service

WHEREAS the Regional District of Kootenay Boundary has, by Bylaw No. 1491, 2011, established the Beaver Valley Water Service;

AND WHEREAS the Board wishes to amend Bylaw 1491 by revising the service area boundary as described in Schedule 'A';

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Regional District of Kootenay Boundary, in open meeting assembled enacts as follows:

Amendment:

Schedule 'A' in Section 3; Service Area Boundaries of Bylaw No. 1491, 2011 is hereby repealed and replaced with a revised Schedule 'A', which removes the property with a PID of 012-900-354 and legally described as: "Lot B, Plan NEP10973, District Lot 1236, Kootenay Land District" and which is attached to and forms part of this Bylaw.

Citation:

This Bylaw may be cited as "Regional District of Kootenay Boundary Beaver Valley Water Service Establishment Amendment Bylaw No. 1662, 2018".

Read a First and Second Time this ____ day of _____, 2018.

Read a Third Time this ____ day of _____, 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. 1662, 2018 cited as "Regional District of Kootenay Boundary Beaver Valley Water Service Establishment Amendment Bylaw No. 1662, 2018" as read a Third Time this ____ of _____, 2018.

 Manager of Corporate Administration
 Consent to Adopt Bylaw No. 1662, 2018

Written consent dated _____ to adopt this Bylaw was received from the
Director of Regional District of Kootenay Boundary Electoral Area 'A'.

The Corporation of the Village of Fruitvale consented to the adoption of this Bylaw by way of a
resolution adopted _____, 2018.

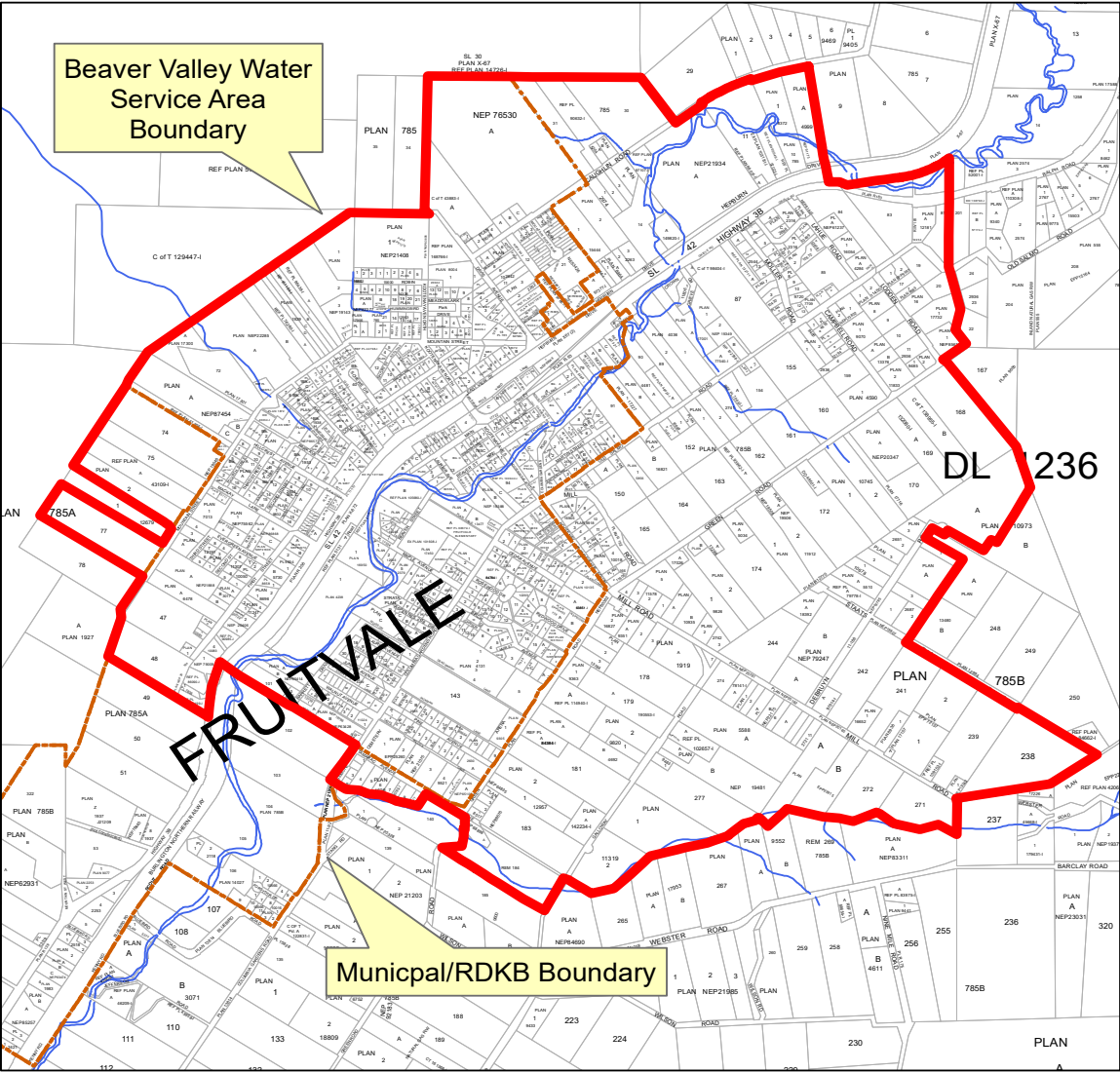
Reconsidered and Adopted this _____ day of _____, 2018.

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. 1662,
2018 cited as "Regional District of Kootenay Boundary Beaver Valley Water Service
Establishment Amendment Bylaw No. 1662, 2018" as Reconsidered and Adopted this _____
day of _____, 2018.

Manager of Corporate Administration



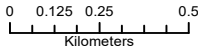
I hereby certify this Schedule 'A' to be a true and correct copy
and that this Schedule 'A' correctly outlines the properties to be included
in the Regional District of Kootenay Boundary Beaver Valley Water
Service Establishment Bylaw Amendment No. 1662, 2018.

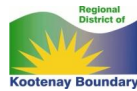
Manager of Corporate Administration

Date



Scale





Bylaw 1491
Beaver Valley Water Service

A Bylaw of the Regional District of Kootenay Boundary
(hereinafter called "the RDKB") to convert and establish
the Beaver Valley Water System.

WHEREAS, pursuant to a Supplementary Letter Patent the Province established a water service to serve the Village of Fruitvale and a portion of Electoral Area A;

AND WHEREAS, the Board has deemed it in the best interests of the taxpayers of the Beaver Valley Water Service Area to convert from the supplementary letters patent to a service establishment bylaw pursuant to Section 774.2(3) of the Local Government Act;

NOW THEREFORE, the Board of the Regional District of Kootenay Boundary duly assembled in an open meeting, ENACTS AS FOLLOWS:

1. Citation

This Bylaw may be cited for all purposes as "Beaver Valley Water Service Establishment Bylaw No. 1491, 2011."

2. Conversion and Service Establishment

The service established under supplementary letter patent provided by the Province of British Columbia on April 26, 1986 is hereby converted and established as a service, the purpose of which is to supply, treat and distribute potable water to properties in the Village of Fruitvale and a portion of Electoral Area "A" known as the "Beaver Valley Water Service Area".

3. Service Area Boundaries

The boundaries of the service area are that portion of Electoral Area 'A' as well as the Village of Fruitvale as shown outlined in the attached Schedule 'A', which forms part of this Bylaw.

4. Participating Area

The participating areas for the service described in Section 2 are the Village of Fruitvale and Electoral Area 'A'.

5. Method of Cost Recovery

The annual cost of providing this service shall be recovered through:

- a. Property value taxes requisitioned and collected on the basis of the net taxable value of land and improvements in the service area.
- b. Parcel taxes imposed in accordance with the Local Government Act (Division 4.3).
- c. Fees and Charges imposed in accordance with the Local Government Act (Section 363).
- d. Revenues received by way of agreement, gift, grant and otherwise.

6. Maximum Requisition

The maximum amount of money that may be requisitioned annually shall not exceed \$500,000.00 (five hundred thousand dollars).

READ A FIRST TIME this

READ A SECOND TIME this

READ A THIRD TIME this

I, Elaine Kumar, Director 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. 1491 cited as "Beaver Valley Water Service Establishment Bylaw No. 1491, 2011" as read a third time this ____ day of ____, 2011.

Director of Corporate Administration

APPROVED by the Inspector of Municipalities this ____ day of _____, 2011.

RECONSIDERED AND FINALLY ADOPTED this _____ day of

_____, 2011.

Chair

Director of Corporate Administration

I, Elaine Kumar, Director 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. 1491 cited as "Beaver Valley Water Service Establishment Bylaw No. 1491, 2011" as reconsidered and finally adopted this ____ day of _____, 2011.

Director of Corporate Administration

Bylaw 1491
Schedule A

INSERT MAP HERE



November 22, 2017

Our File: 961-011

Village of Fruitvale
Box 370
1947 Beaver Street
Fruitvale, BC V0G 1L0

Attention: Ms. Lila Cresswell, CAO

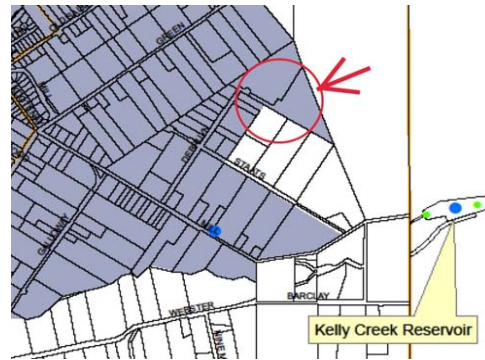
Dear Ms. Cresswell:

RE: 2085 Debruyne Road - Water Service

Introduction

TRUE understands that the Village (water system operator) and RDKB (water system owner) have received a request from the property owner of 2085 Debruyne Road, to be removed from the Beaver Valley Water Service area. The property in question is located as shown on the image to the right.

There are a few factors worth considering in review of this request, described as follows.



BVWS (purple shade) and 2085 Debruyne Road (red circle)

Property Location

For local service areas such as the Beaver Valley Water Service, it is desirable to maintain contiguous boundaries (avoiding 'holes' in the service area) such that common levels of service are available to all property owners within the boundary, and individual properties are not 'left out' or 'favoured' over their adjacent neighbours.

2085 Debruyne Road is located on the fringe of the water system area. Also, this property 'projects out' of the service area when compared to neighbouring properties. Removing this property from the service area would not result in a 'hole' in the service area.

2-860 Eldorado St ■ Trail BC ■ V1R 3V4 ■ www.true.bc.ca ■ tel 250.368.8707 ■ fax 250.368.8708

ENGINEERING ■ PLANNING ■ URBAN DESIGN

Village of Fruitvale
Attn: Lila Cresswell

- 2 -

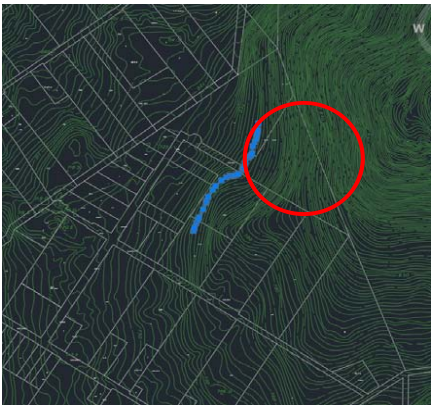
Our File: 961-011

Level of Service

Another consideration in review of the request is the available level of service. It is TRUE's understanding that 2085 Debruyn Road is currently provided with water service by a private groundwater well. This level of service is common for rural homes outside of the municipal water system area.

The Debruyn Road area of Beaver Valley Water System is supplied with water from the Kelly Creek water source. Municipal water systems are typically designed to provide minimum water service pressure of 40psi.

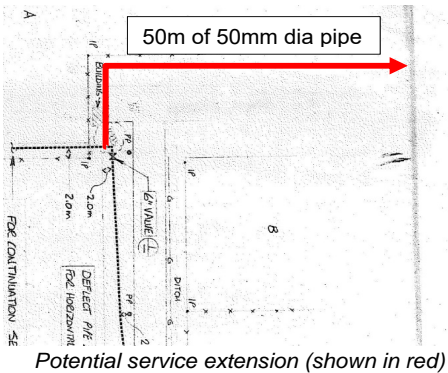
The 40psi pressure zone boundary is approximately at ground elevation 752m. That boundary is depicted on the image to the right; 2085 is the only property on Debruyn Road which would have less than 40psi. We are not aware of the exact home location, but suspect that the homeowner would require a booster pump in order to maintain adequate pressure if connected to the BV water system. As such, there is some inequality in level of service available to 2085, in comparison to other homes on Debruyn Road.



Service Pressure (40psi) boundary (blue line) and 2085 Debruyn Road (red circle)

Cost to Service

The existing watermain on Debruyn Road ends just south of the cul-de-sac. If the Village / RDKB were to provide water service to 2085 Debruyn Road, a water service would have to be constructed approximately 50m from the existing watermain to the property line of 2085 Debruyn. Since there is no potential for servicing lands beyond the cul-de-sac, there would be no need to construct a typical 150mm – 200mm diameter watermain. However, due to the length of service, as a minimum, a 50mm diameter service (with a blowoff for flushing maintenance) would be recommended. The cost to hire a contractor to construct that service is estimated as follows:



▪ 50mm dia piping, approx 50m @ \$200/m	= \$10,000
▪ Blowoff	= \$2,500
▪ Service to property line with curb stop	= \$2,000
▪ Road crossing or driveway repaving, allow 20 m ² @ \$100/m ²	= \$2,000
▪ Subtotal	= \$16,500
▪ Construction Contingency (allow 25%)	= \$4,500
▪ Total Estimated Service Cost	= \$21,000

Village of Fruitvale
Attn: Lila Cresswell

- 3 -

Our File: 961-011

As shown above, the cost to construct a water service to the property line for 2085 Debruyn Road is uncharacteristically high, and would take a long time for the service to be 'paid back' via water parcel taxes. In addition, a long water service such as this would have some additional maintenance requirements in comparison to a typical residential water service.

Closure

As described in the previous sections, 2085 Debruyn Road:

- is located on the fringe of the water service area,
- can not be provided with a minimum of 40psi service pressure, and
- would have uncharacteristically high costs associated with constructing and maintaining a water service to this property.

For those reasons, removal of this parcel from the water service area is justified.

We trust that this information is adequate for the Village of Fruitvale's purposes at this time. Please contact us if you have any questions about the information provided in this letter.

Yours truly,

TRUE Consulting

Scott Wallace, P.Eng.

Enclosure

T:\Trail-Projects\961 Fruitvale\961-011\2085 Debruyn Road Water Service - 2017\Fruitvale-Cresswell-2085 Debruyn Road Water Service-2017-11-22.docx

Steve Van Hemert
2085 Debruyne Road
Fruitvale, BC V0G 1L1
250 425 5351
svhcontracting@gmail.com

January 16, 2018

Regional District of Kootenay Boundary
202 – 843 Rossland Ave
Trail, BC V1R 4S8

Attn: Gabe Weibe – gweibe@rdek.com

RE: Request to remove property from the RDKB Beaver Valley Water Service area

Subject Property: **Civic: 2085 Debruyne Road, Fruitvale, BC, V0G 1L1**
 Legal: Lot B, Plan NEP10973, DL 1236, KD, PID: 012-900-354
 Folio#: 21-711-05442.025

I formally request that the property my wife and I own, described as the subject property above, is removed from the Regional District of Kootenay Boundary Beaver Valley Water Service.

We purchased the property in 2015. Upon inspection of our 2017 property tax notice we found a parcel tax for Beaver Valley Water is included. The property is not and has never been serviced by the Beaver Valley Water System as our water source is our own well. When we purchased the property, we were told that the Beaver Valley Water system did not have enough pressure to supply our home which is supported by the RDEK mapping of the system. Our home is at a higher elevation than all other homes serviced by the system.

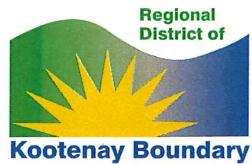
We had assumed that since the water system did not service the home, we would not be charged the parcel tax, and did not become aware of the extra charge until review of the 2017 tax notice. We humbly request that the taxes paid by us in 2016 and 2017 be reimbursed as we did not and could not receive the water service for that period.

Should you have any questions, please call me at 250 425 5351 or email me at svhcontracting@gmail.com.

Sincerely,

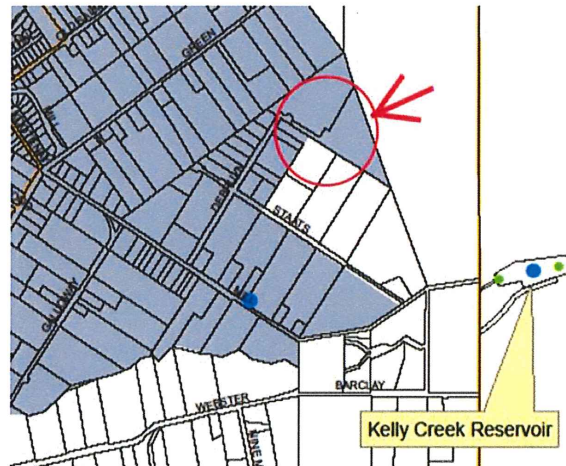


Steve Van Hemert



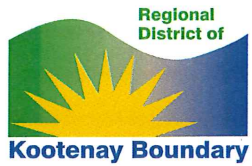
February 16, 2018

1. I/we, the undersigned owners of property located within the boundaries outlined on the map below, do hereby petition the Regional District of Kootenay Boundary to adopt proposed Regional District of Kootenay Boundary Beaver Valley Water Service Establishment Amendment Bylaw No. 1662, 2018.
2. I/we petition for the removal of PID: 012-900-354 Lot B, District Lot 1236, Kootenay District Plan 10973 from the water service area established by Bylaw No. 1491, 2011.
3. The map of proposed Regional District of Kootenay Boundary Beaver Valley Water Service Establishment Amendment Bylaw No. 1662, 2018 will define the new boundaries of the service area ("BVWS" below) based on the property that has been petitioned out of the service area.



BVWS (purple shade) and 2085 Debruyne Road (red circle)

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
 Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
 Email: admin@rdkb.com · web: rdkb.com



Civic Address: 2085 Debruyne Road, Fruitvale, BC, V0G 1L1
 Legal Description: PID: 012-900-354 Lot B, Plan NEP10973, District Lot 1236, Kootenay Land District
 Name of Registered Owners: Steve Van Hemert
 Jakki Wynette Van Hemert


 Signature
 Steve Van Hemert


 Signature
 Jakki Wynette Van Hemert

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing a valid and sufficient petition for the removal of the subject parcel from the boundaries of the water service area pursuant to s. 2 of the Regional Districts Establishing Bylaw Approval Exemption Regulation this 16th day of February, 2018.


 Manager of Corporate Administration *Corporate Office*

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
 Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
 Email: admin@rdkb.com · web: rdkb.com

2/6/2018

Regional Districts Establishing Bylaw Approval Exemption Regulation

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B.C. Reg. 113/2007
M98/2007

Deposited May 8, 2007

This consolidation is current to January 30, 2018.

Local Government Act
**REGIONAL DISTRICTS ESTABLISHING BYLAW
APPROVAL EXEMPTION REGULATION**

Contents

- 1 Definitions
- 2 Exemption — bylaw amending service area boundary
- 3 Exemption — bylaw increasing requisition limit

Definitions

- 1 In this regulation, "**Act**" means the *Local Government Act*.

Exemption — bylaw amending service area boundary

- 2 (1) An amendment to an establishing bylaw that changes the boundaries of a service area by one or both of the following is exempt from the requirement for the inspector's approval under section 802 (3) of the Act:
 - (a) adding parcels to the service area;
 - (b) removing parcels from the service area.
- (2) An exemption under subsection (1) applies only if
 - (a) the owners of parcels to be added, parcels to be removed or both, as the case may be, submit a petition to the regional district to change the boundaries of the service area, and
 - (b) at least 2/3 of the participants consent to the amendment.
- (3) Each page of a petition referred to in subsection (2) (a) must do the following:
 - (a) describe in general terms the service that is provided;
 - (b) define the boundaries of the proposed amended service area;
 - (c) in the case of a petition to add parcels to a service area, indicate in general terms the proposed method for recovering annual costs;
 - (d) contain other information that the board may require
- (4) In order to be certified as sufficient and valid for the purposes of this section, a petition must satisfy the following requirements:

http://www.bclaws.ca/Recon/document/ID/freeside/76_113_2007

1/3

2/6/2018

Regional Districts Establishing Bylaw Approval Exemption Regulation

(a) the petition must be signed by the owners of the parcels, as follows:

- (i) for a petition to add parcels to a service area, by at least 50% of the owners of parcels to be added;
- (ii) for a petition to remove parcels from a service area, by at least 50% of the owners of the parcels to be removed;

(b) the persons signing the applicable petition must be the owners that in total represent

- (i) for a petition to add parcels to the service area, 50% of the net taxable value of all land and improvements in or on the parcels to be added, or
- (ii) for a petition to remove parcels from a service area, 50% of the net taxable value of all land and improvements in or on the parcels to be removed.

(5) Section 212 (4) to (6) [*rules in relation to petition for local area service*] of the *Community Charter* applies to a petition under subsections (2) to (4).

Exemption — bylaw increasing requisition limit

3 (1) In this section:

"baseline date" means the later of

- (a) the date an establishing bylaw is first adopted in accordance with section 801 of the Act, and
- (b) the date 5 years before the date of the third reading of a bylaw proposing the amendment of the maximum amount that may be requisitioned for a service;

"baseline value" means

- (a) for a maximum amount set under section 800.1 (1) (e) (i) of the Act [*dollar limit*], the maximum amount set at the baseline date,
- (b) for a maximum amount set under section 800.1 (1) (e) (ii) of the Act [*rate limit*], the maximum amount obtained by multiplying the property value tax rate at the baseline date by the most recent net taxable value for the service area in the baseline year, or
- (c) for a maximum amount set under section 800.1 (1) (e) (iii) of the Act [*dollar limit and rate limit*], the greater of the baseline values described in paragraph (a) and (b);

"baseline year" means the calendar year in which the baseline date occurs.

(2) The inspector's approval under section 802 (3) of the Act is not required for an amendment to an establishing bylaw that increases the maximum amount that may be requisitioned under the bylaw by an amount less than or equal to 25% of the baseline value.