

Regular Meeting of the Board of Directors

Wednesday, April 11, 2018 - 6:00 pm

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

A G E N D A

1. Call to Order

2. Consideration of the Agenda (Additions/Deletions)

- a) The agenda for the Regional District of Kootenay Boundary Board of Directors April 11, 2018 meeting is presented.

Recommendation: Corporate Vote Unweighted

That the agenda for Regional District of Kootenay Boundary Board of Directors April 11, 2018 meeting be adopted as presented.

3. Minutes

- a) The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held March 27, 2018 are presented.

Recommendation: Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held March 27, 2018 be adopted as presented.

[Minutes - Board of Directors - 27 Mar 2018 - BOARD - Apr 11, 2018 Pdf](#)

4. Delegation(s)

- a) **Morag Carter, Executive Director, Greater Trail Community Skills Centre**
Re: Thriving for All, Lower Columbia Poverty Reduction Plan
[Delegation-M. Carter-Skills Centre--Lower Columbia Poverty Reduction Plan-BOARD-April 22 2018](#)

5. **Unfinished Business**

a) **RDKB Board of Directors Action Item Report as of April 6, 2018**

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors Action Item Report as of April 6, 2018 be received as presented.

[RDKB Action Items -2018-04-05 - BOARD - Apr 11, 2018](#)

6. **Communications (Information Only)**

a) **7a) Local Government Program Services - March 21, 2018**

Re: 2018 Emergency Operations Centres & Training - Approval

[RBishop to Russell re 2018 Emergency Ops Centres and Training - March 21, 2018 - BOARD - Apr 11, 2018](#)

b) **7b) K. Hamling - RDCK - March 29, 2018**

Re: Viability to Establish a Columbia Basin Regional Home Insurance Provider

[RDCK KHamling to Russell re Viability to Establish a Columbia Basin Regional Home Insurance Provider - March 29, 2018 - BOARD - Apr 11, 2018](#)

c) **7c) W. Booth - UBCM - March 13, 2018**

Re: BC Used Oil Management Assoc. - 2017 Resolutions

Recommendation: Corporate Vote Unweighted

That Communications (Information Only) items 7a - 7c be received and direction at the discretion of the Board.

[WBooth to McGregor re 2017 Resolutions UBCM - March 13, 2018 - BOARD - Apr 11, 2018](#)

7. **Reports**

a) **Monthly Schedule of Vendor Payments - March 31, 2018**

Director Martin, Finance Liaison

Recommendation: Corporate Vote Unweighted

That the Interim Schedule of Vendor Payments to March 31, 2018 for \$1,702,956.57 be received.

[Interim Schedule Vendor Payments - BOARD - Apr 11, 2018](#)

b) Adopted RDKB Committee Minutes

The minutes of the RDKB Committee meeting held during April and adopted by the respective Committee during April 2018 are presented:
Boundary Community Development Committee (March 7),

Recommendation: Corporate Vote Unweighted

That the following minutes of the RDKB Committee meeting held during April 2018 be received:
Boundary Community Development Committee (March 7).

[Minutes - BCDC - 07 Mar 2018 - BOARD - Apr 11, 2018 Pdf](#)

c) RDKB Electoral Area Advisory Planning Commission Minutes - March 6, 2018

Electoral Area APC Minutes

Recommendation: Corporate Vote Unweighted

That the following minutes of the RDKB Advisory Planning Commission meetings held March 6, 2018 be received.

[Minutes-March 6-APC Area A-BOARD -April 11 2018](#)

[Minutes-March 6-APC Area E-Big White-BOARD April 11 2018](#)

8. Monthly Committee Recommendations to Board of Directors

The RDKB Committee recommendations as adopted by the RDKB Committees this month are presented for consideration.

a) Boundary Community Development Committee (BCDC) April 3, 2018

Re: West Boundary Recreation Grant Application - Greenwood Municipal Pool - Summer Camp Programs

West Boundary Rec Grant - Greenwood Pool

Recommendation: Stakeholder Vote (Electoral Area 'E'/West Boundary, Greenwood and Midway) Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the application for a West Boundary Recreation Grant from the Greenwood Municipal Pool for \$3,000 for Summer 2018 Camp Programs.

[West Boundary Grant Application - Greenwood Pool - BCDC Apr 3, 2018 - BOARD - Apr 11, 2018](#)

b) Boundary Community Development Committee (BCDC) April 3, 2018

Re: West Boundary Recreation Grant Application -Kettle Valley Golf Club

West Boundary Rec Grant -Kettle Valley Golf Club

Recommendation: Stakeholder Vote (Electoral Area 'E'/West Boundary, Greenwood and Midway) Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the application for a West Boundary Recreation Grant from the Kettle Valley Golf Club for \$600 for youth golf lessons in 2018.

[West Boundary Grant application - Kettle Valley Golf Club - BOARD - Apr 3, 2018](#)

9. New Business

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

1620 Highway 33, Rock Creek, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 011-507-721

Lot 1 District Lot 352 Similkameen Division Yale District Plan 1622

Owner: Bonnie-Lou Koester

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administrative 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 352, Similkameen Division Yale District, Plan 1622.

[Staff Report-Bylaw Contravention Koester-Board-April 11, 2018 - Pdf](#)

[Invitation Letter February 28, 2018 - BOARD - Apr 11, 2018](#)

[Staff Report-Bylaw Contravention Koester-Board January 25, 2018 - BOARD - Apr 11, 2018](#)

- b) A staff report from Mark Andison, CAO, regarding the cancellation of a Building Bylaw Contravention for the property described below as:
95 Wallace Creek Road, Greenwood, B.C.
Electoral Area 'E' / West Boundary
Parcel Identifier: 005-005-493
The East ½ of Section 20 Township 79 SDYD Except Plans 34998 KAP52486 and H13510
Owner: Cactus Creek Cattle Co. Ltd.

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

That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 58 of the Community Charter against the property legally described as The East ½ of Section 20, Township 79, Similkameen Division Yale District, Except Plans 34998, KAP52486 and H13510.

[Staff Report-Cancellation Bylaw Contravention Cactus Creek Cattle Co Ltd-Board-April 11, 2018 - Pdf](#)

- c) **M. Forster**
Re: 2018 RDKB Electoral Area Town Hall Meeting Notes

The notes from the 2018 RDKB Electoral Area Town Hall meetings held during February and March are presented for information:

Recommendation: Corporate Vote Unweighted

That the notes from the 2018 RDKB Electoral Area Town Hall meetings be received.

[Notes TH Mtg - Area A - Fruitvale - Feb 5, 2018 - BOARD - Apr 11, 2018](#)

[Notes TH Mtg - Area B - Genelle - Feb 8, 2018 final - BOARD - Apr 11, 2018](#)

[Notes TH Mtg - Area C - Christina Lake - Feb 7, 2018 final - BOARD - Apr 11, 2018](#)

[Notes TH Mtg - Area D - Grand Forks - Feb 26 2018 final - BOARD - Apr 11, 2018](#)

[Notes TH Mtg - Area E - Rock Creek - Feb 28, 2018 final - BOARD - Apr 11, 2018](#)

d) T. MacDonald - RDI
Re: RDI for Local Government

Recommendation: Corporate Vote Unweighted

That the presentation from the T. MacDonald regarding RDI for Local Government be received.

[Presentation - T. MacDonald re RDI for local government - BOARD - Apr 11, 2018](#)

e) M. Daines
Re: Glacier Heights Refrigeration - Service Contract

A staff report from Mark Daines, Manager of Facilities and Recreation regarding entering in to a service contract with Glacier Heights Refrigeration Ltd. for the purchase and installation of a new Chiller in the Freon refrigeration plant in the Beaver Valley Arena is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Service Contract and associated Stipulated Price Contract (CDCC) with Glacier Heights Refrigeration Ltd. in the amount of \$62,794.63 for the purchase and mechanical installation of the Chiller for the Beaver Valley Arena.

FURTHER, that the Board of Directors authorize the RDKB signatories to sign and enter in to an agreement.

[Staff Report - Glacier Heights Service Contract - BOARD - Apr 11, 2018Pdf](#)

f) ALC Decision
Re: Darbyshire - Application 56675 to Conduct a Non-farm Use in the ALR

Recommendation: Corporate Vote Unweighted

That the ALC Decision for Darbyshire - Application 56675 to Conduct a Non-farm Use in the ALR be received.

[ALC Decision Ltr-Darbyshire-March 22 2018-Board-April 11 2018](#)

g) C. Marsh

Re: EOC Activation Wage Reimbursement Policy - Final Draft

This policy has been approved by the P&P Committee and sent out for Directors' comments. No comments were received.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the EOC Activation Wage Reimbursement Policy as presented.

[EOC Activation Wage Reimbursement Policy - Final to Board - BOARD, Apr 11, 2018](#)

h) Grants-in-Aid

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. Columbia Basin Environment Education Network - Electoral Area 'B' - \$2,000
2. Crazy Legs Dancers Society - Electoral Area 'C' - \$1,000

[GIAs as of April 5, 2018 - BOARD, Apr 11, 2018](#)

10. Late (Emergent) Items

11. Discussion of Items for Future Meetings

12. Question Period for Public and Media

13. Closed (In camera) Session

14. Adjournment



Regular Meeting of the Board of Directors

**Tuesday, March 27, 2018
RDKB Board Room, Trail, B.C.**

6:00 p.m.

Minutes

Present: Director R. Russell, Chair
Director G. McGregor, Vice-Chair
Director P. Cecchini
Director J. Danchuk
Director M. Martin
Director L. McLellan
Director E. Smith
Director M. Rotvold
Director A. Grieve
Director L. Worley
Director V. Gee
Alternate Director A. Parkinson

Staff: M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration/Recording Secretary
B. Burget, GM of Finance
Chris Marsh, Manager of Emergency Programs

Others: D. Preston, Applicant, Development Variance Permit
H. Hunt, Development Variance Permit
B. Edwards, Alternate Director, Electoral Area B/Lower Columbia-Old Glory

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 March 27, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors was presented.

The Manager of Corporate Administration advised of the following changes to the agenda:

1. Move agenda item #5a); application for Development Variance Permit to the front of the agenda after Consideration of the Minutes,
2. Remove item #8a); West Boundary Recreation Grant Application from the agenda,
3. Add reply from the Osoyoos Indian Band for Bylaw 1632 referral process to agenda item 11b); Bylaw No. 1632,
4. Add minutes of Electoral Area 'E'/West Boundary APC meeting held March 5 to Late Emergent Items as agenda item 12a),
5. Add Electoral Area 'A' Grant-in-Aid request from Village of Fruitvale to Late Emergent Items as agenda item 12b), and
6. Add Electoral Area 'A' Grant-in-Aid request from Beaver Valley Blooming Society to Late Emergent Items as agenda item 12c).

160-18 Moved: Director Gee Seconded: Director Grieve

Corporate Vote Unweighted

That the agenda for the March 27, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors be adopted as amended.

Carried.

Minutes

The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held March 14, 2018 were presented.

161-18 Moved: Director McGregor Seconded: Director Rotvold

Corporate Vote Unweighted

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

Carried.

K. Gobeil, Planner**Re: Reconsideration of Recommendation Adopted March 14, 2018****Approval of a Development Variance Application**

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RDKB Board of Directors
March 27, 2018

The Chair introduced the applicant, Denise Preston to the meeting and he explained that this item had been considered prematurely at the March 14th Board meeting. Director McGregor apologized for the inconvenience this may have caused the applicant.

Chair Russell provided the applicant an opportunity to address the Board. Ms. Preston noted the time it has taken for her to receive approval for the Development Variance Permit application and she requested the RDKB to expedite the process for issuing a building permit.

162-18 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That the recommendation adopted by the Regional District of Kootenay Boundary Board of Directors at the March 14, 2018 meeting to approve the Development Variance Permit application submitted by Denise Preston to reduce the minimum floor area requirement for a dwelling unit from 60m² to 35.7m² – a 24.3m² variance, in order to convert an existing garage into a secondary suite, on the property legally described as Lot 21, Plan KAP23397, DL 317, SDYD, Electoral Area 'C'/Christina Lake be reconsidered. **FURTHER** that the application be approved.

Carried.

Delegation(s)

J. Strilaeff, CEO, Columbia Basin Trust (CBT)

Re: Trust Annual Report Presentation

The Chair welcomed Mr. Strilaeff to the meeting.

Mr. Strilaeff thanked the Board for inviting him to speak about the CBT's activities noting that the CBT meets with their partners at least once a year. He advised that the March 27th presentation would focus on where the CBT is dedicating resources and how the organization's priorities determine development of the current projects, programs and initiatives.

Mr. Strilaeff publicly acknowledged the value that the RDKB's former CBT Board representative, Mr. Gord DeRosa brought to the CBT. He stated that during Mr. DeRosa's six-year term on the Board that he worked hard and was very dedicated. Mr. Strilaeff also noted the dedication on the part of the RDKB's current CBT Board representative, Mr. Murray McConnachie.

Mr. Strilaeff explained that the CBT undertook extensive consultation during 2014/15 which resulted in the identification of the Trust's strategic priorities for 2016-2020. Economic development was a common theme as a key priority with affordable housing, agriculture, broadband, arts, culture and heritage, community priorities, environment, First Nations

relations, land acquisition, non-profit support, recreation and physical activity, renewable and alternative energy and early childhood development identified as other key priorities.

Mr. Strilaeff also presented information regarding methods of support (financial investments, impact investments, grants, initiatives). He listed some of the new CBT programs that have been launched, including but not limited to: arts and culture venue grants (\$3M), BC Housing partnership (\$14M), career internship program, childcare support program (\$3.6M), energy retrofit program (\$2M), recreation infrastructure grants (\$9M) and non-profit tech grants (\$1M). There are usually approximately 65 active programs included in the budget each year.

Mr. Strilaeff summarized some of the projects in the RDKB's jurisdiction which have received CBT funding including energy retrofit upgrades in Fruitvale and Trail, launching of the Kootenay and Boundary Farm Advisors program (RDKB, RDCK and RDEK), Trail Riverfront Centre, Rossland Range Recreation Site Upgrades, Charles Bailey Theatre, Beaver Valley Skate Park, Rivervale Playground, Fruitvale Seniors Gym, Rossland Dewdney Trail, Genelle Spray Park and the Trail Multipurpose Courts. The CBT is also supporting broadband initiatives as well as the Lower Columbia Economic Development services and the i4C Commercial lease.

Mr. Strilaeff concluded his presentation advising that the CBT continues to manage high and growing expectations, balance strategic priorities and emergent opportunities, ensure that there is impactful programming and that priorities are addressed.

The Chair thanked Mr. Strilaeff for the presentation.

Rachael Roussin, Coordinator, Kootenay and Boundary Farm Advisors
Re: Kootenay and Boundary Farm Advisory Program

The Chair welcomed Ms. Roussin to the meeting.

Ms. Roussin thanked the Board for inviting her to present an overview of the Kootenay and Boundary Farm Advisors Program and she explained the purpose of the program and explained it is managed one-on-one with agricultural producers to assist them with challenges, agricultural expertise and with information and resources to support their farm businesses. The program focus is technical agricultural extension services as well as education and coordination.

Ms. Roussin provided further information on the following points:

- **Sectors:** cattle ranches, forage and hay, small animals, market gardens, tree fruits and vines and new entrances.
- **Issues:** soil management, irrigation, infrastructure, weed control, what to plant, where to start, farm tax, insurance and regulations.
- **Support:** education/field days, information, resources.

Chair Russell further explained the structure of the group in relation to the RDKB's involvement. He requested Board members to think about the program and the importance of it for the farm and agricultural producers located within their respective jurisdictions and he requested the Board to share feedback and ideas as to how to add more value to the program.

The Chair thanked Ms. Roussin for attending the meeting and presenting information on the Kootenay and Boundary Farm Advisers Program.

Unfinished Business

Application for Development Variance Permit-D. Preston Electoral Area 'C'/Christina Lake

This item was moved forward on the agenda and was reviewed after Consideration of the Minutes.

Communications (Information Only)

a) S. Chalmers, Administrator, Community Energy Association-Feb. 27/18

Re: BC Municipal Climate Leadership Council Workshop - Post AKBLG Convention

b) Working Group on Responsible Conduct-March 6/18

Re: Status Update

c) Firewise Consulting-March 5/18

Re: Funding for Oversight of Road Rescue

163-18 Moved: Director Worley Seconded: Director Martin

Corporate Vote Unweighted

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

Carried.

There was a discussion regarding item c); letter from Firewise Consulting regarding the development of a proposed framework (the Road Rescue Equipment and Governance Framework) to govern the provision of road rescue within B.C. It was noted that the RDKB Regional Fire Chief and the Manager of Emergency Programs are examining the RDKB's boundaries, Provincial compensation for road rescue calls as well as other matters related to

this item. The Chair advised that this is an important matter and requested the Board members to share further feedback, and it was;

164-18 Moved: Director Rotvold Seconded: Director Gee

That staff be instructed to send a letter to Firewise Consulting advising that the Regional District of Kootenay Boundary Board of Directors has reviewed the correspondence and has opinions regarding the proposed Road Rescue Equipment and Governance Framework and wishes to engage further.

Carried.

Reports

Adopted RDKB Committee Minutes

The minutes of the RDKB Committee meetings held during February and adopted by the respective Committees during March 2018 were presented:

Boundary Community Development Committee (Feb. 7), Policy and Personnel (Feb. 14), Utilities (Feb.14) and Electoral Area Services (Feb 15).

Director McLellan requested that the minutes of the Utilities Committee meeting held February 14, 2018 be amended to include his attendance, and it was;

165-18 Moved: Director Rotvold Seconded: Director McGregor

Corporate Vote Unweighted

That the following minutes of RDKB Committee meetings held during February 2018 be received as presented:

Boundary Community Development Committee (Feb. 7), Policy and Personnel (Feb. 14) and Electoral Area Services (Feb 15). **FURTHER** that the minutes of the Utilities Committee meeting held February 14, 2018 be received as amended.

Carried.

Monthly Committee Recommendations to Board of Directors

The West Boundary Recreation Grant application, submitted by the Greenwood Municipal Pool and which was originally included on the meeting agenda was removed as the applicants have submitted a revised application that must be reviewed by the Boundary Community Development Committee before it is presented back to the Board.

Board Appointments Updates

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

Director McGregor distributed cliffs-notes from the S.I.D.I.T. meeting held in Kamloops on March 22, 2018. She noted that it was a helpful board meeting and that S.I.D.I.T. staff will continue to provide notes.

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

There is a S.I.B.A.C. Board meeting in the near future. As a result of some of the pressure that has been put on the Province to provide better awareness and consultation and to ensure the RDKB Electoral Areas are invited to meetings that are held in the Kootenays, Electoral Area 'C'/Christina Lake will be hosting a luncheon meeting on May 2nd for representatives from the Forestry industry, local government stakeholders and the Province. This will be similar to the breakfast-meeting that was held in Nelson. Director McGregor invited the other Board members to the luncheon and requested those who wish to attend to contact her as soon as possible.

Okanagan Film Commission - Director Gee

Director Gee attended a meeting that was held during the week of March 19th. Filming will be taking place in Grand Forks in a few months and perhaps in Bridesville.

Boundary Weed Stakeholders Committee - Director Gee

There will be a spring planning session on Thursday, March 29th.

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

Director Worley distributed a written CRTLGC report and provided a brief update on the treaty negotiations with the USA and First Nations noting that at this time, most of the meetings are held in camera and the discussions are confidential. Directors Worley and Danchuk will be attending the Lake Roosevelt Conference in April.

There is a CBRAC meeting at the end of May 2018.

Kootenay Booth - Director Rotvold

Director Rotvold reminded the Directors to provide her with their tourism promo material for the FCM Booth by the end of April.

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

There is no new business to report.

Chair's Update - Chair Russell

Chair Russell provided updates regarding the Boundary MRDT and the RDKB, RDEK and RDCK agricultural extension collaboration. He also reported back to the Board information from the CEO/CAO Forum where BC Regional District Board Chairs and CAOs meet to share good practices. Chair Russell provided highlights from the conference which included sessions on housing, climate change, water and wastewater, UBCM and Cannabis, responsible conduct, Alternate Electoral Area Directors, WildSafe BC and the MFA AGM and Financial Forum. He will provide additional information next month.

Update on Staffing

The CAO updated the Board on the status of filling the vacant GM of Operations and the GM of Environmental Services positions. The preferred candidates have accepted the positions. The GM of Environmental Services will commence work with the RDKB on May 22nd and the GM of Operations will commence work on May 28, 2018.

New Business**C. Marsh, Manager of Emergency Programs****RE: UBCM FireSmart Planning and Activities Grant Program**

Mt. Baldy Ski Resort grant opportunity - UBCM Strategic Wildfire Prevention Initiative

166-18 Moved: Director Rotvold Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors supports the UBCM SWPI FireSmart Planning & Activities program grant application as submitted by Chris Marsh, Manager of Emergency Programs to the Board on March 27, 2018.

Carried.

K. Gobeil, Planner**Re: Referral from Regional District of Central Kootenay (RDCK)
Electoral Area G Land Use Bylaw**

167-18 Moved: Director Worley Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors supports the provisions in the Regional District of Central Kootenay Land Use Bylaw No. 2452 that includes measures to protect the Kelly Creek Community Watershed, which is a source of drinking water for the Village of Fruitvale and RDCK Electoral Area 'A'.

Carried.

K. Gobeil, Planner**Re: Atco Wood Products Cut Blocks-Electoral Area 'A'**

168-18 Moved: Director Grieve Seconded: Director Smith

Corporate Vote Unweighted

That the staff report from K. Gobeil, Planner, regarding 6 proposed cut blocks in Unsurveyed Crown land north of Trail in Electoral Area 'A' be received.

Carried.

K. Gobeil, Planner**Re: Interfor Forestry Referral (Tree Farm Licence 8, Supply Analysis)**

169-18 Moved: Director McGregor Seconded: Alternate Director Parkinson

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report 'Forestry Referral – Interfor – Tree Farm Licence 8, Supply Analysis', which includes concerns raised by the Electoral Area 'E'/West Boundary Advisory Planning Commission, and a copy of the March 5, 2018 Electoral Area 'E'/West Boundary Advisory Planning Commission meeting minutes to Interfor for consideration.

Carried.

Director Gee noted that the Electoral Area 'E'/West Boundary APC has several concerns with this proposal including significant concerns with the size of the harvested areas and the lack of investigation into other harvesting methods other than clear-cuts.

Grants-In-Aid

170-18 Moved: Director Worley Seconded: Director Grieve

Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. Trail Minor Baseball-Electoral Area 'A'-\$500
2. Montrose Family Fun Day-Area 'A'-\$500
3. Trail Minor Baseball-Electoral Area 'B'-\$500
4. West Kootenay Smoken Steel Car Club-Electoral Area 'B'-\$4,000
5. Boundary Country Regional Chamber of Commerce-Electoral Area 'C'-\$2,500

Carried.

Bylaws

B. Burget, General Manager of Finance

Re: Financial Plan Bylaw 1673

First, Second and Third Readings and Adoption

171-18 Moved: Director McGregor Seconded: Director Rotvold

Corporate Vote Weighted

That Regional District of Kootenay Boundary Financial Plan Bylaw No. 1673 be given First, Second and Third readings.

Carried.

172-18 Moved: Director McGregor Seconded: Director Martin

Corporate Vote Weighted

That Regional District of Kootenay Boundary Financial Plan Bylaw No 1673 be Reconsidered and Adopted.

Carried.

C. Rimell, Senior Planner

**Re: Bylaw No. 1632-Electoral Area 'B'/Lower Columbia-Old Glory Official
Community Plan Amendment**

Third Reading

173-18 Moved: Director Worley Seconded: Director Cecchini

Corporate Vote Unweighted

That the staff report regarding the referral response summary for Bylaws 1632 and 1633 on the property legally described as Block 16, DL 7187 and 8073, KD, NEP2115, on Highway 22, near Lower China Creek Road, in Electoral Area 'B'/Lower Columbia-Old Glory, be received.

Carried.

174-18 Moved: Director Worley Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1632, 2018 be read a Third Time.

Carried.

Director Worley spoke to the concerns and comments that were expressed by adjacent property owners at the Public Hearing. She advised that the applicant was not clear about his proposal for the property. He has since clarified his application to amend the Area 'B'/Lower Columbia-Old Glory Official Community Plan to re-designate the subject lands from Rural Resource 1 to Industrial and to amend the Zoning Bylaw from Rural Residential 1 to Light Industrial 1 to allow for the placement of storage units on the subject lands. The applicant has provided information and explanations as to how he will mitigate concerns regarding dust, lack of fire-hydrants and access to water to fight fires, possible decreases in residential property values, increased traffic and visual impacts.

There was a discussion regarding the bylaw referral response from the Osoyoos Indian Band. Planning Department Staff will follow-up with this referral response and will report back to the Board with further information.

175-18 Moved: Director Worley Seconded: Director McGregor

That Planning Department Staff be instructed to reply to the Osoyoos Indian Band's March 22, 2018 letter regarding the West K Concrete Ltd.'s applications to amend the Electoral Area 'B'/Lower Columbia-Old Glory's OCP and Zoning Bylaws. **FURTHER** that Staff also be instructed to report back to the Board.

Carried.

C. Rimell, Senior Planner

Re: Bylaw No. 1633-Electoral Area 'B'/Lower Columbia-Old Glory Zoning Amendment

Third Reading

176-18 Moved: Director Worley Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1633, 2018 be read a Third Time.

Carried.

Bylaw No. 1645-Electoral Area 'D'/Rural Grand Forks Zoning Amendment

Third Reading and Adoption

177-18 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1645, 2018 be read a Third Time.

Carried.

178-18 Moved: Director Worley Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1645, 2018 be Reconsidered and Adopted.

Carried.

Late (Emergent) Items

**Draft Minutes-Electoral Area 'E'/West Boundary APC
March 5, 2018**

179-18 Moved: Director Gee Seconded: Director Grieve

Corporate Vote Unweighted

That the draft minutes of the Electoral Area 'E'/West Boundary Advisory Planning Commission meeting held March 5, 2018 be received.

Carried.

Grant-in-Aids

180-18 Moved: Director Grieve Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Weighted

That the following Grant-in-Aid applications be approved:

1. Village of Fruitvale-Electoral Area 'A'-\$3,100
2. Beaver Valley Blooming Society-Electoral Area 'A' -\$2,000

Carried.

Discussion of Items for Future Meetings

- Letter thanking and acknowledging Gord DeRosa for his time and work as the RDKB's representative on the Columbia Basin Trust Board of Directors.

Question Period for Public and Media

A question period was not necessary.

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RDKB Board of Directors
March 27, 2018*

Closed (In camera) Session

A closed meeting was not required.

Adjournment

There being no further business to discuss, the meeting was adjourned (time: 7:45 p.m.).

TL



Committee/Board Delegation and Presentation Form

Names of all persons who will be speaking & position titles (if relevant) must be included. Name of organization you are representing is also required.		Name(s):	
		Morag Carter	
		Executive Director	
		Greater Trail Community Skills Centre	
Subject of delegation (What information will be presented?)		Thriving For All, Lower Columbia Poverty Reduction Plan	
		Power Point	
What is the purpose of delegation? (Please check where appropriate):		Information Only	<input checked="" type="checkbox"/>
		Letter of Support Request	<input type="checkbox"/>
		Funding Request	<input type="checkbox"/>
		Other (please provide details):	
Contact Person		Morag Carter	
Telephone:	250 368 6360 x 216	Email:	mcarter@communityskillscentre.com
Meeting Date Requested:	March 14 or March 29th 2018		
Technical Requirements:	YES	NO	If yes, you are required to submit the presentation before the meeting as well as bringing it to the meeting on a memory stick.
Will you be using a power-point presentation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
The Regional District is not responsible for software incompatibility. The Regional District utilizes Microsoft Office products. If you will be using power-point, you are requested to bring your own laptop and a VGA/9-pin or HDMI connection. If you do not have a laptop, contact the Manager of Corporate Administration to make alternative arrangements.			
For more information, please contact: Manager of Corporate Administration 202-843 Rossland Avenue Trail, BC V1R 4S8 Phone: 250-368-9148 Toll Free: 1-800-355-7352 Fax: 250-368-3990 Email: tenardon@rdkb.com			
To facilitate effective delegations:			

Please note that this document will be included on a public agenda and therefore any personal information included will be visible to the public. Please contact the Manager of Corporate Administration/Corporate Officer with any questions or concerns regarding Freedom of Information and Protection of Privacy.

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

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

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

NORSA CARTER

Name of Delegate/Group Representative

21/2/2018
Date

M. Carter
Signature

For Office Use Only

Attending at request of the Board _____

Requesting attendance to present information and or to request letter and or funding support. _____

Referred to Chair:

_____ Date

Approved

Declined

If declined provide explanation:

Date of delegation (if applicable):

Applicant informed of decision:

Manager of Corporate Administration

Date

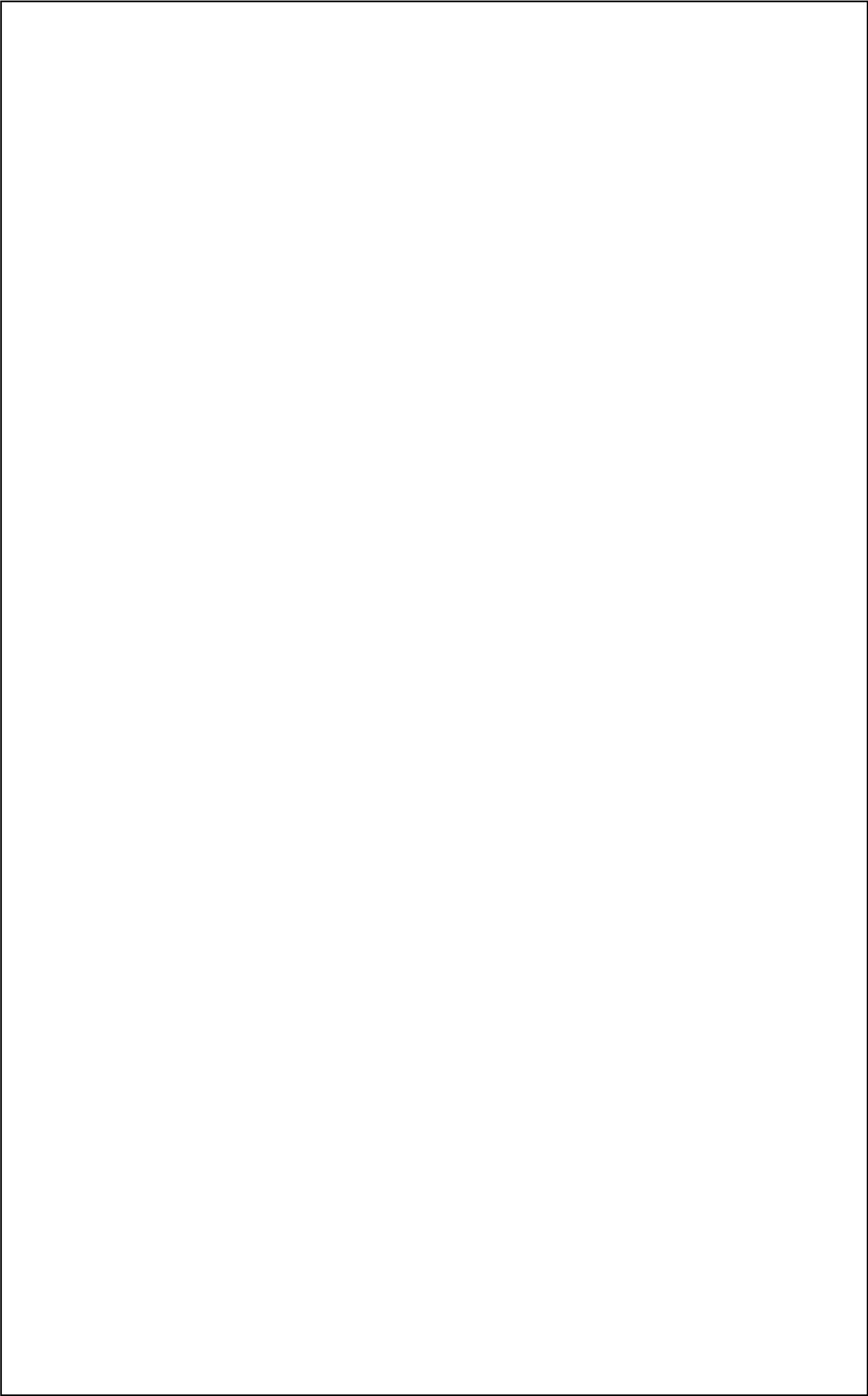
Please note that this document will be included on a public agenda and therefore any personal information included will be visible to the public. Please contact the Manager of Corporate Administration/Corporate Officer with any questions or concerns regarding Freedom of Information and Protection of Privacy.

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

Action Item List All Committees\Board - as of April 6, 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
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 2018	BCDC	That staff be directed to establish a date for the meeting with the new RCMP Regional Detachment Inspector.	Mark Andison	30 Mar 2018	Maureen Forster - 02 Mar 2018 11:18:58 AM Staff have been in discussion with RCMP representatives regarding an April presentation by the new Regional	Active	02 Mar 2018

					Inspector to the Board of Directors regarding this issue.		
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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	Maureen Forster - 29 Mar 2018 02:23:37 PM To be discussed at April 3rd BCDC meeting. BC Transit has expressed an interest in participating.	Active	29 Mar 2018
27 Mar 2018	BCDC	Terry Van Horn will be invited back to a Committee meeting to discuss more of what works for LCIC/LCCDTS.	Mark Andison	30 Apr 2018		Active	29 Mar 2018
27 Mar 2018	BCDC	That the BCDC directs staff to identify whether future delivery of economic development services will be paid through regional taxation or local taxation.	Mark Andison	30 Apr 2018		Active	29 Mar 2018
27 Mar 2018	BCDC	A letter will be written to the editor of the Grand Forks Gazette in regards to the Boundary Transit Service and will be signed by all the Boundary Community Development Committee members.	Mark Andison	30 Apr 2018		Active	29 Mar 2018
27 Mar 2018	BCDC	The meeting with T. DeCourcy and other forest industry people will be held in conjunction with a future BCDC meeting.	Mark Andison	30 Apr 2018	Maureen Forster - 29 Mar 2018 02:28:53 PM In progress. Director McGregor has been coordinating with T. DeCourcy.	Active	29 Mar 2018
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 - 28 Mar 2018 01:23:53 PM The RDKB has been granted the Order in Council that includes RDKB on the Bylaw Enforcement Notice Regulation . Staff continues to work 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 work on other projects such as rewrite of the Procedure Bylaw and drafting a Code of Conduct. Bylaw enforcement work continues at every opportunity.	Active	28 Mar 2018
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



Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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	05 Apr 2018
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 therein with the communities and local governments in the vicinity of such plans prior to their implementation.	Mark Andison	31 May 2017	- 21 Jul 2017 08:20:00 AM In progress.	Active	09 Mar 2018
09 Jun 2017	Board	That the Regional District of Kootenay Boundary Board of Directors approves the submission of an application to the Province of British Columbia for a 2% Room Tax in Electoral Area C/Christina Lake, Electoral Area D/Rural Grand Forks, Electoral Area E/West Boundary, the City of Grand Forks, the City of Greenwood and the Village of Midway areas to fund tourism promotion activities. FURTHER that the Board direct staff to make any necessary amendments to the Partnership Agreement between the RDKB and the Boundary Museum Society subject to the Boundary Museum Society agreeing to the revised agreement. FURTHER that the Board authorizes the RDKB signatories to sign and enter into the revised Partnership Agreement.	Theresa Lenardon	30 Jun 2017	Theresa Lenardon - 27 Mar 2018 08:08:14 AM Staff have been advised that the Province has approved the Boundary MRHT. Destination BC will send information to Boundary accommodation providers regarding the process to collect and remit the tax. A Media Release has been published. This Action Item is Complete and is on the list for information. This will be removed for the next meeting. Theresa Lenardon - 19 Oct 2017 02:50:35 PM The RDKB Board of Directors and the Boundary Museum have endorsed the Boundary MRDT Partnership Agreement. Consultant C. Albas has completed the Provincial application to include Midway, Greenwood and Area E and will inform the RDKB accordingly once she has received feedback from the Province.	Active	27 Mar 2018
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.	Goran Denkovski	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	05 Apr 2018
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	Donna Dean	31 Aug	- 25 Aug 2017 02:03:38 PM Staff is working on this issue.	Active	25 Aug 2017

	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.		2017			
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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	05 Apr 2018
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	05 Apr 2018
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 RDKB region.	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	05 Apr 2018
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
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	Frances Maika	31 Jan 2018	Maureen Forster - 09 Mar 2018 09:06:21 AM Ongoing.	Active	09 Mar 2018

		(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.					
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

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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
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	Mark Andison	29 Jun	Maureen Forster - 09 Mar 2018 09:15:54 AM Awaiting installation of vehicle	Active	09 Mar 2018

		more RDKB communities use electric vehicle charging stations and it can be determined whether there are any negative impacts.		2018	charging stations in more RDKB communities.		
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

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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
29 Mar 2018	Board	That the Regional District of Kootenay Boundary Board of Directors approve, and based on the updates provided at the March 14, 2018 Board meeting, remove the following Protective Services Action items from the action item list: Emergency Preparedness Service, 911 Repeater Tower in the Roderick Dhu Mountain area of Grand Forks (subject to assurance that the matter continues to be included in the 2019/20 Work Plan and information from staff as to how the Board will be kept informed), and Disaster Recovery. FURTHER that the Protective Services Action Item: Use of RDKB Fire Halls by external community groups be referred to the Policy and Personnel Committee for further discussion around the development of a policy that would set out guidelines for use of the local halls by external community groups and the role of the Regional Fire Chief.	Dan Derby	30 Apr 2018		Active	05 Apr 2018
29 Mar 2018	Board	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.	Goran Denkovski	30 Apr 2018		Active	05 Apr 2018
29 Mar 2018	Board	Corporate Vote Unweighted That the Regional District of Kootenay Boundary Board of Directors instructs staff to send a letter to the Rural Development Institute thanking them for the use of the clickers at the RDKB Town Hall meetings.	Frances Maika	30 Apr 2018		Active	05 Apr 2018
29 Mar 2018	Board	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.	Goran Denkovski	30 Apr 2018		Active	05 Apr 2018
03 Apr 2018	Board	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 Planing Program is successful	Tom Sprado	30 Apr 2018		Active	05 Apr 2018
03 Apr 2018	Board	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.	Mark Andison	30 Apr 2018		Active	05 Apr 2018
03 Apr	Board	That the Regional District of Kootenay	Mark	30		Active	05 Apr

2018	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. FURTHER that the Boundary Association for Applied Science and Innovative Technologies be invited to attend a future meeting of the Boundary Community Development Committee.	Andison	Apr 2018			2018
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
04 Apr 2018	Board	That staff be instructed to send a letter to Firewise Consulting advising that the Regional District of Kootenay Boundary Board of Directors has reviewed the correspondence and has opinions regarding the proposed Road Rescue Equipment and Governance Framework and wishes to engage further.	Chris Marsh	30 Apr 2018		Active	05 Apr 2018
04 Apr 2018	Board	That Planning Department Staff be instructed to reply to the Osoyoos Indian Band's March 22, 2018 letter regarding the West K. Concrete Ltd.'s applications to amend the Electoral Area B/Lower Columbia-Old Glory's OCP and Zoning Bylaws. FURTHER that Staff also be instructed to report back to the Board.	Donna Dean	30 Apr 2018		Active	05 Apr 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	Beth Burget, John MacLean	13 Apr 2016	- 19 Jul 2017 02:06:27 PM We are currenty working with consultants to develop our formal asset management plan.	Active	21 Jul 2017

	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.		- 26 Apr 2017 09:24:37 AM This policy will be developed in conjunction with the Asset Management Plan which is out for request for proposals now.		
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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.	Deferred	16 Nov 2017

					<div>- 24 Apr 2017 12:23:20 PM Staff have met with representatives from Teck and both parties have agreed to continue discussions. All agree that there is potential for mutual benefit.</div>		
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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 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 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 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 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 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 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 Further investigation is required and will be provided at a future meeting.</p>	Active	16 Jan 2018

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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 days prior to the meeting.• 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.	Theresa Lenardon	31 May 2017	<p>Theresa Lenardon - 27 Mar 2018 07:57:36 AM 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 sometime before Summer.</p> <p>Theresa Lenardon - 12 Nov 2017 11:16:49 AM 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>	Active	27 Mar 2018
07 Jun 2017	PEP	That Staff prepare a report on the RDKB's Succession Plan.	Mark Andison	30 Jun 2017	<p>- 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.</p>	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	<p>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.</p>	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	<p>- 21 Jul 2017 08:36:11 AM In progress.</p>	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	<p>- 21 Jul 2017 08:31:49 AM Staff will bring a policy amendment to a future meeting.</p>	Active	09 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	<p>Theresa Lenardon - 28 Mar 2018 01:29:17 PM Staff presented introductory material to the P&P Committee at the March 14 2018 meeting. Staff is drafting a proposed Code of Conduct Policy as well as a staff report that will be presented to the Committee at the May or June Committee meeting.</p> <p>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.</p> <p>Theresa Lenardon - 06 Feb 2018 11:41:45 AM The UBCM continues to work on the matter of a Code of</p>	Active	28 Mar 2018

				Conduct/Responsible Conduct of Local Government Elected Officials. Staff continue to follow the UBCM work on this initiative.		
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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 the options and the provision of staff recommendations as to selection of the best options. Dec 19/17 - 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	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	09 Mar 2018
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
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	Maureen Forster - 09 Mar 2018 02:08:47 PM In progress.	Active	09 Mar 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	Maureen Forster - 09 Mar 2018 02:09:21 PM In progress.	Active	09 Mar 2018
09 Mar 2018	PEP	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.	Mark Andison	30 Apr 2018		Active	09 Mar 2018
09 Mar 2018	PEP	That the Planning and Development Department's tracking of bylaw infraction complaints and staff follow-up be referred in a monthly report to the Electoral Area Services Committee.	Donna Dean			Active	09 Mar 2018
09 Mar	PEP	That the Regional District of Kootenay	Mark		Maureen Forster - 09 Mar 2018 02:11:17 PM	Active	09 Mar

2018	Boundary Flag Half-Masting Policy be referred back to staff to amend the Policy as per the direction given by the Policy and Personnel Committee at the February 14, 2018 meeting. Further that the revised Policy be referred back to the Policy and Personnel Committee at a future meeting.	Andison	Report prepared for March 14, 2018 P&P Committee meeting.	2018
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
09 Mar 2018	PEP	That the Policy and Personnel Committee instruct staff to revise the Emergency operations Centre (EOC) Activation Wage Reimbursement as per the Committee's direction at the February 14, 2018 meeting by removing the reference to the "collective agreement" in regards to overtime premiums for exempt / management staff while working in the Emergency Operations Centre. FURTHER that the revised policy be presented back to the Committee at a future meeting.	Chris Marsh	30 Mar 2018	Maureen Forster - 09 Mar 2018 02:12:28 PM Report prepared for the March 14, 2018 P&P Committee meeting.	Active	09 Mar 2018
28 Mar 2018	PEP	That the Manager of Information Services attend the next Policy and Personnel Committee meeting to provide a demonstration of the proposed electronic meeting technology as well as an update regarding a timeline and plan for the implementation of Boardroom and electronic meeting technology as well as information regarding electronic meeting protocols and other means to manage the speaking order at electronic meetings. FURTHER that the action item report be updated accordingly.	Dale Green	30 Apr 2018		Active	05 Apr 2018
28 Mar 2018	PEP	That the Regional District of Kootenay Boundary Flag Half-Masting Policy be amended to include the following occasions upon which RDKB flags may be lowered to half-mast: death of a current employee of the Regional District of Kootenay Boundary; the Chair, Vice-Chair, or Chief Administrative Officer may approve the lowering of flags to half mast in response to a tragic or catastrophic event in the world; upon a resolution adopted by the RDKB Board of Directors, a Regional District of Kootenay Boundary Fire Chief, after consultation with the General Manager of Operations and/or Chief Administrative Officer may approve the lowering of flags to half-mast at Regional District fire halls as a symbol of mourning for; the death of a RDKB fire fighter, the passing of a retired RDKB fire fighter (half-masting at the local fire hall), or the death of a public safety responder in the line of duty within the RDKB or a neighbouring jurisdiction. Further, that the Regional District of Kootenay Boundary Flag Half-Masting Policy also be amended to include a directive that RDKB communications staff shall prepare and distribute a timely notice to the public and staff that outlines the reason of each occasion of half-masting, that Article 14 in the current policy be amended with the inclusion of "including, but not limited to" before the bulleted list and that Article 4 "Chief Justice of Canada" be amended to read "a" Chief Justice of Canada. FURTHER that once updated, the policy be referred to the Directors for comments.	Mark Andison	30 Apr 2018		Active	05 Apr 2018
28 Mar 2018	PEP	For a future meeting staff will present a report, which will provide information as to whether the RDKB should develop a policy that addresses requests for third-party grant funding applications. The report will include a draft checklist.	Mark Andison, Theresa Lenardon	30 Apr 2018		Active	28 Mar 2018
28 Mar 2018	PEP	To prepare for a potential revenue increase from BC Hydro (e.g. payment in lieu of taxation), staff provide a report with information regarding the allocation of the grant in lieu of payments (7-mile dam in Electoral Area A) into a reserve account that would offset requisition increases (include	Beth Burget	30 Apr 2018		Active	28 Mar 2018

	information regarding the formula, mandated criteria for the grant in lieu, how is it done now, what are options, alternatives to use/dedicate the revenue in a fair and equitable manner across a host of existing RDKB services, what would be the implications, how will taxation change and what would be the implications if the revenue was allocated to reserves and not to existing services?).						
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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
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 Warfield.	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
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
28 Mar 2018	UT	That staff review the discrepancies between the data contained in the RDKB monthly flow report and the data in the certified flow report that is submitted by the engineers and for a future meeting, provide the Committee with further information.	Goran Denkovski	30 Apr 2018		Active	28 Mar 2018



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

March 21, 2018

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	MAR 26 2018
DOC #
REF. TO:
CC:	RR MA TL DD CM File

Re: 2018 Emergency Operations Centres & Training - Approval and Terms & Conditions

Dear Chair Russell and Board,

Thank you for submitting an application under the Community Emergency Preparedness Fund for the 2018 Emergency Operations Centres & Training program.

I am pleased to inform you that the Evaluation Committee has approved funding for your project, *EOC's – Facilities Enhancements*, in the amount of \$20,500.

As outlined in the Program & Application Guide, grant payments will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary.

The Ministry of Transportation & Infrastructure has provided funding for this program and the general Terms & Conditions for this grant are enclosed. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in the budget that was approved as part of your application;
- (2) All expenditures must meet eligibility requirements as defined in the Program & Application Guide;
- (3) All project activities must be completed within 12 months and no later than March 29, 2019;
- (4) The final report is required to be submitted to UBCM within 30 days of project completion and no later than April 30, 2019;
- (5) Any unused funds must be returned to UBCM within 30 days following the project end date.

Applicants who submitted funding requests for Justice Institute of British Columbia (JIBC) Emergency Operations Centres courses are advised that if an EOC course is approved for funding under the regular Provincial EOC training program, this cost will no longer be eligible through the CEPF grant.

Please note that descriptive information regarding successful applicants will be posted on the UBCM and/or provincial government websites, and all final report materials will be made available to the provincial government.

On behalf of the Evaluation Committee, I would like to congratulate the Regional District of Kootenay Boundary for responding to this opportunity to develop EOC capacity to support the resiliency of BC communities.

If you have any questions, please contact Local Government Program Services at (250) 387-4470 or by email at cepf@ubcm.ca.

Sincerely,



Rebecca Bishop
Program Officer

cc: Chris Marsh, Manager of Emergency Programs

Enclosure



Regional District of Central Kootenay

Box 590, 202 Lakeside Drive, Nelson, BC V1L 5R4
 Telephone: (250) 352-6665
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March 29, 2018

Roly Russell
 Regional District of Kootenay Boundary
 202-843 ROSSLAND AVENUE
 Trail, BC V1R 4S8

Dear Mr. Russell:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	APR - 3 2018
DOC #
REF. TO:
CC:	RR MA TL

RE: THE VIABILITY TO ESTABLISH A COLUMBIA BASIN REGIONAL HOME INSURANCE PROVIDER

We wish to advise, at its February 15, 2018 Board meeting the Regional District of Central Kootenay passed the following resolution:

159/18 *That the Regional District of Central Kootenay (RDCK) supports further investigation by the Columbia Basin Research Development Institute (RDI) into the actuarial and economic viability of establishing a Columbia Basin regional home insurance provider including the following areas of research:*

1. *a review of key legislation and regulatory bodies;*
2. *a review of alternative funding models (e.g., relief/subsidy funding);*
3. *a GIS analysis of properties potentially affected by a shift in application of Fire Underwriters Survey (FUS) policies (to help with determination of market size); and*
4. *a detailed analysis from the BC Fire Commissioner;*

with equal funding from the RDCK, Regional District of Kootenay Boundary (RDKB), Regional District East Kootenay (RDEK), and Columbia Basin Trust (CBT), or, only RDCK Rural Administration, if all partnership requests for funding are not successful.

We live in an area where there is great risk of wildfire. It is challenging for residents to obtain fire protection insurance through FUS because of the high costs and restrictions within the rural communities. The RDCK is seeking to collaborate with RDKB, RDEK and CBT to equally fund, through RDI, the investigation of options for potential fire protection insurance that is affordable to all the residents in our rural communities and protects their homes. Please advise if the RDKB would be interested in working with us on this project. Then we will be able to determine how to proceed regarding costs and a request to RDI.

Should you require any further information, please contact Stuart Horn at shorn@rdck.bc.ca or (250) 352-8152.

Thank you for your consideration.

Sincerely,

Karen Hamling
 RDCK Board Chair

MUNICIPALITIES: Cities: Castlegar, Nelson Town: Creston Villages: Kaslo, Nakusp, New Denver, Salmo, Silverton and Slocan
 ELECTORAL AREAS: • A-Wynndel/East Shore Kootenay Lake • B • C • D • E • F • G • H-The Slocan Valley • I • J-Lower Arrow/Columbia • K-The Arrow Lakes





REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	MAR 20 2018
DOC #	
REF. TO:	
CC:	Gm RR MA TL TD

March 13, 2018

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

Dear Chair McGregor:

Re: 2017 Resolutions

Please find attached the BC Used Oil Management Association response to the 2017 resolution put forward by your Board and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Jamee Justason, UBCM Information & Resolutions Coordinator with any questions.

Tel: 604-270-8226 ext. 100 Email: jjustason@ubcm.ca

Sincerely,

Wendy Booth
President

Enclosure

2017 B22 Access to Used Oil Recycling Facilities in Rural BC**Kootenay Boundary RD**

Whereas access to used oil, used oil filters and used oil container recycling services in BC is very inadequate particularly in rural areas;

And whereas the British Columbia Used Oil Management Association (BCUOMA) is required by provincial statute to provide used oil, used oil filters and used oil container recycling services to all citizens of British Columbia;

And whereas the British Columbia Used Oil Management Association must submit a Stewardship Plan to the provincial Ministry of Environment for approval:

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

Convention Decision: Endorsed

Provincial Response**Ministry of Environment & Climate Change Strategy**

The Ministry of Environment and Climate Action Strategy recognizes that many used oil collection facilities/services have shut down in recent years due to the decline in the inherent value of oil that has made voluntary collection costly for operators. Oil and other hazardous waste products dropped-off after hours with contaminants (e.g. PCBs) pose a significant liability for retailers (causing many Canadian Tire locations to stop collection). British Columbia Used Oil Management Association (BCUOMA) now desires its contracted facilities to meet the requirements of the Hazardous Waste Regulation which requires capital infrastructure investment.

The Ministry has therefore been pressing BCUOMA into aggressively working to understand and resolve the issues with return collection facilities (RCFs). BCUOMA has undertaken a significant service-gap analysis/study and is now working on the implementation of: an increased return collection incentive rate; a new minimum service level standard; expanding the community collection event program; implementing an infrastructure grant program (for RCFs); adding new multi-material depot return options; and providing a new advertising tool-kit to drive consumer awareness.

BCUOMA is intending to revise and consult on their stewardship plan in its entirety this spring. Ministry staff will be monitoring this process and feedback closely and local governments are encouraged to participate. BCUOMA is actively working in several key areas of the Province, including Kootenay Boundary Regional District to resolve service level concerns. In January 2018 BCUOMA issued an RFP to contract services for mobile community collection events to supplement the depot/facility network and to fill temporary service gaps as they arise.

Other Response**BC Used Oil Management Association**

BCUOMA is currently in the process of revisiting its consumer program. in 2017, BCUOMA completed a study to assess the generation of used oil materials at the community level, from which a new minimum service level standard has been developed (see below). The new minimum service level, once fully implemented, would provide 99% of the population of BC with access to a recycling facility. Also in 2017, BCUOMA developed a new infrastructure grant program, completed a pilot collection program with multi-material depots and enhanced existing community collection events.

in 2018, BCUOMA intends to modify the standard based on the comments received to date, re-assess the service levels in a second study and then incorporate these findings into BCUOMA's 2018-2022 Stewardship Plan, which is intended to be released for consultation in the Spring of 2018. In the interim, BCUOMA intends to continue to invest and build its consumer collection network in areas of need, including launching a new Community Collection Event mobile program.

Importantly, in BCUOMAs consumer collection program, the proposed location of consumer collection

facilities is based on where the used material is generated versus sold. For consumer oil products, because of the long and unique characteristics of the "use" life-cycle stage, the used product is rarely generated where the product is sold. Further, many consumers sales points (large retailers, gas bars) are not designed for, or have the training necessary, for the collection and handling of used hazardous waste materials.

BC Used Oil Management Association Proposed Minimum Service Levels for Consumer Products
[from a chart in the letter]

Community Type: City High Industrial; Population: >5,000; Minimum Service Level: One facility per 100,000 people; SABC Accessibility Standard [Footnote #1]: One facility within 30 min drive

Community Type: City Low Industrial; Population: > 5,000; Minimum Service Level: One facility within 30 min drive; SABC Accessibility Standard: One facility within 30 min drive.

Community Type: Town High Industrial; Population: 2,500-5,000; Minimum Service Level: One facility; SABC Accessibility Standard: One facility within 45 min drive[Footnote #2].

Community Type: Town Low Industrial; Population: 2,500-5,000; Minimum Service Level: One facility within 30 min drive; SABC Accessibility Standard: One facility within 45 min drive.

Community Type: Village; Population: < 2,500; Minimum Service Level: One facility within 45 min drive or Community Collection Event; SABC Accessibility Standard: No service standard.

Footnote #1: Stewardship Association of BC have developed a minimum accessibility standard for approved product stewardship plans.

Footnote #2: Only applies for communities over 4,000 people. There is no SABC service standard for communities under 4,000 people.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

AP5090

Cheque Register-Summary

Date: March 31, 2018

Supplier: 084010-ZUM

Cheque date: March 1-31, 2018

Cheque	Supplier	Supplier Name	Amount
28-Mar-2018	638010	638755 BC LTD	394.17
23-Mar-2018	ABE030	ABELL PEST CONTROL	564.82
23-Mar-2018	ACC050	ACCURA ALARMS SECURITY SERVICE	78.75
08-Mar-2018	ACK020	ACKLANDS-GRAINGER INC.	182.23
28-Mar-2018	ACK020	ACKLANDS-GRAINGER INC.	533.74
08-Mar-2018	AFD001	AFD PETROLEUM LTD.	3,736.26
08-Mar-2018	AGS020	A & G SUPPLY LTD.	465.98
08-Mar-2018	ALP030	ALPINE DISPOSAL & RECYCLING	144.51
23-Mar-2018	ALP030	ALPINE DISPOSAL & RECYCLING	386.16
28-Mar-2018	ALP030	ALPINE DISPOSAL & RECYCLING	82,842.65
08-Mar-2018	AMF010	AM FORD	857.67
16-Mar-2018	AMF010	AM FORD	111.07
23-Mar-2018	AMF010	AM FORD	85.25
08-Mar-2018	AMU010	AMUNDSEN, HELEN	98.76
28-Mar-2018	AND040	ANDREW SHERET LTD.	441.87
08-Mar-2018	ANN030	ANNUVA SOLUTIONS	384.10
23-Mar-2018	APE040	APEX EHS SERVICES INC.	630.00
23-Mar-2018	AQU020	AQUAM SPECIALISTE AQUATIQUE INC.	218.93
08-Mar-2018	ARL010	THE ARLINGTON HOTEL	491.93
23-Mar-2018	ARL010	THE ARLINGTON HOTEL	479.07
08-Mar-2018	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	776.83
28-Mar-2018	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	761.60
08-Mar-2018	AUS020	AUSTIN ENGINEERING LTD	4,013.88
08-Mar-2018	BAB020	BA BENSON & SONS	173.13
08-Mar-2018	BAL020	BALDY BOBCAT SERVICES	307.13
08-Mar-2018	BAR012	BAR CIRCLE N HOLDINGS LTD .	840.00
28-Mar-2018	BAR150	BARTLETT EXCAVATING	1,852.20
08-Mar-2018	BAT030	BATTRICK & SONS LOCKSMITHING	115.50
23-Mar-2018	BAT030	BATTRICK & SONS LOCKSMITHING	42.00
28-Mar-2018	BCC015	B.C. CONSERVATION FOUNDATION	500.00
28-Mar-2018	BCS070	B.C. SPECIAL OLYMPICS TRAIL LOCAL	3,000.00
23-Mar-2018	BCT030	BC TRANSIT	142,007.00
06-Mar-2018	BEA130	BEAVER VALLEY LIBRARY	15,856.00
23-Mar-2018	BEA130	BEAVER VALLEY LIBRARY	15,856.00
08-Mar-2018	BEA150	BEAVER VALLEY NITEHAWKS	216.00
28-Mar-2018	BEH020	BEHRENS, DR. RALPH	85.00
28-Mar-2018	BEL020	BELLA TIRE SERVICE CENTRE LTD.	67.15
08-Mar-2018	BEL110	BELL MOBILITY INC.	227.45
28-Mar-2018	BEN015	BENEFITS BY DESIGN	1,996.30
08-Mar-2018	BES005	BEST WESTERN PLUS COLUMBIA RIVER HOT	474.57
16-Mar-2018	BES005	BEST WESTERN PLUS COLUMBIA RIVER HOT	158.19
28-Mar-2018	BEZ001	BEZAIRE, KELVIN	40.00
23-Mar-2018	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	598.00
28-Mar-2018	BIG025	BIG WHITE UTILITIES	10,373.24
28-Mar-2018	BIG060	BIG WHITE SKI RESORT LTD.	2,977.80
08-Mar-2018	BIG130	BIG WHITE ELECTRICAL LTD.	124.72
16-Mar-2018	BLA050	BLACK PRESS GROUP LTD.	234.93
28-Mar-2018	BLA050	BLACK PRESS GROUP LTD.	10,603.72

08-Mar-2018	BOU010	BOUNDARY ELECTRIC(1985) LTD.	11.71
16-Mar-2018	BOU010	BOUNDARY ELECTRIC(1985) LTD.	290.25
23-Mar-2018	BOU039	BOUNDARY COUNTRY HEATING & COOLING	750.76
16-Mar-2018	BOU070	BOUNDARY HOME BUILDING CENTRE	30.22
23-Mar-2018	BOU070	BOUNDARY HOME BUILDING CENTRE	129.99
16-Mar-2018	BOU530	BOUNDARY LOCKSMITHS	107.22
28-Mar-2018	BOU600	BOUNDARY WOODWORKERS GUILD	1,000.00
28-Mar-2018	BOU630	BOUNDARY MUSICAL & THEATRE SOCIETY	500.00
16-Mar-2018	BOW040	BOWMAN, KARLEE	28.00
23-Mar-2018	BRA030	BRANDT TRACTOR	181.84
08-Mar-2018	BRI001	BRINK'S CANADA LIMITED	367.16
28-Mar-2018	BUH010	BUHLER, GARRY	341.67
08-Mar-2018	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	26.25
08-Mar-2018	BVC001	BV COMMUNICATIONS LTD.	610.06
23-Mar-2018	BVC001	BV COMMUNICATIONS LTD.	62.72
28-Mar-2018	BVC001	BV COMMUNICATIONS LTD.	694.91
08-Mar-2018	CAF010	CAFE MICHAEL LTD.	296.40
08-Mar-2018	CAN014	CANADA SAFETY EQUIPMENT LTD.	62.77
08-Mar-2018	CAN042	CAN BRIGHT ENTERPRISES	855.68
23-Mar-2018	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	4,867.59
08-Mar-2018	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	800.38
23-Mar-2018	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	232.40
28-Mar-2018	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	39.46
28-Mar-2018	CAN170	CANADA POST CORP	64.18
08-Mar-2018	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	368.68
28-Mar-2018	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	184.34
28-Mar-2018	CAR012	CARO ANALYTICAL SERVICES	6,902.35
08-Mar-2018	CAR015	CARVELLO LAW CORPORATION	2,722.13
08-Mar-2018	CAS016	CASCADES RECOVERY INC.	8,928.33
28-Mar-2018	CAS016	CASCADES RECOVERY INC.	6,274.48
28-Mar-2018	CAS021	CASTLE FUELS (2008) INC.	1,959.32
08-Mar-2018	CEC010	CECCHINI PATRICIA	50.00
16-Mar-2018	CHA016	CHARTERED PROFESSIONAL ACCOUNTANT	997.50
28-Mar-2018	CHA080	CHAMPION LAKES GOLF AND COUNTRY CLU	1,210.00
08-Mar-2018	CHE050	CHERRY HILL COFFEE INC.	308.95
28-Mar-2018	CHE050	CHERRY HILL COFFEE INC.	259.00
16-Mar-2018	CHI080	CHINA CREEK INTERNET SERVICE	469.73
23-Mar-2018	CHR002	CHRISTINA LAKE STEWARDSHIP SOCIETY	40,606.00
28-Mar-2018	CHR002	CHRISTINA LAKE STEWARDSHIP SOCIETY	6,285.95
16-Mar-2018	CHR003	CHRISTMAN, MARTIN RUSSELL	1,706.93
23-Mar-2018	CHR003	CHRISTMAN, MARTIN RUSSELL	1,987.55
28-Mar-2018	CHR003	CHRISTMAN, MARTIN RUSSELL	907.28
16-Mar-2018	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	900.00
08-Mar-2018	CHR270	CHRISTINA LAKE NEWS	98.00
08-Mar-2018	CIB010	CIBC VISA	23,818.41
08-Mar-2018	CIE020	CI EXCAVATING	2,451.75
23-Mar-2018	CIE020	CI EXCAVATING	2,584.58
08-Mar-2018	CIN001	CINTAS THE UNIFORM PEOPLE	112.56
16-Mar-2018	CIN001	CINTAS THE UNIFORM PEOPLE	37.52
23-Mar-2018	CIN001	CINTAS THE UNIFORM PEOPLE	75.04
08-Mar-2018	CIT050	CITYVIEW A DIVISION OF N HARRIS COMPUT	10,998.65
08-Mar-2018	CIV020	CIVICINFO BC	446.25
23-Mar-2018	CIV020	CIVICINFO BC	892.50
16-Mar-2018	CLE004	CLEVERBRIDGE	1,235.00
08-Mar-2018	COC010	COCA-COLA REFRESHMENTS CANADA	324.02
08-Mar-2018	COL010	COLANDER RESTAURANTS (1999) LTD.	239.40

28-Mar-2018	COL011	COLLEGE OF THE ROCKIES	3,995.00
23-Mar-2018	COL024	COLUMBIA TRUCK & TIRE	119.04
28-Mar-2018	COL026	COLUMBIA WIRELESS INC.	610.40
23-Mar-2018	COL240	COLUMBIA FILTER LTD.	310.47
16-Mar-2018	COM003	COMMERCIAL AQUATIC SUPPLIES	493.64
16-Mar-2018	COM009	COMPLETE MAILING SOLUTIONS	263.19
08-Mar-2018	COM020	COMMISSIONAIRES BRITISH COLUMBIA	9,451.55
28-Mar-2018	COM020	COMMISSIONAIRES BRITISH COLUMBIA	9,451.55
28-Mar-2018	COM050	COMMUNITY FUTURES DEVELOPMENT COR	500.00
08-Mar-2018	COM070	COMMUNITY FUTURES DEVELOPMENT COR	11,800.00
23-Mar-2018	COM070	COMMUNITY FUTURES DEVELOPMENT COR	15,000.00
16-Mar-2018	COM190	COMMONSPPLACE CONSULTING	4,602.18
28-Mar-2018	COM190	COMMONSPPLACE CONSULTING	3,080.27
08-Mar-2018	CRE030	CREATIVE CUSTOM EMBROIDERY	277.61
08-Mar-2018	CRO030	CROCKER EQUIPMENT CO LTD	81.39
08-Mar-2018	CRO050	CROSSMAN, STEVEN J.	94.49
08-Mar-2018	DAN090	DANCHUK JOSEPH, P.	325.30
28-Mar-2018	DAN090	DANCHUK JOSEPH, P.	489.40
08-Mar-2018	DDS010	D&D SERVICE CENTRE & STORAGE INC.	78.75
08-Mar-2018	DEB010	DEBRUYN, MARCIA	446.66
08-Mar-2018	DEL070	DELL CANADA INC	660.13
08-Mar-2018	DEN060	DENKOVSKI, GORAN	125.00
16-Mar-2018	DOE020	DOELL PHOTO	862.40
08-Mar-2018	DUE020	DUECK, TIM	740.26
16-Mar-2018	DUE020	DUECK, TIM	25.00
28-Mar-2018	EAR020	EARTH MANAGEMENT LTD.	4,131.65
23-Mar-2018	ECO030	ECO-CLEAN DRY CLEANING SERVICES	71.02
08-Mar-2018	ENO010	ENORMOUS PRODUCTIONS	6,788.24
23-Mar-2018	ENO010	ENORMOUS PRODUCTIONS	1,344.00
16-Mar-2018	EVE040	EVERS, SASKIA	150.00
23-Mar-2018	FED020	FEDERATED CO-OPERATIVES LTD.	623.32
08-Mar-2018	FER001	FERRARO FOODS	70.00
23-Mar-2018	FIB003	FIBRENEW INDUSTRIES	189.00
08-Mar-2018	FIN030	FINNING (CANADA) CREDIT DEPT.	545.73
23-Mar-2018	FIN030	FINNING (CANADA) CREDIT DEPT.	157.57
23-Mar-2018	FIR040	FIREFIGHTERS ASSOCIATION	3,989.12
08-Mar-2018	FIR080	FIRE CHIEFS' ASSOCIATION OF BRITISH COL	581.03
08-Mar-2018	FIV050	FIVE STAR UNIFORMS	982.90
28-Mar-2018	FIV050	FIVE STAR UNIFORMS	695.03
16-Mar-2018	FLE015	FLEETCOR CANADA MASTERCARD	3,328.15
16-Mar-2018	FLE015	FLEETCOR CANADA MASTERCARD	538.68
08-Mar-2018	FOR010	FORTISBC - ELECTRICITY	4,330.09
16-Mar-2018	FOR010	FORTISBC - ELECTRICITY	21,388.65
23-Mar-2018	FOR010	FORTISBC - ELECTRICITY	1,734.49
28-Mar-2018	FOR010	FORTISBC - ELECTRICITY	8,219.60
08-Mar-2018	FOR040	FORTIS BC - NATURAL GAS	8,238.86
16-Mar-2018	FOR040	FORTIS BC - NATURAL GAS	6,637.78
23-Mar-2018	FOR040	FORTIS BC - NATURAL GAS	968.58
28-Mar-2018	FOR040	FORTIS BC - NATURAL GAS	1,607.76
08-Mar-2018	FORGRA	FORTIS BC - FINANCIAL ACCOUNTING	210.00
08-Mar-2018	FOU080	FOUR STAR COMMUNICATIONS INC.	226.86
16-Mar-2018	FOU080	FOUR STAR COMMUNICATIONS INC.	224.34
08-Mar-2018	FRU010	THE VILLAGE OF FRUITVALE	682.65
23-Mar-2018	FRU010	THE VILLAGE OF FRUITVALE	710.08
28-Mar-2018	FRU010	THE VILLAGE OF FRUITVALE	121,220.11
28-Mar-2018	FRU020	FRUITVALE CO-OP	106.60

23-Mar-2018	FRU090	FRUITVALE FIRE FIGHTERS SOCIETY	150.00
08-Mar-2018	GAD020	GADOURY, GERALD	290.00
16-Mar-2018	GAI010	GAIA PRINCIPLES IPM SERVICES	52.50
08-Mar-2018	GEE020	GEE, VICKI LYNN	2,729.91
23-Mar-2018	GEN020	GENELLE RECREATION COMMISSION	14,000.00
08-Mar-2018	GEO020	GEOTRAC SYSTEMS INC.	309.12
08-Mar-2018	GES010	GESCAN - Division of Sonepar	815.94
23-Mar-2018	GES010	GESCAN - Division of Sonepar	623.71
28-Mar-2018	GES010	GESCAN - Division of Sonepar	714.82
28-Mar-2018	GFO010	GOVERNMENT FINANCE OFFICERS ASSOC.	178.00
23-Mar-2018	GLA060	GLACIER HEIGHTS REFRIGERATON INC.	5,250.00
08-Mar-2018	GLE040	GLENMERRY GLASS LTD.	372.40
08-Mar-2018	GOB010	GOBEIL, KENNETH	95.00
16-Mar-2018	GOO020	GOODWILL, JAMIE, R.	485.70
16-Mar-2018	GRA010	CITY OF GRAND FORKS	34,929.44
23-Mar-2018	GRA010	CITY OF GRAND FORKS	2,925.11
16-Mar-2018	GRA023	GRAND FORKS CONCRETE AND GRAVEL LTD	1,071.00
28-Mar-2018	GRA023	GRAND FORKS CONCRETE AND GRAVEL LTD	252.00
08-Mar-2018	GRA050	GRAND FORKS HOME HARDWARE	132.52
16-Mar-2018	GRA050	GRAND FORKS HOME HARDWARE	293.04
23-Mar-2018	GRA050	GRAND FORKS HOME HARDWARE	85.33
08-Mar-2018	GRA056	GRANT THORNTON LLP	9,660.00
23-Mar-2018	GRA180	GRAND FORKS INTERNATIONAL BASEBALL T	3,500.00
28-Mar-2018	GRA560	GRAND FORKS ROTARY CLUB	2,000.00
08-Mar-2018	GRE030	GREYHOUND COURIER EXPRESS	370.41
28-Mar-2018	GRE030	GREYHOUND COURIER EXPRESS	219.24
23-Mar-2018	GRE510	GREEN, DALE ALAN	86.83
08-Mar-2018	GRI010	GRIEVE ALI K.	105.65
08-Mar-2018	GUI001	GUILLEVIN INTERNATIONAL INC.	1,056.19
16-Mar-2018	GUI001	GUILLEVIN INTERNATIONAL INC.	1,719.20
28-Mar-2018	GUI001	GUILLEVIN INTERNATIONAL INC.	93.87
08-Mar-2018	HAA010	HAAS, IRENE D.	170.00
08-Mar-2018	HAL010	HALL PRINTING	4,603.00
16-Mar-2018	HAR014	HARRISON WHITESIDE, KATE	168.00
08-Mar-2018	HAR180	TOM HARRIS CELLULAR LTD.	485.45
08-Mar-2018	HEL010	EDMISON, HELENA	302.40
06-Mar-2018	HIR010	HIRAM, JANICE	217.00
23-Mar-2018	HIR010	HIRAM, JANICE	217.00
23-Mar-2018	HOM010	HOME DEPOT CREDIT SERVICES	287.38
08-Mar-2018	IMP020	IMPERIAL OIL LIMITED	466.41
28-Mar-2018	IMP070	IMPACT EQUIPMENT LTD.	2,370.23
08-Mar-2018	INF030	INFOSAT COMMUNICATIONS	352.07
23-Mar-2018	INF030	INFOSAT COMMUNICATIONS	303.45
16-Mar-2018	INL050	INLAND KENWORTH PENTICTON	81.98
23-Mar-2018	INL050	INLAND KENWORTH PENTICTON	306.43
08-Mar-2018	INL070	INLAND ALLCARE	3,694.29
16-Mar-2018	INL070	INLAND ALLCARE	1,779.60
23-Mar-2018	INL070	INLAND ALLCARE	1,401.54
08-Mar-2018	INN010	INNOV 8 DS DIGITAL SOLUTIONS	516.42
08-Mar-2018	INT017	INTERSTATE BATTERIES	33.46
28-Mar-2018	INT180	INTERIOR TECHNICAL SERVICES LTD.	2,090.45
08-Mar-2018	IRL020	IRL INTERNATIONAL TRUCK CENTRES LTD.	88.77
08-Mar-2018	ISL030	ISL ENGINEERING AND LAND SERVICES LTD.	2,100.00
16-Mar-2018	JES001	JESSE JAMES BOBCAT & LANDSCAPING	488.25
08-Mar-2018	JJH010	J.J.H. ENTERPRISES	203.41
28-Mar-2018	JLC002	JL CROWE SECONDARY SCHOOL	1,500.00

28-Mar-2018	JOH300	JOHNSON, PAUL	20.00
08-Mar-2018	JRS010	JR'S CONSTRUCTION	210.00
16-Mar-2018	KAN010	KANDBORG, ANDREW MILTON	242.86
08-Mar-2018	KEL030	CITY OF KELOWNA	19,482.35
16-Mar-2018	KEL060	KELOWNA FIRE DEPARTMENT	0.00
08-Mar-2018	KET010	KETTLE RIVER SENIORS ASSOC. (ECHO)	120.00
28-Mar-2018	KET080	KETTLE RIVER MECHANICAL	232.37
16-Mar-2018	KIM020	KIMCO CONTROLS LTD.	1,304.51
23-Mar-2018	KIM020	KIMCO CONTROLS LTD.	727.91
08-Mar-2018	KON001	KONE INC.	369.34
23-Mar-2018	KON001	KONE INC.	631.76
28-Mar-2018	KOO008	KOOTENAY MAINTENANCE SERVICES	1,848.00
08-Mar-2018	KOO210	KOOTENAY VALLEY WATER CO.	263.68
23-Mar-2018	KOO210	KOOTENAY VALLEY WATER CO.	23.85
28-Mar-2018	KOO210	KOOTENAY VALLEY WATER CO.	128.05
08-Mar-2018	KOO490	KOOTENAY SWIFTWATER SPECIALISTS	841.34
23-Mar-2018	KOO600	KOOTENAY COLUMBIA HOME MEDICAL EQUI	15,569.12
23-Mar-2018	KOV010	KOVACS, MARGARET A.	35.55
08-Mar-2018	LAK050	LAKETIME SERVICES	283.36
16-Mar-2018	LAK050	LAKETIME SERVICES	390.83
08-Mar-2018	LAN017	LANGMAN, DIANE	50.00
23-Mar-2018	LEP010	LEPITRE, DONALD	25.00
08-Mar-2018	LES005	LES HALL FILTER	993.76
23-Mar-2018	LES005	LES HALL FILTER	993.76
16-Mar-2018	LES025	LESLIE, SARAH	16.79
08-Mar-2018	LIB010	LIBERTY FOOD STORES	69.59
08-Mar-2018	LIF010	LIFESAVING SOCIETY	70.55
16-Mar-2018	LIF010	LIFESAVING SOCIETY	381.97
23-Mar-2018	LIF010	LIFESAVING SOCIETY	108.65
28-Mar-2018	LIT015	LITTLE LAKERS LEARNING CENTRE SOCIETY	2,500.00
08-Mar-2018	LOR010	LORDCO PARTS LTD.	1,140.82
16-Mar-2018	LOR010	LORDCO PARTS LTD.	126.06
23-Mar-2018	LOR010	LORDCO PARTS LTD.	722.67
28-Mar-2018	LOR010	LORDCO PARTS LTD.	1,117.27
08-Mar-2018	LYT020	LYTLE, NICHOLA	3,058.13
08-Mar-2018	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	218.14
16-Mar-2018	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	7.62
23-Mar-2018	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	231.99
28-Mar-2018	MAK025	MAKE IT FIT	47.25
08-Mar-2018	MAR006	MARINO WHOLESALE LTD.	1,356.15
16-Mar-2018	MAR006	MARINO WHOLESALE LTD.	325.99
23-Mar-2018	MAR006	MARINO WHOLESALE LTD.	24.68
08-Mar-2018	MCG002	MCGREGOR GRACE	731.60
08-Mar-2018	MCG010	MCGREGOR ROBERT "IN TRUST"	92.55
23-Mar-2018	MCIO70	MCINTYRE, AMANDA	145.00
08-Mar-2018	MCL060	MCLELLAN LLOYD	50.00
28-Mar-2018	MEA040	MEARL'S MACHINE WORKS LTD.	117,999.17
08-Mar-2018	MER080	MERCER	2,520.00
08-Mar-2018	MIL160	MILLS OFFICE PRODUCTIVITY	1,173.50
16-Mar-2018	MIL160	MILLS OFFICE PRODUCTIVITY	1,237.34
23-Mar-2018	MIL160	MILLS OFFICE PRODUCTIVITY	340.19
28-Mar-2018	MIL160	MILLS OFFICE PRODUCTIVITY	326.34
08-Mar-2018	MIN018	MINE SAFETY APPLIANCES COMPANY LLC	1,591.43
16-Mar-2018	MIN030	MINISTER OF FINANCE	5,287.50
08-Mar-2018	MIN040	MINISTER OF FINANCE	434.35
28-Mar-2018	MIN040	MINISTER OF FINANCE	541.84

08-Mar-2018	MOK001	MOK MERCHANDISE	740.00
28-Mar-2018	MOO003	MOONEY SUPPLY INC.	225.44
08-Mar-2018	MOR025	MORASSUT, ANGELA ALICE	98.76
28-Mar-2018	MOT020	MOTION INDUSTRIES CANADA	2,265.77
08-Mar-2018	MOU004	MOUNTAIN TRANSPORT INSTITUTE LTD.	500.00
23-Mar-2018	MOU015	MOUSTACHE METALWORKS	44.62
28-Mar-2018	MOU015	MOUSTACHE METALWORKS	241.45
28-Mar-2018	MUL040	MULLIS, COLBY	225.81
16-Mar-2018	OAK015	OAKLAND, CHRISTINE M.	310.00
08-Mar-2018	OKT010	OK TIRE STORE	54.85
28-Mar-2018	OKT010	OK TIRE STORE	74.00
28-Mar-2018	OLI040	OLIVER FIRE DEPARTMENT	820.00
08-Mar-2018	OME040	OMEGA COMMUNICATIONS LTD.	646.24
16-Mar-2018	OME040	OMEGA COMMUNICATIONS LTD.	67.20
08-Mar-2018	OPU010	OPUS INTERNATIONAL CONSULTANTS (CAN	2,982.00
28-Mar-2018	OPU010	OPUS INTERNATIONAL CONSULTANTS (CAN	39,918.43
08-Mar-2018	OVE030	OVERLAND WEST FREIGHT LINES LTD.	209.53
08-Mar-2018	PAA010	PAKKUNAINEN, JEFF	125.00
08-Mar-2018	PAC020	PACIFIC BLUE CROSS	36,093.00
16-Mar-2018	PAL005	PALADIN SECURITY GROUP LTD.	8,934.98
23-Mar-2018	PAL005	PALADIN SECURITY GROUP LTD.	8,070.30
08-Mar-2018	PAR008	PARKER, XANDRIA	50.00
08-Mar-2018	PAR050	PARSLOW LOCK & SAFE	16.77
28-Mar-2018	PEN002	PENGELLEY, JOHN	149.80
08-Mar-2018	PEN003	CITY OF PENTICTON	800.02
23-Mar-2018	PEN003	CITY OF PENTICTON	319.04
06-Mar-2018	PEN015	PENNEY, JENNIFER	70.00
08-Mar-2018	PEN015	PENNEY, JENNIFER	24.37
23-Mar-2018	PEN015	PENNEY, JENNIFER	70.00
08-Mar-2018	PEN040	PENNYWISE	860.30
23-Mar-2018	PET010	PETRO CANADA	3,933.70
23-Mar-2018	PHA010	PHARMASAVE NO 106	27.02
08-Mar-2018	PIC015	PICARD, WENDA	350.65
23-Mar-2018	PIN040	PINEGROVE AUTO & SMALL ENGINE REPAIR	107.55
08-Mar-2018	POL040	POLICE VICTIM SERVICES OF BC	650.00
08-Mar-2018	POW100	POWER TECH ELECTRIC LTD.	4,806.54
28-Mar-2018	POW100	POWER TECH ELECTRIC LTD.	2,402.83
08-Mar-2018	PRA040	PRAXAIR DISTRIBUTION	475.70
16-Mar-2018	PRA040	PRAXAIR DISTRIBUTION	82.46
23-Mar-2018	PRA040	PRAXAIR DISTRIBUTION	255.97
28-Mar-2018	PRA040	PRAXAIR DISTRIBUTION	412.71
16-Mar-2018	PRE020	PRESTIGE MOUNTAIN RESORT	483.72
28-Mar-2018	PRI035	PRIMA POWER SYSTEMS INC.	97,360.20
23-Mar-2018	PRO035	PROVISION DATA SYSTEMS INC.	140.00
08-Mar-2018	PUR020	PUROLATOR INC.	219.46
16-Mar-2018	PUR020	PUROLATOR INC.	385.91
28-Mar-2018	QUA020	QUALITY SAW & KNIFE LTD.	473.18
23-Mar-2018	RAC010	RACE TRAC FUELS	993.89
08-Mar-2018	RAT015	RATCLIFFE, SARAH	446.66
08-Mar-2018	REC002	RECEIVER GENERAL	560.54
23-Mar-2018	REC002	RECEIVER GENERAL	466.21
08-Mar-2018	REC010	RECEIVER GENERAL FOR CANADA	93,163.03
23-Mar-2018	REC010	RECEIVER GENERAL FOR CANADA	87,713.88
16-Mar-2018	REC110	RECREATION FACILITIES ASSOC. OF B.C.	362.09
08-Mar-2018	REC510	RECEIVER GENERAL FOR CANADA	14,167.60
23-Mar-2018	REC510	RECEIVER GENERAL FOR CANADA	82.00

16-Mar-2018	RED010	RED SEAL WELDING	73.50
06-Mar-2018	REI003	REILLY, BRIANNA	115.00
23-Mar-2018	REI003	REILLY, BRIANNA	115.00
28-Mar-2018	REI003	REILLY, BRIANNA	97.22
08-Mar-2018	RIC010	RICOH CANADA INC.	2,292.23
28-Mar-2018	RIC010	RICOH CANADA INC.	547.38
23-Mar-2018	RID010	RIDGETOP MEAT PIES	7,155.00
08-Mar-2018	RIM010	RIMELL, CARLY, D.	105.36
23-Mar-2018	RIM010	RIMELL, CARLY, D.	1,520.82
08-Mar-2018	RIT020	RITEWAY MECHANICAL REPAIR LTD.	6,232.96
28-Mar-2018	RIT020	RITEWAY MECHANICAL REPAIR LTD.	1,100.88
16-Mar-2018	RIV020	RIVERVALE RECREATION	2,857.87
08-Mar-2018	RJA010	RJAMES MANAGEMENT GROUP	538.43
16-Mar-2018	RJA010	RJAMES MANAGEMENT GROUP	584.18
08-Mar-2018	ROB017	ROBIL	2,843.35
08-Mar-2018	ROC030	ROCKY MOUNTAIN PHOENIX	951.30
28-Mar-2018	ROC030	ROCKY MOUNTAIN PHOENIX	691.95
08-Mar-2018	ROC050	ROCKY MOUNTAIN ENERGY	2,052.80
16-Mar-2018	ROC050	ROCKY MOUNTAIN ENERGY	1,636.68
23-Mar-2018	ROC050	ROCKY MOUNTAIN ENERGY	2,063.80
16-Mar-2018	ROC100	ROCK CREEK & BOUNDARY FAIR ASSOC.	388.75
08-Mar-2018	ROS055	ROSSLAND GOLDEN CITY LIONS	3,000.00
08-Mar-2018	ROT030	ROTVOLD MARGUERITE	346.80
08-Mar-2018	SAV010	SAVAGE PLUMBING & HEATING	933.98
23-Mar-2018	SAV010	SAVAGE PLUMBING & HEATING	157.08
08-Mar-2018	SAV030	SAVOY EQUIPMENT LTD KELOWNA	211.49
08-Mar-2018	SAV040	SAVE-ON-FOODS	85.46
16-Mar-2018	SAV040	SAVE-ON-FOODS	38.58
23-Mar-2018	SAV040	SAVE-ON-FOODS	23.98
08-Mar-2018	SBA001	SBA CANADA	4,628.74
08-Mar-2018	SCH045	SCHREINER, ROBB	236.85
08-Mar-2018	SCO045	SCOTT-MAY, CATHERINE	2,625.00
23-Mar-2018	SCP010	SCP DISTRIBUTORS INC.	1,648.19
08-Mar-2018	SEC030	SECURE BY DESIGN	44.80
16-Mar-2018	SEL010	SELECT OFFICE PRODUCTS	233.83
28-Mar-2018	SEL010	SELECT OFFICE PRODUCTS	111.95
08-Mar-2018	SEL160	SELKIRK SECURITY SERVICE LTD	553.61
23-Mar-2018	SEL160	SELKIRK SECURITY SERVICE LTD	1,042.26
28-Mar-2018	SEL160	SELKIRK SECURITY SERVICE LTD	289.28
28-Mar-2018	SEV020	SEVEN SUMMITS COFFEE COMPANY	120.00
08-Mar-2018	SHA030	SHAW CABLE	955.23
23-Mar-2018	SHA030	SHAW CABLE	701.17
28-Mar-2018	SHA030	SHAW CABLE	60.92
08-Mar-2018	SIO030	SION IMPROVEMENT DISTRICT	1,306.58
08-Mar-2018	SMI150	SMITH EDWARD I.	91.34
08-Mar-2018	SNU015	SNUGGS, DANIEL	13.00
28-Mar-2018	SOC030	SOCAN	117.52
23-Mar-2018	SOU001	SOUND SOLUTIONS	28,400.51
06-Mar-2018	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TO	7,437.00
23-Mar-2018	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TO	7,437.00
28-Mar-2018	SPE003	SPEEDPRO SIGNS PLUS	1,021.44
23-Mar-2018	SPE030	SPEEDPRO SIGNS PLUS	542.79
28-Mar-2018	SPE030	SPEEDPRO SIGNS PLUS	102.55
28-Mar-2018	STA007	DESJARDINS CARD SERVICES	4.97
16-Mar-2018	STA025	STAJDUHAR, JESSICA	71.43
28-Mar-2018	STE160	STEFAN FRASER & ASSOCIATES INC	10,215.98

28-Mar-2018	STO030	STOKES INTERNATIONAL	167.16
28-Mar-2018	STO030	STOKES INTERNATIONAL	-167.16
16-Mar-2018	STR007	STRATA KAS 1970	304.00
08-Mar-2018	SUP170	SUPER SAVE DISPOSAL INC.	12,832.34
28-Mar-2018	SUP170	SUPER SAVE DISPOSAL INC.	13,138.22
16-Mar-2018	SVE010	SVENDSEN, JAMES	1,291.35
23-Mar-2018	TEC080	TECHNICAL SAFETY BC	392.00
08-Mar-2018	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	13,623.76
16-Mar-2018	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	57.60
23-Mar-2018	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	2,013.65
28-Mar-2018	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	393.87
08-Mar-2018	TEL002	TELUS MOBILITY	4,159.57
28-Mar-2018	TEL002	TELUS MOBILITY	440.00
23-Mar-2018	TEL050	TELUS COMMUNICATIONS CO. C/O TELUS SE	604.47
23-Mar-2018	THO140	THORIMBERT, CHERYL	38.76
08-Mar-2018	TIP015	TIPI MOUNTAIN ECO- CULTURAL SERVICES L	14,033.54
28-Mar-2018	TOM040	TOMASHEWSKY, ROSANNE	26.50
16-Mar-2018	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	102.83
23-Mar-2018	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	224.84
08-Mar-2018	TOO010	TOOL TIME SUPPLIES LTD.	78.38
28-Mar-2018	TOY010	TOYO TIRE CANADA INC	668.73
08-Mar-2018	TRA010	THE CITY OF TRAIL	3,621.20
23-Mar-2018	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	43.47
08-Mar-2018	TRA029	TRAIL COFFEE & TEA COMPANY	373.16
28-Mar-2018	TRA029	TRAIL COFFEE & TEA COMPANY	323.24
08-Mar-2018	TRA190	TRAIL & DISTRICT ARTS COUNCIL	1,883.50
23-Mar-2018	TRA190	TRAIL & DISTRICT ARTS COUNCIL	200.00
08-Mar-2018	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	366.21
23-Mar-2018	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	231.21
23-Mar-2018	TRA540	TRANS-CARE RESCUE LTD.	214.04
28-Mar-2018	TRA800	TRAINOR MECHANICAL CONTRACTORS LTD.	28,783.31
08-Mar-2018	TRA900	TRAIL BEER REFINERY	286.00
08-Mar-2018	TRO010	TROWELEX RENTALS AND SALES	530.68
08-Mar-2018	TRO040	TROPHY DEN & GIFT SHOP	47.04
08-Mar-2018	TWI020	TWIN RIVERS CONTROLS	2,733.68
16-Mar-2018	UBC050	UBCM	5,488.53
23-Mar-2018	ULI010	ULINE CANADA CORPORATION	4,997.00
28-Mar-2018	UNI050	UNION TRACTOR LTD.	1,269.93
16-Mar-2018	UPL030	UPLAND AGRICULTURAL CONSULTING LTD.	5,985.00
08-Mar-2018	UPS010	UPS CANADA	82.50
08-Mar-2018	VAB010	VAB ENTERPRISES	682.50
08-Mar-2018	VAD010	VADIM COMPUTER MANAGEMENT GROUP LT	17,764.86
08-Mar-2018	VAL130	VALLEN	1,267.33
16-Mar-2018	VAL130	VALLEN	717.20
23-Mar-2018	VAL130	VALLEN	787.76
28-Mar-2018	VAL130	VALLEN	1,241.60
08-Mar-2018	VAN002	VANCOUGHNETT, DANIEL J.	300.00
16-Mar-2018	VAN005	VAN HOOGEVEST, MELINA C	40.93
28-Mar-2018	VAN060	VAN KAM FREIGHTWAYS LTD.	178.84
08-Mar-2018	VAN140	VAN HEMERT JV	90.00
28-Mar-2018	VEN010	VENTURE MECHANICAL SYSTEMS LTD	3,675.00
08-Mar-2018	VER090	VERHELST, SHELLEY	2,275.00
28-Mar-2018	VER090	VERHELST, SHELLEY	1,525.00
08-Mar-2018	VIS015	VISIONS FOR SMALL SCHOOLS SOCIETY	3,248.29
08-Mar-2018	VIS050	VISTA RADIO LTD.	554.40
23-Mar-2018	VIS050	VISTA RADIO LTD.	342.30

23-Mar-2018	VIT001	VITALAIRE	826.77
28-Mar-2018	VIT001	VITALAIRE	289.75
28-Mar-2018	VMS020	VMS COMFORT PLUS INC	711.02
08-Mar-2018	VOL020	VOLUNTEER FIREFIGHTER'S FOUNDATION F	200.00
16-Mar-2018	VON015	VON DIEBITSCH, RAYMOND	98.66
16-Mar-2018	WAJ010	WAJAX INDUSTRIAL COMPONENTS LP	894.11
16-Mar-2018	WAS010	WASTE MANAGEMENT	2,119.71
28-Mar-2018	WAS010	WASTE MANAGEMENT	875.87
23-Mar-2018	WDS010	W.D. SHEETMETAL LTD.	321.30
16-Mar-2018	WEB050	WEBSTER SCHOOL PARENT ADVISORY COU	2,000.00
16-Mar-2018	WES016	WESTBRIDGE RECREATION SOCIETY	400.00
16-Mar-2018	WES016	WESTBRIDGE RECREATION SOCIETY	125.00
08-Mar-2018	WES035	WESTERN FINANCIAL GROUP FRUITVALE	20.00
08-Mar-2018	WES100	WESCO DISTRIBUTION CANADA LP	85.60
23-Mar-2018	WES100	WESCO DISTRIBUTION CANADA LP	135.91
28-Mar-2018	WHO010	WHOLESALE FIRE & RESCUE LTD.	98.85
08-Mar-2018	WIE030	WIEBE, GABRIEL	25.00
08-Mar-2018	WOO001	WOOD WYANT INC.	15.98
08-Mar-2018	WOR100	WORLEY LINDA	552.15
28-Mar-2018	WOR100	WORLEY LINDA	420.02
28-Mar-2018	WSP010	WSP CANADA INC.	1,018.50
23-Mar-2018	WTR020	WTRI-WIK FIRE PROTECTION INC.	892.50
08-Mar-2018	XER010	XEROX CANADA LTD.	93.17
28-Mar-2018	XER010	XEROX CANADA LTD.	40.96
08-Mar-2018	YOU080	YOUR DOLLAR STORE WITH MORE 180	34.29
23-Mar-2018	YOU080	YOUR DOLLAR STORE WITH MORE 180	31.83
23-Mar-2018	YRW010	Y & R WATER SALES & SERVICE INC.	7.18
16-Mar-2018	ZAH020	ZAHN, MELISSA	277.52
23-Mar-2018	ZAN010	ZANUSSI BRIAN	145.00
27-Mar-2018	ZAN010	ZANUSSI BRIAN	-145.00
28-Mar-2018	ZAN010	ZANUSSI BRIAN	145.00
08-Mar-2018	ZON020	ZONE WEST ENTERPRISES LTD.	47.25
28-Mar-2018	ZON020	ZONE WEST ENTERPRISES LTD.	1,018.50
Total Accounts Payable			1,702,956.57



**Boundary Community Development Committee
Minutes
Wednesday, March 7, 2018
RDKB Board Room, Grand Forks, BC**

Committee members present:

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

Staff and others present:

M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
B. Burget, General Manager of Finance
T. Sprado, Manager of Facilities and Recreation
F. Maika, Corporate Communications Officer
J. Wetmore, Community Futures Boundary
C. Gates, City of Grand Forks
K. Begg, Executive Director – Boundary Chamber of Commerce

CALL TO ORDER

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

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the March 7, 2018 meeting of the Boundary Community Development Committee was presented.

The agenda was amended with the addition of Director Gee's debrief of the Big White town hall meeting held on March 6, 2018.

The Community Futures Boundary Monthly Report was move to 5A.

Moved: Director Rotvold Seconded: Director Konrad

That the agenda for March 7, 2018 meeting of the Boundary Community Development Committee be adopted as amended.

Carried

ADOPTION OF MINUTES

The minutes of the Boundary Community Development Committee meeting held on February 7, 2018 were presented.

The minutes were amended with a change to the resolution regarding the Midway & Beaverdell Emergency Response Service (055) on page 11, from Boundary Museum Service to Midway & Beaverdell Emergency Response Service.

An amendment was made on page 12 - West Boundary Road Rescue. Midway Fire Department was changed to Village of Midway.

Moved: Director Konrad Seconded: Director Rotvold

That the minutes of the Boundary Community Development Committee meeting held on February 7, 2018 be adopted as amended.

Carried

GENERAL DELEGATIONS

Presentation

Re: Kendra Begg, Executive Director - Boundary Chamber of Commerce

Ms. Begg attended the meeting to provide the Committee members with an overview of the Chambers' current activities and focus. After being hired in 2017, Ms. Begg's primary focus is to reconnect with members and relationships and to reach out and hear concerns from Chamber members. There was an increase in membership last year from 62 to 132 members. Currently the Chamber has 160 members. She informed the Committee that the biggest challenge for the Chamber is the disconnect between the East and West Boundary.

OLD BUSINESS**Community Futures Boundary Monthly Report - February 2018**

The Boundary Community Development Committee Monthly Report for February 2018, as prepared by Community Futures Boundary, was presented.

Discussion ensued on the proposed BEDS Advisory Committee and its structure. There was consensus to invite Terry Van Horn back to a Committee meeting to discuss more of what works for LCIC/LCCDTS. Director Russell encouraged the Committee members to go to the LCCDTS's website to review its structure in regards to executive, members and models.

Moved: Director Rotvold Seconded: Director Smith

That the Boundary Community Development Committee Monthly Report, as prepared by Community Futures Boundary, be received as presented.

Carried

Boundary Community Development Committee Action Items - as of March 2, 2018

The Boundary Community Development Committee action items as of March 2, 2018 were presented.

The action item on the MRDT will be removed from the list.

M. Andison advised the Committee members that the BEDS service review would begin in the near future. A Board designate will need to be appointed to the Service Review Committee. The Committee members will need to consider whether the LCCDTS model should be used or have three distinct services. Discussion ensued on an advisory committee delivering economic development services and how that would be funded.

Moved: Director Russell Seconded: Director Gee

That the Boundary Community Development Committee action items as of March 2, 2018 be received as presented. **FURTHER** that the Boundary Community Development Committee directs staff to identify whether future delivery of economic development services will be paid through regional taxation or local taxation.

Carried

M. Andison**Re: Boundary Economic Development (008) - Five Year Financial Plan 2018-2022**

The Five Year Financial Plan for the Boundary Economic Development (008) was presented for consideration.

Moved: Director Russell Seconded: Director Konrad

That the Regional District of Kootenay Boundary Board of Directors approve the Boundary Economic Development (008) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried

M. Andison**Re: Recreation Commission - Greenwood, Midway and Area 'E'/West Boundary (022) - Five Year Financial Plan 2018-2022**

The Five Year Financial Plan for the Recreation Commission - Greenwood, Midway and Area 'E'/West Boundary (022) was presented for consideration.

The Committee members discussed the grant to the Phoenix Ski Hill and reduced the grant to \$3,000.

Moved: Director Rotvold Seconded: Director Gee

The Boundary Community Development Committee approves the reduction of the grant to the Phoenix Ski Hill to \$3,000.

Carried

Moved: Director Rotvold Seconded: Director Smith

That the Regional District of Kootenay Boundary Board of Directors approve the Recreation Commission - Greenwood, Midway and Area 'E'/West Boundary (022) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried

M. Andison**Re: Cemetery Service - Greenwood & Area 'E'/West Boundary (145) - Five Year Financial Plan 2018-2022**

The Five Year Financial Plan for the Cemetery Service - Greenwood & Area 'E'/West Boundary (145) was presented for consideration.

Moved: Director Gee Seconded: Director Smith

That the Regional District of Kootenay Boundary Board of Directors approve the Cemetery Service Greenwood & Area 'E'/West Boundary (145) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried

M. Andison**Re: Boundary Transit Services (950) - Five Year Financial Plan 2018-2022**

The Five Year Financial Plan and Work Plan for the Boundary Transit Services (950) was presented for consideration.

Discussion ensued on the budget and the increase in requisition. A letter will be written to the editor of the Grand Forks Gazette in regards to the Boundary Transit Service and will be signed by all the Boundary Community Development Committee members.

Moved: Director Gee Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors approve the Boundary Transit Services (950) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried

T. Sprado**Re: Grand Forks Aquatic Centre Service (040) - Five Year Financial Plan 2018-2022**

A staff report, Five Year Financial Plan and Work Plan for the Grand Forks Aquatic Centre Service (040) from Tom Sprado, Manager of Facilities and Recreation, was presented for consideration.

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Boundary Community Development Committee
March 7, 2018

Moved: Director Russell Seconded: Director Konrad

That the Regional District of Kootenay Boundary Board of Directors approve the Grand Forks Aquatic Centre Service (040) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried

NEW BUSINESS

West Boundary Recreation Grant Application Re: Greenwood Municipal Pool

A grant application for the Greenwood Municipal Pool was presented for the Committee's consideration. The three stakeholders discussed the application and did not support it. The stakeholders will meet in the near future to have further conversation about the application.

Moved: Director Gee Seconded: Director Rotvold

The Boundary Community Development Committee does not approve the West Boundary Recreation grant application from the Greenwood Municipal Pool for \$4,000.

Carried

T. Sprado Re: Facility Condition Assessment Arena and Aquatic Centre - Grant Application

A staff report from Tom Sprado, Manager of Facilities and Recreation, requesting approval of a grant application for a facility condition assessment of the Grand Forks & District Aquatic Centre & Jack Goddard Memorial Arena was presented.

Moved: Director Russell Seconded: Director Konrad

That the Regional District of Kootenay Boundary Board of Directors approve the RDKB'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 the application for the UBCM Asset Management Planning Program is successful.

Carried

M. Andison

Re: Big White Mountain Community Development Association Funding Agreement

A staff report from Mark Andison, Chief Administrative Officer, was presented regarding 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.

Moved: Director Gee Seconded: Director Rotvold

That the Boundary Community Development Committee recommend that the Regional District of Kootenay Boundary Board of Directors approve 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.

Carried

LATE (EMERGENT) ITEMS

Director Gee

Re: Update on the Big White Town Hall Meeting

Director Gee updated the Committee members on the town hall meeting held on March 6, 2018 in Big White. The residents who attended the meeting expressed frustration about the services provided in Big White.

Director McGregor

Re: Meeting with T. DeCourcy, FLNRO - Update

Director McGregor updated the Committee members on a recent meeting with Tara DeCourcy held in Nelson. Members of the Committee expressed an interest in bringing that conversation to the BCDC meeting. The meeting with T. DeCourcy and other forest industry people will be held in conjunction with a future BCDC meeting.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

The was no discussion of items for future agendas.

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*Boundary Community Development Committee
March 7, 2018*

QUESTION PERIOD FOR PUBLIC AND MEDIA

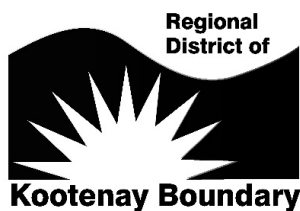
A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting adjourned at 12:25 pm.



ELECTORAL AREA 'A'
ADVISORY PLANNING COMMISSION
MINUTES

Tuesday, March 6, 2018 at the BV Arena Meeting Room, commencing at 4:30 p.m.

PRESENT: Fred Buckley, Linda Green, Rob Ironmonger, Craig Stemmler, Tyleen Underwood

ABSENT: Shelley Levick

RDKB DIRECTOR: Ali Grieve

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

The meeting was called to order at 4:35 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved and seconded that the March 6, 2018 Electoral Area 'A' APC agenda be adopted.

3. ADOPTION OF MINUTES

It was moved and seconded that the February 6, 2018 Electoral Area 'A' APC minutes be adopted.

5. DELEGATIONS - None

6. UPDATES TO APPLICATIONS AND REFERRALS – None

7. NEW BUSINESS

A. ATCO

Re: Forestry Referral – Development Area I

Unsurveyed Crown Land north of Trail Electoral Area 'A'
 RDKB File: A-16

Discussion/Observations:

- Craig Stemmler provided information on the application but removed himself from voting.
- There were no concerns or objects to the application, and it was supported.

Electoral Area 'A' APC Minutes
 March 6, 2018
 Page 1 of 2

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Forestry Referral be supported (Craig Stemmler did not vote).

B. Regional District of Central Kootenay

Re: Referral – Electoral Area 'G' Land Use Bylaw

RDKB File: C-23

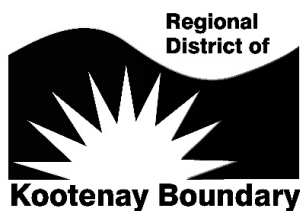
The Committee's consensus was that the Provincial regulations and forest practices provide protection for the watershed. There were no recommendations to amend the RDCK land use bylaw.

Recommendation:

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

8. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 5:30 p.m.



ELECTORAL AREA 'E' (BIG WHITE)

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, March 6, 2018 at Big White Fire Hall, Big White Ski Resort, commencing at 4:00 p.m.

Minutes taken by: Deb Hopkinson

PRESENT: John Lebrun, Gerry Molyneaux, Deb Hopkinson, Jude Brunt, Paul Sulyma (telephone) and Cat Schierrer (telephone)

ABSENT:

RDKB DIRECTOR: Vicki Gee

RDKB STAFF:

GUESTS: Jeremy Hopkinson

1. CALL TO ORDER

The meeting was called to order at 4:03 pm.

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved and seconded that the March 6, 2018 Electoral Area 'E'/Big White APC agenda be adopted.

3. ADOPTION OF MINUTES

It was moved and seconded that the February 6, 2018 Electoral Area 'E'/Big White APC minutes be adopted.

4. DELEGATIONS

None.

Electoral Area 'E'/BIG WHITE APC Minutes
March 6, 2018
Page 1 of 4

5. UPDATED APPLICATIONS AND REFERRALS

6. NEW BUSINESS

A. ROSEN, J. and VARHANIK, L.

Re: Development Variance Permit Application

595 Feathertop Way, Big White
Electoral Area 'E'/West Boundary
RDKB File: BW-4222-07500-950

Discussion/Observations:

The architect does not appear to have worked with the lot size.

The variance does not appear to be resolving a hardship.

Diagram provided was not terribly clear.

1.5 meters into the setback could cause the neighbouring property issues building in the future.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Variance Permit application not be supported.

This is not resolving a hardship.

Neighbouring property may be impacted having the setback reduced by half.

Comments:

"We do, however, support their landscaping plan with the exception of a tree planted in what appears to be the road allowance."

B. BIG WHITE SKI RESORT LTD.

Brent Harley and Associates Inc.

Re: Bylaw Amendment Application

Unsurveyed Crown Land south east of
Big White Road and Black Forest Way
RDKB File: BW-4253 Black Forest

Discussion/Observations:

The proposal is to rezone the site to Employee Housing Residential and to add Hostel as a permitted use. This would allow for some flexibility for developers to rent space to employees and others.

The previous employee housing project received a concession from the Regional District that did not require them to supply covered parking. Should Hostel be added to the Employee Housing Residential 6A would that then require the covered parking? The applicant has stated in the report that they will meet whatever parking requirement is put on this property. The applicant prefers having parking on site, although there is an opportunity to supply offsite parking up to 400m away.

Hostel amendment to Employee Housing Residential provides a service in short supply.

Parking needs for staff and hostel users are possibly not as high as most arrive without vehicles.

The cost of developing 44 beds was 4 million dollars. The resort intends to use these facilities for staff but when there are vacancies, they should be able to recover costs.

Employees of mountain and some businesses are given housing contracts; these hold them to a code of conduct and allows access to units, with notice. This allow for some control of how the units are used. This would not apply to hostel users.

Recommendation:

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

Additional low cost employee housing is required but not always occupied and the hostel addition allows for some cost recovery.

Hostel users might take over from employee use if rents rise.

Big White Ski Resort needs employee housing and is committed to building and supplying housing for staff.

8. FOR DISCUSSION

There is a need to reduce snow load amounts for buildings, as they are higher than anywhere else in the province.

The Commission would like to see an amendment to the OCP, which puts the entire resort under the umbrella of an Intensive Residential Development. As we are seeing people ignore the design criteria for their strata areas, by using different materials than specified, or by building rooms in their garages eliminating mandated covered parking. When the design criteria is not adhered to, the building inspectors need to have the ability to stop work.

9. FOR INFORMATION

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 5:10 pm.



March 12, 2018

Regional District of Kootenay Boundary
202-842 Rossland Avenue
Trail, BC
V1R 4S8

Re: Amended Grant Application

To: The West Boundary Recreation Commission,

Please accept this revised application for our Summer Camp programs. Upon further discussion with our Area E director, we have decided to go an alternate route with the transportation project. As thus, please disregard the shuttle transportation project priced at \$4000.00.

I look forward to hearing your decision and I am available for and happy to answer any questions you have about our programs. We are excited to be hosting a volunteer Social Worker who specializes in outdoor recreation from Vancouver and with that, we are really embracing a holistic approach to empowering our youth as leaders, from staff to participants.

Thank you for your time,

A handwritten signature in blue ink, appearing to read "Colby Mullis", with a long horizontal flourish extending to the right.

Colby Mullis,

Aquatic Coordinator, GWMP
Corporation of the City of Greenwood



West Boundary Recreation Grant Application

The purpose of this grant is to facilitate and foster recreation programs, with a focus on physical activity, for the residents of the West Boundary.

Applicant/Requesting Group	Greenwood Municipal Swimming Pool		
Mailing Address:	P.O Box 129 Greenwood BC V0H1J0		
Phone:	250-445-2375	Email:	pool.greenwoodcity@shaw.ca
Contact Person (Representative)	Colby Mullis		
Amount of grant request?	\$3000.00		
What is the purpose of the grant?	<p>The funds being requested will be put towards the scheduled "Sports Camp" & "Wild Art Camp". <u>Money will be directly utilized for:</u></p> <ul style="list-style-type: none"> ▪ <u>Drinks & Snacks for kids</u> ▪ <u>Purchase of equipment that will be retained for future use (yoga mats, parachute for field games, painting equipment)</u> ▪ <u>Remainder will help supplement wages for additional staffing that these programs will require.</u> 		
Who will the grant benefit?	<p><u>This grant will benefit youth of the West Boundary, ages 7 through 13. We are able to accommodate as many children as there are that register.</u> <u>This will also be beneficial to the youth leaders that we employ as they will get the opportunity to work with our volunteer Social Worker in developing the programs.</u></p>		
What are the other funding sources for this program/event?	<p><u>Corporation of the City of Greenwood is the only funding that is involved with this project.</u></p>		

Are the participants being charged to participate?	<div style="text-align: center;"><u> X </u></div> <div style="display: flex; justify-content: space-around;"> Yes No </div>		
	If yes, how much? <u>\$60.00 (Please note that we are working with Canadian Tire Kick Start to ensure this cost is not an obstacle to local youth)</u>		
Estimated # of benefiting participants?	20 to 40		
Where will the program/event be held?	<u>City of Greenwood, Barbara Colin Memorial Park, the Municipal Swimming Pool, hikes on the Trans Canada Trail (with Trail Coordinator)</u>		
When will the program/event be held?	<u>Sport Camp – July 30th to August 3rd</u> <u>Outdoor Camp – August 13th to August 17th</u>		
Signature of Authorized Representative		Date	

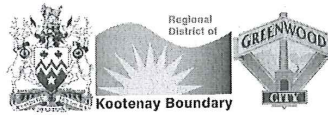
Completed forms should be sent to:

Regional District of Kootenay Boundary
 202-842 Rossland Avenue
 Trail, BC V1R 4S8
 Email: westboundaryrec@rdkb.com

Office Use Only	
Date Received	
Date Presented to the Boundary Community Development Committee	
Approved	Denied
Amount approved	

Art & Nature Camp (Ages 7 to 13)	
Food	\$90.30
Drinks est. at 15 kids @ \$0.67 / day (multiply by two camps)	\$10.05
Snacks est. at 15 kids @ \$5.35 /day (multiply by two camps)	\$80.25
Equipment	\$700.00
Painting Equipment	\$200.00
Jars / Containers	\$80.00
Baskets	\$20.00
Yoga Mats (For both camps)	\$400.00
Wages*	\$1,374.75
40 Hour Work Week @ \$13.75 & @\$15.50	\$1,170.00
7 Hours of Camp Prep Work with Aquatic Coordinator and Camp Leader	\$204.75
TOTAL	\$2,165.05

Sports Camp (7 to 13)	
Food	\$90.30
Snacks est. at 15 kids @ \$5.35 /day (multiply by two camps)	\$80.25
Drinks est. at 15 kids @ \$0.67 / day (multiply by two camps)	\$10.05
Equipment	\$550.00
Basketballs	*To borrow equipment from elementary school*
Tennis Equipment	
Parachute (WalMart)	\$150.00
Hoop Equipment	\$400
Wages*	\$1,374.75
40 Hour Work Week @ \$13.75 & @\$15.50	\$1,170.00
7 Hours of Camp Prep Work with Aquatic Coordinator and Camp Leader	\$204.75
*Junior position, will work under a Youth Leader / Camp Programmer	
TOTAL	\$2,015.05



West Boundary Recreation Grant Application

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	MAR 22 2018
DOC #	REF. TO:
CC: <u>VG/mr/ES</u>	

The purpose of this grant is to facilitate and foster recreation programs, with a focus on physical activity, for the residents of the West Boundary.

Applicant/Requesting Group		<u>Kettle Valley Golf Club</u>	
Mailing Address:		<u>RR2 S-140A Camp 18</u> <u>Rock Creek B.C.</u> <u>V0M-1Y0</u>	
Phone:	<u>250 446-2826</u>	Email:	<u>kugc192@gmail.com</u>
Contact Person (Representative)		<u>Aaron Rexin</u>	
Amount of grant request?		<u>\$ 600.⁰⁰/₁₀₀</u>	
What is the purpose of the grant?		<u>To introduce & encourage the game</u> <u>of golf to the young people</u> <u>(ages 6-12 yrs) of the boundary area,</u> <u>including basic lessons, rules &</u> <u>practice of golf.</u>	

1. The first part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

2. The second part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

3. The third part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

4. The fourth part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

5. The fifth part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

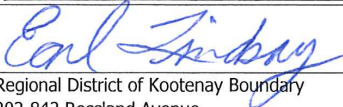
6. The sixth part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

7. The seventh part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

8. The eighth part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

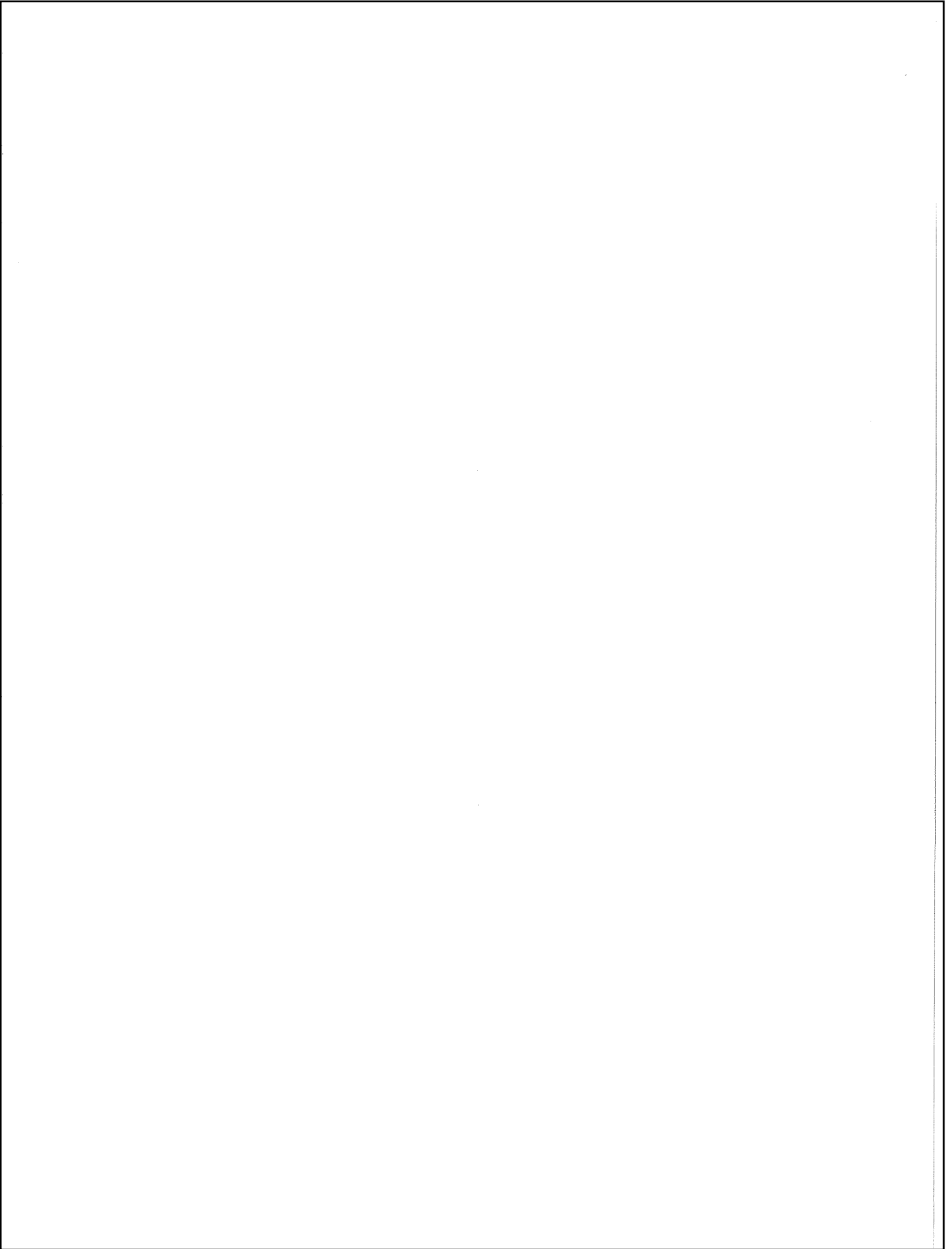
9. The ninth part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

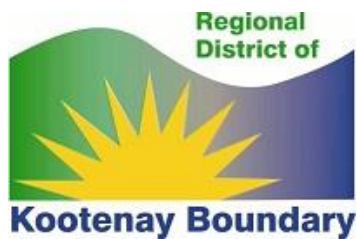
10. The tenth part of the document is a letter from the [redacted] to the [redacted] dated [redacted]. The letter discusses the [redacted] and the [redacted] of the [redacted].

Who will the grant benefit?	Up to 25 ⁺ young people of the boundary area.		
What are the other funding sources for this program/event?	The program is supported by the KUCG which provides golf equipment, snacks & awards.		
Are the participants being charged to participate?	<div style="display: flex; justify-content: space-around;"> Yes _____ No <u>X</u> _____ </div> If yes, how much? _____		
Estimated # of benefiting participants?	25 ⁺		
Where will the program/event be held?	KUCG		
When will the program/event be held?	During the months of May, & early June		
Signature of Authorized Representative		Date	Mar 20 th / 2018

Completed forms should be sent to: Regional District of Kootenay Boundary
 202-842 Rossland Avenue
 Trail, BC V1R 4S8
 Email: westboundaryrec@rdkb.com

Office Use Only	
Date Received	
Date Presented to the Boundary Community Development Committee	
Approved	Denied
Amount approved	



**STAFF REPORT**

Date: 01 Mar 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:

1620 Highway 33, Rock Creek, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 011-507-721

Lot 1 District Lot 352 Similkameen Division Yale District Plan 1622

Owner: Bonnie-Lou Koester

History/Background Factors

The Building Official confirmed that there have been no changes concerning the above referenced property. The owner, Bonnie-Lou Koester, has constructed alterations to a commercial building 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

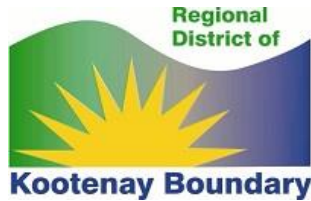
- Staff Report dated January 17, 2018 submitted to the Board regarding the building bylaw contravention;
- Letter dated February 28, 2018 inviting the Owner to the March 14, 2018 Board Meeting.

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 Lot 1, District Lot 352, Similkameen Division Yale District, Plan 1622.

**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 for the property described as:

1620 Highway 33, Rock Creek, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 011-507-721

Lot 1 District Lot 352 Similkameen Division Yale District Plan 1622

Owner: Bonnie-Lou Koester

History/Background Factors

The owner, Bonnie-Lou Koester, has constructed alterations to a commercial building 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;
- Email dated May 17, 2017;
- Registered letter dated March 10, 2017;
- Photos taken March 9, 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, Bonnie-Lou Koester, 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 1, District Lot 352, Similkameen Division Yale District, Plan 1622.



STAFF REPORT ATTACHMENTSTAFF

Date:Da	January 17, 2018January 17, 2018	File:Fi	
To:To:	Chair Russell Board of Directorsand Board of Directors		
From:Fr	Mark AndisonMark Andison		
RE:RE:	BUILDING BYLAW CONTRAVENTION IN VENTONTR 1620 HIGHWAY 33, RD 100, CREEK, BC ELECTORAL AREA 'E' (WEST ABORIGINAL WEST BOUNDARY PARCEL IDENTIFIER: 91800175071721ER: LOT 101 DISTRICT LOT 3525 STRAIGHT DIVISION TALENTS RIVER DISTRICT OWNER: DONNIE KOESTER LOU KOESTER		

History/Background FactorsHistory/Background Factors

The owner, Donnie Koester, has constructed alterations to a commercial building at the above referenced property without first obtaining a building permit

March 9, 2017March 9, 2017Work Order postedStop Work Order posted

March 10, 2017March 10, 2017Site redefined by the owner requesting a response by April 10, 2017

March 22, 2017March 22, 2017Canada Post confirmation that Canada Post as delivered

March 23, 2017March 23, 2017 call Telephone Call, contractor, advising his contractor, building permit process and process and for Part 3 buildings;for Part 3 buildings;

April 3, 2017April 3, 2017Telephone Call, contractor, advising his contractor, building permit process and process and for Part 3 buildings;for Part 3 buildings;

May 15, 2017May 15, 2017Building permit application submitted for alterationBuilding permit application submitted for alteration

May 17, 2017May 17, 2017Sent to owner, contractor and engineer requesting more documentation;Email sent

July 17, 2017July 17, 2017Received some requested documentation;Received some requested documentation;

Jan. 17, 2018Jan. 17, 2018, we have had no further response from the owner

Robert Silva

From: Robert Silva
Sent: May-17-17 11:10 AM
To: 'bonnie Koester'
Cc: 'office@fairbankarchitects.com'; 'hillsideengineering@shaw.ca'
Attachments: 20170517110627643.pdf

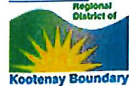
The Building Department of the Regional District of Kootenay Boundary is in receipt of the building permit application for the above noted address. The documents submitted in support of the application are being reviewed for conformance with the BC Building Code and applicable RDKB bylaws. The following documents are required by this office prior to issue of a building permit:

- ✓ 1) A building permit application completed and signed by the Coordinating Registered Professional (see attached);
- 2) Letter of Assurance in the form of a Schedule A from the Coordinating Registered Professional;
- 3) Letters of Assurance in the form of Schedule B's for the disciplines of:
 - ✓ A) Architectural, B) Structural, C) Geotechnical;
- 4) Any other Letters of Assurance as may be determined by the Coordinating Registered Professional;
- 5) 2 sets of drawings sealed by the Registered Professional of Record for the discipline of architectural;
- 6) 2 sets of structural drawings sealed by the Registered Professional of Record for the discipline of structural

The above list is a partial list and does not limit further information that may be required to determine conformance with the BC Building Code and applicable RDKB bylaws. Please submit the above noted documents to this office when obtained.

Respectfully

Robert Silva, RBO
 Building/Plumbing Official
 Regional District of Kootenay Boundary
 2140 Central Avenue
 Grand Forks
 phone (250) 442 2708
 fax (250) 442 2688
rsilva@rdkb.com
www.rdkb.com

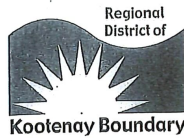


*No response to date
proceed to Notice
on Title letters*

20 November 2017

A/A

COPY



March 10, 2017

REGISTERED

Bonnie-Lou Koester
1620 Highway 33
Rock Creek, B.C.
VOH 1Y0

Re: STOP WORK ORDER- ALTERATION TO COMMERCIAL BUILDING
1620 Highway 33, Electoral Area 'E'/West Boundary
Lot 1, D.L. 352, SDYD, Plan KAP1622

This letter confirms the posting of a **Stop Work Order** on March 9, 2017 for alterations to a Commercial Building 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 **April 10, 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

Attachment
RS:ss

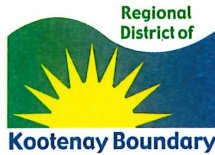
CANADA POSTES POST CANADA		REGISTERED DOMESTIC		RECOMMANDÉ RÉGIME INTÉRIEUR		R
CUSTOMER RECEIPT		REÇU DU CLIENT				
No	Destinataire	Name		FOR DELIVERY CONFIRMATION		CONFIRMATION DE LA LIVRAISON
Address		Bonnie-Lou Koester		www.canadapost.ca		www.postescanada.ca
City / Prov. / Postal Code		Ville / Prov. / Code postal		1 888 550-6333		
Declared Value Valeur déclarée \$		33-000-504 (11-04)		CFO Tracking Number		Nombre de repérage de la CCP
				RW 777 843 815 CA		

COPY

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







February 28, 2018

Bonnie-Lou Koester
1620 Highway 33
Rock Creek, B.C. V0H 1Y0

**Re: Constructed Commercial Alterations without Building Permit
1620 Highway 33, Rock Creek, B.C., Electoral Area 'E' / West Boundary
Contravention of Building Bylaw No. 449
Lot 1 District Lot 352 Similkameen Division Yale District Plan 1622**

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 Bonnie-Lou Koester 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 1, District Lot 352, SDYD, Plan 1622".

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,

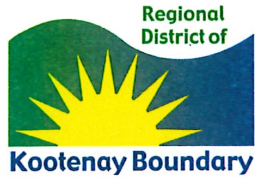
A handwritten signature in black ink, appearing to read "Theresa Lenardon".

Theresa Lenardon
Manager of Corporate Administration

Attachment

TL/sb





February 28, 2018

Bonnie-Lou Koester
1620 Highway 33
Rock Creek, B.C. V0H 1Y0

**Re: Constructed Commercial Alterations without Building Permit
1620 Highway 33, Rock Creek, B.C., Electoral Area 'E' / West Boundary
Contravention of Building Bylaw No. 449
Lot 1 District Lot 352 Similkameen Division Yale District Plan 1622**

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 filled. The Board has therefore, adopted the following resolution.

"That Bonnie-Lou Koester 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 1, District Lot 352, SDYD, Plan 1622".

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,

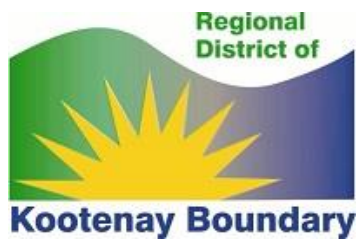
A handwritten signature in black ink, appearing to read "Theresa Lenardon".

Theresa Lenardon
Manager of Corporate Administration

Attachment

TL/sb



**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 for the property described as:

1620 Highway 33, Rock Creek, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 011-507-721

Lot 1 District Lot 352 Similkameen Division Yale District Plan 1622

Owner: Bonnie-Lou Koester

History/Background Factors

The owner, Bonnie-Lou Koester, has constructed alterations to a commercial building 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;
- Email dated May 17, 2017;
- Registered letter dated March 10, 2017;
- Photos taken March 9, 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, Bonnie-Lou Koester, 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 1, District Lot 352, Similkameen Division Yale District, Plan 1622.



STAFF REPORT ATTACHMENTSTAFF

Date:	January 17, 2018	File:	
To:	Chair Russell Rasmussen Board of Directors and Board of Directors		
From:	Mark Anderson, MAO LAGison		
RE:	<p>BUILDING BYLAW CONTRAVENING AVEYMENT ONTR 1620 HIGHWAY 33, RDCHITREEHAFECB CREEK ELECTORAL AREA "EFFECTS TABORDARYWEST BOUNDARY PARCEL IDENTIFIER: 9A0ED750F7M7ZIEER: LOT DISTRICT LOT 352 SUBTRACTED IN DIVISION 7 MILE OFFSHORE OF WILSON ST 16 OWNER DONNER KUNKLESTER LOU KOESTER</p>		

History/Background FactorsHistory/Background Factors

The owner, Bonnie Boonkoester, has constructed alterations to a commercial building located at the referenced property without first obtaining a building permit.

March 9, 2017March 9, 2017Stop Work Order postedStop Work Order posted

March 10, 2017
 First, the letter requested a response by April 10, 2017.

March 22, 2017, 2017 Canada Post confirmation that Canada Post was not involved in the

March 23, 2017 March 23, 2017 call TelePhone: [REDACTED] Carter, contractor, advising him Carter, building superintendent, building process and requirements for Part 3 buildings; for Part 3 buildings;

April 3, 2017 April 3, 2017 Telephone call with Evan Cartea, all with Isam, Captains the engineer was hired that a and documentation would be provided in May 2017. Building Official advised that and do the office would postpone action until documentation received; the office would postpone

May 15, 2017	May 15, 2017	Building permit application submitted for alteration of building application	Building permit application submitted for alteration of building application
--------------	--------------	--	--

May 17, 2017 May 17, 2017 Sent to owner, contractor and engineer requesting more documentation; Email sent

July 17, 2017	July 17, 2017	Received some requested documentation;	Received some requested documentation;
---------------	---------------	--	--

Jan. 17, 2018Jan. 17, 2018, we have had no further correspondence with the owner

Robert Silva

From: Robert Silva
Sent: May-17-17 11:10 AM
To: 'bonnie Koester'
Cc: 'office@fairbankarchitects.com'; 'hillsideengineering@shaw.ca'
Attachments: 20170517110627643.pdf

The Building Department of the Regional District of Kootenay Boundary is in receipt of the building permit application for the above noted address. The documents submitted in support of the application are being reviewed for conformance with the BC Building Code and applicable RDKB bylaws. The following documents are required by this office prior to issue of a building permit:

- ✓ 1) A building permit application completed and signed by the Coordinating Registered Professional (see attached);
- 2) Letter of Assurance in the form of a Schedule A from the Coordinating Registered Professional;
- 3) Letters of Assurance in the form of Schedule B's for the disciplines of:
 - ✓ A) Architectural, B) Structural, C) Geotechnical;
- 4) Any other Letters of Assurance as may be determined by the Coordinating Registered Professional;
- 5) 2 sets of drawings sealed by the Registered Professional of Record for the discipline of architectural;
- 6) 2 sets of structural drawings sealed by the Registered Professional of Record for the discipline of structural

The above list is a partial list and does not limit further information that may be required to determine conformance with the BC Building Code and applicable RDKB bylaws. Please submit the above noted documents to this office when obtained.

Respectfully

Robert Silva, RBO
 Building/Plumbing Official
 Regional District of Kootenay Boundary
 2140 Central Avenue
 Grand Forks
 phone (250) 442 2708
 fax (250) 442 2688
rsilva@rdkb.com
www.rdkb.com

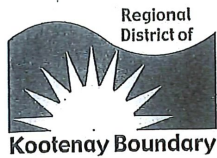


*No response to date
proceed to Notice
on Title letters*

20 November 2017

AA

COPY



March 10, 2017

REGISTERED

Bonnie-Lou Koester
1620 Highway 33
Rock Creek, B.C.
VOH 1Y0

Re: STOP WORK ORDER- ALTERATION TO COMMERCIAL BUILDING
1620 Highway 33, Electoral Area 'E'/West Boundary
Lot 1; D.L. 352, SDYD, Plan KAP1622

This letter confirms the posting of a **Stop Work Order** on March 9, 2017 for alterations to a Commercial Building 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 **April 10, 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

Attachment
RS:ss

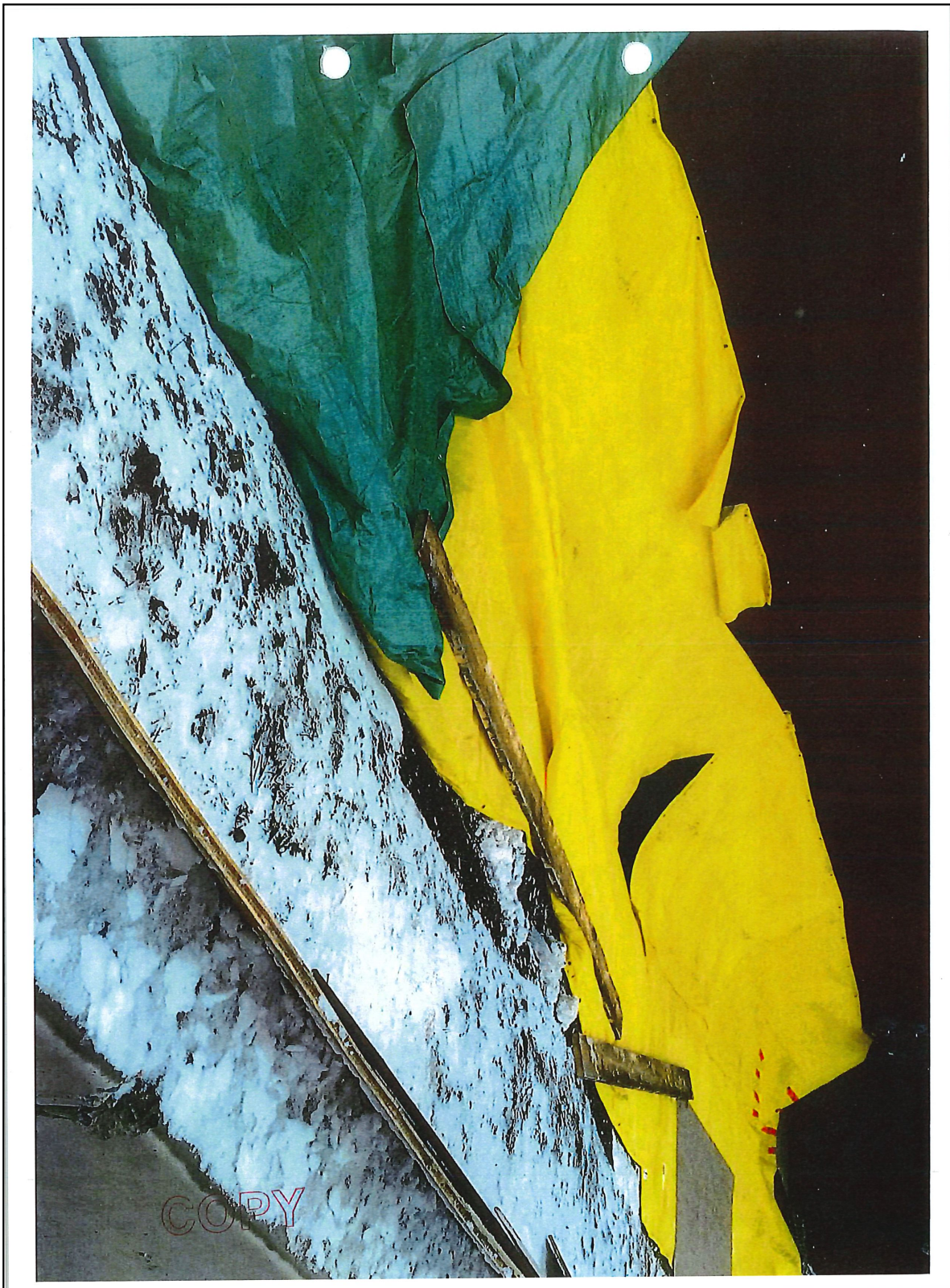
COPY

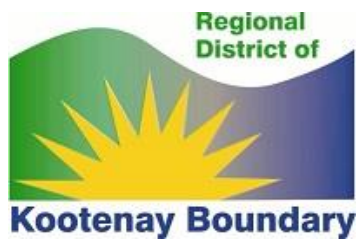
		REGISTERED DOMESTIC CUSTOMER RECEIPT	RECOMMANDÉ RÉGIME INTÉRIEUR REÇU DU CLIENT	
No. 1620 Highway 33		FOR DELIVERY CONFIRMATION CONFIRMATION DE LA LIVRAISON		
Name Bonnie-Lou Koester		www.canadapost.ca or/ou www.postescanada.ca		
Address 1620 Highway 33		1 888 550-6333		
City / Prov. / Postal Code Rock Creek, B.C. V0H 1Y0		CPO Tracking Number Numéro de repérage de la SCP		
Declared Value \$		RW 777 843 815 CA		
33-086-584 (11-04)				

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







**STAFF REPORT**

Date: 04 Apr 2018 **File**
To: **Chair Russell and Board of Directors**
From: Mark Andison, CAO
Re: Cancellation Building Bylaw Contravention

Issue Introduction

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

95 Wallace Creek Road, Greenwood, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 005-005-493

The East ½ of Section 20 Township 79 SDYD Except Plans 34998

KAP52486 and H13510

Owner: Cactus Creek Cattle Co. Ltd.

History/Background Factors

A Notice on Title was registered against the above referenced property for construction of a deck addition to a manufactured home without obtaining a building permit contrary to the Building Code by the Regional District of Kootenay Boundary. All circumstances that required the registering of the Notice on Title have been rectified to the satisfaction of the Regional District of Kootenay Boundary. A written request to have the Notice removed from the property and a cheque in the amount of \$200.00 for Administration fees has been received from the owner.

Implications

The owner has met all requirements of the Regional District of Kootenay Boundary to have the Notice on Title removed from the property.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

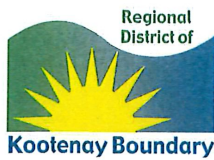
- Memo dated March 21, 2018 from Robert Silva, RBO;
- Letter from Curtis and Candyce Formo received March 21, 2018, requesting removal of Notice on Title;
- Title Search;
- Bylaw Contravention Notice LA175947;
- Staff Report dated November 21, 2006 from Sig Dreher, Chief Building and Plumbing Official.

Alternatives

1. None.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 58 of the Community Charter against the property legally described as The East ½ of Section 20, Township 79, Similkameen Division Yale District, Except Plans 34998, KAP52486 and H13510.



Memo

To: Mark Andison, MCIP, RP, Regional District of Kootenay Boundary CAO

From: Robert Silva, RBO

Date: March 21, 2018

Re: Cancellation of Notice on Title CA4210386

95 Wallace Creek Road, Electoral Area 'E'/West Boundary

The East ½ of Section 20 Township 79 Similkameen Division Yale District

Except Plans 34998, KAP52486 and H13510

PID 005-005-493

Please be advised that the owners, Cactus Creek Cattle Company have requested that the Board of the Regional District of Kootenay Boundary remove the Bylaw Contravention Notice **LA175947** filed against the property.

This office has inspected the property and has determined that all conditions have been met to the satisfaction of the RDKB.

Find attached:

- Title Search and Land Title Notice;
- Copy of \$200.00 Administration Fee;
- Letter from the owner on March 21, 2018, requesting removal of Notice on Title;
- Demolition Permit #18-0036E and final inspection report.

I recommend that the Board of the Regional District of Kootenay Boundary consider the owner's request to remove the Notice on Title. The owner submitted the administrative fee of \$200.00 on March 21, 2018, as required.



To whom it may concern,

We are requesting the cancellation of the bylaw contravention notice re:
mobile home located at 95 Wallace Creek Road, Greenwood, BC, the East
1/2 of section 20, township 79, SDYD, Except Plans 34998, KAP52486 and
H13510

We have properly disposed of said trailer as of March 15, 2018 in the correct
manner and have incurred all cost. The inspector Robert Silva visited the
location on March 21, 2018, for final inspection at which time we submitted a
check in the sum of \$200.00 to him.

Thank you,
Curtis and Candyce Formo
PO Box 42
Greenwood, BC. V0H 1J0
250-445-9980

Curt Formo
Candyce Formo

RECEIVED

MAR 21 2018

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

TITLE SEARCH PRINT

File Reference: 18-0036E

Declared Value \$920000

2018-02-13, 10:01:04

Requestor: Rosanne Tomashewsky

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Land Title District	KAMLOOPS
Land Title Office	KAMLOOPS
Title Number	CA4210386
From Title Number	KH77711
Application Received	2015-01-30
Application Entered	2015-02-05
Registered Owner in Fee Simple	
Registered Owner/Mailing Address:	CACTUS CREEK CATTLE CO. LTD., INC.NO. A0092065 C/O 503-3320 RICHTER STREET KELOWNA, BC V1W 4V5
Taxation Authority	Penticton Assessment Area
Description of Land	
Parcel Identifier:	005-005-493
Legal Description:	THE EAST 1/2 OF SECTION 20 TOWNSHIP 79 SIMILKAMEEN DIVISION YALE DISTRICT EXCEPT PLANS 34998, KAP52486 AND H13510
Legal Notations	
	THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT SEE PLAN M11427
	BYLAW CONTRAVENTION NOTICE, COMMUNITY CHARTER, SECTION 57 SEE LA175947
Charges, Liens and Interests	
Nature:	RIGHT OF WAY
Registration Number:	E17607
Registration Date and Time:	1970-06-22 10:04
Registered Owner:	WEST KOOTENAY POWER AND LIGHT COMPANY LIMITED
Remarks:	INTER ALIA

Title Number: CA4210386

TITLE SEARCH PRINT

Page 1 of 2

TITLE SEARCH PRINT

File Reference: 18-0036E
 Declared Value \$920000

2018-02-13, 10:01:04

Requestor: Rosanne Tomashevsky

Nature:	COVENANT
Registration Number:	W53687
Registration Date and Time:	1984-10-04 14:10
Registered Owner:	HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA
Remarks:	C/O MINISTER OF TRANSPORTATION AND HIGHWAYS INTER ALIA INCLUDES INDEMNITY UNDER SEC 215(2)(A) LAND TITLE ACT WITH PRIORITY OVER E17607

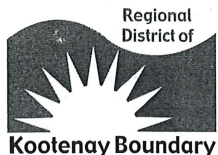
Nature:	UNDERSURFACE TAX SALE NOTICE
Registration Number:	X14726
Registration Date and Time:	1985-03-22
Remarks:	FORFEITED TO CROWN SEE X14726 22.03.1985 INTER ALIA

Nature:	MORTGAGE
Registration Number:	CA4335367
Registration Date and Time:	2015-04-15 08:31
Registered Owner:	FARM CREDIT CANADA

Duplicate Indefeasible Title	NONE OUTSTANDING
-------------------------------------	------------------

Transfers	NONE
------------------	------

Pending Applications	NONE
-----------------------------	------



22 DEC 2006 13 04

LAN 75947

LAND TITLE OFFICE

Pursuant to Section 695 of the Local Government Act And Section 57 of the Community Charter

TAKE NOTICE THAT the Regional District of Kootenay Boundary Board at it's meeting on November 30, 2006 adopted a resolution pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter relating to a Contravention of Building Bylaw No. 449, addition to a Mobile Home without a Building Permit. This Notice pertains to land described as:

PARCEL IDENTIFIER: 005-005-493

THE EAST ½ OF SECTION 20 TOWNSHIP 79 SIMILKAMEEN
DIVISION YALE DISTRICT EXCEPT PLANS 34998, KAP52486
AND H13510

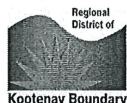
FURTHER information respecting the resolution may be inspected at the offices of the Regional District of Kootenay Boundary located at 202 – 843 Rossland Avenue, Trail, B.C. during regular scheduled hours.

DATED at the City of Trail, Province of British Columbia this 8th
day of December, 2006.


Elaine Kumar, Director of Corporate Administration
Regional District of Kootenay Boundary

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com



**STAFF REPORT**

Date:	November 21, 2006	File:	
To:	Chair DeRosa and Board of Directors		
From:	Sig Dreher, Chief Building and Plumbing Official		
RE:	BUILDING BYLAW CONTRAVENTION OWNERS: LAWRENCE LUND, HARLEY HATFIELD, TALKA DEVELOPMENT CORPORATION AND 459616 B.C. LTD. 95 WALLACE CREEK ROAD, GREENWOOD, B.C., ELECTORAL AREA 'E' THE EAST ½ OF SECTION 20 TOWNSHIP 79 SIMILKAMEEN DIVISION YALE DISTRICT EXCEPT PLANS 34998, KAP52486 AND H13510.		

Issue Introduction

A staff report from Sig Dreher, Chief Building and Plumbing Official regarding a Building Bylaw Contravention.

History/Background Factors

On November 16, 2006, the Building Official conducted a site inspection at the above mentioned property and it was noted that the deck appears to be completed and a building permit has not been issued.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The filing of a Notice on Title against the above mentioned property pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and the Building Bylaw.

Background Information Provided

- Staff report dated October 13, 2006 submitted to the Board regarding the building contravention;
- Letter dated November 8, 2006 inviting the owners to the November 30th, 2006 Board Meeting;
- Memo dated November 16, 2006 from Don Lepitre, Building Official.

Alternatives

1. Once all deficiencies are rectified, the Owner may request the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

**Staff Report/
November 30, 2006
Page 1 of 2**

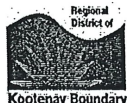
Recommendation(s)

1. That the staff report from Sig Dreher, Chief Building and Plumbing Official be received AND FURTHER that the Regional District of Kootenay Boundary Board of Directors direct the Chief Administrative Officer to file a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as the East ½ of Section 20 Township 79 Similkameen Division Yale District except Plans 34998, KAP52486 and H13510.

Respectfully submitted:


_____Concurrence:
(Dept. Head)

Concurrence:
(C.A.O.)

**STAFF REPORT**

Date:	October 13, 2006	File:	
To:	Chair DeRosa and Board of Directors		
From:	Sig Dreher, Chief Building and Plumbing Official		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> OWNERS: LAWRENCE LUND, HARLEY HATFIELD, TALKA DEVELOPMENT CORPORATION AND 459616 B.C. LTD. 95 WALLACE CREEK ROAD, GREENWOOD, B.C., ELECTORAL AREA 'E' THE EAST ½ OF SECTION 20 TOWNSHIP 79 SIMILKAMEEN DIVISION YALE DISTRICT EXCEPT PLANS 34998, KAP52486 AND H13510.		

Issue Introduction

A staff report from Sig Dreher, Chief Building and Plumbing Official regarding a Building Bylaw Contravention.

History/Background Factors

The owners have constructed a **deck addition** to the mobile home at the above referenced property without first obtaining a building permit.

Oct. 26, 2005	Stop Work Order posted for the placement of a mobile home without a building permit;
Oct. 27, 2005	Registered letter sent to owners confirming the posting of a Stop Work Order and requesting receipt of a building permit application by November 9, 2005;
Oct. 28, 2005	Canada Post confirmation that letter was received by owner;
Oct. 31, 2005	Building permit application received to locate mobile home and build a deck addition;
Nov. 21, 2005	Phone call to Larry Lund to provide information concerning the construction of a deck addition to the mobile home;
Nov. 28, 2005	Fax sent to Conrad Boucher, CBA Architecture Corp. with foundation information for deck addition;
Dec. 7, 2005	Phone call from Conrad Boucher advising that the owner may not proceed with the construction of the deck addition;
Dec. 13, 2005	Record of sewerage system received for mobile home. Confirmation from the owner, Larry Lund that they will not be proceeding with the construction of the deck addition;
March 1, 2006	Building permit issued for the placement of the mobile home;
June 9, 2006	Site inspection conducted and a Stop Work Order posted for the construction of a deck addition to the mobile home without a building permit;

Staff Report/
November 2, 2006
Page 1 of 3

June 12, 2006	Registered letter sent to owners confirming the posting of the Stop Work Order and requesting receipt of a building permit application for the deck addition by June 26, 2006;
June 13, 2006	Canada Post confirmation that letter was received by owner;
June 26, 2006	No building permit application received to date. Second registered letter sent to owners advising if a response is not received by July 10, 2006 we will recommend the filing of a notice on title;
June 27, 2006	Canada Post confirmation that letter was received by owner;
Sept. 27, 2006	Site inspection confirmed the completion of the deck addition to the mobile home;
Sept. 27, 2006	To date, there has been no response from the owners.

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 (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by filing a Notice on Title. The effect of this notice is to alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Background Information Provided

- Registered Letter sent to Owners dated October 27, 2005;
- Fax sent to Conrad Boucher dated November 28, 2005;
- Registered Letter sent to Owners dated June 12, 2006;
- Registered Letter sent to Owners dated June 26, 2006.

Alternatives

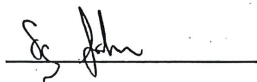
1. Once all deficiencies are rectified, the owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

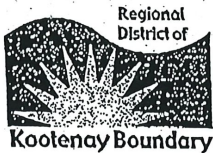
Staff Report/
November 2, 2006
Page 2 of 3

Recommendation(s)

1. That the staff report from Sig Dreher, Chief Building and Plumbing Official be received AND FURTHER that the Regional District of Kootenay Boundary Board of Directors invite Lawrence Lund, Harley Hatfield, a representative from Talka Development Corporation and 459616 B.C. Ltd. to appear before the Board to make a presentation to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as The East ½ of Section 20, Township 79, SDYD except Plans 34998, KAP52486 and H13510.

Respectfully submitted:

Concurrence:
(Dept. Head)Concurrence:
(C.A.O.)

**REGISTERED**

October 27, 2005

Lawrence Lund
 Harley Hatfield
 Talka Development Corp.
 459616 B.C. Ltd.
 c/o 2460 Skaha Lake Road
 Penticton, B.C.
 V2A 6E9

RE: The East ½ of Section 20 Township 79, Except Plans 34998, KAP52486 and H13510, 95 Wallace Creek Road – Electoral Area E

This confirms posting of a **STOP WORK ORDER** for the placement of a mobile home without a building permit on the above-noted property on October 26, 2005.

No building permit has been issued or applied for as required by Regional District of Kootenay Boundary Bylaw # 449, Section 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;

To apply for a permit, please fill out the application form and submit the items listed on the "How to Obtain a Building Permit Checklist" (attached) to the above office.

This is to be received by our office by November 9, 2005. Failing to respond may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

Don Lepitre
 Building & Plumbing Official

DL:cd

cc: Sig Dreher, RBO, Chief Building &

R	Registered Domestic	Recommandé Régime intérieur	CANADA POST
To	Destinataire	FOR DELIVERY / POUR CONFIRMER LA LIVRAISON	
Name	Talka Dev. Corp.	1 888 550-5333	
Address	2460 Skaha Lake Rd.	www.canadapost.ca	
City	Penticton	www.postescanada.ca	
Province	B.C.	Declared Value	\$
Postal Code	V2A 6E9	Item No.	78 902 266 181
CUSTOMER RECEIPT		REÇU DU CLIENT	

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: building-gf@rdkb.com • web: www.rdkb.com

10/10/2000 FAX 0:00 FAX 2004122000 RDND GRNDW FURMS 777 RDND IKAIL

WVVV/VVV

Regional District of
Kootenay Boundary

FAX

To: Conrad Boucher - CBA Architecture Corp.

Fax: 250-770-8883

THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED, AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL, PRIVILEGED AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. Any other distribution, copying or disclosure is strictly prohibited. If you have received this message in error, please notify us immediately by telephone and return the original transmission to us by mail without making a copy.

From: Don Lepitre

Date: Monday, November 28, 2005

Re: Deck Addition - 95 Wallace Creek Road, Greenwood, B.C.

Comments:

This is to confirm receipt of your drawings for the above referenced property.

Following is a preliminary review of the submitted documentation:

- 1) the foundation must be frost protected conforming to 2.2.1.2 of the B.C. Building Code. (minimum 30 inches deep for this area)
- 2) footings are to be sized according to sentence 9.15.3.3.(1) (Table 9.15.3.3). (minimum 0.4 metre square)
- 3) deck must not be supported by the mobile home or it's foundation.

The above noted items do not limit further information being requested prior to issuance of a building permit. If you have any questions please contact the undersigned.

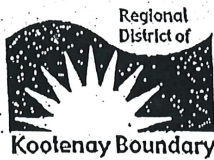
Regards,

Don Lepitre
Building and Plumbing Official

cc Larry Lund Fax 250-493-4513

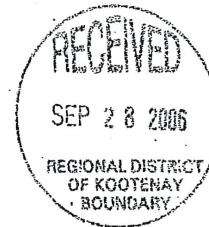
Pages (including this page) 1

2140 Central Ave. P.O. Box 1965, Grand Forks, B.C. V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2709 • fax: 250 442-2688
email: info@rdkb.com • web: www.rdkb.com

**REGISTERED**

June 12, 2006

Lawrence Lund
 Harley Hatfield
 Talka Development Corp.
 459616 B.C. Ltd.
 c/o 2460 Skaha Lake Road
 Penticton, B.C.
 V2A 6E9



RE: The East ½ of Section 20 Township 79, Except Plans 34998, KAP52486 and H13510, 95 Wallace Creek Road – Electoral Area E

This confirms posting of a **STOP WORK ORDER** for a deck addition to a mobile home without a building permit on the above-noted property on June 9, 2006.

No building permit has been issued or applied for as required by Regional District of Kootenay Boundary Bylaw # 449, Section 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;

To apply for a permit, please fill out the application form and submit the items listed on the "How to Obtain a Building Permit Checklist" (attached) to the above office.

This is to be received by our office by June 26, 2006. Failing to respond may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,


 Don Lepitre
 Building & Plumbing Official

DL:cd

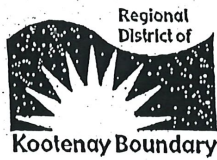
cc: Sig Dreher, RBO, Chief Building & I

R	Registered Domestic	Recommandé Régime intérieur	CANADA POST
To	Destinataire	FOR DELIVERY CONFIRMATION	POUR CONFIRMER LA LIVRAISON
Name	Talka Dev. Corp.	1 888 550-6333	www.canadapost.ca
Address	Penticton B.C.	www.postescanada.ca	
City	Penticton B.C.	Declared Value	Value déclarée \$
06-0178E	CUSTOMER RECEIPT	Item No.	N° de l'article
		78 902 266 898	

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: building-gf@rdkb.com • web: www.rdkb.com

0007/012

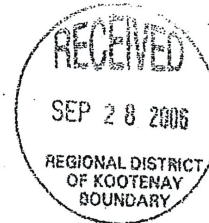
09/28/2006 THU 10:51 FAX 2504422688 RDKB GRAND FORKS TRAIL



REGISTERED

June 26, 2006

Lawrence Lund
 Harley Hatfield
 Talka Development Corp.
 459616 B.C. Ltd.
 c/o 2460 Skaha Lake Road
 Penticton, B.C.
 V2A 6B9



RE: Deck Addition to a Mobile Home
The East 1/2 of Section 20 Township 79, Except Plans 34998, KAP52486 and H13510
95 Wallace Creek Road, Greenwood, B.C. – Electoral Area E

As stated in our letter dated June 12, 2006, no building permit was been issued for the of a deck addition to a mobile home and a **STOP WORK ORDER** was placed on the structure. To date no building permit has been issued or applied for as required.

We will now be recommending to the RDKB Board of Directors that a notice be registered on title pursuant to *Section 695* 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 noted 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 July 10, 2006.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw and under the Local Government Act to enforce compliance with regulations. Your attention to this matter is appreciated. Thank you.

Yours truly,

Don Lepitre
 Building & Plumbing Official

DL:cd

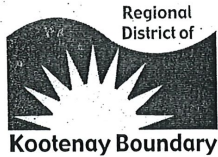
cc Sig Dreher, R.B.O., Chief Building & Plumbing official

R	Registered Domestic	Recommandé Régime Intérieur	CANADA POST
To	Destinataire		
Name	Nom	FOR DELIVERY CONFIRMATION	POUR CONFIRMER LA LIVRAISON
Address	Adresse	1 888 550-6333	www.canadapost.ca
City	Ville	www.postescanada.ca	
Province	Code postal	Declared Value Valeur déclarée	
06	06-0128E	Item No.	N° de l'article
CUSTOMER RECEIPT	REÇU DU CLIENT	79 077 675 724	

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: building-gi@rdkb.com • web: www.rdkb.com

008/012

09/28/2006 THU 10:51 FAX 2504422688 RDKB GRAND FORKS +++ RDKB TRAIL



November 8, 2006

Lawrence Lund
 Harley Hatfield
 Talka Development Corp
 459616 B.C. Ltd.
 c/o 2460 Skaha Lake Road
 Penticton, B.C. V2A 6E9

Re:95 Wallace Creek Road, Greenwood, B.C., Electoral Area 'E'
The East ½ of Section 20 Township 79 SDYD except Plans 34998, KAP52486 and H13510
Contravention of Building Bylaw No. 449
Construction of Deck to Mobile Home without a Building Permit

On November 2, 2006 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 Notice in the Land Title office regarding the contravention. Pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filed. The Board has therefore, adopted the following resolution:

"That Lawrence Lund, Harley Hatfield, a representative from Talka Development Corporation and 459616 B.C. Ltd. to appear before the Board to make a presentation to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as The East ½ of Section 20, Township 79, SDYD except Plans 34998, KAP52486 and H13510".

This hearing before the Board of Directors is scheduled for Thursday, November 30, 2006 at approximately 6:30 p.m. The meeting will be held at the Regional District of Kootenay Boundary Office, 843 Rossland Avenue, Trail, B.C. Please advise Sheila Moro at the 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 November 20, 2006. 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 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 695 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 be in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

A handwritten signature in dark ink, appearing to read "Elaine Kumar".

Elaine Kumar
 Director of Corporate Administration

Attachments



11/16/2006 THU 9:19 FAX 2504422688 RDKB GRAND FORKS

001/005



Regional District of
Kootenay Boundary

FAX

To: Sheila Moro

Fax: 1 250 368-3990

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From: Don Lepitre

Date: Thursday, November 16, 2006

Re: 95 Wallace Creek Road, Greenwood, B.C.

Hi Sheila, just to up date you on the deck addition to mobile home located at above noted property. The project appears to be completed now. I will send 4 picture of the completed deck. If require any more information please let me know.

Regards,

Don Lepitre
Building and Plumbing Official

Pages (including this page) 5

2140 Central Ave, P.O. Box 1965, Grand Forks, B.C. V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: info@rdkb.com • web: www.rdkb.com

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Electoral Area 'A' Town Hall Meeting February 5, 2018

The RDKB Electoral Area 'A' Town Hall Meeting was held Monday, February 5, 2018 at 6:00 p.m. at the Fruitvale Community Hall.

Present: Ali Grieve, Director, Electoral Area 'A'
Mark Andison, Chief Administrative Officer
Maureen Forster, Executive Assistant/Recording Secretary
Beth Burget, General Manager of Finance
Francis Maika, Corporate Communications Officer

11 members of the public attended.

Director Grieve opened the meeting at 6:00 pm and welcomed everyone. After introducing staff to the audience, the meeting was turned over to Mark Andison, CAO.

The CAO thanked the members of the public for attending the meeting and provided a power point presentation that highlighted the following:

- RDKB mission statement,
- RDKB strategic plan,
- The role of a regional director,
- Overview of the Regional District area and population,
- Census information,
- Electoral Area 'A' facts,
- 2018 Advisory Planning Commission membership,
- Area 'A' gas tax funded completed/committed projects,
- Director Grieve's participation in RDKB and other committees and meetings,
- 2018 financial plan process,
- Proposed 2018 budget and taxation and
- Graphs and charts on taxation, sources of revenue, expenditures and services,

The following topics were discussed:

Zoning applications for subdividing:

A member of the audience expressed concerns about not being allowed to subdivide property when others who were members of the Advisory Planning Commission were able to do so. Discussion ensued on the Agricultural Land Commission (ALC) which has authority over zoning application decisions. It was suggested that perhaps the ALC played a part in the decision to disallow the application for subdividing. Director Grieve offered to review the individual applications in question if the member could follow up with details.

Director Grieve also explained the Official Community Plan (OCP) process and guidelines for Electoral Area 'A'. The OCP is updated about every 10 years and takes at least 2 years to go through the process. APC members provide input for the OCP as well broader input from Area 'A' residents. There will be an opportunity for input in a year or two when the plan will be reviewed.

Forest management:

An audience member asked what the RDKB was doing in regards to forest management given the recent forest fires in the area. Director Grieve said 10 years ago there was money for forest management but it was a very expensive to implement and not affordable for the RDKB to pursue so the RDKB is looking at educating people in this regard. The RDKB works with forestry companies who are expected to do their own forest management. These companies try to meet with the Board once a year to share their forest management practices.

M. Andison informed the audience that the RDKB works closely with the Red Cross during emergencies as one of the key components of an emergency are emergency social services. The RDKB contracted the Red Cross to provide those services. The RDKB recently hired Chris Marsh as the first dedicated Manager of Emergency Programs.

Issuing and communicating water advisories:

An audience member informed staff that last year she heard of a boil water advisory four days after it was issued. She felt that a better effort should have been made in communicating water advisories. Director Grieve ensured her that this was a precautionary measure and will be brought to the attention of the Utilities Committee on how we might better communicate these issues with the public.

Fire rescue:

The audience asked why the revenue in the fire rescue budget was reduced. M. Andison explained that there was a change in the fire department and 9-1-1 cost. He explained that in the past the RDKB contracted with the RDCK to provide these services. However, last year the RDCK indicated that it did not want to continue the contract to provide the fire dispatch services. The RDKB has now contracted with the City of Kelowna to provide those services. The RDKB lost revenue from RDCK and looked at covering those costs from grant in lieu taxes from the Seven Mile Dam. The revenue is going to the Kootenay Boundary Regional Fire Rescue Service to offset additional costs for maintaining the existing service levels. No jobs will be lost due to the transfer of service to Kelowna.

Regional waste management:

The audience ask about the reduction in the regional waste management budget this year. B. Burget explained that part of the reduction was due to capital equipment purchases. The other reason was a change in reduction of the deficit and accounting for a future landfill closure. She explained that a few years ago an engineer estimated how much it would cost to close McKelvey Creek landfill depending on consumption. A change was made in accounting procedure in order to account for this liability each year. As we had a shortfall in accounting for this, we have been

putting money aside for that. A deficit decrease is being carried forward and will be eliminated and paid off by 2020.

Hearing no further comments or questions, Director Grieve thanked everyone for attending and she adjourned the Electoral Area 'A' Town Hall meeting at 7:00 pm.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Electoral Area 'B'/Lower Columbia-Old Glory Town Hall Meeting February 8, 2018

Notes from the RDKB Electoral Area 'B'/Lower Columbia-Old Glory Town Hall meeting held on Thursday, February 8, 2018 at 6:30 p.m. at the Genelle Community Hall.

Present: Linda Worley, Director, Electoral Area 'B'/Lower Columbia-Old Glory
Bill Edwards, Alternate Director, Electoral Area 'B'/Lower Columbia-Old Glory
Mark Andison, Chief Administrative Officer
Maureen Forster, Executive Assistant/Recording Secretary
Beth Burget, General Manager of Finance
Frances Maika, Corporate Communications Officer

Approximately 20 members of the public attended.

Director Worley opened the meeting and welcomed everyone.

M. Andison, CAO, introduced Director Worley, Alternate Director Bill Edwards and the RDKB staff and advised that staff would provide a power point presentation on the 2018 Five Year Financial Plan and the services provided to Electoral Area 'B'/Lower Columbia-Old Glory taxpayers.

He thanked the members of the public for attending the meeting and provided a power point presentation that highlighted the following:

- RDKB Mission Statement
- RDKB Strategic Planning Objectives
- 2016 Census Information
- Services provided to Electoral Area 'B'/Lower Columbia-Old Glory
- Five Year Financial Plan
- Financial Plan Process
- Graphs and Charts on Taxation and Services
- RDKB and other committees and meetings that Director Worley participates in

The following are some of the comments, questions and concerns that were made throughout the presentation:

A member of the audience asked what the major 2018 expenditure or taxation issues were.

M. Andison informed the audience that the key numbers most people are interested in is overall taxation – there was an overall decrease in taxation of 3.95%, also increase of \$12.2 million in assessment base due to property values going up, increases in services: 9-1-1 emergency services of \$9,970 for Area 'B'.

9-1-1 and dispatch services:

M. Andison provided the audience with a brief history of the 9-1-1 services which were provided by the RDCK until they determined that they may receive a better price from another provider. This forced the RDKB to do the same. RDKB is currently in the process of transferring dispatch services from Trail to the City of Kelowna as are other Kootenay districts. Staff toured the Kelowna facilities which were found to be state of the art.

The audience members were concerned that the service provider would not know this area when calls came in. They were assured that digital mapping is very advanced now so no problems are anticipated.

M. Andison also explained the economies of the service provided by the new contract with Kelowna Dispatch. The first year there is an increase in 9-1-1 service due to capital required to by transferring to Kelowna but the tax requisition drops from there.

An audience member asked if there were any changes in staff levels by the dispatch transferring to Kelowna. M. Andison explained that the contract with the IFF Union does not allow the RDKB to reduce the staff by contracting out.

Casino and campers:

Audience members expressed concerns about campers parking in Casino on the riverside. Director Worley explained that she has been working on it for about 7 months in regards to addressing Casino residents' concerns about the campers' grey water, garbage and dogs. She gave an overview of the discussions that have been ongoing with the City of Trail, Department of Highways, Environment Canada and Ministry of Oceans in this regard. RDKB Planning staff have also visited the site but to no avail. She assured the audience that she will remain watchdogging the situation.

Discussion also ensued on environmental concerns in regards to the campers.

M. Andison reviewed issues that the RDKB has authority over such as land use, however some concerns must be brought to the attention of Interior Health.

Trailer courts:

A member of the audience asked about trailer courts coming into Genelle and water connections. Director Worley stated that they must apply to the Genelle Improvement District (GID) first and then hold a Genelle community meeting to seek residents' input and approval. Director Worley would attend as a resident only. The member of the audience also was concerned about the water pressure. She was encouraged to contact the GID in this regard.

Highway conditions:

Audience members expressed concerns about the state of the highway conditions in the area and the lack of road maintenance performed by Emcon. Director Worley informed the audience that she has been in contract with the Department of Highways in this regard. She also encouraged

members of the audience to send emails of concern to the Province and Department of Highways as Emcon's contract is expiring.

Garbage dumping:

A member of the audience expressed concerns over garbage being dumped over the river bank and asked who can be contacted in this regard. M. Andison informed the member that conservation officers should be contacted.

Bylaw officer:

The issue of the reinstatement of a bylaw officer was discussed. M. Andison informed the audience that there has been discussion around the board table around this issue. Several years ago the RDKB went through an alternate approval process in this regard and at that time there was opposition by residents.

Hearing no further comments or questions, Director Worley thanked everyone for attending the Electoral Area 'B'/Lower Columbia-Old Glory Town Hall meeting and she adjourned the meeting at 7:30 pm.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Electoral Area 'C'/Christina Lake Town Hall Meeting February 7, 2018

Notes from the RDKB Electoral Area 'C'/Christina Lake Town Hall meeting held on Wednesday, February 7, 2018 at 6:30 p.m. at the Christina Lake Community Hall, Christina Lake, BC.

Present: Grace McGregor, Director, Electoral Area 'C'/Christina Lake and Board Chair
Mark Andison, Chief Administrative Officer
Maureen Forster, Executive Assistant/Recording Secretary
Beth Burget, General Manager of Finance
Tom Sprado, Manager of Facilities and Recreation
Theresa Lenardon, Manager of Corporate Administration
Dan Derby, Regional Fire Chief
Frances Maika, Corporate Communications Officer
Goran Denkovski, Manager of Infrastructure and Sustainability
Donna Dean, Manager, Manager of Planning and Development
Members of the Christina Lake Fire Department

Approximately 30 members of the public attended.

Director McGregor opened the meeting at 6:30 pm and noted the importance of the RDKB Town Hall meetings for the public.

Director McGregor advised that staff would provide a power point presentation on the 2018 Financial Plan. The format of the Town Hall meeting was revised this year to have a "table talks" style with staff addressing specific topics at individual tables.

After the Financial Plan presentation, members of the Christina Lake Fire Department addressed the audience on the need to hire a full time Fire Chief and an increased fire budget. Issues were raised regarding the increase in the summer population of Christina Lake and the increase in hours needed to ensure that the level of service is maintained as outlined in the Playbook. The audience was informed that training levels are increasing as well as administration and asset management, all of which are taking more time.

Some concerns that were raised by the audience dealt with year-round residents supporting the population increase during the summer months.

Adjournment

Hearing no further comments or questions, Director McGregor thanked everyone for attending and she adjourned the Electoral Area 'C'/Christina Lake Town Hall meeting at 8:00 p.m.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Electoral Area 'D'/Rural Grand Forks Town Hall Meeting February 26, 2018

Notes from the Electoral Area 'D'/Rural Grand Forks Town Hall meeting held on Monday, February 26, 2018 at 6:30 pm at the Seniors Hall in Grand Forks.

Present: Roly Russell, Director, Electoral Area 'D'/Rural Grand Forks
Mark Andison, Chief Administrative Officer
Maureen Forster, Executive Assistant/Recording Secretary
Beth Burget, General Manager of Finance
Tom Sprado, Manager of Facilities and Recreation
Donna Dean, Manager of Planning and Development
Frances Maika, Corporate Communications Officer

Approximately 23 members of the public attended.

Director Russell opened the meeting, welcomed everyone and introduced the RDKB staff in attendance.

He provided a power point presentation that highlighted the following:

- RDKB Mission and Vision Statements
- RDKB Strategic Values and Goals
- Legislative framework of Regional Districts
- Types of Local Government in BC
- What is the Regional District?
- The role of a regional district director
- 2016 Census information
- Fun facts for rural Grand Forks
- RDKB services and funding
- Types of Regional District services (i.e. regional/sub-regional)
- Services provided in Electoral Area 'D'/Rural Grand Forks
- 2016 Grants in Aid
- Five Year Financial Plan
- Financial Plan Process
- Illustrations and charts on taxation and services
- Projects the Regional District is currently working on
- Director Russell's membership on various committees and Board

The following are some of the comments, questions and concerns that were made during the presentation:

Organics:

Discussion ensued about organics in the Boundary. A member of the audience asked where the RDKB would have the composting site. Director Russell informed the audience that currently it is at the landfill and it would be a very challenging issue to site another land fill for organics.

The audience asked if there was any revenue to be made from organic waste. Director Russell informed them that currently it is being used for site reclamation for industrial use. It is not sold to private individuals or commercial enterprises. If the compost were to be sold, an investment would have to be made in more equipment for health and safety reasons for the product. In order to sell compost, the technology at the landfill would have to be more advanced.

The big issue for the RDKB is that with the current system it has to allocate money to set aside to deal with landfill closure when the landfill is full. Diverting all the organic waste is a huge savings from the landfill stream and therefore the landfill will last longer.

Discussion ensued regarding user fees for disposal of compost to the landfill, which currently are minimal. The RDKB is working on a policy regarding the use of green bins. It will be recognized that residents should not have to bear a financial burden in making an effort to drop the green bins off at the landfill.

Kettle River Watershed Management Plan

Director Russell informed the audience that the RDKB has endorsed and released the Kettle River Watershed Management Plan. The Plan is a collaborative initiative supported by a Stakeholder Advisory Group as well as local and provincial governments and other affected stakeholders.

A member asked if there was a draw on the Kettle River, which goes to the US. Director Russell informed the member that there are stakeholders in Washington State that have an interest in that watershed and are working collaboratively with other stakeholders and representatives from Canada. Representatives from forestry companies, water purveyors and First Nations attend the meetings.

An audience member asked where the RDKB was with the Watershed Management Plan. Director Russell informed the audience that it was completed a few years ago. The RDKB had many recommendations that are being looked at. Last year a governance model was developed in order to deliver it effectively. An audience member asked about the

stakeholders around the table and was informed that the RDKB is coordinating with water purveyors, improvement districts and the City of Grand Forks.

An audience member asked how the issue of clear-cut logging that is all around the area affecting the water issue. Director Russell informed the audience that the RDKB has many different stakeholders around the table from different forestry related companies and all participants recognize the cumulative impacts from forestry operations. He indicated that there is more weight around the table with collaborative discussions.

Columbia Basin Trust (CBT):

A member of the audience asked whether there was any chance for the Boundary to be included in the Columbia Basin Trust as the Kettle River runs into the Columbia and whether Director Russell was lobbying in this regard. Director Russell informed the audience that there is a group that is lobbying to open that conversation again and of which he is supportive. Over the past 3 years, CBT has been much more open to conversations about funding projects outside of the catchment area if the projects are not bricks and mortar. The RDKB along with other regional districts and representatives across the Kootenay are working together on the Kootenay Boundary Farm Advisors initiative knowing that some of the catchment area is outside of the Boundary. The RDKB pays to deliver this initiative, as do the other regional Districts and CBT.

Fire service:

An audience member asked about what was happening with the Nursery Fire Hall. Director Russell informed the audience that the Hall is being closed. Currently the RDKB and the landowner are trying to renegotiate the lease as it is out of date and an improvement district is listed as the owner on the lease. The RDKB is not named as the owner on the lease.

Animal control and bylaw enforcement:

An audience member informed Director Russell that people who get dog licenses are not aware of the applicable bylaws and should be given a copy of the bylaw regarding dogs.

Discussion ensued around RDKB bylaw officers not having the ability to give out tickets for bylaw infractions. RDKB has applied to the province for a bylaw adjudication system, which would allow the RDKB to issue smaller fines for infractions. This system would provide animal control officers with more tools to deal with infractions. It just needs staff resources and the capacity to do this.

Communications during flooding and fires:

Members of the audience expressed the frustration experienced during the recent flooding in Grand Forks and past fires. They felt that there was a lack of communication between the RDKB and area residents. Director Russell pointed out that there was a lot of misinformation on social media and Facebook. Mark Andison explained the two steps taken during flooding and fires. He described the difference between an alert and an order. F. Maika also informed the audience that she is now working on an organization communications strategy.

Saddle Lake Dam:

The audience asked for information on what has transpired at Saddle Lake. Director Russell informed the audience that last year there were issues and the RDKB was pumping regularly and that staff is there everyday during flooding season. Estimates have been provided by engineers for a spillway costing approximately \$180,000 to channelize. RDKB has applied for a grant and is now waiting for the approval. Members of the audience suggested pumping or draining during droughts. They were informed that because of the dam structure, if the water were lowered there would be a risk of the dam collapsing. The only solution is to build a spillway. RDKB is ensuring that safety regulations put out by dam safety officers are being met.

Adjournment

There being no further questions or comments, Director Russell thanked the public for attending the meeting and he adjourned the meeting at 8:45 p.m.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Electoral Area 'E'/West Boundary Town Hall Meeting February 28, 2018

Notes from the Electoral Area 'E'/West Boundary Town Hall meeting held on Wednesday, February 28, 2018 at 6:30 p.m. at the Rock Creek Fair Grounds Pavilion in Rock Creek.

Present: Vicki Gee, Director, Electoral Area 'E'/West Boundary
Mark Andison, Chief Administrative Officer
Maureen Forster, Executive Assistant/Recording Secretary
Beth Burget, General Manager of Finance
Frances Maika, Corporate Communications Officer
Chris Marsh, Manager of Emergency Programs
Tim Dueck, Solid Waste Program Coordinator

Approximately 26 members of the public attended.

Director Gee opened the meeting and welcomed everyone.

Director Gee advised the public that she would be providing a power point presentation on the 2018 Five Year Financial Plan and on the services provided to Electoral Area 'E'/West Boundary taxpayers.

The power point presentation highlighted the following:

- Staff changes at the Regional District
- Census information
- Area 'E' facts
- 2018 Advisory Planning Commission Appointments
- 2017 grants in aid priorities
- Gas Tax Program
- Financial plan process
- Kettle Valley Fire Service
- Electoral Area 'E'/West Boundary services
- Graphs and charts on taxation and services
- Projects in the West Boundary

Director Gee provided handouts on the Five Year Financial Plan and Grants in Aid.

The following are some of the comments, questions and concerns that were made during the presentation and Director Gee and staffs' responses:

KETTLE VALLEY FIRE SERVICE – FIRE HALL:

An audience member asked why the RDKB was seeking a license of occupation instead of a lease.

An audience member noted that the RDKB has budgeted \$365,000 for fire hall and since no further money would be put into, they asked where the rest of the money would be coming from to buy the land and build additional heated shelters throughout the area. Director Gee commented that there is no certainty that there will be money to do those things.

Discussion ensued on the fire hall and the audience asked about the number of bays to be built. A member of the audience informed the Director and staff that there was a local person considering donating land to the RDKB and the only costs to the RDKB would be surveying. Director Gee informed the audience that she was aware of that and after touring the site, it was found that it was not big enough to house a three bay hall. The site was a good spot to have a building with no services and to store equipment. Discussion ensued on the Fire Underwriters projections for fire protection. An audience member asked about the possibility of having satellite halls like Grand Forks. She deferred to the expertise of Fire Chief Osellame from Midway and Fire Chief Derby from Trail as they were working on various components with the Fire Underwriters.

An audience member expressed frustration over the fact that increased taxes were paid last year and again this year and a fire hall has not yet been built. He asked when it was going to be done and felt that residents were further ahead before the referendum. He also informed staff that his insurance has not decreased in any way. Some members of the audience claimed that the referendum benefited them with insurance cost and others claimed they found no cost benefits. Director Gee felt that a lot of work has been done since then and reminded the audience that this was discussed in meetings before the referendum. She also commented that even though the RDKB has not been able to progress any faster on the fire hall it is poised to do so now.

Audience members asked about the timeline for the building of the fire hall. M. Andison provided the audience with the time line. The fire hall would be a design build so the proponent would design and construct the building. Currently the RDKB is waiting for the Licence of Occupation approval from the Province. Approval was received for the ALC, which allows the Province to process the Licence. Staff is working on the RFP that will be advertised in a month or two. The time line allows a month to receive responses from proponents for the RFP and then the terms would be negotiated. Following that, the contractor would be selected. The building of the fire hall will begin this season.

An audience member asked if plans from existing fire halls built in the RDKB could be used. M. Andison informed the audience that is an option. The Beavedell fire hall has engineered drawings.

Discussion ensued on the appropriate number of bays needed in the fire hall. M. Andison informed the audience that the first step is to establish dimensions and requirements and Fire Chief Osellame and the Midway Fire Department will help with the design.

ENVIRONMENTAL:

An audience member asked what the top five things were that go to the landfill. T. Dueck informed the audience that they are construction demolition debris, organic material, recyclables, electronics, and garbage for which there are no recycling programs in this area.

An audience member asked where the recycling goes. T. Dueck informed the audience that in BC the recycling program is run by Recycle BC that is the stewardship association that looks after

recycling. The RDKB has recycling for commercial services that go to Cascade Recycling in Kelowna.

An audience member asked about electronics such as stoves, fridges, microwaves etc. The nearest recycling places are in Grand Forks and Osoyoos.

Director Gee explained the liability that needs to be set aside for landfill closure. The audience asked about the Greenwood landfill and the years left in it. They were informed that the landfill has 34 years left at the present fill levels.

Adjournment

Director Gee thanked the members of the public from Electoral Area 'E'/West Boundary and the Rock Creek area for attending the meeting and she adjourned the meeting at 8:00 pm.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Electoral Area 'E'/West Boundary/Big White Town Hall Meeting March 6, 2018

Notes from the Electoral Area 'E'/West Boundary/Big White Town Hall meeting held on Tuesday, March 6, 2018 at 6:30 p.m. at the White Crystal Inn in Big White, BC.

Present: Vicki Gee, Director, Electoral Area 'E'/West Boundary
Mark Andison, Chief Administrative Officer
Maureen Forster, Executive Assistant/Recording Secretary
Beth Burget, Manager of Finance
Frances Maika, Corporate Communications Officer
Jamie Svendsen, Big White Fire Chief
Chris Cormack, Deputy Fire Chief
Other members of the Big White Fire Department
Jessica Mace, Coordinator, working with Kettle River Watershed Authority

Approximately 50 members of the public.

Director Gee opened the meeting and welcomed everyone.

Director Gee advised the public that she would be providing a power point presentation on the 2018 Five Year Financial Plan and on the services provided to Electoral Area 'E'/West Boundary/Big White taxpayers.

The power point presentation highlighted the following:

- Staff changes at the Regional District
- Facts about Area 'E'
- Financial Plan Process
- Graphs and charts on taxation and services
- Big White Fire Department
- Big White only services
- Area 'E' wide services
- Animal control
- Grant in Aid priorities
- Gas Tax Program
- Projects
- Advisory Planning Commission

Director Gee provided handouts on the Five Year Financial Plan and Grants in Aid.

The following are some of the comments, questions and concerns that were made during the presentation and Director Gee's responses:

FIRE SERVICE BUDGET

Director Gee explained the three methods of purchasing capital equipment: putting money into reserves each year, short-term borrowing and long-term borrowing. Director Gee supports short-term borrowing. An audience member asked if this was fire department specific and she indicated that these methods are used throughout the RDKB. An audience member asked what the threshold was for a second fire hall and Director Gee indicated that for the long term it's something that the RDKB needs to look at due to the great amount of expansion happening. A question was raised in regards to bringing forward the purchase of a fire truck since it's being budgeting for in 2019. Fire Chief Jamie Svendsen commented that it takes a year to build a fire truck. Once board approval is given, the RDKB issues a Request for Proposal.

NOISE CONTROL

Audience members asked about noise control in Big White. Director Gee informed that audience that RDKB is moving towards a referendum at the next election so see if people want to pay for a bylaw officer.

ANIMAL CONTROL/BYLAW ENFORCEMENT

Discussion ensued on bylaw enforcement. An audience member expressed frustration around parking in front of fire hydrants. The audience asked why one person could not do all three jobs that dealt with noise and animal control and parking infractions. Director Gee informed the audience that currently the RDKB is working on ticketing authority, which will give the RDKB authority to issue tickets for bylaw infractions. This is dependent on creating a service, which would require voters' assent.

RCMP

Director Gee has had a recommendation from the RCMP to use local taxation for more RCMP presence and she is hesitant to support this and she feels that the Board of Directors won't support it either as it involves downloading from the Province. Audience members pointed out that \$250,000 was paid to Palladin for security services and asked why that could not be paid to the RCMP. Concerns were raised by the residents about the risk they face with no RCMP or ambulance services. Director Gee informed the residents that the big issue is that the Province does not provide enough people to provide these services.

REFUSE

Director Gee informed the audience that Big White residents are getting worse with recycling and garbage issues. An audience member suggested that educating people about recycling and garbage disposal might help. Another audience member asked what the contamination rate was for the rest of the RDKB given the fact the Big White's contamination rate is approximately 20%. The unmanned recycling bins' rate is 15% in Midway and Greenwood, which are schedule for closure. It was suggested that refundable cans could be removed from trash and would be a good revenue generator for a community group.

SECURITY

A member of the audience suggested that the RDKB should just have one contract to deal with security, ticketing and/or bylaw infractions. Director Gee informed the audience that there are statutory limitations to this. However, the RDKB could have a service to control animals but a service would have to be established and the residents would need to be asked if they would want to be taxed for that service. Included in the cost would be the cost of impounding animals. House numbering was brought up during this discussion and a resident asked how Big White could have house numbers when it does not have a postal code. Director Gee informed the audience that the RDKB uses physical addresses (i.e. for emergency response). Big White is creating more new physical addresses than the rest of the RDKB.

COMMUNITY CENTRE

An audience member asked whether the RDKB could use short term financing for the community centre. Director Gee informed the audience that permission would be needed from the taxpayers by going to referendum. A resident asked Director Gee, from an RDKB perspective, whether she was happy with the feasibility study that was done for the community centre. She that it was very expensive however, members of the committee were saying, "go big or go home". Discussion ensued on the cost of the community centre. An audience member asked whether Big White could go to a referendum for the land purchase and the rest could be funded through grants. Director Gee provided the audience with a timeline for a referendum. A question was asked about the size of land that would be needed for the centre. Director Gee informed the audience that land acquisition details were confidential.

OFFICIAL COMMUNITY PLAN

An audience member asked why the Big White Official Community Plan (OCP) was ten years old. M. Anderson informed the audience that most municipalities are behind in their OCPs as they keep adding to them and amending them. Big White is next in line for a review after Christina Lake, which is taking place now. The planning department has the capacity to work on two OCPs at a time. A member of the audience asked why the RDKB started and then stopped the OCP process for Big White. M. Anderson indicated that the Province would not consider incorporation of a resort municipality if the RDKB were actively working on an OCP.

KETTLE RIVER WATERSHED MANAGEMENT PLAN

Jessica Mace, Coordinator, working with the Kettle River Watershed Authority, attended the meeting and provided the audience with a presentation on the Plan.

ADJOURNMENT

Director Gee thanked the members of the public from Big White for attending the meeting and she adjourned the meeting at 8:30 pm.

Maureen Forster

From: Mark Andison
Sent: April-05-18 6:46 AM
To: Maureen Forster
Subject: Fwd: RDI 2.0 - Rural Dividend unsuccessful - moving forward on Plan B
Attachments: IMAGE.BMP; ATT00001.htm; RDIForLocalGovernment_Proposal_3Apr2018.pptx; ATT00002.htm

Hi Maureen,

Can you please include this email correspondence from Terri MacDonald, with the attachment, on next week's Board agenda.

Thanks,
Mark

Sent from my iPhone

Begin forwarded message:

From: Terri Macdonald <TMacDonald@selkirk.ca>
Date: April 3, 2018 at 3:24:43 PM PDT
To: <chamilton@csrd.bc.ca>, <kcathcart@csrd.bc.ca> <kcathcart@csrd.bc.ca>, <LShykora@csrd.bc.ca>, <RMartin@csrd.bc.ca>, Nicole Fricot <nfricot@gmail.com>, <jon.wilsgard@golden.ca>, <ron.oszust@golden.ca> <ron.oszust@golden.ca>, Don McCormick <dmccormick@kimberley.ca>, "Andy Davidoff" <ADavidoff@rdck.bc.ca>, <shorn@rdck.bc.ca> <shorn@rdck.bc.ca>, <stomlin@rdek.bc.ca> <stomlin@rdek.bc.ca>, <mandison@rdkb.com>, <achabot@revelstoke.ca> <achabot@revelstoke.ca>, <mmckee@revelstoke.ca> <mmckee@revelstoke.ca>, Mike Martin <mmartin@trail.ca>
Cc: Lauren Rethoret <lrethoret@selkirk.ca>
Subject: RDI 2.0 - Rural Dividend unsuccessful - moving forward on Plan B

Good afternoon Local Government Partners,

I hope everyone had a relaxing Easter weekend. I'm writing to let you know that we were unsuccessful on the BC Rural Dividend proposal.

We are still able to leverage \$100,000 from CBT to move forward with our Plan B.

Plan B is a similar 2-year project that will offer the proposed 50% ROI in the form of direct research support (e.g. \$40K contributions from RDKB, RDCK, and RDEK results in \$60K in direct research support; \$30K from Northern Basin partners results in \$45K in direct research support).

The remaining \$25K from CBT will be allocated to a Strategic Investment Fund that we can then use to access grants that help to move our priorities forward. I'm also allocating \$20,000 from one of my federal research grants to help address local government workforce development / training needs.

I'm hoping you are all still committed to moving our collaborative efforts forward. Immediate next steps are to confirm your cash contributions via amended board/council resolutions, the formation of a project steering committee, and the identification / scoping of your research agendas.

Please see attached for an updated slide deck that includes additional details. Pls don't hesitate to contact me if you have any questions.

Thank you for your continued support!
Kind regards,
Terri

Terri MacDonald, PhD
Regional Innovation Chair in Rural Economic Development



RDI for Local Government

April 1, 2018 to March 31, 2020

Rural Development Institute: Proposed 2018-2020 Operations



- **Mandate:** To support informed decision-making through the provision of information, research and related extension support.
- **Strategic Priorities (2018-22)**
 - Support evidence-based decision-making
 - Help the region address complex challenges and harness emerging opportunities
 - Promote innovation and regional collaboration
- **Target Clients and Signature Programs:**
 - Supporting local government through the *RDI for Local Government* and *State of the Basin* initiatives
 - Supporting industry partners through the work of the Regional Innovation Chair and the Kootenay Workforce Development initiative (Selkirk-COTR partnership)

RDI for Local Government: Proposed Budget (2018 to 2020)



Cash Contributions	2 Year Total
RDI/CBT Contribution	100,000
Local Government Contributions	150,000
Federal Workforce Development Research Grant	20,000
Total	270,000

Summary of Local Government cash contributions over the course of the 2 year project:

- \$40,000 (\$20,000 per year) from each of the following
 - Regional District of East Kootenay
 - Regional District of Central Kootenay
 - Regional District of Kootenay Boundary
- \$30,000 cash (\$15,000 per year) collectively from Northern Basin partners (Town of Golden, City of Revelstoke, Columbia Shuswap Areas A & B)

Expenses	2 Year Total
Local Government-Defined Direct Research Support	225,000
Strategic Investment Fund	25,000
Training / Workforce Development	20,000
Total	270,000

Return on Investment



- 50% ROI in the form of direct research support (\$40,000 contribution equals \$60,000 in direct research support / \$30,000 equals \$45,000)
- \$25,000 program budget to act as a strategic investment fund to leverage additional grants. Focus areas include:
 - ***Regional-scale initiatives (research, strategic planning and innovation pilot projects)*** – focused on concrete actions to address our most pressing regional challenges
 - ***Student internships***
- Additional \$20,000 from federal research grant to support training and workforce development
 - Targeted ***local government training*** delivered in partnership with our region's post-secondary institutions

RDI for Local Government: Examples of Direct Research Support



- Business retention and expansion initiatives
- Employment lands analysis / agricultural lands analysis
- Policy briefs to inform consultation or advocacy with higher levels of government
- Best practice models
- Economic impact analysis
- Feasibility studies
- Customized community profiles
- Survey research
- Geospatial analysis



Next Steps

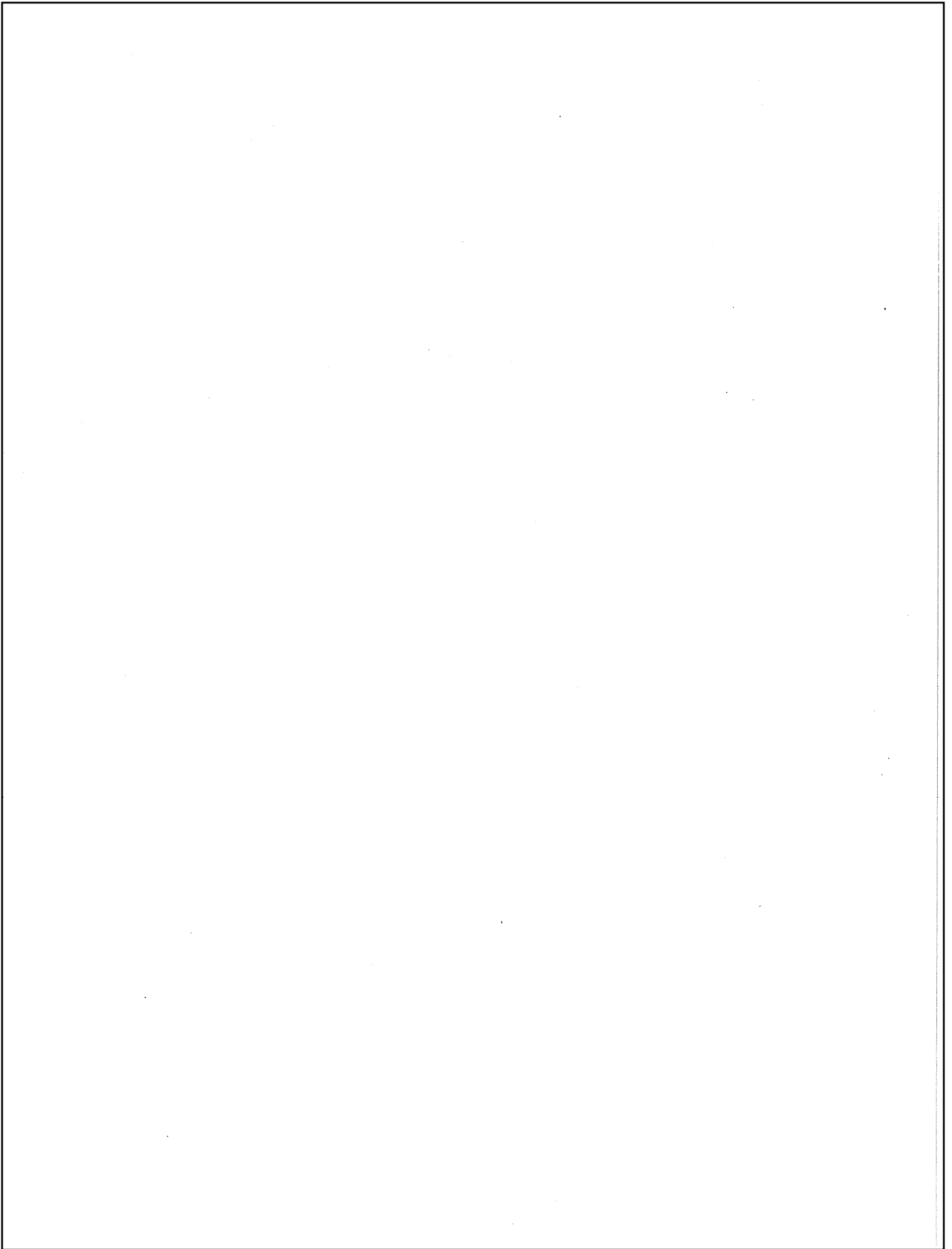


- Confirm cash contributions via amended board/council resolutions
- Form an RDI for Local Government project steering committee – including reps from RDEK, RDCK, RDKB, Northern Basin, College of the Rockies, Selkirk College, Province of BC
 - Outputs: Terms of Reference, 2 year work plan including key performance metrics and monitoring and evaluation strategy
- Identify research agendas for each local government consortium (including the identification of cross-consortium research priorities to inform regional scale research)
 - Outputs: Consortium research agendas, Regional research agenda (if applicable)
- Identify priority local government training needs
 - Outputs: Priority areas identified, pilot training programs delivered
- Identify opportunities and priorities for the strategic investment fund
 - Outputs: Priority areas identified, related funding proposals developed, funding secured



Program Contacts

- **Regional Innovation Chair**
 - Dr. Terri MacDonald
 - 1-888-953-1133 x 21434
 - tmacdonald@selkirk.ca
- **RDI for Local Government Program Coordinator**
 - Lauren Rethoret
 - 1-888-953-1133 x 21411
 - lrethoret@selkirk.ca





Agricultural Land Commission
 133-4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

March 22, 2018

ALC File: 56675

Chris Wendell
DELIVERED ELECTRONICALLY

Dear Mr. Wendell:

Re: Application 56675 to conduct a non-farm use in the Agricultural Land Reserve

Please find attached the Reasons for Decision of the Kootenay Panel for the above noted application (Resolution #93/2018). As agent, it is your responsibility to notify the applicant accordingly.

Review of Decisions by the Chair

Under section 33.1 of the *Agricultural Land Commission Act* (ALCA), the Chair of the Agricultural Land Commission (the Commission) has 60 days to review this decision and determine if it should be reconsidered by the Executive Committee in accordance with the ALCA. You will be notified in writing if the Chair directs the reconsideration of this decision. The Commission therefore advises that you consider this 60 day review period prior to acting upon this decision.

Request for Reconsideration of a Decision

Under section 33(1) of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. The request must be received within one (1) year from the date of this decision's release. For more information, refer to *ALC Policy P-08: Request for Reconsideration* available on the Commission website.

Please direct further correspondence with respect to this application to Riccardo Peggi at (Riccardo.Peggi@gov.bc.ca).

Yours truly,

Riccardo Peggi, Land Use Planner

Enclosures: Reasons for Decision (Resolution #93/2018)
 Schedule A: Decision Map
 Schedule B: Four Strand Barbed Wire Fence Specifications

cc: Regional District of Kootenay Boundary (File: D-363-02654.000)



AGRICULTURAL LAND COMMISSION FILE 56675
REASONS FOR DECISION OF THE KOOTENAY PANEL

Non-Farm Use application submitted under s. 20(3) of the *Agricultural Land Commission Act*

Applicant: Troy Darbyshire

Agent: Chris Wendell, Porter Ramsay LLP

Property: Parcel Identifier: 004-750-772
Legal Description: Lot 3, District Lot 363,
Similkameen Division Yale District, Plan 6263
Civic: 3345 Almond Gardens Road, Grand Forks, BC
Area: 2.3 ha

Panel: David Zehnder, Kootenay Panel Chair
Ian Knudsen



OVERVIEW

- [1] The Property is located within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA). The Property is located within Zone 2 as defined in s. 4.2 of the ALCA.
- [2] Pursuant to s. 20(3) of the ALCA, the Applicant is applying to the Agricultural Land Commission (the "Commission") to retain a heavy machine repair shop, office and parking lot ("Kettle River Mechanical") on the Property covering approximately 0.22 ha (the "Proposal").
- [3] The first issue the Panel considered is whether the Proposal will have an impact on the agricultural utility of the Property.
- [4] The second issue the Panel considered is whether there are any economic, social, cultural considerations, or regional and community planning objectives that contribute to the Panel's review of the Proposal taking into account the priority given to agricultural considerations.
- [5] The issues were considered in the context of s. 4.3 of the ALCA, which states:

When exercising a power under this Act in relation to land located in Zone 2, the commission must consider all of the following, in descending order of priority:

- (a) The purposes of the commission set out in section 6;*
- (b) Economic, cultural and social values;*
- (c) Regional and community planning objectives;*
- (d) Other prescribed considerations*

The purposes of the Commission set out in s. 6 of the ALCA are:

- (a) To preserve agricultural land;*
- (b) To encourage farming on agricultural land in collaboration with other communities of interest; and,*



- (c) *To encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.*

EVIDENTIARY RECORD

- [6] The Proposal along with related documentation from the Applicant, Agent, Regional District of Kootenay Boundary (RDKB), Commission, and third parties is collectively referred to as the "Application". All documentation in the Application was disclosed to the Agent in advance of this decision.

BACKGROUND

- [7] In March 2007, the Applicant was granted a building permit from the RDKB to construct a 1750 sq. ft. workshop on the Property. The Applicant utilized the workshop to run Kettle River Mechanical, a business which repairs heavy trucks and machinery. In October 2012, the Applicant received notice from the RDKB that the use on the Property was in contravention of local bylaws and the ALCA. The Applicant subsequently submitted Application 53154 in early 2013 to the Commission.
- [8] In considering Application 53154, the Commission refused the application by Resolution #310/2013 on the grounds that the commercial business should be carried out on lands outside of the ALR on parcels not designated for agricultural priority. The Commission resolved to allow Kettle River Mechanical to continue on the Property for a further eighteen months (September 4, 2015) to give the Applicant time to relocate the business to a site outside of the ALR. The temporary approval was subject to the condition that the parking lot area of the shop be rehabilitated to an agricultural standard.
- [9] The Applicant claims to have been unable to find a new location and has continued operating Kettle River Mechanical on the Property beyond the eighteen month deadline conditioned by the Commission. On March 10, 2017, ALC Compliance and Enforcement staff issued a letter to the Applicant advising that the Applicant must cease the non-farm use



on the Property and complete the parking lot rehabilitation as conditioned in Resolution #310/2013. The Applicant appealed the Commission order pursuant to Section 55 of the ALCA. The Commission resolved to allow the Applicant to submit a new Application given the changes to the ALCA in 2014 which included the requirement for the Commission to consider economic, social, cultural considerations, and regional and community planning objectives along with agricultural considerations in Zone 2 (which includes the Kootenay region).

EVIDENCE AND FINDINGS

Issue 1: Whether the Proposal will have an impact on the agricultural utility of the Property.

[10] To assess agricultural capability on the Property, the Panel referred to agricultural capability ratings. The ratings are identified using the reassessment of the Canada Land Inventory (CLI), 'Soil Capability Classification for Agriculture' system by Herb Luttmending which was provided to the Agent in the RDKB staff report. The improved agricultural capability rating applicable to the Property is Class 2, more specifically (2P).

Class 2 - land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.

The limiting subclass associated with this parcel of land is M (moisture deficiency).

Based on the agricultural capability ratings, the Panel finds that the Property has prime (Class 1-3) agricultural capability.

[11] The Panel finds that commercial uses are better suited to lands outside of the ALR. However, given that Kettle River Mechanical affects a relatively small portion of the Property, the Panel finds that the temporary use of Kettle River Mechanical on the Property will have a limited impact to the agricultural utility of the Property in the long-term.



[12] Kettle River Mechanical previously utilized a 0.3 ha parking area on the field directly east of the driveway. By Resolution #310/2013, the Commission required that the parking area be reclaimed to an agricultural standard. As yet, the Commission has not received sufficient evidence that the parking area has been reclaimed to an acceptable standard. For the continued use of Kettle River Mechanical, the Panel finds that the Applicant must remediate the parking area to an agricultural capability equal to or better than the improved agricultural capability rating applicable to the Property and ensure that the parking area will no longer be used as such.

Issue 2: Whether there are any economic, social, cultural considerations, or regional and community planning objectives that contribute to the Panel's review of the Proposal taking into account the priority given to agricultural considerations.

[13] The Application submits that *"without Kettle River Mechanical, farmers, loggers, other business owners, and the municipality of Grand Forks are forced to travel hours away for repairs and servicing" because Kettle River Mechanical "is the only heavy duty mechanic in the region who has the equipment and certification to perform certain work"*. The Application further states that *"Kettle River Mechanical is the only heavy duty mechanic in the area who services Diesel Engines, Caterpillar, Cummings and Detroit motors. It is also the only business that performs DOT inspections, and has the certification to repair Air Conditioning in vehicles of all size. Additionally Kettle River Mechanical is the only business in the area that has the proper equipment to engage in large truck repairs and Official Vehicle Inspections"*. The Panel finds that Kettle River Mechanical fulfills a function in the greater Grand Forks area by providing certain heavy duty mechanical servicing to several different industries. However, the Panel finds that, with the exception of farm machinery, none of the other industries that service machinery at Kettle River Mechanical justify the placement of the non-farm use in the ALR on lands designated for agricultural use. Yet, because Kettle River Mechanical services some members of the local agricultural community, the Panel is amenable to the temporary use on the Property to give the Applicant a chance to eventually relocate.



- [14] The operation of Kettle River Mechanical is not in compliance with the RDKB's Official Community Plan and Zoning Bylaw for the area. To continue the use, the Property would require an Official Community Plan (OCP) amendment and zoning bylaw amendment. At its meeting of September 21, 2017, the RDKB Board resolved to forward the Application to the Commission with a recommendation of support, subject to approval of OCP and Zoning Bylaw amendments to allow a truck and machinery repair and maintenance business on the Property.
- [15] The Panel finds that the Property should not be permanently re-zoned or re-designated to commercial or industrial but should instead remain agricultural to avoid future non-farm use speculation on the Property. Instead, the Panel is amenable to the temporary operation of Kettle River Mechanical on the Property by way of a temporary use permit.

Weighing the Factors in Priority

- [16] The Panel finds that the short term use of Kettle River Mechanical will not significantly increase the impact on the long term agricultural utility of the Property and the business fulfills a function in the agricultural and wider community by servicing certain types of heavy machinery. The Panel would like to ensure that the use will remain temporary and that it will not impact the remainder of the Property.

DECISION

- [17] For the reasons given above, the Panel approves the temporary use 0.22 ha of the Property for a heavy machine repair shop, office and parking lot (Kettle River Mechanical) subject to the following conditions:

Reclamation of the Parking Area

- a. the 0.3 ha parking area depicted on Schedule A: Decision Map must be reclaimed to an agricultural capability equal to or better than the improved agricultural capability rating applicable to the Property (Class 2P);



ALC File 56675 Reasons for Decision

- b. a financial security in the form of an Irrevocable Letter of Credit (the "ILOC") in the amount of \$20,000 made payable to the Minister of Finance c/o the Agricultural Land Commission to ensure that the reclamation of the 0.3 ha parking area is completed in accordance with the conditions of this decision. For greater clarity, the Applicant will forfeit some or all of the ILOC upon failure to comply with any or all aspects of the conditions of approval contained herein;
- c. a closure report, prepared as per ALC Policy P-10: Criteria for Agricultural Capability Assessments, by a qualified registered professional for the Commission's review and approval, confirming that the 0.3 ha parking area depicted on Schedule A: Decision Map has been reclaimed to the pre-disturbance agricultural capability (Class 2P) or better. The closure report must be submitted to the Commission no more than 2 years from the date of this decision (i.e. after two growing seasons) to ensure that there are no ongoing issues with reclamation;
- d. release of the ILOC will be dependent on receipt of evidence that the reclamation is completed to a standard deemed satisfactory by the Commission. In this regard, the Commission will consider the closure report that must be prepared by a qualified registered professional and submitted to the Commission in fulfillment of condition b. above. Forfeiture of the ILOC will take place 6 months after the failure to provide the required evidence (i.e. 2.5 years following the release of this decision);

Machine Shop

- e. the construction of a four strand barbed wire fence for the purpose of buffering the 0.22 ha non-farm use area from the remainder of the Property located in accordance with Schedule A and constructed and maintained in accordance with Schedule B;
- f. photographic evidence of the construction of a fence for the purpose of confining the non-farm use activity to the 0.22 ha area;
- g. successful application to the RDKB for a temporary use permit (to a maximum of two 3 year temporary use permits);
- h. approval for non-farm use is granted for the sole benefit of the Applicant and is non-transferable; and,
- i. Conditions b and e, f and g must be completed within six months from the date of release of this decision (September 20, 2018).



ALC File 56675 Reasons for Decision

[18] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

[19] These are the unanimous reasons of the Panel.

[20] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the ALCA.

[21] Resolution #93/2018

Released on March 22, 2018

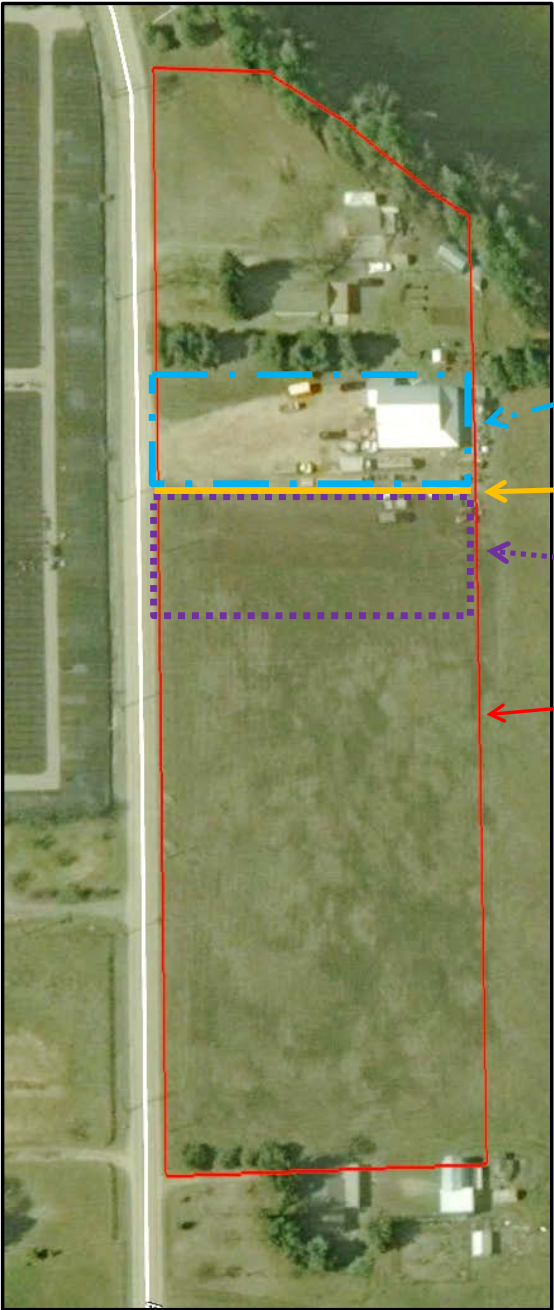
A handwritten signature in black ink, appearing to read "D. Zehnder", is positioned above the name of the signatory.

David Zehnder, Panel Chair

On behalf of the Kootenay Panel



Schedule A: Agricultural Land Commission Decision Map
ALC File 56675 (Darbyshire)
Conditionally Approved Non-farm Use
ALC Resolution #93/2018



Conditionally approved
area for Non-farm Use
(0.2 ha)

Fence line

Reclamation
Area (0.3 ha)

The Property

Schedule B



Ministry of Forests,
Lands & Natural
Resource Operations

FOUR STRAND BARBED WIRE FENCE SPECIFICATIONS

No set of fence specifications will cover all situations. The intent is to construct a good, serviceable fence. Practices and use of materials outlined below are expected to be followed and any deviation from these specifications must be discussed with and approved by a Ministry representative.

Materials and or fence components may be sampled and items failing to meet specifications will be required to be removed and replaced at the contractor's expense.

Posts:

Fencelines shall be constructed in a straight line between braces. A straight line can be achieved by driving line posts along a pre-tensioned line (Diagram 1). Posts must be set perpendicular to ground (right angles to the fence wires).

Line posts, 2.1 m x 10-12 cm (7 foot x 4-5 inches), will be "planted" a maximum of 5.5 m (18 feet) apart. They must be No. 1 grade pressure treated fir, pine or cedar and not less than 10 cm (4 inches) in diameter or as otherwise specified by the Ministry representative. All posts must meet MOTI treated post guidelines (Section 909 - Treated Post Guidelines, Appendix 2 for more detail).

Line posts are to be dug in or driven a minimum of 81 cm (32 inches) deep. Tops must **not** be cut off of fence posts unless specifically allowed in writing by Ministry representative. Cut tops must be treated with a copper sulfate mix. In boggy areas posts will be 2.4 m x 12-15 cm (8 feet x 5-6 inches) "planted" 1.22 m (48 inches) or if 2.1 m x 10-12 cm (7 foot x 4-5 inches) posts are used they will be planted 102 cm (40 inches) and spaced no more than 4.27 m (14 feet) apart. In extremely wet areas, every second seven foot post will be deadmanned.

Care should be taken to plant a post at each knoll top or draw bottom to ensure that the bottom wire stays between 38 cm to 46 cm (15-18 inches) above ground. Dip posts must be "deadmanned" (Diagram 10). Deadmans should not extend into the right-of-way so not to interfere with livestock or wildlife. Post spacing and location may need to be adjusted or the right-of-way may need to be levelled out if bottom wire exceeds 46 cm (18 inches).

Anchor, gate, corner panels, type I and type II brace assemblies are to be installed using 2.4 m x 12-15 cm (8 feet x 5-6 inches) posts driven 1.1 m (44 inches) deep.

Jack posts and A-frame posts may be constructed where it is impossible to set a post. Treated posts or rails must be used for construction of the jack posts (Diagram 12). Sufficient weight (ie. rocks) +/- 300 lbs (136 kg) must be added to the jack post platform to ensure stability. Cut ends exposed while constructing Jack posts and A-frames must be treated with a copper sulfate mix.

Heavy metal fence posts may be used only in locations pre-approved by the Ministry representative. Where it has been determined that treated posts cannot be “planted”, a 6 foot, heavy metal post weighing 1.25 pounds per foot may be used. Where metal posts are being used for other reasons than ground conditions and the inability to drive in a wooden post, a 7 foot heavy metal post weighing 1.25 pounds per foot must be used. Metal posts must be planted no more than 4.3 m (14 feet) apart and wired with a minimum of 12 ½ guage galvanized wire. Metal posts must not be used for brace assemblies.

Braces:

The type of brace required is dependent on the change in direction shown on Diagram 2. Angles will be checked by Ministry representative to ensure the proper brace type is constructed.

Type I brace assemblies are best suited to 90 degree corners.

Hand tighten slack wire between brace posts on a type II, four post brace assembly (Diagram 4).

Alternative to the type II four post brace if approved by Ministry representative, is a three post brace with a “hip” (Diagram 4). “Hip” brace rail can be a 2.1 m x 10-12 cm (7 foot x 4-5 inch) rail. The Ministry representative may require the installation of two additional rails or barbed wire on the “hip” brace below the top rail to prevent structural damage to the brace by livestock.

The horizontal brace rail must be centered at 99 cm (39 inches) above the ground (between the top and third wire) and be a pressure treated 3.05 m optimum or minimum 2.95 m x 10-12 cm (10 feet or minimum 9 feet 8 inches x 4-5 inch) diameter (minimum) rail for adjustment between posts.

The horizontal brace rail must be secured with a minimum 20 cm (8 inch) Ardox spike (Figure 8) and it is recommended that a pilot hole is drilled to guide the spike through the post and into the rail and the spike should be driven flush.

No notching for the horizontal brace rail is allowed.

Counter (diagonal) bracing shall be constructed with high tensile smooth wire, doubled and twisted. A gripple brace kit can be used for counter bracing as directed by the Ministry representative. The counter brace should be located 5 cm (2 inches) above the ground to

prevent corrosion of the wire. All twitch sticks used for the counter bracing are to be pressure treated wood with a minimum 7.5 cm (3 inch) diameter x 60 – 90 cm (2 - 3 feet) in length. The twitch sticks must be resting and nailed or wired against the horizontal brace rail, on the opposite side of the barbed wire (Diagrams 3-7).

In-line brace (anchor) panels and gate brace panels may be built as a single panel. They must follow the same specifications outlined above (Diagrams 6-7). Diagram 7 is a more cost effective in-line brace. Anchor braces should be considered at knoll tops or draw bottoms where there is a significant change in slope.

In-line brace (anchor) panels to be installed a maximum of every 200 m (1/8 mile) or as directed by the Ministry representative using 2.4 m x 12-15 cm (8 feet x 5-6 inches) posts which are to be driven in 1.1 m (44 inches) (Diagrams 6 & 7). Proper wire tension is more difficult to achieve as the distance becomes greater between braces.

All type III braces for direction changes of less than 20 degrees are **not to be tied off**. This is the only brace structure that can use 2.1 m x 10-12 cm (7 foot x 4-5 inch) posts. This brace assembly should be placed on the low pressure side of the fence where possible and safe access for a quad or horse and rider **must** be maintained. Additional rails or barbed wire may be required on the “hip” to prevent damage to brace rail as directed by Ministry representative. If the fence is being constructed on a highway, the “hip” must be constructed on the grazed side of the right of way. A type III brace is strongest when constructed on the outside (preferred) angle of the fence. Ensure that counter bracing is done correctly.

Jack posts can only be used for brace structures where it is impossible to set a post and must be approved by the Ministry representative and be held down with sufficient weight (+/- 300 lbs) to ensure stability.

Wire:

Barbed wire must be 12 ½ gauge twisted double strand with a minimum breaking strength of 900 lbs. As directed by the Ministry representative it can be Canada Standard (**made in Canada**) or class one or three zinc coated (galvanized) wire. Class three wire **must** be used on barbed wire fences adjacent to highways or other roads where salt is likely to corrode the wire.

All barbed wire is to be pre-tensioned to 600 lbs and then released and stapled at 250-300 lbs per strand. All of the stretch must be taken out of the wire to prevent future loosening and sag.

Barbless 12 ½ gauge twisted double strand wire (Canada Standard or Class 1 or 3) may be required in areas with wildlife concerns and top and bottom wire heights set at 42 and 18 inches respectively. High tensile wire should not be used other than for counter bracing unless approved by a Ministry representative.

Wire is to be tied off at all brace panels, except type III. Barbed wire must be wrapped twice around the tie off post and stapled (Diagrams 3, 4, 6 and 7). Barbless wire must be wrapped three times around the tie off post and stapled.

Four strands of wire to be fastened to posts at heights of (Diagrams 3 - 8):

Number 4, top wire:	107 cm	(42 inches)
Number 3 wire:	79 cm	(31 inches)
Number 2 wire:	61 cm	(24 inches)
Number 1, bottom wire:	38 to 46 cm	(15-18 inches)

Staples:

Minimum 5 cm (two inch) barbed staples (maximum 10.5 gauge) are to be used exclusively for securing wire to posts. Staples should never be driven home. Always rotate the staple away from the slash cut side of the staple and when stapling rise or dip posts follow the procedure in Diagram 9.

Fencing staplers are acceptable when approved by Ministry representative. When using a fencing stapler wire must be fastened to line and brace posts with 5 cm (2 inch) barbed staples (9 gauge). Power stapling of droppers to fence and gates use 3.3 cm (1 ¼ inch) 10.5 gauge staples. If minor splitting occurs or dropper does not receive staple to required depth use tie wire to fasten droppers to wire. If major splitting occurs the dropper should be discarded and replaced with a new one.

Stays/Droppers:

Treated wooden or cedar stays/droppers shall be installed 2 per panel, equally spaced and must be 36 – 48 inches in length and 1 inch x 1.5 inches wide. Some situations may require 3 stays/droppers per panel and will be directed by Ministry representative. Wooden stays/droppers must be wired with No. 14-16 gauge wire or with loop ties of an appropriate length to all four (4) wires or attached using a power stapler as described above.

Wooden stays/droppers are to be attached on the opposite side of the stapled wire (put stay on same side of wire as posts). Wooden stays/droppers are not to be interwoven in barbed wire and must not touch the ground (Diagram 11). It is acceptable for stays/droppers to touch the ground in cases where they function to hold the weight of the fence (eg. heavy snow pack & gates) or as directed by the Ministry representative. Wooden stays/droppers must be structurally sound as determined by a Ministry representative.

Gates:

Gates are to be installed at any stock trail or roads blocked by the fence and/or at strategic locations designated by the Ministry representative. All barbed wire gates **must** be constructed with pre-tensioned wire. Mechanical gate closers (ie. Ty-ten) are to be used on all gates (Diagram 8). Chain and pry bar gate closers acceptable where approved by Ministry representative.

All gates must have a minimum clearance of 41 cm (16 inches) between the ground and the bottom rail/wire and have a 5.5 m (18 foot) opening or width approved by Ministry representative. Barbed wire gates must be constructed with minimum 7.5 cm (3 inch) treated end posts and a minimum of 5 wooden stays evenly spaced (Diagram 8). Gates need to be visible, especially where moving livestock is important and should have a false panel of rails on either side. A brace must be installed adjacent to each false panel to stretch the next section of wire from.

A hinged gate to be installed as designated by the Ministry representative.

Other:

High visibility may be required in riparian areas and known game crossings. The Ministry representative will determine the type of high visibility fencing material to be used. See Appendix 1, General Requirements and Best Management Practices for Fence Construction.

Other general requirements and best management practices for fence construction can be found in Appendix 1, General Requirements and Best Management Practices for Fence Construction.

List of Materials:

Posts: All wooden posts and rails must be in accordance with CSA Standard O80.

Line posts	4-5" x 7' pointed
Brace posts	5-6" x 8' pointed
Brace rails: Type I & II	4-5" x 10'
Type III	4-5" x 7'
Twitch sticks	minimum 3" x 2-3'
Metal posts	6' (heavy duty, 1.25 lbs/foot) 7' (heavy duty, 1.25 lbs/foot)
Rock Jack posts	4-5" diameter post or rail cut to length
Jack post (A-frame)	4-5" diameter post or rail cut to length

Wire:

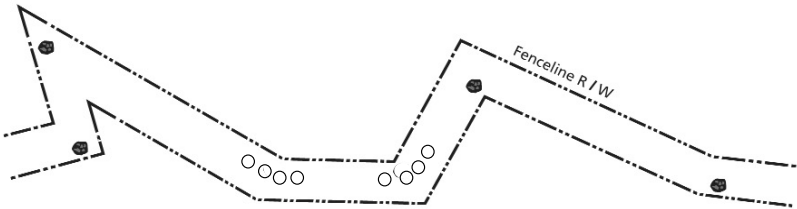
Barbed wire	Canada Standard (made in Canada) or Class I or III galvanized (as directed by Ministry representative)
Brace wire	High tensile smooth wire, doubled and twisted
Dropper ties	No. 14-16 gauge wire or loop ties Power fastening accepted upon approval

Other Hardware:

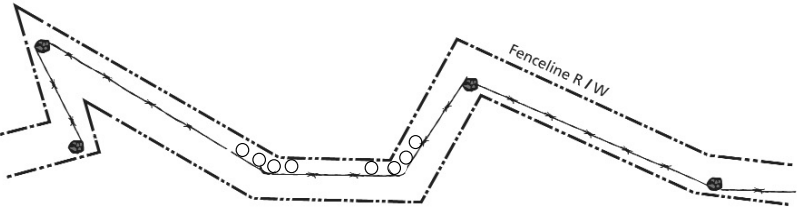
Staples: <ul style="list-style-type: none"> • for attaching barbed wire to posts • for attaching droppers to barbed wire (if using power stapler for attaching droppers) 	2" barbed (maximum 10.5 gauge) 1 1/4" 10.5 gauge
Brace spike	1 cm (3/8 inch) diameter x minimum 20 cm (8 inch) Ardox spike

DIAGRAM
1

HOW TO BUILD A STRAIGHT FENCE ON A CROOKED RIGHT-OF-WAY

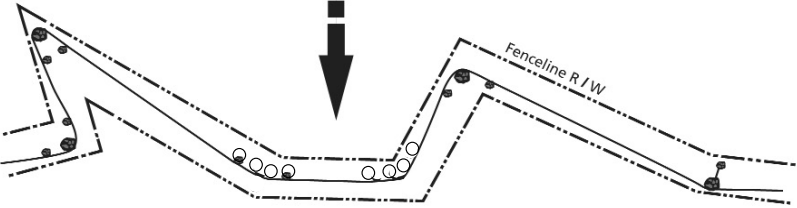
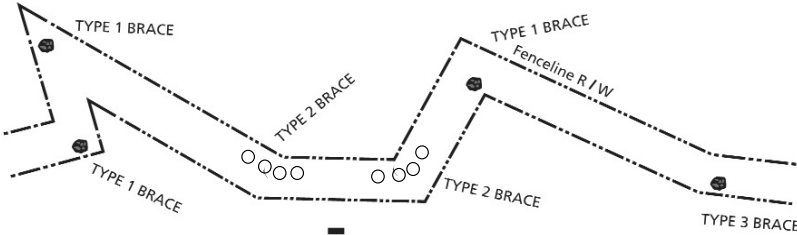


STEP 1: Drive Post on corner of right of way



STEP 2: Stretch one wire on the ground

STEP 3: Build the correct braces using the "Brace Finder"



STEP 4: Drive line posts to the stretched wire which is on the ground

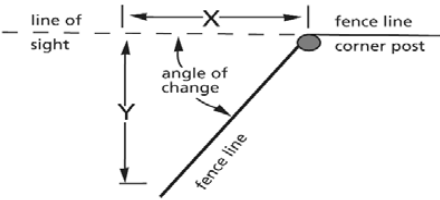
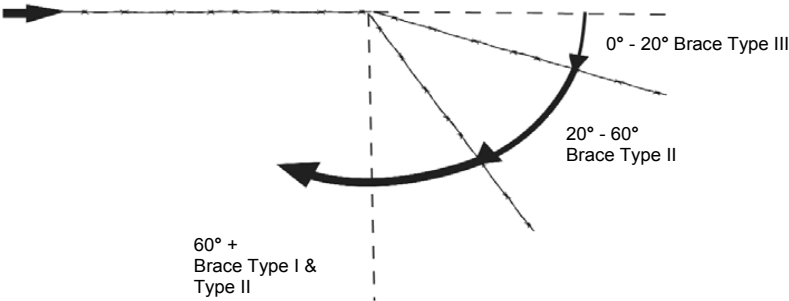
STEP 5: Stretch and affix wire

DIAGRAM
2

BRACE FINDER

When the fence changes direction, select the appropriate brace for the angle of the turn as follows:

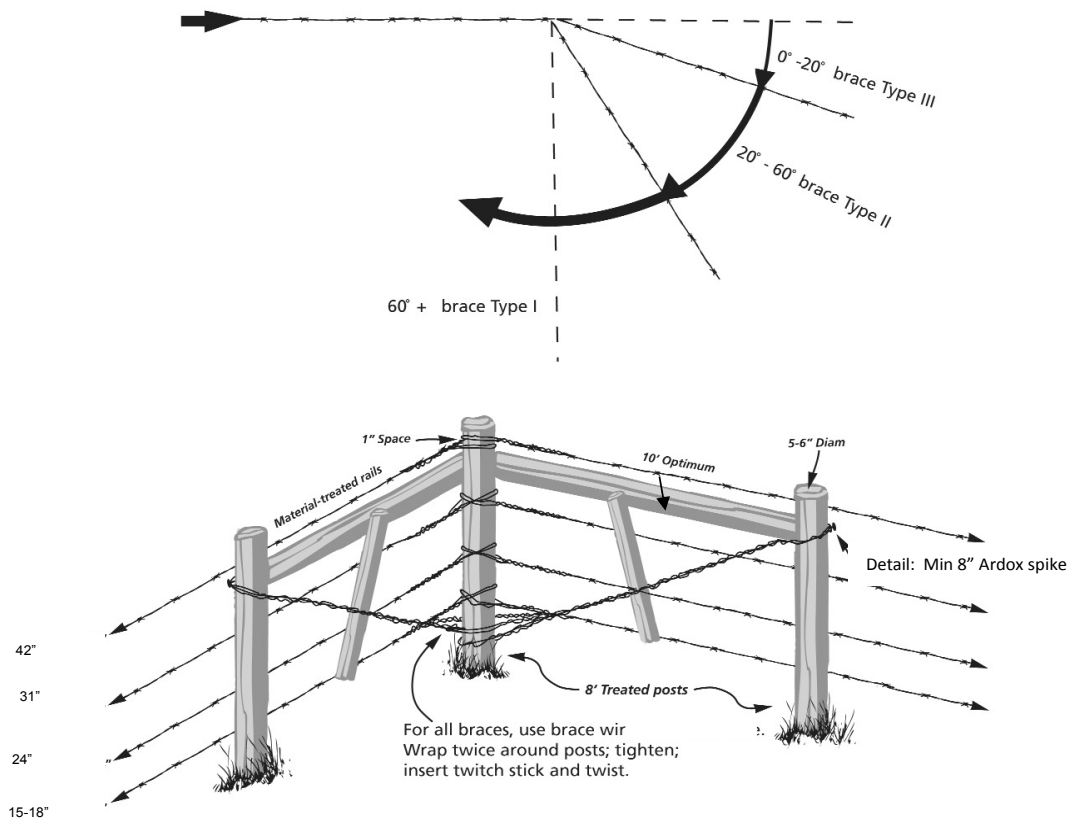
- 0° - 20° Brace Type III
- 20° - 60° Brace Type II
- 60° + Brace Type I & Type II



FOR X = 10 FEET	
Y	ANGLE
1 FT. 9 IN.	10°
3 FT. 8 IN.	20°
5 FT. 9 IN.	30°
8 FT. 5 IN.	40°
11 FT. 11 IN.	50°
17 FT. 4 IN.	60°

DIAGRAM
3

TYPE 1 BRACE ASSEMBLY (Most suitable for 90 degree corners.)



Wire Spacing for Four Strand Barbed Wire

Number 4 Top Wire at 42"
 Number 3 Wire at 31"
 Number 2 Wire at 24"
 Number 1 Bottom Wire at 15"-18"

DIAGRAM
4

TYPE II BRACE ASSEMBLY 20° - 60°

**Change of Direction
at a Tie Off Point**

If a fence change of direction occurs when it is appropriate to tie off the fence wires, a separate end brace can be constructed for each fence section. Rather than 'share' a common tie off post, each section is tied off to a separate end post producing no forces out of line with the braces. This requires an extra driven post per corner and 'slack' wiring the opening often used in changing fence direction over 20°.

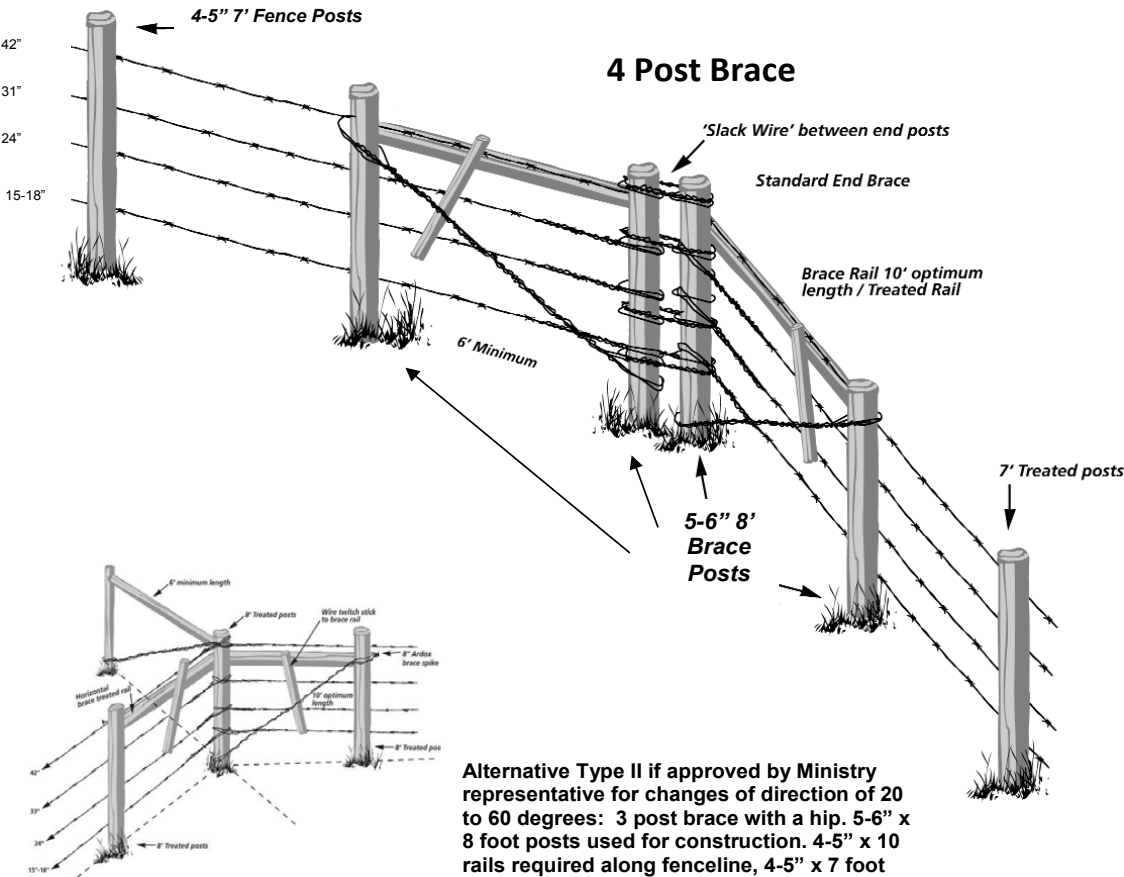
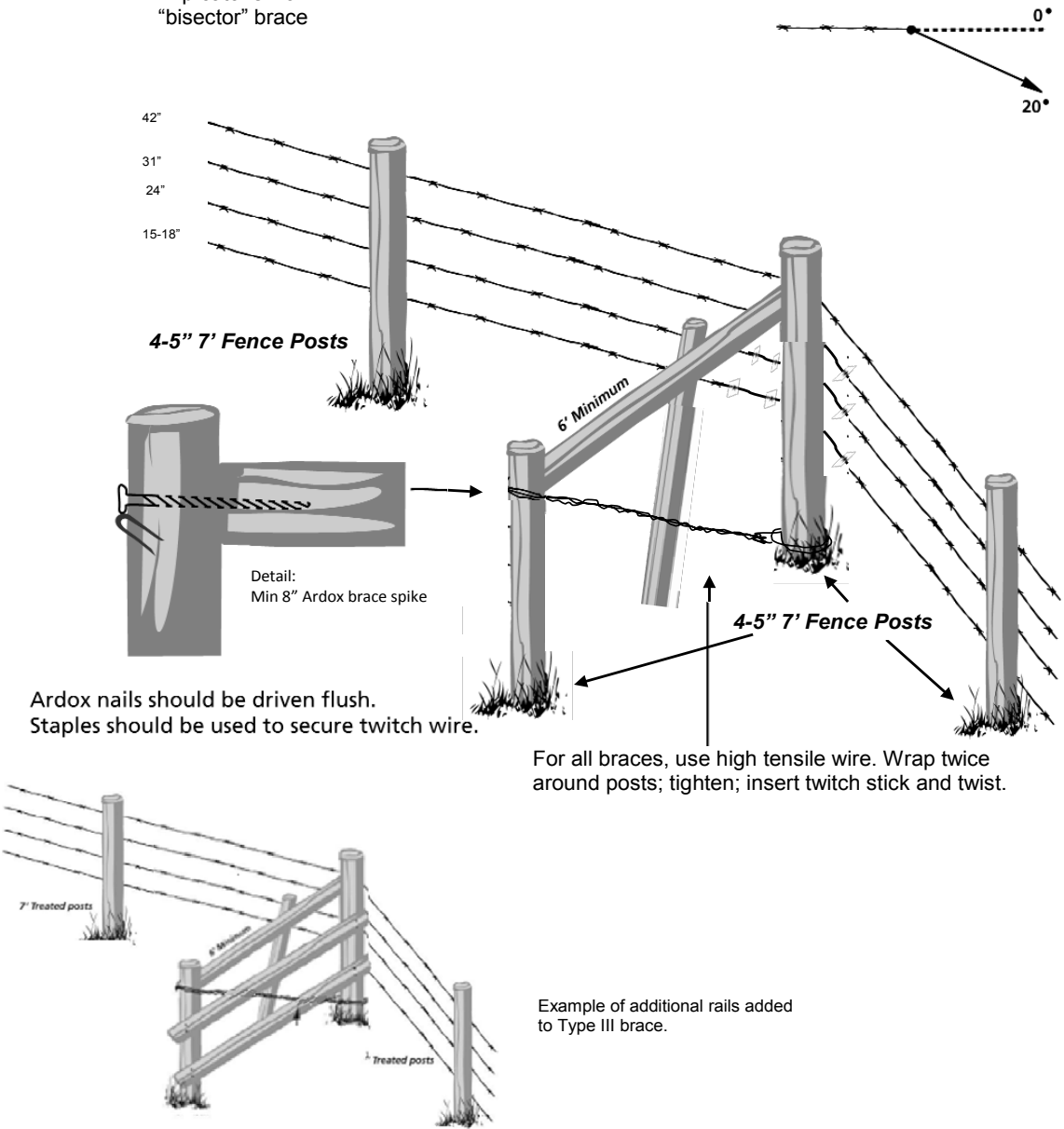
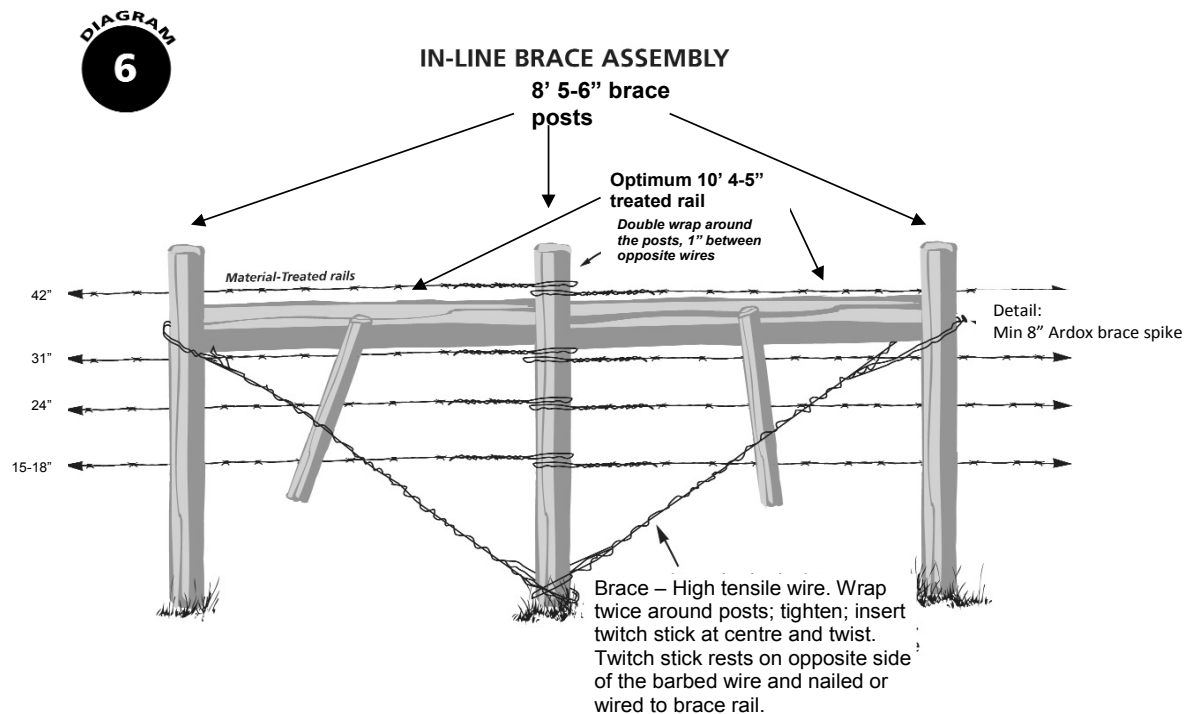


DIAGRAM
5

TYPE III BRACE ASSEMBLY (0°-20°)

Known as:
"hip catcher" or
"bisector" brace

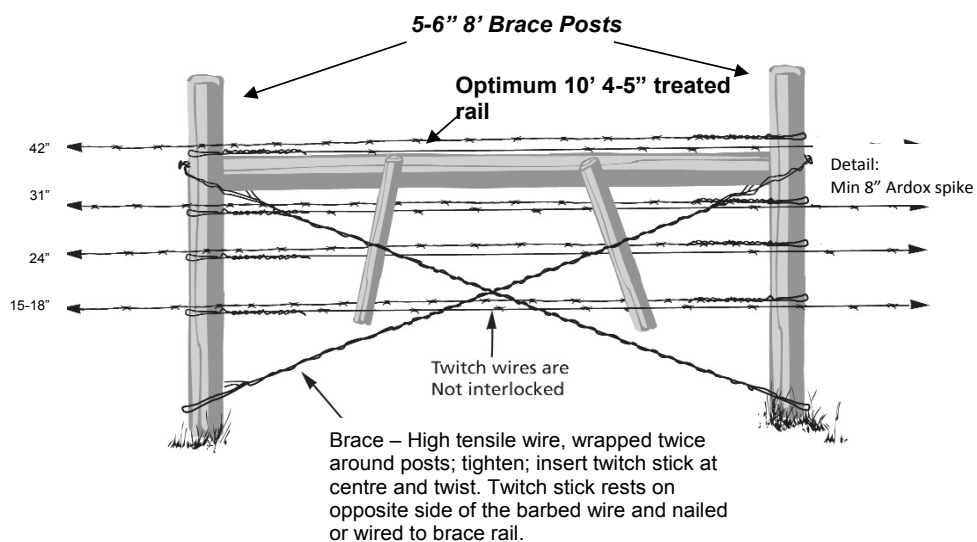




NOTE: This brace is to be used every 200m (1/8 mile) if the fence is running in a straight line. The longer the distance between tie-off points, the more difficult it is to achieve proper wire tension. Consider shorter distances between tie-off points to get all of the stretch out of the wire and achieve proper wire tension.

DIAGRAM
7

ALTERNATE IN - LINE BRACE ASSEMBLY



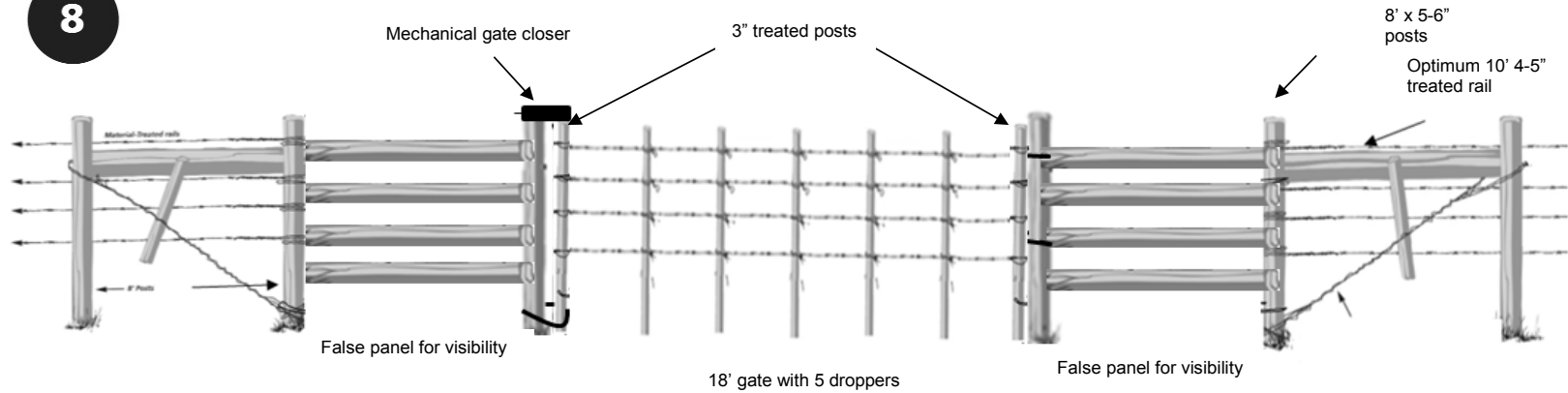
NOTE: This brace is to be used every 200m (1/8 mile) if the fence is running in a straight line.

Wire Spacing for Four Strand Barbed Wire

Number 4 Top Wire at 42"
 Number 3 Wire at 31"
 Number 2 Wire at 24"
 Number 1 Bottom Wire at 15-18"

DIAGRAM
8

Anchor Brace Assembly for Gates and Cattleguards



Gate and cattleboard diagrams not to scale

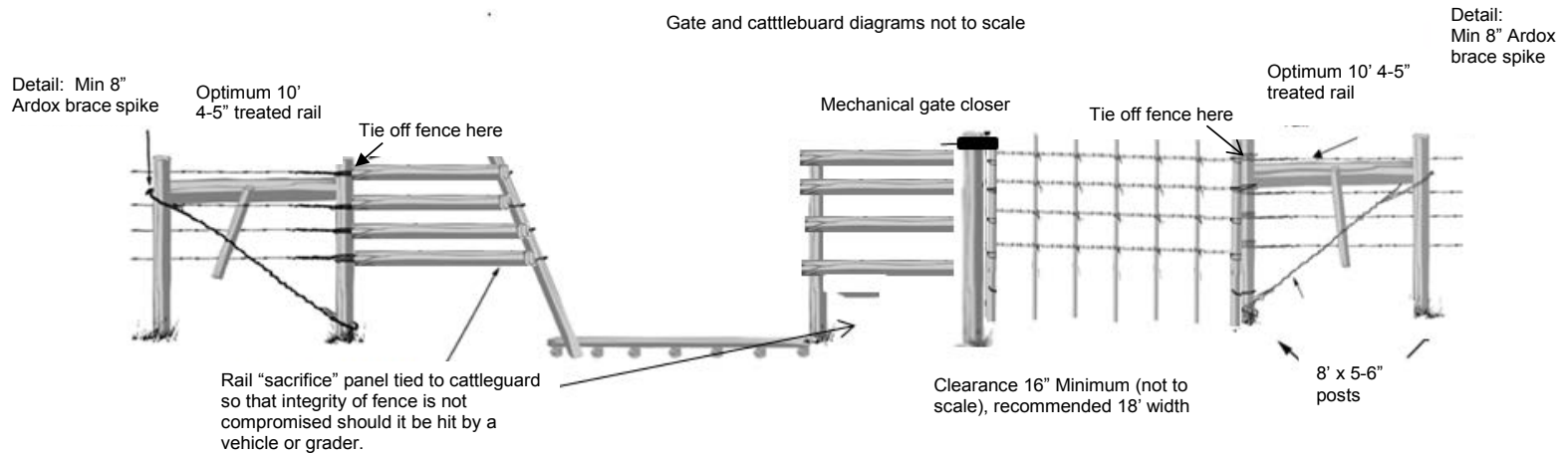


DIAGRAM
9**CORRECT STAPLING**

1. Staples should NEVER be driven home
2. Always rotate the staple AWAY FROM the slash outside of the staple
3. When stapling rise or dip posts follow procedure below

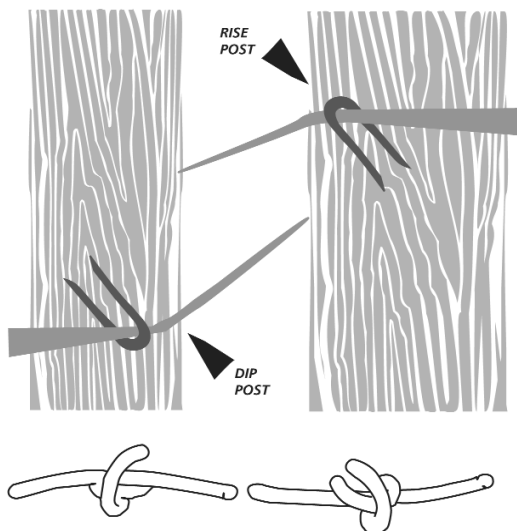
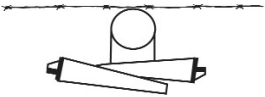
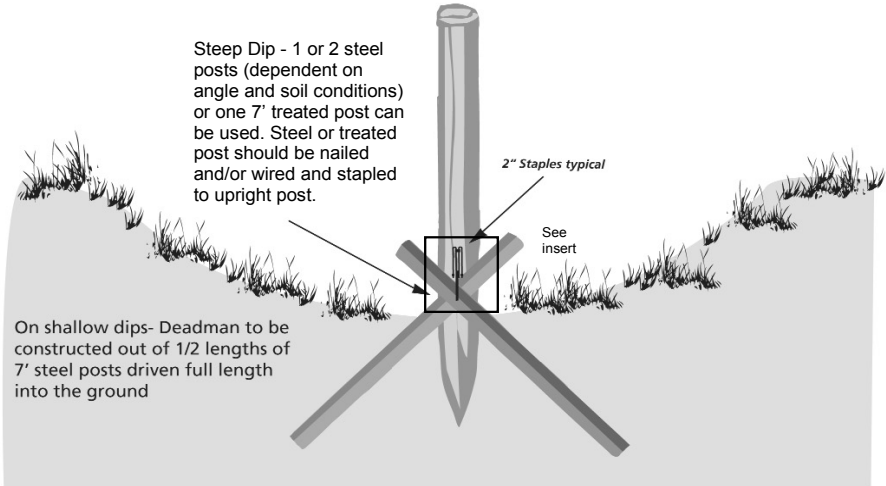


DIAGRAM
10

SIMPLE DEADMAN FOR DIP POSTS



Drive steel posts at angle so that above ground portion is in line with fence wire

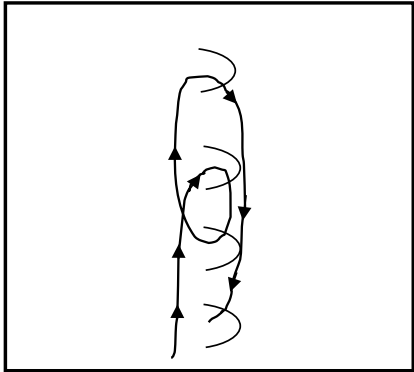
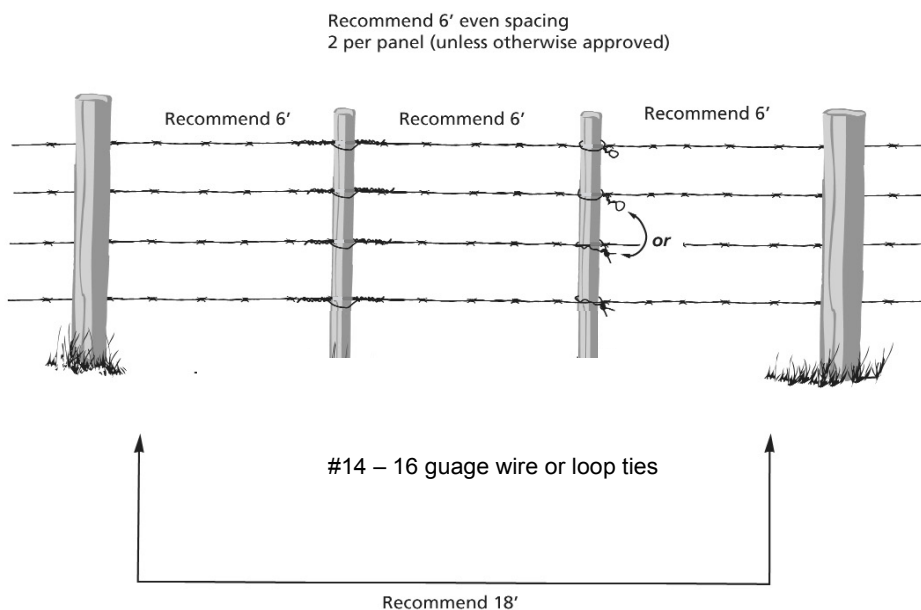


DIAGRAM
11

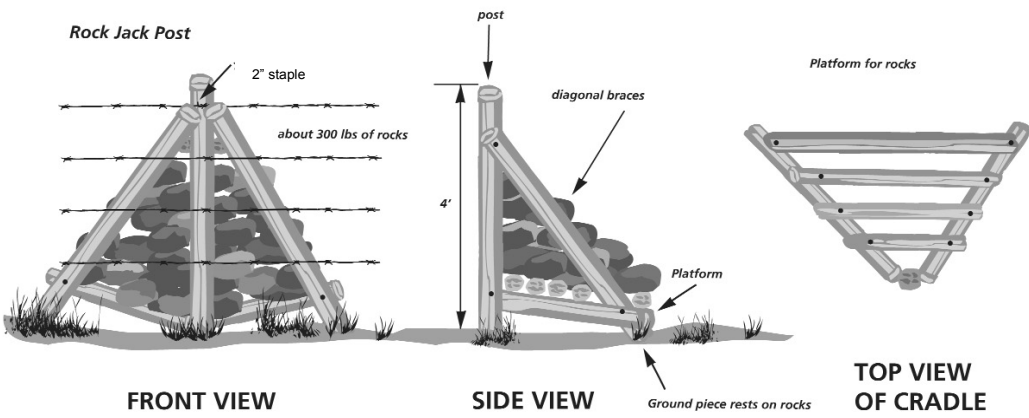
Proper Installation



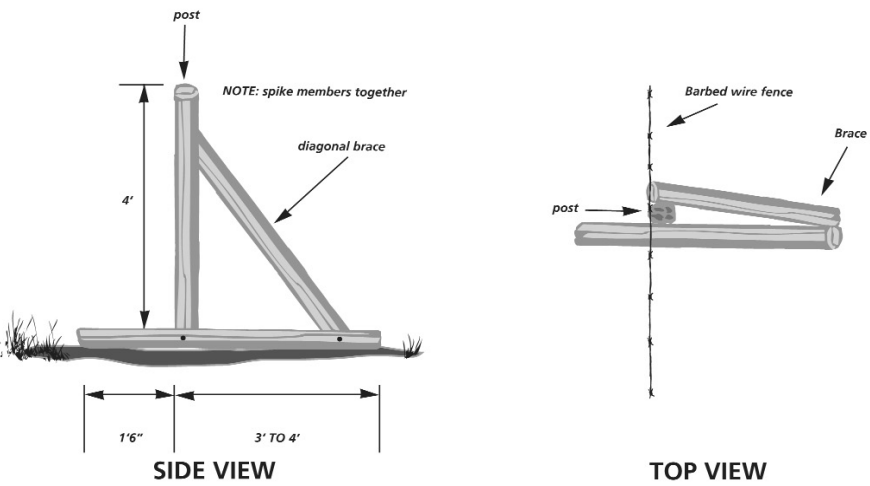
Wooden Stays are to be wired to each barbed wire strand (ie. In a four strand barbed wire fence, wooden stays are wired on four locations). Stays can be power stapled if approved by Ministry representative.

DIAGRAM
12

JACK POSTS (for area where it is impossible to set a post)



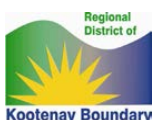
A-Frame



A second horizontal post on the ground on the opposite side of the vertical and diagonal post creates a cradle for rocks to provide additional support to an A-frame post (not shown in diagram).

Appendices:

- Appendix 1 – General requirements and best management practices for fence construction
- Appendix 2 – Treated Post Guidelines



POLICY TITLE: **Emergency Operations Centre (EOC)
Activation Wage Reimbursement**

**P&P COMMITTEE
REVIEW DATE:** **March 14, 2018**

**BOARD
APPROVAL DATE:** **June 23, 2011**

Policy: Regional District of Kootenay Boundary Employees shall be eligible for regular salary and overtime while working in an Emergency Operations Centre (EOC) under an approved task number.

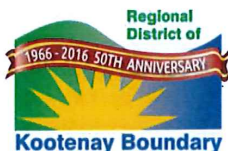
Purpose: To establish a policy for the payment of union and exempt staff overtime during EOC Activation.

Procedure:

1. Unionized employees shall be paid their regular salary during the standard working day and are eligible for overtime premiums subject to the provisions of their collective agreement.
2. The overtime premiums for unionized staff are defined as per the collective agreement as follows:
 - a. Time and one one-half (1 ½) for extensions of the regular workday.
 - b. Time and one-half (1 ½) for all hours worked on a Statutory Holiday in addition to his regular days pay.
 - c. Double time (2x) for all work performed on a scheduled day of rest if the employee has or is scheduled to work beyond their normal workweek of 35, 37.5 or 40 hours.
3. Management staff shall be paid their regular salary during their standard work day and are eligible for overtime premiums as follows:
 - a. Time and one one-half (1 ½) for extensions of the regular workday.
 - b. Time and one-half (1 ½) for all hours worked on a Statutory Holiday in addition to the regular days pay.

- c. Double time (2x) for all work performed on a scheduled day of rest.
 - d. These overtime premiums are available if the employee has or is scheduled to work beyond their normal workweek of 35 hours (summer schedule) or 37.5 hours (winter schedule).
- 4. No employee shall be allowed to bank overtime hours related to working in an EOC.
 - 5. All overtime expenses related to the activation of an EOC will be recovered from the Province of BC through the provision of a task number, and the submission of an invoice to the Province equal to the cost of the overtime incurred.

Final - Reviewed by P&P on March 14, 2018. No comments from Directors



Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

Please check all Electoral Area Boxes You Are Making Application To:

<input checked="" type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input checked="" type="checkbox"/> Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C'/ Cristina 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:	* Columbia Basin Environmental Education Network (CBEEN)				
Address:	* PO Box 46, Invermere, BC V0A 1K0				
Phone:	* 250.341.6141	Fax:		E-Mail:	* info@cbeen.org
Representative:	* Duncan Whittick, Executive Director				
Make Cheque Payable To:	* CBEEN				

**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.

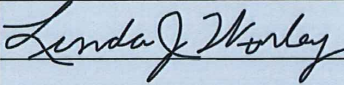
What is the total Cost of the Project? \$ 176,350 What amount are you requesting from this RDKB Director(s)? \$ 2,000

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

CBEEN is requesting funds to support Wild Voices for Kids presentations and field studies in RDKB Areas A & B in the 2018-2019 school year. Wild Voices for Kids diverse range of experiential programs connect K-12 students in the Columbia Basin to the natural world at their classroom's doorstep. Lessons are developed and delivered by local mentors, and cover a variety of environmental and cultural topics relevant to the students' own community. With strong, grade-level connections to the transformed BC School Curriculum, Wild Voices for Kids programs both captivate students and satisfy the learning objectives of teachers. With the support of the RDKB, we can continue to contribute to the ecological literacy of students in the region.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization	National Science and Engineering Research Council Promoscience	
Amount Requested: \$	<u>12,500</u>	Amount Secured: \$ <u>12,500</u>
Name of Organization	BC Hydro	
Amount Requested: \$	<u>10,000</u>	Amount Secured: \$ <u>pending</u>
Name of Organization	TD Friends of the Environment	
Amount Requested: \$	<u>7,000</u>	Amount Secured: \$ <u>pending</u>
Date: <u>March 12, 2018</u>	Applicant Signature <u></u>	Print Name <u>Duncan Whittick</u>

Office Use Only
Grant approved by Electoral Area Director: <u></u>
Approved by Board: _____

SUBMIT

Theresa Lenardon

From: is@rdkb.com
Sent: March-23-18 12:01 PM
To: Theresa Lenardon; Melissa Zahn; Information Services
Subject: Grant-in-Aid Form submitted by Crazy Legs Dancers Society, email address - whiteoak1362@gmail.com

Online Grant-in-Aid Application**Electoral Area(s) Applied to:**

Electoral Area 'C'/ Christina Lake Director Grace McGregor, Electoral Area 'D'/ Rural Grand Forks Director Roly Russell, Electoral Area 'E'/ West Boundary Director Vicki Gee

Applicant Information:

Applicant: Crazy Legs Dancers Society

Address: Box 806

Phone: 2504431899

Fax: 2504428985

Email: whiteoak1362@gmail.com

Representative: Mona Mattei

Make Cheque Payable To: Crazy Legs Dancers Society

Other Expenses:

Total Cost of Project: \$15,000

Amount Requested from
RDKB Director(s):

\$2,000

*Approved by Director McGregor
March 23/18*

What is the Grant-in-Aid for?

WE have the privilege of representing our region and our country at the Folklore Avalanche festival in our sister region in Germany this year. We have 13 troupe members travelling to perform at the event and

require some costuming updates as well as covering all the costs of travel to Germany. We would appreciate your support and will promote our region to that audiences who attend.

List of Other Organizations Applied to for Funding

Name of Organization	Crazy Legs Dancers - fundraising over past few years through events, raffles and shows
----------------------	--

Amount Requested	
------------------	--

Amount Secured	13,000
----------------	--------

Name of Organization	
----------------------	--

Amount Requested	
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Amount Secured	
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Name of Organization	
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Amount Requested	
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Amount Secured	
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Documents uploaded with Submission?

I:\Portals\0\Documents\GIA-Attachments\