

Regular Meeting of the Board of Directors

Thursday, May 24, 2018

6:00 pm

RDKB Board Room

Trail, B.C.

A G E N D A

1. Call to Order

2. Consideration of the Agenda (Additions/Deletions)

- 2a)** The agenda for the May 24, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors is presented.

Recommendation: Corporate Vote Unweighted

That the agenda for the May 24, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors is presented.

3. Minutes

- 3a)** The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held April 26, 2018 are presented.

Recommendation: Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held April 26, 2018 be adopted as presented.

[Minutes-Board of Directors - 26 Apr 2018 - BOARD-May 24 2018 - Pdf](#)

4. Delegation(s)

- 4a) Chris Marsh, Manager of Emergency Programs**
Re: Boundary Flooding Update

5. **Unfinished Business**

5a) **RDKB Board of Directors Action Item Report**

The RDKB Board of Directors Action Item Report was not available at the time the Board meeting agenda was drafted.

5b) **T. Dueck, Solid Waste Program Coordinator**

Re: Open Houses on Recycling issues in Greenwood, Midway and Beaverdell.

Recommendation: Corporate Vote Unweighted

That the staff report from Tim Dueck, Solid Waste Program Coordinator regarding open houses as public consultation for recycling issues in Greenwood, Midway and Beaverdell be received.

[Staff Report-Recycling Bin Closure Open Houses-Board-May 24 2018](#)

5c) **British Columbia Conservation Foundation/WildSafeBC Grand Forks**

Re: Return Grant in Aid (FIA) Funds-Electoral Area E/West Boundary

On February 14, 2018, Board Resolution No. 113-18 approved Grant in Aid funds for \$1,000. The funds were approved for the British Columbia Conservation Foundation/WildSafeBC Grand Forks and were disbursed from the Electoral Area E/West Boundary GIA allocation. The funds were sent to WildSafeBC Grand Forks after the February 14, 2018 Board meeting and since then, via a letter dated April 23, 2018 (attached) the RDKB has been advised that financial constraints have made the delivery of the 2018 Electoral Area E program unfeasible. WildSafeBC Grand Forks has returned the funds.

Recommendation: Stakeholder Vote (City of Greenwood, Village of Midway and Electoral Area E/West Boundary Directors) Weighted

That the Regional District of Kootenay Boundary Board of Directors receive the notification from the British Columbia Conservation Foundation / WildSafeBC Grand Forks regarding the cancellation of the Electoral Area E/West Boundary Grant in Aid in the amount of \$1,000 as approved by Board Resolution No. 113-18 on February 14, 2018.

FURTHER that the funds be returned to the Electoral Area E/West Boundary Grant in Aid allotment.

[WildSafeBC-RtnGIA-Area E-BOARD-May 24 2018](#)

5d) Electoral Area B/Lower Columbia-Old Glory Advisory Planning Commission Appointment

Director Worley is requesting that Darlene Espenhain be appointed to the Electoral Area B/Lower Columbia-Old Glory Advisory Planning Commission.

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Darlene Espenhain be appointed to the Electoral Area B/Lower Columbia-Old Glory Advisory Planning Commission.

5e) Electoral Area D/Rural Grand Forks Advisory Planning Commission Appointment

Director Russell is requesting that Lynn Bleiler be appointed to the Electoral Area D/Rural Grand Forks Advisory Planning Commission.

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Lynn Bleiler be appointed to the Electoral Area D/Rural Grand Forks Advisory Planning Commission.

**5f) M. Daines, Manager of Facilities and Recreation
Re: 2018 TDAC Theatre Revenue and Expense Report**

A staff report from Mark Daines, Manager of Facilities and Recreation regarding clarification on Revenues and Expenses and the RDKB's In-kind Contributions for the Charles Bailey Theatre and Trail and District Arts Council (TDAC) is presented.

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve the Service Agreement between the RDKB and Trail and District Arts Council for a five-year term commencing June 1, 2018 and expiring May 31, 2023 in the amount of \$75,000 payable in two equal installments to the Trail and District Arts Council on January 1 and August 1 of each year. **FURTHER** that the Board of Directors authorize the RDKB signatories to sign and enter in to a Service Agreement.

[Staff Report-TDAC Theatre Revenue and Expense Report-Board-May 24 2018.pdf](#)

6. Communications (Information Only)

6a) UBCM-April 18/18

**Re: Strategic Wildfire Prevention Initiative Approval of 2018
FireSmart Planning Grant Mt Baldy**

[UBCM-Strat WildfirePrevention-Apprv FireSmart Planning Mt. Baldy-
BOARD-May 24 2018](#)

6b) UBCM-May 3, 2018

**Re: 2018 Asset Management Planning Program
Grand Forks Aquatic Centre and Jack Goddard Arena Facility
Condition Assessment**

Recommendation: Corporate Vote Unweighted

That Communications Information Only Items 6a)-6b) be received and further direction at the discretion of the Board.

[UBCM-Asset MngmntPlanning Prgrm-GF Arena-Apprvl-BOARD-May 24
2018](#)

7. Reports

7a) Monthly Schedule of Vendor Payments

Director Martin, Finance Liaison

Recommendation: Corporate Vote Unweighted

That the Schedule of Vendor Payments Ending April 30, 2018 in the amount of \$1,481,454.81 be received.

[Interim Schedule Vendor Payments - Board-May 24 2018](#)

7b) Adopted RDKB Committee Minutes-March and April 2018

The following Committee minutes from meetings held in March and April 2018 were adopted by the respective Committees during May 2018:

Boundary Community Development Committee (April 3), Beaver Valley Regional Parks, Trails and Recreation Committee (April 10), East End Services Committee (April 10), Policy and Personnel Committee (March 14) and Utilities Committee (March 14).

Recommendation: Corporate Vote Unweighted

That the following Committee minutes which were adopted by the respective Committees at meetings held during May 2018, be received: Boundary Community Development Committee (April 3), Beaver Valley Regional Parks, Trails and Recreation Committee (April 10), East End Services Committee (April 10), Policy and Personnel Committee (March 14) and Utilities Committee (March 14).

[Minutes-Boundary Community Development Committee - 03 Apr 2018 - BOARD May 24 2018 - Pdf](#)

[Minutes - BV Rec - 10 Apr 2018 - BOARD May 24 2018 Pdf](#)

[Minutes - EES - 10 Apr 2018 - BOARD- May 24, 2018](#)

[Minutes - P&P Committee - 14 Mar 2018 - BOARD - May 24, 2018](#)

[Minutes-Utilities Committee - 14 Mar 2018 - BOARD May 24 2018- Pdf](#)

7c) Draft RDKB Electoral Area Advisory Planning Commission Minutes - May 7 and May 8, 2018

Draft Electoral Area APC Minutes

Recommendation: Corporate Vote Unweighted

That the following draft minutes of the RDKB Advisory Planning Commission meetings held May 7 and 8, 2018 be received:

Electoral Area 'B'/Lower Columbia-Old Glory (May 8/18), Electoral Area 'C'/Christina Lake (May 8/18), Electoral Area 'D'/Rural Grand Forks (May 8/18), Electoral Area 'E'/West Boundary (May 7/18), Electoral Area 'E'/West Boundary-Big White (May 8/18).

[Minutes-APC-May 8-Area B-Board-May 24 2018](#)

[Minutes-APC-May 8-Area C-Board-May 24 2018](#)

[Minutes-APC-May 8-Area D-Board-May 24 2018](#)

[Minutes-APC-May7-Area E-Board-May 24 2018](#)

[Minutes-APC-May 8-Big White-Board-May 24 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.

8a) Policy and Personnel Committee-May 9, 2018

Director Martin, Chair/Director Danchuk, Vice Chair

Bylaw Enforcement Policy

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the Bylaw Enforcement Policy as presented to, and approved by the Policy and Personnel Committee on May 9, 2018 according to the RDKB Policy Development and Review Policy. **FURTHER** that the policy be distributed accordingly.

[Bylaw Enforcement Policy-Final-BOARD-May 24 2018](#)

[Staff Report-Bylaw Enforcement Policy Review - P&P Committee- Feb 2018Pdf](#)

8b) Policy and Personnel Committee-May 9, 2018

Director Martin, Chair/Director Danchuk, Vice Chair

Flag Half-Masting Policy

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the RDKB Flag Half-Masting Policy as presented to, and approved by the Policy and Personnel Committee on May 9, 2018 according to the RDKB Policy Development and Review Policy. **FURTHER** that the policy be distributed accordingly.

[Final-Flag Half-Masting Policy-BOARD-May 24 2018](#)

[Staff Report-Flag Half-Masting Policy Version 2.0 - Pdf](#)

8c) Electoral Area Services Committee - May 17, 2018

Director Worley, Chair/Director McGregor, Vice Chair

Procedure Request - Fees and Procedure Bylaw 1231

Electoral Area 'B'/Lower Columbia-Old Glory

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the request submitted by Tim Adrain of 0819264 BC Ltd. to consider a Development Variance Permit application within six months of a previous decision, as per section 11(2) of the Fees and Procedure Bylaw No. 1231.

[Staff Report-Adrain-Board-May 24 2018](#)

9. **New Business**

- 9a) A staff report from Mark Andison, CAO, regarding a Building Bylaw Contravention for the property described as:
2-7700 Porcupine Road, Big White, B.C.
Electoral Area 'E' / West Boundary
Parcel Identifier: 026-135-264
Strata Lot 47 District Lot 4109S Similkameen Division Yale
District Strata Plan KAS2516
Owner: 2492498 Ontario Inc.

Recommendation:

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors invite the owner, 2492498 Ontario Inc., to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Strata Lot 47, District Lot 4109S, Similkameen Division Yale District, Strata Plan KAS2516.

[Staff Report-Bylaw Contravention 2492498 Ontario Inc-Board-May 24, 2018 - Pdf](#)

- 9b) A staff report from Mark Andison, CAO, regarding the cancellation of a Building Bylaw Contravention for the property described below as:
775 Highway 395, Christina Lake, B.C.
Electoral Area 'C' / Christina Lake
Parcel Identifier: 010-030-263
Lot 2 District Lot 312 Similkameen Division Yale District Plan
39263 except Plans KAP60786 and KAP80226
Owner: Stella-Jones Canada Inc.

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 Lot 2, District Lot 312, Similkameen Division Yale District, Plan 39263, except Plans KAP60786 and KAP80226.

[Staff Report-Cancellation Bylaw Contravention Stella-Jones Canada Inc-Board-May 24, 2018 - Pdf](#)

9c) K. Gobeil, Planner

Re: City of Rossland Referral - Zoning Bylaw Amendment No. 2660, Electoral Area 'B'/Lower Columbia-Old Glory

A staff report from Ken Gobeil, Planner, regarding a referral from the City of Rossland for a proposed bylaw amendment to rezone 3915 Red Mountain Road (Bylaw 2660). This proposed amendment is to accommodate a proposed redevelopment and subdivision of two properties. The RDKB has been asked to provide comment on the draft bylaw as part of the external referral process (see Rossland Referral).

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise the City of Rossland that the RDKB has no objection to the City of Rossland proposed Bylaw No. 2660.

[Staff Report-Rossland Bylaw 2660-Board-May 24 2018](#)

9d) K. Gobeil, Planner

Re: Front Counter Referral - Fuite Pit Expansion - Electoral Area 'D'/Rural Grand Forks

A staff report from Ken Gobeil, Planner concerning a referral from Front Counter BC for a request for a *Mines Act* permit to the Ministry of Environment for a proposed sand and gravel operation expansion next to the Granby River, south of Niagara, in Electoral Area 'D'/Rural Grand Forks is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding a proposed expansion of the Fuite Gravel Pit on the property legally described as District Lot 3671, SDYD in Electoral Area 'D'/Rural Grand Forks is supported subject to a review of the Mine Plan and Emergency Response Plans within consideration given to the 2018 floods experienced in the Granby River.

[Staff Report-Fuite-Board-May 24 2018](#)

9e) D. Dean, Manager of Planning and Development

Re: Permit Referral - Ministry of Environment - Electoral Area 'E'/West Boundary

A staff report from Ken Gobeil, Planner, regarding an application by Golden Dawn Minerals Inc. to amend their Permit under the Provisions of the *Environmental Management Act*. The current permit authorizes the discharge of 50m³/day of water from the underground mine

workings of the Lexington-Grenoble Mine, while the amendment would allow 150m³/day is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report Permit Referral – Ministry of Environment which includes recommendations from the Electoral Area 'E'/West Boundary Advisory Planning Commission to the Ministry of Environment for consideration.

[Staff Report-Golden Dawn Minerals-Board-May 24 2018](#)

9f) K. Gobeil, Planner

Re: Crown Grant Application - Big White, Electoral Area 'E'/West Boundary

A staff report from Ken Gobeil, Planner, regarding a referral from the Ministry of Forests, Lands and Natural Resource Operations and Rural Development regarding an application for a Crown Grant within the Black Forest Development Area of Big White Ski Resort, Electoral Area 'E'/ West Boundary.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors supports the Crown Grant Referral for staff housing on un-surveyed Crown Land south east of Big White Road and Black Forest Way, RDKB Electoral Area E/West Boundary-Big White.

[Staff Report-CrownGrant-Big White Staff Housing-BOARD-May 24 2018](#)

**9g) ALC Decision Letter-ALC Inclusion
RDKB Electoral Area E/West Boundary**

Recommendation: Corporate Vote Unweighted

That the letter from the Agricultural Land Commission regarding an application to include property legally described as That Part of DL 1250, Lying West of the Westerly Boundary of the 66 Foot Road as Shown on Plan 13939, SDYD, Except Plan H16203, RDKB Electoral Area E/West Boundary be received.

[ALC Decision Letter-ALC Inclusion-Area E-Board-May 24 2018](#)

**9h) G. Denkovski, Manager of Infrastructure and Sustainability
Re: Scale Capitol Upgrades Boundary Solid Waste Facilities**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the results of the request for quotation (RFQ)

for scale building and installation at Boundary solid waste facilities is presented.

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors award the contract to MSC Enterprise Ltd. of Grand Forks, BC in the value of \$198,767.50 to build the new Grand Forks Landfill Scale Building and install weigh scales at Grand Forks Landfill, Christina Lake Transfer Station, and Rock Creek Transfer Station. **FURTHER** that the Board authorizes the RDKB signatories to enter into contract.

[Staff Report - Scale Capitol Works Boundary Solid Waste Facilities - Board - May 24 2018 - Pdf](#)

**9i) G. Denkovski, Manager of Infrastructure and Sustainability
Re: Regional Solid Waste Service and Impacts from Boundary Flooding**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the impacts on the Regional Solid Waste Service from the Boundary flooding is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the impacts on the Regional Solid Waste Service from the Boundary flooding.

[Staff Report - Boundary Flooding Impacts on Regional Solid Waste Service - Board - May 24 2018 - Pdf](#)

**9j) Electoral Area E/West Boundary-Initiating Services Withdrawal
Director Gee-Notification to Withdraw from Boundary Economic Development Service**

The attached notice from Director Gee, Electoral Area E/West Boundary officially requests withdrawal of Electoral Area E/West Boundary from the *Boundary Economic Development Service* (BEDS). Initiating withdrawal from a service must advance as set out in Section 361 of the *Local Government Act* and this includes a review of the service.

To provide some background into the service review process, a staff report from M. Andison, CAO is attached. A service review must be held before a participant withdraws from the service.

Recommendation: Corporate Vote Unweighted

That the notification from Director Gee initiating service withdrawal of Electoral Area E/West Boundary from the Boundary Economic Development Service be received. **FURTHER** that staff be directed to follow up with this matter and undertake the legislative steps as per Section 361 of the *Local Government Act* and report back to the Board at a future meeting.

[Staff Report-BEDS Service Review-Required for Service Withdrawal -Area E from BEDS-BOARD-May 24 2018 - Pdf](#)

[Notification of Initiation of Withdrawal from BEDS-Area E-BOARD-May 24 2018](#)

[LGA-Section 361-Initiating Service Withdrawal-Area E-BEDS-Board-May 24 2018](#)

**9k) Grants-in-Aid
As of May 17, 2018**

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

That the following grants-in-aid be approved:

1. Beaver Valley Dynamic Aging Society - Electoral Area 'A' - \$2,000
2. The Nelson & Ft. Sheppard Railway Co. - Electoral Area 'A' - \$2,000
3. Holy Trinity Parish - Trail (Skool-Aid) - Electoral Area 'B' - \$1,800
4. Rossland Golden City Days - Electoral Area 'B' - \$1,000
5. Christina Lake Gateway Community Development Association - Electoral Area 'C' - \$10,000
6. Christina Lake Gateway Community Development Association - Electoral Area 'C' - \$200
7. Christina Lake Elementary School PAC - Electoral Area 'C' - \$3,000
8. Christina Lake Ladies Golf Club - Electoral Area 'C' - \$500
9. Kootenay Robusters Team - Electoral Area 'C' - \$300
10. Boundary Invasive Species Society - Electoral Area 'D' - \$750
11. Christina Lake Gateway Community Development Association - Electoral Area 'D' - \$200
12. Grand Forks Learning Garden - Electoral Area 'D' - \$500
13. Big White Mountain Community Development Association - Electoral Area 'E'/West Boundary-Big White - \$1,500
14. Big White Mountain Community Development Association - Electoral Area 'E'/West Boundary-Big White - \$450
15. Boundary Central Secondary School PAC - Electoral Area 'E'/West Boundary - \$1,000

16. Christina Lake Gateway Community Development Association - Electoral Area 'E'/West Boundary - \$850
17. Discover Rock Creek - Electoral Area 'E'/West Boundary - \$3,000
18. Greenwood Board of Trade - Electoral Area 'E'/West Boundary - \$1,500
19. Greenwood Board of Trade - Electoral Area 'E'/West Boundary - \$1,000
20. Midway Community Association - Electoral Area 'E'/West Boundary - \$500
21. Parkview Manor - Electoral Area 'E'/West Boundary - \$120
22. Rock Creek & Boundary Fair Association - Electoral Area 'E'/West Boundary - \$400
23. West Boundary Elementary and Greenwood Elementary - Electoral Area 'E'/West Boundary - \$1,000

[GIAs as of May 17 2018 - Board-May 24 2018](#)

10. Bylaws

10a) Bylaw No. 1671-Amending Big White Official Community Plan First and Second Readings

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Big White Official Community Plan Amendment Bylaw No. 1671, 2018 be read a First and Second Time.

[Bylaw 1671 BW OCP-Board-May 24 2018](#)

[SchedX 1671](#)

[SchedY 1671 2](#)

[Staff Report-Bylaw Amendment-Big White-Board-May 24 2018](#)

10b) Bylaw No. 1672-Amending Big White Zoning Bylaw First and Second Readings

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Big White Zoning Amendment Bylaw No. 1672, 2018 be read a First and Second Time.

[Bylaw 1672 BW ZB-Board-May 24 2018](#)

[SchedZ 1672](#)

[Staff Report-Bylaw Amendment-Big White-Board-May 24 2018](#)

11. Late (Emergent) Items

11a) Committee Recommendation

Education and Advocacy Committee-May 22, 2018

**Re: Cannabis Legalization - Local Governments
Reimbursement and Revenue Sharing**

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors supports the following principles relating to cannabis, following similar principles to those adopted by UBCM. **FURTHER** that the RDKB sends a letter to appropriate agencies to communicate that:

- 1.Cannabis legalization should not result in additional local government funding by property taxpayers
- 2.Local governments should be reimbursed for costs associated with the implementation of legalized cannabis.
- 3.Local governments should be reimbursed for any additional policing costs resulting from cannabis legalization.
- 4.Remaining excise tax revenue (after taking out expenses incurred as part of principles 1-3 and the federal share) should be shared 50:50 between the Province of BC and local governments.

[Agenda Item 11a-Cannabis-Education and Advocacy May 22-BOARD-May 24 2018](#)

11b) Gas Tax Application-Electoral Area 'D'/Rural Grand Forks Boundary Museum Society-Exhibition Extension Project

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the gas tax funding application by the Boundary Museum Society in the amount of \$60,000 to build a 40' x 60' addition to the existing Black Hawk Livery building. **FURTHER** that the Board of Directors authorizes the RDKB signatories to endorse and enter into the gas tax funding agreement with the Boundary Museum.

[Agenda Item 11b-Gas Tax-Boundary MuseumAp 9 18-BOARD-May 24 2018](#)

11c) RDKB Board of Directors Action Items List-As of May 24, 2018

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors Action Item List as of May 24, 2018 be received and further direction at the discretion of the Board.

[Agenda Item 11c\)-RDKB Board of Directors-Action Item List-As of May 24 2018-BOARD-May 24 2018](#)

11d) B. Burget, General Manager of Finance

Re: Columbia Basin Trust Community Initiatives Funding (CBT CIF)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the disbursement of the Columbia Basin Trust Community Initiatives funds as presented to the Board on May 23, 2018.

[Staff Report - CBT Comm Iniiit Funding - BRD - May 24, 2018 - Pdf](#)

11e) Recommendations to the Board

Re: Boundary Flooding

Paper copies of the recommendations will be distributed to the Board members at the meeting.

12. Discussion of Items for Future Meetings

13. Question Period for Public and Media

14. Closed (Incamera) Session

15. Adjournment



Regular Meeting of the Board of Directors

April 26, 2018

RDKB Board Room, Grand Forks, B.C

6:00 p.m.

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

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

Call to Order

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

Consideration of the Agenda (Additions/Deletions)

The agenda for the April 26, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors was presented.

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Director Grieve requested an opportunity to provide an update on the Okanagan Nation Alliance (ONA) Lower Columbia River Pike Suppression Program. This item was added to the agenda under Late Emergent Items.

The Corporate Officer advised that Communications Information Only Items a) correspondence from W. Booth, President UBCM and b) R. Bishop, Program Officer UBCM Emergency Operations be removed from the agenda and that an update regarding flooding communications from Emergency Programs / Operations Staff be added to the agenda after receipt of the delegations' presentations, and it was;

199-18 Moved: Director Grieve Seconded: Director Rotvold

Corporate Vote Unweighted

That the agenda for the April 26, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors be adopted as amended.

Carried.

Director Martin referred to the late agenda items that were submitted by staff after the original agenda had been sent out and he commented on the frequency of late agenda items. Director Martin stated that when the Board reviewed holding two monthly Board meetings, one of the purposes discussed was to provide staff an additional opportunity for submitting reports to the Board of Directors with staff ensuring to plan ahead so that their items can be submitted within the agenda item deadline thereby avoiding late items, and it was;

200-18 Moved: Director Martin Seconded: Director Langman

Corporate Vote Unweighted

That staff agenda items which are submitted past the agenda item deadline and therefore considered late, must be reviewed by the Board Chair and Chief Administrative Officer and if approved as late items, will only be included on the agenda with written approval.

Carried.

Minutes

The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held April 11, 2018 were presented.

Director Gee noted that Resolution No. 189-18 on page 6 of the minutes; Kettle Valley Golf Club West Boundary Grant application should be amended to read \$800 as the amount approved for the grant. The Corporate Officer advised that this correction has been made and the April 11, 2018 minutes have been republished with the correct amount, and it was;

201-18 Moved: Director Rotvold Seconded: Director McLellan

Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held April 11, 2018 be adopted as amended.

Carried.

Delegation(s)

**Audited Financial Statements for the Year Ended December 31, 2017
Don Catalano, CGA, Grant Thornton Inc.**

The Chair welcomed Mr. Catalano to the meeting to review the Financial Statements.

Mr. Catalano thanked the Board for the opportunity to review the highlights of the financial statements and he summarized the Auditor's Opinion advising that the financial statements present fairly with the RDKB financial position and the results of operations, changes in net financial assets (debt) and cash flows ending in accordance with Canadian Public Sector Accounting Standards.

Mr. Catalano reviewed the Statements of Financial Position (financial assets and liabilities), Operations (revenue and expenditures), Changes in Net Financial Assets (Debt) and Cash Flows and he answered inquiries regarding the balance sheet, amortization and accumulated surplus and operating equity.

The Chair thanked Mr. Catalano for the information and he left the meeting.

202-18 Moved: Director Worley Seconded: Director Martin

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the 2017 Audited Financial Statements for the Year Ended December 31, 2017.

Carried.

**Lauren Rethoret, Columbia Basin-Rural Development Institute (RDI)
Applied Research & Innovation Centre
Re: Rural Development Institute (RDI) for Local Government**

Director Martin provided background information regarding a revised RDI for Local Government proposal. He explained that the Columbia Basin Rural Development Institute

(RDI) has proposed a new partnership with local governments focused on applied research, innovation, and training. Based on the outcome of a related submission to the Rural Dividend Fund to allocate \$40,000 over two years (\$20,000 per year) approved by the RDKB Board of Directors earlier this year, but which was not accepted by the Rural Dividend Fund, the RDI is proposing an alternative funding model that involves leveraging cash contributions (\$40,000 same as the first proposal) from local governments with the same Return on Investment (ROI) including additional funds from Columbia Basin Trust, the federal government and other granting agencies as opportunities emerge.

Director Martin introduced Lauren Rethoret to the meeting to explain the details of the revised budget, the proposed operations for the 2-year program and the ROI.

Ms. Rethoret introduced herself and her background and advised that she would be the RDI for Local Government Program Manager. Ms. Rethoret provided information regarding the previous proposal as an application to the Rural Dividend Fund, noting that the RDKB approved the proposal subject to proposal success and participation from RDCK and RDEK.

The following points were reviewed:

- RDKB contributions and benefits Plan A vs Plan B where the RDKB would still contribute \$40,000 over two years, but with only in-kind participation as needed and available (rather than \$15,000 in kind staff time).
- ROI remains the same with \$60,000 in direct research support (50% ROI).
- Rather than access to a 4-month intern, \$20,000 in SEED funding and input on \$100,000 of training/collaborative learning and \$50,000 of regional research, Plan B provides joint access to \$25,000 strategic investment fund (SEED funding).
- \$20,000 training and workforce development.

Ms. Rethoret reviewed the revised budget, the direct support component guaranteeing at least a 50% ROI, the strategic investment fund which leverages CBT contributions to access additional funds for priority issues such as regional-scale work focused on concrete action, innovative pilot projects and student internships, the training component and the 2018-2020 program operations.

Ms. Rethoret answered inquiries regarding the strategic investment fund, leveraging the CBT allocation and she explained how communities would be able to access the research and training elements of the program. The Chair thanked her for the information and she left the meeting

203-18 Moved: Director Martin Seconded: Director Langman

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve the allocation of \$40,000 to the General Government/Administration (001) Budget over two years

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April 26, 2018

(\$20,000/year) for the Columbia Basin Rural Development Institute (RDI)-RDI for Local Government Regional Research Project **SUBJECT TO** the approval of equivalent funding commitments from the Regional Districts of Central Kootenay and East Kootenay in return for \$60,000 in direct research support (50 % ROI) and joint access to \$25,000 strategic investment (SEED funding) and \$20,000 training and workforce development.

Carried.

C. Marsh, Manager of Emergency Programs

D. Derby, Regional Fire Chief, Kootenay Boundary Regional Fire Rescue

Re: Flooding Communications

Dan Derby advised that staff have activated a Level 1 Emergency Operations for a month due to incidents in Columbia Gardens, Trail, Genelle and Warfield and staff are planning for freshet response specifically in the Boundary. He summarized the formal and informal planning meetings that have been held with the Regional District of Central Kootenay (RDCK), Emergency Management BC (EMBC) and local agencies/authorities and stated that support from the elected officials will be required as staff move forward transitioning the level of support that will need to be provided to private residents especially with encouraging residents and homeowners to take responsibility for their own homes and belongings.

Staff are trying to make some changes to address elected official concerns related to communications, staff workloads and business continuity while responding to this year's events.

Chris Marsh provided the following information respecting the flooding status throughout the District and the work being undertaken to prepare for emergency flooding:

- Columbia Gardens flood situation somewhat stable; levels rising but not as much as in recent days
- Genelle China Creek Road flooding issues resolved
- Trail and Gorge Creek flows much less than after previous rain event
- Levels in the Kettle, West Kettle continue to rise
- Activated EOC to a level 2 for one day on Wednesday to undertake planning of:
- River and snow pack level assessment and forecast
- Sand and sandbag policy alignment with provincial policy and other municipalities
- Staffing plan for EOC for near future
- Just in time emergency infrastructure projects
- EOC will be staffed at level 1-2 throughout weekend
- Will continue to monitor conditions and take calls throughout weekend
- Predicted high temperatures through Friday with a possibility of rain on the weekend
- Kettle – West Kettle – Granby expected to peak through weekend – though probably only the first peak of a few

- Watching smaller creeks like Sutherland, McRae, and Beaver and
- An EOC staffing plan for immediate response over the next two weeks has been drafted.

There was a discussion regarding the recruitment of volunteers to avoid RDKB staff burnout and the importance of member municipalities allowing their staff to assist RDKB staff when required. Staff and the Board can discuss volunteer recruitment once the RDKB has a better idea of the amount of municipal support it will receive and once a Staffing Plan for RDKB staff has been reviewed.

There was also a discussion regarding emergency communications and public awareness to provide information on matters such as the:

- distribution of sandbags,
- expectations residents and property owners' have of the RDKB in emergency situations and how the RDKB can communicate what it is and what it is not responsible for,
- the contact information for Provincial emergency agencies,
- responsibilities of the Province, and
- other ways critical information can be provided to the public.

For the next Board meeting, Staff will provide further information regarding public communications as well as clear guidelines on the role(s) of the elected officials.

Unfinished Business

Town of Oliver-March 5, 2018

Re: Paving of Camp McKinney Road, Oliver BC to Mt. Baldy Ski Area Village Parking Lot-Director Gee to Lead Discussion

The Board reviewed correspondence from the Town of Oliver on March 14, 2018. Since then, Director Gee spoke with staff at Mt. Baldy and has advised that she would now like to add support to the request from the Town of Oliver for paving the remainder of the 21 km from Oliver to the Mt. Baldy ski area parking lot.

There was a discussion regarding the length of road to be paved and the cost for the volume of work involved.

204-18

Moved: Director Gee Seconded: Director Martin

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors send a letter of support to the Ministry of Transportation and Infrastructure to consider the request of Strata Corporation KAS1840 to pave the remainder of Camp McKinney Road, at kilometer 14 outside the Town of

Oliver, for 21 kilometers to Mt. Baldy Ski Resort village. **FURTHER** that the Town of Oliver be notified of the RDKB Board of Directors' decision.

Carried.

(Chair Russell opposed)

British Columbia Conservation Foundation/WildSafeBC Grand Forks, BC
Re: Return Grant in Aid (GIA) Funds-Electoral Area D/Rural Grand Forks

On March 14, 2018, Grant in Aid funds in the amount of \$500 were approved by Board Resolution Number 155-18. The funds were approved for the British Columbia Conservation Foundation/WildSafeBC Grand Forks and were disbursed from the Electoral Area D/Rural Grand Forks GIA allocation. The funds were sent to WildSafeBC Grand Forks and since then, via a letter dated April 12, 2018 (attached) the RDKB has been advised that financial constraints have made the delivery of the 2018 program unfeasible. WildSafeBC Grand Forks has returned the funds.

205-18

Moved: Director Worley Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Weighted

That the Regional District of Kootenay Boundary Board of Directors receive the notification from the British Columbia Conservation Foundation / WildSafeBC Grand Forks regarding the cancellation of the Electoral Area D/Rural Grand Forks Grant in Aid in the amount of \$500 as approved by Board Resolution No. 155-18 on March 14, 2018. **FURTHER** that the funds be returned to the Electoral Area D/Rural Grand Forks Grant in Aid allotment.

Carried.

Director Gee noted that at the February 14th Board meeting and via Board Resolution No. 133-18, \$1,000 from Electoral Area E/West Boundary GIA funding was approved for the same project. She requested staff to follow up with the British Columbia Conservation Foundation / WildSafeBC Grand Forks to clarify whether the Electoral Area E/West Boundary WildSafe program is also unfeasible due to financial constraints and if so, whether the funds will be returned to the RDKB.

206-18

Moved: Director Gee Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Weighted

That staff follow up with the British Columbia Conservation Foundation/WildSafe BC Grand Forks to clarify whether or not the group also deems the Electoral Area E/West Boundary WildSafe Grand Forks program unfeasible. **FURTHER** if the program in Electoral Area E/West Boundary is deemed unfeasible, that the Electoral Area E/West Boundary GIA funds

be returned to the Regional District and reallocated back to Electoral Area E/West Boundary Grant in Aid.

Carried.

Communications-RDKB Corporate Communications Officer

F. Maika, Corporate Communications Officer

Re: Staff Report - Summary 2018 Electoral Areas A-E Town Hall Meetings

The Board reviewed the staff report.

Director McGregor referred to the "global cafe" meeting model that was used for the Christina Lake Town Hall meeting advising that she would like the Corporate Communications Officer to provide additional information, specific to this model, at a future Electoral Area Services Committee meeting and then at a regular meeting of the Board of Directors, and it was;

207-18

Moved: Director Grieve Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors consider the following:

- To revisit the actual purpose and focus of the town hall meetings and determine that they are meeting organizational objectives of the Board of Directors and staff.
- To determine whether annual town halls are the right tactic for discussing topics in addition to the RDKB financial plan and budget, or whether another process may be required given time constraints of the town halls themselves.
- To continue to advertise an opportunity for residents to provide online and/or SMS text-based feedback of some kind in the lead up to and following the town halls.
- To continue using a standard financial plan/budget presentation with interactive polling for all 2019 town halls followed by a question and answer session provided audience members indicate a preference for this during live polling.
- To use topic tables in an open-house format at the outset and again at the end of each of the town halls that are expected to exceed 20 attendees.

Carried.

208-18

Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

That the Corporate Communications Officer attend a future Electoral Area Services Committee meeting to discuss the Electoral Areas A-E Town Hall Meetings overall and to present further information on the global cafe style of town hall meeting that was used at 2018 Electoral Area C/Christina Lake. **FURTHER** that after review of this matter by the

Electoral Area Services Committee, that it be referred to the overall Board of Directors for further discussion.

Carried.

Communications (Information Only)

Communications (Information Only) Item a) **W. Booth, President UBCM-March 13/18**, regarding the 2017 (RDKB) UBCM Resolution-BC Used Oil Management Assoc. and Item b) **R. Bishop, Program Officer UBCM Emergency Operations**, regarding the 2018 Emergency Operations Centres and Training were removed from the Agenda.

Columbia Shuswap Regional District-April 13/18

Re: Correspondence to Ministry of Agriculture - Need for Change to Class E Licences Regulations

209-18

Moved: Director Rotvold Seconded: Director Cecchini

Corporate Vote Unweighted

That Communications Information Only Item 7c); Columbia Shuswap Regional District regarding correspondence to the Ministry of Agriculture -Need for change to Class E Licences Regulations be received.

Carried.

Reports

Adopted RDKB Committee Minutes

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

Beaver Valley Regional Parks, Trails and Recreation (Feb. 13/18), East End Services (Feb. 20/18) and Electoral Area Services (March 15/18).

210-18

Moved: Director McGregor Seconded: Director Grieve

Corporate Vote Unweighted

That the following minutes of the RDKB Committee meetings held during February and March 2018 and which were adopted by the respective Committees during April 2018 be received:

Beaver Valley Regional Parks, Trails and Recreation (Feb. 13/18), East End Services (Feb. 20/18) and Electoral Area Services (March 15/18).

Carried.

Adopted RDKB Recreation Commission Minutes

The minutes of the RDKB Recreation Commissions: Christina Lake Parks and Recreation-March 7/18 and Grand Forks and District Recreation-March 8/18 were presented.

211-18 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted

That the minutes of the RDKB Recreation Commissions: Christina Lake Parks and Recreation-March 7/18 and Grand Forks and District Recreation-March 8/18 be received.

Carried.

Draft RDKB Electoral Area Advisory Planning Commission Minutes

The minutes of the RDKB Electoral Area Advisory Planning Commissions: Electoral Area A (April 3/18), Electoral Area B/Lower Columbia-Old Glory (April 3/18), Electoral Area C/Christina Lake (April 3/18), Electoral Area D/Rural Grand Forks (April 3/18) and Electoral Area E/West Boundary-Big White (April 3/18) were presented.

212-18 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted

That the minutes of the RDKB Electoral Area Advisory Planning Commissions: Electoral Area A (April 3/18), Electoral Area B/Lower Columbia-Old Glory (April 3/18), Electoral Area C/Christina Lake (April 3/18), Electoral Area D/Rural Grand Forks (April 3/18) and Electoral Area E/West Boundary-Big White (April 3/18) be received.

Carried.

Monthly Committee Recommendations to Board of Directors

The RDKB Committee recommendations as adopted by the RDKB Committees during April 2018 are presented for consideration.

Beaver Valley Regional Parks, Trails and Recreation Committee (April 10/18)
Director Grieve, Chair/Director Cecchini, Vice Chair

213-18 Moved: Director Grieve Seconded: Director Danchuk

Beaver Valley Arena Ice Facility User Rates

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves a 2 % increase to the Beaver Valley Arena 2018-2019 Ice Facility User Rates as presented to, and approved by the Beaver Valley Regional Parks, Trails and Recreation Committee on April 10, 2018 as follows:

CATEGORY	CURRENT 2017/2018	PROPOSED 2018/2019
Adult Prime	\$118.00/hr + gst = \$123.90	\$120.00/hr + gst = \$126.00
Youth Prime	\$65.00/hr + gst = \$ 68.25	\$66.00/hr + gst = \$ 69.30
Youth Non-Prime	\$47.00/hr + gst = \$ 49.35	\$48.00/hr + gst = \$ 50.40
Spring Ice	\$77.00/hr + gst = 80.85	\$78.00/hr + gst = 81.90

CURRENT REGULAR SEASON	PROPOSED
\$350.00/game + gst = \$367.50 Practice is \$47.00 per hour + gst (morning ice) or \$65.00 per hour + gst (evening ice)	\$357.00/game + gst = \$374.85 Practice is \$48.00 per hour + gst (morning ice) or \$66.00 per hour + gst (evening ice)

Carried.

East End Services Committee - April 10, 2018

Director Grieve, Chair/Director McLellan Vice Chair

The Board reviewed the staff report and the information provided. Director McLellan noted that although staff indicates a cost savings of approximately \$20,000 (by entering into a contract with the Trail and District Arts Council (TDAC)), the agreement does not include a formula for sharing the net revenues achieved from the various Theatre activities and from the Box Office ticket sales. He noted that the report should illustrate what the ticket sales revenue would be and what the revenues were in the past.

Director Grieve reviewed the benefits of the TDAC agreement and advised that the organization has grown and developed the Bailey Theatre and that RDKB Staff and TDAC could work on a revenue-sharing plan for future review.

Moved: Director Martin Seconded: Director Grieve

Bailey Theatre Service Agreement

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the 2018-2022 Service Agreement between the RDKB and Trail and District Arts Council for a five year term commencing June 1, 2018 and expiring May 31, 2022 at an annual cost of \$75,000 with two equal payments to the Arts Council on January 1 and August 1 of each year.

After further review, it was;

214-18

Moved: Director Danchuk Seconded: Director Rotvold

Corporate Vote Weighted

That the matter of the 2018-2022 Service Agreement between the RDKB and Trail and District Arts Council for a five year term commencing June 1, 2018 and expiring May 31, 2022 at an annual cost of \$75,000 be deferred to the May 24, 2018 Board meeting. **FURTHER** that staff present a revised report that includes information on revenue sharing and expenses.

Carried.

(Directors Grieve, Langman, Martin and Worley opposed)

Electoral Area Services Committee - April 12, 2018

Director Worley, Chair-Director McGregor, Vice Chair

215-18

Moved: Director Worley Seconded: Director McGregor

Development Variance Permit-Nugent Contracting and Design-Veitch**Stakeholder Vote (Electoral Area Directors) Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves the application for a Development Variance Permit submitted by Nugent Contracting and Design on behalf of David and Diana Veitch, to vary Section 303.1(a)(ii) of Zoning Bylaw No. 1166 to permit an increase in the maximum allowable projection for eaves within an interior side yard setback, from 0.6 metres to 1.06 metres - a 0.46 metre variance for the lower, westerly roof line on the parcel legally described as Lot 3, Plan KAS2476, DL 4109s, SDYD, Big White, Electoral Area E/West Boundary.

Carried.

Board Appointments Updates

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

There was no new business to report.

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

There is nothing new to report.

Okanagan Film Commission - Director Gee

There is a movie shoot in Osoyoos.

Boundary Weed Stakeholders Committee - Director Gee

There will be a meeting held in May.

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

There will be a CBRAC meeting May 13-16 in Ainsworth. Global Affairs Canada will attend.

Director Worley reported on the activities at the recent Lake Roosevelt Conference held in Spokane for CRTLGC attendees. Both her and Director Danchuk attended. Emergency operations and a port of call along the Columbia River were discussed. Both Canadian and American delegates expressed concerns that a port of call no longer exists. The American delegates requested contacts and liaison with RDKB/BC emergency operations during emergencies that cross boundaries so that the American side receives emergency notifications in a timely manner.

Director Danchuk referred to the funds, time and energy the Okanagan Nation Alliance has dedicated towards the introduction of salmon in to the Columbia River.

Kootenay Booth - Director Rotvold

Director Rotvold updated the Board regarding the recent Kootenay Booth meeting held at the AKBLG in Fernie and advised that the plans for the FCM Booth have been finalized. She requested the RDKB Board members to set aside time to volunteer at the FCM Booth.

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

An update regarding the Columbia Basin Rural Development Institute (RDI) for Local Government Project was provided at the front of the agenda under Item 4b); Delegations.

Staffing Update-M. Andison, Chief Administrative Officer

Mr. Andison provided an update regarding the filling of vacant positions and staff changes within other positions including the start dates of the General Manager of Operations and the General Manager of Environmental Services, the status of candidate selections for the Manager of Finance and the Manager of Building Inspection, recruitment status for a Building Inspector and the changes in staff positions in the Accounting Clerk Receptionist and Finance Specialist positions as well as the Clerk/Secretary/Receptionist and the Senior Secretary (Planning) positions.

Chair's Update - Chair Russell

Chair Russell submitted a written report and reviewed the emergency planning sessions and information (lessons to learn) from the AKBLG in Fernie. He thanked Director Rotvold for her work as a past member of the AKBLG Executive and welcomed Director Langman as a new Executive member. Chair Russell reviewed information on the legalities around application

processing time (based on a court case) and how application-processing times could become the subject of a legal challenge. The outcome is that the RDKB processing times may need to be reasonably close to the publicized expectations for processing times.

New Business

Beth Burget, General Manager of Finance

Re: FCM Asset Management Grant Application

216-18

Moved: Director McGregor Seconded: Director McLellan

FCM Asset Management Grant Application

Corporate Vote Unweighted

That the RDKB Board of Directors support an application from the Federation of Canadian Municipalities' Municipal Asset Management Program for an asset management grant for Asset Data Collection in the amount of \$50,000 with the RDKB contribution of \$18,800 to advance the asset management program and that the Board commits to undertake the activities proposed in the application should the application be approved.

Carried.

K. Gobeil, Planner

Re: Forestry Referral-BC Timber Sales: Arrow Timber Supply Area

217-18

Moved: Director Worley Seconded: Director McLellan

Forestry Referral-BC Timber Sales

Corporate Vote Unweighted

That the staff report from Ken Gobeil, Planner regarding BC Timber Sales: Arrow Timber Supply Area Operating Plan 16 on Crown lands in Electoral Area B/Lower Columbia-Old Glory be received.

Carried.

Agricultural Land Commission (ALC) -Decision

Re: Application to Subdivide in the Agricultural Land Reserve (ALR)

Electoral Area E/West Boundary

218-18

Moved: Director Gee Seconded: Director McGregor

ALC Decision-Electoral Area E/West Boundary**Corporate Vote Unweighted**

That the Decision Letter from the Agricultural Land Commission, dated April 3, 2018 regarding an application for subdivision in the Agricultural Land Reserve on lands legally described as Lot 33, DL 513, SDYD, Plan 378 Electoral Area E/West Boundary, submitted by Duane and Joanne Eek be received.

Carried.

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

2925 Highway 33, Westbridge, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 004-374-720

Lot 3 District Lot 2515 Similkameen Division Yale District Plan 29236

Owner: Brian Klassen

219-18

Moved: Director McGregor Seconded: Director Worley

Building Bylaw Contravention-Electoral Area E/West Boundary**Stakeholder Vote (Electoral Area Directors) Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 3, District Lot 2515, Similkameen Division Yale District, Plan 29236.

Carried.

West Boundary Recreation Grant Application**Boundary Women's Softball League-Offset League Fees**

220-18

Moved: Director Rotvold Seconded: Director Gee

West Boundary Recreation Grant Application-Boundary Women's Softball League**Stakeholder Vote (Greenwood, Midway, Electoral Area E/West Boundary) Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the West Boundary Recreation Grant application for \$1,000 from the Boundary Women's Softball League to offset the cost of the individual league fees paid by each participant.

Carried.

Grant in Aid-At April 19, 2018

221-18 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Weighted

That the following Grant in Aid applications be approved:

1. Trail Curling Association-\$1,000-Electoral Area A
2. BV Avalanche Hockey Club-\$1,000-Electoral Area A
3. Trail Curling Association-\$2,000-Electoral Area B/Lower Columbia-Old Glory
4. Christina Lake Tourism Society-\$2,300-Electoral Area C/Christina Lake
5. Boundary Country Regional Chamber of Commerce-\$2,500-Electoral Area D/Rural Grand Forks
6. Gallery 2 - Grand Forks Art Gallery-\$5,000-Electoral Area D/Rural Grand Forks
7. Grand Forks Junior Ultimate Program-\$400-Electoral Area D/Rural Grand Forks
8. Boundary All Nations Aboriginal Council-\$1,000-Electoral Area E/West Boundary
9. Midway Public Library-\$4,000-Electoral Area E/West Boundary
10. West Boundary Sustainable Foods and Resources-\$500-Electoral Area E/West Boundary

Carried.

Bylaws**T. Lenardon, Manager of Corporate Administration/Corporate Officer**

Re: Bylaw No. 1665-RDKB Extended Service Financial Aid Establishment (West Boundary Road Rescue Service) Repealing and Discontinuing Bylaw-Adoption

222-18 Moved: Director Rotvold Seconded: Director McGregor

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Extended Service Financial Aid Establishment (West Boundary Road Rescue) Repealing and Discontinuation Bylaw No. 1665, 2018 be Reconsidered and Adopted.

Carried.

G. Weibe, Engineering and Safety Coordinator

Re: Bylaw No. 1662-Beaver Valley Water Service Establishment Amendment (Remove a Property from Service Area Boundaries)-Adoption

223-18 Moved: Director Grieve Seconded: Director Cecchini

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Beaver Valley Water Service Establishment Amendment Bylaw No. 1662, 2018 be Reconsidered and Adopted.

Carried.

Late (Emergent) Items**G. Denkovski, Manager of Infrastructure and Sustainability****Re: McKelvey Creek Landfill Operations and Maintenance Tender**

Director McGregor, Environmental Service Liaison

224-18 Moved: Director McLellan Seconded: Director Martin

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves awarding the McKelvey Creek Landfill Operations Maintenance Contract to Alpine Disposal and Recycling for a five (5) year term commencing June 1, 2018 and expiring May 31, 2023 at a cost of \$368,315.85 for Year One (1) with adjustments to the overall contract price by the percentage equivalent to the annual change in the BC Transportation Consumer Price Index (CPI) as published by Stats Canada, on the Contract Anniversary, for Year Two (2) to Year Five (5). **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the agreement.

Carried.

Director Grieve, Electoral Area A**Re: Okanagan Nation Alliance (ONA) Columbia River Northern Pike Suppression Program**

Director Grieve referred to financial support that RDKB Electoral Areas A, B and C have given to the Okanagan Nation Alliance to assist with managing Northern Pike in RDKB waterways. She advised that the ONA has requested the RDKB Trail office to act as a repository for accepting Northern Pike heads and hold the heads until the ONA can pick them up. Director McGregor advised that the Christina Lake Stewardship Society has been acting as a repository for same in order to assist the ONA with the suppression of Northern Pike in Christina Creek.

There was overall agreement to use the Trail RDKB office as a repository for the pike heads until the ONA is able to pick them up.

Discussion of Items for Future Meetings

A discussion was not necessary.

Question Period for Public and Media

A question period was not required.

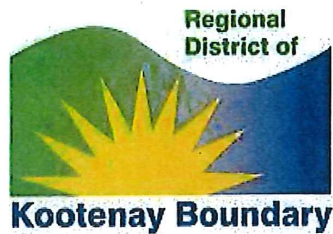
Closed (Incamera) Session

A closed meeting was not necessary.

Adjournment

There being no further business to discuss, the meeting was adjourned (time: 8:13 p.m.).

TL

**STAFF REPORT**

Date: 24 May 2018
To: **Chair Russell and the Board of Directors**
From: Tim Dueck - Solid Waste Program Coordinator
Re: Report on Recycling Bin Closure Open Houses

File**Issue Introduction**

A Staff Report from the Solid Waste Program Coordinator regarding the Open Houses on recycling issues in Greenwood, Midway and Beaverdell.

History/Background Factors

On January 10th, the RDKB Board of Directors passed a motion directing staff to close/relocate the unattended recycling bins in Greenwood, Midway and Beaverdell and to enact a communications plan that included open house meetings.

Following is a precis of the comments received during the meetings.

- concerned about how to recycle film plastic, Styrofoam and glass
- what will happen to the 'refundables bin' ?
- concern about arbitrary tipping fees
- concern about rude or 'unfriendly' RDKB transfer station attendants
- would like to see the Beaverdell Waste Transfer Station open longer hours
- leave it the way it is...
- concern about service to small businesses
- expand curbside service to more rural roads
- do presentations in schools
- Fort Greenwood (strata?) residents had concern about their service
- would like more community education about recycling

Most residents understood why the bins were being removed (contamination). Most had access to curbside services but have been reluctant to use the blue boxes.

The Open Houses were moderately attended:

Greenwood (April 9): 40 people

Beaverdell recycling bins (April 10): 10 people

Beaverdell recycling bins (April 17): 10 people
Midway (April 23): 25 people

Implications

N/A

Advancement of Strategic Planning Goals

The closing of the unattended recycling bins ends the involvement of the RDKB in a service that is a duplication of a stewardship program and is now not a core function of the District.

The Open House meetings fulfilled an expectation that our messages are delivered clearly and are easily understood.

Background Information Provided

Attached is every comment sheet that was returned to the Open House host.

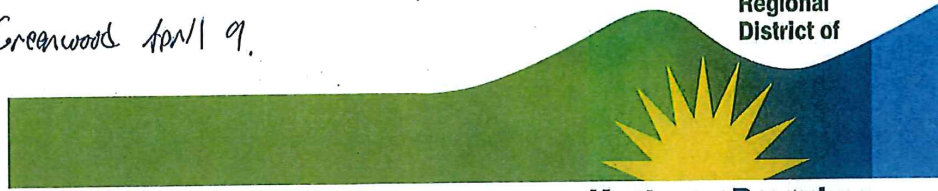
Alternatives

Receive report

Recommendation(s)

Receive report

Greenwood April 9.



Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

Would you like additional information about this issue?
(please provide contact information or call the number below)

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

Concerning acceptable items for blue bin pickup. I know (res) plastic bags^{note} are recyclable if you take them yourself, but when I got here and saw the big posters for (res) plastic bags, foam, glass, etc., I was confused because the poster suggests these items are acceptable.

rdkb.com | 202 - 843 Rossland Ave. Trail, BC V1R 4S8 | 250.368.9148 | 1.800.355.7352

at curbside, BECAUSE the poster clearly
 demonstrates a BLUE BIN on it. Of course after
 seeking out the "fine print", of the small
 pamphlet & hearing the consultant, I am
 reassured BLUE BIN DES NOT accept them,
 each person must ^{recycle} ~~take care~~ of the items
 themselves. My suggestion is there should
 not be a blue bin on these posters...
 if there was the green recognizable
 recycle sign on it instead, it would
 be very clear that "yes they are recyclable, but
 not in the blue bins"

Greenwood April 9.

Regional
District of

Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

Concerned about more recycling going into garbage
Would like to see the green bins come to
Greenwood.

Would you like additional information about this issue?
(please provide contact information or call the number below)

I would like to see more community
education about the importance of recycling.

What would you like the RDKB Board of Directors to know about
this issue? (please use the back side of this page for comments.)

Greenwood needs green bins!
Greenwood also needs a community support
program for people who can't get to
the dump to recycle things that can't

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go in the blue bins.

Greenwood April 9.

Regional
District of

Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

To find out where bins will be located

Would you like additional information about this issue?
(please provide contact information or call the number below)

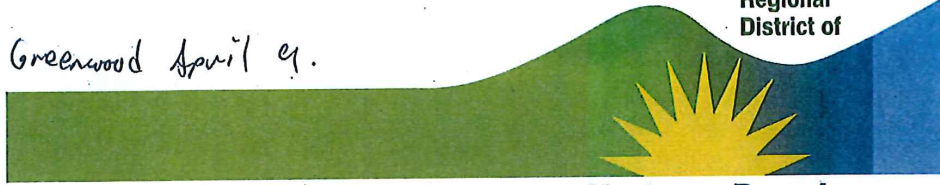
What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

Would like RDKB to use our local RUBAN
GARBAGE PICKUP TO BE UTILIZED AND REIMBURSED
TO PICK UP RECYCLING

SUPPORT LOCAL ENTREPRENEURS

rdkb.com | 202-843 Rossland Ave. Trail, BC V1R 4S8 | 250.368.9148 | 1.800.355.7352

Greenwood April 21.

Regional
District of

Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

Greenwood BC

Would you like additional information about this issue?
(please provide contact information or call the number below)

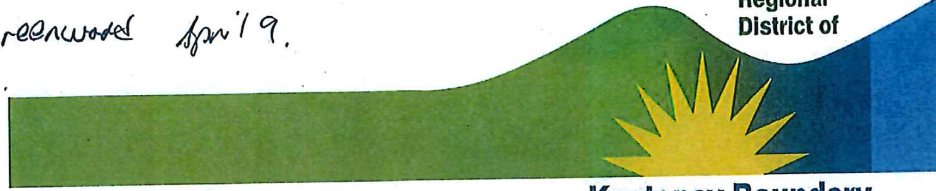
NO

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

I would like to see Dump hours moved
From 9-4 to 10-5 or 11-6 so people who work have time
to make it the recycle or Dump.

rdkb.com | 202 - 843 Rossland Ave. Trail, BC V1R 4S8 | 250.368.9148 | 1.800.355.7352

Greenwood April 9.

Regional
District of

Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

- to find out options for recycling for the Greenwood Library and for our home - in RDKB - on Lind Creek Road

Would you like additional information about this issue?
(please provide contact information or call the number below)

[Redacted contact information]

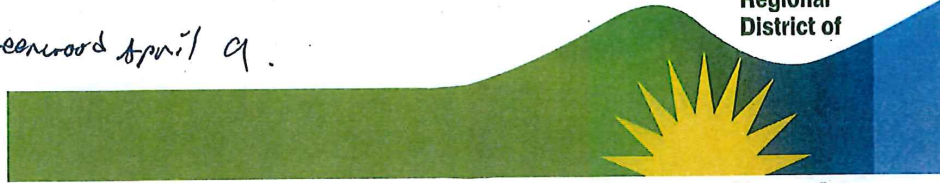
if we could get recycling on our road.

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

There are seven families up Lind Creek Road who may appreciate recycling service since the bins are being removed. (Six are in the RDKB, one is in the City of Greenwood)

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Greenwood April 9.

Regional
District of

Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

for info

Would you like additional information about this issue?
(please provide contact information or call the number below)

I'd like to see this presentation
done in all the schools. Get the
kids on board and informed

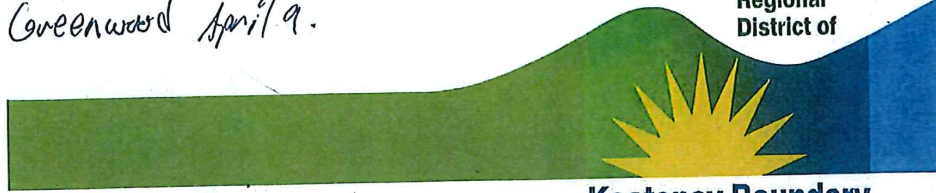
What would you like the RDKB Board of Directors to know about
this issue? (please use the back side of this page for comments.)

Good job. Keep making it easy
and then people will do it.

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Greenwood April 9.

Regional
District of



Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

- *to find what happens when the bins are gone*
- *when does the blue bin new schedule come out?*

Would you like additional information about this issue?
(please provide contact information or call the number below)

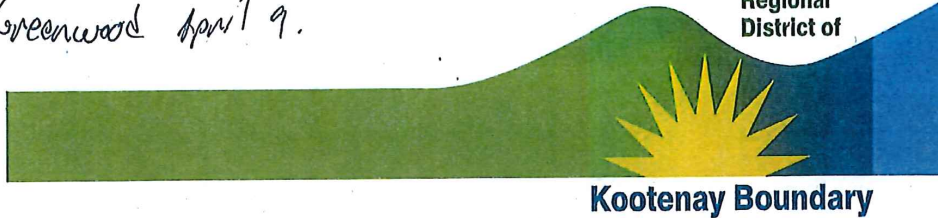
anything new about recycling

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

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Greenwood April 9.

Regional
District of



Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

To find out what input we could have to keep things the way they are!

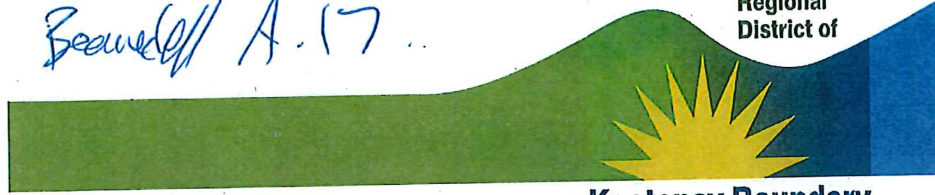
Would you like additional information about this issue?
(please provide contact information or call the number below)

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

Please provide surveillance & leave the bins where they are!

rdkb.com | 202 - 843 Rossland Ave, Trail, BC V1R 4S8 | 250.368.9148 | 1.800.355.7352

Beaulieu A.17..

Regional
District of

Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

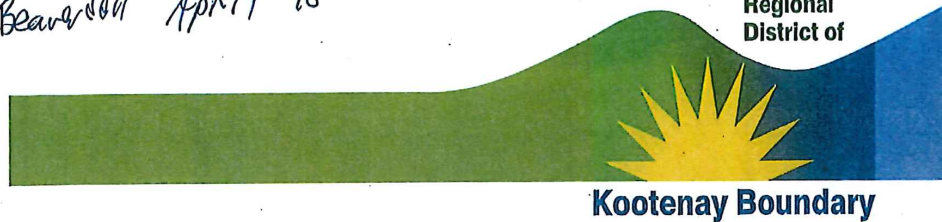
Would you like additional information about this issue?
(please provide contact information or call the number below)

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

Please open the transfer station more often.

rdkb.com | 202-843 Rossland Ave. Trail, BC V1R 4S8 | 250.368.9148 | 1.800.355.7352

Beaverdell April 16.



RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

HAVING TO GO TO GARBAGE DUMP
TO DROP OFF RECYCLE ITEMS.

Would you like additional information about this issue?
(please provide contact information or call the number below)

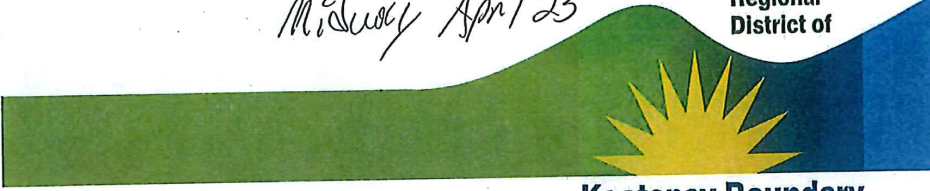
THE PERSON RUNNING GARBAGE DUMP
IS VERY RUDE, BAD LANGUAGE -
REFUSE TO USE LOCAL DUMP.

What would you like the RDKB Board of Directors to know about
this issue? (please use the back side of this page for comments.)

NEW PERSON FOR DUMP.

Midway Apr 23

Regional District of



Kootenay Boundary

RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

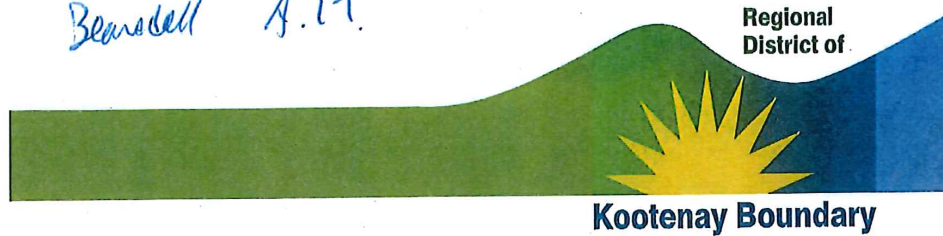
Why did you attend the Open House today?
To figure how to use the bins + not the nice big box in Midway.

Would you like additional information about this issue?
(please provide contact information or call the number below)
I'm good. I liked having an opportunity to ask my questions.

What would you like the RDKB Board of Directors to know about this issue? *(please use the back side of this page for comments.)*
- I'm still worried about my glass products + I wish there was a curbside collection for them too.

rdkb.com | 202 - 843 Rossland Ave. Trail, BC V1R 4S8 | 250.368.9148 | 1.800.355.7352

Beardsell A.17.



RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

WAS DROPPING OFF RECYCLE.
AND TO SAY REASON NOBODY LIKES
USING THE GARBAGE DUMP.

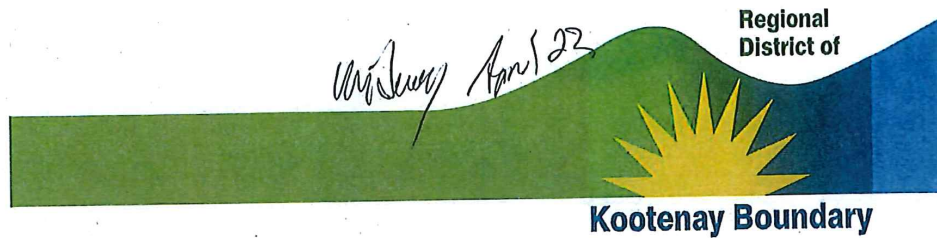
Would you like additional information about this issue?
(please provide contact information or call the number below)

PEOPLE WILL HAUL TO KELOWNA TO
AVOID GOING TO THE BEAVERDEK DUMP
AND ITS STILL SAVES MONEY

What would you like the RDKB Board of Directors to know about
this issue? (please use the back side of this page for comments.)

REASON NO BODY LIKES GOING TO THE
DUMP IS BECAUSE OF THE PERSON RUNNING
IT HE OVERCHARGES NEVER CHARGES THE SAME
AND IS NOT A PEOPLE PERSON

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RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

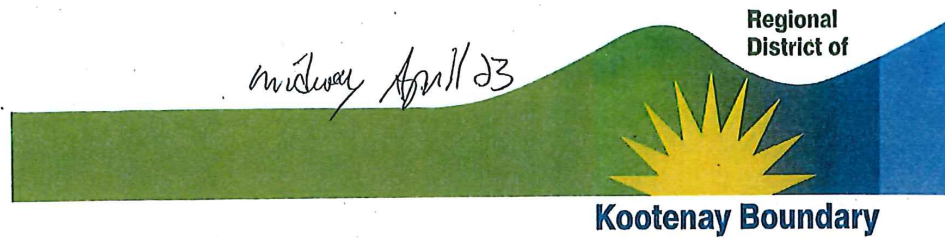
Why did you attend the Open House today?

We are so sorry to see the bins going because of IDIOTS dumping garbage & not respecting what SHOULD go in the bin. Concerned about how to recycle some stuff now, esp. glass.

Would you like additional information about this issue?
(please provide contact information or call the number below)

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

Guess there are no easy answers !!



RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

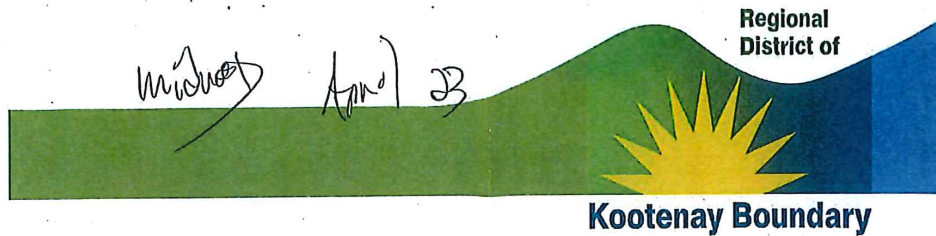
- TO find out About Refundable Bottle/can Bin
- What to do with glass container items

Would you like additional information about this issue?
(please provide contact information or call the number below)

[Redacted] Regarding Refundable Bin

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

We need Bin so Refundable \$'s stay.
In community for Bunsen/ etc.



RDKB Recycling Issues OPEN HOUSE

Please let us know if you have any questions that were not answered or comments that you would like us to hear.

Why did you attend the Open House today?

Find out more about Recycling

Would you like additional information about this issue?
(please provide contact information or call the number below)

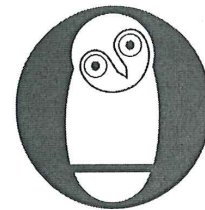
Yes

[Redacted]

*P.O. Box [Redacted]
midway
V0H, MO*

What would you like the RDKB Board of Directors to know about this issue? (please use the back side of this page for comments.)

Theresa Lenardon and Director Gee
 Regional District of Kootenay Boundary
 202-843 Rossland Ave
 Trail, BC V1R 4S8



BRITISH COLUMBIA
 CONSERVATION
 FOUNDATION

April 23, 2018

Attn: Theresa and Director Gee;

Thank you for your generous support of the WildSafeBC program in Grand Forks. Unfortunately due to other funding constraints we will not be running the WildSafeBC program there this year. As such, we are returning your funds in the amount of \$1,000.

We are hoping that we will have the WildSafeBC program in Grand Forks again in the future and hope to be able to work with you again then.

Regards,

Jen Bellhouse
 Lead Project Coordinator

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	MAY 07 2018
DOC #
REF. TO:
CC:

Head Office


#206 - 17564 56A Ave
 Surrey, BC V3S 1G3
 Tel: (604) 576-1433
 Fax: (604) 576-1482
Hoffice@bccf.com

1B- 1445 McGill Rd
 Kamloops, BC V2C 6K7
 Tel: (250) 828-2551
 Fax: (250) 828-2597
kamloops@bccf.com

Regional Offices

PO Box 7, (unit 1, 7217 Lantzville Rd.)
 Lantzville, BC V9s 3Z7
 Tel: (250) 390-2525
 Fax: (885) 972-BCCF Ext 100
nanaimo@bccf.com

Regional District of Kootenay Boundary



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 fo@rdkb.com.

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

<input type="checkbox"/> Electoral Area 'A' Director All Grilve	<input type="checkbox"/> Electoral Area 'B/' Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C/' Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area 'D/' Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E/' West Boundary Director Vicki Gee
---	---	--	---	--

Applicant:	* British Columbia Conservation Foundation		
Address:	* 1B - 1445 McGill Road, Kamloops, V2C 6K7		
Phone:	* 250-828-251	Fax:	
E-Mail:	* tradford@bccf.com		
Representative:	* Trina Radford		
Make Cheque Payable To:	* British Columbia Conservation Foundation		

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

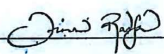
What is the total Cost of the Project? \$ \$20,523.27 What amount are you requesting from this RDKB Director(s)? \$ 2,500.00

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


The Grant-in-Aid funding would be used to expand the delivery of the WildSafeBC Grand Forks program to Christina Lake, Greenwood, Rock Creek and surrounding rural areas, to address the human-wildlife conflict concerns and respond to the needs of these communities. The funding would provide additional wages and travel expenses for the WildSafeBC Community Coordinator to travel to Area's C, D and E to deliver the WildSafeBC program. Funding requested includes \$1,000.00 for Area E to provide attendance at major public events and to deliver the Junior Ranger program; \$1,000.00 for Area G to deliver the program in Christina Lake and promote wildlife attractant management to the transient summer population; and \$500.00 for Area D to address on-going cougar and bear issues.

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

Name of Organization Ministry of Environment and Climate Change - Funds managed by BCCF	Amount Requested: \$ <u>8,523.37</u>	Amount Secured: \$ <u>0.00</u>
Name of Organization City of Grand Forks	Amount Requested: \$ <u>8,500.00</u>	Amount Secured: \$ <u>8,500.00</u>
Name of Organization	Amount Requested: \$	Amount Secured: \$

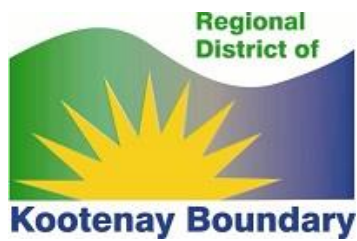
Date: 6th February 2018 Applicant Signature  Print Name Trina Radford

Office Use Only

Grant approved by Electoral Area Director: 

Approved by Board: _____

SUBMIT



STAFF REPORT

Date: 17 May 2018

File

Staff Report-BRD-
2018 TDAC Theatre
Revenue and
Expense Report

To: RDKB Board of Directors

From: Mark Daines - Manager of Facilities
and Recreation

Re: Staff Report-BRD-2018 TDAC Theatre
Revenue and Expense Report

Issue Introduction

A staff report from Mark Daines, Manager of Facilities and Recreation regarding clarification on Revenues and Expenses and the RDKB's In-kind Contributions for the Charles Bailey Theatre and Trail and District Arts Council (TDAC).

History/Background Factors

In 2013 the Trail And District Arts Council presented a business plan to the RDKB East End Services Committee outlining their proposal to take over management of the Charles Bailey Theatre in 2017. With the numbers for predicted growth of performances and financial numbers just being shy of targets, the TDAC requested a one year extension of the current service agreement to end in June of 2018. Having now realized their goals the TDAC is now ready to take over management of the Theatre in June of 2018.

At the request of the Board at their April 2018 meeting, the Manager of Facilities and Recreation has prepared a spreadsheet which breaks out the revenue and expenses of the theater dating back to 2015 and moving forward to 2020. The spreadsheet also indicates the in-kind support that the RDKB contributes to the operations of the theater.

Implications

The attached spreadsheet shows the revenue and expense implications prior to the TDAC taking over management of the Theatre and in to the next 3 years.

In 2017 revenues reached a record \$568,571 and expenses total of \$588,901 for a loss of \$20,330 est.

In 2018 RDKB revenues and expenses are predicted for a 6 month period as the TDAC is expected to take over management of the theater in June.

Moving forward to 2019 and 2020, the RDKB would collect \$17,000 est. for the Capital Improvement fee which is \$1.50 per ticket. This is a variable revenue and is subject to change based on ticket sales.

On the expense side, moving in to 2019, the TDAC is requesting a lump sum contribution from the RDKB in the amount of \$75,000 per year to offset staffing costs. In the past this amount was \$37,500 which cover box office staffing services.

In addition, the RDKB would be providing in-kind services to the TDAC such as monthly rent of the Theatre, Muriel Griffiths Room and box office(s), and janitorial services. These figures are estimates and are shown on the spreadsheet attached. It is estimated that the in-kind support could be as much as \$79,721.00 per year.

Another implication to this plan is that the transfer of the service to the TDAC will relieve some staff pressure from the facilities management department. Over the last 3 years the theater has gone from 15 performances per year to up to 50. The extra work load had been downloaded on staff and created a backlog.

Therefore, the total annual financial implications to the RDKB would be the \$75,000 contribution and the \$79,721 in in-kind support.

Referring to the the TDAC's financial projections attached show that once they are in operation there is not a lot of room for profit sharing with the RDKB.

Advancement of Strategic Planning Goals

We are advancing our strategic planning goals by ensuring that we are pro-active in funding our services and that plans are developed to address aging infrastructure in our services to ensure sustainable services.

Background Information Provided

See attached Revenue and Expense spreadsheet and TDAC budget.

Alternatives

That if the RDKB wishes to continue to maintain the management of the theater, it would have to consider hiring more support staff to keep up with the volume of performances.

Recommendation(s)

That the RDKB Board of Directors approve the 2018-2022 Service Agreement between the RDKB and Trail And District Arts Council, and **FURTHER** that the RDKB Board of Directors authorize the RDKB signatories to sign and enter in to a Service Agreement.

[illegible]

Sept 2016-August 2017 Rentals Breakdown

	TOTALS THEATRE MANAGER	TOTALS from invoices	the king
Admin ticketing fees	\$ 16,066.00		430
Capital improvement fees	\$ 21,984.00		322
Rental Revenue- base rate only		\$ 29,355.00	1000
Extra rehearsal / hours		\$ 800.00	
Online ticket fees	\$ 2,717.00		
Ticket Printing(\$0.10)		\$ 1,364.60	23
GST collected on rentals		\$ 2,879.85	67
Card fees collected from renters		\$ 11,291.62	301
merchandise % collected from renters		\$ 925.00	
Muriel Griffiths room rental revenue		\$ 3,628.25	

flow throughs:

Ticket money collected - doesn't include fees	\$ 349,369.00		
Insurance		\$ 1,270.00	35
Piano rental		\$ 620.00	
Piano tuning		\$ 1,010.00	
Projector rental		\$ 300.00	
Poster delivery / EMB collected		\$ 300.00	
Stage hands / loaders		\$ 723.00	
Runner		\$ 506.00	
Security		\$ 1,160.00	
Wardrobe collected		\$ 120.00	
Extra tech hours		\$ 2,080.00	
Extra sound and light equipment		\$ 6,450.00	
Selkirk college room rental		\$ 210.00	
Facebook ads		\$ 60.00	

STATS

# of Main theatre Rentals	50
# of muriel griffiths room shows	14
# of muriel griffiths room bookings	47
# of days theatre is used fro rehearsals and othe	25
# of tickets sold	13 800
# of other shows we sold tix to	5

tspa - symphon		sharon			tspa -		elf		
drag	quee y	class of 59 and bram	louisiana	enemas	weimar	quartette	sicilian jaz x 2		
		343	441	356	1140		554	174	1248
		458	312	267	855		415	130	936
525	525	1000	525	1000	475	525	525	525	950
					75				
23.2	13.3	26	26	22.6	59.5	87	27.7	8.7	62.4
34.65	48.39	74.91	38	68	56	41	42	31	70
144	none	372.56	210	302	348	none	287	84	261

				35	115				120
	60					60			
	140					140			
					50				
		100							
	30								

tspa- gino	xmas carol	fest	st-mikes	tspa - remi	purple pirate	bubble guppies	captain future	jl crowe	steps - showcasr of talent	tspa savannah
525	375		375	525	525	1000	525	475	375	525
4.4				5.8	8.5	41.5	7	48.3		121.5
39.77	20.75		27.75	40.89	29.22	101.49	28.67	36.88	21.75	35.73
					50.9	439	41.3	104.28		

60
140

60
140

60

100
210

60

50

60

60

180

120

60

tom cochrane	archeolo gy pres	project soul	youth talent slam	tspa les imposteu rs	a midsum mer night's dream	johnny p johnson	tspa - del mar	kfoa x 4	city and colour
1000	375	525	475 75	525	525	475	525	1500 250	1000
71		23.9	19.2	2	15.8	23.5	3.9		71.4
156.87	21.75	28.59	38.77	27.85	30.98	30.93	38.12	108.5	313
2018		22.84	6.12		78.8	85.03			1539.83
			40			35		140	100 150
							50		
48							125		340 150 464
			160					280	150 2300

shawn hook	united steelwor kers	harmony choir	frank mills	dragon's den	miss trail	steps	kootenay dancewo rks	west side story x 2	frozen
1000	375	475	1000	375	550 75	475	475	950 75	1000
72.3		14.9	13.7		35.2	55.2	49.2	51.7	33.8
238.51	21.25	39.34	74.2	25.5	60.21	47.31	42.93	100.49	74.6
928.84		51.93	220.33		69.05	301	274.37	183.09	398.23
		35 60 150	100 150	35 50	60 80 50	115	60	70	60
96 348	50								
225 2100				50	360			680	

					muriel griffiths shows				
ron james	labelle studio	serena ryder	local 480		ronald halliday	melody	white buffalo	joy of cooking	bakers dozen
1000	475 75	1000 175	375						
48.9	26.2	45.9			4	4		7.2	9.7
104.88	35.6	241.32	24.5						
948.67	135.78	772.47			5.32	8.85		34.07	52.37
					50	50	50	50	50
			115						
100									
		260							
		348							
		225							
		2000							

laura	mike fahie	silverscre en	andrea superstei n	kootenay jazz quarteet	devils you don't	james hill	non-shows
							157.5
							105
							105
							105
							51.5
	4	5.9	5.8	5.1	5.5	9.2	10.1
							36.75
							194.25
	5.32	21.96	26.85	25.9	29.07	50.12	52.37
							52.5
							36.75
							105.52.5
							36.75
	50	50	50	50	50	50	315
							36.75
							472.5
							105
							\$246.75
							36.75
							157.5
							36.75
							36.75
							157.5
							36.75
							105
							36.75
							52.5
							2713.25

Bailey Theatre Operating Budget		
June 1, 2018 - May 31, 2019		
Revenue		Jeff Notes
Rentals - Standard Rate	12,000	12 rental x \$1,000 per rental
Rentals - Discounted Rate	19,000	38 rentals x \$500 per rental
Muriel Griffiths Room Rental	3,000	60 rentals x \$50 per rental
Ticketing Fees	25,853	13,800 Tickets x Average Ticket Fee of \$1.45
Miscellaneous Revenue	2,000	Piano rental, etc.
City of Trail operating	5,000	
Total Revenue	\$ 66,853	
Expenses		
<i>Fixed Expenses</i>		
Bookkeeping	8,499	8 hrs per week * 43 weeks * \$22/hr = 7568
Guest Services Manager	7,412	50 shows * 6 hours/show * \$22/hr = 6600
Box Office Staff	23,962	22 hours /week x 44 weeks x \$21/hr + 1 day a week in summer x 6 hours = 21336
Executive Director	43,801	52 weeks * 25 hours/week x \$30/hr=39000
Marketing Assistant	18,688	52 weeks x 16 hours/week x \$20/hour = 16640
Sound & Lighting Technician Fixed Rate	3,145	
Internet	1,200	\$100 per month
Telephone	2,700	\$225 per month
Ticket Stock	690	13,800 tickets * \$0.05 per ticket
Beamstream fixed rates		
Ticket Licensing- Theatre Manager TM	2,000	\$1,995 annually plus one time license 495
Insurance	1,500	
Dues and Licenses		Business license, BCTC, CAPACOA
Uniforms	500	Dry Cleaning, Repairs, Replacements
Contingency	11,400	10% of fixed expenses
	125,497	
<i>Variable Expenses</i>		
2nd Sound & Lighting Technician	5616	2nd tech 25 shows x 8 hours x \$25 hour = \$5000 + 1
main tech 50 shows x 10 hours each x \$	14000	50 shows x \$12/hr X 6 ushers per show X 4 hours per show = 14400
Ushers	16,173	
Total Variable	35,789	

Total Expenses	\$ 161,286	
Mangement Fee Required to Fund Excess of Expenses over Revenue	\$ 94,433	\$75 000 RDKB / Contingency / canada heritage / tda
Variable revenue		
insurance collected from renters		
merch commission		
ticket printing revenue		
rehearsal space revenue (no tech)		
grant revenue (canada heritage and BCAC operating)		
flow through		
piano tuning		
postering and EMB		
selkirk room rentals		
wardrobe, stage hands, runners, security		
facebook ads		
extra tech hours		
ticket money collected		
Beamstream / credit / debit card fees		
Sound & Lighting Equipment Rental		
loaders		
Beamstream merchant fees		Is there fixed cost component for this service?
Global Payments Merchant fees Theatre		Is there fixed cost component for this service?
Global Payments Merchant fees online		Is there fixed cost component for this service?

Notes - Nadine	
CPP = 4.95% / EI = 2.32 % / Vacation = 4% / Worksafe = 1.04% / Total = 12.31%	
averaged - \$475-\$525 and made it 38 rentals	
	without cif
tickets tspa:2500 at \$1.50 cif and 257 at \$3 = 3273	771
tickets muriel g: 663 at \$2=1326	1326
tickets other bailey: 9837 at \$3.5=34 429	19674
tickets outside of bailey : 416 at \$2 = 832	832
online fee \$0.50 at 6500 = 1/2= \$3250	3250
total 43110	25853
wage \$22/hr + 12.31%	
wage \$22/hr + 12.31%	
wage \$21/hr + 12.31%	
tba	
wage \$20/hr + 12.31%	
maintenance 7 days x 2ppl x \$25hour =2800 + 12.31%	
just annual fee	
flow through?	
2%	
12.31%	

[illegible]

Rough calculation of hours from Feb 15-June 1 for staff wages

Ann	25 hours a week	\$18 +12%	504
Vicky	18 hours a week	\$20 +12 %	403
Nadine	22 hours a week	\$30 +12%	739
Stew	8 hours a week	\$21+ 12%	188
			1834 per week
			31178 now until June (17 weeks)

RDKB Theatre Rental and Expenses

	Actuals 2015	Actuals 2016	Actuals 2017	Forecasted to May 31, 2018 2018	Forecasted 2019	Forecasted 2020
Revenue						
Auditorium Rental	30,905	36,336	68,135	39,500	0	0
Rental Recital Room	1,440	2339	4,736	2,500	0	0
Box Office Revenue	224,228	274,098	495,700	270,000	0	0
Capital Improvement Fee				8,500	17,000	17,000
TOTAL	256,573	312,773	568,571	320,500	17,000	17,000
Expenses						
Theatre Manpower	51678	48,675	77,362	28,250	0	0
Theatre Materials	15,226	21,203	11,238	22,000	0	0
Box Office Supplies and Expenses (includes new TDAC contract fee)	238,190	282,551	500,301	278,500	75,000	75,000
Capital Improvements				8,500	17,000	17,000
TOTAL	305094	352429	588901	337250	92000	92000
Revenue less Expenses	-48,521	-39,656	-20,330	-16,750	-75,000	-75,000

RDKB In-kind contributions to TDAC

	2017	2018	2019	2020
Janitorial - theatre & MG Room	26,728	26,728	26,728	26,728
Monthly Rental of Theatre, Muriel Griffiths Room, Box Office	52,993	52,993	52,993	52,993
	<u>79,721</u>	<u>79,721</u>	<u>79,721</u>	<u>79,721</u>

THE BAILEY THEATRE
THEATRE SERVICE AGREEMENT

THIS AGREEMENT made the 1ST OF JUNE, 2018.

Between:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY,
202 – 843 Rossland Ave.
Trail, British Columbia

(Herein called the "Owner")

OF THE FIRST PART

And

TRAIL AND DISTRICT ARTS COUNCIL,
a registered Society in British Columbia,
1501 Cedar Avenue.
Trail, British Columbia

(Herein called the "TDAC")

OF THE SECOND PART

Whereas the Owner owns certain lands designated as the "Bailey Theatre" managed by the Regional District of Kootenay Boundary (RDKB);

And whereas, the Owner desires to provide funding for the operation and management of the Theatre and Box Office of the Bailey Theatre and the TDAC has agreed to undertake such duties;

Now Therefore This Agreement Witnessed that the parties covenant, agree and acknowledge as follows:

1. That the TDAC hereby covenants and agrees with the Owner to assume and undertake the position of Theatre and Box Office Management of the Bailey Theatre, as herein

described and not as employee of the Owner and to that end, the TDAC will perform and carry out this agreement and all reasonable duties defined or contemplated by this agreement including but not limited to:

- (a) Staffing. Including the scheduling and hiring of security, box office staff, ushers, guest services manager, technicians, marketing, accounting, volunteers. The TDAC will compensate the RDKB for staff hired on statutory holidays at the overtime rate of pay as per the RDKB's collective agreement.
 - (b) Box Office Ticket sales will be conducted in person, over the phone, and electronically on line TDAC will be responsible for providing and maintaining proprietary software and information systems infrastructure required for online ticket sales.
 - (c) The TDAC will maintain the listings for theatre events on the Arts Council's website, which is the only website presence for the theatre at this point.
 - (d) Electronically-generated ticket sales reports, as required.
 - (e) Ticket sale reconciliation on performance nights for RDKB and/or agents if requested to do so.
 - (f) Liaison with facility manager.
 - (g) Financial Management, Transactions and all costs associated;
 - (h) Programming;
 - (i) Theatre and MG Room Rentals;
 - (j) Management of the music teacher's piano;
 - (k) Renters liability insurance;
 - (l) Information systems technology;
2. The Owner, in consideration of TDAC's foregoing covenants and the continued performance of its contractual duties, hereby grants unto the TDAC the complimentary use of the following spaces for the purpose of administrating the program:
- Bar and Lounge Area
 - Elevator

- Lobby and Dressing Rooms
 - Box office
 - Utility Office
 - Muriel Griffiths Room and dressing rooms
 - Lobby Storage Closets
 - Theatre and storage closets
- (a) That the TDAC shall waive all rental fees associated with the RDKB's use of the Muriel Griffiths room for meetings and training purposes;
- (b) That the TDAC shall provide their own office equipment such as computer, telephone or other office equipment to complete their tasks;
- (c) That the TDAC bear the costs of travel, office supplies and any additional costs associated with the promotion and marketing of the CBT, although the RDKB may enter in to partnership of grants with the TDAC and may share some costs associated with the grant applications;
- (d) And that the Owner will provide services including janitorial and maintenance, MG room and Theatre set up and tear down, and utilities.
3. And that the Owner, in consideration of TDAC's foregoing covenants and the continued performance of its contractual duties, hereby grants unto the TDAC the complimentary use of the following equipment for the purpose of administering the program:
- The RDKB's photocopier with TDAC to cover the cost of paper;
 - The RDKB's sound and lighting equipment;
 - Choir risers, staging, music stands, chairs and tables for Muriel Griffiths room, and risers;
4. This agreement shall not be assignable by the TDAC without the specific consent of the Owner, and such consent may be withheld for whatever cause; and both the TDAC and the Owner shall make and execute such further and other documents as are necessary to give full force and effect hereto.
5. That the TDAC will consult with the RDKB on any capital improvements or repairs to the theatre or the space provided to the TDAC.
- (a) That the TDAC will be financial liable for damages caused to the theatre and the RDKB's equipment due to negligence on behalf of performance companies;

6. The TDAC will collect a capital improvement fee of \$1.50 per ticket for each performance and will pay the capital improvement fee to the Owner on a quarterly basis. These funds will be used for future capital improvements to the theatre.
7. The Owner shall remunerate the Trail and District Arts Council an amount of \$75,000 per year over a 5 year period starting June 1, 2018 and ending May, 31, 2023. These amounts will be paid in two equal installments to the Arts Council on January 1 and August 1 of each year.
8. At any time during the contractual period either party may terminate the agreement with 6 months notice;
9. Prior to the end of the 5 year agreement which expires on May 31, 2023, both parties will meet to discuss future options of the program.

IN WITNESS WHEREOF these presents have been executed on the day, month and year first above written.

Regional District of Kootenay Boundary

Trail and District Arts Council



The Strategic Wildfire
Prevention Initiative
is managed by the
SWPI Working Group.
For program
information, visit the
Funding Program
section at:

www.ubcm.ca

LGPS Secretariat
Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: swpi@ubcm.ca
Phone: (250) 356-2947

Local Government Program Services

...programs to address provincial-local government shared priorities

April 18, 2018

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	APR 23 2018
DOC #
REF. TO:
CC:	TH RUSSELL FILE/RR

**RE: Strategic Wildfire Prevention Initiative - Approval of 2018
FireSmart Planning & Activities Grant (SWPI-877: Mt. Baldy
Resort FireSmart)**

Dear Chair Russell and Board,

Thank you for submitting an application under the 2018 FireSmart
Planning & Activities Grant Program for the above noted project.

I am pleased to inform you that the Evaluation Committee has approved
funding for your project in the amount of \$10,000.00.

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 conditions of approval are outlined in the Program & Application
Guide and the general Terms & Conditions are attached. In addition,
please note the approved grant is also subject to the following
requirements:

- (1) The funding is to be used solely for the purpose of the above
named funding program and project, and for the expenses
itemized in the budget that was approved as part of your
application;
- (2) Funds are not transferable to other projects;
- (3) All funded activities are to take place within 12 months of
approval;
- (4) FireSmart home and property assessments, including Home
Ignition Zone structure and site hazard assessments (including
aerial and GIS-based assessments) can only be conducted with
the private property owners' consent;

(5) The final report is required to be submitted within 30 days of project completion and no later than May 17, 2019. The report must include:

- Completed and signed copy of the final report form
- Financial summary
- Copies of any community assessments, FireSmart Community Plans or any other plan that was developed or updated as part of the 2018 SWPI FireSmart Planning & Activities grant.

On behalf of the Evaluation Committee, I would like to congratulate you for responding to this opportunity to address community safety issues in your community.

If you have any questions, please contact Local Government Program Services at (250) 356-2947 or by email at swpi@ubcm.ca.

Sincerely,



Peter Ronald
Programs Officer

cc: *Chris Marsh, Manager of Emergency Programs, Kootenay Boundary Regional District*

Enclosure



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

May 3, 2018

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	MAY 07 2018
DOC #
REF. TO:
CO:

Re: 2018 Asset Management Planning Program - Grant Approval and Terms & Conditions

Dear Chair Russell and Board,

Thank you for submitting an application for the 2018 Asset Management Planning grant program.

I am pleased to inform you that the Evaluation Committee has approved funding for your project, *Facility Condition Assessment for Grand Forks & District Aquatic Centre and Jack Goddard Memorial Area*, in the amount of \$15,000.00.

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 Municipal Affairs & Housing has provided funding for this program and the general Terms & Conditions are attached. 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) The grant funding must be matched in cash or in-kind;
- (3) All expenditures must meet eligibility requirements as defined in the Program & Application Guide;
- (4) All project activities must be completed within 12 months and no later than May 31, 2019;
- (5) The Final Report Form is required to be submitted to UBCM within 30 days of project end date and no later than June 28, 2019;
- (6) Any unused funds must be returned to UBCM within 30 days following the project end date.

REGIONAL DISTRICT OF
KOOTENAY-BOUNDARY

MAY 3 2018

On behalf of the Evaluation Committee, I would like to congratulate you for responding to this opportunity to advance asset management in your local government.

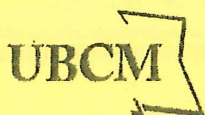
If you have any questions, please contact Local Government Program Services at (250) 356-5193 or by email at lgps@ubcm.ca.

Sincerely,

Danyta Welch
Manager, Local Government Program Services

cc: Tom Sprado, Manager of Facilities & Recreation, Regional District of Kootenay-Boundary

Enclosure



Local Government Program Services

General Funding Terms & Conditions

The purpose of the Terms & Conditions is to provide basic information on grants administered by the Union of BC Municipalities through Local Government Program Services (LGPS). For specific information regarding the terms and conditions of each funding program, please refer to the relevant Program & Application Guide.

1. Definitions

- **Approved Applicant** - In general, LGPS grants are awarded to local governments (regional districts and municipalities). However, under some programs, First Nations can be the approved applicant. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.
- **Approved Partner(s)** - Are organizations that contribute directly to the approved project, are identified in the application and are approved by UBCM. Possible partners include, but are not limited to, boards of education, health authorities, First Nations or aboriginal organizations, non-profit organizations and local governments (other than the applicant).
- **Approved Project** - Is the activity or activities described in the application and approved by UBCM.
- **Cash Expenditures** - Are direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partner for the development or implementation of the approved project. For example, catering and consultant fees can be cash expenditures.
- **In-Kind Expenditures** - Are the use of resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, the use of meeting rooms owned by the applicant or approved partner can be an in-kind expenditure.

2. Eligible & Ineligible Costs

Eligible costs, including cash and in-kind expenditures, are direct costs properly and reasonably incurred by the approved applicant or approved partner as part of the approved project. To be eligible, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM. Requests to change the budget must be made to UBCM, in writing, by the approved applicant (see below). Please see the relevant Program & Application Guide for specific notes regarding eligible and ineligible costs.

3. Post-Approval Terms

Notice of Approval

UBCM will inform all applicants of the status of their application by letter. Approved applicants will be informed of specific conditions of the grant approval and if a specified percentage of the approved grant amount will be forwarded to the approved applicant upon approval. The balance of the grant will be paid on satisfactory completion of the project and receipt and approval of all final reporting requirements.

Applicant Responsibilities

LGPS grants are awarded to approved applicants. When collaborative projects are undertaken, the approved applicant remains the primary organization responsible for the grant. Due to this, the approved applicant is the primary contact for UBCM and is responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline
- Providing proper fiscal management of the grant and approved project (see below)
- Submitting final reports, using UBCM forms where available, as required by the Program & Application Guide (see below).

Accounting Records

Acceptable accounting records must be kept that clearly disclose the nature and amounts of eligible expenditures (cash and in-kind) incurred as part of the approved project. Financial summaries are required to be submitted as part of the final report and must be signed by a representative of the approved applicant (or as required in the Program & Application Guide).

In all cases, the final project expenditure must be net of any rebates (such as GST/PST) that the approved applicant or approved partner is eligible to receive.

Changes to or Cancellation of Approved Project

Approved applicants need to apply to UBCM, in writing, for any significant variation from the approved project as described in the approved application, including any major changes to:

- Start or end dates
- Project purpose, goals, outcomes or milestones
- Cash and in-kind expenditures or matching funds (when required)
- Project partners

UBCM's approval is required in advance for such changes. If an approved project is cancelled, the approved applicant is responsible for ensuring any grant monies that have been advanced are returned to UBCM within 30 days, or as outlined in the Program & Application Guide.

4. Reporting Requirements**Submission of Reports**

Approved applicants are required to submit final reports as outlined in the Program & Application Guide. When UBCM forms or templates are available, they are required to be used. Please note the following when submitting a report:

- When completing a UBCM report form please ensure that each question is answered and that all attachments are complete. Follow any sample templates that UBCM provides.
- Submit all documents as Word or PDF files. Note: files over 20mb cannot be accepted.
- Submit all digital photos or images as JPEG files. Note: files over 20mb cannot be accepted.
- If a hardcopy of the report is required, do not bind reports or submit in binders or folders.
- When you are ready to submit your report, please e-mail it directly to lgps@ubcm.ca or mail it to Local Government House: 525 Government Street, Victoria, BC, V8V 0A8.

Extensions and Outstanding Reports

In order for an approved project to continue past the approved end date – or for a final report to be submitted after the established deadline – approved applicants must contact UBCM to request and be granted permission for an extension.

Approved applicants that do not request extensions and have outstanding reports may forfeit the final payment of their grant and may not be eligible to apply to future LGPS programs until reports are received.

5. Recognition of Funding and Funders

Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact LGPS at (250) 356-2947.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register-Summary

AP5090
Date: April 30, 2018

Supplier: 084010-ZUM001
Cheque date: April 1-30, 2018

Chq Date	Supplier	Supplier Name	Amount
06-Apr-2018	ALD010	ALDERSON, CLAYTON G	240.00
06-Apr-2018	ASS020	ASSOC. OF KOOTENAY & BOUNDARY LOCAL	3,963.66
06-Apr-2018	BAU020	BAULNE CHELAN	240.00
06-Apr-2018	BEL110	BELL MOBILITY INC.	103.39
06-Apr-2018	BOU320	BOUTIN, KYLE	240.00
06-Apr-2018	BRI001	BRINK'S CANADA LIMITED	367.16
06-Apr-2018	CAN044	CANWEST PROPANE	760.16
06-Apr-2018	CIB010	CIBC VISA	15,147.86
06-Apr-2018	CIE020	CI EXCAVATING	404.25
06-Apr-2018	COM014	COMO, DAVID K	240.00
06-Apr-2018	DEP020	DEPELLEGRIN, LEE	240.00
06-Apr-2018	FER001	FERRARO FOODS	90.99
06-Apr-2018	FER003	FERRABY, GREG	240.00
06-Apr-2018	FER010	CITY OF FERNIE	556.50
06-Apr-2018	FLE015	FLEETCOR CANADA MASTERCARD	2,617.61
06-Apr-2018	FLE015	FLEETCOR CANADA MASTERCARD	259.67
06-Apr-2018	FOR010	FORTISBC - ELECTRICITY	1,733.15
06-Apr-2018	FOR040	FORTIS BC - NATURAL GAS	8,137.95
06-Apr-2018	FRU070	FRUITVALE FIRE DEPT	442.00
06-Apr-2018	GEN003	GENELLE GENERAL STORE	67.01
06-Apr-2018	GEN040	GENELLE VOLUNTEER FIRE DEPT	442.00
06-Apr-2018	HIL030	HIL-TECH CONTRACTING LTD.	2,306.55
06-Apr-2018	INT080	INTERIOR SIGNS	210.00
06-Apr-2018	KET011	KETTLE VALLEY RACING ASSOCIATION	500.00
06-Apr-2018	LAN003	LANGMAN, JASON	240.00
06-Apr-2018	LAR040	LARMOUR, MATTHEW	240.00
06-Apr-2018	LEM001	LEMIEUX, CURTIS	98.66
06-Apr-2018	LEN010	LENARDUZZI, MIKE	240.00
06-Apr-2018	LIF025	LIFEWORKS CANADA LTD.	420.00
06-Apr-2018	MIL030	MILNE, JASON	240.00
06-Apr-2018	MON040	MONTROSE FIRE DEPARTMENT	442.00
06-Apr-2018	MOR020	MORRIS, RICHARD	240.00
06-Apr-2018	OLD030	OLDROYD, RUPERT, LINDSEY	150.00
06-Apr-2018	PAR055	PARSONS, W. MICHAEL	240.00
06-Apr-2018	PET010	PETRO CANADA	5,412.88
06-Apr-2018	RAC010	RACE TRAC FUELS	1,156.69
06-Apr-2018	REC002	RECEIVER GENERAL	435.99
06-Apr-2018	REC010	RECEIVER GENERAL FOR CANADA	92,740.29
06-Apr-2018	ROS140	ROSSLAND FIRE DEPT.	442.00
06-Apr-2018	RUS020	RUSSELL, B. LUKE	240.00
06-Apr-2018	SAV010	SAVAGE PLUMBING & HEATING	716.70
06-Apr-2018	SCH014	SCHMIDT, Kim Marie	350.00
06-Apr-2018	SEC030	SECURE BY DESIGN	44.80
06-Apr-2018	SIO010	SIOGA, JOSE MANUEL	300.00
06-Apr-2018	SMY001	SMYTH, RYAN	240.00
06-Apr-2018	STE130	STERICYCLE COMMUNICATION SOLUTIONS	1,695.32
06-Apr-2018	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	13,009.56
06-Apr-2018	TEL002	TELUS MOBILITY	3,833.12
06-Apr-2018	TYS010	TYSON, GRANT	240.00
06-Apr-2018	UPS010	UPS CANADA	4.13
06-Apr-2018	VAN100	VAN HOLST, ROY	150.00
06-Apr-2018	WHI090	WHITLOCK INSURANCE SERVICES	2,486.00
06-Apr-2018	WIE030	WIEBE, GABRIEL	75.00
12-Apr-2018	ABC060	ABC - ASSOCIATION OF 9-1-1 SERVICE PROV	250.00
12-Apr-2018	ACT015	ACTON, DAMON	46.60
12-Apr-2018	AJB010	A&J BODYSHOP (1983) LTD.	1,906.97
12-Apr-2018	ARL010	THE ARLINGTON HOTEL	558.75
12-Apr-2018	BCF020	B.C. FIRE TRAINING OFFICERS ASSOCIATION	570.00
12-Apr-2018	BEA620	BEAVER VALLEY BLOOMING SOCIETY	2,000.00
12-Apr-2018	BOU036	BOUNDARY COUNTRY REGIONAL CHAMBER	2,500.00
12-Apr-2018	CEN060	CENTRAL KOOTENAY REGIONAL FIRE SERVI	600.00
12-Apr-2018	CIE020	CI EXCAVATING	490.35
12-Apr-2018	DAI001	DAINES, MARK	60.00
12-Apr-2018	FAI030	FAIRBANK ARCHITECTS LTD	2,362.50
12-Apr-2018	FOR010	FORTISBC - ELECTRICITY	13,055.24
12-Apr-2018	FRU020	FRUITVALE CO-OP	319.17

12-Apr-2018	GAG001	GAGNON, ANDRE	60.00
12-Apr-2018	HIL030	HIL-TECH CONTRACTING LTD.	4,399.33
12-Apr-2018	KUC040	KUCHER, MARK	90.00
12-Apr-2018	LEA001	LEAVITT, LEO	60.00
12-Apr-2018	LEP015	LEPAGE, TERRY	77.91
12-Apr-2018	LIS020	LISA'S LAKESIDE BISTRO	189.00
12-Apr-2018	LUD001	LUDWAR, CORA	465.00
12-Apr-2018	MCF010	MCFADDEN, STEPHEN K.	90.00
12-Apr-2018	MIN040	MINISTER OF FINANCE	200.93
12-Apr-2018	PEN015	PENNEY, JENNIFER	70.00
12-Apr-2018	REC510	RECEIVER GENERAL FOR CANADA	147.20
12-Apr-2018	REI003	REILLY, BRIANNA	115.00
12-Apr-2018	REL010	RELLA & PAOLINI	3,842.60
12-Apr-2018	ROT030	ROTVOLD MARGUERITE	346.80
12-Apr-2018	SAV010	SAVAGE PLUMBING & HEATING	935.41
12-Apr-2018	SAV040	SAVE-ON-FOODS	13.25
12-Apr-2018	SEL040	SELKIRK COLLEGE (CASTLEGAR)	2,268.00
12-Apr-2018	SEV015	SEVEN SUMMITS SERVICE INC.	0.00
12-Apr-2018	SHA030	SHAW CABLE	297.63
12-Apr-2018	SIM070	SIMM, LARRY	90.00
12-Apr-2018	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TO	7,437.00
12-Apr-2018	STA090	STAR AUTOMOTIVE INC.	135.94
12-Apr-2018	TEL050	TELUS COMMUNICATIONS CO. C/O TELUS SE	604.47
12-Apr-2018	THE110	THE TABLE & CHAIR CO.	67.80
12-Apr-2018	TIL010	TILLER, MEGAN	132.66
12-Apr-2018	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	45.78
12-Apr-2018	TRA040	TRAIL DAILY TIMES	100.70
12-Apr-2018	TRA150	TRAIL MINOR BASEBALL	1,000.00
12-Apr-2018	TWI070	TWISTED FORKS CATERING	446.25
12-Apr-2018	VIS050	VISTA RADIO LTD.	554.40
12-Apr-2018	WAS010	WASTE MANAGEMENT	3,586.88
12-Apr-2018	WES026	WEST KOOTENAY SMOKE "N" STEEL	4,000.00
12-Apr-2018	WOL002	WOLFE, DEREK	90.00
12-Apr-2018	WOR010	WORKER'S COMPENSATION BOARD OF BC	56,133.79
12-Apr-2018	YEF010	YE OLDE FLOWER SHOPPE	268.80
19-Apr-2018	ALP030	ALPINE DISPOSAL & RECYCLING	147.26
19-Apr-2018	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	4,764.59
19-Apr-2018	CHE015	CHEM-AID SERVICES INC.	830.55
19-Apr-2018	CHI080	CHINA CREEK INTERNET SERVICE	939.46
19-Apr-2018	CHR120	CHRISTINA LAKE MECHANICAL	5,312.48
19-Apr-2018	DEL080	DE LAGE LANDEN FINANCIAL SERVICES CAN	682.85
19-Apr-2018	DOW020	DOWEDOFF, SANDRA	331.40
19-Apr-2018	FOR010	FORTISBC - ELECTRICITY	14,642.61
19-Apr-2018	FOR040	FORTIS BC - NATURAL GAS	4,476.71
19-Apr-2018	GAI010	GAIA PRINCIPLES IPM SERVICES	52.50
19-Apr-2018	GRA055	GRAND FORKS RENOVATION CENTRE	234.79
19-Apr-2018	GRE030	GREYHOUND COURIER EXPRESS	869.45
19-Apr-2018	HOT020	HOT SPOT DINER	243.90
19-Apr-2018	INN020	INNERSPACE WATERSPORTS INC.	1,002.36
19-Apr-2018	INT080	INTERIOR SIGNS	220.50
19-Apr-2018	KOO600	KOOTENAY COLUMBIA HOME MEDICAL EQUI	2,681.25
19-Apr-2018	KOT015	KOTYK, PAM	154.78
19-Apr-2018	LIS010	LISTOWEL TROPHIES AND ENGRAVING	37.70
19-Apr-2018	MIN030	MINISTER OF FINANCE	5,287.50
19-Apr-2018	MIN040	MINISTER OF FINANCE	81.40
19-Apr-2018	PEA010	PEAK SNOW REMOVAL AND LANDSCAPING	1,092.00
19-Apr-2018	PUR020	PUROLATOR INC.	208.56
19-Apr-2018	REC002	RECEIVER GENERAL	463.79
19-Apr-2018	REC010	RECEIVER GENERAL FOR CANADA	90,334.12
19-Apr-2018	ROC050	ROCKY MOUNTAIN ENERGY	938.03
19-Apr-2018	SAV040	SAVE-ON-FOODS	33.15
19-Apr-2018	SHA030	SHAW CABLE	333.08
19-Apr-2018	SOC030	SOCAN	340.96
19-Apr-2018	STA007	DESJARDINS CARD SERVICES	639.58
19-Apr-2018	SWA030	SWANA PACIFIC CHAPTER	787.50
19-Apr-2018	THE010	THE SOURCE	33.58
19-Apr-2018	UBC020	UBCM	52.22
19-Apr-2018	VIS050	VISTA RADIO LTD.	547.05
19-Apr-2018	VON015	VON DIEBITSCH, RAYMOND	176.57
19-Apr-2018	WAN008	WANETA EQUIPMENT REPAIR	1,899.21
19-Apr-2018	WES016	WESTBRIDGE RECREATION SOCIETY	5,675.03
27-Apr-2018	BRY020	BRYANT, LIL	157.44
27-Apr-2018	CAR020	CARLILE, DOMINIC, M.	40.00
27-Apr-2018	CEN060	CENTRAL KOOTENAY REGIONAL FIRE SERVI	100.00

27-Apr-2018	COL026	COLUMBIA WIRELESS INC.	610.40
27-Apr-2018	COM250	COLUMBIA BASIN RURAL DEVELOPMENT INS	0.00
27-Apr-2018	CUM010	CUMMINS WESTERN CANADA	2,000.71
27-Apr-2018	DEA030	DEADMARSH, FRANCES	77.91
27-Apr-2018	DES080	DESILVA, JUNIOR	150.00
27-Apr-2018	FAI030	FAIRBANK ARCHITECTS LTD	976.63
27-Apr-2018	FOR010	FORTISBC - ELECTRICITY	278.40
27-Apr-2018	FOR040	FORTIS BC - NATURAL GAS	823.63
27-Apr-2018	FRI015	FRIESEN RICHARD	40.31
27-Apr-2018	GAL020	GALLAMORE, GLEN	550.00
27-Apr-2018	GAR025	GARRETT, LORNE	236.25
27-Apr-2018	GRA045	GRAND FORKS ATV CLUB	5,000.00
27-Apr-2018	GRA055	GRAND FORKS RENOVATION CENTRE	1,439.48
27-Apr-2018	JOH012	JOHNSON, KIM, IN TRUST	160.54
27-Apr-2018	KET006	KETTLE VALLEY GOLF CLUB	800.00
27-Apr-2018	KLA010	KLASSEN, TIMOTHY	43.85
27-Apr-2018	LAC030	LACEY, ADAM D	225.00
27-Apr-2018	MAC270	MACGREGOR, RYAN	450.00
27-Apr-2018	MAL001	MALLACH, ANDY	318.00
27-Apr-2018	MER125	MERIDIAN ONECAP	502.84
27-Apr-2018	MIL030	MILNE, JASON	849.86
27-Apr-2018	OFF020	OFFICE DOC	400.40
27-Apr-2018	ROY080	THE ROYAL THEATRE	240.00
27-Apr-2018	SAV040	SAVE-ON-FOODS	51.76
27-Apr-2018	SHA030	SHAW CABLE	247.84
27-Apr-2018	SOC030	SOCAN	117.52
27-Apr-2018	SOR015	SORENSEN, ROBERT	225.00
27-Apr-2018	STR100	STRONG REFRIGERATION CONSULTANTS IN	1,790.20
27-Apr-2018	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	486.38
27-Apr-2018	TEL002	TELUS MOBILITY	440.00
27-Apr-2018	UPL030	UPLAND AGRICULTURAL CONSULTING LTD.	6,874.20
27-Apr-2018	VEN010	VENTURE MECHANICAL SYSTEMS LTD	23,538.38
27-Apr-2018	WAS010	WASTE MANAGEMENT	788.22
27-Apr-2018	WEI030	WEIGEL, SHELDON	225.00
27-Apr-2018	WES035	WESTERN FINANCIAL GROUP FRUITVALE	350.00
27-Apr-2018	WYL015	WYLLIE, ROMAN	225.00
27-Apr-2018	XER010	XEROX CANADA LTD.	44.36
06-Apr-2018	ABL010	ABLE PLASTICS LTD.	364.00
06-Apr-2018	AMF010	AM FORD	473.60
06-Apr-2018	BAR150	BARTLETT EXCAVATING	2,136.75
06-Apr-2018	BIG050	BIG WHITE CENTRAL RESERVATIONS LTD.	938.40
06-Apr-2018	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	72.20
06-Apr-2018	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	342.33
06-Apr-2018	CHR003	CHRISTMAN, MARTIN RUSSELL	540.00
06-Apr-2018	KEL030	CITY OF KELOWNA	3,218.60
06-Apr-2018	FED020	FEDERATED CO-OPERATIVES LTD.	292.49
06-Apr-2018	GAL020	GALLAMORE, GLEN	240.00
06-Apr-2018	GAU050	GAUDRY, MITCHELL	1,020.00
06-Apr-2018	GEO020	GEOTRAC SYSTEMS INC.	309.12
06-Apr-2018	GRA050	GRAND FORKS HOME HARDWARE	134.39
06-Apr-2018	HAL010	HALL PRINTING	557.21
06-Apr-2018	INL070	INLAND ALLCARE	71.70
06-Apr-2018	JER010	JERRY'S THREE VALLEY WATER	13.00
06-Apr-2018	KOO210	KOOTENAY VALLEY WATER CO.	135.15
06-Apr-2018	LOR010	LORDCO PARTS LTD.	254.07
06-Apr-2018	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	151.76
06-Apr-2018	MAR006	MARINO WHOLESALE LTD.	44.58
06-Apr-2018	MIL160	MILLS OFFICE PRODUCTIVITY	476.59
06-Apr-2018	PAC020	PACIFIC BLUE CROSS	34,196.61
06-Apr-2018	PEN030	PENNER, BRUCE	450.00
06-Apr-2018	POW100	POWER TECH ELECTRIC LTD.	1,282.94
06-Apr-2018	THE140	THE WOODEN SPOON BISTRO LTD.	214.73
06-Apr-2018	TOM040	TOMASHEWSKY, ROSANNE	43.99
06-Apr-2018	TRA029	TRAIL COFFEE & TEA COMPANY	68.00
06-Apr-2018	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	10.60
06-Apr-2018	TRO040	TROPHY DEN & GIFT SHOP	528.30
06-Apr-2018	VAB010	VAB ENTERPRISES	682.50
06-Apr-2018	VAD010	VADIM COMPUTER MANAGEMENT GROUP LT	4,908.21
06-Apr-2018	WAR040	WARFIELD FIRE DEPT. SOCIAL CLUB	442.00
12-Apr-2018	ACE010	A.C.E. COURIER SERVICES	333.56
12-Apr-2018	BCT030	BC TRANSIT	133,067.00
12-Apr-2018	BEA130	BEAVER VALLEY LIBRARY	17,767.00
12-Apr-2018	BOR010	BORSATO, ANDREW	90.00
12-Apr-2018	BOU070	BOUNDARY HOME BUILDING CENTRE	3.61

12-Apr-2018	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	316.03
12-Apr-2018	CIN001	CINTAS THE UNIFORM PEOPLE	37.52
12-Apr-2018	COL024	COLUMBIA TRUCK & TIRE	163.30
12-Apr-2018	COM020	COMMISSIONAIRES BRITISH COLUMBIA	9,451.55
12-Apr-2018	DAN090	DANCHUK JOSEPH, P.	324.26
12-Apr-2018	DEA060	DEAN, DONNA	25.00
12-Apr-2018	DEN060	DENKOVSKI, GORAN	50.00
12-Apr-2018	DHC010	DHC COMMUNICATIONS INC.	431.03
12-Apr-2018	DUE020	DUECK, TIM	50.00
12-Apr-2018	ESR010	ESRI CANADA LTD.	26,407.03
12-Apr-2018	FUN010	FUNK, DARRYL ALLAN	670.00
12-Apr-2018	GES010	GESCAN - Division of Sonepar	135.06
12-Apr-2018	GRA170	GRAND FORKS & DISTRICT PUBLIC LIBRARY	105,020.00
12-Apr-2018	GRI010	GRIEVE ALI K.	875.92
12-Apr-2018	HIP010	HI-PRO SPORTING GOODS LTD.	2,547.81
12-Apr-2018	HIR010	HIRAM, JANICE	217.00
12-Apr-2018	INL070	INLAND ALLCARE	1,654.02
12-Apr-2018	INT180	INTERIOR TECHNICAL SERVICES LTD.	1,331.90
12-Apr-2018	INT017	INTERSTATE BATTERIES	62.25
12-Apr-2018	JUS010	JUSTICE INSTITUTE OF B.C.	450.00
12-Apr-2018	KON001	KONE INC.	369.34
12-Apr-2018	KOO210	KOOTENAY VALLEY WATER CO.	31.80
12-Apr-2018	LIF010	LIFESAVING SOCIETY	159.33
12-Apr-2018	LOR010	LORDCO PARTS LTD.	169.18
12-Apr-2018	LOW020	LOWER COLUMBIA COMMUNITY DEVELOPM	50,331.00
12-Apr-2018	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	116.47
12-Apr-2018	MAK010	MAKI, PHILLIP	242.40
12-Apr-2018	MAR006	MARINO WHOLESALE LTD.	74.76
12-Apr-2018	MCG002	MCGREGOR GRACE	527.00
12-Apr-2018	MCL060	MCLELLAN LLOYD	50.00
12-Apr-2018	MIL160	MILLS OFFICE PRODUCTIVITY	244.86
12-Apr-2018	MOR010	MORRISSEY CREEK BUILDING SUPPLIES (19	53.98
12-Apr-2018	PAC006	PACIFIC TIER SOLUTIONS INCORPORATED	2,042.77
12-Apr-2018	PAR050	PARSLOW LOCK & SAFE	63.00
12-Apr-2018	PHA010	PHARMASAVE NO 106	5.02
12-Apr-2018	POW100	POWER TECH ELECTRIC LTD.	390.08
12-Apr-2018	RIM010	RIMELL, CARLY, D.	35.00
12-Apr-2018	RIT020	RITEWAY MECHANICAL REPAIR LTD.	6,675.08
12-Apr-2018	ROC030	ROCKY MOUNTAIN PHOENIX	501.87
12-Apr-2018	RUS010	RUSSELL ROLY	473.78
12-Apr-2018	SCP010	SCP DISTRIBUTORS INC.	43.81
12-Apr-2018	SEL160	SELKIRK SECURITY SERVICE LTD	35.70
12-Apr-2018	SMI150	SMITH EDWARD I.	289.56
12-Apr-2018	SOF020	SOFTCHOICE LP	1,510.88
12-Apr-2018	SUP030	SUPERIOR PROPANE INC.	346.50
12-Apr-2018	TEC080	TECHNICAL SAFETY BC	236.00
12-Apr-2018	TRA010	THE CITY OF TRAIL	167.10
12-Apr-2018	FRU010	THE VILLAGE OF FRUITVALE	3,100.00
12-Apr-2018	TOO010	TOOL TIME SUPPLIES LTD.	67.20
12-Apr-2018	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	125.85
12-Apr-2018	TRA029	TRAIL COFFEE & TEA COMPANY	100.00
12-Apr-2018	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	25.38
12-Apr-2018	VAL020	VALKYRIE LAW GROUP LLP	1,053.37
12-Apr-2018	VAL130	VALLEN	395.82
12-Apr-2018	MON010	VILLAGE OF MONTROSE	500.00
12-Apr-2018	WOR100	WORLEY LINDA	233.05
12-Apr-2018	XLW010	XL QUALITY INDUSTRIAL SERVICES	33.60
19-Apr-2018	ACE010	A.C.E. COURIER SERVICES	189.60
19-Apr-2018	AFD001	AFD PETROLEUM LTD.	2,290.66
19-Apr-2018	AIR001	AIR LIQUIDE CANADA INC.	80.89
19-Apr-2018	ALP030	ALPINE DISPOSAL & RECYCLING	83,304.65
19-Apr-2018	AMF010	AM FORD	111.43
19-Apr-2018	BES005	BEST WESTERN PLUS COLUMBIA RIVER HOT	158.19
19-Apr-2018	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	650.00
19-Apr-2018	BIG060	BIG WHITE SKI RESORT LTD.	4,956.00
19-Apr-2018	BOU010	BOUNDARY ELECTRIC(1985) LTD.	321.76
19-Apr-2018	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	8.95
19-Apr-2018	CAR012	CARO ANALYTICAL SERVICES	3,485.22
19-Apr-2018	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	425.00
19-Apr-2018	CIN001	CINTAS THE UNIFORM PEOPLE	75.04
19-Apr-2018	CLE050	CLEARTECH INDUSTRIES	5,775.97
19-Apr-2018	COR010	CORAL ENVIRONMENTS LTD.	354.38
19-Apr-2018	COR130	CORMACK, CHRISTOPHER	109.25
19-Apr-2018	DEL100	DELTA T CONSULTANTS	284.57

19-Apr-2018	DUE020	DUECK, TIM	108.00
19-Apr-2018	EAR020	EARTH MANAGEMENT LTD.	2,851.44
19-Apr-2018	FIR040	FIREFIGHTERS ASSOCIATION	3,873.14
19-Apr-2018	FOU080	FOUR STAR COMMUNICATIONS INC.	177.30
19-Apr-2018	GOB010	GOBEIL, KENNETH	251.20
19-Apr-2018	GRA023	GRAND FORKS CONCRETE AND GRAVEL LTD	126.00
19-Apr-2018	GRA050	GRAND FORKS HOME HARDWARE	249.16
19-Apr-2018	GRE090	GREENWOOD COMMUNITY ASSOCIATION	100.00
19-Apr-2018	HAL010	HALL PRINTING	406.31
19-Apr-2018	HAR011	HARRIS & COMPANY LLP	847.29
19-Apr-2018	HEA020	HEAVY METAL CO.	380.10
19-Apr-2018	HUB020	HUB FIRE ENGINES & EQUIPMENT LTD.	938.46
19-Apr-2018	ICR001	ICR WATER TECHNOLOGIES INC.	804.30
19-Apr-2018	INL070	INLAND ALLCARE	3,832.68
19-Apr-2018	ISL030	ISL ENGINEERING AND LAND SERVICES LTD.	2,100.00
19-Apr-2018	JJH010	J.J.H. ENTERPRISES	72.00
19-Apr-2018	KOO210	KOOTENAY VALLEY WATER CO.	208.40
19-Apr-2018	LOR010	LORDCO PARTS LTD.	611.59
19-Apr-2018	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	107.32
19-Apr-2018	MIL160	MILLS OFFICE PRODUCTIVITY	960.78
19-Apr-2018	MOR010	MORRISSEY CREEK BUILDING SUPPLIES (19	258.84
19-Apr-2018	OKT010	OK TIRE STORE	47.95
19-Apr-2018	OKA120	OKANAGAN AUDIO LAB LTD.	436.80
19-Apr-2018	PAR050	PARSLOW LOCK & SAFE	232.83
19-Apr-2018	PRA040	PRAXAIR DISTRIBUTION	211.23
19-Apr-2018	RIC010	RICOH CANADA INC.	4,561.91
19-Apr-2018	RIM010	RIMELL, CARLY, D.	35.00
19-Apr-2018	RIT020	RITEWAY MECHANICAL REPAIR LTD.	1,539.56
19-Apr-2018	ROC030	ROCKY MOUNTAIN PHOENIX	518.70
19-Apr-2018	SUP030	SUPERIOR PROPANE INC.	951.34
19-Apr-2018	TEC080	TECHNICAL SAFETY BC	166.16
19-Apr-2018	TRA010	THE CITY OF TRAIL	8,992.62
19-Apr-2018	TRA029	TRAIL COFFEE & TEA COMPANY	215.00
19-Apr-2018	TRU040	TRUE CONSULTING GROUP	1,542.45
19-Apr-2018	TUD001	TU-DOR LOCK AND SECURITY	34.72
19-Apr-2018	VAL020	VALKYRIE LAW GROUP LLP	7,924.80
19-Apr-2018	VAL130	VALLEN	253.13
19-Apr-2018	YRW010	Y & R WATER SALES & SERVICE INC.	5.97
27-Apr-2018	ALP030	ALPINE DISPOSAL & RECYCLING	452.48
27-Apr-2018	BCM020	B.C. MUNICIPAL SAFETY ASSOCIATION	105.00
27-Apr-2018	BAL020	BALDY BOBCAT SERVICES	853.13
27-Apr-2018	BEN015	BENEFITS BY DESIGN	1,996.30
27-Apr-2018	BIG050	BIG WHITE CENTRAL RESERVATIONS LTD.	469.20
27-Apr-2018	BIG060	BIG WHITE SKI RESORT LTD.	69.30
27-Apr-2018	BIG025	BIG WHITE UTILITIES	9,141.40
27-Apr-2018	BLA050	BLACK PRESS GROUP LTD.	5,428.40
27-Apr-2018	BOU530	BOUNDARY LOCKSMITHS	85.48
27-Apr-2018	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	245.01
27-Apr-2018	CHA020	CHAMPION CHEVROLET	49,945.28
27-Apr-2018	CHR003	CHRISTMAN, MARTIN RUSSELL	1,824.33
27-Apr-2018	CIN001	CINTAS THE UNIFORM PEOPLE	37.52
27-Apr-2018	KEL030	CITY OF KELOWNA	462.00
27-Apr-2018	DAV003	DAVIES, RICK	225.00
27-Apr-2018	DOM030	DOMINION GOVLAW LLP	411.91
27-Apr-2018	DOR030	DORMAR CONSTRUCTION MANAGEMENT	4,212.60
27-Apr-2018	DUE020	DUECK, TIM	214.98
27-Apr-2018	ECO030	ECO-CLEAN DRY CLEANING SERVICES	4.46
27-Apr-2018	ENO010	ENORMOUS PRODUCTIONS	1,785.00
27-Apr-2018	FIV050	FIVE STAR UNIFORMS	268.00
27-Apr-2018	GEE020	GEE, VICKI LYNN	2,634.33
27-Apr-2018	GES010	GESCAN - Division of Sonepar	258.90
27-Apr-2018	GUI001	GUILLEVIN INTERNATIONAL INC.	3,311.52
27-Apr-2018	HIP010	HI-PRO SPORTING GOODS LTD.	1,200.41
27-Apr-2018	INF030	INFOSAT COMMUNICATIONS	303.45
27-Apr-2018	INT180	INTERIOR TECHNICAL SERVICES LTD.	8,662.50
27-Apr-2018	KIM020	KIMCO CONTROLS LTD.	1,785.00
27-Apr-2018	KOO200	KOOTENAY COFFEE COMPANY	20.00
27-Apr-2018	KOO210	KOOTENAY VALLEY WATER CO.	15.90
27-Apr-2018	LEN002	LENARDON, THERESA	240.39
27-Apr-2018	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	98.09
27-Apr-2018	MCG002	MCGREGOR GRACE	548.70
27-Apr-2018	MCG020	MCGREGOR, ROBERT	43.53
27-Apr-2018	MCL060	MCLELLAN LLOYD	1,524.10
27-Apr-2018	MIL160	MILLS OFFICE PRODUCTIVITY	665.57

27-Apr-2018	MOR015	MORROW BIOSCIENCE LTD.	11,020.18
27-Apr-2018	NAT005	NATIONAL PROCESS EQUIPMENT INC.	211,159.48
27-Apr-2018	OPU010	OPUS INTERNATIONAL CONSULTANTS (CAN	43,204.88
27-Apr-2018	PAC020	PACIFIC BLUE CROSS	31,530.31
27-Apr-2018	PAR120	PART EVIL CUSTOM AUTOS LTD.	1,321.05
27-Apr-2018	PHA010	PHARMASAVE NO 106	7.34
27-Apr-2018	PIN040	PINEGROVE AUTO & SMALL ENGINE REPAIR	1,260.25
27-Apr-2018	POW020	POWER, KELLY J.	531.77
27-Apr-2018	PRA040	PRAXAIR DISTRIBUTION	375.93
27-Apr-2018	REC110	RECREATION FACILITIES ASSOC. OF B.C.	315.00
27-Apr-2018	RID010	RIDGETOP MEAT PIES	8,644.76
27-Apr-2018	RIM010	RIMELL, CARLY, D.	216.20
27-Apr-2018	ROC240	ROCHESTER MIDLAND LTD.	885.83
27-Apr-2018	SEL160	SELKIRK SECURITY SERVICE LTD	35.70
27-Apr-2018	SUP170	SUPER SAVE DISPOSAL INC.	6,764.37
27-Apr-2018	FRU010	THE VILLAGE OF FRUITVALE	50.00
27-Apr-2018	TOO010	TOOL TIME SUPPLIES LTD.	120.69
27-Apr-2018	TWI020	TWIN RIVERS CONTROLS	191.10
27-Apr-2018	VAL130	VALLLEN	115.84
27-Apr-2018	VIT001	VITALAIRE	902.98
Total Accounts Payable			\$1,481,454.81



**Boundary Community Development Committee
Minutes
Tuesday, April 3, 2018
RDKB Board Room, Grand Forks, BC**

Committee members present:

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

Staff and others present:

M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Wetmore, Community Futures Boundary

CALL TO ORDER

The Chair called the meeting to order at 10 am.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the April 3, 2018 meeting of the Boundary Community Development Committee was presented.

The agenda was amended with the addition of a discussion on the Community Emergency Preparedness Fair as part of 6B - Herb Hammond, Silva Ecosystem Consultants Ltd. A discussion on the trails master plan was added as a late item.

Moved: Director Konrad Seconded: Director Smith

That the agenda for the April 3, 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 March 7, 2018 were presented.

Director Gee advised that Tara DeCourcy, FLNRO, would be attending a lunch meeting after the BCDC meeting in the near future.

Discussion ensued on the upcoming BEDS service review and deciding what type of service delivery model to use.

Moved: Director Konrad Seconded: Director Russell

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

Carried

GENERAL DELEGATIONS

There were no delegations present.

OLD BUSINESS

Boundary Community Development Committee Action Items - as of March 29, 2018

The Boundary Community Development Committee action items as of March 29, 2018 were presented.

Moved: Director Konrad Seconded: Director Gee

That the Boundary Community Development Committee action items as of March 29, 2018 be received as presented.

Carried

West Boundary Recreation Grant Application - Revised Re: Greenwood Municipal Pool

A revised grant application from the City of Greenwood was presented for the Committee's consideration.

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Boundary Community Development Committee
April 3, 2018*

Moved: Director Smith Seconded: Director Gee

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.

Carried

M. Andison

Re: Meeting with BC Transit - Discussion

M. Andison, CAO, informed the Committee members that Lisa Trotter, Senior Regional Transit Manager would be addressing the Committee on May 2, 2018, after the lunch meeting with Tara DeCourcy. It is intended to have stakeholders at the meeting who would be affected by the service or as potential funding partners such as Community Futures and IHA.

NEW BUSINESS

Community Futures Boundary Monthly Report - March 2018

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

Discussion ensued on the 468 Insider App and what number of sites of interest to include on the app. It was concluded to add 300 sites. Community Futures will communicate this to Tim Fry and report back to the Committee members.

A presentation from Simone Carlisle-Smith, TOTA will be rescheduled to a BCDC meeting after May.

Moved: Director Smith Seconded: Director Russell

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

Carried

Jennifer Wetmore, Community Futures Boundary, left the meeting at 10:53 am.

Herb Hammond, Silva Ecosystem Consultants Ltd.**Re: Presentation**

The Committee members discussed bringing Herb Hammond to the Boundary in the fall to share his presentation on forest management. Director Russell will contact George Delisle, Federation of BC Woodlot Associations, and ask that the organization organize and host the meeting. Directors McGregor, Russell and Gee will assist in bringing Mr. Hammond to the Boundary through grants in aid.

Moved: Director Russell Seconded: Director Konrad

That the presentation from Herb Hammond be received as presented.

Carried

Director Gee also informed the Committee members about the Community Emergency Preparedness Fair being held on May 27th in Rock Creek. The Committee endorsed supporting Director Gee in this event. Director Russell encouraged all Boundary Electoral Area Directors to participate and support Director Gee.

Moved: Director Russell Seconded: Director Smith

That the Boundary Community Development Committee endorses inviting Herb Hammond to give a presentation the Boundary this fall. **FURTHER**, that Director Russell will be the point person for the meeting.

Carried

M. Andison**Re: Kootenay Boundary Animal Control - February 2018**

A report on the Kootenay Boundary Animal Control for February 2018 was presented for information.

Moved: Director Russell Seconded: Director Smith

That the Boundary Community Development Committee direct staff to develop a distillation of the Animal Control Bylaw, as it pertains to dogs, that will be provided to residents when they purchase dog licenses.

Carried

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

A grant application from the Kettle Valley Golf Club was attached for the Committee's consideration.

Moved: Director Gee Seconded: Director Smith

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.

Carried

Community Futures Boundary
Re: Electric Vehicle Charging Stations - Letter of Support

A letter of support from Community Futures Boundary regarding electric vehicle charging stations was presented for informational purposes only.

Moved: Director Smith Seconded: Director Russell

That the Boundary Community Development Committee receive the letter of support from Community Futures Boundary regarding electric vehicle charging, for informational purposes only.

Carried

LATE (EMERGENT) ITEMS

Boundary Recreational Trails Master Plan

M. Andison, CAO, provided the Committee members with a timeline of progress in the development of the Boundary Trails Master Plan. At the February 7, 2018, a motion to continue on to phases two and three of the development of the Trails Master Plan. Since that time, the Committee members reconsidered the motion and approved going forward with phases 2 and 3.

Moved: Director Russell Seconded: Director Konrad

That the Boundary Community Development Committee endorses moving forward with phases two and three in the development of the Boundary Recreational Trails Master Plan.

Carried

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

A discussion of items for future agendas was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 11:45 am.



**Beaver Valley Regional Parks, Trails and Recreation Committee
Minutes
Tuesday, April 10, 2018
RDKB Trail Committee Room**

Committee members present:

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

Staff members present:

M. Daines, Manager of Facilities and Recreation
M. Forster, Executive Assistant/Recording Secretary

CALL TO ORDER

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

ACCEPTANCE OF THE AGENDA (additions/deletions)

The agenda for the April 10, 2018 Beaver Valley Regional Parks, Trails and Recreation Committee meeting was presented.

The agenda was amended by an addition of a late item: discussion on property boundaries on the Antenna Trail access.

Moved: Director Danchuk Seconded: Director Cecchini

That the agenda for the April 10, 2018 Beaver Valley Regional Parks, Trails and Recreation Committee meeting be adopted as amended.

Carried

ADOPTION OF MINUTES

The minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on February 13, 2018 were presented.

Moved: Director Cecchini Seconded: Director Danchuk

The minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on February 13, 2018 be adopted as presented.

Carried

DELEGATIONS

There were no delegations present.

UNFINISHED BUSINESS

Beaver Valley Regional Parks, Trails and Recreation Committee Action Items - as of April 6, 2018

The Beaver Valley Regional Parks, Trails and Recreation Committee Action Items for the period ending April 6, 2018 were presented.

M. Daines, Manager of Facilities and Recreation, updated the Committee on the following action items:

1. **Beaver Valley Recreation Strategic Plan** - the due date for its review will be changed to April 2019.
2. **Kootenay Columbia Trails Society** - the requested trails maintenance report is still out standing. Staff will request it again. Staff will also monitor the progress of the new trail in Electoral Area 'A'.
3. **CBT Grant Application - BV Arena Roof Replacement** - Fairbanks Architects will contact Trail Roofing in this regard and report to staff and Committee members. Director Danchuk indicated he has information in regards to federal and provincial program funding for roof replacement grants. This information will be provided to staff.
4. **Community Arbour** - Two contractors are bidding for the project.
5. **Projects and Time Lines** - Staff will add projects and time lines to the action item list.
6. **Newsletter** - Staff will add information on Marsh Creek Park opening on May 18, 2018 and closing on September 4, 2018.

Additional action items to be added as follows:

1. Construction of a new multi use trail up toward Blizzard Mountain. To be completed by August 31, 2018.
2. Installation of a new chiller in Beaver Valley Arena. To be completed by June 30, 2018.
3. Remodeling of arena viewing room. To be completed by July 31, 2018.
4. Remodeling of arena office. To be completed by July 31, 2018.

5. Repainting of the Mazzochi Park washrooms. To be completed by August 31, 2018.
6. Expansion of Beaver Valley Family Park campsites. To be completed by June 30, 2018.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Regional Parks, Trails and Recreation Committee Action Items for the period ending April 6, 2018 be received as presented.

Carried

NEW BUSINESS

M. Daines

Re: Ice Facility User Rates Increase

A staff report from Mark Daines, Manager of Facilities and Recreation regarding a 2% increase in Ice Facility User Rates was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Board of Directors approve the 2% increase in 2018/19 Ice Facility User Rates.

Carried

P. Cecchini

Re: Update on Age Friendly Coordinator Position

Director Cecchini informed the Committee that Jamie Fowler has been in the Age Friendly Coordinator position for one month and is working well in this position.

M. Daines

Re: Update on Community Arbour Project

M. Daines, Manager of Facilities and Recreation, informed the Committee that he is hopeful that the Arbour Project will be completed by July 1, 2018.

A. Grieve

Re: CBT Recreation Infrastructure Grants

Director Grieve informed the Committee that J. Strilaeff, CBT CEO, indicated that there is interest in the Community for CBT to consider keeping the recreation infrastructure grants.

Moved: Director Danchuk Seconded: Director Cecchini

M. Daines, Manager of Facilities and Recreation, will draft a letter to CBT in support of Recreation Infrastructure Grants Program.

Carried

LATE (EMERGENT) ITEMS

Antenna Trail Access

The Committee discussed the trail entrance and property boundaries and the need to change the entrance to the trail. Staff will draft a letter to the KCTS to ask how this issue can be dealt with.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

The Committee discussed the timing of future meetings over the coming summer months. The June 12th meeting will be rescheduled to June 18, 2018. A meeting request will be sent out.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 12:51 pm.



**East End Services Committee
Minutes
Tuesday, April 10, 2018
RDKB Trail Board Room**

Committee members:

Director A. Grieve - Chair
Director L. Worley (by telephone)
Director P. Cecchini
Director J. Danchuk
Director M. Martin
Director L. McLellan
Director D. Langman

Staff and others present:

M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
D. Derby, Regional Fire Chief
G. Gallamore, Captain/Regional Training Officer
T. Van Horn, Executive Director – LCIC
M. Morrison, Director - LCIC

Call to Order

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

Acceptance of the Agenda (additions/deletions)

The agenda for the April 10, 2018 East End Services Committee meeting was presented.

The agenda was amended with the addition of a late item: CBT Community Initiatives Program.

Moved: Director Danchuk Seconded: Director Langman

That the agenda for the April 10, 2018 East End Services Committee meeting be adopted as amended.

Carried

Minutes

The minutes of the East End Services Committee meeting held on February 20, 2018 were presented.

Moved: Director McLellan Seconded: Director Martin

That the minutes of the East End Services Committee meeting held on February 20, 2018 be approved as presented.

Carried

Delegations

**Terry Van Horn, Executive Director - LCIC, Mark Morrison, Director - LCIC
Re: Presentation**

T. Van Horn and M. Morrison attended the Committee meeting to present the Lower Columbia Initiatives 2017 Annual Report as well as the 4th quarter Metrics Report. They also highlighted accomplishments achieved during 2017, initiatives that are underway as well as the 2018 outlook.

Highlights included were:

1. LCIC, Metal Tech Alley and Imagine Kootenay LCR website stats,
2. 2017 key outreach activities,
3. Metal Tech Alley Project,
4. i4C Services to IIoT Companies,

Discussions ensued on issues around acquiring additional power from FortisBC for the 14C Innovation Centre, the availability of power from the Beaver Creek substation and the process of appointing directors to the LCIC Board.

The delegation left at 5:15 pm.

Unfinished Business

East End Services Committee Action items - April 6, 2018

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East End Services Committee
April 10, 2018*

The East End Services Committee Action Items for the period ending April 6, 2018 were presented.

Discussion ensued on Item 3: **Fortis Hydro Capacity to Columbia Gardens Area** - The Committee members are still waiting for an LCIC report on discussions with Fortis.

Moved: Director Langman Seconded: Director Cecchini

That the East End Services Committee Action Items for the period ending April 6, 2018 be received as presented. **FURTHER**, that the East End Services Committee directs staff to draft a letter of support for LCIC which outlines issues in regards to acquiring additional power from FortisBC for the i4C Innovation Centre and the availability of power from the Beaver Creek substation.

Carried

New Business

M. Andison East End Transit

A staff report from Mark Andison, Chief Administrative Officer, providing information regarding transit shelters and options for re-locating the downtown Trail transit exchange was presented.

Moved: Director McLellan Seconded: Director Langman

That the East End Services Committee direct staff to engage with BC Transit, Trail Transit, and the City of Trail to determine the appropriate type and number of bus shelters required for the current downtown transit exchange and the associated costs. **FURTHER**, that the recommended bus shelter design and cost implications be reported back to the East End Services Committee for the Committee's consideration. **FURTHER**, that a letter be sent to the City of Trail requesting that the City engage in a process with the RDKB and BC Transit to consider alternative locations for the downtown exchange.

Carried

G. Gallamore Re: KBRFR Training Report - April 2018

A training report from Glen Gallamore, Captain/Regional Training Officer for April 2018 was presented for information.

The report highlighted an annual review of measurables such as:

1. 2017/18 highlights,
2. Exterior operations firefighter,
3. Interior operations firefighter,
4. Full service firefighter,
5. Firefighter recruitment and retention, and
6. 2018 training/courses.

Moved: Director Worley Seconded: Director Danchuk

That the training report from Glen Gallamore, Captain/Regional Training Officer be received as presented for information.

Carried

M. Daines

Re: Trail and District Arts Council Contract - 2018-2022

A Staff Report from Mark Daines, Manager of Facilities and Recreation regarding a new service agreement between the Regional District of Kootenay Boundary and the Trail and District Arts Council for management of the Charles Bailey Theater was presented.

Staff will provided the Committee with information on the contract cost/operation comparison prior to the recommendation going to the Board of Directors.

Moved: Director Langman Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approve the 2018-2022 Service Agreement between the RDKB and Trail and District Arts Council. **FURTHER**, that the Board of Directors authorize the RDKB signatories to sign and enter in to a Service Agreement.

Carried

Late (Emergent) Items

CBT Community Initiatives Program

Moved: Director McLellan Seconded: Director Cecchini

The East End Services Committee directs staff to email all dates of meetings to all applicants of the Program.

Carried

Discussion of items for future agendas

A discussion of items for future agendas was not required.

Question Period for Public and Media

A question period for public and media was not required.

Closed (In camera) Session

Proceed to Closed Meeting pursuant to Section 90 (c) of the *Community Charter*.

Moved: Director McLellan Seconded: Director Cecchini

That the East End Services Committee convene to a closed meeting pursuant to Section 90 (c) of the Community Charter (time: 6:09 pm).

Carried

Adjournment

The meeting was adjourned at 7:00 pm.



Policy and Personnel Committee

March 14, 2018

RDKB Board Room, Grand Forks, BC

2:00 p.m.

Minutes

Committee Members Present:

Director M. Martin, Chair
Director J. Danchuk, Vice-Chair
Director R. Russell
Director G. McGregor
Director V. Gee
Director L. McLellan

Staff Present

M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration/Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 2:00 p.m.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the March 14, 2018 meeting of the Policy and Personnel Committee was presented.

Moved: Director McLellan Seconded: Director Danchuk

That the agenda for the March 14, 2018 meeting of the Policy and Personnel Committee be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Policy and Personnel Committee meeting held February 14, 2018 were presented.

Moved: Director McGregor Seconded: Director McLellan

That the minutes of the Policy and Personnel Committee meeting held February 14, 2018 be adopted as presented.

Carried.

GENERAL DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS**Policy and Personnel Committee Action Item Report as of March 9, 2018**

The Policy and Personnel Committee Action Item Report as of March 9, 2018 was presented.

The Committee discussed the following action items:

April 20/17 Board Room Technology Changes and Jan 13/16 Electronic Committee and Board Meetings: Director Gee suggested electronic meeting protocols be put in place to manage who speaks and when. The Committee discussed implementation of software that would address the speaking order. The CAO noted that the Manager of IS has been testing new video-conferencing software and is expecting to implement the software in the near future.

April 25/17 Use of Fire Halls: The Committee discussed the community's use of local RDKB fire halls. Director Gee stated that there should be general, generic guidelines for renting the halls to outside users. The CAO explained staff's suggestion that the local halls continue to manage requests from the community. However, he also advised that a staff report from the Regional Fire Chief regarding this matter was included on the agenda for the subsequent (March 14) Board meeting. The Committee members agreed to defer further comments to the Board meeting.

Moved: Director McGregor Seconded: Director Russell

That the Manager of Information Services attend the next Policy and Personnel Committee meeting to discuss options for managing meeting speaking order, to provide a demonstration

of the electronic meeting technology / video-conferencing software and to provide an update regarding a timeline and plan for implementation. **FURTHER** that the action item report be updated accordingly.

Carried.

There was a further discussion regarding the format of the action item report and consolidating duplicate items. The CAO provided an update on tracking software that may be less awkward and which is currently available in the market.

T. Lenardon, Manager of Corporate Administration/Corporate Officer

Re: Update-Code of Conduct for Elected Officials

The Corporate Officer distributed a cover memo and examples of local government codes of conduct policies advising that the material was being provided as information for a future discussion. She reviewed the cover memo noting that a formal and fuller staff report will be presented at a future Committee meeting and she highlighted the information provided in the legal opinion which addresses compliance and enforcement of a code of conduct policy.

Moved: Director McLellan Seconded: Director Russell

That, for a future meeting, staff present a staff report with additional information regarding codes of conduct overall as well as a draft RDKB Elected Officials' Code of Conduct.

Carried.

M. Andison, CAO

Re: Half-Masting the Canadian Flag Policy

The Committee reviewed the staff report and the updates that have been made to the Half-Masting of the Canadian Flag Policy from direction given at the February meeting.

After further discussion, the Committee members reconfirmed their support for the February updates and requested the following additional changes:

- **In the communications directive clause regarding the direction to distribute a notice:** remove the text: "for the half-masted flags" and replace it with text: "of each occasion of half-masting" and add the word "timely" after the direction to distribute a notice in the communications directive clause,
- **Update Article 4 under the Procedure Heading:** add the letter "a" so the text reads: "a" Chief Justice of Canada, and
- **Update Article 14 under the Procedure Heading:** add the text "including, but not limited to" at the end of the sentence before the bulleted list.

Moved: Director Gee Seconded: Director McLellan

That the Regional District of Kootenay Boundary Half-Masting of the Canadian Flag 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;
- 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 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 be amended with the inclusion of the text: "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.

Carried.

C. Marsh, Manger of Emergency Programs

Re: EOC Wage Reimbursement Policy Update

The Committee reviewed the staff updates that were requested at the February meeting. The updates define the pay structure (overtime) during emergency events for all staff, including exempt staff, who are required to work in the Emergency Operations Centre (EOC). Costs for overtime during and EOC activation are recoverable from the Province.

Moved: Director McGregor Seconded: Director Danchuk

That the Policy and Personnel Committee approve the updates to the EOC Wage Reimbursement Policy as presented to the Committee at the February 14, 2018 meeting. **FURTHER** that the Policy be referred to the Directors for comments.

Carried.

NEW BUSINESS**LATE (EMERGENT) ITEMS**

There were no late emergent items to review.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS**1. Third-Party Requests for RDKB Sponsorship of Grant Funding Applications
Consider a Policy and or Checklist**

Director Gee suggested that the Committee consider the creation of a policy that would set out parameters for grant application sponsorship from third-parties.

The Committee discussed the creation of a checklist or guideline document that would help the Board and staff track the sponsorship and grant process. There was a discussion regarding the broader implications for staff and the number of different types of grant-funding sponsorship requests that the RDKB, as a local government could receive (e.g. requests for CRA sponsorship and others). The implications include added work for staff and the Board such as the overall time spent in managing and reviewing the requests, financial reporting, legal implications and other responsibility that would come with being an application sponsor.

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.

2. BC Hydro Grant in Lieu

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 revenue from the grant in lieu payments into a reserve account that would offset requisition increases and include information regarding the formula, mandated grant-in-lieu criteria, how allocation is managed current, options/alternatives to dedicate the revenue in a fair and equitable manner across a host of existing RDKB services, what are the financial implications and how will taxation change.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period was not required.

CLOSED (IN CAMERA) SESSION

Moved: Director Gee Seconded: Director McLellan

That the Policy and Personnel Committee proceed to closed meeting pursuant to Section 90 (1) (c) of the *Community Charter* (time: 3:05 pm).

Carried.

The Committee reconvened to the open public meeting at 3:26 p.m.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 3:28 p.m.

TL



Utilities Committee

**March 14, 2018
RDKB Board Room, Trail, BC
5:00 p.m.**

Minutes

Committee Members Present:

Director L. McLellan, Acting Chair
Director P. Cecchini, via teleconference
Director M. Martin
Director G. McGregor
Director A. Grieve, via teleconference
Director L. Worley
Director V. Gee
Alternate Director Parkinson

Staff present:

G. Denkovski, Manager of Infrastructure and Sustainability
T. Lenardon, Manager of Corporate Administration/Recording Secretary

CALL TO ORDER

The Acting Chair called the meeting to order at 5:00 p.m.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the Utilities Committee meeting of March 14, 2018 was presented.

Moved: Director Worley Seconded: Director Martin

That the agenda for the Utilities Committee meeting of March 14, 2018 be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Utilities Committee meeting held February 14, 2018 were presented.

Moved: Director McGregor Seconded: Director Gee

That the minutes of the Utilities Committee meeting held February 14, 2018 be adopted as presented.

Carried.

GENERAL DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

Utilities Committee Action Item List - as of March 9, 2018

The Utilities Committee Action Item List as of March 9, 2018 was presented.

The Manager of Infrastructure and Sustainability explained the action item from May 5, 2017 regarding a Regional Water Management Plan and the inclusion of discussions regarding the activities of the Kettle River Watershed Authority.

The Committee also discussed the following action items:

Jan. 4/18-Outstanding Projects for Grants in Progress: Remove this item from the Action Item list and staff follow up with a report with updates at a future meeting. Director Gee noted that the Utilities Committee Work Plans and the Action Item list should illustrate ongoing projects as well as all of the work that staff engages in.

Jan 29/18-East End Regional Sewer Service-Dual Benefiting Community-Rossland Warfield: It was noted that FortisBC pays fees for sewerage to the Village.

After further review, it was;

Moved: Director Worley Seconded: Director Gee

That the Utilities Committee Action Item List as of March 9, 2018 be received and updated accordingly.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability

Re: Grant Opportunity Tracking

Staff provided a verbal report on the tracking of grant opportunities and explained the purpose of the tracking system. Regional District staff can now share the tracking with the member municipalities.

Moved: Director Worley Seconded: Director Martin

That the verbal report from Goran Denkovski, Manager of Infrastructure and Sustainability, on the tracking of grant opportunities be received.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability

**Re: Big White Street Lighting and Beaverdell Street Lighting Services
2018 - 2022 Budget and Five Year Financial Plans**

Director Gee explained the recent changes to the Five Year Financial Plan that have been made since the February meeting, and it was

Moved: Director Gee Seconded: Alternate Director Parkinson

That the Regional District of Kootenay Boundary Board of Directors approve the Big White Street Lighting Service (101) and Beaverdell Street Lighting Service (103) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability

**Re: Beaver Valley Water Service 2018-2022 Budget and
Five-Year Financial Plan and Work Plan**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Beaver Valley Water Service 2018-2022 Budget and Five-Year Financial Plan was presented.

There was a discussion regarding the Village of Fruitvale's operational surplus. Staff will follow up with providing additional information at a future meeting.

Staff answered inquiries regarding miscellaneous revenue and advised that the funding from the Clean Water Wastewater Grant has not been spent. After further review, it was;

Moved: Director Grieve Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approve the Beaver Valley Water Service (500) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

G. Denkovski,, Manager of Infrastructure and Sustainability
Re: Columbia Gardens Industrial Water Supply Utility 2022 Budget and
Five-Year Financial Plan and Workplan

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2018-2022 Budget and Five-Year Financial Plan for the Columbia Gardens Industrial Water Supply Utility and Workplan was presented.

Moved: Director Grieve Seconded: Alternate Director Parkinson

That the Regional District of Kootenay Boundary Board of Directors approve the Columbia Gardens Industrial Water Supply Utility Service (600) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability
Re: East End Regionalized Sewer Utility 2018-2022 Budget and
Five Year Financial Plan and Workplan

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the East End Regionalized Sewer Utility 2018-2022 Budget and Five Year Financial Plan and Workplan was presented.

Moved: Director Martin Seconded: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors approve the East End Regionalized Sewer Utility Service (700) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability**Re: East End Regionalized Sewer Utility Services 2018-2022 Budget and Five Year Financial Plans for the Dual Benefitting Communities of Rossland and Warfield, Sole Benefiting Community of Rossland and Sole Benefiting Community of Trail**

The 2018-2022 Budget and Five Year Financial Plan for the current Regionalized East End Sewer Utility services of the dual benefiting communities of Rossland and Warfield, sole benefiting community of Rossland and sole benefiting community of Trail was presented.

Moved: Director Martin Seconded: Alternate Director Parkinson

That the Regional District of Kootenay Boundary Board of Directors approve the Regionalized East End Sewer Utility - Dual Benefiting Community ROSSLAND-WARFIELD (700- 103), Sole Benefiting Community of Rossland (700-102) and Sole Benefiting Community of Trail (700-101) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability**Re: 2018-2022 Budget and Five-Year Financial Plan for the Christina Lake Water Utility Service and Workplan**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2018-2022 Budget and Five-Year Financial Plan for the Christina Lake Water Utility Service and Workplan was presented.

Moved: Director McGregor Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approve the Christina Lake Water Utility (550) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability**2018-2022 Budget and Five-Year Financial Plan for the Rivervale Water and Street Lighting Service and Workplan**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2018-2022 Budget and Five-Year Financial Plan for the Rivervale Water and Street Lighting Service and Workplan was presented.

Moved: Director Worley Seconded: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors approve the Rivervale Water and Street Lighting Utility Service (650) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability
Oasis-Rivervale Sewer Utility Service 2018-2022 Budget and
Five Year Financial Plan**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2018-2022 Budget and Five Year Financial Plan for the Oasis-Rivervale Sewer Utility Service was presented.

Moved: Director Worley Seconded: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors approve the Oasis/Rivervale Sewer Utility Service (800) 2018-2022 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall RDKB 2018-2022 Five Year Financial Plan was presented.

Carried.

NEW BUSINESS

**G. Denkovski, Manager of Infrastructure and Sustainability
Re: Utilities Goals and Objectives 2017**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2017 goals and objectives for all RDKB utilities, was presented.

Director McGregor complimented Mr. Denkovski and the Committee members thanked him for the work he has completed.

Moved: Director Grieve Seconded: Director Cecchini

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding 2017 goals and objectives for all RDKB utilities, be received.

Carried.

**Jeff Paakkunainen, Chief Utilities Operator
Re: CPCC Sanitary Sewer Monthly Report December 2017 and January 2018**

A staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report for December 2017 and January 2018, was presented.

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There was a discussion regarding discrepancies between the data contained in the RDKB monthly flow report and the data that is presented in the certified flow report as submitted by the engineers. Staff will review this matter and provide an update to the Committee.

Director McLellan requested that the current monthly report be amended to include a comparison of the total monthly / daily flow data from previous years. A discussion regarding the benefit of this information ensued and staff explained that this information is already provided in the certified monthly flow report.

Moved: Director McLellan Seconded: Director Worley

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.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability

Re: Flow Meter Report for Volume Data Collected from January 2018

The Flow Meter Report summarizing volume data collected for the month of January 2018 was presented.

Moved: Director Martin Seconded: Director McGregor

That the flow meter report summarizing volume data collected for the month of January 2018, be received as presented.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability

Re: Christina Lake Water Monthly Report - December 2017 and January 2018

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water Monthly report for December 2017 and January 2018, was presented.

Moved: Director McGregor Seconded: Director Worley

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water Monthly report for December 2017 and January 2018, be received.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability

Re: Christina Lake Solar Aquatic Center 2017 Operations Reports

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A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the fourth quarter sludge operations for the Christina Lake Solar Aquatic Center, was presented.

Director McGregor, Electoral Area C/Christina Lake provided an update on the Solar Aquatic Centre advising that the Christina Lake Stewardship Society has assumed responsibility for managing the facility. There was a brief discussion regarding other possible uses of the facility such as learning/educational purposes.

Moved: Director McGregor Seconded: Director Worley

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2017 fourth quarter sludge operations for the Christina Lake Solar Aquatic Center, be received.

Carried.

J. Paakkunainen, Utilities Operator

**Re: Warfield, Columbia Gardens and Rivervale Water Monthly Report
December 2017 and January 2018**

A staff report from Jeff Paakkunainen, Chief Utilities Operator, regarding the Water Monthly report for December 2017 and January 2018, was presented.

Moved: Alternate Director Parkinson Seconded: Director Worley

That the staff report from Jeff Paakkunainen, Chief Utility Operator, regarding the Water Monthly report for December 2017 and January 2018, be received.

Carried.

LATE (EMERGENT) ITEMS

There were no late emergent items to discuss.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

There were no discussion items requested.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period was not necessary.

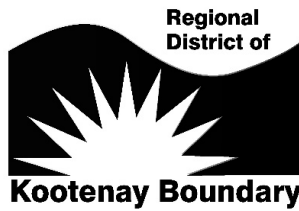
*Page 8 of 9
Utilities Committee
March 14, 2018*

CLOSED (IN CAMERA) SESSION

A closed meeting was not required.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned (time: 5:45 p.m.).



ELECTORAL AREA 'B'/LOWER COLUMBIA-OLD GLORY

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, May 8th, 2018 at the RDKB Office, Trail, BC, commencing at 7:00 p.m.

PRESENT: Grant Saprunoff, Chair
 Fern Acton
 Mary MacInnis, Secretary
 Graham Jones

ABSENT: Richie Mann, Henk Ravenstein

RDKB DIRECTOR: Linda Worley,
 Bill Edwards, Alternate Director

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

The meeting was called to order at 7:03 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved by Fern and seconded by Mary that the May 8th, 2018 Electoral Area 'B'/Lower Columbia-Old Glory APC agenda be adopted.

3. ADOPTION OF MINUTES

It was moved and seconded that the April 10th, 2018 Electoral Area 'B'/Lower Columbia-Old Glory Advisory Planning Commission Minutes be adopted.

4. DELEGATIONS

Electoral Area 'B'/Lower Columbia-Old Glory APC Minutes
 May 8, 2018
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5. UPDATES TO APPLICATIONS AND REFERRALS

Landon, Michael

RE: Accretion Referral—Surveyor General

229—2nd Ave, Rivervale

RDKB FILE: B-367-02341.000

Plan EPP80672 Update is attached, for the APC'S INFORMATION.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that we stand by our previous comments. We still have concerns re fish habitat along the Columbia and Hanna Creek. In a previous decision that also went against our recommendation the boat launch at Genelle and adjacent area was given to a property owner cutting off access to the river by locals. This area is part of the flood plain and in previous floods emergency services availed themselves-this will no longer be the case, absentee property owner will now be responsible. The government document states "natural boundary", but how can it be a natural boundary when the shoreline in that area is controlled by a number of dams. How natural is that?

6. NEW BUSINESS

A. RAVESTEIN, Hendrik & SMIENK, Johannes

Re: Development Permit

Electoral Area 'B'/Lower Columbia-Old Glory

RDKB File: B-2404-06180.200

Discussion/Observations:

We as a committee see only good things coming out of this.

Recommendation:

Supported as it will enhance the area for commercial use.

- B. City of Rossland**
Re: Bylaw Amendment
Municipal
3915 Red Mountain Road
RDKB File: R-1

Discussion/Observations:

We see no problem with this.

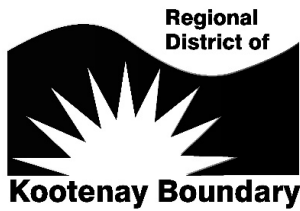
Recommendation:

Supported, it will be good to see the area being utilized.

7. FOR INFORMATION

8. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 7:50 p.m.



ELECTORAL AREA 'C'/CHRISTINA LAKE

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, May 8, 2018 at the Christina Lake Fire Hall, commencing at 7:00 p.m.

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

ABSENT:

RDKB DIRECTOR: Grace McGregor

RDKB STAFF:

GUESTS: Jack Fomenoff, Rod Vatcher

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the May 8, 2018 Electoral Area 'C'/Christina Lake Advisory Planning Commission Agenda be adopted.

Moved: P. Mody/Sec'd: J. Coleman
Carried

3. ADOPTION OF MINUTES

Recommendation: That the February 6, 2018 Electoral Area 'C'/Christina Lake Advisory Planning Commission Minutes be adopted.

Moved: B. Bisaro/Sec'd: J. Horahan
Carried

Electoral Area 'C'/Christina Lake APC Minutes
May 8, 2018
Page 1 of 3

Recommendation: That the April 3, 2018 Electoral Area 'C'/Christina Lake Advisory Planning Commission Minutes be adopted.

*Moved: K. Stewart/Sec'd: J. Horahan
Carried*

4. DELEGATIONS

No delegations were in attendance.

5. UPDATES TO APPLICATIONS AND REFERRALS

There were no updates.

6. NEW BUSINESS

A. 486719 BC LTD. / FOMENOFF, Jack
Re: Development Variance Permit
 Electoral Area 'C'/Christina Lake
 Location: 2043 Massie Road
 RDKB File: C-970-04468.000

Discussion/Observations:

Jack Fomenoff presented application for "carriage house" as a second dwelling for relatives who will live there. Jack also explained that he wanted to commence construction on the garage/carriage house immediately as he can't start on the retaining wall until September or October and low water.

Lengthy discussion that our bylaws do not include a "carriage house" and specifically do not allow a second dwelling. A variance of almost 50% of the maximum size allowed for a secondary suite is not acceptable.

APC discussed height variance request. Rod Vatcher is neighbour across the street and has no objections. If no other neighbours object, APC supports the height variance.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the height variance be supported with conditions. However, the size variance and the secondary dwelling is not supported.

Electoral Area 'C'/Christina Lake APC Minutes
 May 8, 2018
 Page 2 of 3

B. 486719 BC LTD. / FOMENOFF, Jack**Re: Development Permit**

Electoral Area 'C'/Christina Lake

Location: 2043 Massie Road

RDKB File: C-970-04468.000

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the Development Permit be supported with the understanding that the system may need to be modified due to size changes.

C. STRELBISKY, Michael and MILLIGAN, Darcy**Re: Development Variance Permit**

Electoral Area 'C'/Christina Lake

Location: 12 Chase Road

RDKB File: C-317-02535.930

Discussion/Observations:

APC has visited the property and have no objections to this application.

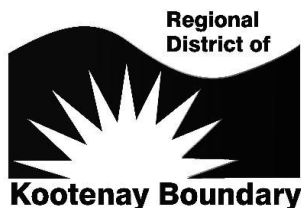
Questions: Where is the septic system; and why is a Schedule 2 attached?

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the Development Variance Permit be supported.

7. DISCUSSION**8. FOR INFORMATION****9. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 8:00 p.m.



ELECTORAL AREA 'D'/RURAL GRAND FORKS

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, May 8, 2018 at the RDKB Office – Grand Forks, commencing at 7:00 p.m.

PRESENT: Brian Noble, Lynn Bleiler, Rod Zielinski
ABSENT: Deb Billwiller, Christie Wheaton, Kathy Hutton
RDKB Roly Russell
DIRECTOR:
RDKB STAFF:
GUESTS: Brian Taylor, Jason Taylor

1. CALL TO ORDER

The meeting was called to order at 7:02 p.m.

With only 3 members in attendance a quorum was not met so regular business will be tabled to the next meeting. The delegation was available to make their presentation.

5. DELEGATIONS

Brian Taylor and Jason Taylor attended the meeting to get a feel from the members of a possible zoning change for the Broad Acres site. This site, and others in the rural area, are being looked at for a possible cannabis processing business.

Donna Dean attended to give clarification on requirements of certain zones and then left the meeting.

The proponents are exploring the creation of a co-op style organization and still have work to do on the legalities around this.

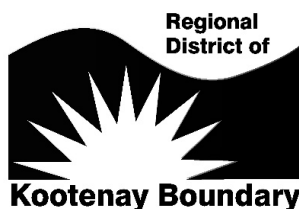
It appears that an ALC condition of 50% on site production will eliminate going to an Agricultural zone and getting ALC land into a commercial or industrial zone could take some time.

Electoral Area 'D' APC Minutes
 May 8, 2018
 Page 1 of 2

It was expressed that anything to support our local agricultural produces was looked at as a positive thing.

9. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 8:10 p.m.



ELECTORAL AREA 'E'/WEST BOUNDARY

ADVISORY PLANNING COMMISSION

MINUTES

Monday, May 7, 2018 at the Rock Creek Medical Centre, 100 Cut Off Rd, commencing at 6:00 p.m.

PRESENT: Michael Fenwick-Wilson, Jamie Haynes, Florence Hewer, Fred Marshall, Lynne Storm, Randy Trerise, Frank Van Oyen

ABSENT with notification: Grant Harfman

Absent without notification: None

RDKB DIRECTOR: Vicki Gee

RDKB STAFF: Ken Gobiell on phone for items 6A and 6B

GUEST: none

1. **CALL TO ORDER**

The meeting was called to order at 6 pm.

2. **ADOPTION OF AGENDA**

It was moved by Lynne Storm and seconded by Frank Van Oyen that the May 7, 2018 Electoral Area 'E' APC agenda be adopted. Motion carried.

3. **ADOPTION OF MINUTES**

It was moved by Florence Hewer and seconded by Jamie Haynes that the March 5, 2018 Electoral Area 'E' APC minutes be adopted. Motion Carried

4. **DELEGATIONS** – no delegations

5. **UPDATES TO APPLICATIONS AND REFERRALS**

A. ALC Decision Letter – Duane and Joanne Eek (April 4, 2018). The ALC declined the request. This item is for information only.

B. ALC Decision Letter – 0472164 BC Ltd. (April 19, 2018) The ALC approved the request. This item is for information only.

Electoral Area E' APC Minutes
May 7, 2018
Page 1 of 3

6. **NEW BUSINESS**

A. Cannabis

Re: Review of Zoning Bylaws – Jewel Lake

RDKB File: C-56

B. Cannabis

Re: Review of Zoning Bylaws – Mount Baldy

RDKB File: C-56

Discussion/Observations: We discussed items 6A and 6B as one item.

Ken Gobiell and Vicki Gee gave us an update on our ability to regulate the growing and retail sales of cannabis through local zoning bylaws at Jewel Lake and Mt. Baldy. We can regulate the retail sale of cannabis through our zoning bylaws and we can regulate the commercial production of cannabis if the land is not in the ALR. Vicki is planning to have a meeting with residents to discuss this issue (and others) to get a sense of how the residents feel about changing the zoning bylaws to address concerns about commercial cannabis production and retail sales of cannabis. We still have a few months to decide about the regulation of cannabis production and sales.

Medical use of cannabis is well regulated but non-medical is not. Informally UBCM is recommending that we take a conservative approach and not approve non-medical retail and production until we know more about how non-medical use and production will be regulated.

Our influence is restricted to areas where we have zoning bylaws to regulate cannabis production and retail sales.

Recommendation:

It was moved by Randy Trerise seconded by Michael Fenwick-Wilson that there be consultation with the citizens of Jewel Lake and Mount Baldy to determine whether changes to the local bylaws are required to deal with the retail sales and production of cannabis.

C. HEUBNER, David and KAUFMAN, Daniel

Rob MacDonald – Agent

Re: Sub-Division Referral

Location: 28 Mulhern Road

RDKB File: E-1545-00118.050

Discussion/Observations:

The application is to subdivide the properties by separating the ALR land from the non-ALR land. Mulhern Rd accesses the non-ALR land and Hwy 33 accesses the ALR land. There was an assessment done of the non-ALR parcel to confirm that a septic system could be installed with appropriate dispersal.

Recommendation:

Electoral Area E' APC Minutes
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It was moved by Florence Hewer, seconded by Jamie Haynes and resolved that the APC recommends to the Regional District that the subject referral be supported. Motion passed with one dissenting vote.

D. Ministry of Environment

Re: Permit Referral

Location: Lexington-Grenoble Mine, SE of Greenwood

RDKB File: E-1161-04634.000

Discussion/Observations:

This application was previously referred to us. They currently have a permit to discharge 50 m3/day and they want to increase the flow to 150 m3/day.

They are dewatering a mine and are discharging the water to the ground. They expect the water to "report" to Goosmus Creek. The water being discharged is above the concentration of selenium allowed in the BC Approved Water Quality Guidelines (BCAWQG).

It is not clear if this application has been referred to local First Nations for their input. Range holders on the US side need to be informed. Residents of the communities downstream need to be informed through a public meeting. We recommend that the water testing be done twice a month.

Recommendation:

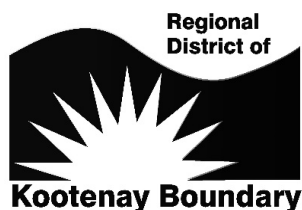
It was moved by Frank Van Oyen, seconded by Jamie Haynes and resolved that the APC recommends to the Regional District that the subject referral be supported with conditions:

The conditions we recommend are:

- a) The farmers using the range on the US side need to be informed.
- b) Residents of the communities downstream are informed through a public meeting.
- c) Water testing be done twice a month.
- d) Action be taken to reduce selenium levels if they exceed the BC Approved Water Quality Guidelines.

9. ADJOURNMENT

It was moved by Jamie Haynes that the meeting be adjourned at 7:30 pm.



ELECTORAL AREA 'E' (BIG WHITE)

ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, May 8, 2018 at Big White Fire Hall - Big White Ski Resort, commencing at 4:00 p.m.

Minutes taken by Deb Hopkinson

PRESENT: Deb Hopkinson, Jude Brunt, Cat Schierer
ABSENT: John Lebrun, Gerry Molyneaux, Paul Sulyma
RDKB DIRECTOR: Vicki Gee
RDKB STAFF:
GUESTS:

1. CALL TO ORDER

The meeting was called to order at 4:10

2. ADOPTION OF AGENDA (Additions/Deletions)

Moved and seconded that the May 8, 2018 Electoral Area 'E' (Big White) Advisory Planning Commission Agenda be adopted.

3. ADOPTION OF MINUTES

Moved and seconded that the April 3, 2018 Electoral Area 'E' (Big White) Advisory Planning Commission Minutes be adopted.

Electoral Area 'E'/BIG WHITE APC Minutes
 May 8, 2018
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4. **DELEGATIONS** - None

5. **UPDATED APPLICATIONS AND REFERRALS**

6. **NEW BUSINESS**

A. Cannabis Legalization

RDKB File: C-56

Discussion/Observations:

There should be no smoking of cannabis in public areas similar to open alcohol rules.

In our rural environment local beer and wine merchants should be able to sell in the same store as additional store front space might be too expensive to be viable.

With multiple people sharing residences the four plants per household should apply. Any more and the smell when harvesting is taking place can be quite overpowering. I am speaking from experience, in my neighbourhood three medical marijuana licenses were issued for one house four doors up from me. No such licenses should be granted at Big White.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Variance Permit Application be *(Select one of the following options)*

1. Supported with conditions (state the conditions):

There should be by-laws put in place from the introduction of the law that address the cultivation, only four plants per house and no medicinal licenses; the selling; and the use; no smoking in public spaces as it is with alcohol.

B. Brent Harley and Associates Inc. on behalf of Big White Resort Ltd.

RE: Crown Grant Application

Location: Unsurveyed Crown Land SE of Big White Road and Black Forest Way

RDKB File: BW-4253-4109s Black Forest

Discussion/Observations:

Electoral Area 'E'/BIG WHITE APC Minutes
May 8, 2018
Page 2 of 3

As the property being applied for is in the neighbourhood of the Black Forest Staff housing already underway we have no problem with the grant application.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Variance Permit Application be *(Select one of the following options)*

1. Supported (with stated reasons if appropriate):

8. FOR DISCUSSION

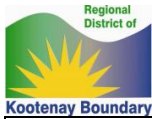
We were wondering if staff could provide us with a list of any and all by-laws that have been put in place for the Big White community.

We were also wondering if we could have an update on where we are for the change to the OCP regarding the Intensive Residential Development.

9. FOR INFORMATION

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 4:45



POLICY TITLE: Bylaw Enforcement

ORIGINAL APPROVAL DATE:

October 29, 2009

REVIEWED BY P&P COMMITTEE:

February 14, 2018

May 9, 2018

ADOPTED BY BOARD OF DIRECTORS:

Policy: The Regional District of Kootenay Boundary does not have the resources to formally review properties on a regular basis in order to determine whether or not its various building and zoning bylaws are being complied with at all times. Therefore, it is the policy of the Regional District to primarily rely on citizen complaints as a means of enforcing these bylaws. In order to encourage valid complaints and to reduce the opportunity for intimidation and conflict, the Regional District needs to establish a balance of accountability and confidentiality among the various parties to this process.

Purpose: To establish a process in which alleged bylaw enforcement matters are investigated and adjudicated.

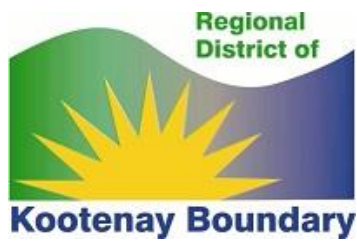
Procedure: The following policies shall therefore apply regarding bylaw enforcement procedures:

1. To be considered valid by the Regional District, a complaint shall be in writing and shall contain the name, address and phone number of the complainant and shall describe the nature of the alleged infraction.
2. As a matter of practice, the identity of the complainant and the written complaint itself shall not be disclosed to the alleged violator or any member of the public. It is not necessary for the complainant to request confidentiality. Likewise, the response of the alleged violator shall not be disclosed to the complainant, whether it is in writing or made orally. This policy is in recognition of the fact that many complaints take place in the context of other disputes between neighbours and that the motivation for the complaint itself could be one of retribution. Disclosure could serve to exacerbate the dispute and may even put persons at risk.
3. Upon receipt of a valid complaint, the Regional District will then initiate an investigation. Should an infraction be suspected, and in seeking a remedy therefore, the Regional District will consider such matters as the scale, number

and duration of the infraction(s); the current, short, and long-term impacts caused by the infraction; the potential for precedents and the resources available to resolve the matter. It will not be the policy of the Regional District to necessarily seek a final legal remedy for all alleged infractions. As a rule, in order for a complaint to be considered valid, it shall be submitted by a person who owns, resides upon, or otherwise has interest in property that is impacted by the alleged infraction.

4. The anonymity and confidentiality given to complainants and alleged violators under this policy cannot be assured if investigation results in court proceedings. If a request is made to the Regional District for disclosure under the Freedom of Information and Protection of Privacy Act, it shall be the policy of the Regional District to refuse disclosure under Section 15 of the Act, unless consent is obtained from the persons who supplied the information and who would otherwise be assured of confidentiality under this policy. The Regional District, however, is subject to orders issued by the Information and Privacy Commissioner under the Act and will not necessarily appeal an order for disclosure.
5. This policy does not preclude the Regional District from initiating enforcement of its bylaws in the absence of a complaint where special circumstances warrant such action. Such circumstances may include health and safety considerations; Regional District liability; the scale or the flagrancy of the infraction.

Notwithstanding the above, it is the policy of the Regional District of Kootenay Boundary to enforce all Building Bylaw infractions that are known to the Regional District's Building Inspection Department. At a minimum, the Regional District shall endeavor to place a notice on the title of the property pursuant to Section 302 of the Local Government Act where the Building Inspector becomes aware of a contravention of a Building Bylaw.



STAFF REPORT

Date: 06 Feb 2018

File

Bylaw Enforcement
Policy Review

To: Chair Martin and Members of the
Policy and Personnel Committee

From: Mark Andison, Chief Administrative
Officer

Re: Policy Review - Bylaw Enforcement
Policy

Issue Introduction

A staff report from Mark Andison, Chief Administrative Officer, reviewing the Regional District of Kootenay Boundary Bylaw Enforcement Policy.

History/Background Factors

The RDKB Bylaw Enforcement Policy was initially adopted in 2003 by Board resolution. In 2009, the policy was then re-formatted for consistency with other RDKB policy documents without any substantive changes. The policy was initially adopted with the intent of assisting staff in managing and enforcing the bylaws for illegal dwellings that had been constructed in rural areas.

It is important for the Regional District to enforce its bylaws in a timely, consistent, and equitable manner, giving due consideration to budgetary and staffing constraints. Bylaw enforcement policies have been widely adopted by local governments to:

- provide staff with direction relating to the bylaw enforcement process;
- ensure that the bylaw enforcement process is clearly defined and equitable for the general public;
- provide efficient use of limited enforcement budgets;
- to protect the identity of complainants; and
- protect the Regional District Board of Directors and staff for allegations of bias and discrimination.

On this last point, local government solicitor Lorena Staples had written in her law firm's *Handbook for Municipal Councilors*:

Bylaw enforcement is an area where bias can be an influence. While it is true to a certain extent, that bylaws, by their very existence, can serve as a deterrent, there will always be some people who are violators either deliberately or through ignorance of the law. Failure to enforce the bylaws against known violators soon becomes common knowledge in the community. This failure encourages disrespect for the bylaws and also for Council and staff. A scofflaw mentality sets in and subsequent enforcement efforts are met with outrage and cries of discrimination, e.g. why me and not them? Consistency and fairness in bylaw enforcement are the keys to good administration of bylaws. There should be a bylaw enforcement policy in place. Any deviation from the policy should be examined for evidence of bias.

The Bylaw Enforcement Policy was originally drafted in consultation with the Regional District's solicitor. The policy contains a number of elements, including:

- Recognition that the Regional District's approach to bylaw enforcement is generally complaint-based (with the exception of the Building Bylaw);
- Recognition that the identity of complainants will be protected;
- Considerations of the Regional District in determining whether a legal remedy should be sought in relation to infractions for which a complaint has been received;
- Recognition that the Regional District may initiate enforcement action in the absence of a complaint if special circumstances warrant such action; and
- Recognition that there is some duty of care on the part of the Regional District in relation to the Building Bylaw, largely established through case law, to place a notice on title under Section 695 of the *Local Government Act* to notify the public of infractions of that bylaw. (The legislative reference has since changed from Section 695 of the *Local Government Act* to Section 302 of the *LGA*)

Implications

In reviewing the Regional District of Kootenay Boundary Bylaw Enforcement Policy, the only element of the policy that appears to be outdated is the legislative reference to the applicable section in the *Local Government Act*, which has changed from Section 695 to Section 302 (RSBC 2015). The other legislative references in the policy to the *Community Charter* and the *Freedom of Information and Protection of Privacy Act* remain accurate. It is recommended that the policy be amended to reflect the appropriate *Local Government Act* section number reference (Section 302).

If the Regional District adopts additional regulatory bylaws in the future, such as nuisance bylaws (eg. unsightly premises, noise, etc.), the policy may need to be amended at that time to reflect the provisions of those bylaws.

Advancement of Strategic Planning Goals

Review of the Bylaw Enforcement Policy, and regular review of all policies, advances the Board of Directors strategic goal of continuing to "...focus on good management and governance."

Background Information Provided

- Regional District of Kootenay Boundary Bylaw Enforcement Policy (2009)

Alternatives

1. Forward the Bylaw Enforcement Policy to members of the Board of Directors with the proposed amendment;
2. Forward the Bylaw Enforcement Policy to the members of the Board of Directors with additional amendments to that proposed;
3. Defer consideration of the policy pending further information.

Recommendation(s)

That the Regional District of Kootenay Boundary Bylaw Enforcement Policy be amended to update the *Local Government Act* legislative reference from Section 695 to Section 302, and further that the amended policy be referred to Directors for comment.


POLICY TITLE: Bylaw Enforcement
APPROVAL DATE: October 29, 2009

DATE OF REVIEW:

Policy: The Regional District of Kootenay Boundary does not have the resources to formally review properties on a regular basis in order to determine whether or not its various building and zoning bylaws are being complied with at all times. Therefore, it is the policy of the Regional District to primarily rely on citizen complaints as a means of enforcing these bylaws. In order to encourage valid complaints and to reduce the opportunity for intimidation and conflict, the Regional District needs to establish a balance of accountability and confidentiality among the various parties to this process.

Purpose: To establish the process in which alleged bylaw enforcement matters are investigated and adjudicated.

Procedure: The following policies shall therefore apply regarding bylaw enforcement procedures:

The following policies shall therefore apply regarding bylaw enforcement procedures:

1. To be considered valid by the Regional District, a complaint shall be in writing and shall contain the name, address and phone number of the complainant and shall describe the nature of the alleged infraction.
2. As a matter of practice, the identity of the complainant and the written complaint itself shall not be disclosed to the alleged violator or any member of the public. It is not necessary for the complainant to request confidentiality. Likewise, the response of the alleged violator shall not be disclosed to the complainant, whether it is in writing or made orally. This policy is in recognition of the fact that many complaints take place in the context of other disputes between neighbours and that the motivation for the complaint itself could be one of retribution. Disclosure could serve to exacerbate the dispute and may even put persons at risk.

3. Upon receipt of a valid complaint the Regional District will then initiate an investigation. Should an infraction be suspected, and in seeking a remedy therefore, the Regional District will consider such matters as the scale, number and duration of the infraction(s); the current, short, and long term impacts caused by the infraction; the potential for precedents and the resources available to resolve the matter. It will not be the policy of the Regional District to necessarily seek a final legal remedy for all alleged infractions. The Regional District may choose not to initiate an investigation in the event that a complaint is submitted by an individual who has previously submitted unfounded complaints. As a general rule, in order for a complaint to be considered valid, it shall be submitted by a person who owns, resides upon, or otherwise has interest in property that is impacted by the alleged infraction.
4. The anonymity and confidentiality given to complainants and alleged violators under this policy cannot be assured if investigation results in court proceedings. If a request is made to the Regional District of disclosure under the *Freedom of Information and Protection of Privacy Act*, it shall be the policy of the Regional District to refuse disclosure under Section 15 of the *Act*, unless consent is obtained from the persons who supplied the information and who would otherwise be assured of confidentiality under this policy. The Regional District, however, is subject to orders issued by the Information and Privacy Commissioner under the *Act* and will not necessarily appeal an order for disclosure.
5. This policy does not preclude the Regional District from initiating enforcement of its bylaws in the absence of a complaint where special circumstances warrant such action. Such circumstances may include: health and safety considerations; Regional District liability; the scale or the flagrancy of the infraction.

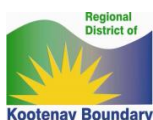
Notwithstanding the above, it is the policy of the Regional District of Kootenay Boundary to enforce all Building Bylaw infractions that are known to the Regional District's Building Inspection Department. At a minimum, the Regional District shall endeavour to place a notice on the title of the property pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* where the Building Inspector becomes aware of a contravention of a Building Bylaw.

Section 15 of the Freedom of Information and protection of Privacy Act reads as follows:

Disclosure harmful to law enforcement

15 (1) *The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to*

- (a) harm a law enforcement matter,*
- (b) prejudice the defence of Canada or of any foreign state allied to or associated with Canada or harm the detection, prevention or suppression of espionage, sabotage or terrorism,*
- (c) harm the effectiveness of investigative techniques and procedures currently used, or likely to be used, in law enforcement,*
- (d) reveal the identity of a confidential source of law enforcement information,*
- (e) reveal criminal intelligence that has a reasonable connection with the detection, prevention or suppression of organized criminal activities or of serious and repetitive criminal activities,*
- (f) endanger the life or physical safety of a law enforcement officer or any other person,*
- (g) reveal any information relating to or used in the exercise of prosecutorial discretion,*
- (h) deprive a person of the right to a fair trial or impartial adjudication,*
- (i) reveal a record that has been confiscated from a person by a peace officer in accordance with an enactment,*
- (j) facilitate the escape from custody of a person who is under lawful detention,*
- (k) facilitate the commission of an offence under an enactment of British Columbia or Canada, or*
- (l) harm the security of any property or system, including a building, a vehicle, a computer system or a communications system.*



POLICY TITLE:	Flag Half-Masting
ORIGINAL APPROVAL DATE:	July 27, 2006
REVIEWED BY P&P COMMITTEE:	March 14, 2018 May 9, 2018
ADOPTED BY BOARD OF DIRECTORS:	

Policy: The Regional District of Kootenay Boundary will fly the Canadian flag at half-mast following the death of an individual as defined in this policy.

Purpose: Flags are flown half-mast as a sign of respect and mourning upon death. Flags are normally flown at half-mast from the time of notification of death, up to and including the day of the funeral.

This policy is to establish guidelines for the half-masting of the Canadian flag at the Regional District of Kootenay Boundary offices.

Procedure: The centre of the flag should be exactly half way down the mast height when at half-mast.

Flags will be flown at half-mast in the case of the death of:

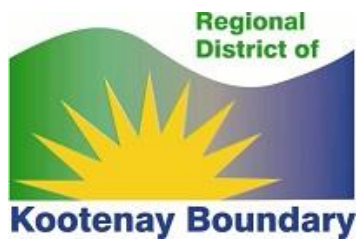
1. The Sovereign, or a member of the Royal Family related in the first degree to the Sovereign.
2. Governor General or former Governor General of Canada.
3. Prime Minister or former Prime Minister of Canada.
4. A Chief Justice of Canada.
5. Lieutenant Governor of British Columbia.
6. Premier or former Premier of British Columbia.
7. Chief Justice of British Columbia.
8. Speaker of the Legislative Assembly.

9. Provincial Cabinet Ministers.
10. The sitting member in the Provincial legislature or a past sitting member of the local riding.
11. Chair or sitting member of the Regional District of Kootenay Boundary Board.
12. A member of the Canadian Armed Forces while on duty whose residence is within the boundaries or was raised within the boundaries of the Regional District of Kootenay Boundary.
13. A current employee of the Regional District of Kootenay Boundary.

In addition:

14. On other occasions as recommended by the Protocol Office of British Columbia.
15. On other occasions as deemed appropriate by Regional District of Kootenay Boundary resolution including, but not limited to:
 - On Remembrance Day, and
 - On the day determined by the Canadian Fallen Firefighters Foundation.
16. 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.
17. 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 current Regional District of Kootenay Boundary fire fighter;
 - the death of a retired Regional District of Kootenay Boundary fire fighter (half-masting at the local fire hall); or
 - the death of a public safety responder in the line of duty within the Regional District of Kootenay Boundary or a neighbouring jurisdiction.

Communications staff shall prepare and distribute a timely notice to the public and staff that outlines the reason for each occasion of half-masting.

**STAFF REPORT**

Date: 09 Mar 2018
To: **Chair Martin and Members of the Policy and Personnel Committee**
From: Mark Andison, Chief Administrative Officer
Re: RDKB Flag Half-Masting Policy Review

File Policies

Issue Introduction

A staff report from Mark Andison, Chief Administrative Officer, reviewing the Regional District of Kootenay Boundary Flag Half-Masting Policy.

History/Background Factors

At last month's meeting, the Policy and Personnel Committee reviewed and discussed some suggested changes to the RDKB Flag Half-Masting Policy which has been in place since 2006 and was reviewed in 2015. The recent death of an employee from a neighbouring jurisdiction had raised some questions associated with the current policy.

It was noted last month that within the current policy (attached), the list of occasions upon which flags located on RDKB properties are flown at half-mast appears to be more limited than the Protocol Office of British Columbia's list of occasions that warrant the flags being flown at half-mast. Similarly, a review of other local government jurisdictions' flag half-masting policies demonstrates that the RDKB's list is limited by comparison.

Last month's report identified some occasions that are listed as being appropriate for flag half-masting in the BC protocol and/or other local government jurisdictions' policies, but are not included in the RDKB policy. These included:

- 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:

1. to recognize the passing of a citizen of the Regional District of Kootenay Boundary or a person of national or international stature who has had a significant impact on the community;
 2. in response to a tragic or catastrophic event in the world;
- a RDKB Fire Chief, General Manager, Operations, 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 passing of a retired fire fighter, the death of an RDKB fire fighter, or the death of a fire fighter from another local government jurisdiction in the line of duty.

The Committee discussed concerns with half-masting the flag upon the death of citizens of the RDKB or persons of national or international stature who have had a significant impact upon the community, due to the ambiguity associated with making those decisions. The Committee also discussed half-masting the flag upon the passing of fire fighters and noted that it may be beneficial to be more inclusive of other types of protective services responders.

Ultimately, the Committee requested that staff make some changes to the proposed policy additions to reflect the Committee's discussions. Accordingly, staff suggests the following additions be made to the Flag Half-Masting Policy:

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;*
- *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 be amended to include a directive that RDKB communications staff shall prepare and distribute a notice to the public and staff that outlines the reason for the half-masted flags.

Implications

The recommended changes to the Flag Half-Masting Policy will expand the occasions on which the RDKB may lower its flags to half-mast. The changes will provide some new discretionary authority for various RDKB officials to approve the lowering of flags on those occasions that are deemed by those parties to be appropriate.

Advancement of Strategic Planning Goals

Review of the Flag Half-Masting Policy, along with regular reviews of other policies, advances the Board of Directors strategic objective to "...continue to focus on good management and governance."

Background Information Provided

1. RDKB Flag Half-Masting Policy
2. Office of Protocol, Province of British Columbia - Flag Half-Masting Policy

Alternatives

1. Amend the Flag Half-Masting Policy as recommended in this staff report;
2. Consider additional or different amendments to the policy;
3. Maintain the existing policy without any changes.

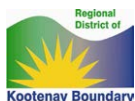
Recommendation(s)

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;
- 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 be amended to include a directive that RDKB communications staff shall prepare and distribute a notice to the public and staff that outlines the reason for the half-masted flags.



POLICY TITLE: Half-Masting of Canadian Flag

APPROVAL DATE: July 27, 2006

REVIEWED BY COMMITTEE: March 11, 2015

ADOPTED BY BOARD OF DIRECTORS: March 31, 2015

Policy: The Regional District of Kootenay Boundary will fly the Canadian flag at half-mast following the death of an individual as defined in this policy.

Purpose: Flags are flown half-mast as a sign of respect and mourning upon death. Flags are normally flown at half-mast from the time of notification of death, up to and including the day of the funeral.

This policy is to establish guidelines for the half-masting of the Canadian flag at the Regional District of Kootenay Boundary offices.

Procedure: The centre of the flag should be exactly half way down the mast height when at half-mast.

Flags will be flown at half-mast in the case of the death of:

1. The Sovereign, or a member of the Royal Family related in the first degree to the Sovereign.
2. Governor General or former Governor General of Canada.
3. Prime Minister or former Prime Minister of Canada.
4. Chief Justice of Canada.
5. Lieutenant Governor of British Columbia.
6. Premier or former Premier of British Columbia.
7. Chief Justice of British Columbia.
8. Speaker of the Legislative Assembly.

*Page 1 of 2
Flag Half-Masting Policy
July 27, 2006*

9. Provincial Cabinet Ministers.
10. The sitting member in the Provincial legislature or a past sitting member of the local riding.
11. Chair or sitting member of the Regional District of Kootenay Boundary Board.
12. A member of the Canadian Armed Forces while on duty whose residence is within the boundaries or was raised within the boundaries of the Regional District of Kootenay Boundary.
13. On other occasions as recommended by the Protocol Office of British Columbia.
14. On other occasions as deemed appropriate by Regional District of Kootenay Boundary resolution.
 - On Remembrance Day, and
 - On the day determined by the Canadian Fallen Firefighters Foundation.



POLICY MANUAL
OFFICE OF PROTOCOL
GOVERNMENT OF BRITISH COLUMBIA

British Columbia Rules for Half-Masting – see separate policy for half-masting at offices abroad

Procedures:

Flags are flown at the half-mast position as a sign of respect and mourning for an individual of precedence.

The position of the flag, when flying half-mast will depend on its size, the length of the flagstaff and its location. As a general rule, the centre of the flag should be exactly halfway down the flagstaff or pole. The flag must be lowered at least to a position recognisably “half-mast” to avoid the appearance of a flag that has accidentally fallen away from the top of the mast/staff owing to a loose flag rope.

The flag is brought to the half-mast position by first raising it to the top of the mast/pole and then immediately lowering it slowly to the half-mast position.

On occasions requiring that one flag be half-masted, all flags flown together should also be half-masted. Where the direction is to lower the National (Main) Flag and only the Provincial Flag is flying, the notice shall apply to the Provincial Flag. Flags will only be half-masted on those flagpoles fitted with halyards and pulleys. Some buildings fly flags from horizontal or angled poles, without halyards, to which flags are permanently attached; flags positioned as such will not be half-masted.

Flags are not normally half-masted in British Columbia for the death of a current or former foreign or Commonwealth Head of State or Government as they are recognised by Federal jurisdiction; nor for Federal Ministers, Senators or Members of Parliament who are not from British Columbia. (However, the Premier has discretionary provisions in these cases.)

As soon as the Department of Canadian Heritage is advised of the death of a person mentioned below, or of a person whom it is desired to honour, they will inform all federal agencies and the British Columbia Office of Protocol. The Protocol office will then inform, by E-mail and if necessary, by phone or facsimile, all Province of British Columbia offices, Crown Corporations and Agencies, Courts and other Government Institutions through the British Columbia Buildings Corporation, which provides direction to BLJC WSI (Brookfield Lepage Johnson Controls Workplace Solutions Incorporated).

In regards to half masting the **Canadian Flag**: it is at the discretion of whomever owns the flag pole and/or the property on which the flag pole resides.



Statutory Holidays, Heads of State Visits and Death of the Sovereign:

During periods of half-masting, the flag is raised to full-mast on all Provincial Government buildings including the Legislative Building on the following legal holidays Victoria Day, Canada Day and British Columbia Day. It is also raised to full-mast at the Legislative Building while a Head of State is visiting British Columbia. These procedures do not apply while flags are half-masted for the death of the Sovereign when they are only raised to full-mast for the day on which the accession of the new Monarch is proclaimed.

Flags will be flown at half-mast at all provincial government buildings, Crown corporations and agencies, courts and institutions in British Columbia on the following special days and in the case of the death of certain people as indicated below:

Special days flags are half-masted:

<ul style="list-style-type: none"> • April 9 – Vimy Ridge Day (<i>at Leg only</i>) • April 28 – Workers' Mourning Day • June 23 – National Day of Remembrance for Victims of Terrorism • Second Sunday in September – Firefighters' National Memorial Day • Last Sunday in September – Police and Peace Officers' National Memorial Day • November 11 – Remembrance Day • December 6 – National Day of Remembrance and Action on Violence Against Women 	<p>Location: Within the Province of British Columbia on all Provincial Government Buildings, including the Legislative Building</p> <p>Duration: From sunrise to sunset on the designated day. Same for Police and Peace Officer's National Memorial Day and Remembrance Day unless half-masting occurs near cenotaph or place where remembrance or memorial is being observed, then half-masting can occur at 11:00 am or according to the prescribed order of service, until sunset.</p> <p>Discretion: no</p> <p>Initiated by: the Federal Government</p>
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Days the Union Jack is flown (should be 4.5X9)

<ul style="list-style-type: none"> • Dec 11 – Anniversary of the proclamation of the Statute of Westminster • The second Monday in March – the date of the official observance of Commonwealth Day* 	<p>Location: Where physical arrangements allow, be flown along with the Provincial and Canadian flag thin the Province of British Columbia at the Legislative Building only on Courtesy Flagpole #4</p> <p>*Exception is Commonwealth Day in which it should be flown within the Province of British Columbia on all Provincial Government Buildings, including the Legislative Building</p> <p>Physical arrangements means the existence of at least two flag poles. The Canadian flag will always take precedence and will not be replaced by the Union Jack. Where only one pole exists, no steps shall be taken to erect an additional pole.</p> <p>Duration: From sunrise to sunset on the designated day.</p> <p>Discretion: no</p> <p>Initiated by: the Federal Government</p>
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Deaths where flags are half-masted:

	EVENT	HALF-MASTING PROTOCOL FOR BC
1	<ul style="list-style-type: none"> • Death of a Sovereign • Death of the Sovereign's spouse, heir to the Throne and heir of the Sovereign's heir to the Throne • Death of the current or a former Governor General • Death of the current or a former Prime Minister • Death of the Chief Justice of Canada • Death of a Federal Cabinet Minister from a British Columbia Constituency 	<p>Location: Within the Province of British Columbia on all Provincial Government Buildings, including the Legislative Buildings.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service.</p> <p>Discretion: no</p> <p>Initiated by: the Federal Government</p>
2	<ul style="list-style-type: none"> • Death of a member of the Royal Family other than those related in the first degree to the Sovereign 	<p>Half-masting not explicitly recommended but general discretionary powers of Prime Minister could be invoked when necessary.</p> <p>Discretion: yes (Prime Minister then Premier*)</p> <p>Initiated by: the Federal Government</p>
3	<ul style="list-style-type: none"> • Death of the current or a former Lieutenant Governor of British Columbia • Death of the current or a former Premier of British Columbia • Death of serving Speaker of the Legislative Assembly • Death of a member of the Executive Council of the Government of British Columbia • Death of the Leader of the Opposition of British Columbia 	<p>Location: Within the Province of British Columbia on all Provincial Government Buildings, including the Legislative Building.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of memorial service.</p> <p>Discretion: no</p> <p>Initiated by: the Provincial Government</p>



3a	<ul style="list-style-type: none"> • Death of the current or former Chief Justice of the Appeal Court British Columbia • Death of the current or former Chief Justice of the Supreme Court of B.C. 	<p>Location: Within the Province of British Columbia on all Provincial Courthouses.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of memorial service.</p> <p>Discretion: no</p> <p>Initiated by: the Provincial Government</p>
4	<ul style="list-style-type: none"> • Death of a member of The Queen's Privy Council for Canada** residing in British Columbia • Death of a Senator from British Columbia • Death of a member of the House of Commons from a British Columbia constituency 	<p>Location: On all provincial buildings and establishments in the community of his or her place of residence (riding in the case of a member of the House of Commons), excluding the Parliament Buildings if the place of residence is Victoria.</p> <p>Duration: from the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service. At the Legislative Building only from sunrise to sunset on the day of the funeral or memorial service.</p> <p>Discretion: no</p> <p>Initiated by: the Federal Government</p> <p>Note: Decision to half-mast at the Legislative Building should be reviewed as well as half-masting everywhere in the community or just a place of residence (i.e. office in that community)</p>



5	<ul style="list-style-type: none"> Death of a senior representative within the Province of British Columbia, of the house of faith. 	<p>Location: Only at place of residence on buildings owned by the individual house of Faith.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of memorial service.</p> <p>Note: Flags are not half-masted on any Province of British Columbia Building or at the Legislative Building.</p>
6	<ul style="list-style-type: none"> Death of a Justice of the Court of Appeal of British Columbia Death of a Puisne Justice of the Supreme Court of British Columbia Death of the Chief Judge of the Provincial Court of British Columbia 	<p>Location: Provincial Government buildings at the place of residence only where Justice presided.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service.</p> <p>Discretion: no</p> <p>Note: Flags are not half-masted on any other Province of British Columbia Building or at the Legislative Building.</p>
7	<ul style="list-style-type: none"> Death of a Member of the Legislative Assembly in office 	<p>Location: At the Legislative Building and at Provincial Government buildings in the member's constituency.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service</p> <p>Discretion: no</p> <p>Initiated by: the Provincial Government</p>



8	<ul style="list-style-type: none"> Death of the Commander Maritime Forces 	<p>Location: Flag to be flown half-mast at the Discretion of the Armed Forces Command.</p> <p>Note: Flags are not half-masted at the Legislative Building or at Provincial Government Buildings.</p> <p>Initiated by: the Federal Government</p>
9	<ul style="list-style-type: none"> Death of a member of the Canadian Forces <p>CF Policy - A. All flags within the task force to which a member is assigned at the time of death shall be half-masted from the day of death until sunset the day of the funeral b. All flags at the home base/station of the member shall be half-masted from the day of death until sunset the day of the funeral c. All flags within the environment (sea, land or air) to which the member was assigned shall be half-masted from sunrise to sunset on the day of the funeral and d. All flags at ndhq (101 colonel by drive only) shall be half-masted from the day of death until sunset the day of the funeral</p>	<p>Location: Provincial Government buildings at the place of residence only where the member resided.</p> <p>Duration: From sunrise to sunset on the day of the memorial service taking place in B.C.</p> <p>Discretion: no</p> <p>Note: Flags are not half-masted on any other Province of British Columbia Building or at the Legislative Building.</p>
10	<ul style="list-style-type: none"> Death of a Mayor of a City or Municipality within British Columbia 	<p>Location: At Provincial Government Buildings within the city or municipality, excluding the Legislative Building if the city is Victoria.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service.</p>



		Discretion: no Initiated by: the City/Municipality
11	<ul style="list-style-type: none"> Death of one of the Chancellors of a B.C. University (5) 	Location: At the University only. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service Note: No half-mast at Province of British Columbia Buildings or at the Legislative Building. Initiated by: the University.
12	<ul style="list-style-type: none"> Death of a special person as designated by the Premier of British Columbia and in instances not provided for and which warrant half-masting for "special consideration" 	Location: The Premier of British Columbia* may determine to have flags at half-mast (for this one occurrence only) at either all Provincial Buildings or at the Legislative Building only. No anniversary of this occurrence. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service. Discretion: yes (Premier) Initiated by: the Provincial Government
13	<ul style="list-style-type: none"> Death of a current or former Commonwealth Head of Government or State Death of a current or former Head of State other than the Commonwealth 	Flags are not normally half-masted in British Columbia for the death of a current or former foreign or Commonwealth Head of State or Government as they are recognised by Federal jurisdiction.



	of Countries	Discretion: yes (Premier)
14a)	<ul style="list-style-type: none"> Death of a senior permanent officer of the Legislature, while in service of the Legislative Assembly of British Columbia 	<p>Location: The main flag pole at the Legislature only.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service.</p> <p>Discretion: yes (Speaker on behalf of the Legislative Assembly)</p> <p>Initiated by: the Legislative Assembly</p>
14 b)	<ul style="list-style-type: none"> Death of an employee, while in the service of government, of the Province of British Columbia 	<p>Location: On those buildings and establishments affiliated to the concerned Ministry, Agency, Crown Corporation in British Columbia and at the place of work of the employee.</p> <p>Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service.</p> <p>Discretion: yes (Minister)</p> <p>Initiated by: the Provincial Government</p>
15	<ul style="list-style-type: none"> Death of a City/Municipal Councillor 	<p>Location: At Discretion of the Mayor of the City/Municipality. Generally, for a serving councillor flags are half-masted the place of residence for that councillor (City/Municipal Hall) only.</p> <p>Half-masting for the death of former Mayors or Councillors is at the Discretion of the serving Mayor and Council. It should be noted that a decision to half-mast in a particular situation can set precedence and should be carefully reviewed.</p>



16	<ul style="list-style-type: none"> Death of an accredited head of consular post in Vancouver while in British Columbia (i.e. Consul General) 	<p>Location: At the Legislative Building only.</p> <p>Duration: From sunrise to sunset on the day of the funeral/memorial service or, should there be no such service scheduled, on the day that the remains depart Canada. (Should a service be scheduled on a date different from the one that will witness the departure, half-masting would take place on the day of the service and not on the day that the remains depart Canada.)</p> <p>Discretion: yes</p> <p>Initiated by: the Provincial Government</p>
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Notes:

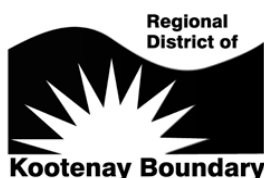
No half-masting for former members of Executive Council of British Columbia, for former leaders of the opposition of British Columbia, or for former Chief Justices of the Appeal or Supreme Courts of British Columbia.

*** In areas where the Premier has discretion, the process for making a recommendation to the Premier is by the Director and Chief of Protocol through the Deputy Minister of Intergovernmental Relations.**

**** The Queen's Privy Council for Canada** – On the advice of the Prime Minister, the Governor General appoints new ministers to the Queen's Privy Council before they are sworn in as ministers. The Prime Minister of the day may choose to recommend the appointment of other persons of distinction as a special form of honour. The Queen's Privy Council for Canada thus includes not only members of the present ministry (cabinet) but also former ministers and other distinguished persons.

Should a half-masting need to be commenced on a weekend or statutory holiday, in addition to an e-mail being sent out by the Office of Protocol, Security at the Parliament Buildings 387-5516 and at Government House 387-2079 will be telephoned. Flags are permitted to be lowered on the Friday evening prior to the half-masting date and raised again on the morning of the next business day in order to avoid high overtime costs.

Original dated June 11, 2004
Updated December 2012



Staff Report

Date:	May 24, 2018	File #:	B-2404-06180.094
To:	Chair Russell and Members of the Board		
From:	Ken Gobeil, Planner		
RE:	Procedure Request – Fees and Procedure Bylaw 1231		

ISSUE INTRODUCTION

The RDKB has received a request to review an application prior to a 6 month waiting period for consideration for a reapplication that was denied by the Board of Directors as per the RDKB Fees and Procedures Bylaw no. 1231 (see and Applicant's Submission, Fees and Procedures Bylaw no. 1231).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	0819264 BC Ltd. (Tim and Kim Adrain)
Location:	325 Grandview Pl, Genelle, Electoral Area 'B'/ Lower Columbia-Old Glory
Legal Description(s):	Lot J, District Lot 2404, Plan NEP22865, KD
Area:	1740m ² (0.43 acres)
	Vacant
Land Use Bylaws	
Official Community Plan Bylaw No. 1470	Genelle Residential
DP Area	N/A
Zoning Bylaw No. 1540	Residential 2 (R2)
Other	
ALR:	N/A
Waterfront / Floodplain	N/A

The subject property fronts Grandview Place on the south, and the Canadian Pacific Railway to the North. The property is currently vacant; all properties on the south side of Grandview Place are developed, while the properties on the north side are vacant. All

properties surrounding the subject property are zoned 'Residential 2'. The property was created in 1996.

On January 25, 2018 the Board of Directors denied an application for a Development Variance Permit for a proposed garage. The variances requested were:

The requested variances are as follows:

- Increase the maximum allowable size of the storage building permitted in section 302.2(g) of the Zoning Bylaw by 182m² from 60m² to 242m².
- Increase the maximum allowable height of an accessory building in the Residential 2 Zone in section 603.8(b) of the Zoning Bylaw by 2.2m, from 4.5m to 6.7m.

After the January 25, 2018 Board meeting, the applicant remained in contact with RDKB staff and in late April 2018, submitted a new Development Variance Permit application. The building proposed for this application is slightly different from the building plans submitted for the application that was denied in January 2018.

Section 11(1) and 11(2) of the RDKB Fees and Procedures Bylaw No. 1231 set the procedure for reapplication of for a permit application that has been previously denied by the Board of Directors:

- (1) Unless an exception has been made pursuant to Section 11(2), an applicant who has been denied a bylaw amendment or permit pursuant to the bylaw may re-apply, except that the application will not be considered by the Board until six (6) months immediately following the date of decision.*
- (2) The time limit specified in subsection (1) may be varied in relation to a specific re-application by an affirmative vote of at least two-thirds (2/3) of Board members.*

PROPOSAL

The applicant is requesting the Board of Directors consider the re-application prior to the six month requirement of Section 11(1) of the Fees and Procedures Bylaw no. 1231.

IMPLICATIONS

The applicant notes that a neighbouring property owner that was opposed with the application and supported other community members to asserting opposition to the proposal has sold their property and that the new owner does not share concerns that were noted by community members in January 2018. The applicant feels that with the change in ownership and changes to building design, surrounding property owners will not be as opposed to the application (see Applicant's Submission).

As per the Fees and Procedures Bylaw, the RDKB cannot begin processing this application until six months (6) after the date of decision made by the Board of Directors on January 25, 2018, which would be July 25, 2018. However, with direction from the Board of Directors with a affirmative vote by at least two-thirds (2/3) of the members of the Board, this application can be reviewed sooner.

This report only discusses the request to have the application reviewed prior to the six month delay in review as noted in the Fees and Procedures Bylaw. The revised Development Permit Variance application will be reviewed in a separate report. This revised application has also not been reviewed by the Electoral Area 'B'/Lower Columbia-Old Glory Advisory Planning Commission.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors approve the request submitted by Tim Adrain of 0819264 BC Ltd to consider a Development Variance Permit application within six months of a previous decision, as per section 11(2) of the Fees and Procedure Bylaw No. 1231.

ATTACHMENTS

Site Location Map
 Subject Property Map
 Applicant Submission
 Fees and Procedures Bylaw No. 1231





APPLICANT SUBMISSION

From: Tim Adrain
To: [Ken Gobeil](#)
Subject: Variance
Date: April 25, 2018 6:51:38 AM

Hi Ken. Due to the recent changes in my situation, I would like to request the board to review my variance application as the neighbor next door,(who spearheaded the petition), has sold his property. The new owners have told me they have no problem with my rv storage building. I have also shrunk the overall size by 700 feet and have shortened the height by 6 feet. I feel with the prime opposer out of the situation, his family and friends won't care near as much, if at all. Terry Hubbard mislead people into thinking it was going to be used for commercial use which is not the case.

Thank you for your consideration.

Tim Adrain

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FEES & PROCEDURES BYLAW

Bylaw No. 1231 adopted the 30th day of
July, 2004 together with Amendment Bylaws:

CONSOLIDATED FOR CONVENIENCE ONLY

Consolidated bylaws are consolidated for convenience only and are merely representative. Each consolidated bylaw consists of the original bylaw text and maps, together with current amendments which have been made to the original version. Copies of all bylaws (originals and amendments) may be obtained from the RDKB Planning and Development Department.

<u>BYLAW NO.</u>	<u>DATE OF ADOPTION</u>
1244 – RDKB (Addition of <i>Application to vary Floodplain Setback</i> and associated fee – File F7)	July 30, 2004
1278 – RDKB (Placing signs 7 days before APC Meetings – F7)	July 28, 2005
1296 – RDKB Designation of Heritage Properties – (F-7)	January 26, 2006
1495 – RDKB Application Closure	November 24, 2011

Although RDKB Planning Department staff attempt every effort to provide the most up-to-date version of this bylaw (text and associated maps), this existing document may be somewhat out of date; particularly if the bylaw is presently being amended.

Persons viewing this reproduction of the bylaw (text and maps) are cautioned that it should not, in any case, be relied on for legal purposes or to make important decisions.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW No. 1231, 2004

FEES AND PROCEDURES BYLAW

A Bylaw to establish fees and procedures to amend official community plans, and zoning bylaws, to issue permits, and to apply to the Board of Variance, pursuant to Part 26 of the *Local Government Act*.

WHEREAS the Regional District of Kootenay Boundary Board of Directors has adopted bylaws under Part 26 of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors shall, under Section 895(1) of the *Local Government Act*, adopt a bylaw which establishes procedures to amend an official community plan, a zoning bylaw, and to issue permits;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors may, pursuant to Section 931 of the *Local Government Act*, adopt a bylaw which imposes fees payable upon application to amend an official community plan or zoning bylaw; to issue a permit under Division (9) of Part 26 of the *Local Government Act*; and for an order of the Board of Variance;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors must, pursuant to Sections 892, 893, 921 and 922 of the *Local Government Act*, give notice of a public hearing, the waiving of a public hearing, an application for a temporary commercial or industrial use permit, and an application for a development variance permit and may, by bylaw, specify distances for giving notice.

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, hereby enacts as follows:

Content

- 1. Repeal
- 2. Title
- 3. Definitions
- 4. Scope
- 5. Application
- 6. Fees
- 7. Process to Amend an Official Community Plan or Zoning Bylaw, Issue a Permit, or Amend a Permit
- 8. Board of Variance Applications
- 9. Board Decisions on Applications
- 10. Decision to Deny a Permit, or an Amendment to a Bylaw
- 11. Re-application
- 12. Public Notice
- 13. Application Closure*
- Schedule A Application Fee Schedule
- Schedule B Development Proposal Sign Requirements

- 1. **Repeal**
Regional District of Kootenay Boundary Procedures and Fees Bylaw No. 878, 1995 and all amendments thereto are hereby repealed.
- 2. **Title**
This Bylaw may be cited as "Regional District of Kootenay Boundary Fees and Procedures Bylaw No. 1231, 2004".
- 3. **Definitions**
For the purpose of this bylaw, the following terms are defined as follows:
“Board” means the elected and appointed Directors of the Regional District of Kootenay Boundary acting as the Regional District of Kootenay Boundary Board of Directors in assembled meetings thereof.

* Amendment Bylaw No. 1495, 2011; November 24, 2011

“Board of Variance” means those persons appointed pursuant to Bylaw No. 1145 and 1146, and Section 899 of the *Local Government Act* as the Board of Variance for the Regional District of Kootenay Boundary, acting in assembled meetings thereof.

“Director of Planning & Development” means a person who holds the position of Director of Planning & Development for the Regional District of Kootenay Boundary.

“Planning & Development Committee” means those persons appointed as the Planning & Development Committee for the Regional District of Kootenay Boundary, acting in assembled meetings thereof.

“Regional District” means the corporation of the Regional District of Kootenay Boundary, in the Province of British Columbia, and where the context so requires also means the land included in the boundaries of the Regional District of Kootenay Boundary.

4. **Scope**

This bylaw shall apply to the following:

- (a) Applications for official community plan and zoning bylaw amendments;
- (b) Applications for:
 - (i) development permits;
 - (ii) development permit amendments;
 - (iii) development variance permits;
 - (ii) temporary commercial and industrial use permits; and
- (c) Applications to the Board of Variance;
- (d) Site-specific floodplain management bylaw exemptions;*
- (e) Applications for Designation of Heritage Properties**.

5. **Application**

Applications made pursuant to this bylaw shall be made by the owner of the land that is subject to the application, or by an agent who is duly authorized by the owner. Such applications shall be in writing and be submitted to the office of the Regional District on the appropriate form, which is provided for that purpose by the Regional District.

6. **Fees**

Upon Submission of applications made pursuant to this bylaw, the applicant shall pay to the Regional District a fee in accordance with the fee schedule attached hereto as Schedule „A” forming part of this bylaw.

7. **Process to Amend an Official Community Plan or Zoning Bylaw, Issue a Permit, or Amend a Permit**

Applications to amend an official community plan bylaw, to amend a zoning bylaw, to issue a permit, or to amend a permit that are submitted in accordance with this bylaw, will be processed by the Director of Planning and Development or their designate, as follows:

- (1) In the event that the Board has delegated the authority to approve or deny the issuance of a permit or permit amendment pursuant to Section 176 of the *Local Government Act*, the Director of Planning and Development will review the application for compliance with Regional District bylaws, policies and other relevant legislation, and upon completing their review will:
 - (a) authorize the issuance of the permit or permit amendment, subject to any conditions imposed by the Director of Planning and Development pursuant to Division 9, Part 26 of the *Local Government Act*; or
 - (b) deny the issuance of the permit or permit amendment.

* **	Amending Bylaw No. 1244; July 30, 2004 Amending Bylaw No. 1296; January 26, 2006
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- (2) Except in the event that the Board has delegated authority to approve or deny the issuance of a permit or permit amendment pursuant to Section 176 of the *Local Government Act*, the Director of Planning and Development or their designate will present a report to the Planning and Development Committee for its consideration and subsequent recommendation to the Board. The report shall contain a summary of the application with additional relevant information, analysis and interpretation, including any available advisory planning commission comments relating to the application.

8. **Board of Variance Applications**

An application for an order of the Board of Variance submitted with the fee prescribed by this bylaw will be processed pursuant to the applicable Board of Variance bylaw: “Regional District of Kootenay Boundary Board of Variance Bylaw No. 1145, 2001”; or “Regional District of Kootenay Boundary Board of Variance Bylaw No. 1146, 2001”.

9. **Board Decisions on Applications**

- (1) Upon consideration of an application to amend an official community plan bylaw, a zoning bylaw, the Board may, by resolution: proceed with an amendment bylaw; deny the application; or table the application pending further information.
- (2) Upon consideration of an application for a permit, or to amend a permit, the Board may, by resolution: authorize the issuance of a permit; deny the application; or table the application pending further information.

10. **Decision to Deny a Permit, or an Amendment to a Bylaw**

In the event that a permit or an amendment to a bylaw is denied, the Director of Planning and Development or their designate will notify the applicant in writing within thirty (30) days immediately following the date of the decision.

11. **Re-application**

- (1) Unless an exception has been made pursuant to Section 11(2), an applicant who has been denied a bylaw amendment or a permit pursuant to this bylaw may re-apply, except that the application will not be considered by the Board until six (6) months immediately following the date of decision.
- (2) The time limit specified in subsection (1) may be varied in relation to a specific re-application by an affirmative vote of at least two-thirds (2/3) of Board members.
- (3) Pursuant to Section 921(13) of the *Local Government Act* a person to whom a temporary commercial or industrial use permit has been issued may apply to have the permit renewed. The permit may be renewed only once.

12. **Public Notice**

- (1) The public notice requirements for applications to amend an official community plan bylaw, to amend a zoning bylaw, to issue a permit, or to amend a permit are prescribed in Part 26 of the *Local Government Act* as follows:

Application Type	Local Government Act Section
Official Community Plan Bylaw Amendment	892
Zoning Bylaw Amendment	892
Temporary Commercial and Industrial Use Permit	892 & 921
Development Variance Permit	922

- (2) For any application type noted in Section 12(1) requiring mailed notification, the notice shall be mailed or otherwise delivered to the owners and occupants of parcels located within 60 metres (200 feet) of the subject land.

- (3) In the case of an application for:
- a. a development permit involving a proposed variance to a zoning bylaw regulation;
 - b. a temporary commercial or industrial use permit;
 - c. a site-specific application to amend an official community plan or zoning bylaw,
- the applicant shall erect or cause to be erected on the subject land a notification sign, which is constructed and installed in accordance with the requirements set out in Schedule „B“ attached hereto and forming part of this bylaw.

13. **Application Closure***
- (1) Where the Board tables an application pending further information pursuant to Section 9, if the information requested has not been received by the Regional District of Kootenay Boundary within 365 days of the date of the tabling resolution, the application will lapse and will be closed.
 - (2) An extension to the application closure date referenced in subsection (1) may be granted by a resolution of the Board upon receipt of a written request from the applicant, received no less than 60 days prior to the application closure date, if the Board deems that the extension is warranted due to special circumstances restricting the applicant from providing the information within the specified time period.

READ A FIRST TIME this 25th day of March, 2004.

READ A SECOND TIME this 25th day of March, 2004.

READ A THIRD TIME this 25th day of March, 2004.

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 1231 cited as "Regional District of Kootenay Boundary Fees and Procedures Bylaw No. 1231, 2004" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 25th day of March, 2004.

Chief Administrative Officer\
Corporate Administrator

RECONSIDERED AND FINALLY ADOPTED this 25th day of March , 2004.

Chief Administrative Officer\
Corporate Administrator

I HEREBY CERTIFY that this is a true and correct copy of Regional District of Kootenay Boundary Procedures and Fees Bylaw No. 1231, 2004.

Chief Administrative Officer/
Corporate Administrator

<p>* Amendment Bylaw No. 1495; November 24, 2011</p>

Schedule A

Application and Sign Fee Schedule

OCP and Bylaw Amendments for Electoral Areas A, B, C, and D:

	Fee	Refunds
Zoning Bylaw Amendment	\$1000	50% ¹
Official Community Plan Amendment	\$1000	50% ¹
Zoning and OCP Amendment	\$1200	50% ¹

¹ If the application is denied before proceeding to a public hearing

OCP and Bylaw Amendments for Big White:

	Fee	Refunds
Zoning Bylaw Amendment	\$1600	50% ¹
Official Community Plan Amendment	\$1600	50% ¹
Zoning and OCP Amendment	\$1800	50% ¹

¹ If the application is denied before proceeding to a public hearing

Development Permits at Big White:

	Fee	Refunds
Development Permit	\$200	Non refundable
Development Permit Amendment	\$50	Non refundable
Landscape Reclamation Plan	\$100	Non refundable

Development Permits Not Including Big White:

	Fee	Refunds
Development Permit	\$200	Non refundable
Development Permit Amendment	\$50	Non refundable

Permits in Non-Permit Areas:

	Fee	Refunds
Development Variance Permit	\$450	Non refundable

Temporary Commercial or Industrial Use Permits:

	Fee	Refunds
Temporary Commercial or Industrial Use Permit	\$650	Non refundable
Temporary Commercial or Industrial Use Permit Renewal	\$200	Non refundable

Board of Variance:

	Fee	Refunds
Board of Variance	\$450	Non refundable

*Site Specific Floodplain Management Bylaw Exemptions:

	Fee	Refunds
Site-specific floodplain management bylaw exemptions	\$200	Non refundable

**Designation of Heritage Properties

	Fee	Refunds
Designation of Heritage Properties	\$1,000	Non refundable

Signs:

	Fee	Refunds
Sign board and preparation of text	\$100	\$70 if returned in good condition

* Amendment Bylaw No. 1244; July 30, 2004

** Amendment Bylaw No. 1296; January 26, 2006

Schedule B

Development Proposal Sign Requirements

Signs are required for notification of public hearings for amendments to Official Community Plans and Zoning Bylaws, Development Permits with Variance and Development Variance Permits.

Content:	The purpose of the sign is to inform the public about the nature of the development proposal and how they may provide input. The actual wording shall have the prior approval of the Regional District Planning Department. The sign shall include a title, applicants name, location of development, parcel area, type of application, legal description, purpose of application, ALR status, zoning, OCP designation, development permit area designation and how to contact the Regional District for further information. A sample sign (not to scale) follows.
Posting:	It is the responsibility of the applicant to make, buy or rent the required sign(s) and to post the same. The Regional District has a number of signs available to applicants, and can prepare the required accompanying text. The cost of the sign and refund policy are specified in Schedule A. The applicant must prove, to the satisfaction of the Board of Directors, that the required sign(s) have been erected in accordance with this Bylaw. An acceptable form of proof may include photograph(s) of the sign(s) on the subject property.
Specifications:	Sign(s) shall be 1m×1m or larger and constructed of a durable weatherproof material with a yellow background with black lettering in plain bold text such as Arial. The colour of the background may be other than yellow provided that the prior approval of the Planning Department has been obtained.
Locations:	A sign shall be located on each side of the subject property, which has frontage onto a public road; however, one sign may be sufficient on small corner lots. The sign(s) shall be clearly visible from the street, fixed to the ground not less than 1.2 metres above the surface of the ground, and within 3m of the fronting street.
*Timing:	<div>a) For all bylaw amendments: The sign(s) must be erected on the subject property seven (7) days prior to the date that the Advisory Planning Commission reviews the application, and must remain in place up to and including the date of the public hearing.</div> <div>(b) For Development Permit applications at Big White and all other areas: The sign(s) must be erected on the subject property seven (7) days prior to the date that the Advisory Planning Commission reviews the application and must remain in place until the permit is issued.</div>
Penalty:	Failure to install the sign(s) according to these requirements will result in a delay in the processing of the application. In the case of an application necessitating a Public Hearing, any costs associated with the postponement of the Public Hearing due to failure of the applicant to comply with the requirements of this Bylaw shall be paid for by the applicant.

* Amendment Bylaw No. 1278, July 28, 2005 (replacing original text regarding “timing”)

Sample Showing required Content of Notice of Development Signs:

Recommended Text Sizes:

Title "Notice of Development Proposal"	7 cm (minimum)
All Other Headings	5 mm (minimum)
All Other Lettering	4 mm (minimum)

The following is a sample sign (not to scale):

**NOTICE OF
DEVELOPMENT
PROPOSAL**

APPLICANT:

LOCATION:

PARCEL AREA:

TYPE OF APPLICATION:

LEGAL DESCRIPTION:

PURPOSE OF APPLICATION:

ALR STATUS:

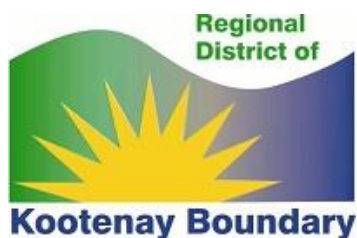
ZONING:

OCP DESIGNATION:

DEVELOPMENT PERMIT AREAS:

FOR FURTHER INFORMATION, PLEASE CONTACT:

PLANNING DEPARTMENT
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
TELEPHONE: (250) 368-9148
OR
1-800-355-7352

**STAFF REPORT**

Date: 15 May 2018 **File**
To: **Chair Russell and Board of Directors**
From: Mark Andison, Chief Administrative Officer
Re: Building Bylaw Contravention

Issue Introduction

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

2-7700 Porcupine Road, Big White, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 026-135-264

Strata Lot 47 District Lot 4109S Similkameen Division Yale District Strata Plan KAS2516

Owner: 2492498 Ontario Inc.

History/Background Factors

The owner, 2492498 Ontario Inc., has constructed alterations to a multi-family dwelling on the above referenced property without first obtaining a building permit.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner

12.1 Every owner shall:

b) obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws. The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, *Local Government Act* and *Community Charter* to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- History / Background Factors;
- Registered letter dated March 12, 2018.

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, 2492498 Ontario Inc., to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Strata Lot 47, District Lot 4109S, Similkameen Division Yale District, Strata Plan KAS2516.

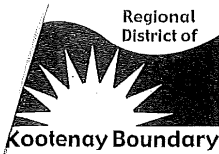
**STAFF REPORT ATTACHMENT**

Date:	May 16, 2018	File:	
To:	Chair Russell and Board of Directors		
From:	Mark Andison, CAO		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> 2-7700 PORCUPINE ROAD, BIG WHITE, B.C. ELECTORAL AREA 'E' / WEST BOUNDARY PARCEL IDENTIFIER: 026-135-264 STRATA LOT 47 DISTRICT LOT 4109S SIMILKAMEEN DIVISION YALE DISTRICT STRATA PLAN KAS2516 OWNER: 2492498 ONTARIO INC.		

History/Background Factors

The owner, 2492498 Ontario Inc., has constructed alterations to a multi-family dwelling on the above referenced property without first obtaining a building permit.

Feb. 9, 2018	Stop Work Order confirmed;
Feb. 9, 2018	First registered letter mailed to owner, requesting a response by March 9, 2018;
Feb. 19, 2018	Canada Post confirmation that the letter was not received, letter sent to incorrect mailing address named on Title;
March 12, 2018	Email correspondence confirming correct mailing address;
March 12, 2018	Second registered letter mailed to owner, requesting a response by April 9, 2018;
March 15, 2018	Canada Post confirmation that the letter was delivered;
May 16, 2018	To date, we have had no response from the owner.



March 12, 2018.

REGISTERED

2492498 Ontario Inc.
731 Eastern Avenue
Toronto, ON M4M 3H6
Attn: Ginny Webster

Re: STOP WORK ORDER
#2 – 7700 Porcupine Rd., Big White, B.C.
Lot 47, DL 4109s, Plan KAS2516

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated February 9, 2018. A **Stop Work Order** was posted on February 9, 2018 for construction of an **Alteration to a Multi Family Dwelling** 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 9, 2018**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Respectfully,

Robert Silva, RBO
Building & Plumbing Official

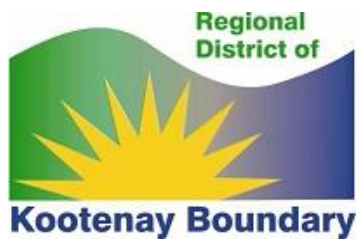
.RS:rt

Attachment

Cc: Mark Andison, MCIP, RPP, Regional District of Kootenay Boundary CAO ✓
Associated Property Management (2001) Ltd., 1441 St. Paul Street, Kelowna, B.C. V1Y 2E4 ✓
bernard.larose@associatedpm.ca ✓

2140 Central Ave Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbldg@rdkb.com • web: www.rdkb.com



**STAFF REPORT**

Date: 16 May 2018 **File**
To: **Chair Russell and Board of Directors**
From: Mark Andison, Chief Administrative Officer
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:

775 Highway 395, Christina Lake, B.C.

Electoral Area 'C' / Christina Lake

Parcel Identifier: 010-030-263

Lot 2 District Lot 312 Similkameen Division Yale District Plan 39263

except Plans KAP60786 and KAP80226

Owner: Stella-Jones Canada Inc.

History/Background Factors

A Notice on Title was registered against the above referenced property for occupying an industrial building without first obtaining a final inspection and occupancy permit, contrary to the Building Code by the Regional District of Kootenay Boundary. The above mentioned property was subdivided from the original piece of property and the Notice on Title was grandfathered onto it upon subdivision. 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 payment 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

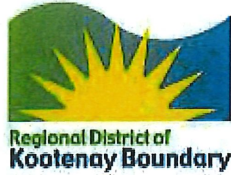
- Memo dated May 15, 2018 from Ken Wagner, RBO;
- Email from Ian Stewart, Stella-Jones Inc., received May 10, 2018, requesting removal of Notice on Title;
- Title Search;
- Bylaw Contravention Notice LB143370;
- Staff Report dated August 20, 2007 from Sig Dreher, Chief Building and Plumbing Official.

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 Lot 2, District Lot 312, Similkameen Division Yale District, Plan 39263, except Plans KAP60786 and KAP80226.



Regional District of Kootenay Boundary
2140 Central Avenue, Box 1965, Grand Forks, B.C. V0H 1H0
1-877-520-7352 (250)442-2708 Fax: 250-442-2688

Memo

To: Mark Andison, MCIP, RPP, CAO
From: Ken Wagner, RBO Building and Plumbing Official
Date: May 15, 2018
Re: **Cancellation of Notice on Title LB143370**
775 Highway 395, Electoral Area 'C'/Christina Lake, B.C.
Remainder Lot 2, DL 312, SDYD, Except Plans KAP60786 and KAP80266
PID 010-030-263

Please be advised that the owner, Stella-Jones Canada Inc., has requested that the Board of the Regional District of Kootenay Boundary remove the **Bylaw Contravention Notice LB143370** filed against the property.

This office has inspected the property and has determined that:

1. the original Lot 2 was subdivided into Lot A and Remainder Lot 2.
2. Lot A was left with the building that has the infraction and a Notice on Title reflects that.
3. Remainder Lot 2, DL 312, SDYD, Except Plans KAP60786 and KAP80266 may now have the **Notice on Title LB143370** removed from the property located at 775 Highway 395, Christina Lake, B.C.

Find attached: - Cancellation of Notice on Title Checklists

- Email dated May 10, 2018 requesting removal of Notice on Title.
- Title Search and Land Title Notice
- Copy of receipt for \$200.00 Administration Fee
- Letter from the owner received on July 21, 2015 requesting a removal of Notice on Title

May 15, 2018

- Inspection Report dated May 14, 2018.

-Copy of Memo recommending that **Notice on Title LB143370** be removed.

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 May 11, 2018 as required.

Ken Wagner

From: Stewart, Ian [IStewart@stella-jones.com]
Sent: May-10-18 2:53 PM
To: Ken Wagner; Ken Gobeil
Cc: Rosanne Tomashewsky; Mark Andison; Donna Dean
Subject: RE: Charge on title

RECEIVED
 MAY 10 2018

REGIONAL DISTRICT OF
 KOOTENAY BOUNDARY

Hello Ken Wagner,

Please accept this letter as a formal request from Stella-Jones Canada Inc. to have Bylaw Contravention Notice LB143370 removed from Lot 2 DL 312 SDYD Plan 39263. As discussed, the notice pertains to the adjacent property.

Thanks again,

Ian Stewart
 Stella-Jones Inc.
 250-517-0783

From: Ken Wagner [mailto:kwagner@rdkb.com]
Sent: Thursday, May 10, 2018 2:17 PM
To: Stewart, Ian <IStewart@stella-jones.com>; Ken Gobeil <kgobeil@rdkb.com>
Cc: Rosanne Tomashewsky <rtomashewsky@rdkb.com>; Mark Andison <mandison@rdkb.com>; Donna Dean <ddean@rdkb.com>
Subject: RE: Charge on title

[External Sender]

Hi Ian,

My map shows it was registered in Land Titles on January 27, 2006 as per A. F. Hoefsloot Land Surveyor who certified the survey on the 19th of December, 2005 for Bell Pole Inc. #467081, Ian Jones-VP Operations.

Ken



www.rdkb.com

Ken Wagner, RBO, CRBO, Building & Plumbing Official
 Regional District of Kootenay Boundary
 2140 Central Avenue, Box 1965,
 Grand Forks, B.C. V0H 1H0
 Tel: 250-442-2708 Fax: 250-442-2688
 Email: kwagner@rdkb.com

From: Stewart, Ian [mailto:IStewart@stella-jones.com]
Sent: May-10-18 1:23 PM
To: Ken Wagner; Ken Gobeil
Cc: Rosanne Tomashewsky; Mark Andison; Donna Dean
Subject: RE: Charge on title

TITLE SEARCH PRINT

File Reference:

2018-05-09, 11:18:37

Requestor: Rosanne Tomashewsky

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District

Land Title Office

KAMLOOPS

KAMLOOPS

Title Number

From Title Number

CA3870086

CA1057562

Application Received

2014-07-29

Application Entered

2014-08-08

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

STELLA-JONES CANADA INC., INC.NO. A91256
 3100 COTE VERTU, SUITE 300
 SAINT-LAURENT, QC
 H4R 2J8

Taxation Authority

Penticton Assessment Area

Description of Land

Parcel Identifier:

010-030-263

Legal Description:

✓ LOT 2 DISTRICT LOT 312 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 39263
 EXCEPTS PLAN KAP60786 AND KAP80226

Legal Notations

HERETO IS ANNEXED EASEMENT KN75836 OVER LOT 1 PLAN KAP60486

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
 GOVERNMENT ACT, SEE KX120270 - EXPIRES 2007/07/27

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
 GOVERNMENT ACT, SEE LA31899

✓ BYLAW CONTRAVENTION NOTICE, COMMUNITY CHARTER, SECTION 57
SEE LB143370

Title Number: CA3870086

TITLE SEARCH PRINT

Page 1 of 2

TITLE SEARCH PRINT

File Reference:

2018-05-09, 11:18:37
Requestor: Rosanne Tomashevsky

Charges, Liens and Interests

Nature: RIGHT OF WAY
Registration Number: 70885E
Registration Date and Time: 1957-08-07 13:46
Registered Owner: INLAND NATURAL GAS CO. LTD.
Remarks: INTER ALIA

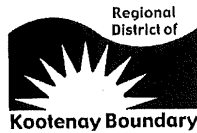
Nature: STATUTORY RIGHT OF WAY
Registration Number: T52253
Registration Date and Time: 1982-10-20 13:42
Registered Owner: WEST KOOTENAY POWER AND LIGHT COMPANY LIMITED
Remarks: INTER ALIA
ASSIGNMENT OF 1012E REC'D 16/06/1913
@ 10:00

Nature: STATUTORY RIGHT OF WAY
Registration Number: X148724
Registration Date and Time: 1986-11-28 13:48
Registered Owner: WEST KOOTENAY POWER AND LIGHT COMPANY, LIMITED
Remarks: INTER ALIA

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE



-3 DEC 2007

LB143370

LAND TITLE OFFICE

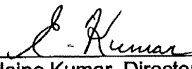
**Pursuant to Section 695 of the Local Government Act
And Section 57 of the Community Charter**

TAKE NOTICE THAT the Regional District of Kootenay Boundary Board at it's meeting on October 4, 2007 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, industrial finger jointer manufacturing plant has been occupied without obtaining a final inspection and an occupancy permit. This Notice pertains to land described as:

PARCEL IDENTIFIER: 010-030-263
LOT 2, D.L. 312, SDYD, PLAN 39263 EXCEPT PLAN KAP60786
AND KAP80226.

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 29th day of November, 2007.


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:	August 20, 2007	File:	
To:	Chair DeRosa and Board of Directors		
From:	Sig Dreher, Chief Building and Plumbing Official		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> OWNER: BELL POLE CANADA INC. RENTER/LESSEE: CREEKSIDE INDUSTRIES 775 HIGHWAY 395, CHRISTINA LAKE, B.C., ELECTORAL AREA 'C' LOT 2, D.L. 312, SDYD, PLAN 39263 EXCEPT PLAN KAP60786 AND KAP80226. PARCEL IDENTIFIER: 010-030-263		

Issue Introduction

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

History/Background Factors

On August 17, 2007, the Building Official confirmed that there have been no changes concerning the above referenced property. The **industrial finger jointer manufacturing plant** has been occupied without obtaining a final inspection and an occupancy permit.

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/or the Building Bylaw.

Background Information Provided

- Staff report dated July 11, 2007 submitted to the Board regarding the building contravention;
- Letter dated July 30, 2007 inviting the Owner to the August 30th, 2007 Board Meeting/

Alternatives

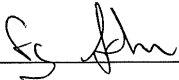
1. Once all deficiencies are rectified, the Owner may request the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

**Staff Report/
August 30, 2007
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 Lot 2, District Lot 312, Similkameen Division Yale District, Plan 39263 except Plan KAP60786 and KAP80226.

Respectfully submitted:

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

Staff Report/
August 30, 2007
Page 2 of 2

**STAFF REPORT**

Date:	July 11, 2007	File:	
To:	Chair DeRosa and Board of Directors		
From:	Sig Dreher, Chief Building and Plumbing Official		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> OWNER: BELL POLE CANADA INC. RENTER/LESSEE: CREEKSIDE INDUSTRIES 775 HIGHWAY 395, CHRISTINA LAKE, B.C., ELECTORAL AREA 'C' LOT 2, D.L. 312, SDYD, PLAN 39263 EXCEPT PLAN KAP60786 AND KAP80226. PARCEL IDENTIFIER: 010-030-263		

Issue Introduction

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

History/Background Factors

Bell Pole Canada Inc. have occupied an **Industrial Finger Jointer Manufacturing Plant** at the above referenced property without first obtaining a final inspection and an occupancy permit.

July 26, 2005	Building permit application received for a Finger Jointer Plant;
July 27, 2005	Letter faxed to Dan Sahlstrom, P. Eng. requesting Schedules B1 and B2 for Architectural and Mechanical;
July 29, 2005	Fax sent to Dan Sahlstrom, P. Eng. requesting B1 and B2 for Mechanical;
Aug. 2, 2005	Building Permit issued;
Dec. 20, 2005	Fax sent to D.E. Hills, P. Eng., requesting updated Schedule C-B;
Dec. 23, 2005	Schedule C-B received from D. Hills, P. Eng.;
April 18, 2006	Site inspection confirmed sprinkler system not completed. Requested engineer's reports from Architect and he confirmed that work was in progress;
July 20, 2006	Fax sent to Dan Sahlstrom, P. Eng. requesting Schedules C-A and C-B from all Registered Professionals, Sprinkler System Materials and Test Certificate and Fire Alarm Verification and report prior to a final inspection being conducted;
Nov. 22, 2006	Second request sent to Dan Sahlstrom, P. Eng. for required engineering reports;
Nov. 28, 2006	No response to date, registered letter sent to owner, Bell Pole Company requesting required engineering reports to be received by December 12, 2006;
Dec. 7, 2006	Letter returned, undelivered;
Dec. 13, 2006	No response to date, second registered letter sent to owner, Bell Pole Company requesting a response by December 27, 2006;

**Staff Report/
July 26, 2007
Page 1 of 3**

Dec. 28, 2006 Canada Post confirmation that letter was successfully delivered;
 Jan. 3, 2007 No response to date, **third registered letter** sent to owner, Bell Pole Company requesting a response by January 19, 2007;
 Jan. 8, 2007 Canada Post confirmation that letter was redirected to owner's new address;
 Jan. 29, 2007 Confirmation received that Bell Pole Company sold their assets to Stella-Jones Inc. and the new company name is Bell Pole Canada Inc.. Deadline for required documentation extended to March 19, 2007 after a discussion with new contact person, Ian Jones;
 April 26, 2007 Fax sent to Dan Sahlstrom, P. Eng. requesting Schedules C-A and C-B from all Registered Professionals, Sprinkler System Materials and Test Certificate and Fire Alarm Verification and report prior to a final inspection being conducted;
 May 11, 2007 Fax sent to Dan Sahlstrom, P. Eng. requesting required engineering and advising that we would be recommending a notice on title;
 May 15, 2007 To date, there has been no response from owner.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties

- 8.1 The authority having jurisdiction may:
 (d) issue occupancy permits as set out in "Appendix B" or issue final inspection reports in lieu of when he is satisfied construction is in substantial compliance with this Bylaw.

Duties of the Owner

- 12.1 Every owner shall:
 (h) give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work:
 (v) after the building or portion thereof is complete and ready for occupancy, **but before occupancy takes place** of the whole or a portion of the building.

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 dated November 28, 2006;
- Registered letter dated December 13, 2006;
- Registered letter dated January 3, 2007.

Staff Report/
 July 26, 2007
 Page 2 of 3

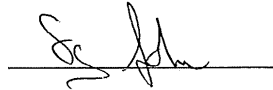
Alternatives

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).

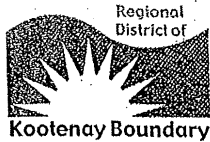
Recommendation(s)

1. That the 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 a representative from Bell Pole Canada Inc. 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 Lot 2, District Lot 312, Similkameen Division Yale District, Plan 39263 except Plan KAP60786 and KAP80226.

Respectfully submitted:

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


Staff Report/
July 26, 2007
Page 3 of 3

**REGISTERED**

November 28, 2006

Bell Pole Canada Inc.
4269 Sainte-Catherine Street West
7th Floor
Westmount, PQ
H3Z 1P7

RE: Building Permit No. 05-1201C, August 2, 2005
Creekside Industries Ltd. - Industrial Finger Jointer Plant with Canopy
Lot 2, Plan 39263, D.L. 312, 775 - Hwy 395, Christina Lake, BC.

This letter is a follow up to our requests on July 20, 2006 and November 22, 2006 for further documentation on the above noted project.

The following schedules (original copies) are required to be submitted from the Registered Professionals for this project:

1. Schedule C-A for Architectural
2. Schedule C-B for each Architectural, Structural, Mechanical, Fire Suppression System, Electrical and Geotechnical
3. Sprinkler System Contractor's Material & Test Certificate for Aboveground and Underground Piping
4. Fire Alarm Verification & Report (NOTE: Confirm Signal to Fire Department)

No Certificate of Occupancy has been issued for this building and the requested documents have not been received by this office to date. You are required to submit all documents by **DECEMBER 12, 2006**. Failing to respond may result in legal action.

If you have any questions, please contact the undersigned.

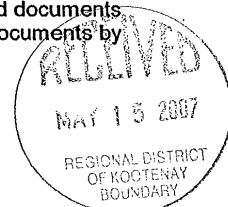
Yours truly,

Ken Wagner
Ken Wagner, RBO
Building & Plumbing Official

KW:cd
Encls.

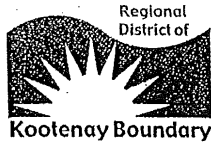
cc: Sig Dreher, RBO, Chief Building & I

R	Registered Domestic	Recommandé Régime intérieur	CANADA POST
To	Destinataire	FOR DELIVERY CONFIRMATION	
Name	Bill Pole Canada	POUR CONFIRMER LA LIVRAISON	
Address		1 888 550-6333	
City	Quebec	www.canadapost.ca	
Province	QC	www.postescanada.ca	
Postal Code		Déclaré Valeur	
Code postal		Value déclarée	
		\$	
Item No.	05-1201C	N° de l'article	
CUSTOMER RECEIPT	REÇU DU CLIENT	78 902 266 080	



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-g@rdkb.com • web: www.rdkb.com

30-000-000-000-000

**REGISTERED**

December 13, 2006

Bell Pole Company
1710 Shuswap Avenue
Lumby, B.C.
V0E 2G0

RE: Building Permit No. 05-1201C, August 2, 2005
Creekside Industries Ltd. - Industrial Finger Jointer Plant with Canopy
Lot 2, Plan 39263, D.L. 312, 775 - Hwy 395, Christina Lake, BC.

This letter is a follow up to our letter of November 28, 2006, and requests for further documentation on the above noted property on July 20, 2006 and November 22, 2006. No Certificate of Occupancy has been issued for this building and the requested documents have not been received by this office to date.

The following schedules (original copies) are required to be submitted from the Registered Professionals for this project:

1. Schedule C-A for Architectural
2. Schedule C-B for each Architectural, Structural, Mechanical, Fire Suppression System, Electrical and Geotechnical
3. Sprinkler System Contractor's Material & Test Certificate for Aboveground and Underground Piping
4. Fire Alarm Verification & Report (NOTE: Confirm Signal to Fire Department)

You are required to submit these documents by **December 27, 2006**. Failing to respond may result in legal action.

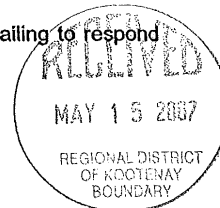
If you have any questions, please contact the undersigned.

Yours truly,

Ken Wagner, RBO
Building & Plumbing Official

KW:cd
Encls.

cc: Sig Dreher, RBO, Chief Building &

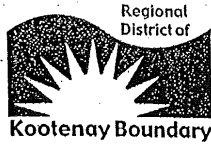


Registered Domestic		Recommandé Régime intérieur		CANADA POSTES POSTES CANADA	
To Destinataire		FOR DELIVERY CONFIRMATION		POUR CONFIRMER LA LIVRAISON	
Name <i>Bell Pole</i>		1 888 550-6333		www.canadapost.ca	
Address		www.postescanada.ca			
City <i>Lumby</i>	Province	Postal Code	Code postal	Declared Value	\$
Dec 13, 06		05-1201C		Item No.	N° de l'article
CUSTOMER RECEIPT		REÇU DU CLIENT		79 077 675 715	

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

33-085-564 (05-10)



**REGISTERED**

January 3, 2007

Bell Pole Canada
1710 Shuswap Avenue
Lumby, B.C.
V0E 2G0

**RE: Building Permit No. 05-1201C, August 2, 2005
Creekside Industries Ltd. - Industrial Finger Jointer Plant with Canopy
Lot 2, Plan 39263, D.L. 312, 775 – Hwy 395, Christina Lake, BC.**

This letter is a follow up to our letters of November 28 and December 13, 2006. No Certificate of Occupancy has been issued for this building and the requested documents have not been received by this office.

The following schedules (original copies) are required to be submitted from the Registered Professionals for this project:

1. Schedule C-A for Architectural
2. Schedule C-B for each Architectural, Structural, Mechanical, Fire Suppression System, Electrical and Geotechnical
3. Sprinkler System Contractor's Material & Test Certificate for Aboveground and Underground Piping
4. Fire Alarm Verification & Report (NOTE: Confirm Signal to Fire Department)

If no response is received in writing by **January 19, 2007**, we will recommend to the RDKB Board of Directors for the filing of a notice in the Land Title Office under Section 695 of the Local Government Act and Section 57 of the Community Charter. This notice will refer to a building bylaw contravention on the above noted property and does not limit further action being taken.

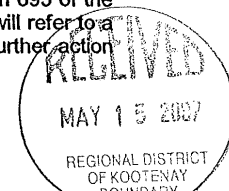
If you have any questions, please contact the undersigned.

Yours truly,

Ken Wagner
Ken Wagner, RBO
Building & Plumbing Official

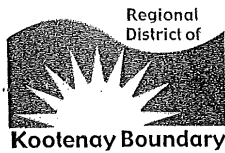
KW:cd
Encls.

R	Registered	Recommandé	CANADA POST CANADA
	Domestic	Régime intérieur	
To	Destinataire	FOR DELIVERY CONFIRMATION / POUR CONFIRMER LA LIVRAISON	
Name	<i>Bell Pole Canada</i>	1 888 550-6333 www.canadapost.ca www.postescanada.ca	
Address	<i>05-1201C</i>	Declared Value / Valeur déclarée \$	
City	<i>Lumby</i>	Province	Postal Code / Code postal
<i>Jan 3, 07</i>		Item No.	N° de l'article
CUSTOMER RECEIPT		78 902 266 779	



cc: Sig Dreher, RBO, Chief Building & Plumbing Official

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-gl@rdkb.com • web: www.rdkb.com



Regional
District of

Kootenay Boundary

July 30, 2007

Bell Pole Canada Inc.
4661 60th Street, S.E.
Salmon Arm, B.C. V1E 1X2

Re: Building Bylaw Contravention
Owner: Bell Pole Canada Inc.
Renter/Lessee: Creekside Industries
775 Highway 395, Christina Lake, B.C.
Lot 2, D.L. 312, SDYD, Plan 39263 except plan KAP60786 and KAP80226
Occupied Industrial Finger Jointer Mfg. Plant without a final inspection or occupancy permit.

On July 26, 2007 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 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 a representative from Bell Pole Canada Inc. be invited 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 Lot 2, District Lot 312, SDYD, Plan 39263 except Plan KAP60786 and KAP80226.

This hearing before the Board of Directors is scheduled for Thursday, August 30th, 2007 at approximately 9:00 a.m. The meeting will be held at the Christina Lake Community Hall, Christina Lake, 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 August 17, 2007. 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.

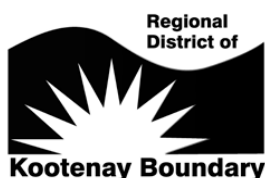
Enclosed for your information is a copy of Section 695 of the Local Government Act and Section 57 of the Community Charter. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may be in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

Elaine Kumar
Director of Corporate Administration

Attachments

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:	May 24, 2018	File #:	B-28-TWP-10982.200
To:	Chair Russell and Members of the Board of Directors		
From:	Ken Gobeil, Planner		
RE:	City of Rossland Referral – Zoning Bylaw Amendment No. 2660		

ISSUE INTRODUCTION

The RDKB has received a referral from the City of Rossland for a proposed bylaw amendment to rezone 3915 Red Mountain Road (Bylaw 2660). This proposed amendment is to accommodate a proposed redevelopment and subdivision of two properties. The RDKB has been asked to provide comment on the draft bylaw as part of the external referral process (see Rossland Referral).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Beds at Red Ventures Ltd.
Location:	3915 Red Mountain Road
Legal Description:	1) Lot B, Section 2-3, Plan NEP62765 TWP 28, KD 2) Lot 1, Section 3 Plan NEP84578, DL 1940, TWP 28, KD
Jurisdiction:	1) - Regional District of Kootenay Boundary - City of Rossland 2) City of Rossland
Current Use(s):	Vacant (previous home of Block Motel)
RDKB Land Use Bylaws	
OCP Bylaw No. 1470	Rural Resource 1
DP Area	NA
Zoning Bylaw No. 1540	Rural Resource 1 (RUR 1)

City of Rossland Bylaws	
OCP	Resort Residential
DP Area	Development Permit Area 2 - Red Mountain Development Permit Area
Zoning	R1 – R – Detached Residential Rural

The subject properties are within the City of Rossland approximately half way between the Red Mountain Ski Resort and the Rossland town site, on the corner of Red Mountain Road and Highway 3B. Highway 3B and Red Mountain Road intersect Lot B, which is separated into 3 pieces that are all tied together. Two of these portions are on the west side of Highway 3B, which is within the City of Rossland, and the eastern portion of Lot B is within the RDKB. Highway 3B acts as a boundary between Rossland and the RDKB.

PROPOSAL

The owners wish to subdivide and develop the following on the subject properties:

- Renovate the Block Motel.
 - 5 long term rental suites.
 - 6 rooms for hostel and short term rentals.
- Move the boundary of Lot 1 and Lot B, and subdivide Lot 1 into 2 parcels.
- Construct 6 cabins for year round rental.
- Construct a campground for operation in summer months.
 - Create serviced sites for summer rental to accommodate tent and RV campers.
 - Create a common kitchen and 2 bathroom facilities for campers.
- Subdivide the portion of Lot B south of Red Mountain Road and West of Highway 3B into 2 parcels.
- Construct 2 duplexes.
- Construct 1 single family home.

In order to accommodate the development, an amendment is proposed to the City of Rossland Zoning Bylaw to rezone the properties within the City of Rossland from 'R1- R - Detached Residential Rural' to a new zone specific to this proposal 'Comprehensive Development Zone 3 – Resort Mixed Use (CD3 – RMU)'.

A public hearing for the proposed bylaw amendment took place on Monday April 23, 2018.

IMPLICATIONS

The attached maps included in the applicant's submission to the City of Rossland do not include the RDKB portion of Lot B. However, there is no mention that Lot B within the RDKB is not intended to be developed in accordance with their submission (see Rossland Referral). To date the RDKB has not received any application for development or bylaw amendment for development plans in the portion of Lot B that is within the RDKB.

The portion of Lot B that is within the RDKB is zoned Rural Resource 1. In that zone, the minimum size for new parcels created by subdivision is 25 hectares and the following principal uses are permitted:

- Campground;
- Cemetery;
- Portable shake, shingle, sawmill and lumber mill operations;
- Resource use; and
- Single-family dwelling.

Portions of the development plans could be operated within the RDKB portion of Lot B. Maximum density under the RDKB bylaw permits a maximum of 1 single-family dwelling and 1 secondary suite per parcel. This includes the entire property, and does not limit itself to the portion of the property within the RDKB. Additional dwelling units built on the RDKB portion of Lot B would require a bylaw amendment. The portions of Lot B within the RDKB could be separated from the portions within the City of Rossland. However, further subdivision of the RDKB portion of Lot B is not permitted under the current official community plan and zoning bylaws.

Distinction in property descriptions of Lot B to include the City of Rossland and RDKB portions of Lot B, Section 2-3, Plan NEP62765 TWP 28, KD will help to avoid any potential confusion of authority and clarify lands proposed for development.

ADVISORY PLANNING COMMISSION (APC)

During their May 7, 2018 meeting, the Electoral Area 'B'/Lower Columbia-Old Gory APC supported the bylaw amendment.

The APC supported the Rossland portion of the subject property being utilized. No comment was made regarding the RDKB portion of the subject property.

RECOMMENDATION

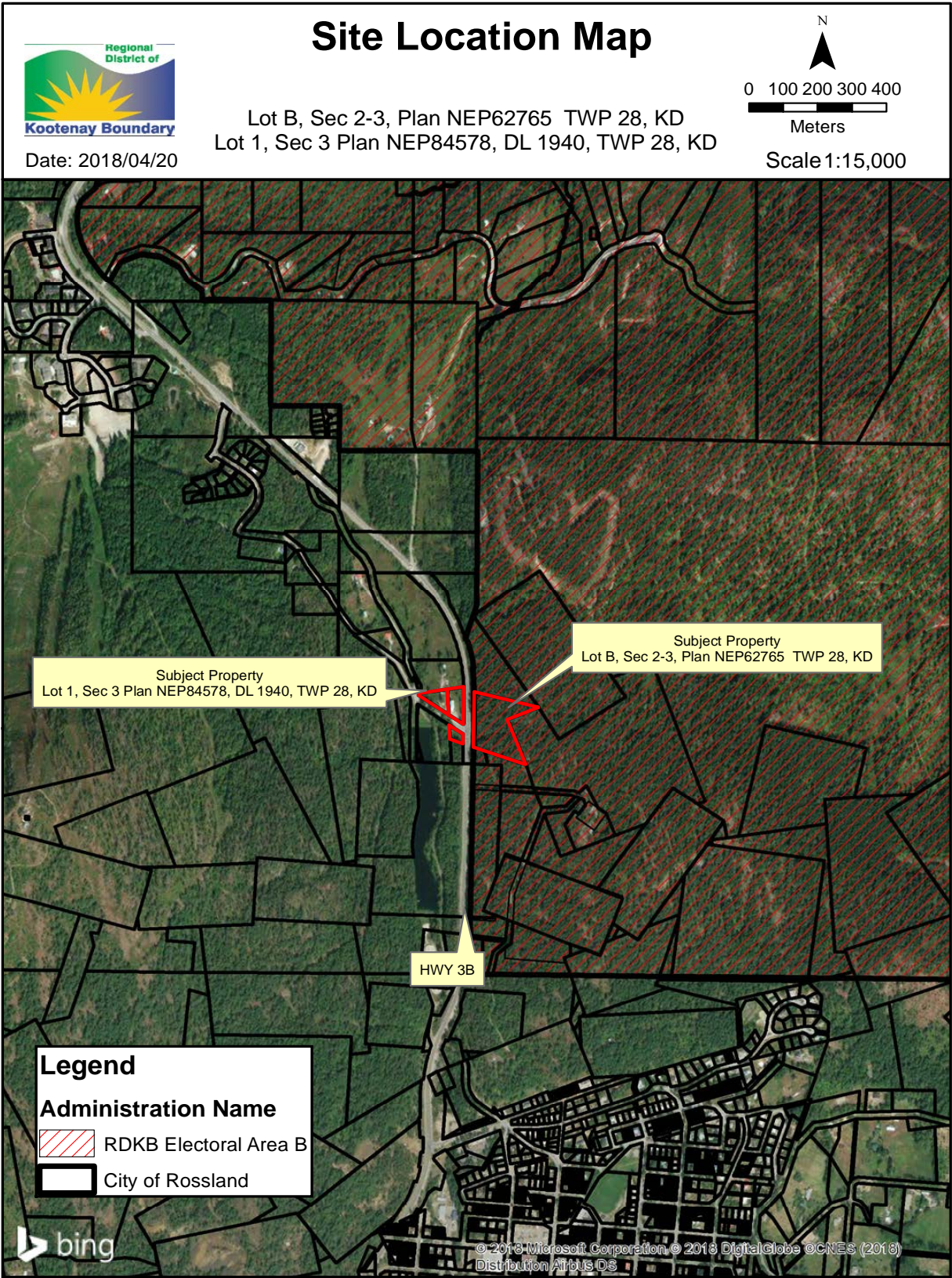
That the Regional District of Kootenay Boundary Board of Directors advise the City of Rossland that the Regional District of Kootenay Boundary has no objection to the City of Rossland proposed bylaw no 2660.

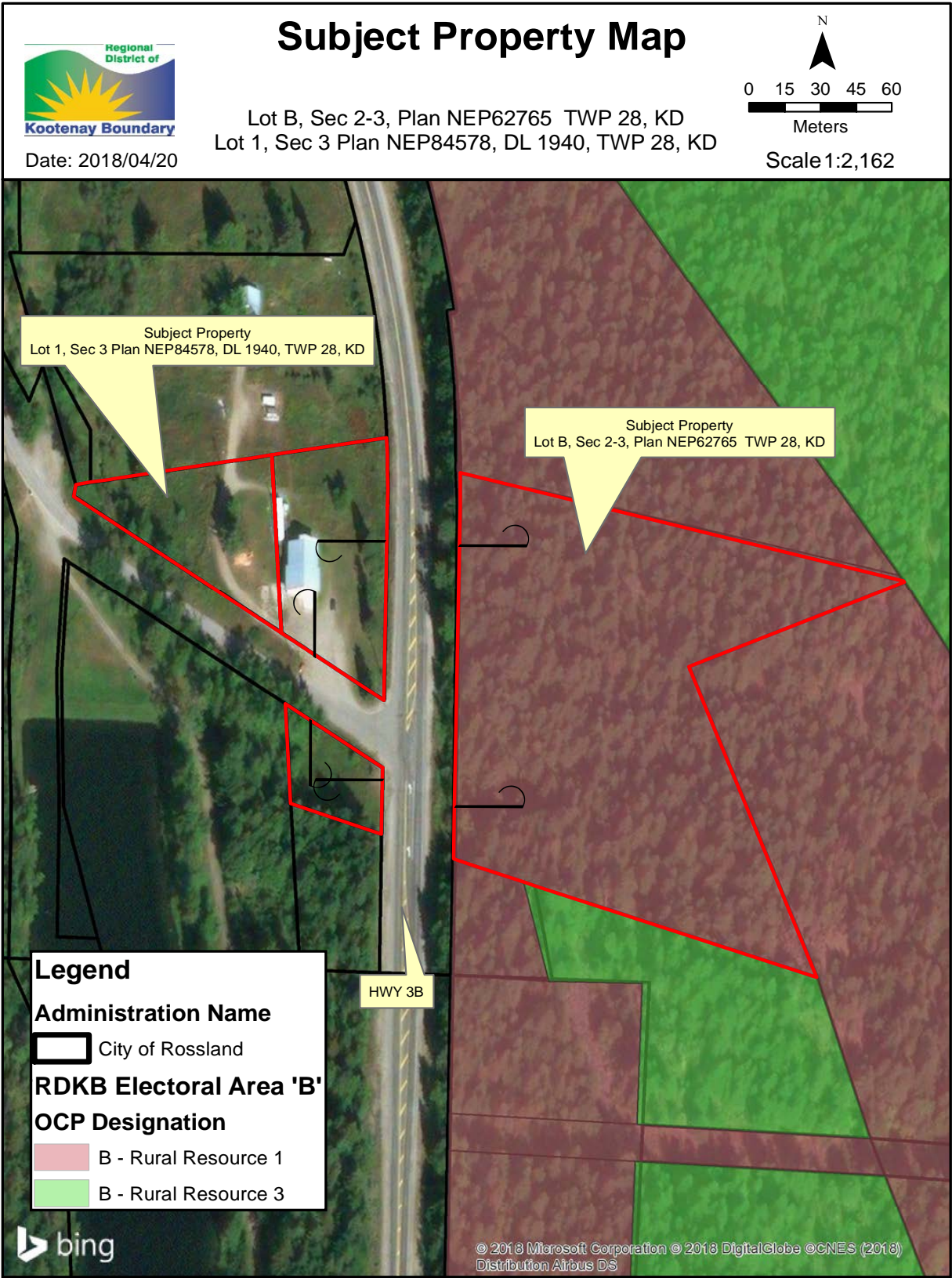
ATTACHMENTS

Site Location Map
Subject Property Map
Rossland Referral

Page 4 of 4

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Rossland Referral



THE CORPORATION OF THE CITY OF ROSSLAND

REPORT/RECOMMENDATION TO COUNCIL

DATE: March 19, 2018**FILE:** 3360.20/09-2018**SUBMITTED BY:** Stacey Lightbourne-Planner**SUBJECT:** ZONING AMENDMENT – 3915 Red Mountain Rd**PURPOSE:**

To advance the application for a zoning amendment for the lots located at 3915 Red Mountain Rd, legally described as:

LOT B SECS 2 & 3 TP 28 KOOTENAY DISTRICT PL NEP62765 PID: 024-249-050;

LOT 1 DL 1940 & SEC 3 TP 28 KOOTENAY DISTRICT PL NE084578 PID: 027-190-722;

to allow for a Resort Mixed Use Development.

STAFF RECOMMENDATION:

THAT Council provide First and Second Readings to Bylaw # 2660 and set a Public Hearing for April 23, 2018.

OPTIONS AND ALTERNATIVES:

1. THAT Council provide First and Second Readings to Bylaw # 2660 and set a Public Hearing
2. THAT Council refer the item back to staff so additional information can be provided.
3. THAT Council not provide First and Second Readings to Bylaw # 2660.

BENEFITS, DISADVANTAGES AND NEGATIVE IMPACTS:

Option 1: Providing First and Second Readings to Bylaw #2660 and setting a Public Hearing advances the staff recommendation and allows the City an opportunity to hear from the general public.

Option 2: Referring the item back to staff allows for more time for staff to answer any questions that Council may have.

Option 3: Not advancing the bylaw means the applicant will not be able to proceed with the current proposal.

ANALYSIS:**Background:***Property Information:*

Ownership:	Private
Property Size:	9,372 sq m – based on GIS.
Current Use:	The “Block Motel” building - unoccupied
Current Zoning:	R1 – R – Detached Residential Rural
Proposed Zoning:	Comprehensive Development Zone 3 - Resort Mixed Use (CD3 - RMU), a new zone

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Current OCP Designation:	Resort Residential
Development Permit Areas:	DP Area 2- Red Mountain Development Permit Area

Surrounding Land Uses:

	Use	Zone
North	Rural acreage with Single Family Residence	R1R – Rural Residential
South	Forested Land, Star Gulch Reservoir	R1R – Rural Residential
East	Highway 3B, Forested Land (RDKB -Area B)	-
West	Forested land	CD3 – Resort Rural Residential

Summary of Proposal:

The intent of the development is to revitalize the old vacant run-down Block Motel property and turn it into a welcoming, vibrant place to stay. The applicant is proposing the development of a variety of accommodation options for summer and winter seasons, targeting budget – mid range travelers. Accommodation will include camping and RV sites, cabins, a hostel, rental suites as well as single family homes, duplex and/or triplexes which will be supported by limited commercial facilities to serve the needs of the guests.

Official Community Plan(OCP):*Land Use Designation:*

The OCP title of the Land Use designation (Resort Residential) may imply that the proposed use, which is commercial in nature, may not fit with the designation. However, when reviewing the policies for this designation (Section 18.4), the proposed zone complies. The intent of the designation is to accommodate developments that support resort recreation opportunities and experiences.

The following policies from the Resort Residential Land use designation are relevant and support this proposal.

- Encourage development that supports and enhances resort recreation opportunities and experiences
- Consider small scale commercial and hospitality uses that support and enhance the resort experience.
- Support the establishment of small commercial nodes within the resort accommodations in order that resort visitors can shop for basic commodities without driving.

Development Permit Area:

These works are located in the Red Mountain Development Permit Area (OCP-Section 33) which is established for the protection of the natural environment, its ecosystems and biological diversity; protection of development from hazardous conditions; and to regulate the form and character of development in the Red Mountain Resort Area.

The applicant will be required to apply for an environmental Development Permit prior to any subdivision or alteration of the land. There is a creek that drains from the reservoir on the western edge of the property. The Development Permit will identify a riparian reserve setback with appropriate regulations as well as enhancements that will further improve and protect the watercourse.

As per Section 33.3 of the OCP, the applicant may be required to provide a certified report from a geo-technical engineer should the site's soil qualities present challenges. Upon commencement of excavation activities, staff can determine whether additional certification will be needed to satisfy the DP guidelines.

The applicant will also be required to apply for a DP for Form and Character when constructing commercial or multi-family buildings. The applicant is aware of this.

Land Suitability:

The property consists of two parcels split by Red Mountain Road in the southern extents of the Red Mountain area. The northern section (~0.8 ha/2 acres) is a disturbed site that was previously run as long term rental suites with 6-7 mobile homes. As the tenants vacated, the units were not filled, eventually leaving the building vacant and the mobile homes were removed. The building and the land have been for sale since April 2014, with the structure deteriorating over time. There is also an access road to the lands to the north. The topography and easy access to this area make it appropriate for more intensive use. The land slopes steeply toward the creek on the western portion of the lot. This area will not be developed. Building and fire code regulations will control the separation between the buildings and ensure safe access. Limited commercial facilities will ensure the needs of the guests are met without driving.

The southern section (~1360 sq m/0.3 acre) is undeveloped, gently sloped land with a few trees. The topography and easy access to this land make it good for residential development. Adjacent properties to the west (City owned) slope towards the reservoir which is ~50 metres away. Development Permit requirements will ensure no negative impacts to the City's watershed.

Neighbourhood and Traffic Impact:

The proposed use is more intensive than the existing use on this and the surrounding properties. However, the large parcels surrounding this zone, along with a landscape buffer, will ensure that neighbours are not negatively impacted by the development.

This proposed use will generate more traffic into and out of Red Mountain Rd. This zoning bylaw amendment will be reviewed by the Ministry of Transportation.

Proposed CD3 –Resort Mixed Use Zoning:

The existing zoning bylaw does not have a zone to accommodate the proposed uses so staff have drafted a new zone for these properties.

Permitted uses: The uses listed are as proposed by the applicant and offer a mix of accommodation types with limited commercial. The commercial is limited to convenience stores and resort oriented uses such as café/restaurant.

Conditions of use: Specifications in this section highlight other areas of the zoning bylaw that apply to particular uses. These are commonly seen in other zones. This section also limits commercial activities in this zone to a maximum of 200 sq m(2150 sq ft).

Parcel Size: The minimum parcel size is 550 sq m(6000 sq ft) which is the minimum parcel size for most of the residential zones.

Coverage: The building parcel coverage is related to the uses on the lot and are consistent with other zones.

Setbacks: The setbacks are similar to other zones in the City and the additional requirement of a landscape buffer in the setback should ensure any neighbourhood impacts are limited.

Height: The height limits are 10 metres for most buildings but the height can be increased to 13 metres for multiple family dwellings. These height requirements are consistent with other zones.

Density: Permitting 25 equivalent units per hectare gives flexibility on density and is consistent with other mixed use zones in the Red Mountain Area. Permitting 15 cabins per hectare is consistent with the holiday park zoning and is based on density examples from other communities.

Operations and Servicing:

As part of the building permit process, the applicant will be required to provide the appropriate level of services required for water supply and sewage disposal.

The feasibility report provided by the applicant outlines the requirements for servicing with a connection to the City’s water and sewer mains located along the Centennial Trail. A hydrant will be needed for this proposal. The Development Permit will ensure no negative impacts to the watershed and creek with the installation of these services.

There is sufficient boulevard snow storage on this area of Red Mountain Rd so no snow easements are required.

Initial Internal and External Referrals:

Regional Fire Chief: No concerns. Fire hydrant needed.

CAO/Manager of Planning and Development: No concerns.


Building Inspector: No concerns. Ensure adequate access to structures for fire truck and make applicant aware of limiting distance requirements.

Ministry of Transportation and Infrastructure: Section 52 of the Provincial Transportation Act requires approval from the Minister of Transportation for zoning bylaw amendments for properties within 800 metres of an intersection of a controlled access highway. This property is located within 800 metres from a provincial highway. If the bylaw is approved by Council, it will be sent to MoTI officials for comment.

Attachments:


- 1. Subject Location Map
- 2. Application
- 3. Bylaw #2660

Prepared by:



Stacey Lightbourne

Approved for submission to Council:



CAO

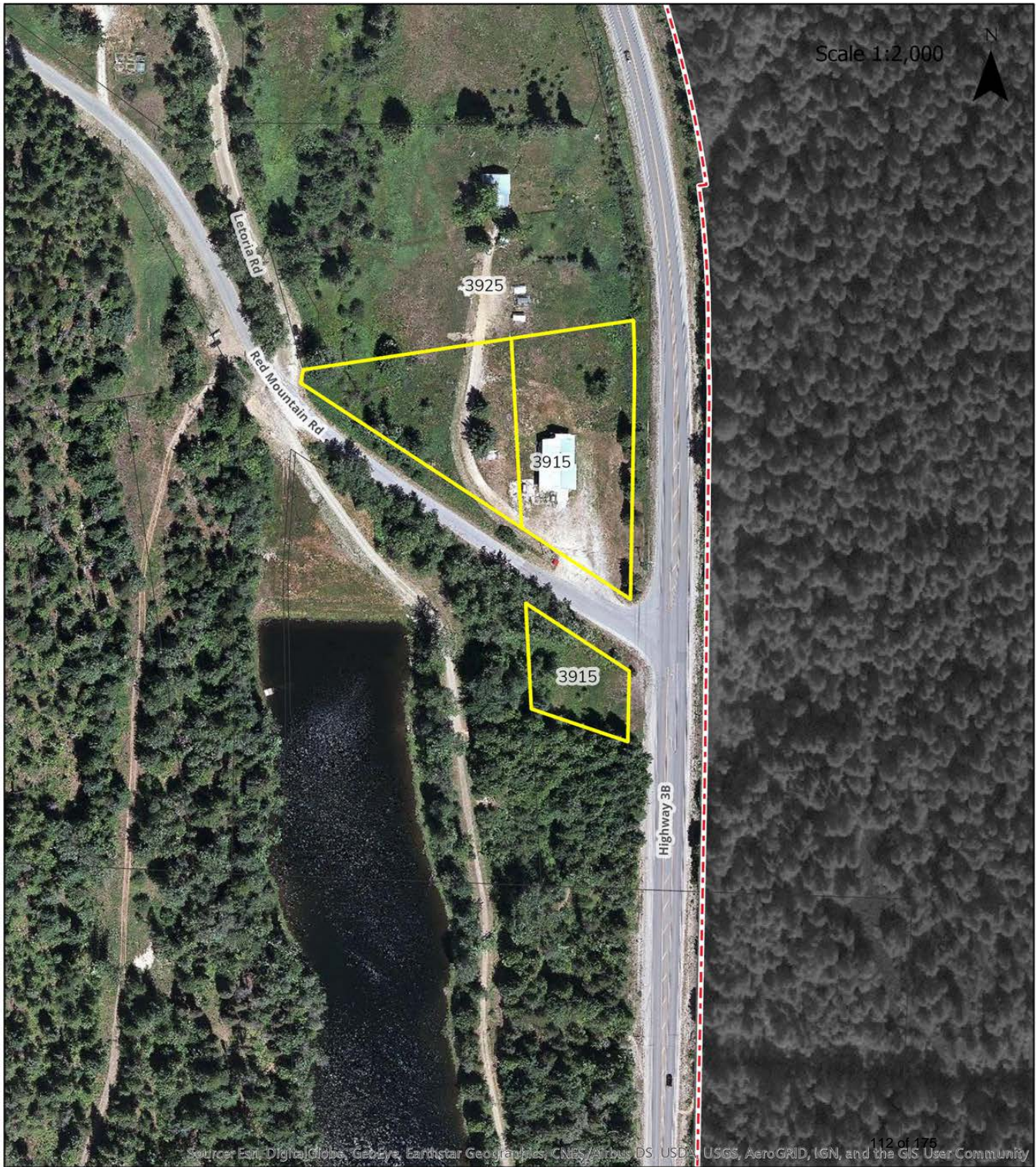
Rossland Referral



Location Map
3915 Red Mountain Rd

- Rossland Boundary
- Parcels
- 3915 Red Mtn Rd

Date: 2018-03-20 NAD 1983 UTM Zone 11N



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community 112 of 176

Rossland Referral

Rezoning Amendment Application for 3915 Red Mountain

BEDS AT RED VENTURES LTD

EXECUTIVE SUMMARY

Following is a proposal for the re-zoning of 3915 Red Mountain Road that consists of 7.8 acres with just over 4 of those acres belonging in the regional district directly across Hwy 3b. The present zoning for 3915 Red Mountain Road is "R-R1 Detached Residential Rural" this proposal details a request for a zoning change to accommodate the outlined needs of further development.

As R-1R Detached Residential we are restricted to:

- One family detached dwelling
- Two family detached dwelling
- Secondary suite
- Detached secondary suit dwelling
- Bed and Breakfast Accommodation
- Agriculture Use
- Agriculture Stand
- Kennel
- Home Occupation
- Accessory Building and Uses

We are requesting to add the following zoning:

- Both short and long term rentals
- Camping including tenting RV's and cabins
- Duplex or triplex
- Office
- Coffee shop, restaurant, convenience store to accommodate guests

Rossland Referral

Rezoning Amendment Application for 3915 Red Mountain

BEDS AT RED VENTURES LTD

Background

"The Block Motel" located on the corner between Red Mountain Road and Hwy 3b was previously run as long term rental suites with 6-7 trailers on the East side. Over the years as tenants vacated, the units were not re-filled eventually leaving the building vacant and the trailers have since been removed. The building and land have been for sale since April 2014 with the structure becoming run down and overgrown. The property currently has 2 PID's and sits on a total acreage of 7.8.

Darrin and Christine Albo were born and raised in the area. Christine is a real estate agent and Darrin is the works manager for the City of Rossland. David Thoss was born and raised in Vancouver and moved to the Rossland area in 2005. He is a property manager and real estate agent. Morgan Davies lives in Proctor with his wife and son and is very familiar with building/renovating.

Objective

The Beds at Red owners intend to develop the lots in accordance with the Rossland Official Community Plan (OCP) guidelines and principles and zoning regulations. The development of the old Block Motel has already begun with a building permit in place and the renovation of 5 long term units underway. Phase 2 will start as soon as zoning, subdivision, and infrastructure (water and sewer) are approved with the hope of beginning in the spring/summer of 2018. The proposed development is intended to add both short and long term rentals, daily/nightly rentals, cabin, tent, RV camping, single family homes and 2 duplex's.

The proposed development is to have a 5 long term rental suites, 6 rooms available for hostel and short term rentals, 6 cabins that will operate year round, camping and RV sites in the summer months all with access to a shared kitchen and two washrooms. Phase 3 is 2 duplex's on PID 027-190-722 and a single family home on lot 024-249-050.

Goals

Our goal is to turn the vacant run down Block Motel into a beautiful place for people to live and stay year round. To take away the eye sore when entering Rossland via Hwy 3b and turn it into a welcoming, vibrant place to stay and to show off all Rossland has to offer with outdoor culture and activities.

Solution

By granting the proposed zoning it will allow for the development of year round housing to accommodate the many visitors to Rossland who take advantage of the fantastic hiking, biking and skiing or community has to offer. Our accommodation will have a wide range of pricing options from tent camping to higher end "glamping" cabins and finally long term rentals.

Rossland Referral

Rezoning Amendment Application for 3915 Red Mountain Road

Project Outline

Phase 1 began in December of 2017. This is comprised of repairing and renovating the "Block Motel" building. Renovations include:

- Five new rentals suites including flooring, paint, kitchens and bathrooms
- New windows throughout the top two floors
- New 400amp electrical service with 6 separate meters
- Six new rooms created on the main floor as well as a shared kitchen, 4 bathrooms, flooring, paint.
- Push the property line on Lot 1 PID #027-190-722 on the West side back to the other side of the road to accommodate for the initial 2 to 3 cabins to be built in Phase 2

Phase 2 which we hope to begin in the spring/summer of 2018 will include.

- Installing the Water/Sewer infrastructure to the site
- 7 RV sites along Hwy 3b, 2-3 cabins on the North east side of the property
- Re-siding and painting of the exterior of "The Block" building
- Building an entrance structure to enhance the overall look of the building
- Subdividing the lot across Red Mountain Road once water/sewer are in

Phase 3

- Build 2-3 cabins on the West side of the property
- Build 2 duplexes on the West property

Development

- Building
 - The proposed buildings are to meet current building codes and Rossland bylaw requirements upon amendment to the zoning. The construction will be awarded to local builders, with the use of local materials and resources as much as possible. Each cabin will under 50 square meters.
- Landscaping

The site and empty spaces will be filled in with native plants/trees and shrubs that are suitable for the climate and do not require excessive water use. The existing trees and plants will remain in place and not disturbed in the development of the land as much as possible.

Rossland Referral

Rezoning Amendment Application for 3915 Red Mountain Road

ENGINEERS REPORT

Regarding the preliminary engineering servicing review for the Block Motel rezoning application, I offer the following comments in support of the project.

Sewer

Conceptually, a proposed pressure sewer service from the property would connect to the force main from the Red Mountain Lift Station at the property boundary. Detailed engineering design at Subdivision or Building Permit would consider the exact location, sizing of pumps and design of wet well and controls, isolation valving, check valves and air release valves if required. For conceptual design, purposes, it is assumed that a duplex grinder pump package station with 2" force main will be provided. The capacity of the sewer force main is sufficient to service foreseeable future uses at Red Mountain as well as this proposed development.

One concern raised for engineering review was the impact of a private force main connecting in the Red Mountain force main. The following section examines the risk.

The static head in the sewer force main at the point of connection (at the property line) is estimated between 6m (9psi) and 15m (22psi) depending on pump cycles at Red Mountain station. For preliminary purposes, the pump head required from this development is assumed to be ~20m (30psi) to overcome pressure and friction in pipe, fittings etc. These values were used in the following preliminary calculations.

The worst case to consider for water hammer impact on the 12" force main is when the static pressure is at it's lowest (when Red Mountain pump cycle is off), causing the private pumps to pump more easily, and at a higher velocity. A preliminary analysis of this water hammer risk estimates that the private pump would contribute a localized additional pressure surge of much less than 1 psi on the 12" force main, which is rated for ~150 psi and has an operation pressure range of between 0 psi in places, up to 35psi, (estimated at Station 1+215). It is expected that this water hammer risk is significantly less than the existing water hammer that would occur in the force main during regular pump cycles. Should the City consider this to be a risk warranting further investigation, further analysis should be provided using detailed modelling, however, based on this preliminary analysis, it is unexpected that any additional design elements such as variable frequency drives to mitigate impacts would be required.

Water

The existing water main adjacent to the property provides adequate flow, pressure and quality for domestic and fire protection purposes. A new fire hydrant will be required to provide access to the required level of fire protection.

Conclusion

For the purposes of reviewing the rezoning application of the property, the property can be serviced with water and sewer with connections to watermain and sewer force main adjacent to the property.

Mike Thomas
Urbanworkbench.com

Rossland Referral

Rezoning Amendment Application for 3915 Red Mountain Road

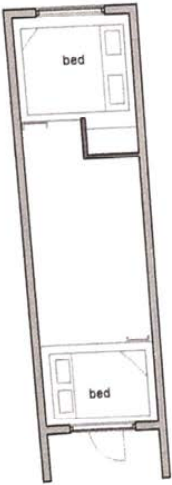
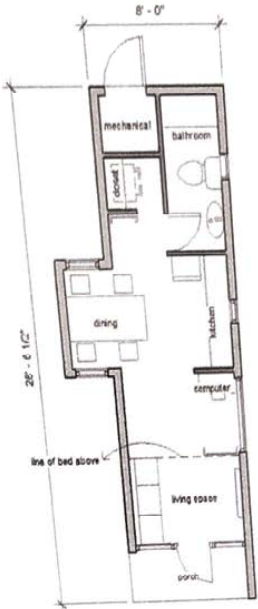
Sample cabin 8x28 with a 124sf loft - 2bdrm 1 bath



Rossland Referral

Rezoning Amendment Application for 3915 Red Mountain

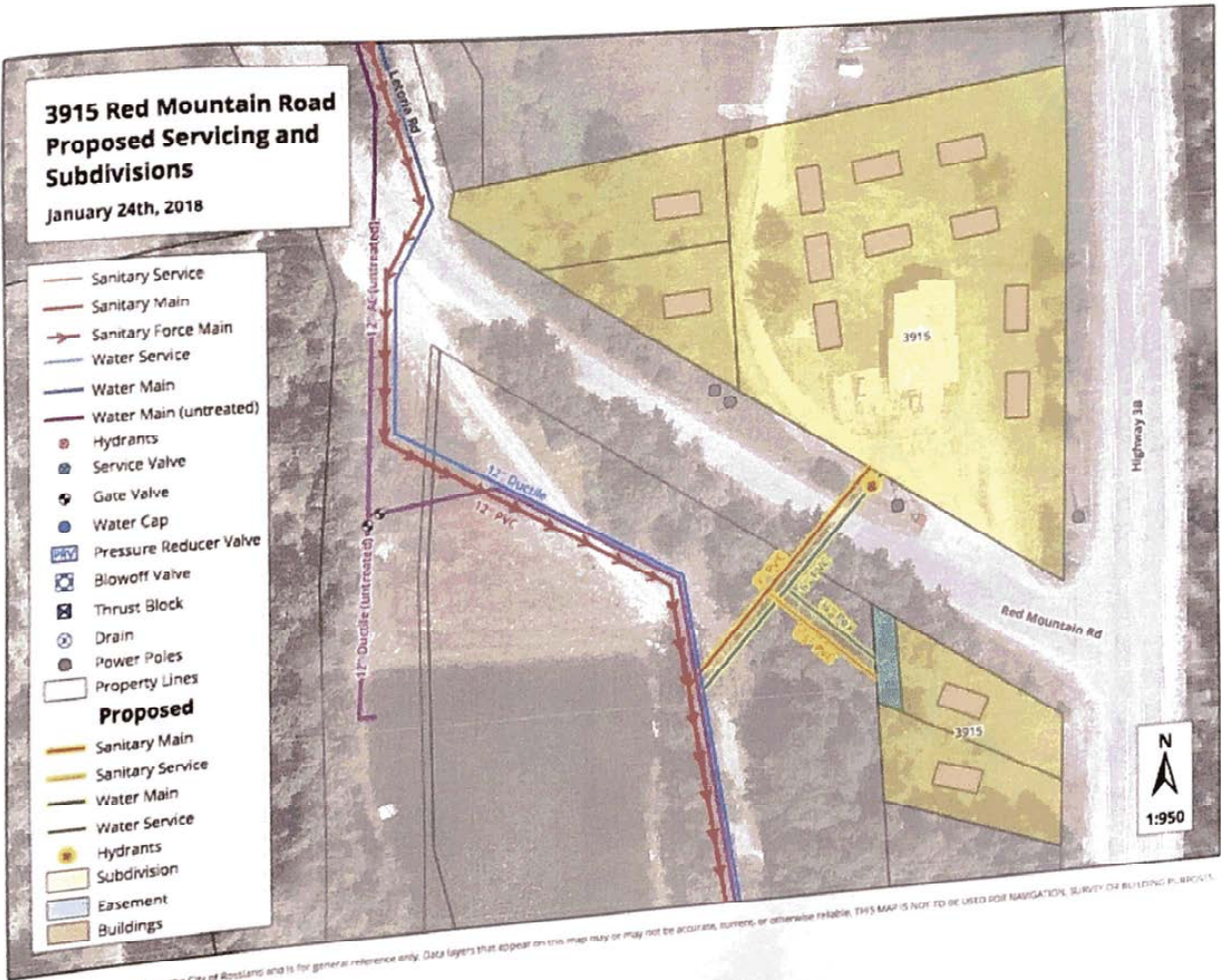
road



Rossland Referral

Rezoning Amendment Application for 3915 Red Mountain Road

This does not represent actual location of building. Building plans may vary



This map is a SURE output from the City of Rossland and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION, SURVEY OR BUILDING PLANS.

Rossland Referral

THE CORPORATION OF THE CITY OF ROSSLAND**BYLAW # 2660****A BYLAW TO AMEND ROSSLAND ZONING BYLAW No. 2518**

WHEREAS Part 26 of the *Local Government Act* R.S.B.C. 1996, c.323 authorizes the Council of the City of Rossland to establish and amend a zoning bylaw;

AND WHEREAS the Council of the City of Rossland deems it necessary and expedient to amend the City of Rossland's Zoning Bylaw No. 2518, 2011

NOW THEREFORE, the Council of the City of Rossland, in open meeting assembled, ENACTS AS FOLLOWS:

SHORT TITLE

1. This Bylaw may be cited as the **"Zoning Amendment Bylaw, No. 2660, 2018(8)"**.

AMENDMENT

2. Schedule A of the City of Rossland Zoning Bylaw #2518 is hereby amended by adding the following new Section 10.3.4 CD-3- Resort Mixed Use - RMU: the regulations of which are shown in Schedule "1" attached to and forming part of this bylaw.
3. Schedule "B" of Zoning Bylaw #2518 is hereby amended such that the following properties are re-zoned from R – 1R (Detached Residential Rural), to CD3 – RMU(Resort Mixed Use); as shown on Schedule "2" attached to and forming part of this Bylaw.
 LOT B SECS 2 & 3 TP 28 KOOTENAY DISTRICT PL NEP62765 PID: 024-249-050
 LOT 1 DL 1940 & SEC 3 TP 28 KOOTENAY DISTRICT PL NE084578 PID: 027-190-722

ENACTMENT

3. (1) If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by a decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.
- (2) This Bylaw shall come into full force and effect on the final adoption thereof.

READ A FIRST TIME
 READ A SECOND TIME
 PUBLIC HEARING

this 26th day of March, 2018
 this 26th day of March, 2018
 this day of, 2018

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Rossland Referral

READ A THIRD TIME
APPROVED PURSUANT TO THE TRANSPORTATION ACT

this day of, 2018
this day of, 2018

Ministry of Transportation and Highway

FINALLY ADOPTED

this day of, 2018

Mayor

Deputy Corporate Officer

Rossland Referral

SCHEDULE 1

10.3.4 CD 3 -Resort Mixed Use - RMU

1. INTENT

The intent of this zone is to permit a variety of forms of accommodation including cabins, tents, RV's, hostel and other dwellings. The zone also provides facilities such as laundry, showers and picnic/barbeque facilities, limited commercial and recreational facilities to serve guests.

2. PERMITTED USES

The following uses and no others shall be permitted in the CD3 - RMU Zone:

- a) **Resort Campground;**
- b) **Multiple Family Dwelling;**
- c) **Two Family Dwelling;**
- d) **Single Family Dwelling;**
- e) **Secondary Suite Dwelling;**
- f) **Detached Secondary Suite Dwelling;**
- g) **Short term Rental;**
- h) **Tourist Cabin;**
- i) **Hostel;**
- j) **Resort Commercial Use;**
- k) **Neighbourhood Oriented Commercial Use;**
- l) **Accessory Buildings, Structures and uses**

3. CONDITIONS OF USE

- a) A **Short term Rental Accommodation** shall be permitted subject to the provisions of section 4.1.2 (e)
- b) A **Secondary Suite Dwelling** shall be permitted subject to the provisions of Section 4.1.2 (b);
- c) A **Detached Secondary Suite Dwelling** shall be permitted subject to the provisions of section 4.1.2 (c);
- d) b) **Off Street Parking** and loading requirements are subject to the provisions of Section 11.

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Rossland Referral

e) All **Resort** and **Neighbourhood Commercial** uses in the zone shall be limited to a total of 200 square metres;

3. PARCEL SIZE

On a **Parcel** located in an area **Zoned** CD-3-RMU, no plan of subdivision approved which contravenes the regulations set out below:

Min Parcel Area
550 sq m

4. COVERAGE

For **One Family Detached Dwellings** with a **Parcel Area** equal to or greater than 550 square meters:

Max Building Parcel Coverage	Max Surface Parcel Coverage
35%	40%

For **Two Family Detached Dwellings**:

Max Building Parcel Coverage	Max Surface Parcel Coverage
40%	50%

For **Multiple Family Dwellings and all other uses**:

Max Building Parcel Coverage	Max Surface Parcel Coverage
50%	60%

5. HEIGHT

- a) The maximum **Height** for **Principal Buildings** is 10.0 m;
- b) The maximum **Height** is 13.0 m for a **Multiple Family Dwelling**.
- c) The maximum **Height** is 4.5 m for **Accessory Buildings**.

6. DENSITY

- a) Maximum 15 **tourist cabins** per hectare.
- b) Maximum 25 equivalent units per hectare.

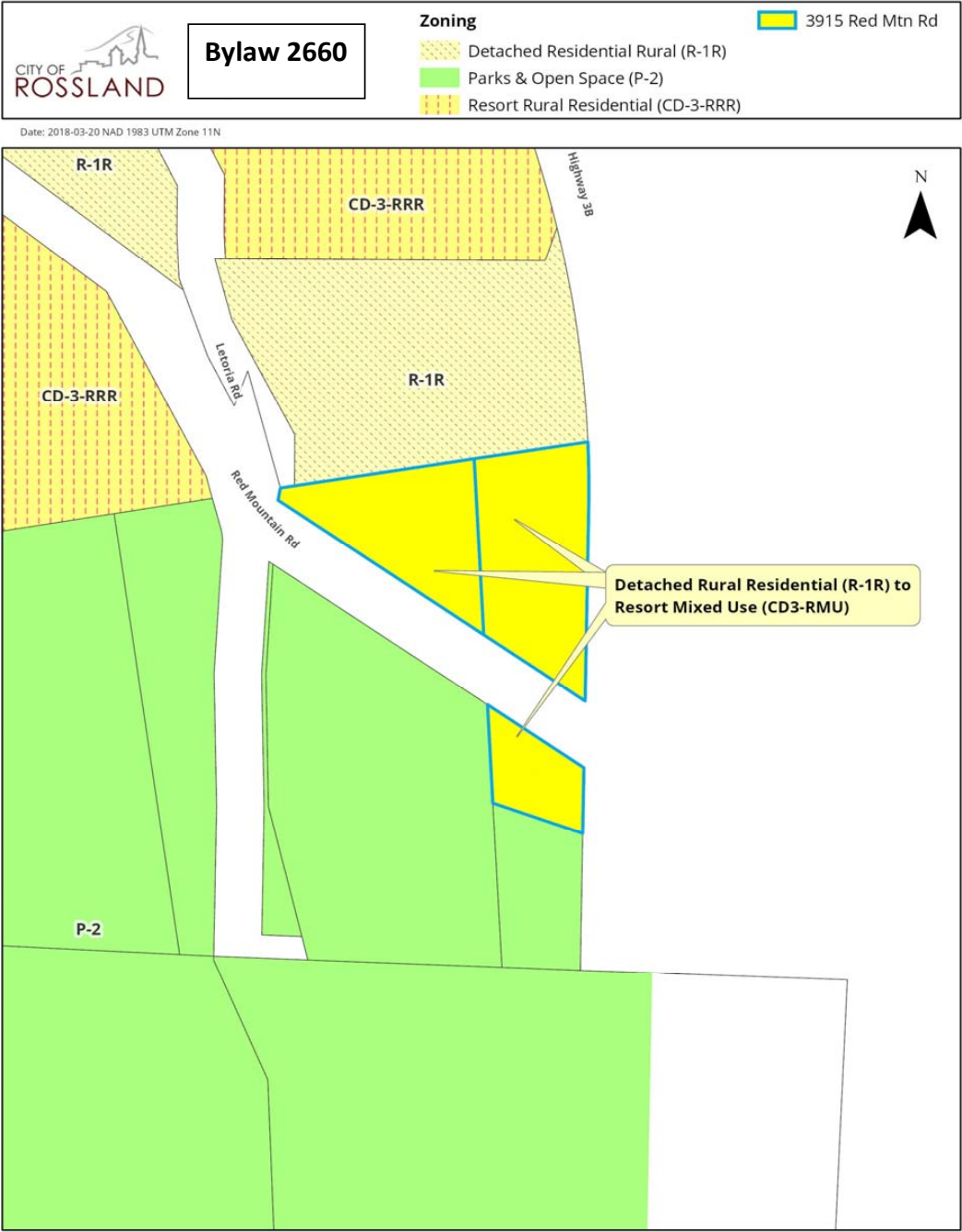
7. OTHER REGULATIONS

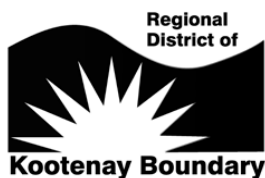
- a) Outdoor storage areas must be surrounded by a solid **landscape screen** not less than 2 metres in height.
- b) A **landscape buffer** at least 2 metres in width shall be maintained in the interior, exterior and rear setbacks.

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Rossland Referral

SCHEDULE 2





STAFF REPORT

Date:	May 24, 2018	File #:	D-3671-07203.000
To:	Members of the Electoral Area 'D'/Rural Grand Forks APC		
From:	Ken Gobeil, Planner		
RE:	Front Counter Referral – Fuite Pit Expansion		

ISSUE INTRODUCTION

The RDKB has received a referral from Front Counter BC for a request for a Mines Act Permit to the Ministry of Environment for a proposed sand and gravel operation expansion next to the Granby River, south of Niagara, in Electoral Area 'D'/Rural Grand Forks (see Site Location Map; Applicant Submission).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	John, Alice, Jan and Patsey Fuite
Location:	10405 Granby Road
Electoral Area:	Electoral Area 'D'/Rural Grand Forks
Legal Description(s):	District Lot 3671, SDYD
Area:	62.3 hectares (154.0 acres)
Current Use(s):	Gravel Pit
Land Use Bylaws	
OCP	Official Community Plan Bylaw No. 1555
Designation	Rural Resource 1 Agricultural Resource 2
DP Area	NA
Zoning Bylaw	Zoning Bylaw No. 1299
Zone	Rural Resource 1 (RUR1) Agricultural Resource 2 (AGR2)

Page 1 of 3

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Other	
ALR:	Partial
Waterfront / Floodplain	Granby River

The subject property is south of Niagara, on the east side of the Granby River. The southern portion of the property is within the Agricultural Land Reserve, and the floodplain for Granby River. The north portion of the property is not within a floodplain and has been used as a gravel pit (see Site Location Map; Applicant Submission).

In 2007, the RDKB received a referral from the Ministry of Energy, Mines and Petroleum Resources for the creation of the gravel pit, which was expected to last up to 25 years and produce 400,000m³ of gravel. During the initial review, no concerns were raised. However, the APC suggested that the zoning be amended to correspond with the use. This application noted there would be an intermittent schedule, with periods of inactivity.

PROPOSAL

The applicant proposes to utilize a 3.2-hectare portion of the property for gravel extraction, which is expected to take five years to extract (2018-2022) (see Applicant Submission). As part of the application, the applicant has submitted a revised Mine Plan and several supporting documents.

This proposal includes an updated Mine Plan, which outlines the operation of the pit. One of the major changes is that there are plans to use the pit consistently during the construction season. Operating from 7:00 am to 7:00 pm Monday to Saturday with the exception of holidays from March to November of each year.

Loaders, dozers, trucks, excavators, screening and crushing plants are proposed to be used in the pit during the operating period.

IMPLICATIONS

The ALR portion of this property will remain unaffected by this proposal. Access to the gravel pit from Granby Road will go along the edge of the portion of the subject property that is within the ALR.

Section 309 of the zoning bylaw permits the exploration and mining of gravel in any zone. Within the RUR 1 zone, resource extraction is not a permitted use. However, mineral, gravel, and coal exploration and/or mining activities cannot be, in any way restricted per provincial authority as stated in the *Mines Act*, *Coal Act* and *Mineral Tenure Act*.

Site reclamation, setback from waterbodies, and wildlife preservation are regulated by the province, and these have been addressed within the Mine Plan (see Applicant Submission).

Page 2 of 3

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Map 2 of the Official Community Plan notes that the subject property is potential Badger habitat, which is a red listed species. The applicant identified the presence of Badgers and created a Badger Management Plan, which establishes a procedure for identifying and reporting active habitats (see Applicant Submission).

ADVISORY PLANNING COMMISSION (APC)

The Electoral Area 'D' / Rural Grand Forks did not have quorum during the May 8, 2018 APC meeting. Members in attendance tabled regular business and declined to make an informal comment on the referral.

PLANNING AND DEVELOPMENT COMMENTS

Delaying a response on this referral for comment by the APC is not required for this referral. Mineral, gravel, and coal exploration and/or mining activities cannot be, in any way restricted by local governments as per provincial authority of the *Mines Act*, *Coal Act* and *Mineral Tenure Act*.

Although the northern portion of the subject property is not within the floodplain. The Planning and Development Department recommend that due to proximity to the Granby River, and flood events of 2018, which may have changed water flows. The mine operation plans and emergency response plans be re-evaluated with information from the 2017 and 2018 floods.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding a proposed expansion of the Fuite Gravel Pit on the property legally described as District Lot 3671, SDYD in Electoral Area 'D'/Rural Grand Forks is supported subject to a review of the Mine Plan and Emergency Response Plans within consideration given to the 2018 floods experienced in the Granby River.

ATTACHMENTS

Site Location Map
 Subject Property Map
 Mine Plan
 Cross Section and Detailed Site Map
 Badger Management Plan
 Application Form

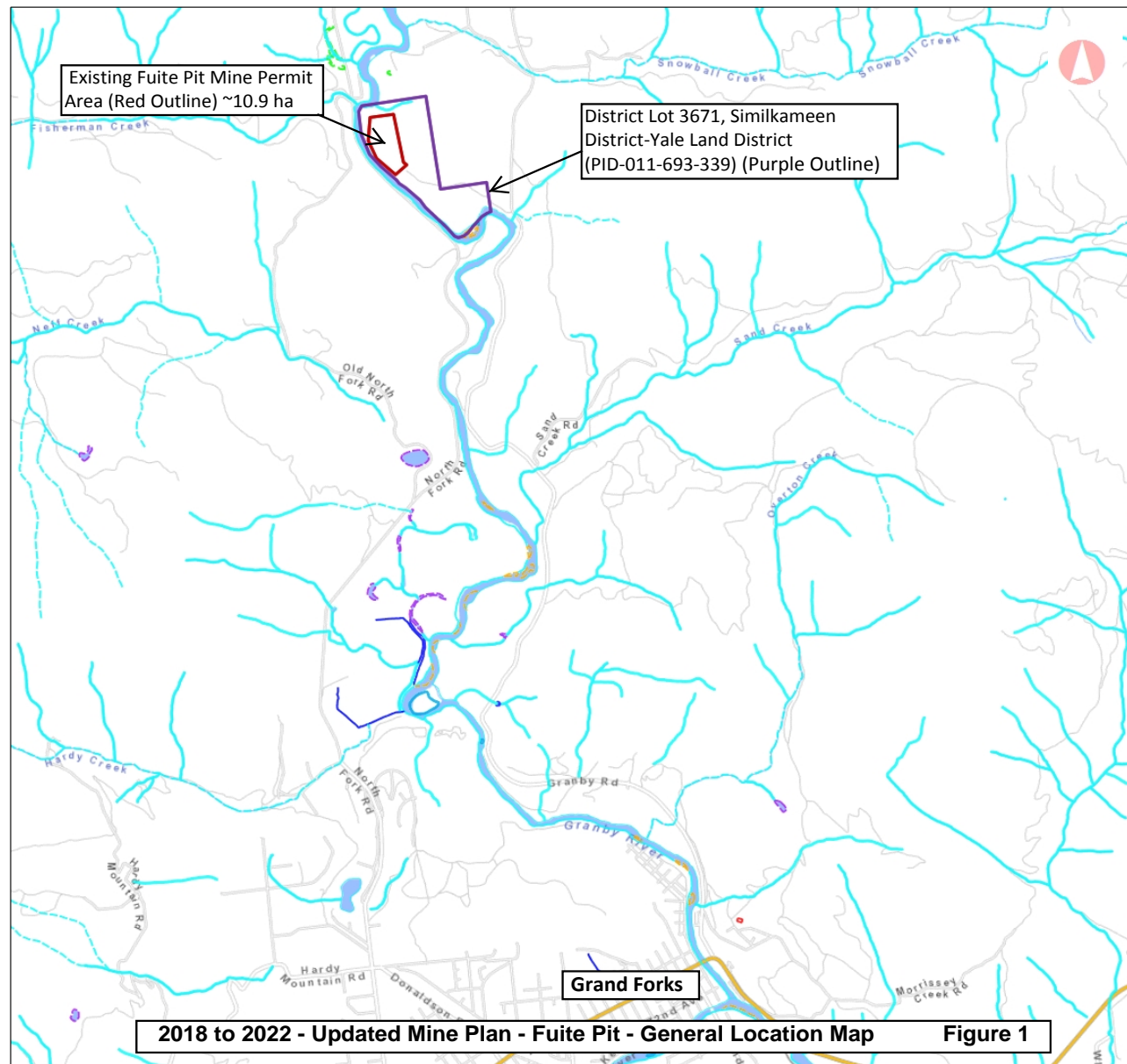


Figure 1



Fuite Pit

Legend

Water - Rivers, Creeks, Sho
(1:20,000)

FCODE

- Canal
- Dam
- Dam - Beaver
- Ditch
- Falls
- Flume
- Rapids
- River or Stream - Definite
- River or Stream - Dry
- River or Stream - Indefinite
- River or Stream - Left Bank
- River or Stream - Right Bank

0 1.02 2.03 km

1: 50,000

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Datum: NAD83

Projection: NAD_1983_BC_Environment_Albers

Key Map of British Columbia



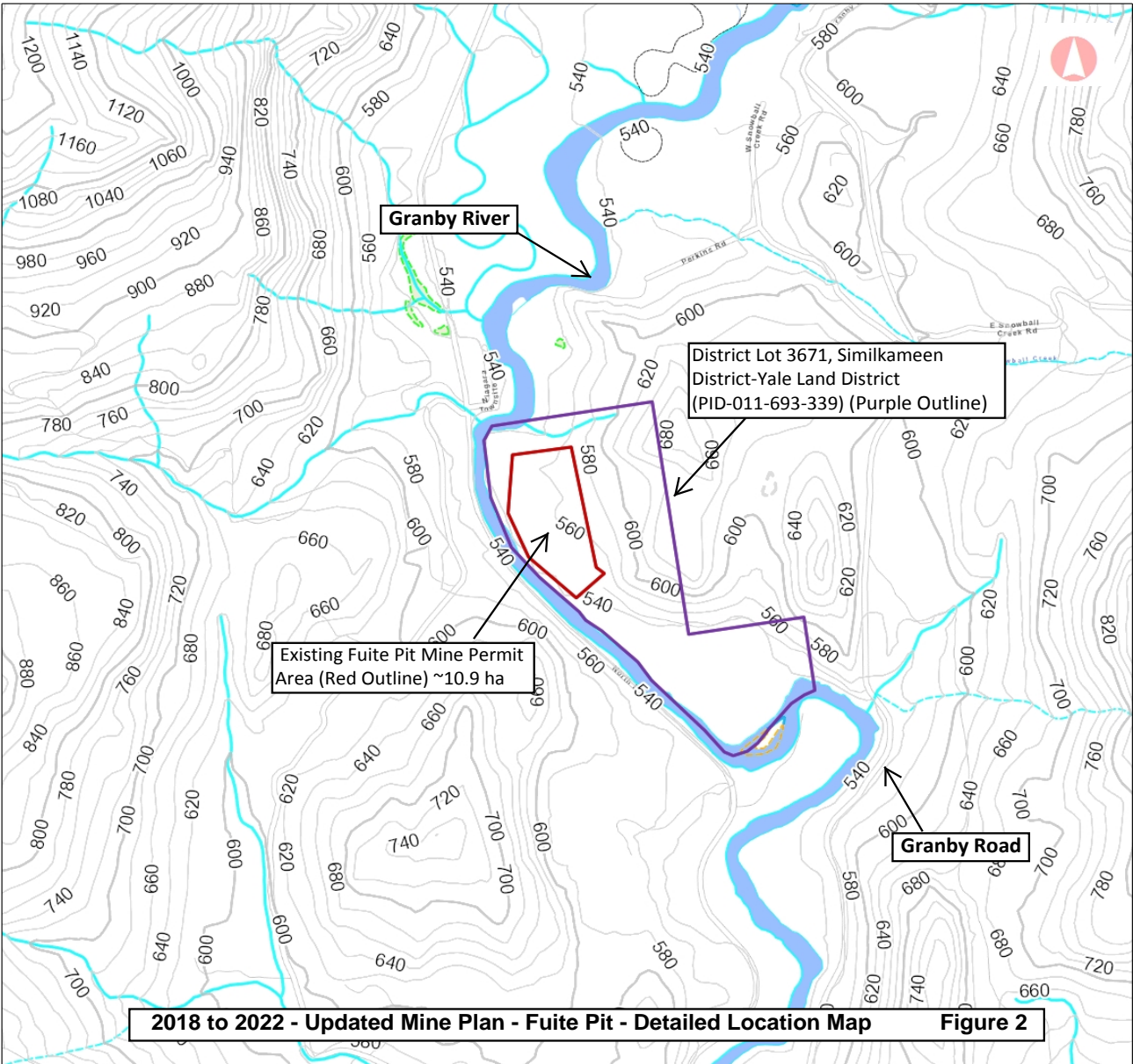


Figure 2



Fuite Pit

Legend

Contours (1:20,000)

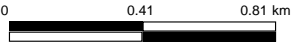
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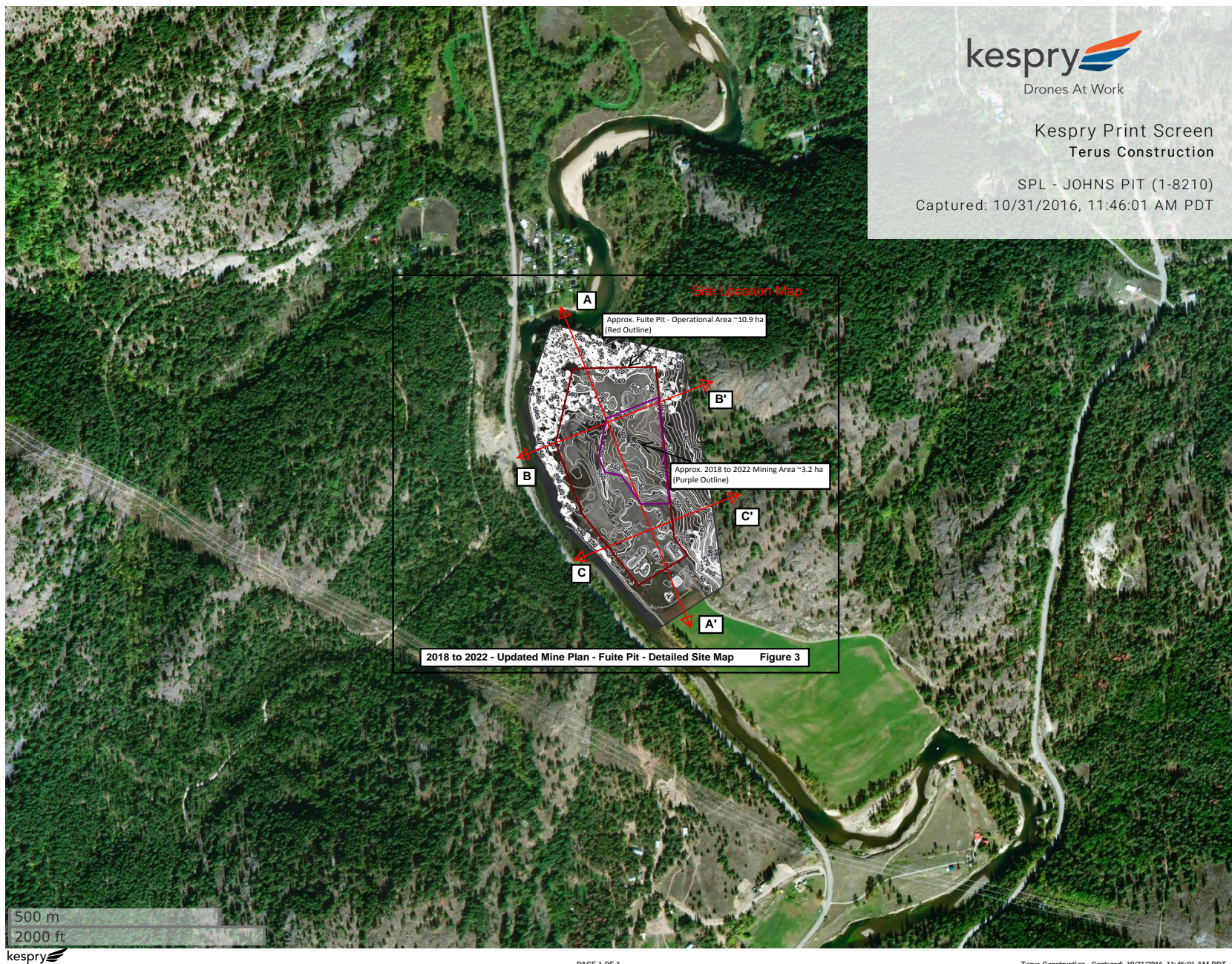
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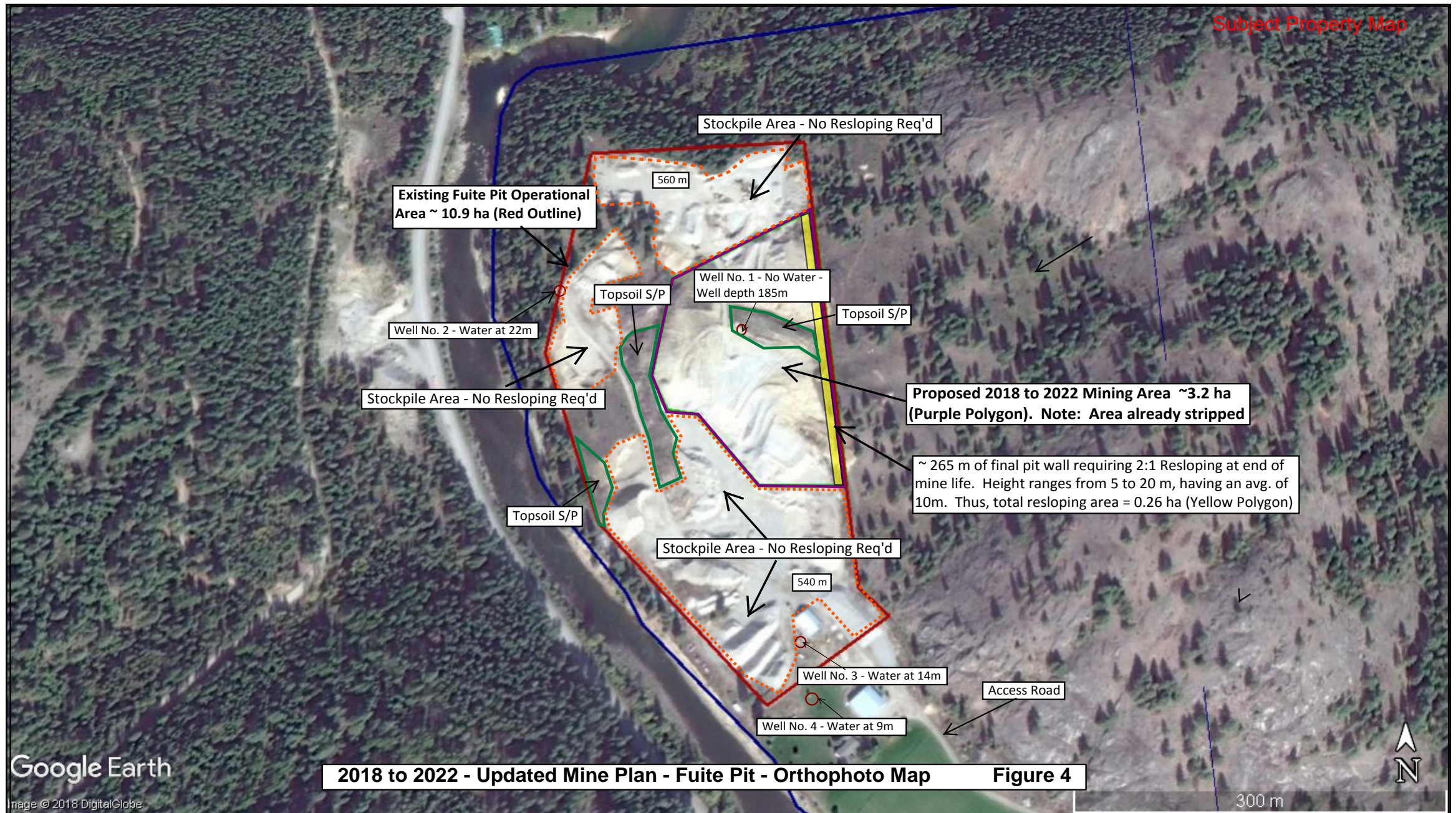
Datum: NAD83

Projection: NAD_1983_BC_Environment_Albers

Key Map of British Columbia







February 12, 2018

Ministry of Energy and Mines
202 - 100 Cranbrook Street South
Cranbrook, BC V1C 3P9

Email: MMD-Cranbrook@gov.bc.ca

Re: 2018 to 2022 Updated Mine Plan – Fuite Pit – Mine No. 1630272 - Mines Act Permit G-5-256

I am providing through this letter with all pertinent information relating to an updated mine plan for the Fuite Pit. This is a revised updated mine plan following the recent meeting with John Fuite in Cranbrook.

The mining area is located is on private land having a legal description of District Lot 3671, Similkameen District-Yale Land District (PID-011-693-339), and having a physical address of 10405 Granby Road, Grand Forks, BC. The land is owned by John, Alice, Jan and Patsy Fuite, of 10405 Granby Road, Grand Forks, BC. V0H 1H1.

The property is located in ~7.8 km northwest of Grand Forks, BC. To access the site you cross the Granby River bridge on the east end of Grand Forks, and turn left onto Granby Road and follow for ~8.7 km, where you turn left off Granby Road onto a private road and go ~1.1 km to site operations (Figures 1 and 2).

The attached information, figures and photos cover “continued” aggregate extraction from the “existing” mining operation (mine permit area) for the period March 2018 to November 2022.

All mining will comply with the **Mines Act** and **Health Safety and Reclamation Code for Mines in BC, 2017 (HSRC)**. The operational intent will be to locate equipment (loaders, dozer, trucks, excavator, and screening and/or crushing plants) to the site during the summer season (March thru November). The operation will operate between 7:00 am and 7:00 pm during Monday to Saturday of the work season, except for holidays. During this time period, it is anticipated that I will extract and process approximately 20,000 m³ or 40,000 tonnes per year of (aggregate) material, which will supply materials for paving and construction activities in and around the Grand Forks Area.

The extraction (mining) faces will be developed by pushing aggregate materials down to a Cat 966C loader by using a Cat - D8K dozer. The purpose will be to maintain compliance with **Part 6.23.4** of the **HSRC** and to ensure there is adequate mixing (blending) of the aggregate materials for supply to the crusher/screener units. During and on completion of mining, the overall reclamation plan for the site will be to reslope the final (east) pit walls to a 2:1 slope angle, relocate topsoil onto resloped area, relocate any overburden and/or dirty sand material back onto the pit floor in areas that will not be utilized for rural residential end land use, and then to revegetate (seed), as necessary. It should noted that after mining, only a very small fraction of the mining area and/or operational area will required to have any type of resloping.

If you have any questions, please contact the undersigned by email erwin.spletzer@terusconstruction.ca or Office (604) 575-3689.

Regards



Erwin Spletzer, Aggregate Manager
Interoute Construction Ltd.
Office Direct Line - 604-575-3473

Attachments

Mine Plan

**(Revised) Updated Mine Plan for the Fuite Pit
Mine Development Period 2018 to 2022**



Orthophoto View of Existing Mine Operational (Red Outline) and 2018 to 2022 Mining Area (Purple Outline)

Map Sheet 082E.018 - UTM 11U 393240E and 5439765N

Mines Act Permit No. G-5-256

Mine No. 1630272

Revision date: February 14, 2018

February 2018

John Fuite

Updated Mine Plan – Fuite Pit

February 2018

1.0 Introduction

This (revised) updated mine plan is being submitted by John Fuite, as a requirement of the *Mines Act, RSBC 1996, Chapter 293 (Mines Act)* and the *Health, Safety and Reclamation Code for Mines in BC, 2017 (HSRC)* for the existing *Fuite Pit* located near Grand Forks, BC. This revision was required due to a recent meeting held in Cranbrook between MEMPR and John Fuite.

2.0 Project Overview

The pit development is located on private land having a legal description of District Lot 3671, Similkameen District-Yale Land District (PID-011-693-339), and having a physical address of 10405 Granby Road, Grand Forks, BC. The land is owned by John, Alice, Jan and Patsy Fuite of 10405 Granby Road, Grand Forks, BC V0H 1H1.

The site is located ~7.8 km northwest of Grand Forks, BC. To get to the site by road access, you cross the Granby River bridge on the east end of Grand Forks, and turn left onto Granby Road and then follow for ~8.7 km, where you then turn left off Granby Road onto a private road and go ~1.1 km to site operations (Figures 1 and 2).

This (revised) updated mine plan covers “continued” mine development of the site for the period March 2018 to November 2022. Mining during this period will occur within the area noted on the figures and maps as a “purple” polygon which is ~3.2 ha in area. It should be noted that the 2018 to 2022 mining area is actually located within the boundaries of the existing mine operational area which is ~10.9 ha in size and illustrated as a “red” polygon on appropriate figures.

Figures 3 and 4 show that the existing mine operational area has retained a minimum five (5) meter setback between the final extraction limits and all property boundaries, which are located in close proximity to the operational area. As well, a twenty (20) meter extraction buffer has been maintained next to the five (5) meter buffer, along the west property boundary.

The current mine plan (2018 to 2022) does not anticipate development to any final (east) pit walls, however the enclosed mapping does illustrate development to the ultimate limits. As illustrated on Figure 4, a majority of the area within the mine operational areas is utilized for stockpiling of product, topsoil, mineral soil, etc. and will not be required to be resloped. It is expected the overall site will be (graded) elevation sloped from the north to the south direction.

It is anticipated that the mining and development will comply with the requirements of the *Mines Act* and HSRC. The operational intent is to have equipment (loaders, dozer, trucks, crushing and screening plants) at the site during the work season (March to the end of November). The operations will operate between 7:00 am and 7:00 pm during Monday to Saturday of the work season, except for holidays. During this five (5) year time period, it is anticipated that there will be aggregate extraction of approximately 40,000 tonnes (20,000 m³) per year of material, of which will be made available for local paving and construction projects.

The site has operated for the last ten (10) years without any environmental and/or socio-community impacts and this is expected to be the case into the future, particularly given the company’s sound Mine Emergency Response Plan (MERP). There is as well in-place; plans for archaeological chance find procedures (CFP) and as mentioned a MERP (including fuel management & spill contingencies). **Note:** These particular plans are attached as part of this application.

John Fuite

Updated Mine Plan – Fuite Pit

February 2018

There will not be a requirement for an *Environmental Management Act* – Effluent Permit given that the project is not anticipated to have any effluent discharges. The control of TSS and/or turbidity of any contact surface waters will be achieved through use of standard BMP's for sediment and erosion control procedures utilized by aggregate operations in BC. These include sediment ponds, silt fencing and straw (hay) bales.

The project is expected to be developed in an environmentally sensitive manner, and John Fuite proposes to accomplish this by implementing plans, utilizing technology and using industry standard "best management practices" (BMP's), as a means to either eliminate or minimize the environment impacts associated with the project. The company will utilize the "Aggregate Operators Best Management Practices Handbook for BC, Volume II, April 2002" as a point of reference for its operation.

http://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/mineral-exploration-mining/documents/permitting/agg_bmp_hb_2002vol2.pdf.

Previous mining by John Fuite on this property has not created any environmental impacts from mining activities; therefore if this operation is developed following the "existing" mining operational philosophy there should be minimal, if any potential impacts.

The company's reclamation plan is meant to achieve the following end land use of rural residential as discussed in recent meetings with the ministry in Cranbrook.

3.0 Project Description

3.1 Description of Work

The mining development area has already been cleared as part of previous development by the property owner. The proposed mining area (purple polygon) is shown on the attached figures and photographs. A majority of the mining area for the 2018 to 2022 period has already been previously stripped of topsoil/mineral soil materials, with the expectation of the area containing the (easterly) topsoil stockpile noted on Figures 3 and 4.

The updated mine plan consists of operations, decommissioning of components and associated activities that would be typical for any medium sized aggregate (sand and gravel) operations in BC. In which, aggregate materials are excavated, screened and if necessary crushed on-site to obtain the preferred grain size and quality for use in paving and/or other construction projects.

The annual production from the site will be approximately 40,000 tonnes (20,000 m³) per year during the 2018 to 2022 time period.

The operation will maintain compliance with the **HSRC**, and will utilize the following equipment – loaders, dozer, crusher, screener, excavators and tandem dump trucks for excavation of aggregate materials. The operation currently uses typical equipment similar to the Cat 966C - Front End Loader, Volvo 290 – Excavator, Cat D8K – Dozer, Tandem dump trucks, Crusher - 350 TPH and Screening Plants (CEC, 2010 Double Deck and Extec 5367).

For this particular site the only remaining ultimate pit slope will be the east wall of the proposed 2018 to 2022 mining area. This final wall will be ~265 m in length having an average height of 10 meters, thereby requiring ~0.26 ha of resloping activity. As previously stated, this final slope will be resloped to a consistent 2:1 slope angle, and then covered with the stockpiled topsoil/sub-grade mineral soils, and seeded with appropriate seed mixture. It should be noted that no reclamation is planned for the next

John Fuite

Updated Mine Plan – Fuite Pit

February 2018

five (5) years, as it is expected that no ultimate pit wall will be developed as part of the mining activities over the next five (5) years.

3.2 Mine Plan

The 2018 to 2022 mining area is noted on Figures 3 and 4, as the “purple” polygon area which will provide adequate aggregate resources from this site over the next five (5) years. As previously noted, this mining plan does not expect to create any new disturbances as they have already occurred within the mine operational area. However, development will continue to excavate to the (graded) final pit floor (560 mASL – North to 540 mASL – South), as shown in cross section in Figure 5.

Given the types of equipment proposed and the methods of mining (dozer pushing), the overall bench heights for the operation will be maintained in compliance with Part 6.23.4 of the HSRC.

During development of the site there will remain a minimum five (5) meter setback planned between the final extraction limits and all property boundaries as required by Part 10.5.8 of the HSRC. As well, during development along the east pit wall there will remain in-place aggregate resources that will be utilized for resloping to the final 2:1 slope angle.

As indicated previously the mining and pit operations will be seasonal from March to the end of November, with activities driven by demand for the products. The pit will most likely operate between 7:00 am to 7:00 pm during Monday to Saturday of the work season, except for holidays.

In regards to groundwater protection, there has been no indication of any groundwater within the existing mine operational area, since mining activities were initiated several years ago. In fact, four (4) water wells were drilled on the property prior to any mining activities. Of these four (4) wells, three (3) are located within the mine operational area (see Figure 4). Of these, Well No. 1 is located within the 2018 to 2022 proposed mining area and had no water measure, Well No. 2 is located at the outside edge of NE part of the operational area and had water measure at 22m below surface, and Well No. 3, which is located in the southern part of the operational area had water measure noted at 14m below surface. Therefore, given these testing results, no groundwater was and/or should be intercepted and/or impacted by the mining operations, given the current bench floor configuration of 560 to 540 mASL.

However, to ensure protection of any groundwater quantity and quality from potential impacts of the proposed mining activity, no fuel storage will occur on-site. As well, there has been training with emergency response equipment and supplies (spill kits), that are available for use when and if required during fueling from a pickup tidy tank at the pit operation.

3.3 Present State of Land

The present state of the land is shown in the orthophoto of the site (Figures 3 and 4), and in the following photographs taken in May 2017. As indicated previously, the site has been an active aggregate operation for at least the last ten (10) years.

The ministry has indicated that there is an archaeological site located in the southwest corner of the current mine operational boundary (red polygon). However, given that the 2018 to 2022 mining proposal is to mine the “purple” polygon area to the northeast, there will be no impacts to the defined archaeological site, as all activities will remain east of the current access road that parallel Granby River. It should be noted that historically this site has seen intensive agriculture, grazing activities and feedlot for sheep farming.

John Fuite

Updated Mine Plan – Fuite Pit

February 2018

There are no overlapping and/or adjacent uses of this land base by others, as this is private land.

There are no ephemeral creeks located within the development area.

The following photographs taken in May 2017 illustrate the current conditions at the site.



Looking north towards the active mining area



Looking at the stockpile and processing area located west of the current mining area



From the current stripped area looking southwest to current and future mining areas

The topsoil/sub-grade mineral soils have already been stripped to rooting depth and stockpiled in three (3) separate areas within the mine operational area. These stockpiles have had application of rye grass seeding, to reduce erosion and noxious weed invasion. Noxious weeds will continue to be controlled either by spraying with approved weed control products such as 2-4-D and/or spot spraying with Roundup which are acceptable for this area. There are as well some manually removed weeds on an ongoing basis.

Information was received from your ministry that the site is located within known American Badger habitat, and that the operation will need to manage for them. To this end, management and employees will adhere to its own prescribed badger management plan for the Fuite Pit area. Note: The management plan is attached for your review.

John Fuite

Updated Mine Plan – Fuite Pit

February 2018

3.4 Reclamation

3.4.1 General Reclamation Terms

The reclamation and closure of the Fuite Pit will follow the general guidelines recommended by **Part 10.7.1 to 10.7.10** of the **HSRC**. It will be the intent of John Fuite, to prevent long-term environmental impacts at the site and eliminate potential health and safety issues, as required. It is expected that the end land use for this site will be rural residential. It is expected that in the end the reclamation plan will foster return to appropriate and functional values on the site.

The objectives of the reclamation plan will be to create a physically stable environment, and to ensure that there are no impacts to aquatic or terrestrial resources from the mining activities. These objectives are consistent with the requirements of the **HSRC**.

It should be noted that John Fuite, reserves the right to have an opportunity for the reclamation plan to be refined during the operational period of the project. After closure, the site will be left in a safe and secure manner for the long-term with no projected maintenance. The final site reclamation will meet the requirements of the private land owner.

It will always be the intent of John Fuite to achieve the following goals:

- Minimize or eliminate public safety hazards;
- Minimize potential effects to the environment, particularly water resources;
- Provide long-term stable landform configurations;
- Reclaim surface disturbances for beneficial use; and
- Minimize the requirements for post-closure monitoring and maintenance.

With the above in mind, all topsoil/mineral soil that was originally stripped and stockpiled in the current three (3) locations will be utilized as necessary. On completion of mining, the final slopes of the (east) pit wall will be resloped to at least a 2:1 slope angle, and will have maximum possible coverage with available topsoil/mineral soils. Any of the pit floor areas that are not going to be utilized for rural residential area, will be covered with maximum possible topsoil/mineral soils after replacement of any overburden and dirty sand materials and the areas will then be replanted with rye grass.

No external fill will be placed into the mined out pit area, however any unused stockpile fill materials such as overburden, dirty sand, etc. will be pushed onto the mined out pit floor and spread out, prior to placement of topsoil/mineral soils.

The goals of the reclamation plan will be to: provide the necessary details of the reclamation objectives, and to provide an opportunity for the plan to be refined during the operational period of the project. After closure work has been completed, the project will need to be left in a safe and secure manner for the long-term with little projected maintenance.

3.4.2 Long-term Stability

The long-term stability of the post-mine site will be an important consideration during reclamation of the site.

With no settling or tailings ponds, dams or waste dumps there will not be a requirement for additional maintenance to ensure long-term physical stability on the site. With all physical structures being removed from the property during final reclamation, it can be appropriately decommissioned and reclaimed for long-term stability as required under the *Mines Act*.

John Fuite**Updated Mine Plan – Fuite Pit****February 2018**

3.4.3 Reclamation Cost Estimate

An estimate of reclamation liabilities and a summation of projected reclamation costs, including provisions for long-term monitoring, maintenance and mitigation of environmental impacts for development have been estimated at \$7,500. However, it is has been noted that the ministry, John Fuite and Interoute Construction Ltd. have already determined the reclamation bonding requirements for the site.

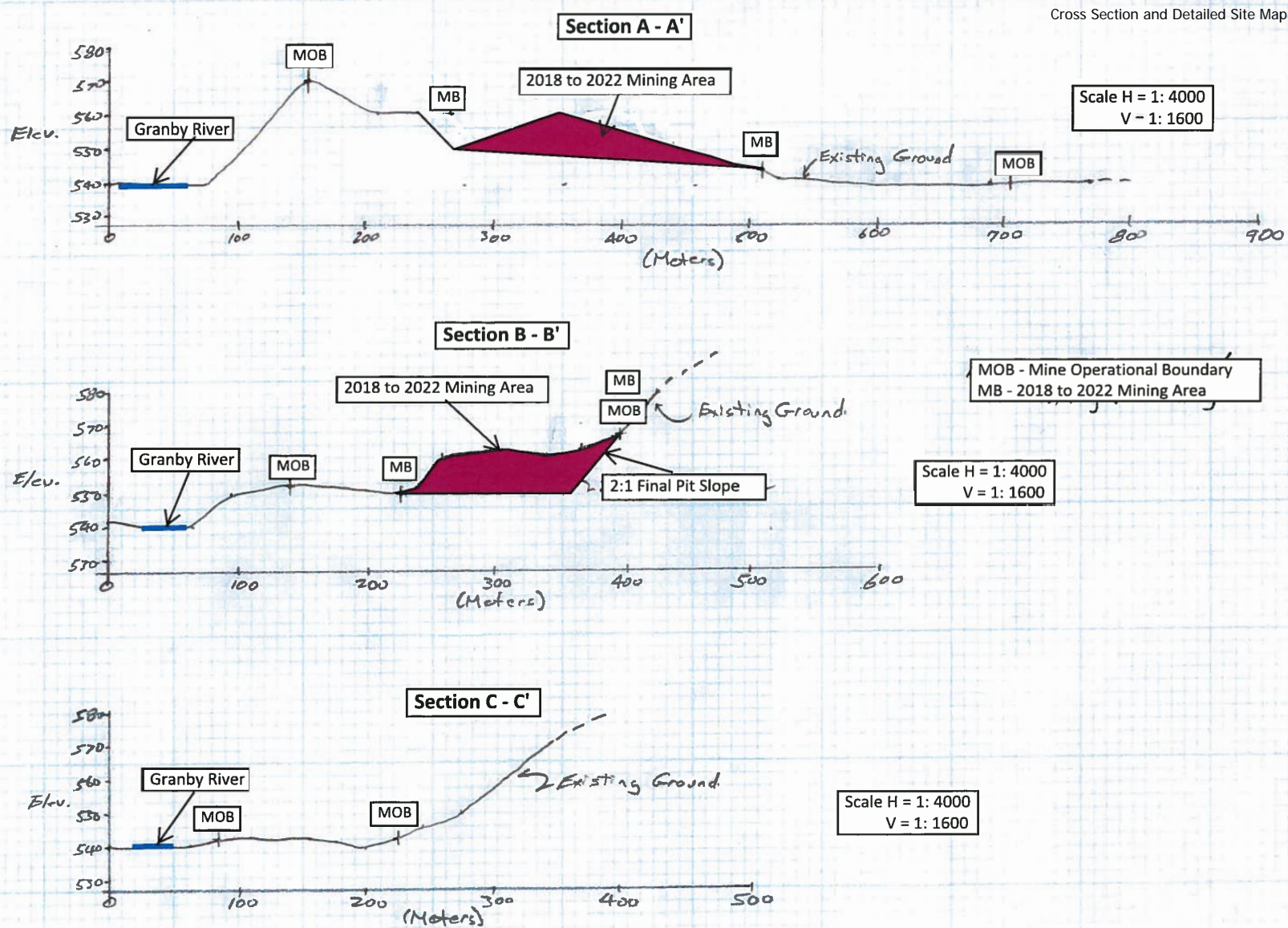
If you have any questions, please contact the undersigned by email erwin.spletzer@terusconstruction.ca or office (604) 575-3689.

Regards



Erwin Spletzer, Aggregate Manager
Interoute Construction Ltd.
Office Direct Line - 604-575-3473

Attachments



2018 to 2022 - Updated Mine Plan - Fuite Pit - Cross Section Map

Figure 5



Fuite Pit – Badger Management Plan - 2018

If a badger is observed within the Fuite Pit area, then the following actions will be implemented:

1. Note time, date and location of sighting as well as how many badgers are present and their activity. Take a picture, if possible, but do not approach the animal or disturb it. Note – Badgers are not aggressive or dangerous (unless cornered) but, as with all wildlife, should not be disturbed.
2. Report sighting to on-site supervisor.
3. If more than one badger is observed, sighting should be immediately reported to FLNRO – Cranbrook: 250-489-8540. Multiple badgers in one location usually indicate presence of mother with kits and may require a more detailed response.
4. If one badger is observed, report sightings to the BC badger website: www.badger.bc.ca
5. Badger burrows:
 - a. Fresh badger diggings are indicative that a badger is, or recently has been, in the area.
 - b. Badger burrows can be distinguished from other digging mammals – primarily Columbia ground squirrels - by their relatively large opening and oval shape. The hole is wider than it is tall (see figure). A large plume of excavated dirt is typical immediately adjacent to the burrow.
 - c. Columbia ground squirrel burrows typically have a smaller, circular shaped opening.
 - d. If a fresh burrow is noted (look for indication that dirt has moved around burrow since the last rainfall), a small stick can be placed across the entrance, stuck into the soil on each side to anchor it. If the stick is not moved over the next several days, this indicates that the badger is no longer using the burrow and has likely moved on.
 - e. If a burrow appears very fresh and is blocked just inside the entrance with dirt, this usually indicates that a badger is present in the burrow. The area should be left undisturbed and the burrow checked daily for continued presence. Once unplugged, use small sticks as above to test whether the badger is still using this burrow.
 - f. Watch for other burrows in the same vicinity as badgers will maintain more than one burrow.
6. In all cases, give the animal space to move on its own. Almost always the badger will move on and likely remain in the area for <24 hours, usually leaving the site in the night.



Badger burrow – note oval shape and usually large plume of dirt outside burrow. Source: Weir and Almuedo (2010). Photo: Richard Klafki.



Notice of Work

1630272 - Fuite Pit

Tracking Number: 100212944

Application Information

If approved, will the authorization be issued to an Individual or Company/Organization? Individual
 Are you the Individual this application will be issued to? No
 What is your relationship to the individual? Agent

APPLICANT CONTACT INFORMATION

Applicant is an Individual or an Organization to whom this authorization Permit / Tenure / Licence will be issued, if approved.

Name: John Fuite
 Phone: 250-442-0428
 Daytime Phone:
 Fax:
 Email: gofer@xplornet.com
 Mailing Address: 10405 Granby Road
 Grand Forks BC V0H 1H1

AGENT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

Name: Erwin Spletzer
 Phone: 604-575-3473
 Daytime Phone: 604-575-3689
 Fax: 604-575-3691
 Email: Erwin.Spletzer@terusconstruction.ca
 Mailing Address: 201-5550 152nd Street
 Surrey BC V3S 5J9

Letter(s) Attached: Yes (2017 June 13 Signed letter of agency.pdf)

TECHNICAL INFORMATION

APPLICATION INFORMATION

Type of Notice of Work: Sand & Gravel
 Is this a New Permit or an Amendment to an existing permit for this property? Amendment

MINE INFORMATION

Do you have an existing mine number? Yes **Mine Number: 1630272**
 Name of the property: Fuite Pit

Tenure Numbers:

Crown Grant / District Lot Numbers:

Directions to site from nearest municipality:

The site is located in ~7.8 km northwest of Grand Forks, BC (Figure 1). To get to the site by road access, you cross the Granby River bridge on the east end of Grand Forks, and turn left onto Granby Road and follow for ~8.7 km, where you turn left off Granby Road onto a private road and go ~1.1 km to site operations .

Geographic Coordinates of Mine: **Latitude: 49.1015000 Longitude: -118.4626000**

Maximum Annual Tonnage Extracted: 40000 tonnes

INFORMATION ABOUT PROPOSED ACTIVITIES

Activities to be undertaken: Sand & Gravel / Quarry Operations

FIRST AID

Proposed First Aid equipment on site: Level 2

Level of First Aid Certificate held by attendant: Occupational First Aid Level 1 with Transportation Endorsement

DESCRIPTION OF WORK PROGRAM

If you prefer to upload a document, please enter "see attached document" and attach the document in the "Document Upload" step later in the application under "Other".

Sufficient details of your work program to enable a good understanding of the types and scope of the activities that will be conducted:

The mining development area has already been cleared as part of previous development by the property owner. The proposed mining area (purple polygon) is shown on the attached figures and photographs. A majority of the mining area for the 2018 to 2022 period has already been previously stripped of topsoil/mineral soil materials, with the expectation of the area containing the (easterly) topsoil stockpile noted on Figure 3 and 4.

The updated mine plan consists of operations, decommissioning of components and associated activities that would be typical for any medium sized aggregate (sand and gravel) operations in BC. In which, aggregate materials are excavated, screened and if necessary crushed on-site to obtain the preferred grain size and quality for use in paving and/or other construction projects.

The annual production from the site will be approximately 40,000 tonnes (20,000m³) per year during the 2018 to 2022 time period.

The operation will maintain compliance with the HSRC, and will utilize the following equipment - loaders, dozer, crusher, screener, excavators and tandem dump trucks for excavation of aggregate materials. The operation currently uses typical equipment similar to the Cat 966C - Front End Loader, Volvo 290 - Excavator, Cat D8K - Dozer, Tandem dump trucks, Crusher - 350 TPH and Screening Plants (CEC, 2010 Double Deck and Extac 5367).

For this particular site the only remaining ultimate pit slope will be the east wall of the proposed 2018 to 2022 mining area. This final wall will be ~265m in length having an average height of 10 meters, thereby requiring ~0.26ha of resloping activity. As previously stated, this final slope will be resloped to a consistent 2:1 slope angle, and then covered with stockpiled topsoil/sub-grade mineral soils, and seeded with appropriate seed mixture. It should be noted that no reclamation is planned for the next five years, as it is expected that no ultimate pit wall will be developed as part of the mining activities over the next five years.

TIME OF PROPOSED ACTIVITIES

Original Start Date: Feb 1, 2007

Proposed start and end date: Mar 1, 2018 to Nov 30, 2022

Please remember that you need to give 10 days notice to the Inspector of Mines of your intention to start work, and 7 days notice of your intention to stop work.

ACCESS

Access presently gated: No

PRESENT STATE OF LAND

Please identify what the present state of the land is where you would like to undertake your activities. If some of the questions do not apply to you please enter n/a in the space provided.

Present condition of the land: The present state of the land is shown in the orthophoto of the site and photographs taken in May 2017. As indicated previously, the site has been an active aggregate operation for at least the last five (5) years.

There are no overlapping and/or adjacent uses of this land base by others, as this is

private land.

The topsoil/sub-grade mineral soils have already been stripped to rooting depth and stockpiled around the perimeter of the existing disturbances.

There are no ephemeral creeks located within the development area.

Type of vegetation: None
Physiography: The mining area is generally level,
Current means of access: Private access
Old equipment: No
Recreational trails / use: None

ACCESS TO TENURE

Do you need to build a road, create stream crossings or other surface disturbance that will not be on your tenure? No

LAND OWNERSHIP

Application area in a community watershed: No
Proposed activities on private land: Yes

Please note that under Section 19 of the Mineral Tenure Act and Section 2.1 of the Mineral Tenure Act Regulation you must not begin any mining activities until 8 days after giving notice to every owner of the surface area on which the recorded holder intends to carry out that activity.

Please attach a copy of the letter of authorization signed by the landowner. The document can be uploaded at the "Document Upload" step later in the application process.

Legal description of land: District Lot 3671, Similkameen District-Yale Land District (PID-011-693-339), and having a physical address of 10405 Granby Road, Grand Forks, BC.

Proposed activities on Crown land: The land is owned by John, Alice, Jan and Patsy Fuite, of 10405 Granby Road, Grand Forks, BC V0H 1H0.
No

Activities in a park: No

CULTURAL HERITAGE RESOURCES

Cultural Heritage applies to a large spectrum of heritage resources that is defined as "an object, a site or the location of a traditional societal practice that is of historical, cultural or archaeological significance to British Columbia, a community or an aboriginal people."

The Archaeology Branch of the Ministry of Forests, Land and Natural Resource Operations is responsible for the administration of the Heritage Conservation Act as it applies to archaeological sites. The Archaeology Branch has developed guidelines for companies engaged in natural resource extraction to aid in planning for and avoiding or managing impacts to protected archaeological sites.

Are you aware of any protected archaeological sites No

that may be affected by the proposed project?

FIRST NATIONS ENGAGEMENT

In making decisions on authorizations, the government will be fulfilling its responsibility to consult, and where appropriate, accommodate First Nations. The government takes this responsibility seriously and encourages the applicant to engage First Nations early and often as part of any planned development.

Establishing good relations with First Nations who might be affected by a proposed development is a key part of any successful mining operation. The Ministry of Energy and Mines encourages applicants to engage and information share with First Nations that might be affected by a proposed development prior to submitting an application. The earlier in the life of a proposed activity that the avenues of communication are established the greater the likelihood that the relationships formed will be constructive and beneficial to all parties. A lack of information sharing and engagement by the applicant may result in extended timeframes for decision.

Applicants should keep a detailed record of information sharing and engagement with First Nations on their project in the event the government needs to review it. Information on First Nations information sharing and engagement should include the following: a list of First Nations contacted, whether the activity was modified based on feedback from First Nations, and whether the applicant has entered into any informal or formal agreements with First Nations in connection with the project.

The Consultative Areas Database Public Map Service is an online, interactive mapping tool that allows you to identify First Nations who have treaty rights or asserted or proven rights or title on the land base. More information can be found at <http://maps.gov.bc.ca/ess/sv/cadb/>.

Have you shared information and engaged with First Nations in the area of the proposed activity? ☐ No

SAND & GRAVEL / QUARRY OPERATIONS

MAPS

All plans and sections must indicate the scale and orientation of the drawing and must include:

1) Plan View of Proposed Development illustrating:

- Property boundaries and set back of excavation from property boundary
- Watercourses and drainage (wet, dry or intermittent) on the property and within 150 metres of its boundaries
- All previous surface workings, the final boundaries of proposed excavation, and boundaries of excavation at the end of development described in the Notice of Work
- Access roads, including development roads within the pit and access to the public roads
- All proposed and existing stockpiles (topsoil, overburden, product etc.)
- All settling ponds (for both surface run off and process water) and source of process water
- Buildings and other facilities (fuel/lubricant storage, sanitary facilities, weigh scale, etc.)
- Sediment control structures and the location of any point discharges from the property
- Fencing, berms and/or vegetative buffers.

2) Cross and longitudinal sections of Proposed Development illustrating:

- The original land surface and, if applicable, the groundwater table elevation
- Typical configuration during mining, indicating angle of slope and, where applicable, bench locations
- Proposed configuration on completion of reclamation

3) A copy of the land title/crown land tenure map must be provided.

SOIL CONSERVATION

Average depth of overburden:	0.10 m
Average depth of topsoil:	0.10 m
Measures to stabilize soil overburden stockpiles and control noxious weeds:	Stockpiles have 3 to 1 slopes and seeded with rye grass. Spray as needed for noxious weed control with 2-4-D and spot spray with round up.

LAND USE

Is the site within the Agricultural Land Reserve? No
Does the local government have a Soil Removal Bylaw? No
Official Community Plan for the site: Rural Residential
Current land use zoning for the site: Rural Residential
Proposed end land use is: Rural Residential
Estimate total minable reserves over the life of the mine: 300,000 tonnes
Estimate annual extraction from site: 40,000 tonnes/year

Application must be made to the Environmental Assessment Office if estimated extraction for sand/gravel production is 500,000 tonnes/year or 1,000,000 tonnes over 4 years; or if estimated extraction is 250,000 tonnes/year for quarried product.

ACTIVITIES

Click on the "Add Activity" button to add one or more activities. Select your activity out of the list and enter the tonnes, the total disturbed area and the total merchantable timber volume.

Please note that you must notify the Inspector at least two weeks before if you are planning to bring a crusher on site.

Activity	Total Disturbed Area (ha)	Merchantable timber volume (m ³)
Crushing	0.00	0.00
Excavation of Pit Run	0.00	0.00
Mechanical Screening	0.00	0.00
Total:	0.00	0.00

Is the work year round or only seasonal? Mine Plan

Brief description of operation, including proposed work schedule:

The 2018 to 2022 mining area is noted on Figures 3 and 4, as the "purple" polygon area which will provide adequate aggregate resources from this site over the next five years. As previously noted, this mining plan does not expect to create any new disturbance as they have already occurred within the mine operational area. However, development will continue to excavate to the (graded) final pit floor (560 mASL - North to 540 mASL - South), as shown in cross section in Figure 5.

Given the types of equipment proposed and the methods of mining (dozer pushing), the overall bench heights for the operation will be maintained in compliance with Part 6.23.4 of the HSRC.

During development of the site there will remain a minimum five meter setback planned between the final extraction limits and all property boundaries as required by Part 10.5.8 of the HSRC. As well, during development along the east pit wall there will remain in-place aggregate resources that will be utilized for resloping to the final 2:1 slope angle.

As indicated previously the mining and pit operations will be seasonal from March to the end of November, with activities driven by demand for the products. The pit will most likely operate between 7:00 am to 7:00 pm during Monday to Saturday of the work season, except holidays.

The annual production from the site will be approximately 40,000 tonnes (20,000m³) per year during the 2018 to 2022 time period.

The operation will maintain compliance with the HSRC, and will utilize the following equipment - loaders, dozer, crusher, screener, excavators and tandem dump trucks for excavation of aggregate materials. The operation currently uses typical equipment similar to the Cat 966C - Front End Loader, Volvo 290 - Excavator, Cat D8K - Dozer, Tandem dump trucks, Crusher - 350 TPH and Screening Plants (CEC, 2010 Double Deck and Extac 5267).

RECLAMATION PROGRAM

Describe the proposed reclamation and timing for this specific activity:

The reclamation and closure of the Fuite Pit will follow the general guidelines recommended by Part 10.7.1 to 10.7.10 of the HSRC. It will be the intent of John Fuite, to prevent long-term environmental impacts at the site and eliminate potential health and safety issues, as required. It is expected that the end land use for this site will be rural residential. It is expected that in the end the reclamation plan will foster return to appropriate and functional values on the site.

It is not expected that any reclamation will be undertaken during the 2018 to 2022 period.

If backfilling of pits or pit slopes is proposed in the final configuration for reclamation, details of materials to be used and placement procedures:

See attached Updated Mine Plan
No

Estimated cost of reclamation activities described above:

\$7,500.00

Will progressive reclamation be carried out?

No

GROUNDWATER PROTECTION**Average depth to the high groundwater table at the proposed excavation:**

14.0 m

Elevation of the groundwater table was determined from:

- ☐ Existing area wells
☐ Test pits
☐ Test wells drilled for this purpose
☒ Other: Based on proximity to the Granby River

Measures proposed to protect groundwater from potential impacts of the proposed mining activity:

In regards to groundwater protection, there has been no indication of any groundwater within the existing mine operational area, since mining activities were initiated several years ago. In fact, four water wells were drilled on the property prior to any mining activities. Of these four wells, three are located within the mine operational area (see Figure 4). Of these Well No. 1 is located within the 2018 to 2022 proposed mining area and had no water measure, Well No. 2 is located at the outside edge of NE part of the operational area and had water measure at 22m below surface, and Well No. 3, which is located in the southern part of the operational area had water measure noted at 14m below surface. Therefore, given these testing results, no groundwater was and/or should be intercepted and/or impacted by the mining operations, given the current bench floor configuration of 560 to 540 mASL.

To ensure protection of any groundwater quantity and quality from potential impacts of the proposed mining activity, no fuel storage will occur on site.

IMPACT MINIMIZATION**Shortest distance between proposed excavation to nearest residence:**

300 m

Shortest distance between proposed excavation to nearest residential water source:

300 m

Measures proposed to prevent inadvertent access of unauthorized persons to the mine site:

The entire site is fenced and posted, with a locked gate on the main access road.

Measures proposed to minimize noise impacts of the operation:

All equipment will have appropriate muffler systems, and efforts will be undertaken to limit additional noise, including on going maintenance of machinery. Hours of operation will be limited to 7:00 am to 7:00 pm six

Measures proposed to minimize the dust impacts of the operation:

days a week (Mon to Sat), except holidays.

All dust will be controlled by either a water truck and/or calcium laydown.

Measures proposed to minimize visual impacts of the operation:

There is significant distance between nearby roads and residences. The mining area is within a green belt that has been left along the west, north and east boundaries

TIMBER CUTTING

Total merchantable timber volume: 0.00 m3

No Timber You have indicated that there is no merchantable timber that will be cut. Therefore a Free Use Permit or a Licence to Cut is not required. If this is not accurate, please correct your entries.

EQUIPMENT

Click on the "Add Equipment" button to add one type of equipment at a time. All equipment must comply with the requirements of the Health, Safety and Reclamation Code.

Quantity	Type	Size / Capacity
1	Bulldozer/Crawler Tractors	Cat D8K
1	Crusher	350TPH
1	Excavator	Volvo 290
1	Loader	Cat 966C
2	Other: Screening Plant	CEC, 2010 Double Deck and Extec 5367
2	Truck	10 yd3

SUMMARY OF RECLAMATION

Based on the information you have provided on the previous screens the Summary of Reclamation is:

Activity	Total Affected area (ha)	Estimated cost of reclamation (\$)
Sand & Gravel / Quarry	0.00	7,500.00
Subtotal:	0.00	7,500.00
Unreclaimed disturbance from previous year:	10.90	
Disturbance planned for reclamation this year:	0.00	
Total:	10.90	7,500.00

OTHER CONTACTS

Please enter the contacts that are applicable to your application.

Contact Info

Name: John Fuite
Phone: 250-442-0428
Daytime Phone:
Fax:
Email: gofer@xplornet.com
Mailing Address: 10405 Granby Road
 Grand Forks BC V0H 1H1

Type of Contact

Mine manager

Name: John Fuite
Phone: 250-442-0428
Daytime Phone:
Fax:

Tenure Holder

Applicant Submission

Email: gofer@xplornet.com
Mailing Address: 10405 Granby Road
 Grand Forks BC V0H 1H1

Name: John Fuite Permittee
Phone: 250-442-0428
Daytime Phone:
Fax:
Email: gofer@xplornet.com
Mailing Address: 10405 Granby Road
 Grand Forks BC V0H 1H1

Name: John Fuite Site operator
Phone: 250-442-0428
Daytime Phone:
Fax:
Email: gofer@xplornet.com
Mailing Address: 10405 Granby Road
 Grand Forks BC V0H 1H1

LOCATION INFORMATION

LAND DETAILS

Do you have the legal description of the land or the civic address then click on 'Add Land Information'.

All applications must include the appropriate maps and applications received without maps will be returned. All maps must be in colour, computer generated, with a scale, north arrow and a detailed legend.

For Mineral, Coal and Placer applications you must provide a minimum of 3 maps:

- A Location Map which must show the location of the property in relation to the nearest community with the access route from the community to the work site clearly marked;
- A Tenure Map which must show the boundaries of the tenure(s) and tenure numbers, at a scale of 1:20,000 or less;
- A Map of Proposed Work which must show topography, water courses, existing access, existing disturbance, contour lines, known cultural heritage resources and/or protected heritage property, at a scale of 1:10,000 or 1:5,000. For site specific applications the location of all proposed exploration activities must be shown; for area-based applications the work area must be shown as a polygon, with the location of all proposed exploration activities for year 1 shown, and shape files provided of the area.

For Sand & Gravel/Quarry applications you must provide a Plan View, Cross and Longitudinal Sections and a Land Title/Crown Land Tenure Map. Details of these requirements are listed in the Sand & Gravel/Quarry Operations Activity sheet.

☒ I have shape files from my Geographic Information System

SPATIAL FILES

Do you have a spatial file from your GIS system? You can upload it here.

Description	Filename
Fuite_Polygon.dbf	Polygon.dbf
Fuite_Polygon.prj	Polygon.prj
Fuite_Polygon.shp	Polygon.shp
Fuite_Polygon.shx	Polygon.shx

Applicant Submission

ATTACHED DOCUMENTS

Document Type	Description	Filename
Archaeological Chance Find Procedure	Fuite_CFP	Fuite Pit_CFP_01Jun17.pdf
Mine Emergency Response Plan	MERP	Fuite Pit_MERP_01Jun17.pdf
Other	Cover Letter	Fuite Pit_Cover Letter_19Ju...
Other	Fuite_Cross Section Map_Fig 5	Fuite Pit_Cross Section Map...
Other	Fuite_Detailed Location Map_Fig 2	Fuite Pit_Detailed Location...
Other	Fuite_Detailed Site Map_Fig 3	Fuite Pit_Detailed Site Map...
Other	Fuite_General Location Map_Fig 1	Fuite Pit_General Location ...
Other	Fuite_Orthophoto Map_Fig 4	Fuite Pit_Orthophoto Map_Fi...
Other	Updated Mine Plan	Fuite Pit_Updated Mine Plan...

PRIVACY DECLARATION**PRIVACY NOTE FOR THE COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION**

Personal information is collected by FrontCounter BC under the legal authority of section 26 (c) and 27 (1)(a)(i) of the Freedom of Information and Protection of Privacy Act (the Act).

The collection, use, and disclosure of personal information is subject to the provisions of the Act. The personal information collected by FrontCounter BC will be used to process your inquiry or application(s). It may also be shared when strictly necessary with partner agencies that are also subject to the provisions of the Act. The personal information supplied in the application package may be used for referrals or notifications as required. Personal information may be used by FrontCounter BC for survey purposes. For more information regarding the collection, use, and/or disclosure of your personal information by FrontCounter BC, please contact FrontCounter BC at 1-877-855-3222 or at:

FrontCounter BC Program Director
FrontCounter BC, Provincial Operation
441 Columbia Street
Kamloops, BC V2C 2T3

☒ Check here to indicate that you have read and agree to the privacy declaration stated above.

REFERRAL INFORMATION

Some applications may also be passed on to other agencies, ministries or other affected parties for referral or consultation purposes. A referral or notification is necessary when the approval of your application might affect someone else's rights or resources or those of the citizens of BC. An example of someone who could receive your application for referral purposes is a habitat officer who looks after the fish and wildlife in the area of your application. This does not apply to all applications and is done only when required.

Please enter contact information below for the person who would best answer questions about your application that may arise from anyone who received a referral or notification.

Company / Organization: Interoute Construction Ltd.
Contact Name: Erwin Spletzer

Tracking Number: 100212944 | Version 1.6 | Submitted Date: Feb 14, 2018

Page 9 of 10

Applicant Submission

Contact Address: 201-5550 152nd Street
Surrey BC V3S 5J9

Contact Phone: 604-575-3473
Contact Email: Erwin.Spletzer@terusconstruction.ca

☒ I hereby consent to the disclosure of the information contained in this application to other agencies, government ministries or other affected parties for referral or First Nation consultation purposes.

OTHER INFORMATION

Is there any other information you would like us to know? No

APPLICATION AND ASSOCIATED FEES

Item	Amount	Taxes	Total	Outstanding Balance
Mines Notice of Work Application Fee	\$0.00		\$0.00	\$0.00

OFFICE

Office to submit application to: Cranbrook

PROJECT INFORMATION

Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? No

APPLICANT SIGNATURE

Applicant Signature

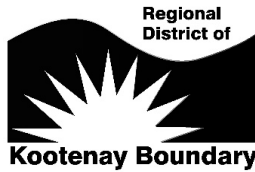
John Luite

Date

March 21/2018

OFFICE USE ONLY

Office Cranbrook	File Number	Project Number
	Disposition ID	Client Number



STAFF REPORT

Date:	May 24, 2018	File #:	E-1161-04634.000
To:	Chair Russell and the Board of Directors		
From:	Donna Dean, Manager of Planning and Development		
RE:	Permit Referral – Ministry of Environment		

ISSUE INTRODUCTION

The Regional District received a referral regarding an application by Golden Dawn Minerals Inc. to amend their Permit under the Provisions of the *Environmental Management Act*. The current permit authorizes the discharge of 50m³/day of water from the underground mine workings of the Lexington-Grenoble Mine, while the amendment would allow 150m³/day.

HISTORY / BACKGROUND FACTORS

Property Information	
Owner(s):	Crown
Applicant:	Matt Ball, Golden Dawn Minerals Inc.
Location:	Lexington Crown Grant L645, Lexington-Grenoble Mine, southeast of Greenwood
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	District Lot 1161, SDYD / Crown Grant L645
Area:	9.4 hectares (23.3 acres)
Current Use(s):	Mine
Land Use Bylaws	
Official Community Plan	NA
Zoning Bylaw	NA
Other	
Waterfront / Floodplain	Unnamed Creeks
ALR	NA

We received a referral in February 2017 regarding a permit to discharge 50m³/day of water. The subject property is located approximately 11.5 km southeast of Greenwood close to the Canada-US border. Drainage from the area flows into Goosmus Creek, which flows in a southerly direction into the US.

There is no land use planning (Official Community Plan or Zoning Bylaw) for the area, which if in affect could provide guidance on the referral.

The mine was dewatered in 2008. Since the drainage water was tested at that time, Golden Dawn Minerals has a reasonable idea of what the mineral content of the water will be. According to the information provided, it is anticipated that the total selenium concentration of the discharge water will exceed the Approved Water Quality Guidelines for British Columbia (BCAWQG). The discharge water is expected to have a selenium concentration of 0.003 mg/L while the BCAWQG is 0.002 mg/L.

Selenium is a metallic element required in small amounts for human health, but which in large quantities can be toxic. Very few cases of selenium poisoning in humans have been reported, and those are mainly from regions of the world where selenium in the soil reaches high concentrations (*Toxics A to Z: A Guide to Everyday Pollution Hazards*).

PROPOSAL

Golden Dawn Minerals has drained the mine to enable mineral extraction; however, there is ongoing operational dewatering. The discharged water flows to Goosmus Creek via both overland flow and groundwater seepage. If this Permit amendment is approved by the Province, the ongoing operational dewatering of accumulated water in the underground mine workings would have a maximum rate of 150 m³/day for the duration of facility operation. The operating period for this facility will be 24 hours per day, seven days per week. The referral does not indicate the duration of the facility operation. The proponent will be required to carry out ongoing monitoring of the discharge water.

IMPLICATIONS

Local governments have little authority over mining activities in the Province since the *Mines Act* supersedes local government's authority on both public and private lands.

The potential for human health impacts appear to be low since the area is not inhabited and there are no community watersheds in the vicinity. The closest drinking water source on the Canadian side of the border would be Covert Irrigation District, which is in a separate watershed to the east in Electoral Area 'D'/Rural Grand Forks.

It is not known if referrals have been sent to the local governments with jurisdiction in Washington State.

The Ministry of Environment would take into consideration potential impacts on people and wildlife as part of their decision making process.

ADVISORY PLANNING COMMISSION (APC)

During the May 7, 2018 APC meeting the following resolution was made:

It was moved by Frank Van Oyen, seconded by Jamie Haynes and resolved that the APC recommends to the Regional District that the subject referral be supported with conditions:

The conditions we recommend are:

- a) The farmers using the range on the US side need to be informed.*
- b) Residents of the communities downstream are informed through a public meeting.*
- c) Water testing be done twice a month.*
- d) Action be taken to reduce selenium levels if they exceed the BC Approved Water Quality Guidelines.*

PLANNING AND DEVELOPMENT COMMENTS

The conditions for support recommended by the Electoral Area 'E'/West Boundary APC are outside of the jurisdiction of the RKDB. These recommendations can be forwarded onto the Ministry of Environment as part of the RDKB response to this referral.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report *Permit Referral – Ministry of Environment* which includes recommendations from the Electoral Area 'E'/West Boundary Advisory Planning Commission to the Ministry of Environment for consideration.

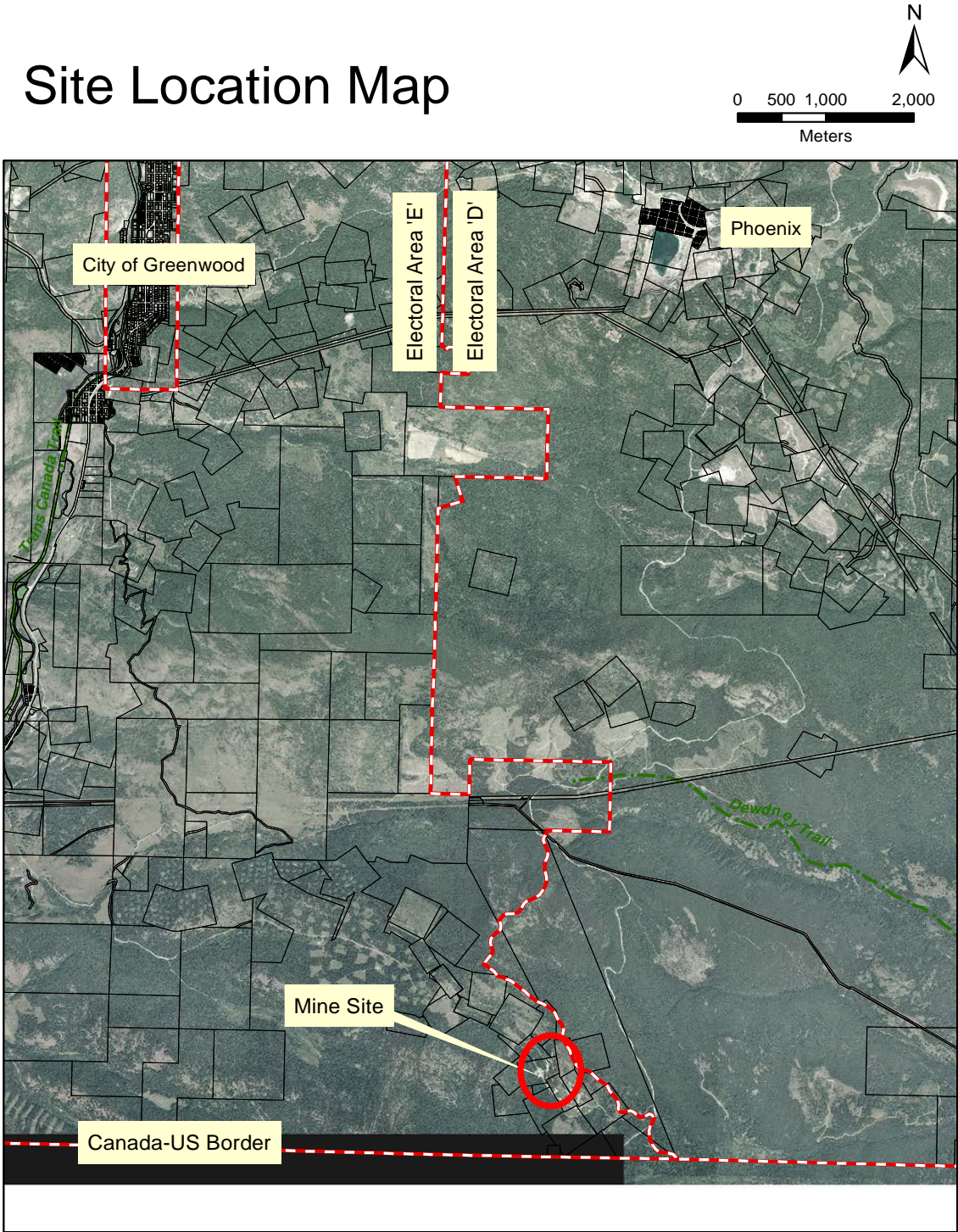
ATTACHMENTS

Site Location Map

Subject Property Map

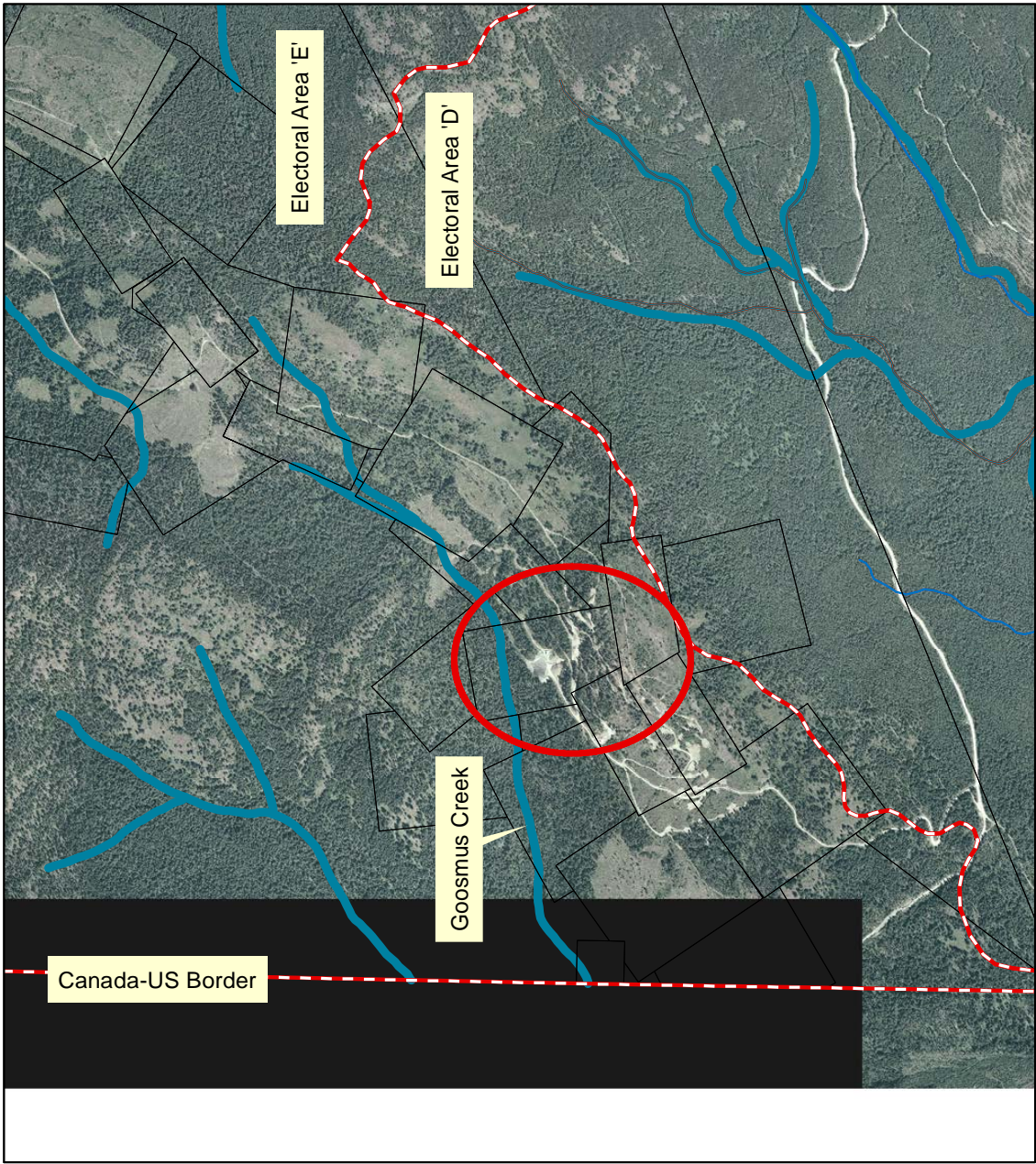
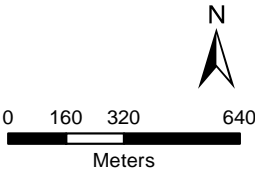
Referral Letter from Golden Dawn Minerals Inc. – March 23, 2018

Site Location Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

Subject Property Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

Referral Letter



E-1161-04634.000

GOLDEN DAWN MINERALS INC.

March 23, 2018

Environmental Services Committee
 c/o Regional District of Kootenay Boundary
 202-834 Rossland Avenue
 Trail, BC
 V1R 4S8

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
Authorization Number: 107783	
FILE #	MAR 23 2018
DOC #
REF. TO:
CC:

Re: Application Pursuant to the *Environmental Management Act* on behalf of 1086359 BC Ltd. a Subsidiary of Golden Dawn Minerals Inc., Tracking Number: 367675.

We enclose, for your information, a copy of the above referenced application for a Permit under the provisions of the *Environmental Management Act*.

It is our intention to complete the consultation process for this application as expeditiously as possible. Accordingly, if you wish to comment or make recommendations with respect to this application, you are requested to do so within 30 days of the date of this letter. Please forward a copy of all correspondence to Tomesine Gulbaek-Pearce, Environmental Protection Officer via email at: Tomesine.GulbaekPearce@gov.bc.ca or by telephone at (250) 354-6389.

Our staff contact for this particular application is Dr. Matt Ball, Chief Operating Officer. Should you require additional time it will be necessary for you to contact us at the below noted address or telephone number. Additional time may be given if the circumstances warrant it.

Sincerely,

M. Ball

Dr. Matt Ball, P.Geo
 Chief Operating Officer
 1086359 BC Ltd. a Subsidiary of Golden Dawn Minerals Inc.

(604) 221-8936
 drmatball@yahoo.ca
 318-1199 W Pender Street
 Vancouver BC
 V6E 2R1

318-1199 West Pender Street Vancouver, BC Canada V6E 2R1
 P. 604.221.8936 F. 604.336.1490

Referral Letter

Tracking Number: 367675
 Authorization Number: 107783

ENVIRONMENTAL PROTECTION NOTICE

Application for a Permit under the Provisions of the *Environmental Management Act*

We, Golden Dawn Minerals Inc., intend to submit this application to the Director to authorize the discharge of water from the underground mine workings of the Lexington-Grenoble Mine.

The land upon which the facility will be situated is legally described as Lexington Crown Grant L645, located approximately 11.5 km southeast of Greenwood, British Columbia (BC), which is within the Regional District of Kootenay Boundary. The approximate coordinates of the discharge are Latitude: 49.0092397, Longitude: 118.613883. Proposed works include a pump, a 75 mm diameter discharge pipe, a 203 mm diameter, and a 30 m long horizontal discharge pipe with discharge to ground. The discharged water will report to Goosmus Creek via both overland flow and groundwater seepage.

The amendment to the permit is a request to increase operational dewatering of accumulated water in the underground mine workings from a maximum rate of 50 m³/day to 150 m³/day for the duration of facility operation. The operating period for this facility will be 24 hours per day, seven days per week.

The characteristics of the undiluted, untreated effluent are as follows:

Parameter	Units	Discharge Quality	BCAWQG (max)	Parameter	Units	Discharge Quality	BCAWQG (max)
Nitrate (as Nitrogen (N))	mg/L	0.026	32.8	Selenium, Dissolved	mg/L	0.0030	-
Ammonia, Total (as N)	mg/L	<0.020	-	Aluminum, Total	mg/L	0.028	-
Total Suspended Solids	mg/L	<2	25	Arsenic, Total	mg/L	0.0013	0.005
Lethal Concentration 50%, 48 hr Daphnia	%	>100	-	Cadmium, Total	mg/L	0.00006	-
Aluminum, Dissolved	mg/L	<0.005	0.1	Copper, Total	mg/L	0.0317	0.033
Arsenic, Dissolved	mg/L	0.0012	-	Iron, Total	mg/L	0.07	1.00
Cadmium, Dissolved	mg/L	0.00006	1.95	Mercury, Total	mg/L	<0.00002	0.0001*
Copper, Dissolved	mg/L	0.0216	-	Molybdenum, Total	mg/L	0.104	2
Iron, Dissolved	mg/L	<0.010	0.35	Selenium, Total	mg/L	0.003	0.002
Mercury, Dissolved	mg/L	<0.00002	-	pH, Field	-	7.90	6.5-8.5
Molybdenum, Dissolved	mg/L	0.0939	-	Hardness (as CaCO ₃)	mg/L	334	-

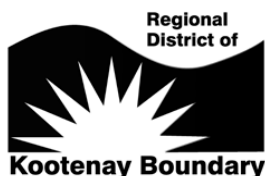
BCAWQG = British Columbia Approved Water Quality Guidelines (maximum allowable concentration)

A rigorous monitoring program is being undertaken which includes monthly monitoring of the discharge volume and quality and the receiving quality of Goosmus Creek during the entirety of discharge at Lexington-Grenoble Mine. Any person who may be adversely affected by the proposed discharge and wishes to provide relevant information may, within 30 days after the last date of posting, publishing, service or display, submit comments to the applicant contact person, with a copy to Tomesine Gulbaek-Pearce, Environmental Protection Officer via e-mail at: Tomesine.GulbaekPearce@gov.bc.ca or by telephone at (250) 354-6389. The identity of any respondents and the contents of anything submitted in relation to this application will become part of the public record.

Dated this 23rd day of March, 2018

Contact Person:

Dr. Matt Ball
 (604) 221-8936
drmatball@yahoo.ca
 1086359 BC Ltd. A Subsidiary of Golden Dawn Minerals Inc.
 318-1199 W Pender Street
 Vancouver BC
 V6E 2R1



STAFF REPORT

Date:	May 24, 2018	File #:	BW-4253-4109s Black Forest
To:	Chair Russell and the Board of Directors		
From:	Ken Gobeil, Planner		
RE:	Crown Grant Application – Big White		

ISSUE INTRODUCTION

The RDKB has received a referral from the Ministry of Forests, Lands and Natural Resource Operations and Rural Development regarding an application for a Crown Grant within the Black Forest Development Area of Big White Ski Resort, Electoral Area 'E' / West Boundary (see Site Location Map; Subject Property Map; Applicant Submission).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Crown
Applicant:	Brent Harley and Associates Inc. on behalf of Big White Resort Ltd.
Location:	Un-surveyed Crown Land south east of Big White Road and Black Forest Way
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	Proposed Parcel in the vicinity of DL 4253 (Un-surveyed crown land)
Area:	0.448 hectares
Current Use(s):	Vacant
Land Use Bylaws	
Official Community Plan Bylaw No. 1125	Black Forest Future Growth Area
Zoning Bylaw No. 1166	Recreational Resource 1
Other	
Waterfront / Floodplain	Unnamed Creeks

Page 1 of 3

P:\PD\EA_ 'E' Big_White\BW-4253-Temp Black Forest Big White Staff Housing\2018-04 MFLNRO Referral\Board\2018-05-16_crown-grant_Board1111.docx

The subject property is located on the south east side of the intersection between Big White Road and Black Forest Way. Black Forest Way, and properties along this road, have been identified as future growth areas in Big White since the mid-1990s. Black Forest is east of the built up area of Big White.

In 2008, a Secondary Plan and Bylaw amendment were submitted for 9 different areas along Black Forest Way for future development. This area was not included in that plan or bylaw amendment.

In 2018, a bylaw amendment was submitted for this area. The area is within the Black Forest Future Growth area, and as a result, a Secondary Plan was required as part of the application. This Crown Grant is part of the application for development of this area.

PROPOSAL

The applicant proposes to create a 0.445-hectare area for employee housing. The intent of this application is to create a new parcel that can allow construction of an employee housing facility.

The proposal indicates that an additional 18 housing units (88 total beds) would be created. This would make an average of slightly less than 5 beds per housing unit.

IMPLICATIONS

The referral notes that the lands are to be used for employee housing. A hostel, which was proposed by the applicant to the RDKB in the bylaw amendment application, is not noted. Approval for Crown Grants are based off the information received in the Crown Grant application. Additional uses that are not part of the application for a Crown Grant, may not be compliant with the terms of approval.

The Planning and Development Department contacted the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to inform them of the inconsistency in the Crown Grant application and the RDKB application for bylaw amendment. The Ministry responded that they are aware of the possibility of a Hostel on the subject property and did not note any concerns for inconsistency with their Crown Grant application.

A revised Secondary Plan has been submitted to the RDKB for review that includes updated housing numbers, and the area included in this Crown Grant application. This Secondary Plan is reviewed as part of the bylaw amendment application in a separate report.

To date there has been no building permit or development permit application submitted. Applications for development will be reviewed for bylaw compliance when they are submitted.

ADVISORY PLANNING COMMISSION (APC)

The Big White APC reviewed this referral during their May 8, 2018 meeting. The referral was supported due to its proposal to be staff housing. The following comments were made during that meeting:

As the property being applied for is in the neighbourhood of the Black Forest Staff housing already underway we have no problem with the grant application.

RECOMMENDATION

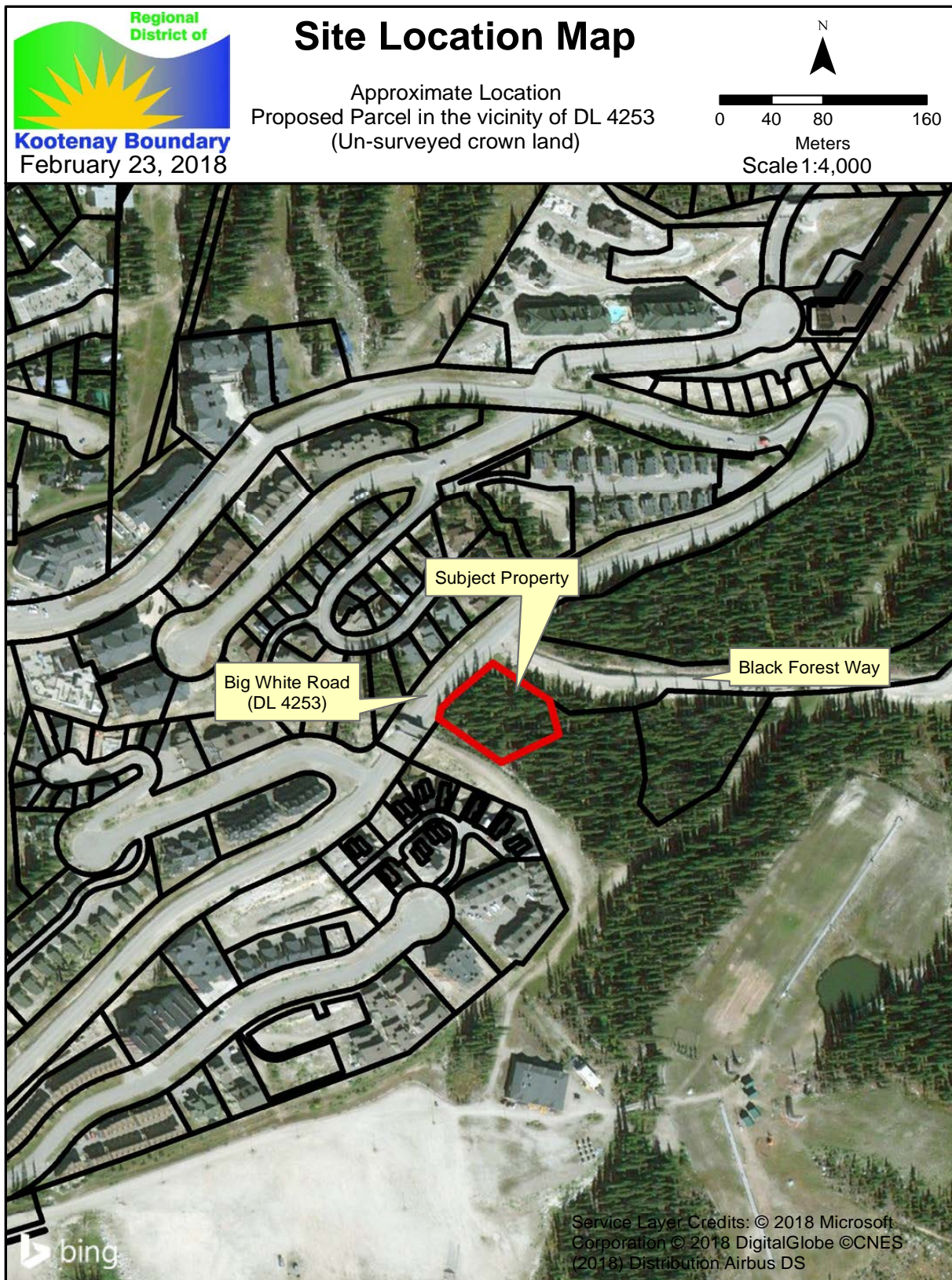
That the staff report regarding the Crown Grant referral on Un-surveyed Crown Land south east of Big White Road and Black Forest Way in Big White, Electoral Area 'E'/ West Boundary be received.

And Further, that the Crown Grant referral on Un-surveyed Crown Land south east of Big White Road and Black Forest Way in Big White, Electoral Area 'E'/West Boundary for staff housing be supported by the Regional District of Kootenay Boundary.

ATTACHMENTS

Site Location Map

Applicant Submission



Document Path: C:\Users\kgobeil\Desktop\YYYY-MM-DD_SLM_EA-DL-Roll-template.mxd



File: 3413235

April 11, 2018

Donna Dean

Manager of Planning and Development
 Kootenay-Boundary Regional District
 202 - 843 Rossland Ave.
 Trail, BC V1R 4S8
 Via Email: ddean@rdkb.com

Re: Application for Crown Grant within the Black Forest Development Area of Big White Ski Resort

The Mountain Resorts Branch of the Ministry of Forests, Land and Natural Resource Operations, (FLNRO) has received an application for a Crown Grant to facilitate the development of employee housing in the Black Forest development area at Big White Ski Resort (BWSR). The application area is within the Big White Controlled Recreation Area and the resort is currently operating under an approved Master Plan (1999) and Master Development Agreement with the Province.

In April 2017 a Crown Grant was offered to BWSR over DL 4253, DL4254, DL4255 within the Black Forest Area for the purpose of employee housing and road development (DL 4253). Given the current positive economic conditions, BWSR has applied for additional Crown lands within the Black Forest development area to satisfy the market demand for employee housing. The Crown Grant application is consistent with the Master Plan (1999) for the Resort and is over a portion of the land not previously surveyed, as shown on the attached map, and described below:

Unsurveyed Crown Land adjacent to District Lot 4253, Similkameen Division Yale District and containing 0.448 hectares, more or less.

Kootenay Boundary Regional District (KBRD) Considerations:

The application area is intended for the development of employee housing. BWSR would like to build two, 9 unit medium density employee housing buildings on a single parcel. The resort wishes to re-zone the lands from Recreational Resource 1 (Rec1) to Employee Residential Housing (R6A) while concurrently applying for an Official Community Plan (OCP) Amendment.

Our offices provided BWSR with a letter of authorization dated March 8, 2018 to permit BWSR and their agent (Brent Harley and Associates) to submit any necessary applications (zoning and OCP amendment) for your consideration.

Big White Road and Black Forest Road

The application parcel is adjacent to recently Crown Granted DL 4253 (2017) which is comprised of both a portion of Big White Road and the Black Forest Road. Access to the proposed development will be via Black Forest Road from Big White Road.

**Ministry of Forests, Lands and
 Natural Resource Operations and
 Rural Development**

Integrated Resource Operations
 Mountain Resorts Branch

Mailing Address:
 510 – 175 2nd Avenue
 Kamloops, BC V2C 5W1

Telephone: 250 371-3952
 Facsimile: 250 371-3942
 Website: www.gov.bc.ca/for

Page 2

FLNRO understands that BWSR is currently working with the Ministry of Transportation and Infrastructure to dedicate the portions of DL 4253 that are comprised of those sections of Big White Road and the Black Forest Road up to and including DL's 4254 and 4255, as shown as Phase One on Figure 2 (attached).

Highlights of the Crown Grant:

- 0.448 ha of unsurveyed Crown land
- Employee housing development (88 bed units)
- Currently Zoned Rec1 (Recreational Resource 1)

Local Government Decisions Decisions flowing from approval of the Crown Grant:

- 1.) Official Community Plan amendment
- 2.) Re-zoning from Rec1 to R6A

Resources:

1. Map showing application area
2. Crown Grant application package
3. Figure 2 – showing those sections of Big White Road and Black Forest Road
4. <http://apps.gov.bc.ca/pub/geomark/geomarks/gm-59813FF05CA6412C88DB95157F706A0F>

Request for Comments:

The Mountain Resorts Branch is requesting that you review the Crown Grant application. We ask that you identify whether or not there are any impacts to your legislated responsibility and provide us with your comments by **May 11, 2018**. If this timeline poses a challenge, please let me know as soon as you can.

We look forward to working with you and your team in review of this Crown Grant application. If you have questions or require more information please contact me at 250-371-3934 Lily.Kotzeva@gov.bc.ca or Tori Meeks, Senior Manager Major Projects at 250-371-3943 Tori.Meeks@gov.bc.ca.

Sincerely,

Lily Kotzeva, Land Officer
Mountain Resorts Branch

cc. Paul Plocktis, Vice President Real Estate & Development, Big White. Via Email:
pplocktis@bigwhite.com.

Brent Harley, President, Brent Harley and Associates. Via Email:
brent@brentharley.com

APPLICANT SUBMISSION

Big White Ski Resort Employee Housing

- File: 3413235 - 0.448 hectares +/-
- Big White Ski Resort Controlled Recreation Area
- All Survey Parcels
- Surveyed Rights of Way
- Ecological Reserves
- Mapsheet Grid - 20K

Date: February 9, 2018

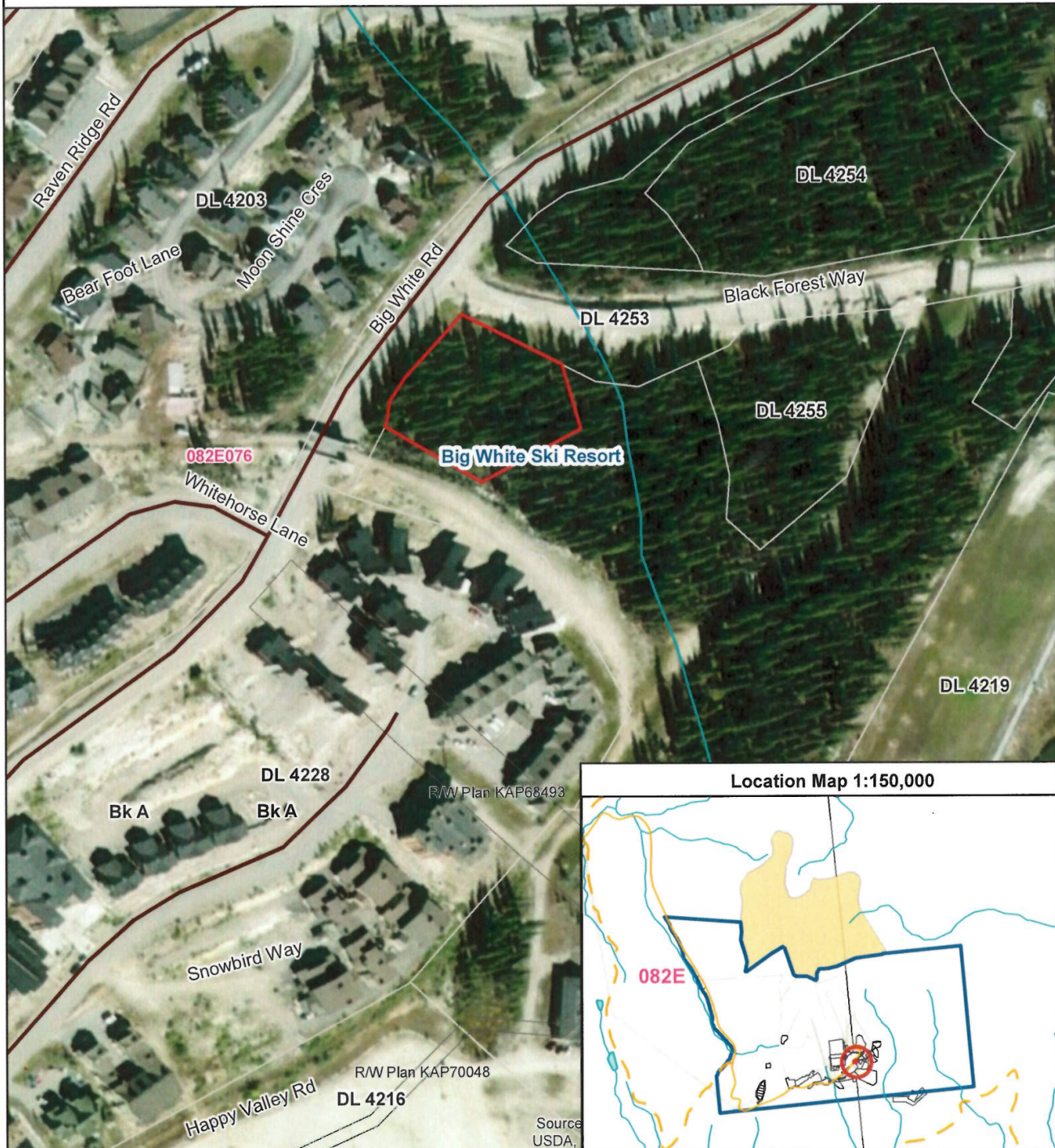
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BC Albers, NAD83

big_white_3413235_Sched_A_8x11_1_2_5k

M

0 25 50 100



SURVEY PLAN OF DISTRICT LOTS 4253, 4254, 4255, 4256, 4257, 4258, 4259 AND 4260,
SIMILKAMEEN DIVISION YALE DISTRICT

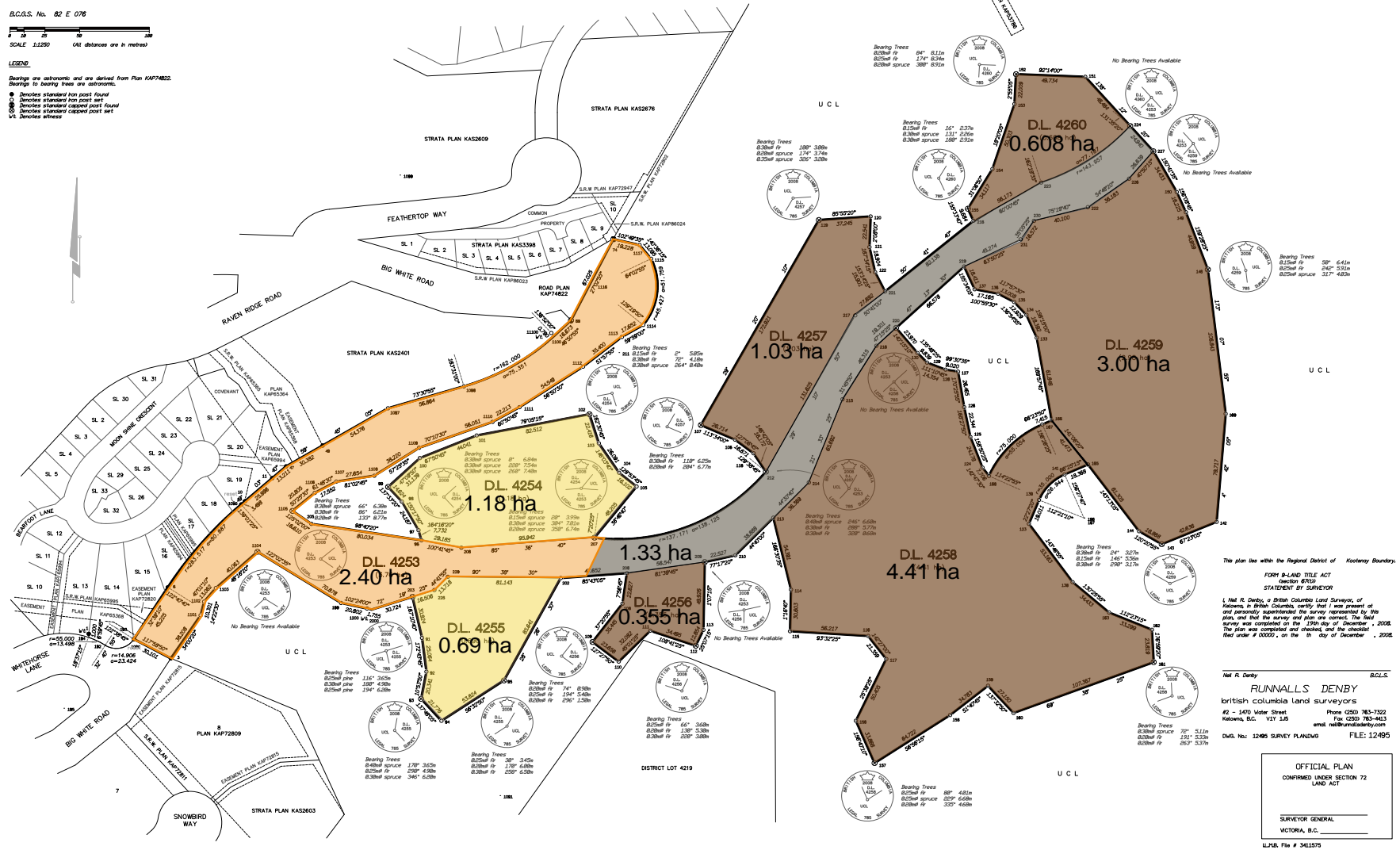
B.C.G.S. No. 82 E 076

SCALE 1:1250
(All distances are in metres)

LEGEND

Bearings are astronomical and are derived from Plan KAP74822.
Bearings to bearing trees are as follows:

- Bearing standard iron post found
- Bearing standard iron post set
- Bearing standard capped post found
- Bearing standard capped post set
- Bearing witness



This plan lies within the Regional District of Kootenay Boundary.

FORM B-LAND TITLE ACT
Section 67(3)

STATEMENT BY SURVEYOR

I, Neil R. Denby, a British Columbia Land Surveyor, of Kelowna, in British Columbia, certify that I was present at and personally supervised the survey represented by this plan, and that the survey and plan are correct. The field survey was completed on the 23rd day of December, 2008. The plan was corrected and checked, and the corrected plan under # 00000, on the 31st day of December, 2008.

Neil R. Denby

B.C.L.S.

RUNNALLS DENBY

british columbian land surveyors

#2 - 1470 Water Street Kelowna, B.C. V1Y 1A5

Phone: (250) 763-7322 Fax: (250) 763-4613

email: neil@runnallsdenby.com

DMS No: 12495 SURVEY PLANING FILE: 12495

OFFICIAL PLAN

CONFIRMED UNDER SECTION 72

LAND ACT

SURVEYOR GENERAL

VICTORIA, B.C.

U.L.M. File # 3413575

Big White Ski Resort
Crown Grant - Black Forest Subdivision
Figure 2



Legend

Phase One

- Road 2.40 ha
- Parcel 1.87 ha

Total 4.27 ha

Phase Two

- Road 1.33 ha
- Parcel 9.403 ha

Total 10.733 ha

Total Crown Grant Area
Total 15.003 ha

Prepared for:



5315 Big White Road
Kelowna, BC
Canada. V1P 1P3
250 765-3101
bigwhite@bigwhite.com

Planning by:



4-1005 Alpha Lake Road,
Whistler, B.C.
Canada. V0N 1B1
604 932-7002
bha@brentharley.com

APPLICANT SUBMISSION



January 04, 2018

Ministry of Forests, Lands, and Natural Resource Operations & Rural Development
Mountain Resorts Branch

Attention: Tori Meeks

Sent via email: Tori.Meeks@gov.bc.ca

Re: Application for Crown Grant in Black Forest at Big White

Dear Tori,

Action as the agents for Big White Ski Resort, we are applying for a Crown Grant for a parcel within the Black Forest at Big White.

The requested Crown grant land parcel has a development area of 0.45 ha. This parcel will be developed for use as employee housing. The purchase of this land is part of Big White Ski Resort's continuing effort to create a vibrant, livable community in the Big White Village.

I have attached a scan of the Crown Land Tenure application form, a description of the proposed land use and the associated plans, and relevant shapefiles. A hard copy of the application along with the application fee (\$262.50) are in mail.

Please let us know if you need any additional information.

Sincerely,
BHA

Brent Harley, B.E.S., B.L.A., M.B.A., MBCLSA
President

Cc: Paul Plocktis, VP Real Estate and Development, Big White Ski Resort



Black Forest at Big White

CROWN GRANT APPLICATION

January 31, 2018

1. OVERVIEW OF PROPOSED DEVELOPMENT

Big White Ski Resort (Big White) is applying for a Crown grant with the intent of developing a portion of land in the “Black Forest at Big White”.

As part of its continuing efforts to create a livable, residential community in the Big White Village, the resort wishes to purchase a parcel of land adjacent to Big White Road and in close proximity to the recently purchased DL 4253 and DL 4255 parcels.

The requested parcel of land lies within the resort’s Controlled Recreation Area (CRA) and is contained within the approved Master Plan. The land is currently zoned as Recreational Resource 1 (Rec 1). We will be making an application for rezoning and OCP amendments to enable this parcel to be developed as Zone R6A – Employee Residential Housing.

The parcel will be serviced as per design (Power by Fortis, Communication by Telus, Water & Sewer by Don Ponto), following the infrastructure capacity requirements of the planned subdivision. The requested parcel will be connected to the sewer line located south of the proposed parcel, going through a section of Crown Land and DL4220. The electrical and water services will be connected from existing utilities along the Big White Road.

This new employee residential development will supply the Big White with high-quality, employee units within walking distance of the Village core. This concept is designed to integrate with the new Master Plan, which is currently in development.

The concept proposes the use of 0.45 hectares of Crown land. Legal access and vehicular access is provided via the road on parcel DL 4253. This is currently a gravel road accessing the Black Forest Base Area, but will be paved as part of the ongoing development of the Black Forest area.

2. SUBJECT CROWN LANDS

The subject Crown lands are located within the south-eastern portion of the Big White OCP on a bench adjacent to Big White Road and parcel DL 4255. As noted, the public road already exists as a gravel road accessing the Black Forest Base Area with its Day Lodge and parking lot (Figure 1: Context Plan and Figure 1B: Crown Grant – Black Forest Subdivision).



3. DEVELOPMENT DESCRIPTION AND CONCEPT

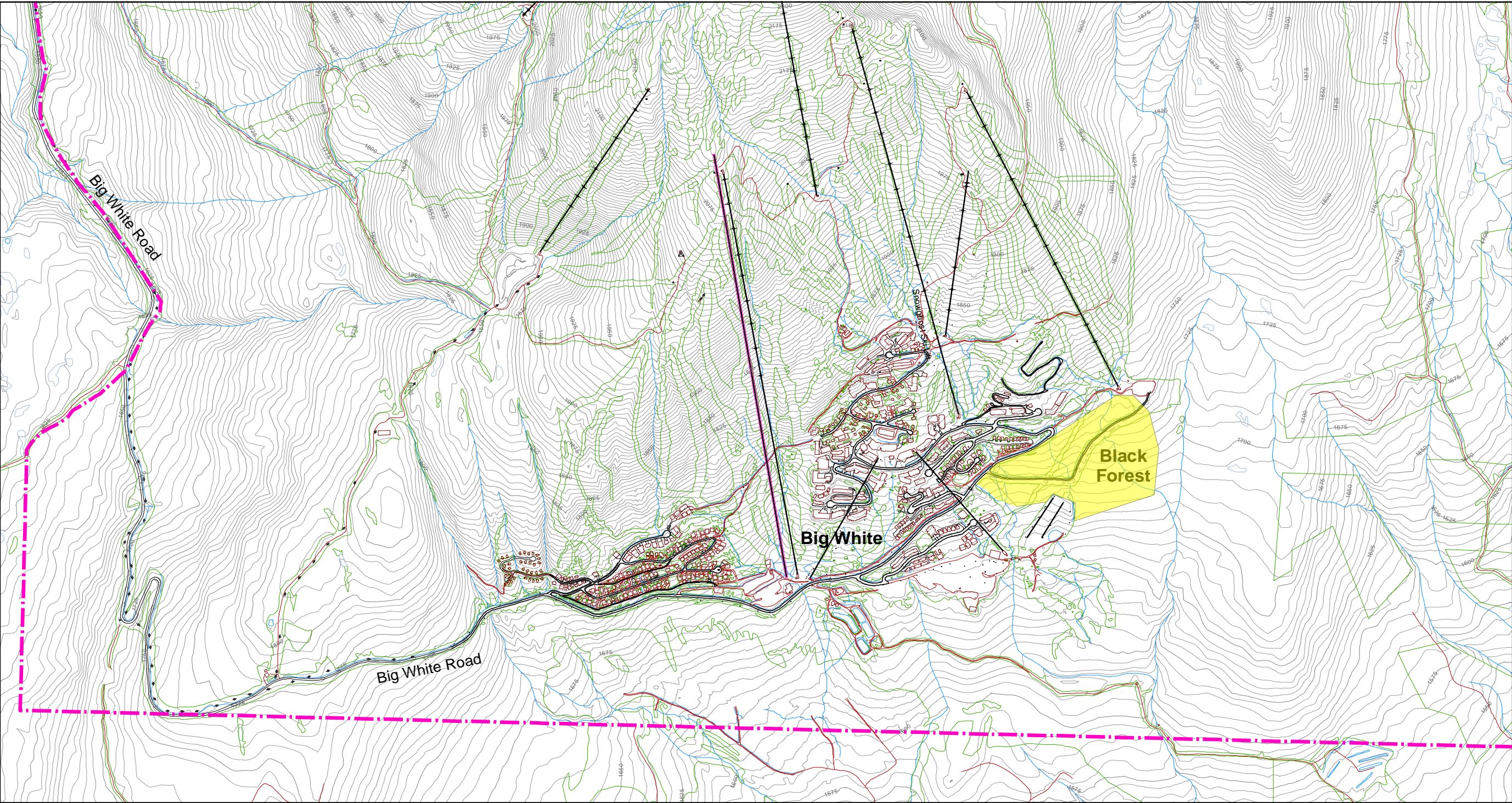
The Preferred Concept contains a subdivision on a single parcel that accommodates two, 9-unit, medium density, employee housing buildings. The proposed accommodation equates to 88 bed units. The proposed Development Concept is illustrated on Figure 2: BHA Residential Concept Plan and Figure 2B: Runnalls Denby Sketch Plan. The Concept content is described in the Table 1.

Table 1: Proposed Development by Parcel

Area (Ha)	Zoning	Unit Type	# of Units	# of Bed Units
0.45	R6A	Employee Housing Residential	18	88

4. ENVIRONMENTAL IMPACT

The Black Forest Area provides all of the environmental features that are expected with a destination ski resort. The integrity of the visible well-treed site within the Trapping Creek drainage areas have been respected in the overall development concept as well as the site-specific development programs. Areas with greater sensitivity have been avoided with the establishment of riparian setbacks from existing water courses.



Black Forest
Context Plan

Produced by:
BHA The Resort Planning Group
Brent Harley and Associates Inc.
4-1005 Alpha Lake Rd
Whistler, BC
Canada V0N 1B1
Phone: 604 932 7002
Fax: 604 938 1161
email: bha@brentharley.com

Prepared for:
Big White Ski Resort Ltd.
PO Box 2039, Stn R
Kelowna, BC
Canada
Phone: 250 765 3101
Fax: 250 765 8200
bigwhite@sil.k.net

Legend
--- CRA Boundary
Black Forest

Scale 1:15,000

0 150 300 450 600 750 Meters



Fig. 1

APPLICANT SUBMISSION

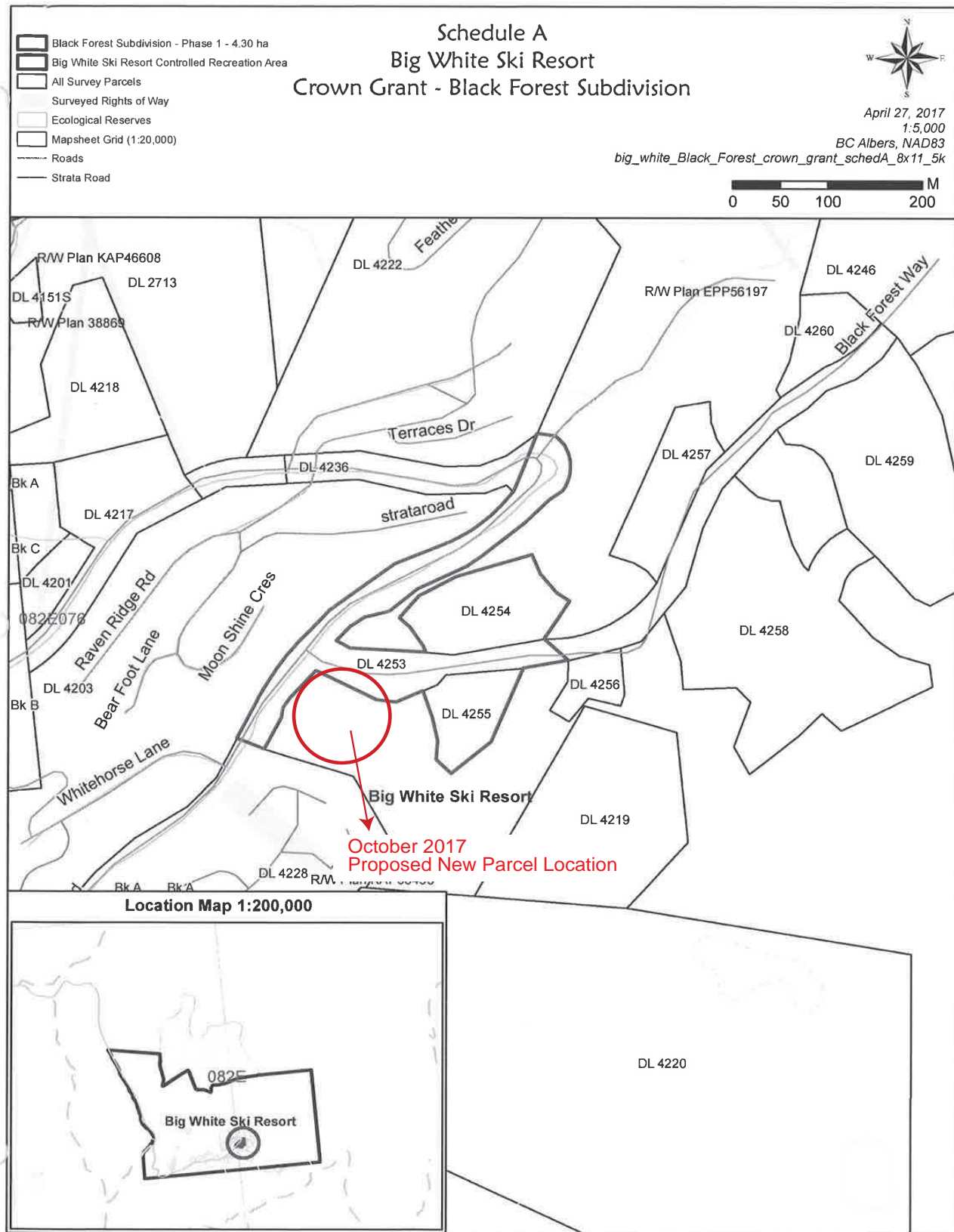


Fig. 1B

Legend

Disclaimer:
The intent of this plan is to illustrate the spatial relationship of existing and proposed development. Detailed design, architecture, geotechnical assessment, engineering approvals, etc., must be completed prior to construction.

Prepared for:



5315 Big White Road
Kelowna, BC
Canada. V1P 1P3
Tel: (250) 765-3101 Fax: (250) 491-6122
email: bigwhite@bigwhite.com

Planning by:



**4-1005 Alpha Lake Road,
Whistler, B.C.
Canada. V0N 1B1
Tel: 604 932 7002
email: bha@brentharley.com**

2017

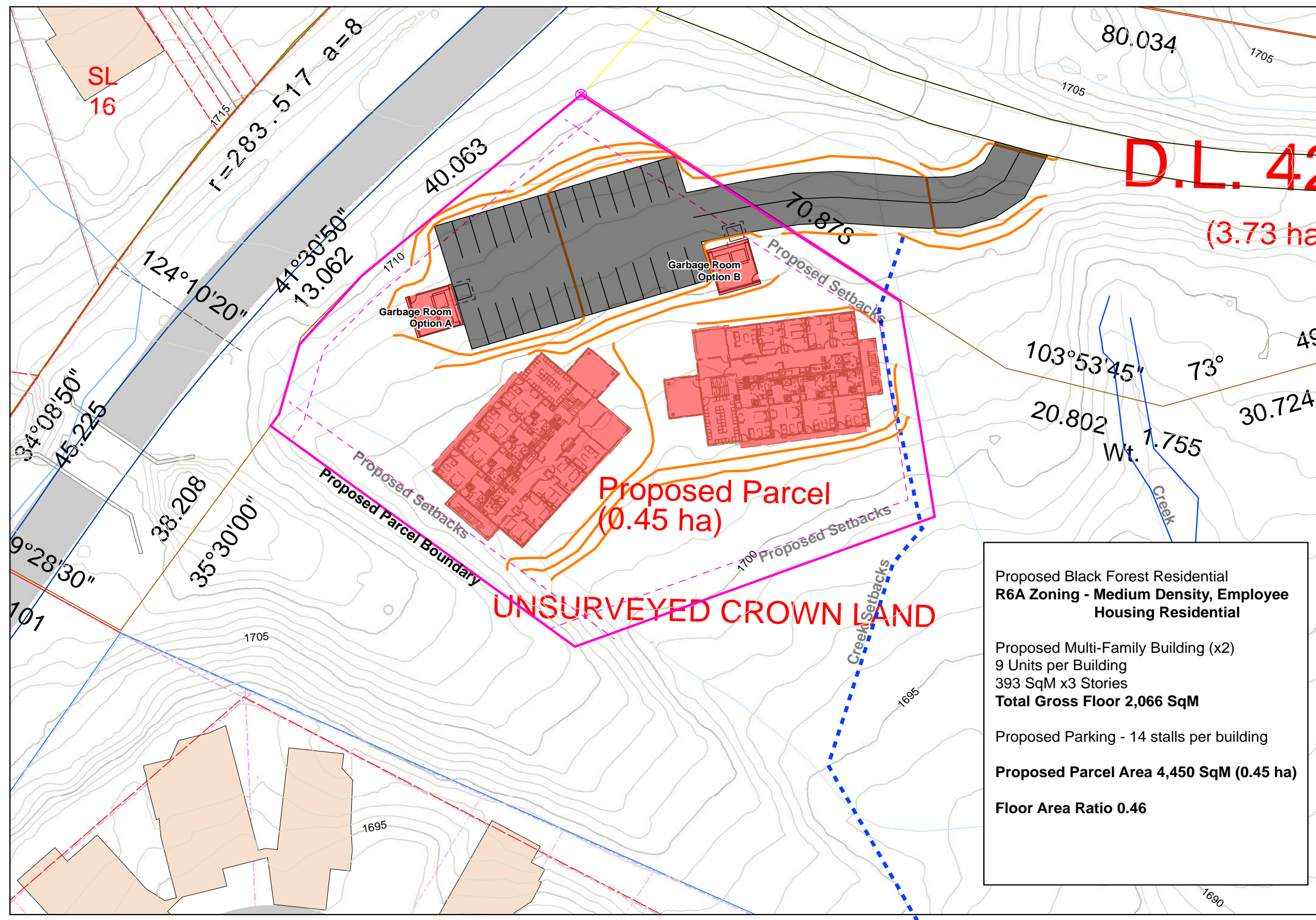
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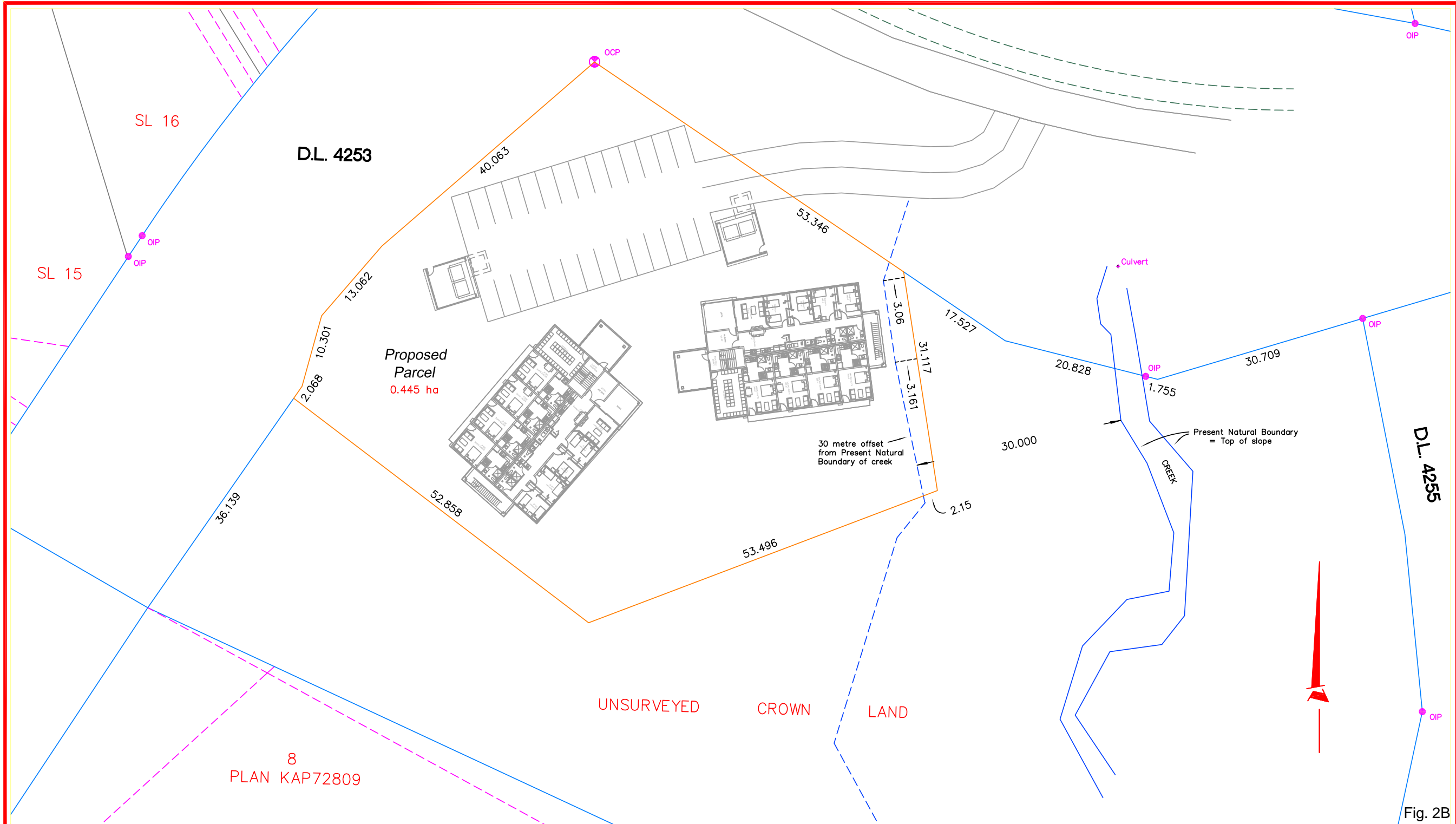


1:500

0 3 6 9 12 Meters

Black Forest
Unsurveyed Crown Land
Residential Concept Plan





TITLE:	SKETCH PLAN SHOWING PROPOSED PARCEL AND EXISTING CREEK LOCATION WITHIN D.L. 4253, SDYD, AND WITHIN UNSURVEYED CROWN LAND		DRAWN BY:		RUNNALLS DENBY		SCALE:		1:500 (11"x17")	
				259A Lawrence Avenue Kelowna, B.C. V1Y 6L2		Phone: (250)763-7322 Fax: (250)763-4413 Email: neil@runnallsdenby.com		DATE:		October 27, 2017
								DWG:		15011 Base grid
								FILE No.:		15011
								REV.		0



Applying for a Crown Land Tenure

All applications must include completed application form, general location map, local detail map, appropriate fees and attachments as indicated below.

INFORMATION REGARDING APPLYING FOR CROWN LAND AVAILABLE AT
www.for.gov.bc.ca/Land_Tenures/crown_land_application_information/general_information_for_applications.html

PART 1. NAME(S) AND MAILING ADDRESS

Applicant Name:

FULL LEGAL NAME of Individual(s), Company or Society,
 Ministry or Government Agency Your File: _____
 Big White Ski Resort Ltd

Contact Name for Company or Ministry Applicants:

Paul Plocktis

Applicant Mailing Address:

5315 Big White Rd.
 Kelowna, BC
 _____ postal code V1P 1P3

Applicant Contact Numbers: Phone: 250-868-7309

Daytime Phone: _____ Fax: 250-491-1099

Applicant Email Address: pplocktis@bigwhite.com

Are you an Agent submitting this application on behalf of your client?

☒ Yes ☐ No

Letter of Agency attached ☒ Yes ☐ No

Agent Name & Mailing Address:

Brent Harley & Associates Inc.
 4-1005 Alpha Lake Rd.
 Whistler, BC _____ postal code V0N 1B1

Agent Contact Numbers:

Phone: 604-932-7002 Fax: _____

Agent Email Address:

brent@brentharley.com

Is the Applicant or the Applicant's Spouse a Provincial Government Employee

☐ Yes ☒ No

(FOR OFFICE USE ONLY. To address application processing for Provincial Government Employees go to the Land Procedure: Allocation Procedures - Applications)

For applications made by more than one individual: ☐ Joint Tenants or ☐ Tenants in Common

For your information: Joint Tenants: on the death of one tenant the interest passes to surviving tenant.

Tenants in Common: on the death of one tenant the interest passes to the beneficiaries of the estate.

BC Inc. #, BC Registration # or Society #: 633367

HST Registration #: _____

Age: 19 or over ☒ Yes ☐ No

Canadian Citizen or Permanent Resident ☒ Yes ☐ No

Do you hold another Crown land tenure? ☐ Yes ☐ No If yes, provide File Number: _____

Period of Projected Use:

☐ Two years or less ☐ Two to five years ☐ Five to ten years ☐ Ten to thirty years ☐ More than thirty years

Application Type: ☒ new application ☐ replacement application – file number _____

☐ investigative permit application ☐ amendment application – file number _____

Proposed Use/Tenure Type: (e.g. powerline right of way, gravel quarry licence): Housing Residential

FOR OFFICE USE ONLY

(date/time received)	File Number:	Project Number:
	Disposition ID:	Client Number:

APPLICANT SUBMISSION

PART 2. PURPOSE, LOCATION, AREA**PLEASE SELECT APPROPRIATE PROPOSED LAND USE**

Proposed Land Use Program Area	New Application Fees (including GST)	Program Specific Requirements Website
<input type="checkbox"/> Aggregates & Quarry	\$1,050.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/aggregates/index.html
<input type="checkbox"/> Agriculture – Intensive	\$ 262.50	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/agriculturein/index.html
<input type="checkbox"/> Agriculture - Extensive	\$ 262.50	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/agricultureex/index.html
<input type="checkbox"/> Airport – private	*\$50 per hour process time	Contact FrontCounter BC
<input type="checkbox"/> Alpine Skiing	Type 1 (minor) \$1,050.00 Type 2 (major) contact FrontCounter BC	resort_development/how_process_works/tenure_permits/allocation_by_proposal.htm
<input type="checkbox"/> Aquaculture – Fin fish	\$5,171.25	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/aquaculture/index.html
<input type="checkbox"/> Aquaculture – Shellfish	\$1,260.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/aquaculture/index.html
<input type="checkbox"/> Clean Energy - Waterpower	Investigative licence...\$525.00 OR Investigative Permit ...\$525.00	http://www.env.gov.bc.ca/wsd/water_rights/waterpower/index.html
<input type="checkbox"/> Wind Power	Wind Meteorological tower	http://www.for.gov.bc.ca/land_tenures/tenure_programs/programs/windpower/index.html
<input type="checkbox"/> Ocean Energy	Project\$525.00\$3,465.00	http://www.for.gov.bc.ca/land_tenures/tenure_programs/programs/oceanenergy/index.html
<input type="checkbox"/> Commercial - General	\$ 280.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/generalcommercial/index.html
<input type="checkbox"/> Commercial - Film	\$525.00 fee plus \$262.50 rental	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/film/index.html
<input type="checkbox"/> Adventure Tourism	Non-Motorized \$262.50 Motorized \$3,465.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/adventure_tourism/index.html
<input type="checkbox"/> Communication Site	\$1,050.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/communicationsites/index.html
<input type="checkbox"/> Community/ Institutional	\$ 262.50	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/community/index.html
<input type="checkbox"/> Federal Reserves	\$3,465.00	Federal Government Only – Contact FrontCounter BC
<input type="checkbox"/> Ferry Terminals	*\$50 per hour process time	
<input type="checkbox"/> General Industrial	\$ 525.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/generalindustrial/index.html
<input type="checkbox"/> Golf Course	\$3,465.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/golfcourses/index.html
<input type="checkbox"/> Grazing	\$ 262.50	for.gov.bc.ca/hra/Legislation/grazing.htm
<input type="checkbox"/> Head Lease	\$50 per hour process time	Contact FrontCounter BC
<input type="checkbox"/> Log Handling	\$1,050.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/loghandling/index.html
<input type="checkbox"/> Marina	\$ 525.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/marinas/index.html
<input type="checkbox"/> Mining	\$ 525.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/mining/index.html
<input type="checkbox"/> Oil and Gas	\$ 562500	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/oil_gas/index.html
<input type="checkbox"/> Private Moorage	\$ 262.50	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/privatemoorage/index.html
<input type="checkbox"/> Provincial Reserves	For Provincial Government Ministries Only	
<input type="checkbox"/> Utilities (Linear Use)	Less than 25 Km \$1,050.00 More than 25 Km *\$50 per hour Access to single lot \$262.50	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/utilities/index.html
<input checked="" type="checkbox"/> Residential	\$ 262.50	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/residential/index.html
<input type="checkbox"/> Roadways – Public	\$ 262.50	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/roadways/index.html
<input type="checkbox"/> Roadways – Industrial	\$1,050.00	for.gov.bc.ca/Land_Tenures/tenure_programs/programs/roadways/index.html

Note: Investigative Permits (available for all program areas): **\$525.00** (including GST)**Replacement Application Fees:** 50% of above fee or \$210.00 (including GST), as a minimum.**Amendment Fees:** Contact [FrontCounter BC](#)

* To be paid at a later date

PART 2 (continued)

General Location of Crown land (i.e. distance from nearest community, Indian Reserve or significant geographic location such as a lake or mountain; location on a named road; etc.): Big White Ski Resort

Please provide a shape file if available.

Area in Hectares: ^{0.45} _____ **OR** length (km/m): _____ width (km/m): _____

PART 3. LEGAL DESCRIPTION OR BOUNDARY DESCRIPTION

If surveyed, give legal description: as provided by the local Land Title Office (e.g., Lot 1 of Section 31, Township 12 W6M Kamloops Division of Yale District Plan 18411). A legal description is found in the Certificate of Title (CoFT). A copy of the CoFT must be attached to the application. A copy of your Registered Survey Plan, if available, will confirm the dimensions of the place of use.

See attached

If unsurveyed: enter description of unsurveyed Crown land and description of boundaries.

Instructions to Describe Unsurveyed Crown Land

- The point of commencement, for unsurveyed parcels, should be described in terms of an existing survey post (e.g., 18 metres west of the S.E. corner of the parcel) or a readily identifiable geographic feature (e.g., a prominent point of land or intersection of two roads) to enable accurate location of the parcel.
- Boundary lines of the area must be, as much as possible, astronomically true north, south, east and west so that a rectangular lot is formed.
- Where the topographic features of the area do not allow for rectangular boundary lines running true north, south, east and west, then boundaries will be permitted in other directions as long as they do not interfere with the orderly survey of other surrounding land.
- The side lines of small parcels fronting on lakes, rivers, tidal waters and on certain surveyed highways shall, where possible, be parallel to each other and perpendicular to the general trend of the features on which the small parcel fronts.
- The sidelines for unsurveyed foreshore shall, as a general rule, be laid out at right angles to the general trend of the shore. This may be varied to suit special conditions, but encroachment on the foreshore fronting adjoining lands shall be avoided. The outside or waterward boundary shall be a straight line or series of straight lines joining the outer ends of the side boundaries. On narrow bodies of water the outside boundary shall not normally extend beyond the near edge of the navigable channel.

1 hectare = 2.471 acres

1 metre = 3.281 feet

100 metres x 100 metres = 10,000 square metres or 1 hectare

PART 4. APPLICATION CERTIFICATION

All applications must be complete. Incomplete applications will be returned to applicant.

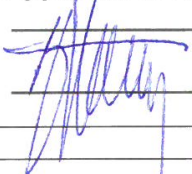
Please refer to the specific program requirements (e.g., Aggregates, Commercial, Residential) for information that must be submitted with this application.

All of the following **must** be attached to or enclosed with this application form:

- ☒ **Fees** (in the amount indicated in Part 2) to **Minister of Finance** (cheque or credit card authorization form attached or pay in person with debit card or cash)
- ☒ **General Location Map(s)** at a scale of 1:50,000 to 1:250,000 indicating general location of the area under application and the location of access roads, watercourses and other major landmarks.
- ☒ **Detailed Site Map(s)** outlining in detail the area under application, showing the exact perimeter boundaries of the application area including the dimensions (in metre) and area (ha), including watercourses, district lots etc.
- ☐ **Program Specific Requirements** (i.e. communication site, agriculture, industrial, aquaculture).
Program specific requirements can be confirmed at
http://www.for.gov.bc.ca/Land_Tenures/crown_land_application_information/program_areas.html

PLEASE NOTE: Additional items may be required (e.g. Advertising, Security Deposit, Proof Of Insurance, Letter Of Consent) Please consult Program Policies or contact FrontCounter BC for further information. Some items may have additional associated costs or require additional processing time.

Applicant or Agent signature(s):



Date:

Oct 31 / 17

**PLEASE RETAIN A COPY OF THIS APPLICATION FOR YOUR RECORDS
- APPLICATIONS ARE NOT TRANSFERABLE -**

NOTE: The information you provide will be subject to the Freedom of Information and Protection of Privacy Act. If you have any questions regarding the treatment of your personal information, please contact the Manager, Privacy, Information Access and Records Management.

The submission of this form does not in any manner convey any rights to use or occupy Crown land.



Government of British Columbia

Natural Resources Program Delivery

Services are delivered through Government's FrontCounterBC initiative which is the responsibility of the Ministry of Forests, Lands and Natural Resource Operations offices listed below and at <http://www.frontcounterbc.gov.bc.ca/contact/>

Call FrontCounter BC toll free at: **1-877-855-3222**

Call from outside North America at: **++1-604-586-4400**

City / Town	Location	Mailing Address	Phone	Fax
100 Mile House	300 S Cariboo Highway	Box 129, 100 Mile House V0K 2E0	250 395-7800	250 395-7810
Burns Lake	185 W Highway 16	Box 999, Burns Lake V0J 1E0	250-692-2200	250-692-7461
Campbell River	370 S Dogwood Street	370 S Dogwood Street, Campbell River V9W 6Y7	250-286-9300	250-286-9490
Castlegar	845 Columbia Avenue	845 Columbia Avenue, Castlegar V1N 1H3	250-365-8600	250-365-8568
Chilliwack	46360 Airport Road	46360 Airport Road, Chilliwack V2P 1A5	604-702-5700	604-702-5711
Clearwater	687 Yellowhead South Highway	Box 4501 RR#2(687 Yellowhead South Highway 5), Clearwater V0E 1N0	250-587-6700	250-587-6790
Cranbrook	1902 Theatre Road	1902 Theatre Road, Cranbrook V1C 7G1	250-426-1766	250-426-1767
Dawson Creek	9000 17th Street	9000-17th St Dawson Creek, V1G 1A5	250-784-1200	250-784-0143
Fort Nelson	6100 Alaska Highway	RR 1 Mile 301 6100 Alaska Hwy Fort Nelson V0C 1R0	250-774-5511	250-774-3704
Fort St. James	2537 Stones Bay Road	Box 100, Fort St. James V0J 1P0	250-996-5200	250-996-5290
Fort St. John	Suite 100, 10003 110th Ave	Suite 100, 10003 110th Ave, Fort St. John V1J 6M7	250-787-3415	250-261-2084
Kamloops	441 Columbia Street	441 Columbia Street, Kamloops V2C 2T3	250-828-4131	250-828-4442

APPLICANT SUBMISSION

ITEM ATTACHMENT # f)

City / Town	Location	Mailing Address	Phone	Fax
Mackenzie	#1 Cicada Road	Box 2260, Mackenzie V0J 2C0	250-997-2200	250-997-2236
Merritt	3840 Airport Road V1K 1M5 (off of Hwy 5A)	Box 4400 Station Main, Merritt V1K 1B8 (different PC correct)	250-378-8400	250-378-8481
Nanaimo	Suite 142, 2080 Labieux Road	Suite 142, 2080 Labieux Road, Nanaimo V9T 6J9	250-751-7220	250-751-7224
Port Alberni	4885 Cherry Creek Road	4885 Cherry Creek Road, Port Alberni V9Y 8E9	250-731-3000	250-731-3010
Port McNeil	2217 Mine Road Place	Box 7000, Port McNeil V0N 2R0	250-956-5000	250-956-5079
Powell River	7077 Duncan Street	7077 Duncan Street, Powell River V8A 1W1	604-485-0700	604-485-0799
Prince George	1044-5th Avenue	1044-5th Avenue, Prince George V2L 5G4	250-565-6779	250-565-6941
Haida Gwaii	1229 Oceanview Drive	Box 39, Haida Gwaii V0T 1S0	250-559-6200	250-559-8342
Quesnel	322 Johnston Avenue	322 Johnston Avenue, Quesnel V2J 6B5	250-992-4400	250-992-4403
Revelstoke	1761 Big Eddy Road	Box 9158 RPO#3, Revelstoke V0E 3K0	250-837-7611	250-837-7626
Smithers	1st Floor, 3726 Alfred Avenue	Bag 5000, Smithers V0J 2N0	250-847-7356	250-847-7208
Surrey	Suite 200-10428 153rd Street	Suite 200-10428 153rd Street, Surrey V3R 1E1	604-586-4400	604-586-4434
Terrace	Suite 200-5220 Keith Avenue	Suite 200-5220 Keith Avenue, Terrace V8G 1L1	250-638-5100	250-638-5176
Vanderhoof	1522 Highway 16 East	Box 190, Vanderhoof V0J 3A0	250-567-6363	250-567-6370
Vernon	2501-14 Avenue	2501-14 Avenue, Vernon V1T 8H2	250-558-1700	250-549-5485
Williams Lake	120 - 640 Borland Street	120 - 640 Borland Street, Williams Lake V2G 4T1	250-398-4574	250-398-4836

APPLICANT SUBMISSION



October 12, 2017

Tori Meeks

Ministry of Forests, Lands and Natural Resources Office
Resort Development Branch
#510, 175 2nd Avenue
Kamloops, BC, V2C 5W1

Re: Letter of Agency

Dear Tori,

This letter is intended to confirm that the offices of Brent Harley and Associates Inc. are hereby designated as agents of Big White Ski Resort Ltd. The intent of this agency is to coordinate and manage, on behalf of Big White Ski Resorts, all Crown Lease and Grant applications relating to the ongoing Big White base area planning and development.

This designation is intended to be in effect from the period of October 12, 2017 to October 12, 2018.

Contact information for the offices of Brent Harley & Associates Inc. is as follows:

#4 1005 Alpha Lake Road,
Whistler, British Columbia.
V0N 1B1
Ph. (604) 932-7002
bha@brentharley.com
www.brentharley.com

Respectfully submitted,

Paul Plocktis

Big White Ski Resort Ltd.
5315 Big White Road
Kelowna, BC
V1P 1P3
(250) 868-7309
pplocktis@bigwhite.com

Big White Ski Resort Ltd.

Mountain Address: 5315 Big White Road, Kelowna, B.C. V1P 1P3 • Telephone 250.765.3101 • Fax 250.491.6122
Kelowna Office: 1894 Ambrosi Road, Kelowna, B.C. V1Y 4R9 • Telephone 250.491.6262 • Fax 250.491.6261

BIGWHITE.COM



Agricultural Land Commission
 201 – 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

April 19, 2018

ALC File: 55887

Grant Maddock
DELIVERED ELECTRONICALLY

Dear Mr. Maddock:

Re: Application 55887 to Include Land into the Agricultural Land Reserve

Please find attached the Reasons for Decision of the Kootenay Panel for the above noted application (Resolution #127/2018). 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 #127/2018)
 Schedule A: Decision Map
 Schedule B: Resolution #289/2016

cc: Regional District of Kootenay Boundary (File: E-1250-04687.000)



AGRICULTURAL LAND COMMISSION FILE 55887
REASONS FOR DECISION OF THE KOOTENAY PANEL

Inclusion Application Submitted Under s. 17(3) of the *Agricultural Land Commission Act*

Applicant: 0472164 B.C. Ltd., Inc. No.

Agent: Grant Maddock, Protech Consulting

Property: Parcel Identifier: 014-990-016
Legal Description: That Part of District Lot 1250
Lying West of the Westerly Boundary of the 66
Foot Road as Shown on Plan 13939; Similkameen
Division, Yale District, Except Plan H16203
Civic: Highway 33 near Beaverdell, BC
Area: 27.6 ha (11.6 ha ALR)

Panel: David Zehnder, Kootenay Panel Chair
Ian Knudsen



OVERVIEW

- [1] The Property is located partially 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. 17(3) of the ALCA, the Applicant is applying to the Agricultural Land Commission (the "Commission") to include 1.2 ha into the ALR. The inclusion application is a condition of approval of Resolution #289/2016 (the "Proposal").
- [3] The issue the Panel considered is whether the area proposed for inclusion is consistent with the area identified on Resolution #289/2016.
- [4] The Proposal was 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*

- [5] 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, local government, and Commission 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 2015, the Applicant submitted application 54368 to exclude approximately 2.0 ha of the Property along Highway 33. The Panel found that the portion of the Property proposed for exclusion has poor agricultural capability and that the portion of the Property proposed for exclusion has the same capability as portions of the Property outside of the ALR. The Panel, however, found that some portions of the Property on the upper bench that are outside of the ALR had the same capability as the lands in the ALR that are not proposed for exclusion. The Panel therefore approved the exclusion of 2.0 ha on the condition that the Applicant includes 1.2 ha of the Property into the ALR.

EVIDENCE AND FINDINGS

Issue 1: Whether the area proposed for inclusion is consistent with the area identified on Resolution #289/2016.

[8] The Panel finds that the proposed area for inclusion is consistent with the area identified on Resolution #289/2016.

DECISION

[9] For the reasons given above, the Panel approves the Proposal.

[10] 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.



ALC File 55887 Reasons for Decision

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

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

[13] Resolution #127/2018

Released on April 19, 2018

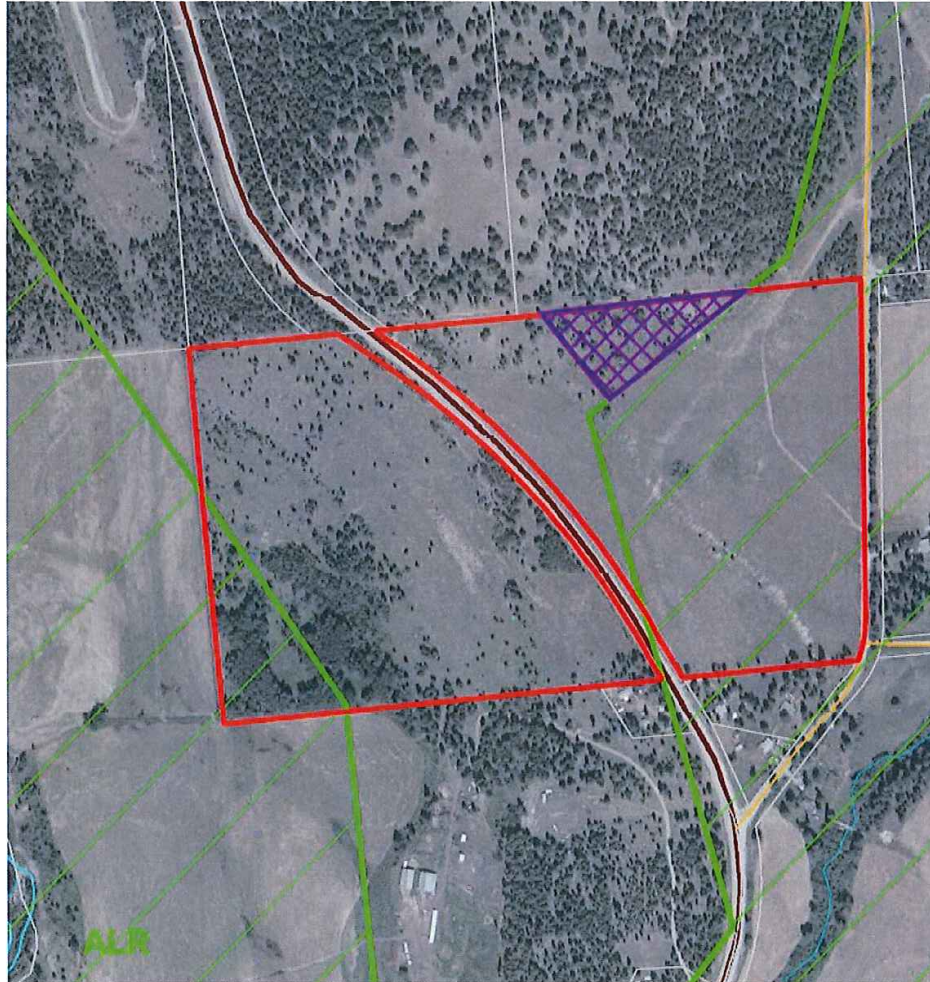
A handwritten signature in black ink, appearing to read 'D. Zehnder', is positioned above the printed name.



David Zehnder, Panel Chair

On behalf of the Kootenay Panel



Schedule A: Agricultural Land Commission Decision Map
ALC File 55887 (0472164 BC Ltd)
Approved Inclusion
ALC Resolution #127/2018



- | | |
|---|-----------------------------|
|  | Approved Inclusion (1.2 ha) |
|  | The Property |

Schedule B: Resolution #289/2016



AGRICULTURAL LAND COMMISSION FILE 54368

REASONS FOR DECISION OF THE KOOTENAY PANEL

Application submitted pursuant to s. 30(1) of the *Agricultural Land Commission Act*

Applicant: 0472164 B.C. Ltd.
(the "Applicant")

Agent: Bob Holtby
(the "Agent")

Application before the Kootenay Regional Panel: Sharon Mielnichuk, Panel Chair
Harvey Bombardier
Ian Knudsen



Agricultural Land Commission Decision, ALC File 54368

THE APPLICATION

- [1] The legal description of the property involved in the application is:

Parcel Identifier: 014-990-016

That Part of District Lot 1250, Lying West of the Westerly Boundary of the 66 foot Road as Shown on Plan 13939; Similkameen Division, Yale District, Except Plan H16203

(the "Property")

- [2] The Property is 27.6 ha in area. There are 11.6 ha of the Property within the ALR.

- [3] The Property is generally described as being located on Highway 33, near Beaverdell.

- [4] The Property is located within a designated agricultural land reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* (the "ALCA").

- [5] The Property is located within Zone 2 as defined in s. 4.2 of the ALCA.

- [6] Pursuant to s. 30(1) of the ALCA, the Applicant is applying to exclude approximately 2.0 ha along the highway frontage (the "Application").

- [7] On January 5, 2016, the Chair of the Agricultural Land Commission (the "Commission") referred the Application to the Kootenay Regional Panel (the "Panel").

RELEVANT STATUTORY PROVISIONS

- [8] The Application was made pursuant to s. 30(1) of the ALCA:

30 (1) An owner of land may apply to the commission to have their land excluded from an agricultural land reserve.



[9] The Panel considered the Application pursuant to its mandate in s. 4.3 of the ALCA:

4.3 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.

[10] The purposes of the Commission set out in s. 6 are as follows:

6 The following are the purposes of the commission:

- (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 BEFORE THE PANEL

[11] The Panel considered the following evidence:

- 1. The Application
- 2. Local government documents
- 3. Previous and relevant application history
- 4. Agricultural capability map, ALR context map and satellite imagery
- 5. A report titled, *A Report on an Application to Exclude Land from and Subdivide within the ARL* (sic) prepared by Mr. Bob Holtby and dated April 9, 2015 (the "Holtby Report").

Note: The Holtby Report also contains information regarding a proposed subdivision that is being considered under Application ID: 54367.



Agricultural Land Commission Decision, ALC File 54368

All documentation noted above was disclosed to the Agent in advance of this decision.

[12] The Panel reviewed a previous application involving the Property:

Application ID: 52710
(0472165 BC Ltd - 2012)

To subdivide the Property into six lots and to exclude approximately 2 ha along the highway frontage. Refused by Resolution #474/2012.

Reconsideration Request

The reconsideration request was the same as initially proposed. The Commission refused to reconsider as the request it did not meet the criteria for reconsideration.

[13] The Panel reviewed a relevant applications relating to the application:

Application ID: 51631
(Wolf & Fochler, 2010)

To subdivide the 8.8 ha property into two lots as separated by Beaver Creek. The Commission decided to refuse the application by Resolution #2513/2010.

Reconsideration Request

A reconsideration request was received in 2011. The request was to subdivide the property into two parcels; one parcel would be sold to a neighbor. The Commission decided to reconsider the application and then allowed the revised proposal on the condition that the parcel to be sold to the neighbour be consolidated with neighbour's property. Resolution #100/2011.

SITE VISIT

[14] On May 26, 2016, the Panel conducted a walk-around and meeting site visit in accordance with the *Policy Regarding Site Visits in Applications* (the "Site Visit").

[15] A site visit report was prepared in accordance with the *Policy Regarding Site Visits in Applications* and was provided to the applicant on June 27, 2016 (the "Site Visit Report").

[16] The Applicant's exclusion meeting was held concurrently with the Site Visit.



FINDINGS

Section 4.3(a) and Section 6 of the ALCA: First priority to agriculture

[17] In assessing agricultural capability, the Panel referred in part to agricultural capability mapping and ratings. The ratings are identified using the Canada Land Inventory (CLI), 'Soil Capability Classification for Agriculture' system. The improved agricultural capability rating identified on CLI map sheet 82E/6 for the mapping unit encompassing the Property is Class 5; more specifically (5PM).

Class 5 - land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and/or climate conditions severely limit capability.

The limiting subclasses associated with this parcel of land are M (moisture deficiency) and P (stoniness).

[18] In addition, the Panel reviewed the Holtby Report which indicates:

"[the Agent] could not find any change in the landform on the lower area that might have caused the pedologists to draw the ALR boundary where they did. Indeed [...] the appropriate line should have probably been drawn along the escarpment, where the applicant now proposes to have the line drawn."

[19] The Holtby Report further notes that:

"native vegetation is poor which is understandable given the lack of farm practices or irrigation. While there is some native vegetation on the upper bench, vegetation on the lower bench is spotty at best...the native productivity of the area proposed for exclusion is low. Consequently, I assume that the productivity of that land would be low."

[20] The Panel reviewed the CLI ratings and the Holtby Report and find that the portion of the Property proposed for exclusion has poor capability for agriculture.

[21] The Panel viewed the Property on the Site Visit and found that the portions of the Property proposed for exclusion had the same capability as those portions that fall outside of the ALR.



- [22] The Panel viewed the Property on the Site Visit and found that the portions of the Property on the upper bench that are outside of the ALR had the same capability as those portions that fall inside of the ALR.

Section 4.3(b) of the ALCA: Second priority to economic, cultural and social values

- [23] In the Holtby Report, the Agent stated the following in regards to section 4.3(b):
"the 30 foot lot size in Beaverdell prohibits the assembly of land for the proposed development. Consequently, allowing the proposal will allow for economic development which will benefit the community."

- [24] On the Site Visit, the Applicant stated that:

"[he] would like to exclude the entire lower portion of the Property in order to develop it as a service station/convenience store or possibly an RV park; [he] will never farm because it is too rocky, but it is a good spot for people to pull off of the Highway."

Section 4.3(c) of the ALCA: third priority to regional and community planning objectives

- [25] The Regional District of Kootenay Boundary (the "RDKB") does not have zoning or an Official Community Plan (OCP) for this area. However, the RDKB notes that the Boundary Area Agricultural Plan (2011) includes the strategic objective of:
"to create long term planning policies and regulations for Area 'E' which foster respect of agricultural land within the ALR and otherwise."

- [26] The RDKB resolved to forward the Application to the Commission without a recommendation.

Weighing the factors in priority

- [27] The Panel believes that the portion of the Property proposed for exclusion has extremely limited capability for agriculture and is not appropriately designated as ALR.
- [28] The Panel believes that the portion of the upper bench that is not within the ALR has approximately the same capability as the remainder of the upper bench and is not appropriately designated as non-ALR lands.
- [29] The Panel gave consideration to economic, social and cultural values and regional and community planning objectives planning as required by s. 4.3. In this case, the Panel finds that these considerations are not contributory to the decision given the Panel's finding following its review of the agricultural considerations.

DECISION

- [30] For the reasons given above, the Panel approves the Application to exclude approximately 2.0 ha along the highway frontage.
- [31] The approved Application is subject to the following conditions:
- a. the preparation of a posting plan, site plan or subdivision plan to delineate the area to be excluded per the drawing submitted with the Application; and
 - b. the submission of an application for inclusion into the ALR of the portion of the Property on the upper bench that is not within the ALR. Staff is directed to prepare a sketch that delineates the required inclusion area.
- [32] 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.



Agricultural Land Commission Decision, ALC File 54368

- [33] Panel Chair **Sharon Mielnichuk** concurs with the decision.
Commissioner **Ian Knudsen** concurs with the decision.
Commissioner **Harvey Bombardier** concurs with the decision.

- [34] Decision recorded as Resolution #289/2016.

A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the
Agricultural Land Commission Act.

Upon instruction of the Panel, I have been authorized to release the Reasons for Decision by
Resolution #289/2016. The decision is effective upon release.

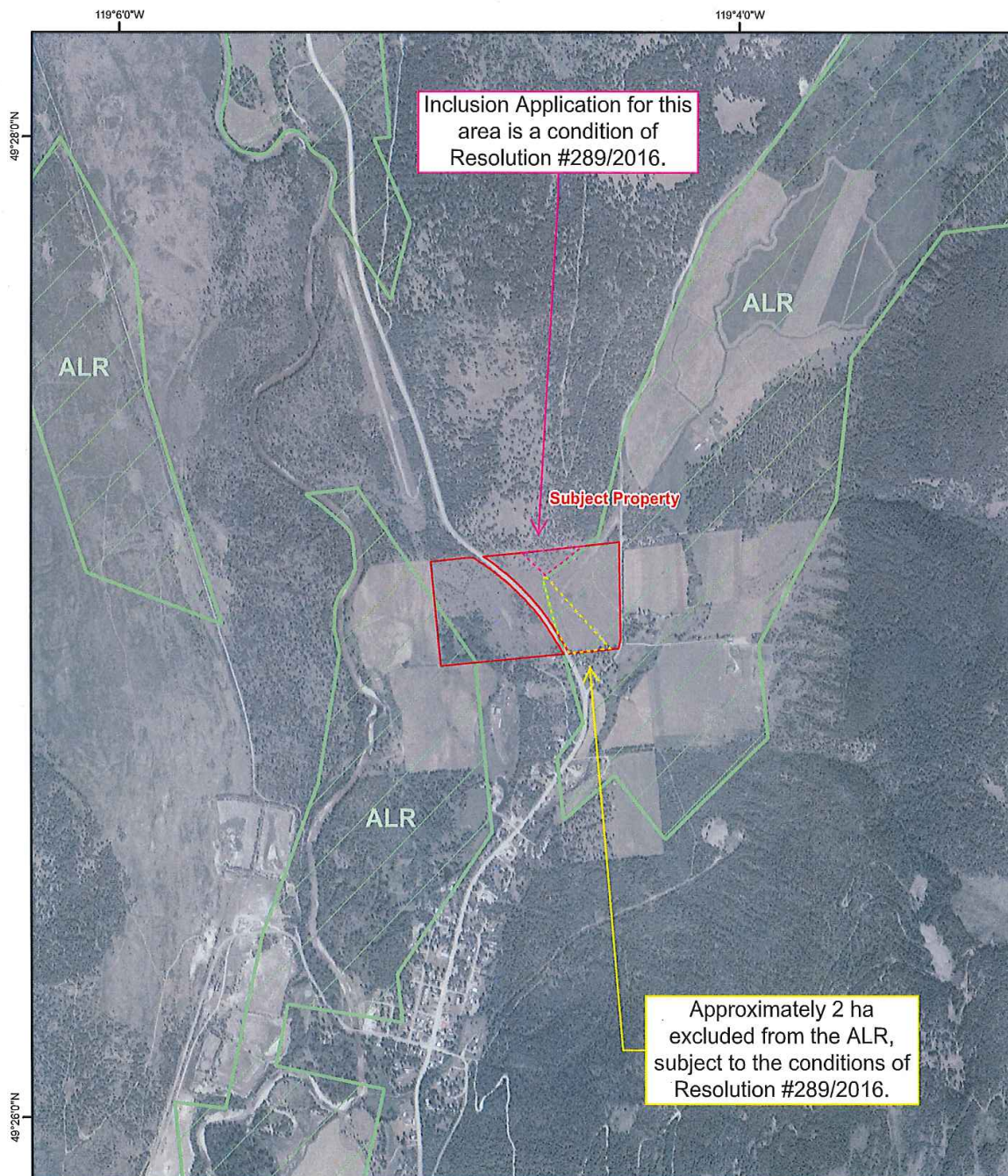
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Colin J. Fry, Director of Policy and Planning

July 28, 2016

Date Released

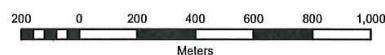
ALC Application 54368
(Applicant - 0472164 BC Ltd.)
Resolution #289/2016



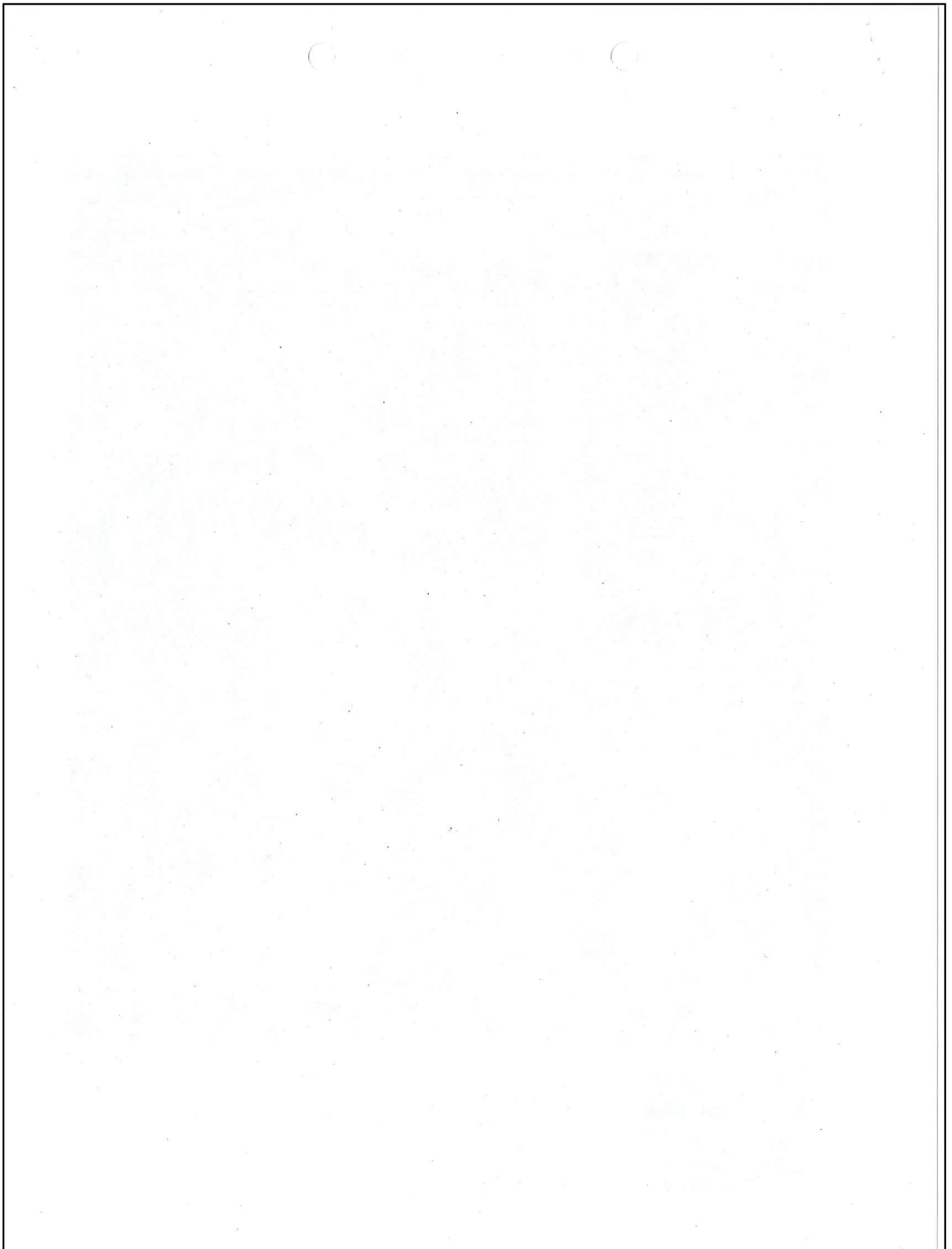
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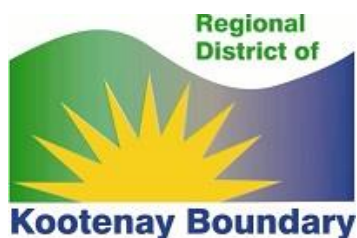
2005 Natural Colour - Ortho

Map Scale: 1:20,000



ALC File #:	54368
Mapsheet #:	82E.045
Map Produced:	Jan 21, 2016
Regional District:	Kootenay-Boundary



**STAFF REPORT**

Date: 24 May 2018
To: **Chair Russell and the Board of Directors**
From: Goran Denkovski, Manager of Infrastructure and Sustainability
Re: Request for Quotation for Scale Building and Scale Installation at Boundary Solid Waste Facilities

File ES - Solid Waste

Issue Introduction

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the results of the request for quotation (RFQ) for scale building and installation at Boundary solid waste facilities.

History/Background Factors

The Grand Forks Landfill is located 2 km west of the City of Grand Forks on Granby road. The landfill is the second largest in the Regional District of Kootenay Boundary (RDKB) and services the City of Grand Forks and the two surrounding electoral areas ('C'/Christina Lake & 'D'\ Rural Grand Forks).

The construction of a scale building and upgrade of the weigh scales would allow the site to accommodate larger vehicles and to bring two of our transfer stations on board with our weight based fees. The RDKB will be installing a 40' scale at both the Grand Forks Landfill and the Christina Lake Transfer Station. Also, the existing 35' scale from the Grand Forks Landfill will be moved to, and installed at, the Rock Creek Transfer Station.

The request for quotations closed on April 27th 2018.

Two compliant bids were received before the deadline. Hil-Tech Contracting Ltd. from Trail, BC and MSC Enterprises Ltd from Grand Forks, BC were the two received. Their prices were as follows:

1. MSC Enterprises Ltd \$198,767.50 + GST

2. Hil-TechContractingLtd \$270,550.00 +GST

This is the second time these projects have gone out for quotes, with no responses being received the first time.

Implications

This RFQ price falls within the amount budgeted for these projects in the 2018 Regional Solid Waste Service Budget and 5-Year Financial Plan under capital landfills and capital transfer stations.

Advancement of Strategic Planning Goals

Solid waste management is a core service of the RDKB and landfill equipment operations is a core function of solid waste management. Managing solid waste effectively and efficiently advances the strategic priorities adopted by the Board.

Background Information Provided

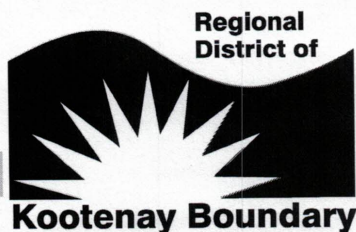
1. Staff report from Rob McGregor, Solid Waste Coordinator regarding the results from 2018 RFQ for Scale Building and Scale installations.

Alternatives

1. The RDKB Board of Directors award the contract to MSC Enterprise Ltd. of Grand Forks, BC in the value of \$198,767.50 to build the new Grand Forks Landfill Scale Building and install weigh scales at Grand Forks Landfill, Christina Lake Transfer Station, and Rock Creek Transfer Station.
2. Reject all bids.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors award the contract to MSC Enterprise Ltd. of Grand Forks, BC in the value of \$198,767.50 to build the new Grand Forks Landfill Scale Building and install weigh scales at Grand Forks Landfill, Christina Lake Transfer Station, and Rock Creek Transfer Station. Further, that the Board direct the RDKB signatories to enter into contract.



8798 GRANBY RD.
BOX 1965
GRAND FORKS, B.C
VOH 1H0
(250) 442-2734, Cell (250) 442-1042
rmcgregor@rdkb.com

MEMORANDUM

TO: GORAN DEMKOVSKI, INTERM GENERAL MANAGER OF ENVIRONMENTAL SERVICES
FROM: ROB MCGREGOR, SOLID WASTE OPERATIONS COORDINATOR
DATE: MAY 8, 2018

SUBJECT: Results from 2018 RFQs for Scale Building and Scale installations.

MESSAGE: Two submissions were received before the deadline for the RFQs to build the new scale building at the Grand Forks Regional Landfill and install the new scales at the Grand Forks Landfill, Christina Lake Transfer Station, and the Rock Creek Transfer Station. Hil-Tech Contracting Ltd from Trail, B.C and MSC Enterprises Ltd from Grand Forks, B.C where the two received. Their prices were as follows:

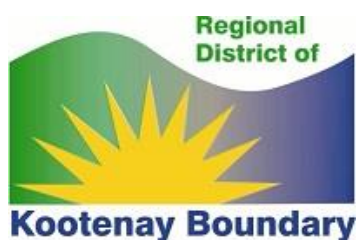
- MSC Enterprises Ltd \$198,767.50 + GST
- Hil-Tech Contracting Ltd \$270,550.00 + GST

It is staff's recommendation that the RFQ be awarded to MSC Enterprises Ltd. for their submission to build the new Grand Forks Landfill Scale Building as specified in the RFQ and install the scales at the three above sites for the price of \$198,767.50 plus GST. This RFQ price falls within the amount budgeted for these projects in the 2018 annual Budget under capital landfills and capital transfer stations. This is the second time these projects have gone out for quotes with no responses being received the first time.

If you have any questions or concerns as to this staff recommendation, please feel free to contact me.

Corporately yours

Rob McGregor, Solid Waste Operations Coordinator



STAFF REPORT

Date: 24 May 2018
To: **Chair Russell and the Board of Directors**
From: Goran Denkovski, Manager of Infrastructure and Sustainability
Re: Discussion on Boundary Flooding Impacts on the Regional Solid Waste Service

File ES - Admin

Issue Introduction

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the impacts on the Regional Solid Waste Service from the Boundary flooding.

History/Background Factors

From Christina Lake through Rock Creek and Beaverdell, the Regional District of Kootenay Boundary Emergency Operations Centre has issued evacuation orders to 1390 addresses, nearly 2800 residents.

Floodwaters exceeded the recorded high levels set in 1948. This was truly an unprecedented flooding event.

To date, approximately 250,000 sandbags have been deployed. It is also reported that nearly 500 homes have been directly affected by the flooding.

During the response stage landfills have been operating under regular business hours and customers effected by flooding have been asked to keep their receipts.

The intent of this Staff Report is to open discussion about how the Regional Solid Waste Service will operate during the recovery stage of the flooding event. Things to consider include:

1. Landfill Operating Hours
2. Tipping Fees (recovery, insurance, disaster relief (DFA), waiving fees)
3. Impact on Life Expectancy on Landfills in Boundary

4. Messaging around separating waste streams
5. Contaminated soils and materials
6. Demolition materials (asbestos)
7. Sandbags during recovery
8. Overall Cost to the Service
9. Reaching Out to Other Local Governments that have dealt with Flooding

Implications

The effects of the flooding event will last many years and at this time Staff are attempting to quantify the impact.

Advancement of Strategic Planning Goals

Solid waste management is a core service of the RDKB and landfill equipment operations is a core function of solid waste management. Managing solid waste effectively and efficiently advances the strategic priorities adopted by the Board.

Background Information Provided

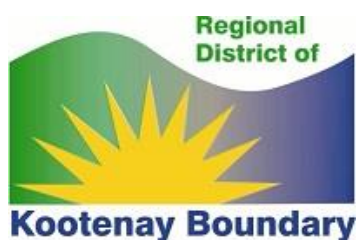
N/A

Alternatives

1. Receive the report.
2. Not receive the report.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors receive the Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the impacts on the Regional Solid Waste Service from the Boundary flooding.



STAFF REPORT

Date: 04 Jan 2018
To: Chair Russell and Boundary
 Community Development
 Committee
From: Mark Andison, Chief Administrative
 Officer
Re: Boundary Economic Development
 Service Review Process

File BEDS

Issue Introduction

A staff report from Mark Andison, Chief Administrative Officer, outlining the service review provisions relating to the Boundary Economic Development Service pursuant to Service Establishment Bylaw No. 1389, 2009.

History/Background Factors

At its November meeting, the Boundary Community Development Committee directed staff to prepare a report outlining the service review process for the Boundary Economic Development Service. The original service establishment bylaw, Regional District of Kootenay Boundary Service Establishment Bylaw No. 1389, 2009 establishes the procedural framework for regular service reviews. It established that the first service review would occur in the fourth quarter of 2009 and every three years thereafter. Based on the review schedule dictated by the original service establishment bylaw, the service is due for a regular service review in 2018.

Implications

As the Province's attached service review document describes, there are three types of service review that regional districts may undertake: an informal review; a bylaw-based review; or a statutory review. For informal reviews, there is no tie-in to service withdrawal for participants - the process is simply intended to improve the functioning of the existing service. Service withdrawal may occur as a consequence of either a bylaw-based service review or a statutory service review. The benefit of having service review provisions included in the service establishment bylaw for the Boundary Economic Development Service is that they allow greater flexibility in how the participants design the service review process. The statutory service review

process, on the other hand, is strictly dictated by the provisions of the *Local Government Act* and would be the default process if there were no service review provisions included in the service establishment bylaw.

So, with the original service establishment bylaw having included service review provisions, the Boundary Economic Development Service participants have flexibility in how they may wish to proceed with the service review process. For bylaw-based reviews, it is the Board of Directors that initiates the service review process and either the Board or a Board-appointed steering committee is responsible for undertaking the service review process.

The attached service review document prepared by the Provincial government outlines some recommendations relating to the process.

The first step in the process would be for the Boundary Community Development Committee to recommend to the Board of Directors that the regular three-year service review, as dictated by the Boundary Economic Development Service Establishment Bylaw, be initiated.

Advancement of Strategic Planning Goals

The initiation of a service review in 2018, as dictated by Boundary Economic Development Service Establishment Bylaw No. 1389, advances the Board's strategic priorities to "...continue to focus on good management and governance" and "...review and measure service performance"

Background Information Provided

Regional Service Reviews: An Introduction

Alternatives

1. Recommend to Board of Directors that a service review be initiated for the Boundary Economic Development Service; or
2. Defer consideration of the service review pending further information.

Recommendation(s)

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.

Regional Service Reviews: An Introduction



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Regional Service Reviews: An Introduction



Regional districts have undertaken informal reviews of regional service arrangements since the 1960's. However, amendments to the

Local Government Act proclaimed in June 2000 created a formal process to help regional districts and their service partners review the terms and conditions of existing service arrangements. There is also a process for partners wanting to withdraw from a limited number of services. As well, the *Act* gives regional districts the authority and flexibility to include their own review processes within a service establishment bylaw. As a back-up measure, the legislation also presents a default process in case customized alternatives are not specified in service arrangements.

This booklet highlights the service review process for regional district board members and municipal council members. A second booklet, entitled *Designing Regional Service Arrangements: An Introduction* covers the topic of establishing service arrangements. For further details on service arrangements and service review, see the *Guide to Regional Service Arrangements and Service Reviews*.

This document can be found at www.cserv.gov.bc.ca/lgd on the Internet. Legislation authorizing service reviews is contained in Division 4.5 of Part 24 of the *Local Government Act*.

Overview

Traditionally, regional boards have been reluctant to undertake service reviews for many reasons, such as the cost of the process or the lack of a guaranteed outcome. However, service reviews can benefit all partners in situations where:

- partners have a tense relationship and need a chance to explain and resolve their frustrations;
- partners need information about a service and its implications to relieve tensions; and
- withdrawal is impossible, but a review allows partners to raise, and seek to resolve, concerns.

Service reviews should be considered when:

- the partners' shared vision changes;
- the service changes in scope and no longer fits the original vision;
- local conditions change; or
- scheduled by advance agreement in service establishment bylaws.

Types of Service Reviews

Regional districts have three options for undertaking a service review:

Informal Review

- independent of the Act's review provisions
- proactive, customized review process designed by partners
- can be started at any time by regional district
- does not tie-in to service withdrawal

Bylaw-based Review

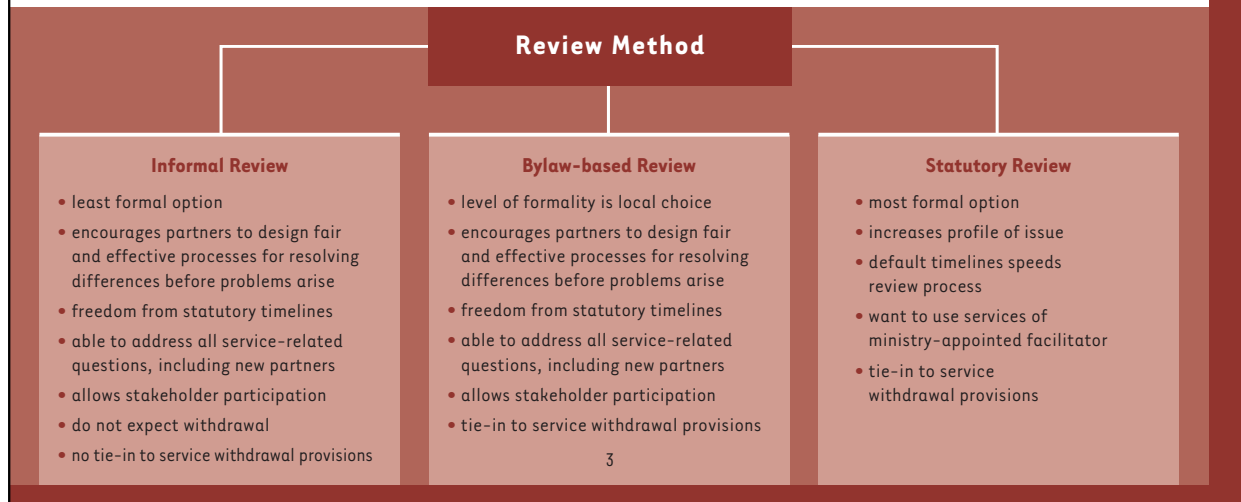
- proactive, customized review process designed by partners
- included in establishment bylaw
- supersedes statutory review once adopted

- can be started if no review has taken place in past three years
- may tie-in to service withdrawal

Statutory Review

- default option
- applies unless bylaw specifies an alternative
- participant must be in service at least five years (or shorter timeframe outlined in bylaw)
- can be started if no review has taken place in past three years
- bylaw does not include alternative process
- may tie-in to service withdrawal

Choosing a review option for a regional district service depends on the desired outcomes.



Interest-based Negotiation

Interest-based negotiation offers opportunities to address different values, priorities and goals of each partner and allows partners to reach an agreement on a sustainable service arrangement. This also helps service partners to build effective, long-term relationships that encourage future cooperation and coordination. Instead of winners and losers, everybody wins.

The Service Review Process

Most regional districts will find the flexibility offered by bylaw-based and informal service reviews attractive because they allow opportunities to fine-tune and improve services in a proactive manner. However, if regional districts choose not to develop customized service reviews, service participants can always rely on default service reviews as described in the *Local Government Act*. No matter which service review method is chosen, the overall review process is similar for each.

In all cases, every service review is a joint undertaking of the regional district and its members. It should involve representatives of every municipality and electoral area in the service at all stages and in all discussions. A review body, such as a steering committee, should be established for an informal or bylaw-based review. A defined review body is an element of a statutory review.

As they work together to review a service, partners will find they are most successful if they use an 'interest-based' approach that goes beyond positions and explores the underlying interests of everyone at the table so that they share gains through discussion, negotiation and mutual agreement.

Starting the Review Process

Informal and bylaw-based reviews begin at the regional district board level. In either type of review, the board can decide what to review and can add new services to the review at any time. Because these types of service reviews are initiated at the board level, no formal or written notice is required.

Review Participants

All parties must identify who will represent them in a review.

The regional district board undertakes both an informal and bylaw-based review. The board may choose to set up a steering committee to take responsibility for the review process. If the establishing bylaw provides for a specific review body, this provision must be followed.

In a statutory review, a regional board would appoint a director or the chair as its representative. A municipal council would appoint a mayor or councillor. The director of an electoral area would automatically be the representative for the area. These representatives would make up the review body.

Statutory reviews can be initiated by a municipal council or electoral area director. To do this, the service partner must provide written notice to the regional district board, all other participants and the Minister of Community Services. The notice must include, a description of the existing terms and conditions of the service arrangement the participant finds unacceptable, the reasons the review is required and the actions taken to resolve the issue. A separate notice is required for each service or group of services combined within an establishment bylaw. Statutory service reviews are undertaken only if the establishment bylaw does not include an alternative review process.

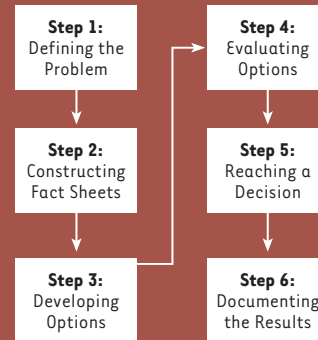
Setting up the Review Process

For any type of service review, a review body should:

- approve the scope of the review and the steps to be followed;
- define the problem(s) to be addressed;
- provide input as required;
- approve the options to be considered;
- identify the evaluation criteria to be used;
- make reasonable efforts to reach an agreement; and
- submit recommendations to the board.

It is helpful for the review process to be supported by a working group of senior staff from the regional district and member municipalities who provide information

Suggested Process for Regional Service Review



and ensure the process and timelines are respected. Consultants or other experts may also be hired to provide additional capacity.

Steps in the Review Process

Whether the service review is informal, bylaw-based or the default statutory option, there are six key steps in a review process.

Preliminary Meeting

Preliminary meetings are used to:

- clarify the issues;
- determine the full scope of the review (number of services, problems and issues related to services);
- identify each participant's interests; and
- agree to a negotiation process.

Preliminary meetings are not required for informal or bylaw-based reviews, but are usually good practice. Under a statutory review, a preliminary meeting must be held within 120 days of notice of a service review.

1. Defining the Problem

In its first step, the review body should:

- decide what services are to be included in the review;
- decide what issues the review will address; and
- identify the full range of concerns and perspectives.

Regardless of the review process chosen, there are no limits to the number of services that can be reviewed. There are also no limits to the number of services that can be reviewed within a single process. For informal and bylaw-based reviews, the board determines these matters. In the case of statutory reviews, the review notice establishes the initial scope of the review. For these default

reviews, separate notices of each service to be reviewed must be provided. Once a review has been initiated, all service partners must agree to add additional services to the review process before this can be done.

2. Constructing Fact Sheets

For each service under review, a common understanding of the status quo for each service should be established and summarized in a fact sheet. Fact sheets should include the service arrangement's definition, cost and control elements, as well as relevant contextual information and a summary of the different perspectives held on key issues. Because fact sheets also serve as an educational tool, their existence often resolves tensions and misunderstandings.

Timeframes

There are no deadlines for starting or completing an informal review. Bylaw-based reviews have time limits only if these have been included in the establishing bylaw.

Under statutory service reviews, negotiations must begin within 60 days of the preliminary meeting. There is no time limit for completing these negotiations.

3. Developing Options

In this step, options need to be developed for responding to key problems. Ideally, three to five options, including the status quo, should be developed. The options should reflect radically different approaches to resolving a problem so that they do more than merely vary a theme. In later stages, minor variations could be considered during a fine-tuning process. Once developed, the options and their implications should be described clearly to ensure they are well understood. It is also helpful to identify and explain the assumptions used to develop these options.

4. Evaluating Options

The objective of the formal evaluation is to provide an understanding of the implications of change associated with each option. Using a formal evaluation, options can be measured against a common set of criteria reflecting the values and interests of the parties involved. These criteria should be defined as precisely as possible, but need not be ranked, because the purpose of the criteria is to guide discussions of the options, rather than make a decision about the best choice. Possible criteria include: certainty; equity in governance; equity in financing; cost-effectiveness; simplicity/visibility; and, stability/predictability.

Using a Facilitator

At any time during a statutory review, a participant can request that the minister appoint a facilitator to assist participants to reach an agreement. Facilitators can be particularly helpful when communication between parties is poor or if there is tension between parties. The facilitator can:

- facilitate preliminary meetings;
- assist parties to establish a negotiation process;
- facilitate negotiations;
- assist in dispute resolution; and
- assist in setting up other dispute resolution processes.

The ministry pays the costs for the facilitator. Facilitators are not available for informal or bylaw-based reviews.

5. Reaching a Decision

Members of a review body must decide which option best matches the interests of their jurisdictions. The best option will most closely match the shared interests of all service partners. At this stage, options may be refined to adapt them to specific concerns. As well, the parties may choose to design packages of options that cut across services and accommodate many concerns to achieve the overall common interest.

6. Documenting the Results

After final agreement has been reached, the review body should document its options and decisions so that the review process and its outcomes can be explained to future decision-makers and the public. Amendment bylaws may be required to proceed with implementing service changes. Other documentation, such as memorandums of understanding, are also helpful for recording the shared intentions of the participants.

If a final agreement cannot be reached, documentation can provide lessons for the future by identifying the barriers that participants could not overcome.

A final report on the review process should also be included in the documentation package. This report should include:

- description of the review process;
- definitions of the problems addressed;
- fact sheets for each service;
- description of the options;
- outline of the evaluation criteria;
- results of the evaluation;
- description of the agreement reached; and
- summaries of discussions at facilitated meetings.

Review Costs

Two kinds of costs are associated with a service review:

- costs of running the process; and
- costs for each member's participation in the review.

In all types of service review, the process costs for joint reports, administrative expenses and experts' fees are borne by the regional district as part of the service cost.

The participation expenses of the reviewing body, including travel, staff and independent reports, are borne by the regional district as part of service costs in informal reviews. For bylaw-based reviews, these participation costs are borne by the regional district unless otherwise defined in the bylaw. Under the statutory option, participation costs are the responsibility of each electoral area or municipality participating in the review.

Requirements Unique to the Statutory Review Option

The statutory review option has some unique requirements. Summarizing them here, they include:

- Any participant in a service may start a service review.
- Parties to the review are the initiating participant and all other service partners, in addition to the regional board.
- A facilitator may be appointed by the minister if requested by the service review participants.
- A preliminary meeting must be held within 120 days of the initiation of the review.
- Negotiations must begin within 60 days after the preliminary meeting.
- Cost-sharing arrangements are defined.

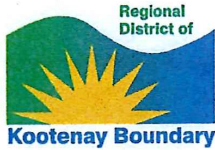
Conclusion

Service reviews are a normal part of all service arrangements and will help regional districts and municipalities as they refine their service delivery, provide information on services, and ease any existing tensions over service delivery. Customized service review options can be easily designed as part of new service establishment bylaws, although existing bylaws may need to be amended. In either case, service participants can always fall back on the default option if they choose. In most cases, the review process can be simplified further if regional districts develop a standardized review process for all service arrangements.

For more information contact:

Ministry of Community Services
Intergovernmental Relations and
Planning Division
P.O. Box 9841 Stn. Prov. Govt.
Victoria, B.C. V8W 9T2
Phone: 250 387-4037
Fax: 250 387-8720
Toll Free through Enquiry BC
In Vancouver 1-604-660-2421
Elsewhere in BC 1-800-663-7867
Ministry of Community Services:
www.cserv.gov.bc.ca/lgd





From the desk of:
 Vicki Gee
 Director-Electoral Area 'E'/West Boundary
 P. O. Box 55,
 Bridesville, B.C. V0H 1B0
 250-446-2042
 vgee@rdkb.com

May 17, 2018

City of Grand Forks, Mayor & Council
 City of Greenwood, Mayor & Council
 Village of Midway, Mayor & Council
 RDKB, Electoral Area D

I'm writing to officially request the withdrawal of Area E from the Boundary Economic Development Service. I'm asking that this request be processed as soon as possible, so that a new, Area E only Economic Development Service can be created in time for 2019 taxation.

I would like to reiterate the commitments I've made at Boundary Community Development meetings:

- I value being at a committee table where Boundary wide issues are discussed
- Area E will contribute to common costs
- Area E has a long history of collaboration on projects of mutual interest using funding from various services, and Gas Tax money. This will continue.

I'm asking that this letter be placed on the May 24th Board agenda.

Yours sincerely,

"The contents of this correspondence and any views presented are those of the writer and may not reflect the positions of the Regional District of Kootenay Boundary"

Initiating service withdrawal

361 (1) A participant may initiate service withdrawal if all the following circumstances apply:

- (a) the service has been subject to
 - (i) a service review that was initiated within the past 3 years, or
 - (ii) an alternative review process, in accordance with establishing bylaw provisions under section 340 (1) (e), that was started within the past 3 years;
- (b) the first meeting respecting the review, which in the case of a service review is the first preliminary meeting under section 359, was convened more than 8 months ago;
- (c) the service is not
 - (i) a service referred to in section 338 (2) [*services for which no establishing bylaw required*],
 - (ii) a regulatory service, or
 - (iii) a service prescribed under subsection (6).

(2) A participant may initiate service withdrawal under this Division even if the establishing bylaw provides terms and conditions for withdrawal under section 340 (1) (f).

(3) To initiate service withdrawal, a participant must give written notice to the board, all other participants in the service and the minister.

(4) The notice under subsection (3) must

- (a) describe the terms and conditions of participation in the service that the participant finds unsatisfactory, and
- (b) give reasons, relating to those terms and conditions, as to why the participant wishes to withdraw from the service.

(5) Despite Divisions 3 to 5 of this Part or the establishing bylaw, at any time after receiving a notice under subsection (3) of this section, the minister may determine that a part of the service must be considered a separate service for the purposes of sections 362 to 372.

(6) The Lieutenant Governor in Council may make regulations excluding services from withdrawal under this Division.

(7) Regulations under subsection (6) may be different for different regional districts and different circumstances.

Minister's direction on process

362 (1) After receiving a notice under section 361, unless the matter is to be dealt with in another service withdrawal under section 363, the minister must do one of the following:

- (a) if the establishing bylaw provides an alternative review process and the minister considers that agreement may be reached by a service review under this Division, terminate the service withdrawal and direct the parties to engage in a service review;
- (b) direct the parties to engage in further negotiations respecting continued participation in the service, specifying a time period within which the parties must conclude negotiations;
- (c) direct the parties to engage in negotiations respecting the terms and conditions for withdrawal, specifying a time period within which the parties must conclude negotiations;
- (d) direct the parties to engage in mediation under section 365 respecting the terms and conditions for withdrawal, specifying a time period within which the mediation must be concluded;
- (e) if satisfied that agreement is unlikely under paragraph (a), (b), (c) or (d), direct that the terms and conditions for withdrawal from the service be resolved by arbitration under section 366.

(2) The minister may extend a time period established under subsection (1) (b), (c) or (d) before or after it has expired.

(3) If no agreement is reached from negotiations under subsection (1) (b) within the applicable time period, the minister must take one of the actions set out in subsection (1) (c) to (e).

(4) If no agreement is reached from negotiations under subsection (1) (c) within the applicable time period, the minister must direct the parties to engage in mediation or arbitration in accordance with subsection (1) (d) or (e).

Addition of further initiating participants or further services

363 (1) If, at the same time or after a service withdrawal is initiated, the minister receives another notice under section 361 [*initiating service withdrawal*] respecting the same or any other service of the same regional district,

- (a) in the case of a service withdrawal that is in negotiation under section 362 (1) (c) or mediation under section 365, the minister may direct that the matter be dealt with as part of the initial service withdrawal, and
- (b) in the case of a service withdrawal that is in arbitration under section 366, the minister must refer the matter to the arbitrator, who may direct that it be dealt with as part of the initial service withdrawal.

(2) Before making a direction under subsection (1), the minister or arbitrator must consult with

- (a) the parties in the initial service withdrawal,
- (b) if applicable, the mediator, and
- (c) if applicable, any participants in the other service who are not parties to the initial service withdrawal.

Early termination of process

364 A service withdrawal may be ended at any stage of the process

- (a) by agreement between the parties,
- (b) if there is only one notice under section 361 [*initiating service withdrawal*] in respect of the process, at the option of the initiating participant, or
- (c) if there is more than one notice under section 361 in respect of the process, by agreement between the initiating participants.

Mediation in relation to service withdrawal

365 (1) If mediation is directed under section 362 (1) (d) [*minister's direction on process*], the mediator must be selected

- (a) by agreement between the parties, or
- (b) if the minister considers that the parties will not be able to reach agreement, by the minister.

(2)The mediation is to be a process of negotiation by the parties, undertaken with the assistance of a neutral and impartial person, for the purpose of reaching a mutually acceptable resolution of the relevant issues.

(3)The mediator must give notice to the minister when the mediation is concluded.

(4)Subject to subsection (5), if agreement on the terms and conditions for withdrawal is not reached during the mediation or within 60 days after the mediation is concluded, the terms and conditions for withdrawing from the service must be resolved by arbitration under section 366.

(5)The minister may extend the time period under subsection (4) before or after it has expired.

Arbitration in relation to service withdrawal

366 (1)If agreement in relation to service withdrawal cannot otherwise be reached under this Division, the terms and conditions for withdrawal must be resolved before a single arbitrator by

- (a)final proposal arbitration in accordance with subsection (4), or
- (b)full arbitration in accordance with subsection (5).

(2)The choice of process under subsection (1) (a) or (b) is to be determined by agreement between the parties but, if the minister considers that they will not be able to reach agreement, the minister must direct which procedure is to be used.

(3)The arbitrator is to be selected from a list prepared by the minister in consultation with the Union of British Columbia Municipalities, and is to be selected

- (a)by agreement between the parties, or
- (b)if the minister considers that the parties will not be able to reach agreement, by the minister.

(4)Subject to any regulations under section 372, the following apply to final proposal arbitration under this section:

- (a)the arbitrator must conduct the proceedings on the basis of a review of written documents and written submissions only, and must determine each disputed issue by selecting

one of the final written proposals submitted by the parties respecting that issue;

(b)in making a determination under paragraph (a), the arbitrator must consider any terms and conditions established under section 340 (1) (f) [*establishing bylaw provisions respecting service withdrawal*];

(c)the terms and conditions for service withdrawal must be resolved by the arbitrator after incorporation of the final proposals selected under paragraph (a) in respect of each issue;

(d)no written reasons are to be provided by the arbitrator.

(5)Subject to any regulations under section 372, the following apply to full arbitration under this section:

(a)the arbitrator may conduct the proceedings at the times and in the manner he or she determines;

(b)the arbitrator must consider any terms and conditions referred to in section 340 (1) (f);

(c)the terms and conditions for service withdrawal must be resolved by the arbitrator, who is not restricted in his or her decision to submissions made by the parties on the disputed issues;

(d)for an arbitration involving more than one initiating participant, the final resolution may establish different terms and conditions for service withdrawal depending on which participants decide to withdraw under the final resolution;

(e)the arbitrator must give written reasons for the decision.

(6)The *Arbitration Act* does not apply to arbitration under this Division.

Initiating participant must respond to final resolution

367 (1)Within one year after final resolution under section 366 or a longer time established under subsection (2) of this section, each initiating participant must do one of the following and must notify the minister and board as to whichever applies:

- (a) agree to continue as a participant on the current terms and conditions;
- (b) agree with the board and the other participants on new terms and conditions for continued participation in the service;
- (c) agree with the board and the other participants on terms and conditions for withdrawal that differ from the final resolution;
- (d) seek approval in accordance with subsection (4) of this section regarding withdrawal from the service in accordance with the final resolution and, as applicable,
 - (i) if that approval is obtained and the participant decides to proceed with withdrawal, agree to withdraw from the service in accordance with the final resolution, or
 - (ii) if that approval is not obtained, or the approval is obtained but the participant decides not to proceed with withdrawal, agree to continue as a participant on the current terms and conditions.

(2) The minister may extend the time period under subsection (1) before or after it has expired.

(3) If the board and the participants do not adopt the bylaws and take the other actions required to implement an agreement referred to in subsection (1) (b) or (c) within the applicable time period under subsection (1), the initiating participant is deemed to have given notice of continuation under subsection (1) (a) unless it has given notice of withdrawal before the end of that period.

(4) Approval required under subsection (1) (d) is obtained by one of the following:

- (a) assent of the electors in the participating area in accordance with section 344 [*approval by assent of the electors*];
- (b) in the case of a service referred to in section 345 (1) [*approval by alternative approval process*], by approval in accordance with that section;

(c) in the case of a municipal participating area that is all of the municipality, consent given on behalf of the electors in accordance with section 346 [*consent on behalf of municipal participating area*].

- (5) If the service withdrawal is related to more than one service,
- (a) approval must be sought in respect of all services considered together, which are deemed to be a single matter requiring approval,
 - (b) approval under subsection (4) (b) may be used only if each of the services are services referred to in section 345 (1) (a) or (b), and
 - (c) approval under subsection (4) (c) may be used only if the municipal participating area for each of the services is all of the municipality.

Direction to further arbitration in certain cases

- 368** (1) The minister must direct that a new arbitration under section 366 be undertaken, if
- (a) a service withdrawal involved more than one initiating participant,
 - (b) only some of the initiating participants give notice of withdrawal, and
 - (c) the final resolution does not include applicable provisions under section 366 (5) (d) [*arbitration — separate terms and conditions*].
- (2) For the purposes of arbitration under subsection (1), the participants who gave the notice of withdrawal are deemed to be the initiating participants.

When final resolution becomes binding

369 A final resolution becomes binding on all parties as follows:

- (a) in the case of a service withdrawal involving only one initiating participant, if the initiating participant gives notice of withdrawal, the final resolution becomes binding when that notice is given;

(b) in the case of a service withdrawal involving more than one initiating participant, if all initiating participants give notice of withdrawal, the final resolution becomes binding when the last of these notices is given;

(c) in the case of a service withdrawal involving more than one initiating participant, if

(i) one or more initiating participants give notice of withdrawal, and

(ii) the final resolution includes applicable provisions under section 366 (5) (d) [*arbitration — separate terms and conditions*],

the applicable provisions of the final resolution become binding when all of the initiating participants have given notice under section 367 (1) (a) or (d) or at the end of the time period under that section, whichever is earlier.

Implementation of final resolution by bylaw

370 (1) The board and the participants must adopt the bylaws and take the other actions required to implement the terms and conditions of a final resolution within 90 days after it becomes binding under section 369.

(2) Despite any other provision of this Act, approval of the electors is not required for a bylaw referred to in subsection (1).

(3) The minister may extend the time period under subsection (1) before or after it has expired.

Failure to adopt required bylaws

371 (1) If the board or a municipal participant does not adopt the bylaws required under section 370 [*implementation by bylaw*], on the recommendation of the minister, the Lieutenant Governor in Council may, by order, implement the terms and conditions of the final resolution.

(2) An order under subsection (1) is deemed to be a bylaw of the applicable local government.

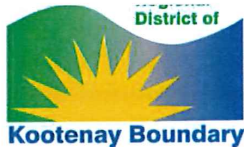
Regulations respecting arbitrations

372 (1)The minister may make regulations respecting arbitrations under this Division and, without limiting this, may make regulations as follows:

- (a)respecting matters that an arbitrator must or may consider;
- (b)respecting the authority of an arbitrator to resolve the terms and conditions for withdrawing from a regional district service;
- (c)respecting the authority of an arbitrator to require the cooperation of local governments and electoral area directors in relation to the arbitration.

(2)Regulations under this section may be different for

- (a)final proposal arbitration, full arbitration and arbitration directed under section 368 [*direction to further arbitration in certain cases*],
- (b)different regional districts, and
- (c)different circumstances.



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.

This application must include a complete mailing address. Incomplete address fields will result in delays in processing GIA funds and your request sent back to the RDKB Director.

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

<input checked="" type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B/' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C/' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D/' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E/' West Boundary Director Vicki Gee
--	---	---	--	---

Applicant:	* Beaver Valley Dynamic Aging Society			
FULL Mailing Address: Including Postal Code	* Box 411, Fruitvale, B.C. V0G1L0			
Phone:	* 2502310432	Fax:		E-Mail: * Pcecchin@telus.net
Representative:	* Patricia Cecchini			
Make Cheque Payable To:	* BV Dynamic Aging Society			

*Starred items, including contact information, must be completed in full.

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ _____ What amount are you requesting from this RDKB Director(s)? \$ 2000

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

Sponsorship for the upcoming "Sips and Sparkels" event which raises money for programing in the Beaver Valley
Thank you!

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

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Date: <u>April 24th</u> Applicant Signature <u>Patricia Cecchini</u>	Print Name <u>Patricia Cecchini</u>	

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT

Jennifer Kuhn

From: is@rdkb.com
Sent: May-09-18 5:09 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by The Nelson & Ft. Sheppard Railway Co, email address - scott.weatherford@atcowoodproducts.com

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

Electoral Area 'A' Director Ali Grieve

Applicant Information:

Applicant: The Nelson & Ft. Sheppard Railway Co

Address: PO Box 460, Fruitvale, BC V0G 1L0

Phone: 250-367-9441

Fax: 250-367-6210

Email: scott.weatherford@atcowoodproducts.com

Representative: Scott Weatherford

Make Cheque Payable To: Village of Fruitvale

Other Expenses:

Total Cost of Project: \$14000

Amount Requested from RDKB Director(s): \$2000 - Approved - Director Grieve - May 10/18

What is the Grant-in-Aid for?

To provide funding for the operation (including liability insurance) of the 2018 Fruitvale Community Train Rides. The rides will correspond with Fruitvale's May Days and Jingle Down Main Celebrations

List of Other Organizations Applied to for Funding

Name of Organization ATCO Wood Products, Power Tech Electric, HUB International, Retrie Technologies, & McEwan Law

Amount Requested 10000

Amount Secured 10000

Name of Organization

Amount Requested

Amount Secured

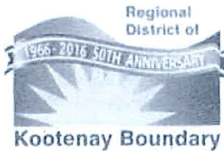
Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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Grant-in-Aid Request

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

<input type="checkbox"/> Electoral Area 'A' Director 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:	Holy Trinity - Trail			
Address:	2012 Third Avenue, Trail BC V1R 1R7			
Phone:	250-368-6677	Fax:		E-Mail: holytrinitytrail@shaw.ca
Representative:	Louise McEwan (250-364-1718) (louisemcewan@telus.net)			
Make Cheque Payable To:	Holy Trinity Parish (Skool-Aid)			

*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? \$13,100 What amount are you requesting from this RDKB Director(s)? \$1800 *fw*

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

Skool-Aid is a non denominational project that provides school supplies to children of lower income families in the Lower Columbia Region. If approved, a grant-in-aid will be used to purchase backpacks in conjunction with basic school supplies.
Please note that in our application to the CBT CIP, the projected budget was \$11,300. The revised figure of \$13,100 reflects the cost of purchasing approximately 150 backpacks for elementary school aged children.

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

Name of Organization	Teck Trail Operations	Amount Requested: \$2000	Amount Secured: \$2000
Name of Organization	CBT/RDKB CIP	Amount Requested: \$2500	Amount Secured: \$
Name of Organization	Community Groups (BV Lions, Fruitvale Community Chest, Rossland & Trail Legions)	Amount Requested: \$no specific amt	Amount Secured: \$1450
Date:	May 9, 2018	Applicant Signature: <i>Louise McEwan</i>	Print Name: Louise McEwan

Office Use Only

Grant approved by Electoral Area Director:

Approved by Board:

SUBMIT

Grant-in-Aid attachment

18-05-09 3:15 P

Grant-in-Aid Request attachment
Holy Trinity Trail - Skool-Aid 2018 Project

To: Electoral Area "B"/ Director Linda Worley
Date: May 9, 2018

Other organizations applied to for funding:

Name of Organization

Legion Foundation

Requested: \$1000

Amount Secured:

Name of Organization

Kootenay Savings Credit Union

Requested: no specific amt

Amount Secured: \$300

Name of Organization

School Parent Advisory Committees

Requested: no specific amt

Amount Secured: \$400 (From Rossland Summit

School. Other PACs have not responded with funding at this time.)

Name of Organization

Congregation of Notre Dame (religious order of women)

Requested: no specific amt

Amount Secured:

Jennifer Kuhn

From: is@rdkb.com
Sent: May-10-18 3:46 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Rossland Golden City Days, email address - terrycbrinson@gmail.com

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

Electoral Area 'B' / Lower Columbia- Old Glory Director Linda Worley

Applicant Information:

Applicant: Rossland Golden City Days

Address: PO Box 1572, 1740 Nevada Street, Rossland, BC, V0G 1Y0

Phone: 250-362-9562

Fax:

Email: terrycbrinson@gmail.com

Representative: Terry Brinson

Make Cheque Payable To: Rossland Golden City Days

Other Expenses:

Total Cost of Project: \$\$7,500.00 approx. + in-kind support

Amount Requested from
RDKB Director(s): \$1,000.00

Linda Worley May 16/18

What is the Grant-in-Aid for?

To assist the GCD Committee in producing the annual family weekend celebration of Rossland's gold-mining history. The money will be used toward family and children's entertainment, and insurance costs associated with the weekend event.

List of Other Organizations Applied to for Funding

Name of Organization Teck Trail Operations

Amount Requested \$1,000.00

Amount Secured \$1,000.00

Name of Organization Columbia Basin Trust

Amount Requested \$1,000.00

Amount Secured \$1,000.00

Name of Organization DynaPro Automotive

Amount Requested \$300.00

Amount Secured

Documents uploaded with Submission?

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Jennifer Kuhn

From: is@rdkb.com
Sent: May-08-18 5:09 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Christina Gateway Community Development Association, email address - donna@christinagateway.ca

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Christina Gateway Community Development Association

Address: 1675 Highway 3

Phone: 2504476165

Fax:

Email: donna@christinagateway.ca

Representative: Donna Wilchynski

Make Cheque Payable To: Christina Gateway Community Development Association

Other Expenses:

Total Cost of Project: \$10,000.00

Amount Requested from
RDKB Director(s):

\$10,000.00

Approved by Director McGregor May 19/18

What is the Grant-in-Aid for?

To Produce the 2018 Homecoming SummerFest "Just Add Water" held at the Christina Lake Welcome Centre, the Christina Lake Community Hall and the Christina Lake Provincial Park July 13th and 14th, 2018

List of Other Organizations Applied to for Funding

Name of Organization Christina Gateway Community Development Associatio

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

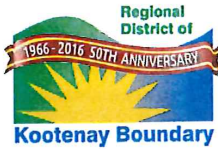
Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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Grant-in-Aid Request

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

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C'/ Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E'/ West Boundary Director Vicki Gee
---	---	--	---	--

Applicant:	* Christina Lake Gateway Community Development Association			
Address:	* Box , 1675 Hwy 3, Christina Lake BC V0H 1E2			
Phone:	* 250 447-6165	Fax:		E-Mail: * donna@christinagateway.ca
Representative:	* Donna Wilchynski			
Make Cheque Payable To:	* Christina Lake Gateway Community Development Association			

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 1250 What amount are you requesting from this RDKB Director(s)? \$ 1250 **\$200**

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

Fee to Herb Hammond presentation May 27, 2018 at Rock Creek Fairgrounds. Herb Hammond is a Forester & Forest Ecologist. Grant-in-aid to be split over 3 electoral areas: C-\$200, D-\$200, E-\$850

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

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: May 3, 2018 Applicant Signature _____ Print Name Donna Wilchynski

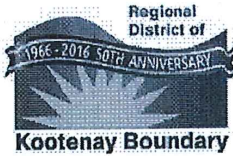
Office Use Only

Grant approved by Electoral Area Director:

Approved by Board: _____

Grace McGregor May 17, 2018

SUBMIT



Grant-in-Aid Request

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<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
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Applicant:	* Christina Lake Elementary School PAC		
Address:	* Box 240 49 Westlake Drive Christina Lake BC V0H 1E0		
Phone:	* 2504439306	Fax:	E-Mail: * jmallach@hotmail.ca
Representative:	* Jani Mallach		
Make Cheque Payable To:	* Christina Lake Elementary School PAC		

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$3000 What amount are you requesting from this RDKB Director(s)? \$3000 -

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

Approved
by
Grace
McGregor

See attached Letter

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

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: 05/01/18 Applicant Signature Jani Mallach Print Name Jani Mallach

Office Use Only

Grant approved by Electoral Area Director:

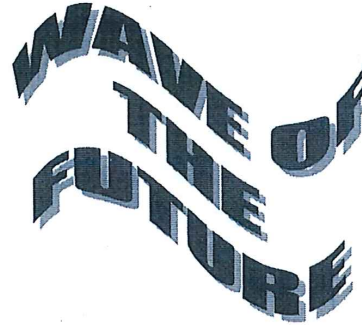
Approved by Board:

Approved by Director
Grace McGregor May 4, 2018

SUBMIT



CHRISTINA LAKE ELEMENTARY SCHOOL



DELIVERED BY EMAIL

May 2, 2018

Grace McGregor
Electoral Area 'C'/Christina Lake Director
E: gem9293@gmail.com

Dear Madam;

Re: Request for Grant In Aid Funding

I am the President of the Christina Lake Elementary School Parent Advisory Committee (CLES PAC). In that capacity I am writing to request a grant in aid to assist the CLES PAC with providing its annual swim safety program to students of our school.

As parents of students in a community with ready access to the lakeshore, we place a high degree of importance on ensuring that every student has basic swim safety knowledge. To that end, each year we have swim instructors from the Grand Forks Aquatic Centre provide a special swim safety program to all our students at the pool located at the Christina Pines Campground adjacent to our school. This program comes at a considerable cost (\$3,000) and we are asking if you would consider making a grant in aid to assist us with this very worthwhile program. The program cost increased from last year due to the addition of a new division this year. We are currently scheduled to run the program from June 5 – 14, 2018 for all our students.

If there is any further information you require, I would be pleased to discuss this matter with you further. I can be reached at 250-443-9306 or email jmallach@hotmail.ca. Thank you in advance for your consideration. I look forward to the opportunity to discussing this matter with you.

Yours truly,

Jani Mallach
CLES PAC President

❖ 49 West Lake Drive ❖ Box 240 ❖ Christina Lake ❖ BC ❖ V0H 1E0 ❖ Ph (250) 447-9423 ❖ Fax (250) 447-6443 ❖

❖ www.sd51.bc.ca/cles ❖

Theresa Lenardon

From: is@rdkb.com
Sent: April-29-18 7:29 PM
To: Theresa Lenardon; Melissa Zahn; Information Services
Subject: Grant-in-Aid Form submitted by Christina Lake Ladies Golf Club, email address - lynnwebster@gmail.com

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Christina Lake Ladies Golf Club

Address: P. O. Box 268, Christina Lake, B. C. V0H 1E2

Phone: 250-447-9313

Fax: 250-447-6628

Email: lynnwebster@gmail.com

Representative: Lynne Webster - Tournament Prize Co-ordinator

Make Cheque Payable To: Christina Lake Ladies Golf Club

Other Expenses:

Total Cost of Project: \$

Amount Requested from RDKB Director(s): \$500.00 *Approved by Director McGregor May 1/18*

What is the Grant-in-Aid for?

The Christina Lake Ladies Golf Club will be hosting their annual Ladies Open Golf Tournament on August 28, 2018. This tournament draws golfers from the East and West Kootenay, Okanagan, Lower Mainland, Boundary, Washington and Idaho. Last year we grew to 144 golfers. The money will be used towards prizes and overall expenses to host a successful tournament.

List of Other Organizations Applied to for Funding

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

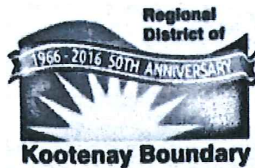
Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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Grant-in-Aid Request

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

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
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Applicant:	* Kootenay Robusters Team			
Address:	* 2003 Kelly Court Christina Lake BC V0H 1S2			
Phone:	* 250-447-6169	Fax:		E-Mail: * jtourcot@hotmail.com
Representative:	* Member of Kootenay Robusters team			
Make Cheque Payable To:	* Kootenay Robusters			

*Starred items, including contact information, must be completed in full.

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ _____ What amount are you requesting from this RDKB Director(s)? \$ 300.00

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

The Kootenay Robuster Dragon Boat team fund raises to promote "life after breast cancer" through dragon boat paddling. Money is used to purchase equipment and the team also makes an annual donation to Kootenay Regional District Hospital. Total amount donated to date is more than \$64,000. Last year the team donated \$4000.00.	
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Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization Businesses in Communities of Castlegar, Rossland Trail,
 Amount Requested: \$ Donations Amount Secured: \$ _____ Christina Lake + Grand Fork

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

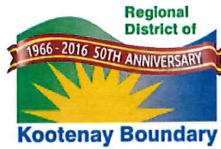
Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Date: April 22/18 Applicant Signature J. Tourcotte Print Name Jeanie Tourcotte

Office Use Only

Grant approved by Electoral Area Director: Grace McGregor April 24, 2018
 Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C'/ Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E'/ West Boundary Director Vicki Gee
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Applicant:	* Boundary Invasive Species Society				
Address:	* PO Box 57, Rock Creek, BC, V0H 1Y0				
Phone:	* 250-446-2232	Fax:		E-Mail:	* manager@boundaryinvasives.com
Representative:	* Barb Stewart				
Make Cheque Payable To:	* Boundary Invasive Species Society				

*Starred items, including contact information, must be completed in full.

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 5605.03 What amount are you requesting from this RDKB Director(s)? \$ 1500 750

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

For education and monitoring activities for aquatic invasive plants and animals. Most current funding partners do not fund activities for aquatic invasive species so we are applying to the RDKB Area D&E for total of 1500. Activities include awareness work at boat launch (Christina, Jewel and Idabel Lakes), including aquatics with display at relevant events, followup on invasive animal reports to confirm ID, inventory in the Granby river. For veliger sampling this year the province approved funding of 2455.03 for purchase of equipment, staff time and mileage for Idabel and Jewel Lake sampling. Application to be sent to Village of Midway and City of Greenwood. Area C has approved funding from parks and recreation 750.00 of those funds will be used for aquatic education and sampling.

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

Name of Organization	Habitat Conservation Trust Fund	Amount Requested: \$	<u>2455.03</u>	Amount Secured: \$	<u>2455.03</u>
Name of Organization	Village of Midway	Amount Requested: \$	<u>500</u>	Amount Secured: \$	<u>pending</u>
Name of Organization	City of Greenwood	Amount Requested: \$	<u>400</u>	Amount Secured: \$	<u>pending</u>

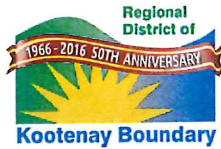
Date: 2018-05-17 Applicant Signature Barb Stewart Digitally signed by Barb Stewart Date: 2018.05.17 10:35:04 -0700 Print Name Barb Stewart

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
---	--	---	--	---

Applicant:	* Christina Lake Gateway Community Development Association			
Address:	* Box , 1675 Hwy 3, Christina Lake BC V0H 1E2			
Phone:	* 250 447-6165	Fax:		E-Mail: * donna@christinagateway.ca
Representative:	* Donna Wilchynski			
Make Cheque Payable To:	* Christina Lake Gateway Community Development Association			

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 1250 What amount are you requesting from this RDKB Director(s)? \$ 1250 200

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

Fee to Herb Hammond presentation May 27, 2018 at Rock Creek Fairgrounds. Herb Hammond is a Forester & Forest Ecologist. Grant-in-aid to be split over 3 electoral areas: C-\$200, D-\$200, E-\$850

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

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: May 3, 2018 Applicant Signature _____ Print Name Donna Wilchynski

Office Use Only

Grant approved by Electoral Area Director: Roly Russell - May 17, 2018
 Approved by Board: _____

SUBMIT

Jennifer Kuhn

From: is@rdkb.com
Sent: May-02-18 2:17 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Grand Forks Learning Garden, email address - christyluke1950@gmail.com

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

Electoral Area 'D' / Rural Grand Forks Director Roly Russell

Applicant Information:

Applicant: Grand Forks Learning Garden

Address: Box 2324, Grand Forks, BC V0H 1H0

Phone: 250-442-5606

Fax:

Email: christyluke1950@gmail.com

Representative: Christy Luke

Make Cheque Payable To: Grand Forks and Boundary Regional Agricultural Society

Other Expenses:

Total Cost of Project: \$\$22,800 (2018 work)

Amount Requested from
RDKB Director(s):

\$\$500 Approved Director Russell - May 2/18

What is the Grant-in-Aid for?

to top up the sign budget. We have received \$1500 for sponsorship, educational and work in progress signs from the Phoenix Foundation. However, in order for the artist/signmaker to create original graphics to attract public attention, it will require an additional \$500.

List of Other Organizations Applied to for Funding

Name of Organization Phoenix Foundation

Amount Requested \$4500

Amount Secured \$4500

Name of Organization Grand Forks and Boundary Ag Society

Amount Requested \$1500

Amount Secured \$1500

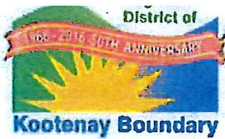
Name of Organization Grand Forks Rec Commission

Amount Requested \$1250

Amount Secured \$1250

Documents uploaded with Submission?

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Grant-in-Aid Request

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<input type="checkbox"/> Electoral Area 'A' Director All Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
---	--	--	---	---

Applicant:	* Big White Mountain Community Development Association			
Address:	* Suite 215, 101-1865 Dilworth Drive, Kelowna, BC, V1Y 9T1			
Phone:	* 2502157819	Fax:		E-Mail: * info@ourbigwhitemountain.com
Representative:	* Jude Brunt / Naomi Woodland			
Make Cheque Payable To:	* Big White Mountain Community Development Association			

*Starred items, including contact information, must be completed in full.

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 1500 What amount are you requesting from this RDKB Director(s)? \$ 1500

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

We will be hosting 5 movie nights for the Big White Mountain community. They will be free of charge for all community members and the general public to attend. We will be hosting a mixture of newly released films and older well-known classics. This represents one of the few opportunities we have as a community to foster new relationships between community members and to socialise as a group. We will be using these events as fundraisers for community funds through raffles, 50/50 tickets, concession sales. The proceeds will go towards projects for community development such as the pre-school and beautification projects on walkways and in the village.

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

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

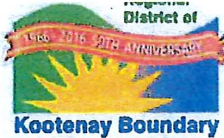
Date: 5/17/18 Applicant Signature Jude Brunt Print Name JUDE BRUNT

Office Use Only

Grant approved by Electoral Area Director: V. Gee

Approved by Board: _____

STRICTLY



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 type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
---	--	--	---	---

Applicant:	* Big White Mountain Community Development Association			
Address:	* Suite 215, 101-1865 Dilworth Drive, Kelowna, BC, V1Y 9T1			
Phone:	* 250 215 7819	Fax:		E-Mail: * info@ourbigwhitemountain.com
Representative:	* Jude Brunt / Naomi Woodland			
Make Cheque P payable To:	* Big White Mountain Community Development Association			

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 450 What amount are you requesting from this RDKB Director(s)? \$ 450

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

Volunteer t-shirts - as we grow as a community we need to maintain a visible presence for fundraising events and community events. This will help people know who to approach for questions or emergency assistance. We will purchasing 24 t-shirts.
Our relationship with Big White Ski Resort also continues to develop and we are supporting more of their events through volunteers. The t-shirts will provide a visual presence at these events thus advertising who we are as an organisation and that the community gets involved with all kinds of events at the mountain. The t-shirts will last for 2-3 years and will be maintained by the Volunteer Events Committee. After each event the t-shirts will be collected up and washed and ironed.

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

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

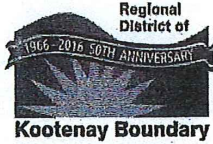
Date: 5/17/18 Applicant Signature: Jude Brunt Print Name: JUDE BRUNT

Office Use Only

Grant approved by Electoral Area Director: V. Gee

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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Applicant:	* Boundary Central Secondary School PAC				
Address:	* PO Box 159; 355 5th Ave; Midway, BC; V0H 1M0				
Phone:	* 250-449-2224	Fax:		E-Mail:	* adriannagoodson@gmail.com
Representative:	* Adrianna Goodson				
Make Cheque Payable To:	* Boundary Central Secondary School				

*Starred items, including contact information, must be completed in full.

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

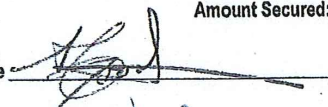
What is the total Cost of the Project? \$ 1000.00 What amount are you requesting from this RDKB Director(s)? \$ 1000.00


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

This request is to provide the opportunity for 10 BCSS students to receive certification in Red Cross Emergency First Aid.

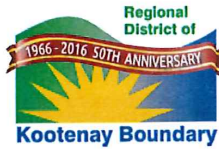
Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: May 4, 2018 Applicant Signature  Print Name Adrianna Goodson

Office Use Only
Grant approved by Electoral Area Director: 
Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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Applicant:	* Christina Lake Gateway Community Development Association				
Address:	* Box , 1675 Hwy 3, Christina Lake BC V0H 1E2				
Phone:	* 250 447-6165	Fax:		E-Mail:	* donna@christinagateway.ca
Representative:	* Donna Wilchynski				
Make Cheque Payable To:	* Christina Lake Gateway Community Development Association				

**Starred items, including contact information, must be completed in full.*

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 1250 What amount are you requesting from this RDKB Director(s)? \$ 1250 850.00

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

Fee to Herb Hammond presentation May 27, 2018 at Rock Creek Fairgrounds. Herb Hammond is a Forester & Forest Ecologist. Grant-in-aid to be split over 3 electoral areas: C-\$200, D-\$200, E-\$850

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

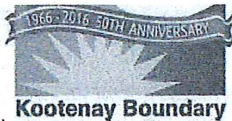
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: May 3, 2018 Applicant Signature _____ Print Name Donna Wilchynski

Office Use Only

Grant approved by Electoral Area Director: Vicki Gee - May 17, 2018
 Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C'/ Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E'/ West Boundary Director Vicki Gee
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Applicant:	* Discover Rock Creek		
Address:	* Box 193, Rock Creek, B.C.		
Phone:	* 250 528-0227	Fax:	
E-Mail:	* rags-relics@hotmail.com		
Representative:	* Patricia Henley		
Make Cheque Payable To:	* Discover Rock Creek		

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$3,000 What amount are you requesting from this RDKB Director(s)? \$3,000

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

- to pursue economic development opportunities in Rock Creek

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

Name of Organization _____

Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____

Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____

Amount Requested: \$ _____ Amount Secured: \$ _____

Date: May 14, 2018

Applicant Signature

Patricia Henley

Print Name

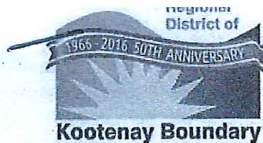
PATRICIA HENLEY

Office Use Only

Grant approved by Electoral Area Director:

Approved by Board:

SUBMIT



Grant-in-Aid Request

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

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Applicant:	* Greenwood Board of Trade			
Address:	* PO Box 430, Greenwood, BC V0H 1J0			
Phone:	* (250) 449-5026	Fax:		E-Mail: * greenwoodbot@gmail.com
Representative:	* Susan Charnell, President Contact: susan@capitalproforma.com			
Make Cheque Payable To:	* Greenwood Board of Trade			

*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? \$ 13,792.95 What amount are you requesting from this RDKB Director(s)? \$ 1,500.00

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

Founders Day is the annual celebration of Greenwood's birthday. The community event is free to the public (donations accepted at gate), and has been the most well-attended social event in the community for many years. Founders Day is free, with entertainment and activities geared to persons of all ages. 2017 Founders Day was a benchmark event for the City. The Board of Trade organized a special two-day event in celebration of three important anniversary dates. Through increased advertising and cross-promotion, and encouraging participation throughout the Boundary, we more than doubled the number of attendants from the previous year's event. This year we will again hold a two-day event, keeping our forward momentum.

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

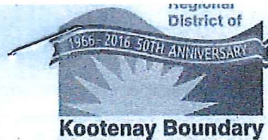
Name of Organization	Community Futures Boundary	
Amount Requested: \$	Open request	Amount Secured: \$ 1500.00
Name of Organization	The Greenwood Improvement Society	
Amount Requested: \$	800.00	Amount Secured: \$ 800.00
Name of Organization	FortisBC	
Amount Requested: \$	Open request	Amount Secured: \$ 750.00
Date:	April 30, 2018	Applicant Signature <u>Susan Charnell</u> Print Name Susan Charnell

Office Use Only

Grant approved by Electoral Area Director: V. Gee

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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---	---	---	--	--

Applicant:	* Greenwood Board of Trade			
Address:	* PO Box 430, Greenwood, BC V0H 1J0			
Phone:	* (250) 449-5026	Fax:		E-Mail: * greenwoodbot@gmail.com
Representative:	* Susan Charnell, President Contact: susan@capitalproforma.com			
Make Cheque Payable To:	* Greenwood Board of Trade			

*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? \$ 14,056.00 What amount are you requesting from this RDKB Director(s)? \$ 1,000.00

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

For the last several years, the Board of Trade has borrowed tents for events like Founders Day, but the large marquis tents we've relied upon have now been sold to another local organization, and can no longer be borrowed, or rented. Last year an additional tent also had to be rented for Founders Day, at significant cost. It is now time for the Board of Trade to invest in the purchase of our own event tents, both for Founders Day and for other purposes during the year. Compared to the cost of renting tents, the investment would be recouped in less than three years.
(Continued...)

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

Name of Organization	West Boundary Community Forest
Amount Requested: \$	\$14,056.00
Amount Secured: \$	\$5,600.00
Name of Organization	Phoenix Foundation
Amount Requested: \$	\$7,000.00
Amount Secured: \$	\$2,100.00
Name of Organization	Unsolicited Donation from Greenwood Resident
Amount Requested: \$	
Amount Secured: \$	\$3,000.00
Date: April 30, 2018	Applicant Signature <u>Susan Charnell</u> Print Name Susan Charnell

Office Use Only

Grant approved by Electoral Area Director: V. Gee

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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Applicant:	* Midway Community Association		
Address:	* Box 249, 692-7th Ave. Midway BC-V01M0		
Phone:	* 250-449-2378	Fax:	
E-Mail:	* pahib@yahoo.com		
Representative:	* John Hibberson		
Make Cheque Payable To:	* Midway Community Association		

*Starred items, including contact information, must be completed in full.

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$500 What amount are you requesting from this RDKB Director(s)? \$500.00

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

The MCA annual Halloween and Christmas Celebrations

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

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

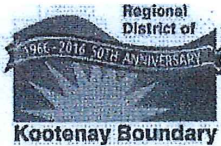
Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Date: 7/05/18 Applicant Signature *M. Fromme* Print Name *M. FROMME*
PRESIDENT

Office Use Only
Grant approved by Electoral Area Director: <i>V. Gee</i>
Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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---	---	---	--	--

Applicant:	* Parkview Manor			
Address:	* PO Box 450, Midway, BC V0H 1M0			
Phone:	* 250-449-2842	Fax:	250-449-2843	E-Mail: * parkviewmanor@shaw.ca
Representative:	* Linda Moore			
Make Cheque Payable To:	* Parkview Manor			

*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? \$120.00 What amount are you requesting from this RDKB Director(s)? \$120.00

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

2 Food Safe Recertification Course fees

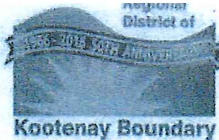
Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: May 8, 2018 Applicant Signature [Signature] Vice President Print Name Jim Madder

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

SUBMIT



Grant-in-Aid Request

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---	---	---	--	--

Applicant:	* Rock Creek & Boundary Fair Association			
Address:	* PO Box 83, 3880 Kettle Valley Rd S, Rock Creek, BC			
Phone:	* 250-446-2465	Fax:	250-446-2639	E-Mail: * rcfair.gm@gmail.com
Representative:	* Lisa Sims			
Make Cheque Payable To:	* Rock Creek & Boundary Fair Association			

*Starred items, including contact information, must be completed in full.

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$400.00 What amount are you requesting from this RDKB Director(s)? \$400.00

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

To purchase a 9' x 12' projector screen to mount in the large hall in the Fair Grounds pavilion building to be used by renters who need presentation equipment.

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

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

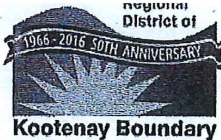
Date: Apr 23/18 Applicant Signature: [Signature] Print Name: Lisa Sims

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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---	--	---	---	---

Applicant:	* WBES and GES Grade 6/7 Trip to Vancouver & Victoria		
Address:	* RR2 S120 C11, Rock Creek, BC, V0H 1Y0		
Phone:	* 2504462724	Fax:	E-Mail: * anna.lautard@sd51.bc.ca
Representative:	* Anna Lautard , Principal		
Make Cheque Payable To:	* West Boundary Elementary		

*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? \$ 20000 What amount are you requesting from this RDKB Director(s)? \$ 1000

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

Food, accommodations, transportation (school bus, driver and ferry costs), activities (Royal BC Museum, IMAX, Science World, Aquarium). We have 52 students and chaperones going on this trip and no one has to pay any money to go (so everyone is included regardless of economic situation).

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

Name of Organization	West Boundary Community Forest	
Amount Requested: \$	10000	Amount Secured: \$ 1000
Name of Organization	Kettle River Recreation	
Amount Requested: \$	850	Amount Secured: \$ 850
Name of Organization	Bridesville WI	
Amount Requested: \$	100	Amount Secured: \$ 100
Date: April 23, 201	Applicant Signature <i>Anna Lautard</i>	Print Name Anna Lautard

Office Use Only

Grant approved by Electoral Area Director: *[Signature]*

Approved by Board:

RECEIVED

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1671**

A Bylaw to amend the Big White Official Community Plan
Bylaw No. 1125, 2001 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Official Community Plan Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Big White Official Community Plan Bylaw;

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Big White Official Community Plan Amendment Bylaw No. 1671, 2018.
2. Schedule 'B' Land Use Map of the Big White Official Community Plan Bylaw No. 1125, 2001 is amended by re-designating the following area from "Black Forest Future Growth Area" to "Medium Density Residential":
 - a. The portion of unsurveyed crown land south east of the intersection of Big White Road and Black Forest Way outlined in red on the attached Schedule 'X' attached hereto and forming part of this bylaw.
3. Schedule 'C' Development Permit Area Map of the Big White Official Community Plan Bylaw No. 1125, 2001 is amended by designating the following area to the "Aline Environmentally Sensitive Landscape Reclamation Development Permit Area" and the "Commercial and Multi Family Development Permit Area":
 - a. The portion of unsurveyed crown land south east of the intersection of Big White Road and Black Forest Way outlined in red on the attached Schedule 'Y' attached hereto and forming part of this bylaw

READ A FIRST AND SECOND TIME this __ day of __, 2018.

PUBLIC HEARING held on this __ day of __, 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Kelowna Daily Courier this __ day of __ and also this __ day of __, 2018.

READ A THIRD TIME this __ day of __, 2018.

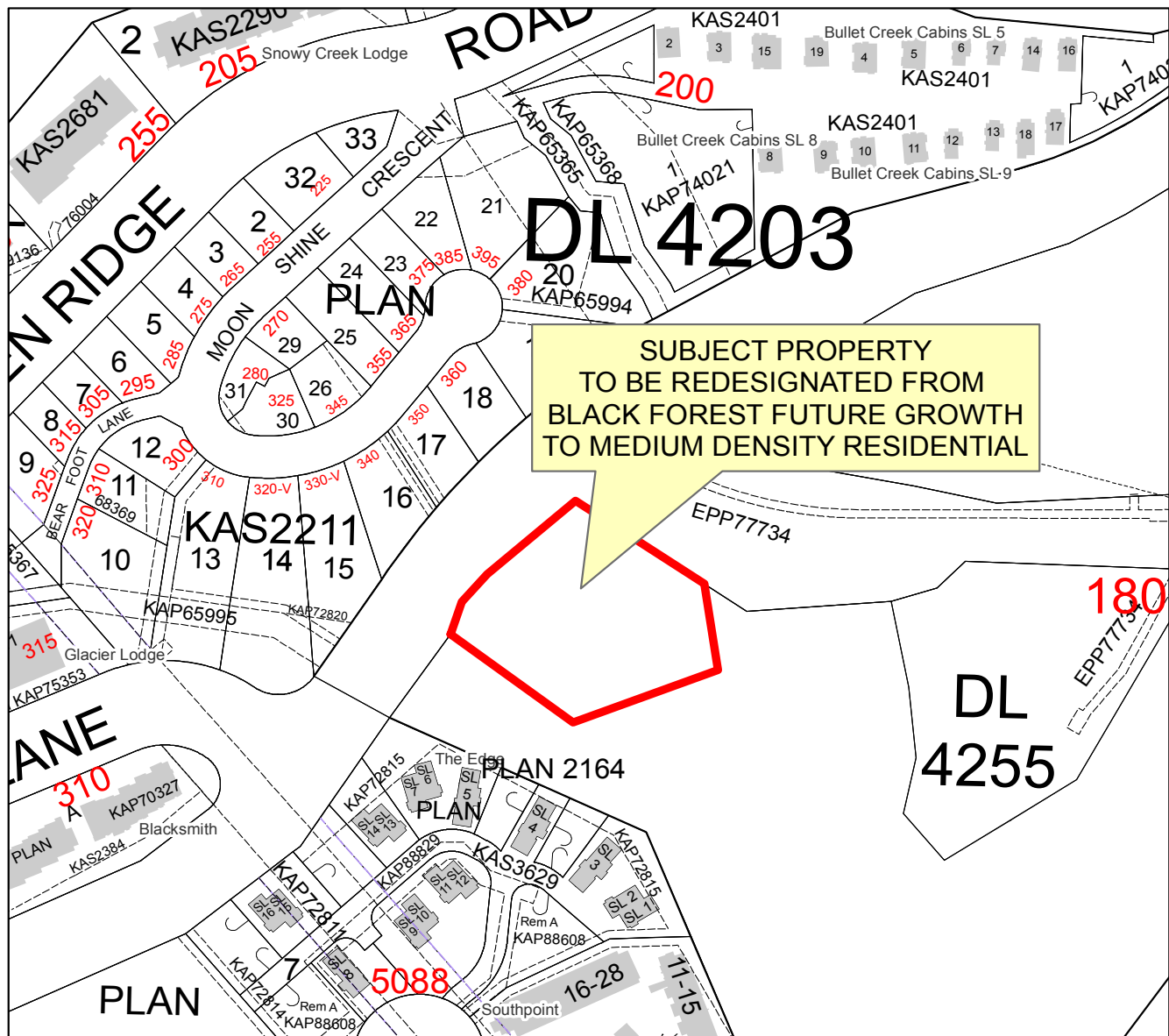
FINALLY ADOPTED this __ day of __, 2018.

Manager of Corporate Administration

Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1671, cited as "Regional District of Kootenay Boundary Big White Official Community Plan Amendment Bylaw No. 1671, 2018" as read a third time by the Regional District of Kootenay Boundary Board of Directors this __ day of __, 2018.

Manager of Corporate Administration



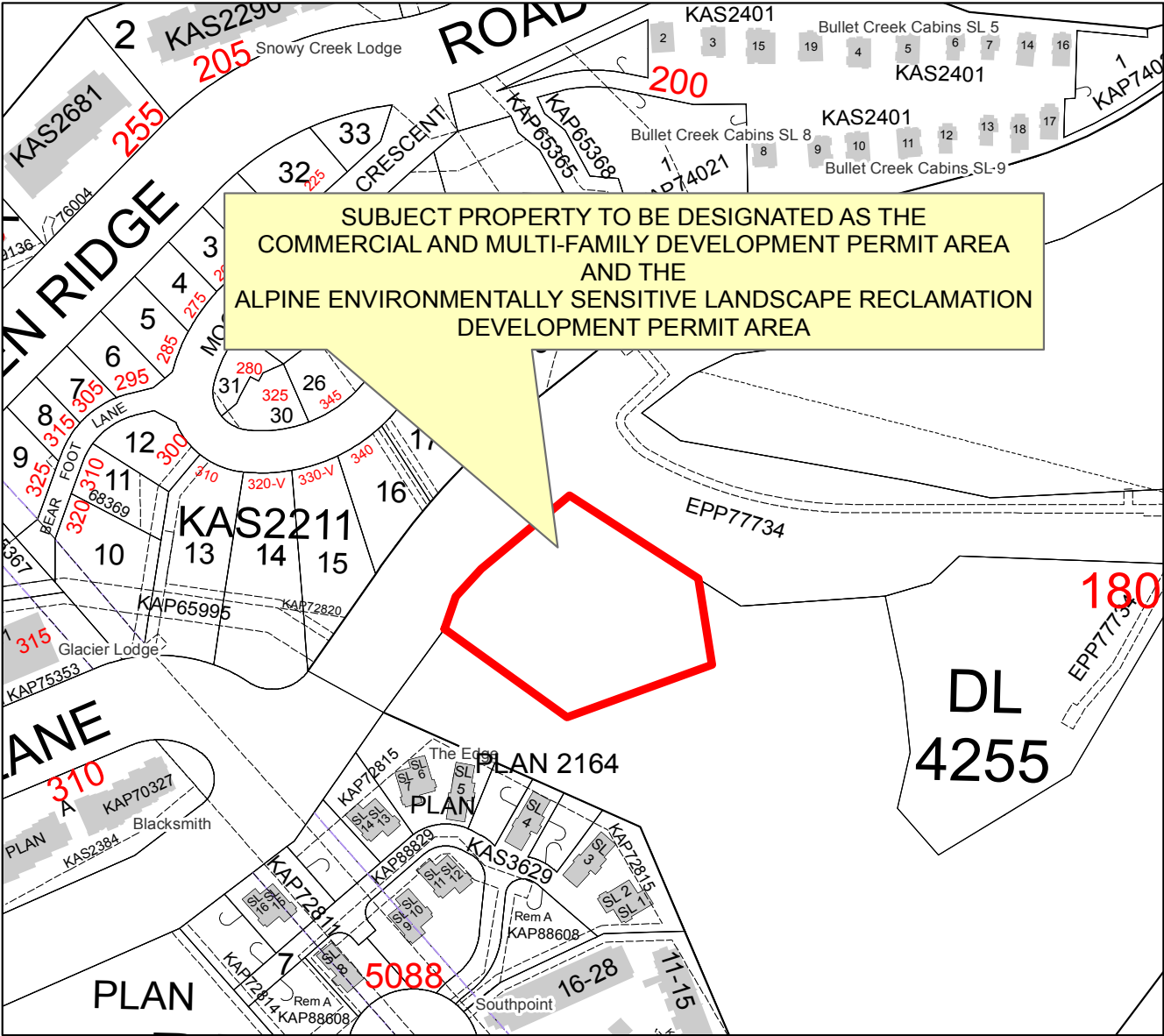
I hereby certify this Schedule X to be a true and correct copy and that this Schedule X correctly outlines the property to be redesignated by "Regional District of Kootenay Boundary Bylaw No. 1671."

Director of Corporate Administration

Date



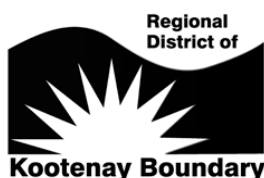
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1:2,000



I hereby certify this Schedule Y to be a true and correct copy and that this Schedule Y correctly outlines the property to be redesignated by "Regional District of Kootenay Boundary Bylaw No. 1671."

Director of Corporate Administration Date





ELECTORAL AREA SERVICES (EAS) COMMITTEE STAFF REPORT

Date:	May11, 2018	File #:	BW-4253-Temp. Black Forest
To:	Chair Worley and members of the Electoral Area Services Committee		
From:	Ken Gobeil, Planner		
RE:	Bylaw Amendment Application – Big White		

ISSUE INTRODUCTION

The RDKB has received an application for a bylaw amendment to lands within the Black Forest area of Big White, Electoral Area 'E' / West Boundary (see Site Location Map; Subject Property Map; Applicant Submission).

This application was reviewed by the APC and EAS Committees in March 2018. During the March EAS meeting a decision was deferred until additional information could be provided by the applicant. This included:

- An updated Secondary Plan that was submitted as part of the application
- Notification from the provincial government that a Crown Grant had been applied for regarding the subject property.
- Clarification on how the proposed development will meet the definition of a hostel

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Crown
Applicant:	Christine Bilodeau (Brent Harley and Associates Inc.) on behalf of Big White Resort Ltd.
Location:	Un-surveyed Crown Land south east of Big White Road and Black Forest Way
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	Proposed Parcel in the vicinity of DL 4253 (Un-surveyed crown land)
Area:	0.445 hectares
Current Use(s):	Vacant

Page 1 of 7

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Land Use Bylaws	
Official Community Plan Bylaw No. 1125	Black Forest Future Growth Area
Zoning Bylaw No. 1166	Recreational Resource 1
Other	
Waterfront / Floodplain	Unnamed Creeks

The subject property is located on the south east side of the intersection between Big White Road and Black Forest Way. Black Forest Way, and properties along this road have been identified as future growth areas in Big White since the mid-1990s.

In 2008, a Secondary Plan and Bylaw amendment were submitted for 9 development pods along Black Forest Way for future development. The Secondary Plan identified Chalet Residential 3 as the preferred zone because of the housing need identified at the time.

In 2017, the RDKB approved a bylaw amendment for one of these pods (District Lot 4255) to allow for a staff housing facility. The bylaw amendment was approved, because of the immediate need for staff housing despite not being identified in the 2008 Secondary Plan.

The 2017 bylaw amendment included a rezone, from Chalet Residential 3 to a new Employee Housing Residential 6A, which included amended parking regulations (covered parking not required). A development permit has been issued and construction has started on one of the four proposed buildings.

PROPOSAL

The intent of this application is to allow construction of a hostel or staff housing facility. A hostel is defined as a form of commercial accommodation where beds are rented out individually to travellers and no single rented room or bed has its own sanitary or cooking facilities.

This will require amendments to the Official Community Plan and Zoning Bylaw. Because this area is within the Black Forest Future Growth Area, a Secondary Plan is required, and has been submitted as part of the application.

The applicant proposes to rezone a 0.445 hectare area to Employee Housing Residential 6A. In conjunction, the applicant proposes to add hostel to the list of permitted uses (see Applicants' Submission).

The following Official Community Plan amendments are also requested:

Page 2 of 7

P:\PD\EA_E\Big_White\BW-4253-Temp Black Forest Big White Staff Housing\2018-January Rezoning\EAS\MAY-2018\2018-05-09_rezone_EAS.docx

- A land use designation change of the area is requested to redesignate from Resource Recreational to Medium Density Residential.
- The Commercial and Multiple Family Development Permit Area, and the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Areas are proposed to be expanded to include this area.

The Secondary Plan attached to the bylaw amendment proposal indicates that an additional 18 units (88 total beds) would be created.

IMPLICATIONS

Lands that are within the Black Forest Future Growth Area require a Secondary Plan to establish land uses and regulate future growth of lands. Secondary Plans are required to:

- a) provide direction for subdivision, development and land use;
- b) conform to the Big White Official Community Plan; and
- c) describe the density of population; the proposed sequence of development; and the location of existing and proposed roads and utilities.

Further requirements of Secondary Plans are described in section 3.3.2 of the Official Community Plan.

The Secondary Plan and supporting documents that were submitted in 2008 have been amended to update the report with new information and supporting clauses for hostels and staff housing that reflect the current needs of Big White (see, Black Forest Secondary Plan 2018). Due to the size and location of the subject area, it is appropriate to include it within the 2008 Secondary Plan. Since the 2008 Secondary Plan was reviewed and endorsed, many of the requirements of a Secondary Plan have already been considered.

The 2017 bylaw amendment was specifically for staff housing. By including a hostel as a permitted use in this zone, it will create an opportunity for commercial vacation accommodation developments to have uncovered parking. This is a reduced parking standard that was granted specifically for resort staff housing. This proposed amendment will potentially provide an opportunity for the existing staff housing development to be re-purposed as hostel, which is not the intent of the bylaw amendment in 2017.

Access to the subject property would be via Black Forest Way. Being adjacent to Big White Road, there will be minimal upgrades required, and it will be easy to tie into existing ski routes. The ski bridge over Big White Road is immediately south of the proposed property. Ski routes will be protected by registering a covenant on the titles of newly created properties. Being adjacent to Big White Road will also require minimal upgrades to existing utility lines. No new public transportation routes or pedestrian transportation were identified.

Page 3 of 7

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The slope analysis that was provided as part of the Secondary Plan indicates that most of the subject area has a slope less than 20%, which would be acceptable for high-density developments such as hostels and staff housing dormitories as proposed in the bylaw amendment. Geotechnical reports may be required prior to construction as part of the building permit process.

On April 19, 2018 a revised Secondary Plan was submitted to the RDKB. This Secondary Plan included an updated Drainage Plan and Water Supply System Plan. The Drainage Plan was updated to include the subject property. Developing this new area will not have any negative effects to drainage down stream in Big White. The revised Water Supply System Plan included updates to the water system that took place in 2015. These updates were the inclusion of a UV water treatment system.

It was noted that Black Forest will require an additional 4.97 litres per second to the daily demand of water and a peak of 7.5 litres per second additional water demand. The current supply is insufficient without bypassing filters, which is possible due to upgrades in 2015.

The report also includes a recommendation that water capacity and fire flow (for multi-family developments this is 150 litres per second for 2 hours) should be verified for each new building in the Black Forest area of Big White (See, Black Forest Secondary Plan, 2018).

Reviewing water for fire flow for every new building is not a common practice by the RDKB Building Inspection Department and would be difficult to implement for every building as single family dwellings and smaller multiple family dwellings are exempt from this requirement in the Building Code.

Upon review of the Water Supply System Plan in the revised Secondary Plan the Building Inspection Department provided the following clarification on fire suppression standards for new building construction:

The British Columbia Building Code does have requirements for water supply for some buildings. When a building is subject to the requirements of Part 3 of the code an adequate water supply or a fire suppression system is necessary. Part 3 of the code covers larger residential buildings and commercial buildings. Conformance with this requirement would be the task of the architect who is acting as the Registered Professional of Record for the project. The Building Department would determine conformance with this requirement during the plan review process. There are no requirements in Part 9 of the code for water supply. Part 9 covers single family dwellings, smaller multifamily dwellings (three stories or less and under 600m²) and some commercial type buildings.

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The Big White Fire Department had also shared concern regarding the water supply capacity. The Big White Fire department spoke directly with the Big White Mountain Operations for clarification on the proposal and water utility. Big White Mountain operations assured the Big White Fire department that there was sufficient capacity for fire fighting purposes currently, and for the future development areas in Black Forest.

Creating a new spot zone that permits hostels with no reduction in parking standards, or adding hostel to an existing zone with no reduced parking standards may be alternative options that will allow for a hostel development on the proposed property (see Draft Zone).

Concept plans provided show a proposed development that does not meet the definition of a hostel in the Zoning Bylaw. To date there has been no building permit or development permit application submitted. Applications for development will be reviewed for bylaw compliance when they are submitted.

ADVISORY PLANNING COMMISSION (APC)

The bylaw amendment application was discussed in length by the Big White APC during their March 6, 2018 meeting. The application was supported by the following rationale:

- *Additional low cost employee housing is required but not always occupied and adding a hostel to permitted uses allow for cost recovery*
- *Hostel users might take over from employee use if rents rise.*
- *BWSR needs employee housing and is committed to building and supplying housing for staff.*

The APC also had discussion regarding concerns of covered parking spaces to recreational areas in single family dwellings. The Zoning Bylaw does not require covered parking for single family dwellings or duplexes.

MARCH 2018 EAS RECOMMENDATION

That the application submitted by Brent Harley and Associates Inc. on behalf of Big White Resort Ltd. to amend the Big White Official Community Plan Bylaw No. 1125 and the Big White Zoning Bylaw No. 1166 to allow for a Hostel on unsurveyed Crown Land south east of Big White Road and Black Forest Way, be deferred until additional information is provided by the applicant.

PLANNING AND DEVELOPMENT COMMENTS

The RDKB has contacted Big White to understand technical information and future implications of the recommendations within the Water Supply System Plan that has been updated in the April 2018 Secondary Plan.

Crown Grant

On April 11, 2018 the RDKB received a referral from the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development for a Crown Grant application for the subject property. This application is described in a separate report.

Development Plans

The agent for the applicants have indicated that at the time of this report, building plans have not been created for the specific development proposed on this property. The agents noted that when the bylaw amendment is endorsed. The applicant will submitted a Development Permit application that will have specific details on how the proposed development will meet the definition of hostel and/or staff housing, as well as comply with all Development Permit and Zoning Bylaw requirements.

Bylaw Amendment

The rationale used for the APC's support of the bylaw amendments may be contradictory regarding the need for covered parking. The rationale statements support profitability of commercial housing opportunities rather than allowing concessions to staff housing for covered parking.

The original intent of this zone was for staff housing only. A hostel is a commercial accommodation similar to a hotel; a business designed to make money. Staff housing is not a business or commercial enterprise. It is specifically for housing resort staff, not guests visiting the resort.

Relaxed covered parking conditions for guests could be taking advantage of a special concession that was granted under the condition that the development be used for staff housing. Allowing these parking requirements for guest accommodations would not have been supported in 2017. It will also detract from the overall experience at Big White for guests staying at the hostel, and could increase complaints regarding parking and vehicle access. Complaints regarding parking and snow removal are common in Big White.

The Big White APC notes concerns with covered parking and its shortage later in the minutes of their March 2018 meeting. It appears inconsistent to support a bylaw amendment to allow development of uncovered parking and identify an existing covered parking shortage. Most Development Variance Permit applications in Big White were not supported by the APC in 2017 and 2018 primarily due to snow storage and vehicle access concerns.

This proposed bylaw amendment removes any incentive for staff housing which is less profitable. Reserving staff housing as a single permitted use with specific parking concessions to promote the use compared to other commercial housing options is necessary to help reduce the housing shortage in Big White.

The Planning Department suggests that a new zone be created specifically for hostels and staff housing, that does not give any concessions for parking. This will ensure that

Page 6 of 7

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staff housing is preserved, and covered parking requirements are not reduced for tourists visiting the resort.

RECOMMENDATION

That the application submitted by Brent Harley and Associates Inc. on behalf of Big White Resort Ltd. to amend the Big White Official Community Plan Bylaw No. 1125 and the Big White Zoning Bylaw No. 1166 to allow for staff housing and a Hostel on unsurveyed Crown Land south east of Big White Road and Black Forest Way, be supported, and further, that staff be directed to draft amendment bylaws for presentation to the Regional District of Kootenay Boundary Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed bylaw amendments.

ATTACHMENTS

Site Location Map

Applicant Submission

Black Forest Secondary Plan (2018)

Draft Zone: R6B Hostel Zone

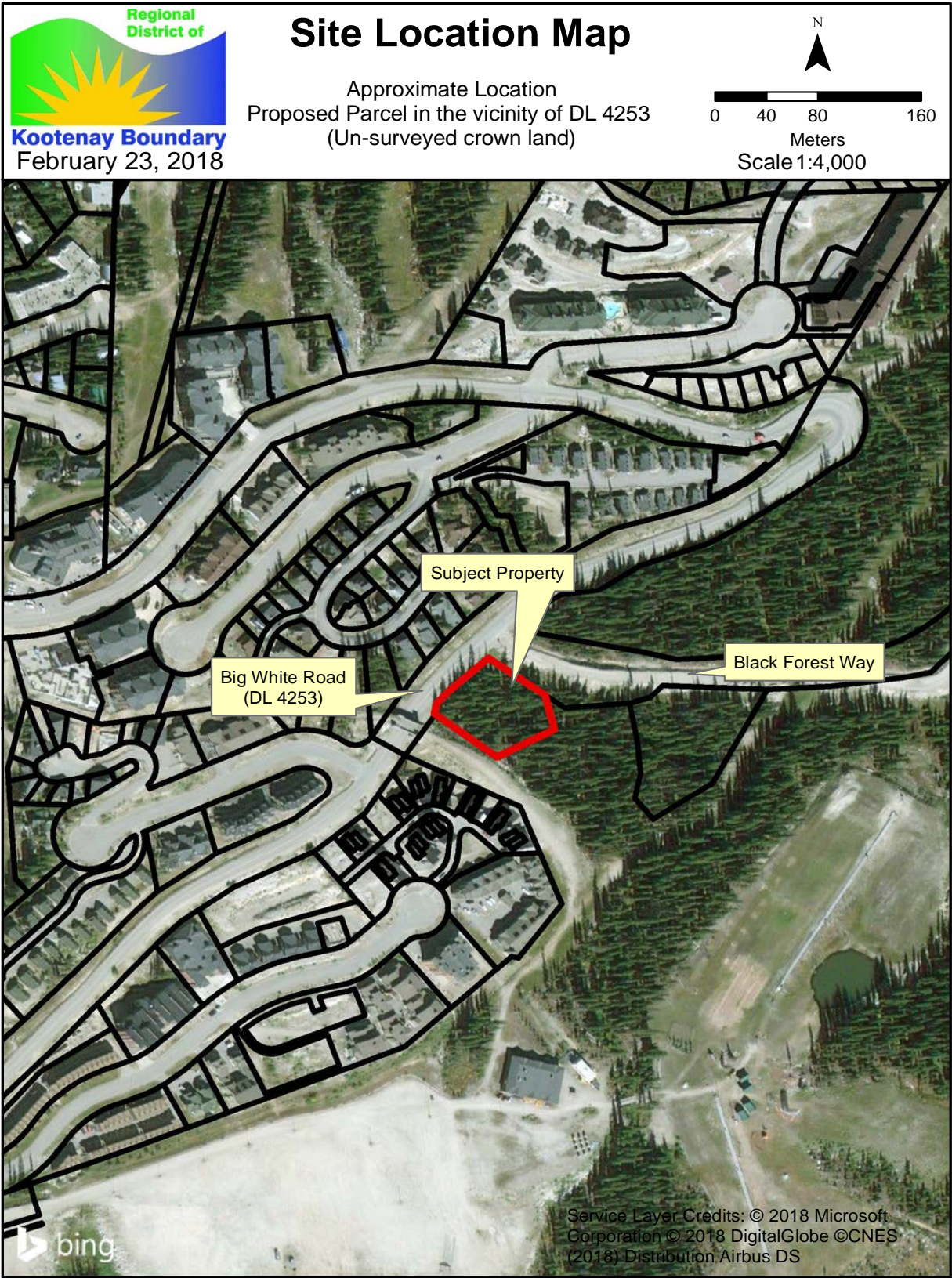


Figure 1. Black Forest at Big White Context Map

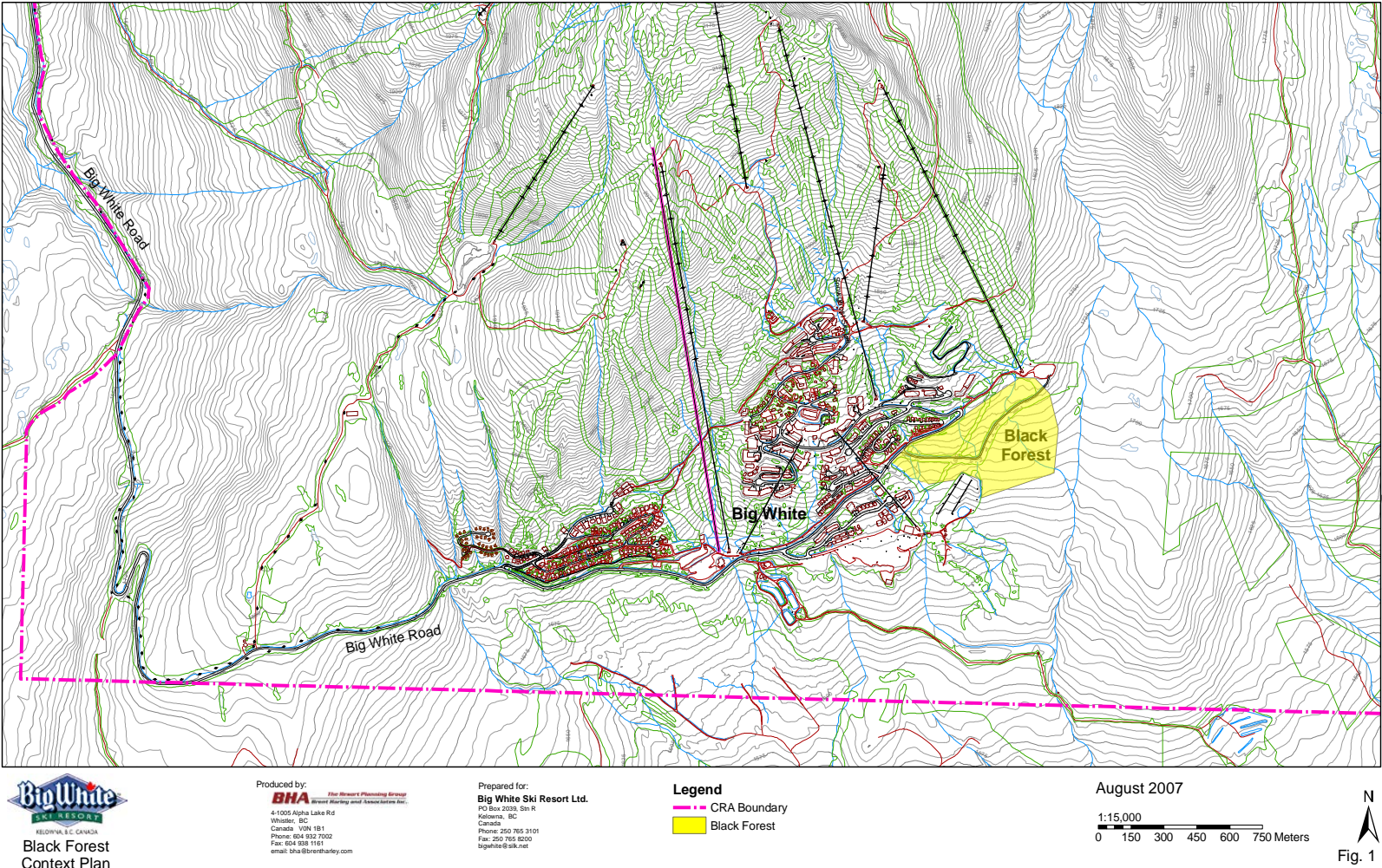


Figure 2. Black Forest at Big White - Surveyed Parcels

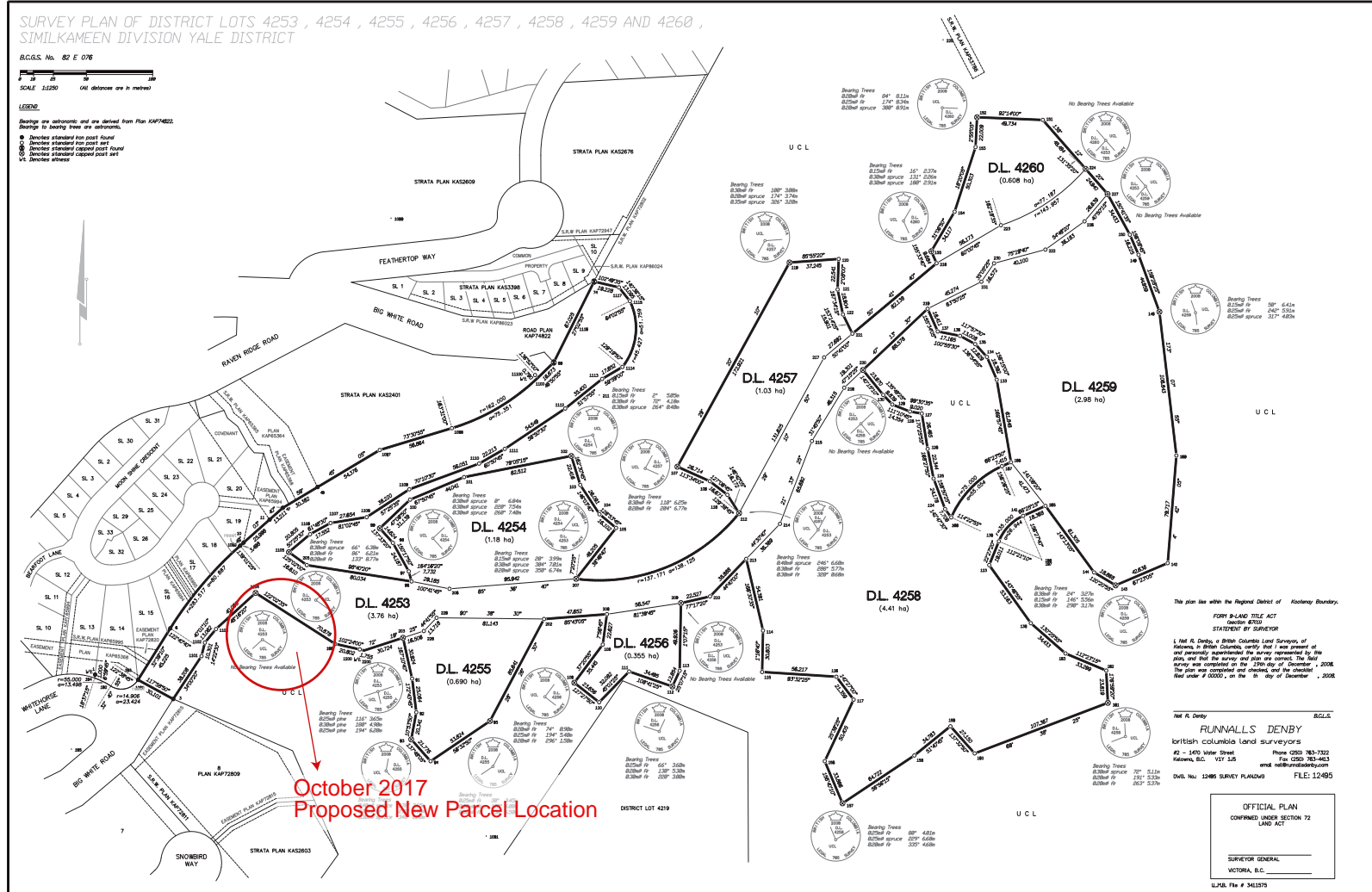


Figure 3. Black Forest at Big White - Surveyed Parcels

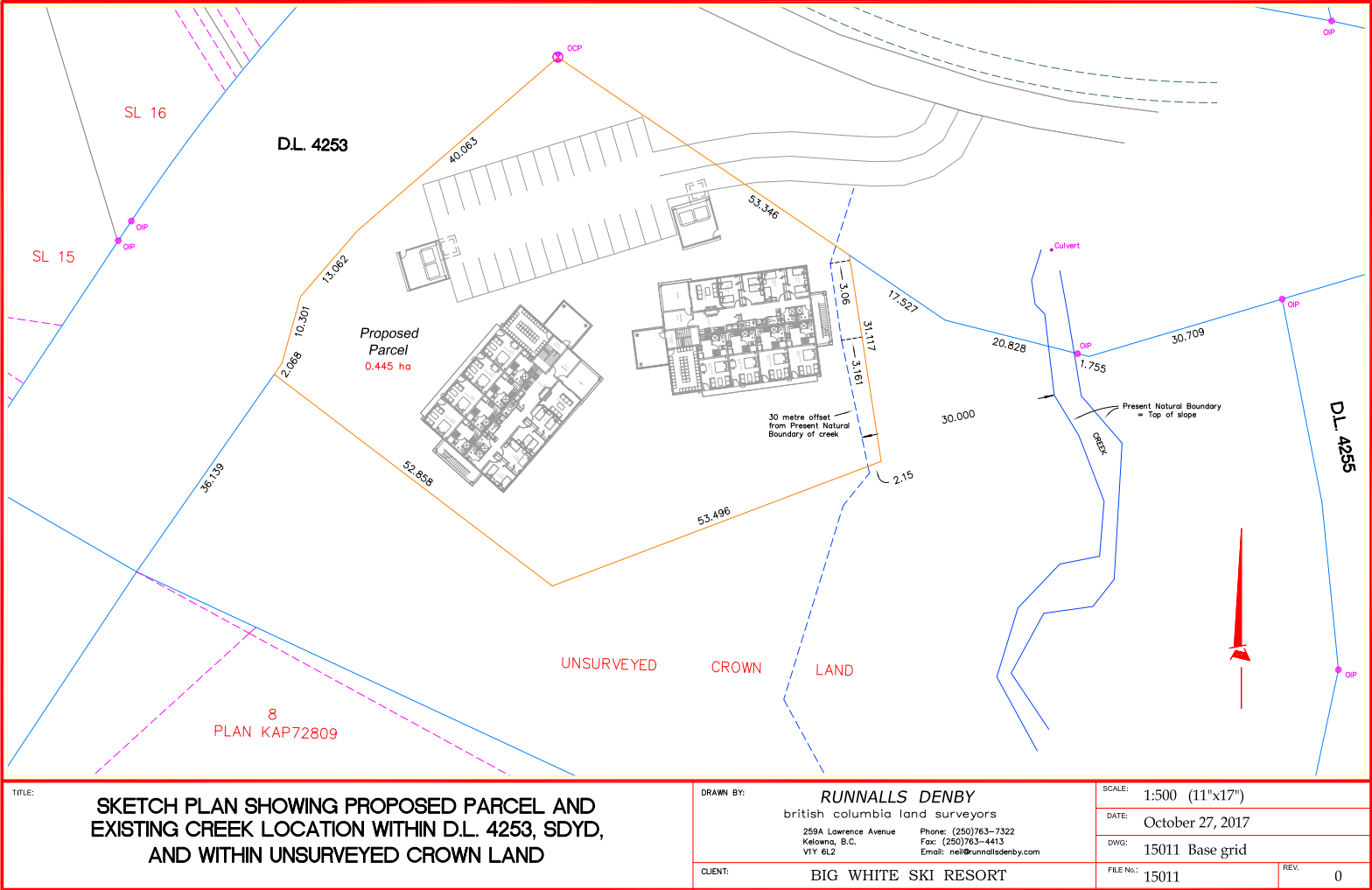
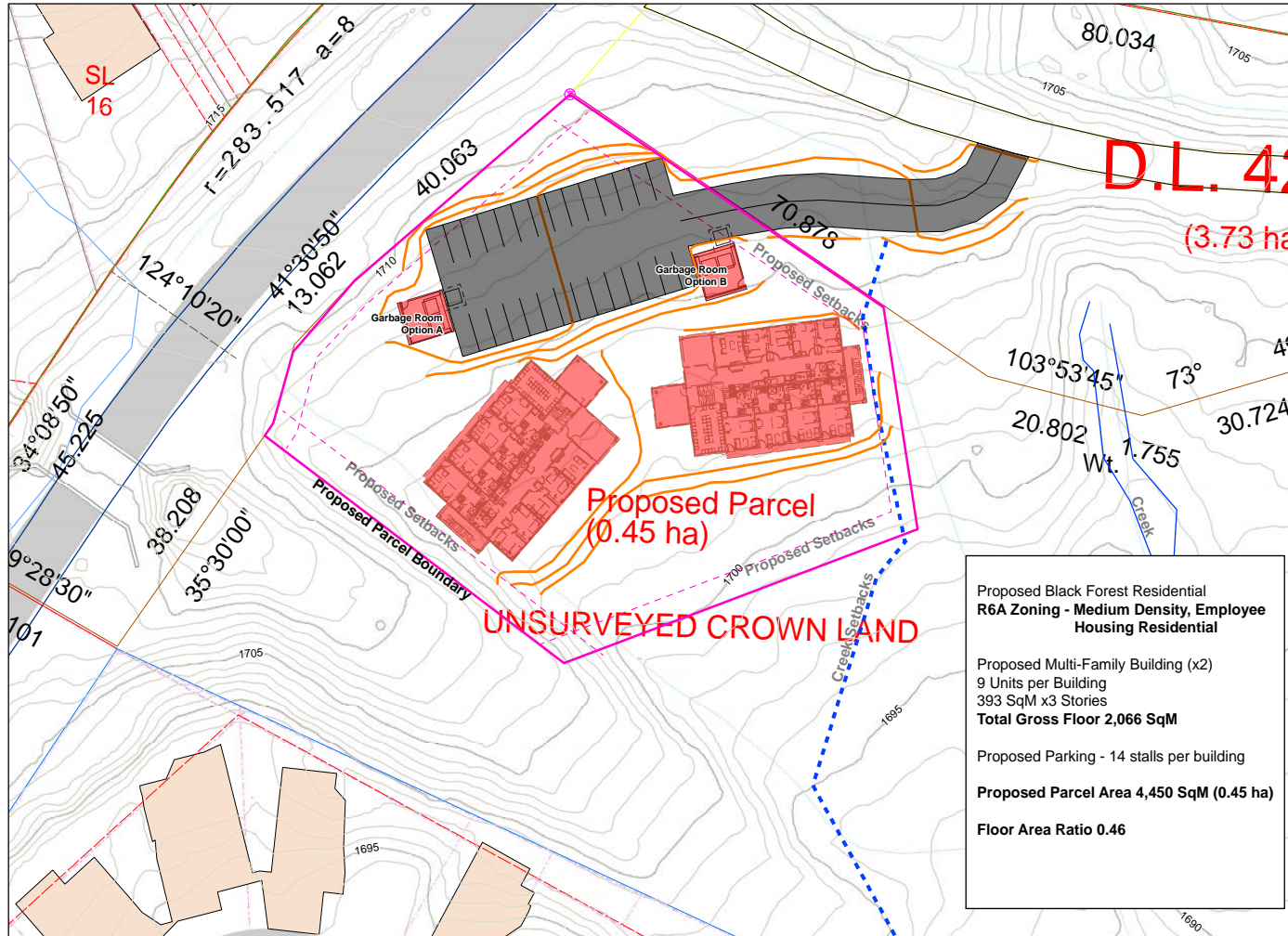


Figure 4. Proposed Parcel - Preliminary Plan



Big White Ski Resort

Legend
 Existing Buildings

Disclaimer:
 The intent of this plan is to illustrate the spatial relationship of existing and proposed development. Detailed design, architecture, geotechnical assessment, engineering approvals, etc., must be completed prior to construction.

Prepared for:
 Big White Ski Resort
 5315 Big White Road
 Kelowna, BC
 Canada, V1P 1P3
 Tel: (250) 765-3101 Fax: (250) 491-6122
 email: bigwhite@bigwhite.com

Planning by:
 BHA
 4-1005 Alpha Lake Road,
 Whistler, B.C.
 Canada V8N 1B1
 Tel: (604) 532-7502
 email: bha@brentharley.com

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**Black Forest
 Unsurveyed Crown Land
 Residential Concept Plan**

Page 364 of 531

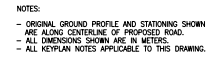
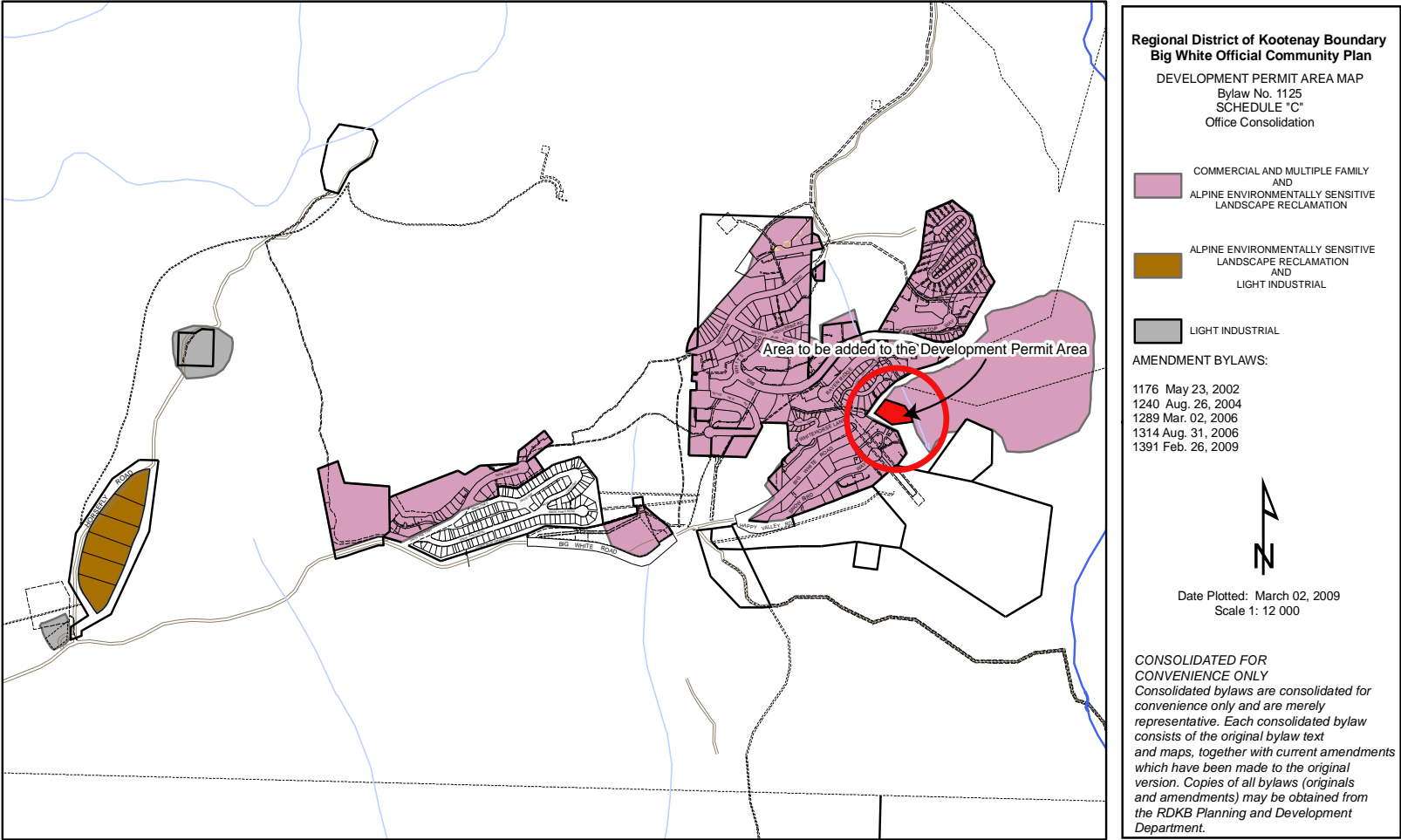


Figure 6. Development Permit Area Map - Area to be added



Black Forest at Big White SECONDARY PLAN

April 2018

Prepared for:



Big White Ski Resort Ltd.
5315 Big White Road
Kelowna, BC
V1P 1P3
250-491-6233
pplocktis@bigwhite.com
www.bigwhite.com

Planning by:



Brent Harley and Associates Inc. (BHA)
4 – 1005 Alpha Lake Road
Whistler, BC
V0N 1B1
604-932-7002
bha@brentharley.com
www.brentharley.com



April 2018

Mr. Ken Gobeil
Regional District of Kootenay Boundary
202 - 843 Rossland Ave.
Trail, B.C.
V1R 4S8

RE: The Black Forest Secondary Plan

Dear Ken:

Please accept the attached Black Forest Secondary Plan as an application for Official Community Plan (OCP) amendment and rezoning.

It is our opinion that the rezoning of these lands is consistent with the community goals identified in the Big White OCP, such that:

- Big White's compact settlement pattern will be maintained;
- Encourage various residential alternatives and affordable housing for employees;
- The ski terrain and topography are respected;
- A range of housing opportunities at Big White be encouraged;
- Residential land is available at Big White to address the various market demands.

And by the following OCP Policy:

Policy 3.11.10

"The Regional District encourages affordable rental housing and such as hostels and employee housing outside the village core by way of rezoning."

Further, the proposed OCP amendment and rezoning will provide Big White with additional residential accommodation tied to the ski trail and lift network and some much needed employee housing.

Please feel free to give us a call should you have any questions.

Respectfully submitted,

Brent Harley, B.E.S., B.L.A., M.B.A, M.C.S.L.A
President
Brent Harley and Associates Inc. (BHA)

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1. Introduction

1.1 Purpose of the Secondary Plan

On behalf of Big White Ski Resort Ltd, Brent Harley and Associates Inc. (BHA) has prepared the following Secondary Plan for Black Forest at Big White. The Secondary Plan provides direction for the Zoning and Official Community Plan amendments for the Black Forest area. This report provides background on Big White's development goals within the context of the potential to develop the Black Forest area as an extension of the resort community. This is followed by an overview of the land's development potential and a description of the proposed development program. The development program illustrates the development concept and proposed zoning designation as well as discussing the potential impacts and benefits of the expansion.

1.2 Secondary Plan Goals and Objectives

As defined by Big White, the primary goal of this Secondary Plan is to:

Guide the rezoning and redevelopment of the Black Forest Area in a fashion that will further the Vision of Big White as a high-quality, destination mountain resort.

In support of this, the Secondary Plan specifically provides:

- The conceptual development and phasing plans for the identified future growth area;
- The proposed density for the entire Black Forest Area, including the land use areas for residential, recreational and servicing;
- Development direction for the rezoning of the Black Forest Area; and
- The basis for an Official Community Plan amendment to permit the expansion into an identified future growth area.

2. Background

2.1 Development Goals and Objectives

The fundamental and ongoing development goal of Big White is to establish itself as a high-quality, destination mountain resort. As a part of the Resort's evolution and commitment to that goal, the development strategy for the Black Forest is to establish this area as an integral component of a safe, functional, and attractive alpine community. The intent is to further diversify Big White into a four-season community with varied residential products and recreational amenities. In accordance with the policies of the Big White Official Community Plan the proposed development program has considered:

- Cost-effective development that respects ski terrain and topography;
- Additional residential development that supports the established Village Centre commercial area;
- Include various residential alternatives and affordable housing for employees;
- Coordinating land development and servicing needs with the existing infrastructure and residential expansion;



- Promotion and fulfillment of natural environmental values;
- Respecting the existing ski trail network and expanding on it;
- Supporting alternatives to automobile traffic where feasible, including mechanized people movers, ski trails, bicycle and walking paths; and
- Providing safe and efficient movement of vehicles, while meeting on-site, resort wide, day skier guest parking requirements;
- Providing appropriate and supportive commercial developments in proximity to the day use parking and Black Forest Express.

2.2 Location and Existing Conditions

The Black Forest area is located south and east of the Black Forest Express and Parking lot and on the south (downhill) side of the most eastern portion of Big White Road (see Figure 2-1). The land is gently sloping with grades between 10 and 20 percent. Consequently, the Black Forest is one of the most developable areas at Big White.

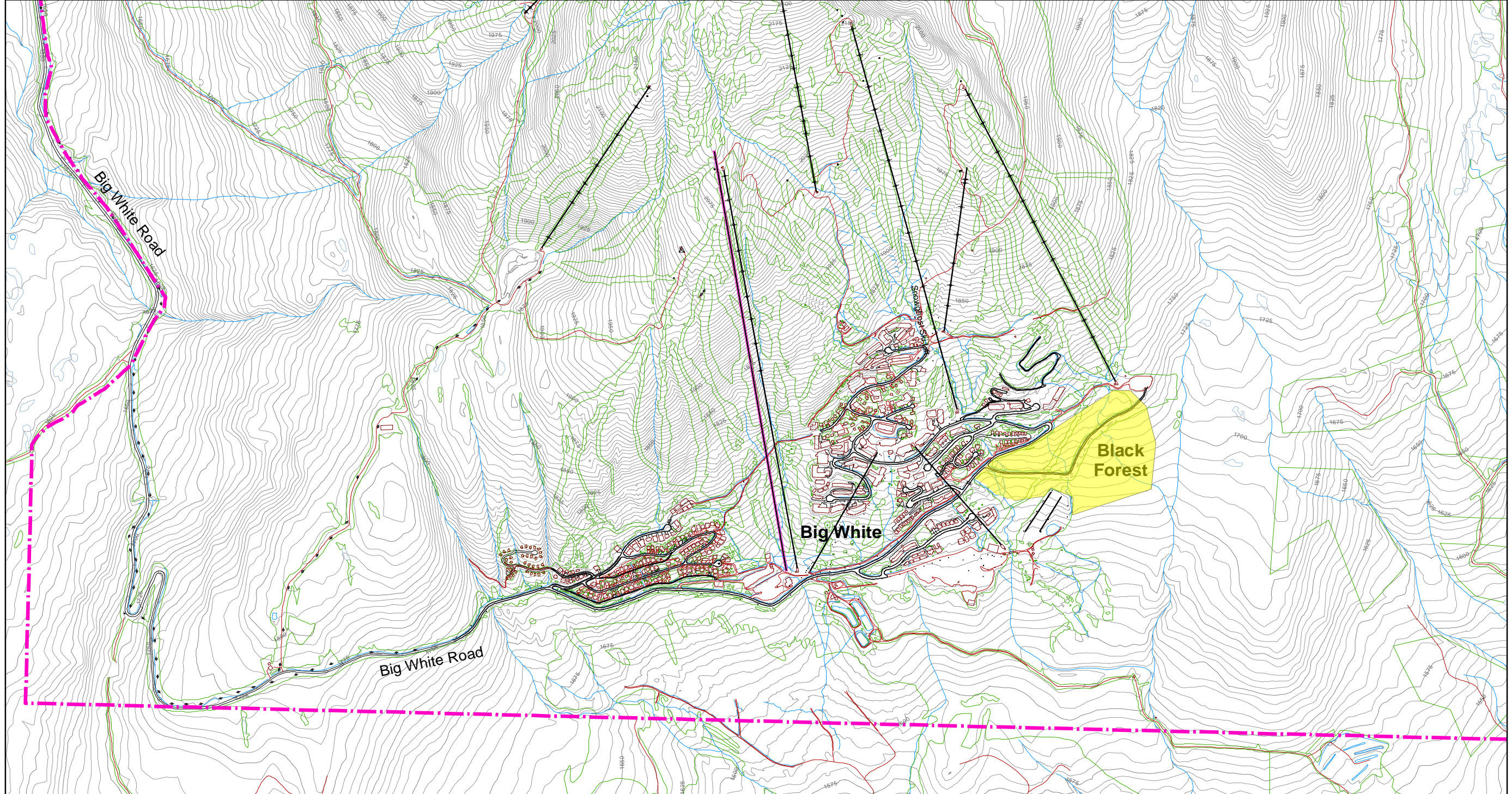
Currently, there is limited development in the Black Forest area. An existing ski trail crosses the site, and a skier overpass across the parking access road allows skiers to easily egress from the base of the Black Forest Express back to the Happy Valley Lift with no conflict from automobile traffic. The main vehicular access to the site is from Big White Road on an existing gravel road that accesses the Black Forest Parking Lot. There are three watercourses that run through the site. The site is vegetated with balsam, lodgepole pine, Engelmann spruce, and sub-alpine fir (See Section 3.4 Environmental Resources).

The entire Black Forest area is contained and contemplated within the approved 1999 Master Plan for Big White. A Crown Grant offer to purchase these lands by way of Crown Grant and the CASP policy, has been received and accepted. The Crown has expressed support for the project and a letter authorizing the secondary planning process on their behalf has been included in Appendix B.

2.3 Existing Ownership, Rights and Zoning

The following are key development considerations that must be taken into account in the future growth of the Black Forest Area lands:

- The Black Forest Area is identified in the Official Community Plan as a Future Growth Area;
- The area lies entirely on Crown Lands;
- A Crown Grant Offer to purchase these lands from the Crown has been received and accepted;
- The entire Black Forest lands are currently zoned as a Recreational Resource; and,
- The Black Forest lands are contained and contemplated within the approved 1999 Master Plan for Big White.



Big White
SKI RESORT
KELOWNA, B.C., CANADA
Black Forest
Context Plan

Produced by:
BHA
4-1005 Alpha Lake Rd
Whistler, BC
Canada V0N 1B1
Phone: 604 932 7002
Fax: 604 938 1161
email: bha@brentharley.com

Prepared for:
Big White Ski Resort Ltd.
PO Box 2039, Stn R
Kelowna, BC
Canada
Phone: 250 765 3101
Fax: 250 765 8200
bigwhite@sil.k.net

Legend
- - - CRA Boundary
Black Forest

Figure 2-1

January 2018
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0 150 300 450 600 750 Meters



3. Development Potential

3.1 Introduction

To determine the development potential for the Black Forest area, the lands were analyzed according to their:

- Relationship to the ski trail and lift network;
- Relationship to existing developments;
- Slope gradients;
- Servicing requirements;
- Visual impacts; and
- Environmental resources.

The inventory and analysis findings assist in the creation of development concepts that are visually desirable, economically balanced, and environmentally sensitive to the site. They also enable the generation of plans that are well integrated with the existing and proposed facilities, considering the issues of well-coordinated access; resort guest requirements/expectations, and; vehicular, pedestrian, and skier patterns throughout the resort. This analysis has considered slope, parking, staging focus, environmental features, visitor and resident experience together with the development program realities and opportunities.

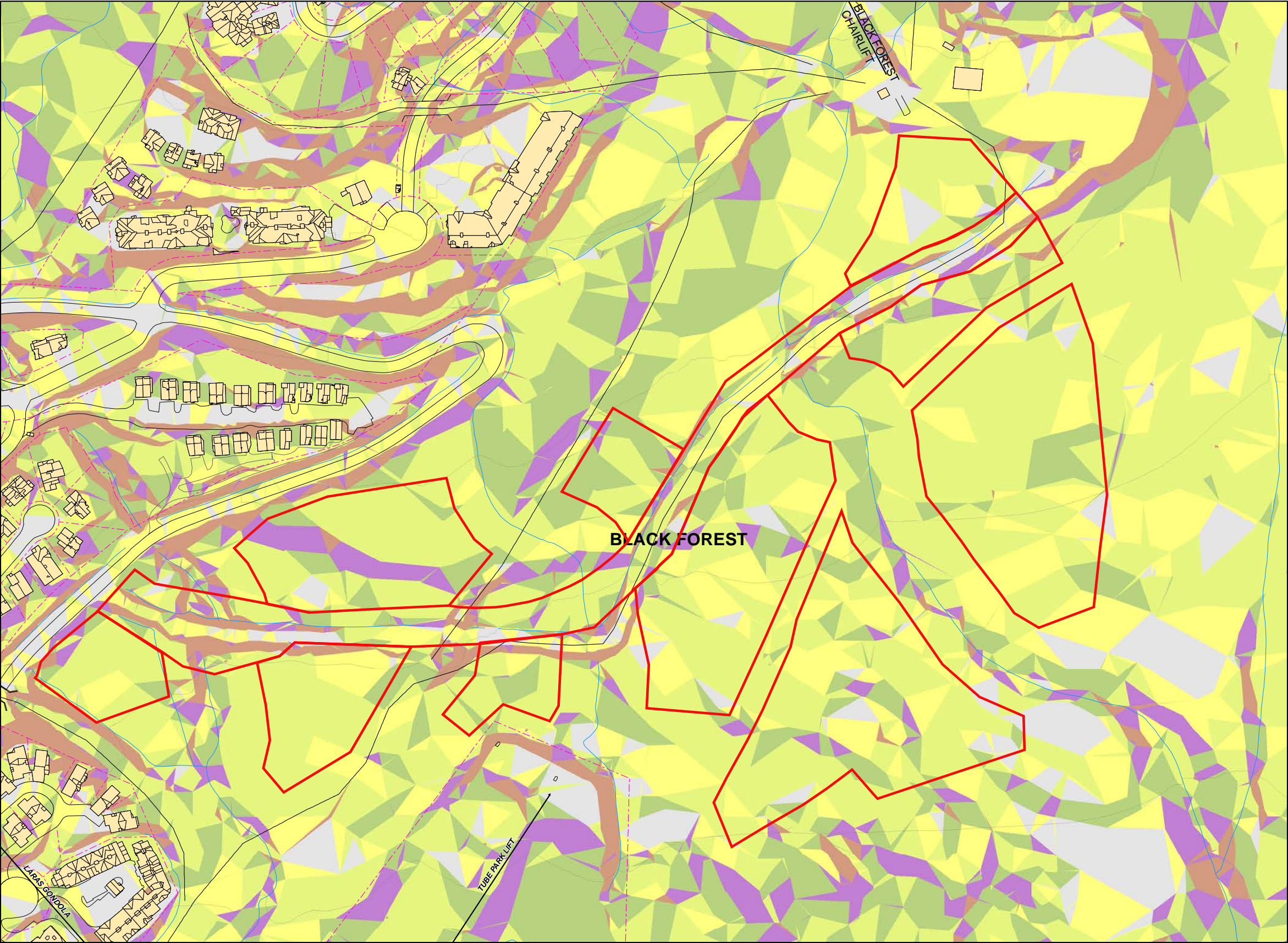
3.2 Slope Analysis

The Slope Analysis (Figure 3-1) is designed to identify the range of slope gradients suitable for potential land use developments. The topographic information has been colour coded into slope gradient categories as follows:

Table 3-1. Black Forest Slope Analysis Criteria

Colour	Slope	Description
White	0- 5%	Ideal for base area village, and residential development. Capable of accommodating all types of base area development
Yellow	0 - 10%	Capable of accommodating all types of base area development with limited grading. Typically identifying parking potential as well as lands that may be wet and environmentally sensitive to development.
Light Green	10 - 20%	Lands that will require some grading to accommodate development. Upper limits to base area/village development.
Mid Green	20 - 30%	Upper limits to multifamily development with grading.
Blue	30 - 40%	Upper limits to conventional single-family development.
Pink	40%+	Generally too steep for development. However, dependent on reasonable access and geotechnical considerations, some development possible.

As is readily apparent in the slope analysis, there is a significant amount of developable land in the Black Forest Area. The area is dominated by 10-20% slopes and interspersed with flat (0-5%) and steeper (30-40%) sections.



Big White Ski Resort
Black Forest

2018

Legend

- Existing CRA Boundary
- Existing Ski Lifts
- Existing Ski Runs
- 20m Contour
- Slope (degrees)**
 - Suitable for All Construction Types
 - Acceptable for High Density
 - Maximum for High Density
 - Acceptable for Low Density
 - Maximum for Low Density
 - Not Suitable

Prepared for:



5315 Big White Road
Kelowna, BC
Canada V1P 1P3
Tel: (250) 765-3101 Fax: (250) 491-6122
email: bigwhite@bigwhite.com

Planning by:



4-1005 Alpha Lake Road,
Whistler, B.C.
Canada V0N 1B1
Tel: 604 932 7002
email: bha@brentharley.com

Statement of Limitations:
The information included on this map has been compiled
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revenues or lost profits resulting from the use or misuse of
the information contained on this map.

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0 20 40 60 80 Meters

Black Forest
Base Slope Analysis

Figure 3-1



3.3 Parking and Circulation Evaluation

The Black Forest conceptual plans considered the parking and circulation issues of vehicles and guests by factoring in the existing circulation patterns, land use, and facilities. The following are key facts pertaining to an evaluation of parking capacities and circulation issues at Big White.

- The proposed development of the Black Forest area will include market and employee housing;
- Market properties will be primarily designed for recreation-oriented families and couples, and will allow ski to/ski from trail access;
- In addition to the existing ski trail, two more ski trails are planned to cross through the Black Forest area;
- These three ski trails will provide ski to/ski from access to the entire development; and
- The day use parking area at the Black Forest lift base is unaffected by this secondary plan, ensuring adequate day use parking will remain available.

3.4 Environmental Values

The site sits within the Okanagan Highlands variant of the Engelmann Spruce-Subalpine Fir Biogeoclimatic zone. Trapping Creek drains the entire southern portion of Big White Mountain while three of its tributaries flow through the development area. The integrity of the visible well-treed sites within the Trapping Creek drainage areas will be respected in the overall development concept as well as the site-specific development programs. Riparian buffers have been established with the intent to protect watercourses from the potential impacts of development.

In 1997 GeoAlpine Environmental Consulting Ltd. undertook an environmental review of the Big White Ski Resort, including the Black Forest area. The review found the following characteristics:

- Tree cover includes mainly Engelmann Spruce and Subalpine Fir, at a mean age of 60-95 years;
- The site is gently sloping and undulating; and
- A wildlife corridor passes by the development area on the eastern side along the Trapping Creek drainage.

3.5 Visitor and Resident Experience

The expansion of the resort community into the Black Forest Area will enable Big White to provide employee housing and a diversified accommodation base with recreational amenities. The Black Forest Area further enhances the destination and resort community experience, as it will:

- Offer a spectacular setting for the new accommodation uses without compromising or competing with existing resort developments;
- Contribute recreational amenities to enhance the resort experience;
- Create affordable and desirable employee housing;



- Combine a mix of accommodation types with direct access and egress to the ski trail and lift network;
- Provide additional beds that will further support the economic sustainability of the ski product and existing Village Centre commercial area;
- Limit any increase in automobile trips through the resort, because of the direct year-round trail access from the development;
- Provide staging commercial amenities (café, washrooms, tickets etc.) to day use guests utilizing the Black Forest parking; and
- The expansion area has been planned to utilize an already existing gravel road that both maximizes the circulation opportunities of the site and improves the access to the day use parking lot adjacent to the Black Forest Express.

4. Proposed Development

4.1 Potential Land Use

Big White Resort wishes to expand into the Black Forest Future Growth Area considering the area's development potential, OCP policies, and the goals and objectives of Big White. Should the OCP amendment and rezoning be approved, it will be the developer's responsibility to work with Big White and the Regional District to create a development plan that adheres to the zoning regulations, the design guidelines and the Resort's goals and objectives.

As proposed, residential land use is predominant throughout Black Forest. Some appropriately sized commercial development is contemplated for the parcels in the immediate vicinity of the Black Forest lift. Open space along riparian corridors, and recreation amenities in the form of ski trails will also be located throughout the plan area.

4.2 Development Concept

The primary objective of the Black Forest Secondary Plan is to facilitate the establishment of additional resort residential accommodations to meet Big White's need for employee housing and supply the market demand. Development will take place while maintaining and protecting appropriate environmental, access and visual qualities so important to the visitor experience and success of the resort. The development consists of single family, 'cabin colony' dwellings, multifamily dwellings in the form higher density condominiums, and employee apartments and dorm rooms. These residential offerings are complemented by a ski to /ski from access and egress within a comfortable walking distance to the alpine skiing, and proximity to the village core. In addition, some commercial development will be located in the vicinity of the Black Forest Express.

The Development Concept (see Figure 4-1) proposes an integrated subdivision consisting of approximately 77 single family lots, 24 medium density multi-family units, 109 medium density single and multi-family units, 100 units of higher density multi-family residential, and 66 units of employee housing. All market parcels will be developed as strata subdivisions. The proposed accommodation totals 1,892 bed units.

The main road off Big White Road will remain as a public road, as will the main spur road which will lead to lands beyond.

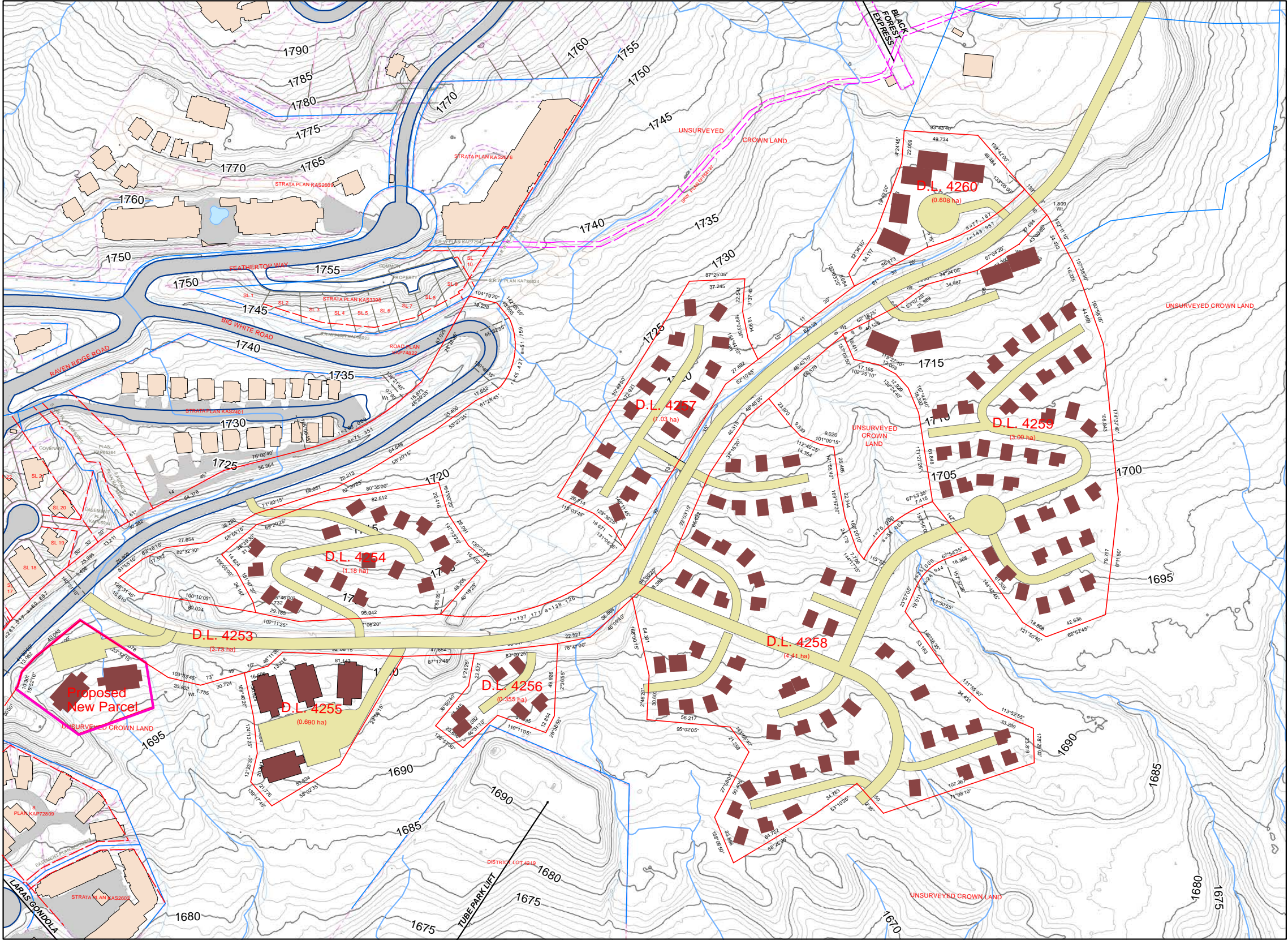


Table 4-1. Development Concept

Parcel #	Area (ha)	Zoning	Unit Type	# of Units	# of Bed Units
DL 4260	0.608	VC6	High Density Multi-family	100	300
DL 4259	3.0	R4 & R3	Medium Density Multi-family and Single-family	109	514
DL 4258	4.41	R3	Single Family	54	324
DL 4256	0.355	R3	Single Family	6	36
DL 4255	0.69	R6A	Employee Housing Residential	36	176
DL 4254	1.18	R3	Medium Density Multi-family	48	352
DL 4257	1.03	R3	Single Family	17	102
DL 4253 Block A	2.43	Unzoned	Road	0	0
DL 4253 REM	1.33	Unzoned	Road	0	0
Unassigned	0.45	R6A*	Employee Housing Residential	18	88
TOTAL	15.453			388	1,892

*Application to amend R6A for Unassigned Land in process

The concept plan also includes dedicated ski access/egress lines that support the objectives of the future growth areas in the OCP. An existing ski trail will be protected through the development and secured by covenant (as shown on the Figure 4-1). Two additional ski trails are incorporated into the layout and will also be protected by covenant. In total, these trails will provide direct access to and egress from the mountain and village via the return ski trails to the Happy Valley and proposed beginner lifts in the area, resulting in a ski to / ski from experience for all residents and guests of the Black Forest at buildout.



Big White Ski Resort

Legend

- Existing Buildings
- Existing Parcel
- Proposed Building
- Proposed Road/Driveway
- Proposed Parcel

Prepared for:
Big White Ski Resort
5315 Big White Road
Kelowna, BC
Canada V1P 1P3
Tel: (250) 765-3101 Fax: (250) 491-6122
email: bigwhite@bigwhite.com

Planning by:
BHA
4-1005 Alpha Lake Road,
Whistler, B.C.
Canada V0N 1B1
Tel: 604 932 7002
email: bha@brentharley.com

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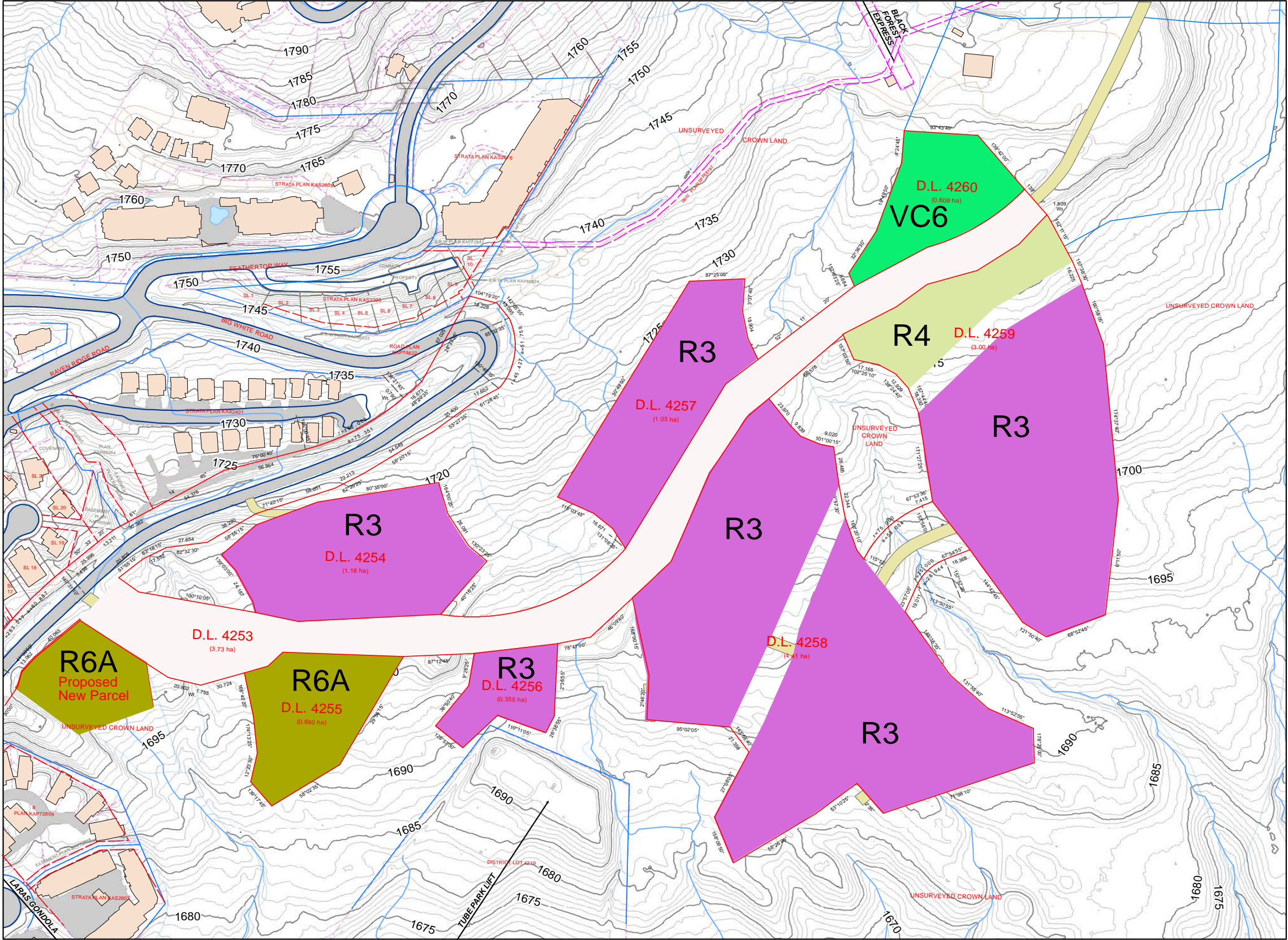


Black Forest
Development
Concept
Figure 4-1



4.3 Proposed Zoning

To fulfill the Development Concept, it is proposed that the single-family parcels be zoned as Chalet Residential 3 Zone (R3), the higher density, multi-family parcels be zoned as Village Commercial (VC6), and employee housing parcels be zoned as Employee Housing Residential (R6A). The development in the R3, VC6, and R6A zones will be in accordance with the Big White Zoning Bylaw No. 1166, 2002.



Big White Ski Resort

Legend

- Chalet Residential R3
- Medium Density Residential R4
- Village Core VC6
- Employee Housing Residential R6A
- Road



Prepared for:
5315 Big White Road
Kelowna, BC
Canada V1P 1P3
Tel: (250) 765-3101 Fax: (250) 491-6122
email: bigwhite@bigwhite.com

Planning by:

BHA
Brentharley Associates
4-1005 Alpha Lake Road,
Whistler, B.C.
Canada V0N 1B1
Tel: 604 932 7002
email: bha@brentharley.com

2018

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Black Forest
Proposed Zoning
Parcels
Figure 4-2



4.4 Development Impact

The following discusses the impact of the proposed low, medium, and high density residential uses on the resort.

4.4.1 Adjacent Land Uses

The Black Forest area currently encompasses vacant land, located south of Big White Road and the Black Forest Express and Day Lot Parking area. The development is surrounded by vacant Crown Land on the eastern and southern sides. The tube park facility is adjacent to the development area on the western side. Vegetation buffers between the tube park, as well as the day use parking lot will be promoted through the development permit process.

4.4.2 Access, Circulation and Linkages

There is one primary access point to the Black Forest area via Big White Road located at the northwestern corner of the development. The road (which exists as a gravel access road currently) traverses the parcel west to northeast to the Black Forest day skier parking lot. This road will be a public road providing legal and vehicular access to the development and lands beyond. One other secondary road winds east from the center of the development and south, ending in a hammerhead at the southeast corner of the development. This road will likely be a public road. All tertiary roads will likely be developed as bare land strata roads or private driveways.

The development positively impacts the circulation through Big White by upgrading and paving an existing gravel road that accesses the Black Forest Express and Day Use parking lot. Access to lands beyond will be preserved at the southern portion of the development area.

The development will facilitate the ongoing trail connections for ski to/ski from access. High density uses have been placed in areas with the greatest access to the staging lifts as well as the ski to/ski from and lift network.

4.4.3 Visual Impact Analysis

The location of Black Forest should have limited visual impact on adjacent properties. The downhill sloping site, building and road setbacks, riparian setbacks and maximum building height will significantly reduce the visual impacts to existing and future development in the vicinity of Black Forest.

4.4.4 Resort Parking

The subdivision will provide the appropriate parking in accordance with the Regional District's requirements.

4.4.5 Terrain

The site has a gently sloping terrain with no known hazardous geological features. Any development will respect the environmental integrity of the site. The development plans will be



prepared in accordance with Regional District requirements. A qualified professional engineer will study any site-specific concerns.

4.4.6 Community Image

The proposed development will be subject to the Development Permit process (where designated), ensuring a quality development that is sensitive to the character of Big White as well as the natural environment. It is anticipated that the development will work with the site's natural features to further build upon the Resort's image.

4.5 Objectives and Guidelines for Development Permits

It is proposed that the Black Forest Area be given the land use designations of Medium Density Residential and Village Core.

The Big White OCP requires that a Development Permit be submitted for all hotel, multiple family and commercial buildings. It is proposed that the Black Forest area be included in the Commercial and Multiple Family Development Permit Area as well as the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area.

The Black Forest area will be subject to the Big White Residential Design Guidelines. The Big White Residential Design Guidelines are intended to assist the developer, architect, and other consultants to understand the quality and image of design expected by Big White Ski Resort. The Guidelines define the range of acceptable site design, landscaping, grading, building design, snow management, and environmental protection considerations within the residential areas at the Resort. Administered by Big White Ski Resort, the Guidelines are utilized for review of all new residential building construction and future renovations.

4.6 Site Servicing

In the summer of 2006, Big White expanded the Powder Basin Reservoir increasing capacity to 207,000m³ at a cost of \$3.9 million. Big White has also received a conditional water license (#118739) on May 20, 2008. With this, the water utility has been designed to service approximately 18,500 bed units as compared to the projected 11,873 bed units.

Big White's sewage treatment plant is currently operating under a permit which allows a daily discharge of 1,350 cubic metres per day. This equates to about 12,400 beds. Big White has applied for a permit to allow a daily discharge of 2,000 cubic metres per day with peaks of 4,000 metres per day. This will accommodate the needs of approximately 18,370 beds. Planning for further expansion will continue as development gradually occurs. A new sewer plant is planned to be developed to the south east of the CRA. It will support the resort development and needs but also accommodate the latest water treatment requirements.

Big White currently has 9,881 bed units in place or committed. The proposed Black Forest development will add approximately 1,892 bed units, bringing the existing or committed total to 11,873. With the proposed increase in the treatment capacity, Big White has sufficient water supply and sewage treatment capacity to accommodate the Black Forest expansion.



4.7 Stormwater and Drainage

Stormwater will be managed by encouraging and mimicking natural processes. Maximizing non-porous and natural ground cover and retaining / reclaiming vegetation where possible will ensure the highest amount of stormwater is infiltrated at the source. Run off will be managed with ditches along roadways to allow maximum infiltration and filtering.

Snow storage areas will be incorporated into roadway design to ensure access is maintained in times of high snowfall. Storage areas will also be associated with roadside ditches that will filter and maximize infiltration of melting snow. Three watercourses running from north to south drain the lands naturally (see Utilities and Servicing Appendix C).



5. Conclusions

The development of the Black Forest area is consistent with the community goals identified in the Big White OCP. The following attributes of the Concept Plan strongly support the proposed development of the Black Forest area for residential and commercial uses with community and recreational amenities:

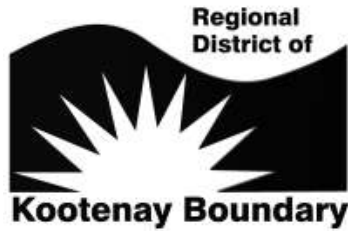
- The Black Forest Lands have a series of significant development attributes:
 - The site is gently sloping and easy to develop;
 - The site has no apparent geotechnical hazards;
 - The sewage treatment and water capacity at the resort can accommodate the development.
- The proposed development will provide a mixture of residential products that will diversify the existing real estate offerings at the resort and expand the ski to/ski from network.
- The subdivision design provides an upgrade to the existing access road of the Black Forest Day skier parking lot which will facilitate improvements to circulation in the resort;
- The development program complements existing environmental features.



Appendix A: Development Permit Guidelines

Development Permit Area: Alpine Environmentally Sensitive Landscape Reclamation
Development Permit Area

Development Permit Area: Commercial and Multiple Family Development Permit Area



BIG WHITE
OFFICIAL COMMUNITY PLAN
Bylaw No. 1125

Regional District of Kootenay Boundary
202-843 Rossland Avenue
Trail, BC V1R 4S8
Telephone: 250.368.9148
Toll Free in BC: 800.355.7352
Fax: 250.368.3990

Adopted by
The Regional District of Kootenay Boundary Board of Directors
June 28, 2001

4 DEVELOPMENT PERMIT AREAS

The Development Permit Areas comprising this section contain guidelines for building construction and landscape reclamation. Development proposals for new construction, additions to existing buildings or reconstructions shall require a Development Permit. The Regional District having regard to the guidelines contained within this section will review development proposals. Conditions or restrictions may be imposed on a development. The regulations contained in the implementing Bylaw may be varied in accordance with the guidelines. These mandatory Development Permit Areas are identified on Schedule „C“, which forms part of this plan.

The Regional District may require, by Resolution of the Board, the deposit of a Security in the form of an Irrevocable Letter of Credit or other such security as may be approved by the Board, to be held until the requirements of a permit related to safety or landscape reclamation under this section have been executed, to the Board's satisfaction. Once the requirements are satisfied in full, the security provided under this subsection shall be returned to the permittee.

Should a permittee fail to fulfill the requirements of a Development Permit, the Regional District may undertake and complete the works required by the Development Permit at the cost of the permittee, and may apply the security as payment towards the cost of the work, with any excess to be refunded to the permittee.

4.1 Commercial and Multiple Family Development Permit Area

Area

Identified as Area No. 1 on Schedule „C“ Development Permit Area Map.

Category

Designated pursuant to

- Section 919.1(1f) establishment of objective for the form and character of commercial, industrial or multi-family residential development; and
- Section 919.1(1h) establishment of objectives to promote energy conservation.

Justification

The success and enjoyment of Big White is highly dependent upon an attractive and functional built environment. Attractive buildings suited to Big White's alpine context may enhance property values and help ensure a pleasant aesthetic experience for visitors. Large accumulations of snow, steep slopes and other high alpine building challenges must be considered in the design of buildings to ensure optimal safety and practicality. The siting and design of buildings directly influence the quality of the built environment.

Application

Development Permits for this development permit area will only be required for the construction of new multiple family residential developments and commercial buildings, and for additions which exceed 100 m² in finished floor area.

Subdivision, site preparation work, and road construction shall be exempt from this section.

A Development Permit issued under this section shall not relax a parking regulation or increase a maximum floor area ratio restriction.

Development Permit applications under this section must address each of the guidelines in writing. A site plan should be accompanied by other relevant visual materials such as building plans as part of an application. An application should clearly convey where proposed buildings will be situated and their relationship to other buildings, services and amenities in the vicinity.

The Development Permit process may vary certain regulations contained in the implementing bylaw. The following factors may be taken into consideration in reviewing a variance request:

Note: This Bylaw is amended periodically.

Contact the Planning Department to ensure this is a current copy.

Big White Official Community Plan-Bylaw No. 1125, 2001

The proposed variance is consistent with the guidelines of this section;

The proposed variance is shown to enhance the proposal;

The proposed variance does not increase the Floor Area Ratio (FAR) beyond the allowable limit established by the implementing bylaw;

Bylaw
No.1277

Height of setback variances exceeding 1 metre will not be approved through the development permit process. Proposals to vary height or setback requirements by greater than 1 metre may be considered as part of a **Development Variance Permit** application.

The proposed variance is necessary due to an unavoidable physical constraint;

The proposed variance does not adversely impact an adjacent property.

This section cannot vary a parking regulation in the implementing bylaw.

GUIDELINES**(1) Buildings shall have practical access and loading areas taking the following factors into consideration:**

- Practical access and egress must be provided for passenger vehicles;
- Appropriate fire-truck and other emergency vehicle access must be ensured. The Big White Fire department may be asked to comment on applications;
- Multi-family buildings with ten or more units and commercial buildings are required to accommodate and to allow for servicing of waste disposal and recycling bins. Applicants are asked to incorporate these standards for waste disposal and recycling:

One waste bin and three recycling containers are suggested for every ten self-contained residential units, or twenty hotel rooms, up to a maximum of four waste bins per building. For exclusively commercial uses, the waste disposal and recycling requirements will be determined at the time of application. The Regional District's Waste Management Coordinator may be asked to comment on applications;

- Proposed hotels must show a sufficient loading area for buses and enhanced ingress and egress to accommodate buses. Applicants are encouraged to consult with the Ministry of Transportation and Highways before applying for a development permit;
- Details of outdoor parking and manoeuvring areas must be provided including gradient analysis and the proposed means for ensuring adequate traction, if required.

Bylaw No.
1182

(2) A drainage management plan *prepared by a professional engineer* shall be provided. The plan must address how surface water will be directed through the site and where it will be directed off the site. Drainage across land must be controlled in a manner, which does not increase discharge off the land, or alter the drainage pattern in a manner which negatively impacts other land.

Bylaw
No.
1353

(3) A snow management plan shall be provided taking the following factors into consideration:

- Roof design must establish effective snow management;
- The plan must describe snow management measures to maintain safe vehicle and pedestrian access to buildings;
- All pedestrian and vehicle access points must be protected from snow shedding and ice accumulation;
- Ski ways and pedestrian pathways shall also be away from potential roof avalanche areas;
- The plan must also identify snow storage areas on the property and/or clearly describe how and where excess snow is to be removed;

Note: This Bylaw is amended periodically.

Contact the Planning Department to ensure this is a current copy.

Big White Official Community Plan-Bylaw No. 1125, 2001Bylaw
No.
1353

- A Professional Architect or Engineer must assure the Regional District in writing that people and property are protected in a reasonable manner from the risk of snow shedding.

(4) Proposed buildings should be designed to withstand the harsh alpine climate at Big White while incorporating the following features:

1.0 General Building Form

Building facades should appear as a composition of several segments or masses rather than a large, homogeneous entity. Buildings should not dominate the landscape or overpower the pedestrian scale.

- Building facades and roof lines should be articulated to break up the massing of developments;
- Use of porches, courtyards and entry features that define ground levels of buildings, provide visual interest and define human scale are encouraged;
- Balconies should be simply designed; the use of long vertical or horizontal bands of balcony space is discouraged;
- Balconies should be covered and/or protected from snow and ice buildup.
- Encourage building design features that take advantage of solar energy for heating in winter.

Bylaw
No. 1508

2.0 Roof Form

Roofs should be simple and designed to provide effective snow management. The intent is protection of pedestrians and property.

- Roofs having a sloped appearance should be utilized and the mass of a single large roof should be broken into a collection of roofs and/or masses;
- Where feasible, it is encouraged that the principle ridge line be oriented to the street or major public open space;
- Roof overhangs should be provided;
- Adequate roof ventilation is key to the „cold roof“ concept. Convective ventilation consisting of continuous vents at the eaves and exhaust vents at gable ends or the ridge line is preferred;
- Use of ornaments such as finials, scroll work on ridges and/or decorative turrets are discouraged;
- Roof top access stairs, elevator shafts and mechanical equipment should be designed to be contained within the roof and/or screened from important sight lines.

Bylaw
No.
1353

3.0 *Exterior Finish

- Materials that reinforce the rustic and rural context of Big White will be used. Materials should be selected based on their durability, weathering potential, compatibility with the surrounding landscape and historic use within a traditional mountain resort;
- Big White's extreme freeze/thaw cycle and frequent large accumulations of snow must be considered in the selection of materials;
- Proposed buildings must be consistent with the mountain setting with appropriate designs and cladding such as stone, wood, acrylic stucco and treated/textured concrete;
- Stained or painted wood siding is strongly recommended;
- Use of heavy natural log or timber beams and posts are encouraged;

**Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.**

20

Big White Official Community Plan-Bylaw No. 1125, 2001

- Use of corner boards, brackets, knee braces, exposed steel fasteners and substantial trim boards is encouraged;
- Use of stone covering the lower portions of buildings is encouraged;
- A limit of three materials per building is recommended in order to reduce visual disorder;
- Materials at the ground floor level should be chosen for their durability and detailed in a manner which respects the pedestrian scale;
- Large windows, which maximize the percentage of glass allowable for every elevation of the building, are encouraged;
- Door openings should be protected from the wind, and overhanging or drifting snow.

(5) Skier access to and from buildings shall be maintained wherever possible.

(6) Development on slopes exceeding 30% shall require a Geotechnical Engineer's report.

- The report must assure the Regional District that slope stability will be maintained;
- Recommendations of the report may be incorporated as conditions of the development permit;

(7) House Numbers shall be displayed and clearly visible at all times.

(8) The guidelines of the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area shall apply to this development permit area.

4.2 Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area

Area

Identified as Area No. 2 on Schedule „C“ Development Permit Area Map.

Category

Designated pursuant to

- Section 919.1(1a) protection of the natural environment, its ecosystems and biological diversity; and
- Section 919.1(1i) establishment of objectives to promote water conservation.

Justification

Big White ski resort is situated at a high elevation of between 1700 and 1900 m above sea level. The natural vegetation at this elevation is extremely sensitive and easily disrupted by construction and other human activities. The failure to reclaim disturbed areas will leave the landscape in a barren state. This could result in erosion, localized flooding, general unsightliness and scarring of the natural landscape. Reclamation of areas disturbed by construction or other human activity will help minimize the impact of new development on this sensitive ecosystem.

Application

All development in the area designated as Alpine Environmentally Sensitive Landscape Reclamation shall be subject to this section.

Site preparation work and road construction shall be exempt from this section.

***Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.***

Big White Official Community Plan-Bylaw No. 1125, 2001

Building repairs and other construction activities limited to buildings and not involving the land shall be exempt from this section.

Subdivisions of land shall be exempt from this section.

An application under this section shall be filed prior to the issuance of a Building Permit. The details of the landscape reclamation plan may be submitted at any time during construction but before a Certificate of Final Occupancy is issued. The Board of Directors must approve the Landscape Reclamation Plan before it may be implemented. In the event the landscaping cannot be completed in the same year of construction, the Regional District may accept a security in the form of an Irrevocable Letter of Credit to not obstruct the issuance of a Certificate of Final Occupancy. The Regional District expects the Landscape Reclamation Plan to be implemented no later than one year after a Certificate of Final Occupancy has been issued.

GUIDELINES

- (1) All disturbed areas must be reclaimed. A landscape reclamation report shall describe the manner in which disturbed areas will be reclaimed. The retention of natural vegetation is strongly encouraged wherever possible. Landscape reclamation may include the replanting of natural vegetation. Areas with hard surfacing such as an asphalt driveway or sidewalk are to be shown on the plan.
- (2) The Regional District may take into consideration standards established by the British Columbia Society of Landscape Architects (BCSLA) and the British Columbia Nursery Trades Association (BCNTA).
- (3) Construction debris shall be removed.
- (4) The landscape reclamation plan should consider the threat of wildfire. The plan could indicate the fire-resistance of vegetation and/or suggest other measures to mitigate the threat of wildfire.
- (5) The landscape reclamation plan should consider snow clearing and storage to ensure vegetation is not destroyed by these activities.
- (6) Landscaping and screening elements, if proposed, should provide visual privacy and separation to neighbouring properties and enhance the appearance of proposed buildings as viewed from public roads, the Village Core, and adjacent residential properties.
- (7) Existing vegetation shall be preserved wherever possible and all surface parking, garbage and recycling areas should be screened from view. The vegetation planted should be able to withstand the harsh alpine climate and be co-ordinated with adjacent landscaping.
- (8) Encourage the use of vegetation that does not require irrigation with the exception of watering at planting to establish root development.

Bylaw
No. 1508

4.3 Light Industrial Development Permit Area**Area**

Identified as Area No. 3 on Schedule „C“ Development Permit Area Map.

Bylaw
No. 1508

Category

Designated pursuant to

- o Section 919.1(1f) establishment of objective for the form and character of commercial, industrial or multi-family residential development; and
- o Section 919.1(1i) establishment of objectives to promote water conservation.

Justification

The appearance of the physical and natural environment is important to the continuing success of Big White. High quality visual standards must therefore be maintained for lands dedicated to industrial use.

**Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.**

Big White Official Community Plan-Bylaw No. 1125, 2001**Application**

A Development Permit will only be required for the construction of new buildings or for an addition 200 m² in gross floor area.

Subdivision of land is specifically exempted.

A Development Permit issued under this section shall not relax a parking regulation contained in the implementing bylaw.

GUIDELINES

- (1) A buffer strip comprised of mature trees at least 30m in width shall be maintained around lands designated for industrial exterior storage or a warehousing use.
- (2) Buildings and development within an area designated for an industrial use should be as unobtrusive as possible taking into consideration views from ski slopes including existing and future residential uses.
- (3) Reclamation and landscaping may be required where necessary to reduce or mitigate surface disturbance.
- (4) The guidelines of the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area shall apply to this development permit area.
- (5) Encourage the use of vegetation that does not require irrigation with the exception of watering at planting to establish root development.

Bylaw
No. 1508

***Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.***

5 IMPLEMENTATION OF THE PLAN

5.1 Introduction

Following the adoption of this Plan by Bylaw, there are various ways to ensure that the Plan's goals and objectives are achieved. The Plan's implementation shall be the ongoing responsibility of the Regional District, whose actions must conform to the Plan. The co-operation of the Provincial Government, private groups and the public will also be needed. Following are some key mechanisms that will be necessary for implementation.

5.2 General

1. Some of the policies in this Plan involve a coordination of efforts among the Regional District, the Province and private organizations. The Regional District shall encourage the support of these third parties.
2. The Regional District shall ensure as far as possible that the policies of this Plan are properly, fairly and reasonably implemented.
3. The Regional District shall give consideration to the policies of this Plan in preparing short and long term budgetary requirements.

5.3 Land Use Control

1. The Big White Zoning Bylaw shall be redrafted to conform to the policies of this Plan.
2. In order to accommodate specific site conditions or circumstances, the densities and uses referred to in this Plan may be further refined in the implementing bylaws provided that the general intent and purpose of the Plan is respected.
3. Subdivision approval remains with the Ministry of Transportation and Highways Provincial Approving Officer who may have regard to the policies of this Plan in considering subdivision applications.
4. The Regional District, in order to implement this Plan, may enact such bylaws as it considers reasonable and appropriate.

6 LAND USE MAP

6.1 Interpretation of Land Use Maps

The Land Use Map attached hereto as Schedule „B” indicates the general locations and distributions of major land use designations in the Plan area. The boundaries of the designations are approximate and convey the relationship between principal uses. These boundaries will be defined in greater detail in the implementing bylaws.

Public utility uses and transmission facilities (excepting offices, maintenance facilities and administrative services) which are essential for the provision of water, sewer, electricity, telephone and similar services shall be permitted throughout the area as required.

6.2 Explanation of the Land Use Designations

The list below generally indicates the range of permitted uses for each land-use designation.

1. EXISTING DEVELOPMENT AREA

Village Core

Within the area designated Village Core, permitted uses may include: bookshops, business, professional and administrative offices, catering services, conference centres and banquet rooms, day-care facility, eating and drinking establishments, gift shops, health salon and fitness centres, hotels, multiple family residences, personal service establishment, recreation and entertainment facilities, ski/sport shop including ski school and ski rental facilities and accessory uses, buildings and structures.

Medium Density Residential

Within the area designated Medium Density Residential, permitted uses may include: single and two family residences, multiple family residences, home occupations, accessory buildings and structures.

Intermediate Density Residential

Within the area designated Intermediate Density Residential, permitted uses may include: single and two family residences; multiple family residences; recreational and entertainment facilities; home occupations; pensions; bed and breakfasts and/or boarding use; and accessory buildings and structures.

High Density Residential

Within the area designated High Density Residential, permitted uses may include: multiple family residences and accessory buildings and structures.

Day Lodge Commercial

Within the areas designated Day Lodge Commercial, permitted uses may include: day-care facilities, eating and drinking establishments, gift and sport shop, ski school sales and ski rental facilities, ticket sales and accessory uses, buildings and structures.

Public and Institutional

Within the areas designated as Public and Institutional, permitted uses may include: civic use, community hall, emergency services building, fire hall, first aid post, hospital, post office, public service use, recycling facilities, public utility use, ski patrol building and one dwelling unit in conjunction with a principal permitted institutional use recycling facilities.

Light Industrial

Within the areas designated as Light Industrial permitted uses may include typical ski-hill maintenance facilities, storage, towing compounds, accessory uses buildings and structures.

Bylaw
No.
1353

**Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.**

Big White Official Community Plan-Bylaw No. 1125, 2001

Sewer Utility

In the area designated as Sewer Utility, permitted uses shall include: sewage treatment and disposal facilities operating under a permit pursuant to the Waste Management Act and accessory uses, buildings and structures including the storage of propane or similar fuel tanks.

Recreational Resource

In the area designated as Recreational Resource, permitted uses may include: hiking trails, horseback riding trail and stables, outdoor recreational use, picnic site, resource use, ski lift and tow and accessory uses, buildings and structures.

Neighbourhood Commercial

Neighbourhood Commercial is primarily intended to meet the immediate needs of a residential area that is removed from the Village proper. It should not be of a size or nature that could seriously compete with, or detract from, commercial within the Village Core. The suggested maximum Floor Area Ratio for new development of commercial should be in the vicinity of 0.8.

2. FUTURE GROWTH AREA

The Future Growth Area designation is subject to Secondary Planning in compliance with Section 3.3 of this Plan and all other policies of the Big White Official Community Plan. The permitted uses within the Future Growth Area will be identified by way of the Secondary Planning Process. The Future Growth Area will be divided into sub-areas on Schedule B (Land Use Map) to assist in referencing certain areas with greater ease. The sub-areas are the Black Forest, Village, Lower Snow Pines, Powder and Westridge Future Growth Area.

***Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.***

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Appendix B: Letter of Support from the Province of B.C.



File No: 3413235

March 08, 2018

Donna Dean

Manager of Planning and Development
 Kootenay-Boundary Regional District
 202 - 843 Rossland Ave.
 Trail, BC V1R 4S8

Dear Ms. Dean,

Re: Application for Rezoning, Black Forest Project at Big White Ski Resort

Brent Harley and Associates Inc., acting as an agent on behalf of Big White Ski Resort, have applied to our office for a Crown Grant within the Black forest development area of Big White Ski Resort. The Crown Grant application is for the development of employee housing. We understand the application area does not currently have suitable zoning for the intended purpose.

This letter will confirm that Brent Harley and Associates Inc., is authorized to act as agent on behalf of the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) with respect to a rezoning application, over the area as shown in red on the attached map and described as:

**All the Unsurveyed Crown land adjacent to District Lot 4253, Similkameen Division
 Yale District, containing 0.448 hectares, more or less, within the Controlled
 Recreation Area for Big White Ski Resort.**

I trust that this letter is sufficient to allow the Board to accept and process the application required for this development. Please feel free to call or email me if you require further information, 250-371-3934 or Lily.Kotzeva@gov.bc.ca.

Sincerely,

Lily Kotzeva
 Land Officer

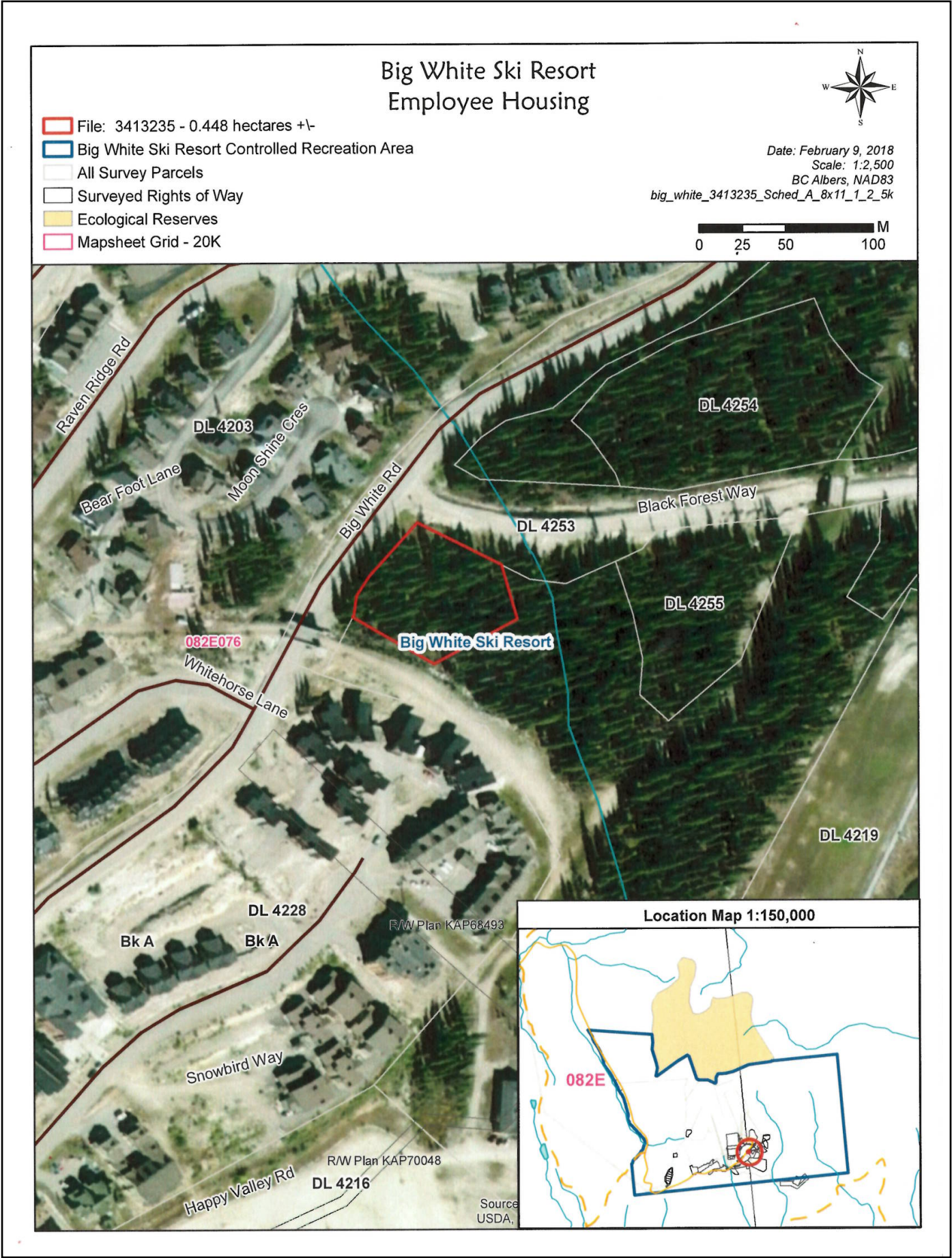
pc. Brent Harley and Associates Inc. Via Email: brent@brentharley.com
 Paul Plocktis, Vice President, Real Estate & Development, Big White ski Resort
 Via Email: pplocktis@bigwhite.com

Ministry of Forests, Lands and
 Natural Resource Operations

Mountain Resorts Branch

Mailing Address:
 510 – 175 2nd Avenue
 Kamloops, BC V2C 5W1

Telephone: 250 371-3952
 Facsimile: 250 371-3942
 Website: www.gov.bc.ca/for





Appendix C: Utilities and Servicing Plan



April 5, 2018

Big White Ski Resort Ltd.
PO Box 2434, Station R
Kelowna, BC
V1X 4K5

Attention: Mr. Jeremy Hopkinson
Vice President, Mountain Operations

Dear Jeremy:

**RE: Black Forest Development - Secondary Plan
Drainage System Plan**

1.0 INTRODUCTION

This letter-report sets out our recommendations for the development of a storm drainage system for the Black Forest development area at Big White. The objective of this letter is to determine the storm sewer layout and pipe diameters required to service the proposed development

This report includes the following sections:

- 1.0 Introduction
- 2.0 Engineering Criteria
- 3.0 Drainage Analysis
- 4.0 Summary of Report

The proposed Black Forest development is to consist of 10 land parcels that will house 388 housing units which will contain 1892 bed units. The development elevation ranges from 1,683m to 1,717m and is located immediately south and below Big White Road just past the skier bridge.

The location of proposed development area is shown on Figure 1.1 on the following page. Table 1.1 accompanies Figure 1.1 and lists the development units, area, and number of bed units proposed per parcel.

The roads and site layout are based on development layout supplied by Brent Harley & Associates. Road design within the proposed development is preliminary, although the routes proposed appear feasible and the drainage is based on existing topography.

Agua Consulting Inc. “Engineered Water Solutions”

- o 3660 Anderson Road, Kelowna, BC, V1X 7V8
- o Phone / Cell: 250.212.3266

Big White Ski Resort
Black Forest Secondary Plan
Drainage System Plan
April 5, 2018

Page 2

Figure 1.1 - Black Forest Plan (Source: Brent Harley and Associates- Secondary Plan)

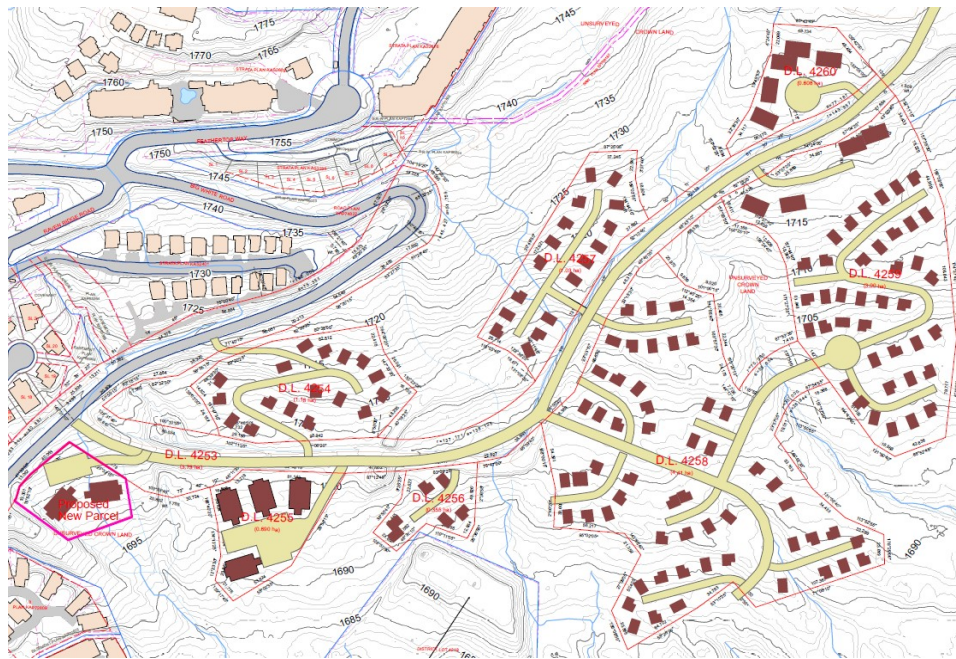


Table 1.1 - Development Parcels - (Source Brent Harley and Associates – Secondary Plan Table 4.1)

Parcel #	Area (ha)	Zoning	Unit Type	# of Units	# of Bed Units
DL 4260	0.608	VC6	High Density Multi-family	100	300
DL 4259	3.0	R4 & R3	Medium Density Multi-family and Single-family	109	514
DL 4258	4.41	R3	Single Family	54	324
DL 4256	0.355	R3	Single Family	6	36
DL 4255	0.69	R6A	Employee Housing Residential	36	176
DL 4254	1.18	R3	Medium Density Multi-family	48	352
DL 4257	1.03	R3	Single Family	17	102
DL 4253 Block A	2.43	Unzoned	Road	0	0
DL 4253 REM	1.33	Unzoned	Road	0	0
Unassigned	0.45	R6A*	Employee Housing Residential	18	88
TOTAL	15.453			388	1,892

*Application to amend R6A for Unassigned Land in process

Agua Consulting Inc.
“Engineered Water Solutions”

2.0 DESIGN CRITERIA

Criteria for storm water infrastructure design are based on good engineering practices. A summary of the parameters used is as follows:

Minor return period storm frequency	1:5 year
Major return period storm frequency	1:100 year
Manning's Coefficient	n=0.013

The proposed development was divided into contributing areas as illustrated in Figure 3.1. All contributing areas are small enough to complete the runoff analysis using the Rational Method. Runoff coefficients were used based on the proposed density for each area. Runoff coefficients used are as follows:

Runoff coefficient for Single Family Units	0.5
Runoff coefficient for Attached Multi-family	0.7
Runoff coefficient for Detached Multi-family	0.6
Runoff coefficient for road and parking areas	0.8

Rainstorms Data

Rainfall data for the Big White area is no available. Information from the Kelowna International Airport with a correction factor due to altitude difference was used for the Drainage Analysis. Precipitation intensity was increased by 30%.

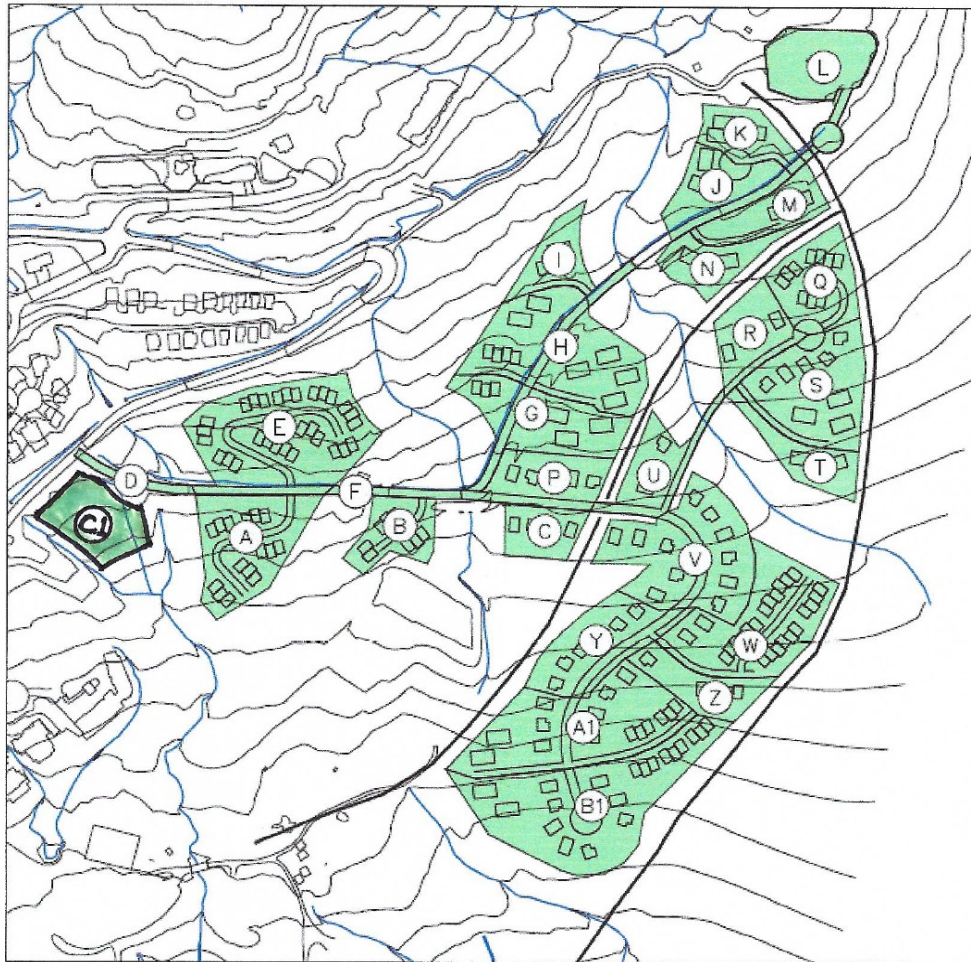
Time of Concentration

Time of concentration for the 5-year event	10 min
Time of concentration for the 100-year event	5 min

3.0 DRAINAGE ANALYSIS

The proposed development is located east of the Big White Village on land sloping to the southeast. Several minor water courses flow through the proposed development area. Runoff flows conveyed by the storm sewer will be discharged at these water bodies at several locations. Figure 3.1 shows the sub-catchment areas identified for the Black Forest development.

Figure 3.1 - Black Forest Sub-catchment Area Identification



Big White Ski Resort
 Black Forest Secondary Plan
 Drainage System Plan
 April 5, 2018

Page 5

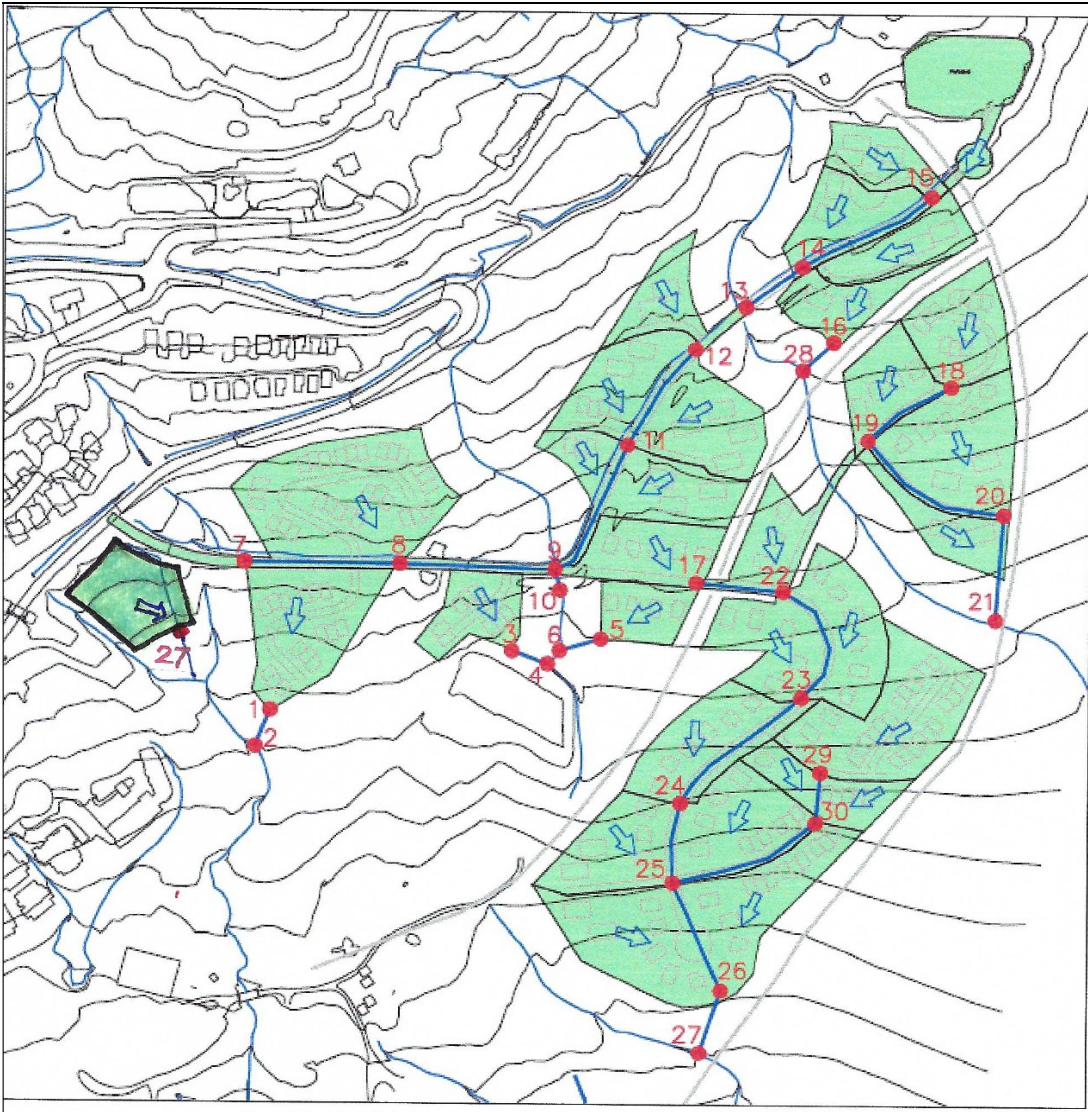
Table 3.1 - Black Forest Sub-Catchment Areas and 1:5 year Runoff

AREA ID	AREA (m ²)	Runoff Coeff	Discharge Node No.	Runoff Flow (L/s)
A	7898	0.7	1	92
B	3663	0.7	3	43
C	300	0.5	5	25
D	884	0.8	7	12
E	12725	0.7	8	160
F	924	0.8	9	12
G	7289	0.65	9	79
H	11583	0.6	11	116
I	3555	0.6	12	36
J	4798	0.6	14	48
K	3345	0.6	15	33
L	6222	0.8	15	83
M	3847	0.6	14	38
N	3328	0.6	16	33
P	4922	0.5	17	41
Q	5346	0.7	18	62
R	4187	0.5	19	35
S	8854	0.55	20	81
T	3359	0.6	21	34
U	4144	0.5	22	35
V	11203	0.5	23	93
W	9967	0.65	29	108
Y	6621	0.5	24	55
Z	3684	0.6	30	37
A1	12333	0.55	25	113
B1	15024	0.55	26	150
C1	4500	0.6	27	45

The proposed storm sewer is illustrated in Figure 3.2. Estimated runoff flows from a minor 1:5-year storm event are listed above in Table 3.1. The storm sewer pipe network is based on the proposed road alignment and the existing topography.

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 "Engineered Water Solutions"

Figure 3.2 - Black Forest Proposed Storm Sewer



The proposed storm sewer pipe network has been designed to convey the runoff generated by the 5 year storm event. The required pipe diameters and expected flows are listed in Table 3.2

Runoff generated by the 1:100-year storm event will be safely conveyed by roads and swales following the same drainage pattern shown in Figure 3.2. The expected runoff flows from each of the sub-catchment areas is indicated in Table 3.3

Table 3.2 - Storm Sewer Pipe Network

Node ID		Elevation (m)		Length	Slope	Diameter	Manning	Pipe Cap.	Max Flow	Q / Qfull	Comments
Initial	Final	Initial	Final	(m)	(%)	(mm)	(n)	Full (L/s)	(L/s)	(%)	
1	2	1686.5	1685	30	5.00%	250	0.013	133	80	60.2%	Discharge to Creek
3	4	1687	1685	30	6.67%	250	0.013	153.5515871	37	24.1%	Discharge to Creek
5	6	1688.5	1685	44	7.95%	250	0.013	167.7287935	22	13.1%	Discharge to Creek
7	8	1703.5	1700.5	135	2.22%	250	0.013	88.65305013	10	11.3%	
8	9	1700.5	1694.5	105	5.71%	300	0.013	231.1697113	149	64.5%	
12	11	1716.5	1707.5	96	9.38%	250	0.013	182.0897825	31	17.0%	
11	9	1707.5	1694.5	121	10.74%	250	0.013	194.930111	131	67.2%	
9	10	1694.5	1693	18	8.33%	375	0.013	506.1579536	280	55.3%	Discharge to Creek
15	14	1726.5	1721	102	5.39%	250	0.013	138.0960314	101	73.1%	
14	13	1721	1718	73	4.11%	300	0.013	196.0420125	176	89.8%	Discharge to Creek
16	28	1713.5	1710	30	11.67%	250	0.013	203.1296564	29	14.3%	Discharge to Creek
18	19	1705.5	1701	76	5.92%	250	0.013	144.7102853	54	37.3%	
19	20	1701	1693.5	128	5.86%	250	0.013	143.9546129	84	58.4%	
20	21	1693.5	1686	85	8.82%	300	0.013	287.2573328	184	64.1%	Discharge to Creek
29	30	1676	1668.5	48	15.63%	250	0.013	235.0768984	94	40.0%	
30	25	1668.5	1664	113	3.98%	250	0.013	118.6771134	94	79.2%	
17	22	1693	1692	60	1.67%	250	0.013	76.77579353	36	46.9%	
22	23	1692	1687	60	8.33%	250	0.013	171.6758934	65	37.9%	
23	24	1687	1673.5	165	8.18%	250	0.013	170.1080441	113	66.4%	
24	26	1673.5	1664	68	13.97%	300	0.013	361.4575505	211	58.4%	
25	26	1664	1653.3	110	9.73%	375	0.013	546.8550599	305	55.8%	
26	27	1653.5	1650	55	6.36%	375	0.013	442.3126559	435	98.3%	Discharge to Creek
27	Creek	1705	1699	45	13.33%	250	0.013	217.154737	45	20.7%	Discharge to Creek

Big White Ski Resort
 Black Forest Secondary Plan
 Drainage System Plan
 April 5, 2018

Table 3.3 - Black Forest Sub-Catchment Areas and 1:100year Runoff

AREA ID	AREA (m ²)	Runoff Coeff	Discharge Node No.	1:100 Runoff Flow (L/s)
A	7898	0.7	1	238
B	3663	0.7	3	110
C	300	0.5	5	65
D	884	0.8	7	30
E	12725	0.7	8	413
F	924	0.8	9	32
G	7289	0.65	9	204
H	11583	0.6	11	299
I	3555	0.6	12	92
J	4798	0.6	14	124
K	3345	0.6	15	86
L	6222	0.8	15	214
M	3847	0.6	14	99
N	3328	0.6	16	86
P	4922	0.5	17	106
Q	5346	0.7	18	161
R	4187	0.5	19	90
S	8854	0.55	20	209
T	3359	0.6	21	87
U	4144	0.5	22	89
V	11203	0.5	23	241
W	9967	0.65	29	278
Y	6621	0.5	24	142
Z	3684	0.6	30	95
A1	12333	0.55	25	291
B1	15024	0.55	26	387
C1	4500	0.6	27	116

Agua Consulting Inc.
 "Engineered Water Solutions"


4.0 REPORT SUMMARY

This section provides a summary of our report

- ☐ Black Forest development is located in an area that has several available discharge locations into water courses. Having the opportunity to discharge the runoff in several different locations reduces the pipe sizes required throughout the drainage pipe network. It also disperses the runoff flows to the natural water courses with lower flows and less overall impact.
- ☐ The proposed development area has been subdivided into small sub-catchment areas. The analysis was carried out utilizing the Rational Method. Intensity Duration Frequency rainfall data from the Kelowna Airport with a 30% increase factor due snowpack and rainfall intensities expected at the higher altitude.
- ☐ The storm sewer has been designed to generally follow the road layout and is based on the existing topography. The pipes have been sized to convey the 1:5-year storm event.
- ☐ Roadside ditches will convey the higher 1:100-year runoff events.
- ☐ A minimum pipe diameter of 250mm is recommended for this drainage plan.
- ☐ At the time of this report completion no detailed profiles of the roads within the development were available. The drainage plan has been based on existing topographic information. Once the detailed road design is completed, confirmation of the actual pipe slopes and required storm sewer pipe sizes can be completed. The final pipe sizes must be checked against the actual detailed design drawing pipe slopes to verify there is sufficient pipe capacity to carry the minor system Design Flows.
- ☐ Table 3.2 of this report shows the preliminary pipe diameters for the proposed storm sewer.
- ☐ The major storm event runoff will flow overland following the same route as the minor storm event. In places where the overland flow is not conveyed by a road, swales large enough to carry the expected flows shall be constructed. Erosion protection of the swale must be considered during their design.
- ☐ The capacity of the ravine where Nodes 4, 6 and 10 will discharge has to be assessed to make sure that no overland flow will enter the west part of sub-catchment areas A1 and B1.

Yours truly,

Agua Consulting Inc.



Bob Hrasko, P.Eng.
 Principal

RJH

Agua Consulting Inc.
 "Engineered Water Solutions"



April 4, 2018

Big White Ski Resort Ltd.
 PO Box 2434 Station R
 Kelowna, BC
 V1X 4K5

Attention: Mr. Jeremy Hopkinson,
 Vice President, Mountain Operations

Dear Jeremy:

**RE: Black Forest Development - Secondary Plan
 Water Supply System Plan**

1.0 INTRODUCTION

This report sets out our recommended water supply plan for the Black Forest development area at Big White. This letter supersedes the October 29, 2007 letter prepared at that time. Since that time, Big White has developed additional water source capacity at both the Rhonda Lake Water Treatment Plant and at the new Powder Basin Water Treatment Plant. The objective of this letter is to assess the capacity of the existing water system infrastructure to service the proposed development. The size of new infrastructure needed to supply water to the Black Forest Development is presented.

This report includes the following sections:

- 1.0 Introduction
- 2.0 Engineering Criteria
- 3.0 Water System Capacity Assessment
- 4.0 Water System Upgrades
- 5.0 Summary of report

The proposed Black Forest development is to consist of 10 land parcels that will house 388 housing units which will contain 1892 bed units. The development elevation ranges from 1,683m to 1,717m and is located immediately south and below Big White Road just past the skier bridge.

Location of proposed development and site layout is illustrated on Figure 1.1 on the next page.

Included with Figure 1.1 is Table 1.1 which is an excerpt from the Brent Harley Secondary Plan report (*Table 4.1 in their report*) summarizing development units and bed units for the individual parcels.

Agua Consulting Inc. “Engineered Water Solutions”
 o 3660 Anderson Road, Kelowna, BC, V1X 7V8
 o Phone/Text: 250.212.3266

Big White Ski Resort
Black Forest Secondary Plan
Water Supply System
April 5, 2018

Page 2

Figure 1.1 - Black Forest Plan (Source: Brent Harley and Associates- Secondary Plan)

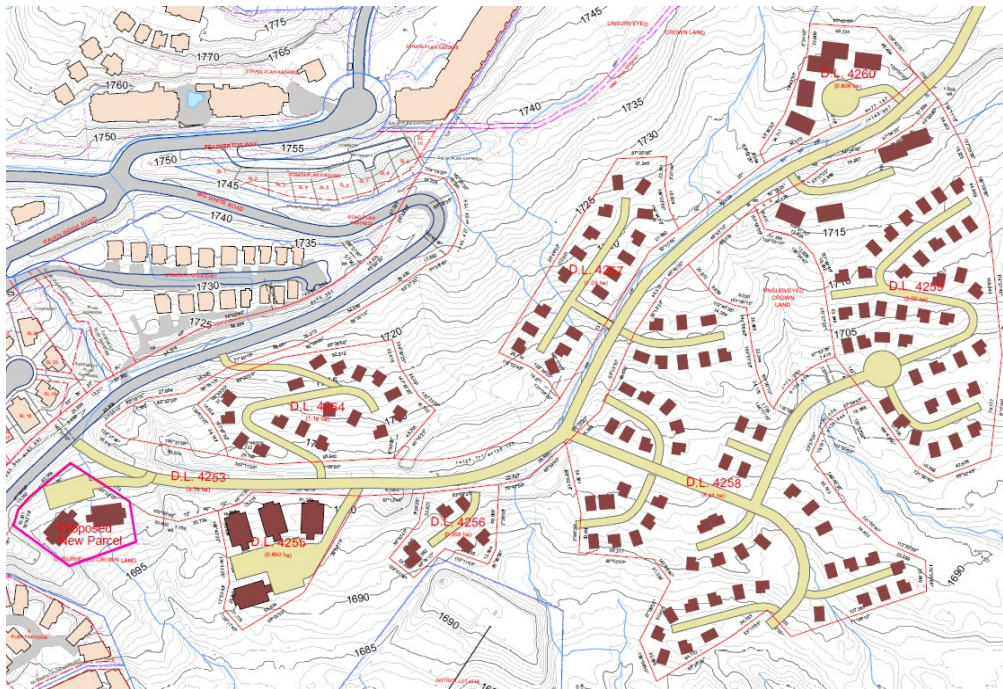


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Parcel #	Area (ha)	Zoning	Unit Type	# of Units	# of Bed Units
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DL 4256	0.355	R3	Single Family	6	36
DL 4255	0.69	R6A	Employee Housing Residential	36	176
DL 4254	1.18	R3	Medium Density Multi-family	48	352
DL 4257	1.03	R3	Single Family	17	102
DL 4253 Block A	2.43	Unzoned	Road	0	0
DL 4253 REM	1.33	Unzoned	Road	0	0
Unassigned	0.45	R6A*	Employee Housing Residential	18	88
TOTAL	15.453			388	1,892

*Application to amend R6A for Unassigned Land in process

Agua Consulting Inc.

"Engineered Water Solutions"

2.0 ENGINEERING CRITERIA

Engineering criteria adopted for this report is presented as follows:

Population Density

High Density Building	33 bed/building
Medium Density Building	11 bed/building
Single Family Unit	4 bed/building
Studio	2 pillows
1 Bedroom	4 pillows
2 Bedroom	6 pillows
3 Bedroom	8 pillows
Additional bedroom	1.5 pillows

Water Demands

Average Day Demand (ADD)	68.2 L/d/bed (15 lgp/bed)
Maximum Day Demand (MDD)	227.3 L/d/bed (50 lgp/bed)
Peak Hour Demand (PHD) / MDD factor	1.5
Fire Flow Demand (minimum)	150 L/s for 2 hours

Residual Pressures

Maximum Static Pressure	95m (135 psi)
Minimum Pressure under Peak Hour Demand	31.7m (45 psi)
Minimum Pressure under MDD + FF	14.1m (20 psi)
Hazen- Williams Roughness Coefficient 'C' for PVC pipe	130

3.0 WATER SYSTEM CAPACITY ASSESSMENT

Our assessment of the water system with respect to the proposed development covers domestic water demand, fire demand, reservoir storage capacity, water distribution system capacity, and water treatment plant (WTP) capacity.

WATER DEMANDS

Average daily demand created by this development will result in:

$$\begin{aligned} 1892 \text{ bed units} \times 15 \text{ Igpd / bed unit} &= 28,380 \text{ Imperial gallons} \times 365 = 10,358,700 \text{ Imp. Gallons} \\ \text{Total Annual Demand increase on Sources} &= 46,987 \text{ m}^3 = 47 \text{ ML} \end{aligned}$$

Maximum Daily Demand (MDD) is the basis for daily water supply capacity. This is the number used to size source supply components such as water treatment and balancing storage. Based on a MDD of 50 Igpd/bed the additional demand placed on the mountain from the proposed development is estimated to be as follows:

Black Forest

Phase 1 – 946 bed units x 50 Igpd/bed unit	=	47,300 Igpd (2.48 L/s)
Phase 2 – 946 bed units x 50 Igpd/bed unit	=	47,300 Igpd (2.48 L/s)

Ultimate Add'l Max Day Water Demand (MDD)	94,600 Igpd (4.97 L/s)
--	-------------------------------

Peak hour demands are estimated to be 1.5 x the MDD. The PHD is estimated to be 7.5 L/s.

FIRE DEMAND

Fire flow of 150 L/s with a duration of 2 hours is typical for multi-family developments in the BC Southern Interior. At the time of construction planning, each specific building fire flow demand must be estimated as per Fire Underwriters Survey (FUS) to confirm that the building FF demand does not exceed fire flow supply capacity.

RESERVOIR STORAGE ASSESSMENT

Reservoir storage is typically assessed using the equation of the sum of:

- A = Balancing storage, typically 6 hours of the Maximum daily water demand;
- B = Fire storage for the flow rate and duration of the highest level of protection required in the service area;
- C = Emergency storage which is equal to (A + B) x 25%

Existing reservoir storage on the mountain consists of a 1,363 m³ concrete in-ground storage tank with a high-water level of 1879.40 metres. The current actual MDD measured at Big White is 27.53 L/s (524,000 Igpd). The reservoir is gravity fed from the WTP, where the number of on-line filters is adjusted through out the year to supply the MDD. The WTP capacity is 31.5 L/s (600,000 Igpd) which reduces the balancing storage requirement. The development will add 4.97 L/s demand to the MDD requirements.

Since 2007, the Rhonda Lake water treatment capacity has been upgraded such that the flow through the water treatment plant can provide significantly more water due to the installation of two large Spektron 250e UV reactors. This allows the filtration system to be bypassed in times of emergency, while still maintaining disinfection requirements.

Our current assessment of storage allotment is summarized as follows:

Current Storage Assessment	No Bypass	w / bypass
A (Balancing storage) = MDD flow (27.53 L/s) for 6 hours =	595 m ³	595 m³
B (Fire storage) = 150 L/s for a duration of 2.0 hours =	495 m ³	1,080 m³
C (emergency storage) = 25% x (A+B) =	273 m ³	419 m³
TOTAL	1,363 m³	2,094 m³

Current fire storage available can include both the fire storage and emergency storage components. The total amounts of Items B and C amounts 768 m³ or 150 L/s for a duration of 1.42 hours. The fire storage is supplemented by the large UV reactors which make up the difference in required flow and storage. The storage available in Rhonda Lake is in the range of 262,000 m³.

Future Storage Assessment	No Bypass	w / bypass
A (Balancing storage) = MDD flow (32.50 L/s) for 6 hours =	702 m ³	702 m³
B (Fire storage) = 150 L/s for a duration of 2.0 hours =	388 m ³	1,080 m³
C (emergency storage) = 25% x (A+B) =	273 m ³	446 m³
TOTAL	1,363 m³	2,227 m³

The available fire protection flow from the reservoir is reduced to 150 L/s for a duration of 1.22 hours when the Black Forest Development MDD is added to the water system. The supplemental flow from the UV reactors makes up the difference in fire demand under emergency conditions.

WATER DISTRIBUTION SYSTEM CAPACITY

The proposed development is outside the area currently serviced by the Big White water distribution system. The watermain network has to be extended to supply water to Black Forest development. The proposed network expansion is discussed in Section 4.0 Water System upgrades.

WATER TREATMENT CAPACITY ASSESSMENT

The existing Rhonda Lake water treatment system has a current capacity of 31.5 L/s (600,000 lpgd). With the addition of the full Black Forest development, MDD demand will increase by 4.97 L/s to a total MDD of 32.5 L/s. The Rhonda Lake water treatment capacity is insufficient to handle the entire maximum daily demand without bypassing the filters.

In early 2018, Big White developed the Powder Basin water source with a UV disinfection and chlorination facility constructed immediately below the Powder Basin Reservoir. This facility has an initial capacity of 3.46 L/s for two small reactors (three small Hallett UV reactors installed rated at 27.4 USgpm each). This water treatment system will feed into the lower pressure zone and will take demand off of the Rhonda Lake water system during MDD conditions.

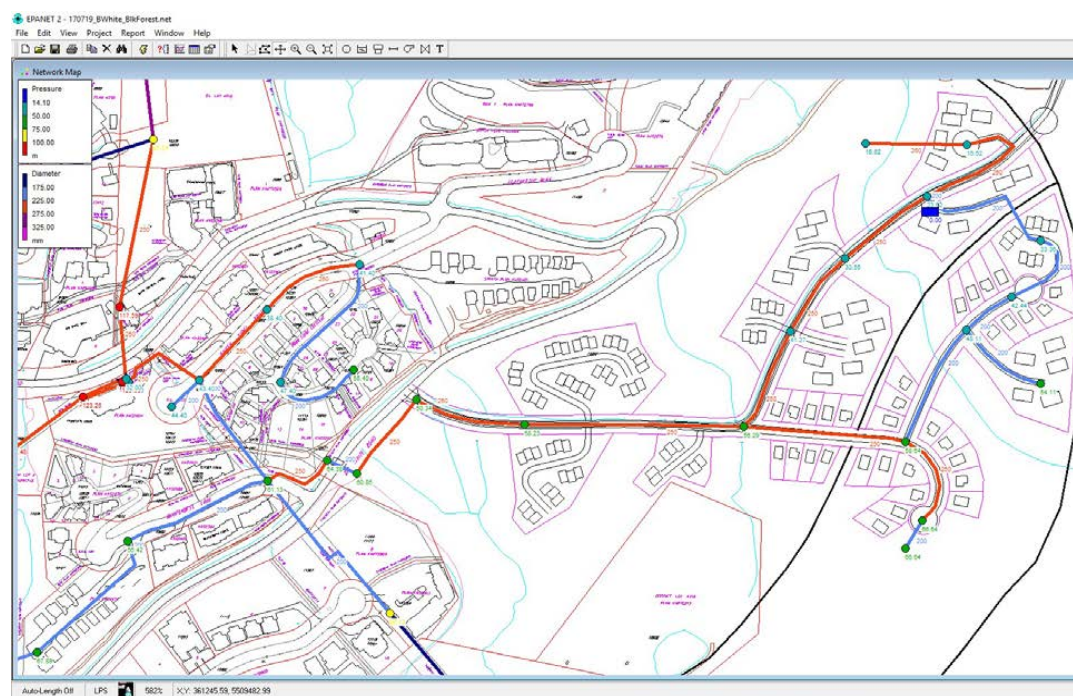
4.0 WATER SYSTEM UPGRADES

The water system upgrades required to service the proposed development are discussed in this section.

Water Distribution System Upgrades

The computer water distribution model is the best analytical tool for determining water distribution system capacity to the development site. The proposed pipe network expansion was added to the latest version of the model to confirm water main diameter requirements for properly servicing the Black Forest Development. Figure 4.1 illustrates the required water main sizes. Sizes are shown on the figure in millimeters. The red pipes are 250mm diameter. The light blue pipes are 200 mm diameter. The loop around the lower (south eastern) portion of the development is recommended to be 200mm diameter as a 150mm diameter loop will result in higher than desired velocities in the event of a 150 L/s fire flow.

Figure 4.1 - Recommended Water Main Sizes



The development area is located below the two existing Pressure Reducing Valve (PRV) stations that are on the mountain. Because the development is lower on the mountain, there is the ability to provide water from either the Rhonda Lake source or from the Powder Basin Reservoir.

Agua Consulting Inc.

"Engineered Water Solutions"

Fire Flow Protection

FUS fire flow assessments for the larger building within Black Forest must be completed to determine specific building fire demand. Additional information in regards to square footage, construction materials, fire wall and sprinkler system installation, as well as building clearances will affect the fire flow assessment. For multi-family development within the Okanagan region, a maximum fire flow of 150 L/s is the standard municipal design requirement.

In 2007, two options were considered for providing the design fire flow to the Black Forest area: one was to bypass the pressure media filters at the Rhonda Lake Treatment plant and upgrade the disinfection capabilities; the second was to install water main from the Powder Basin source and bring that source on-line. The first option was successfully implemented in 2015

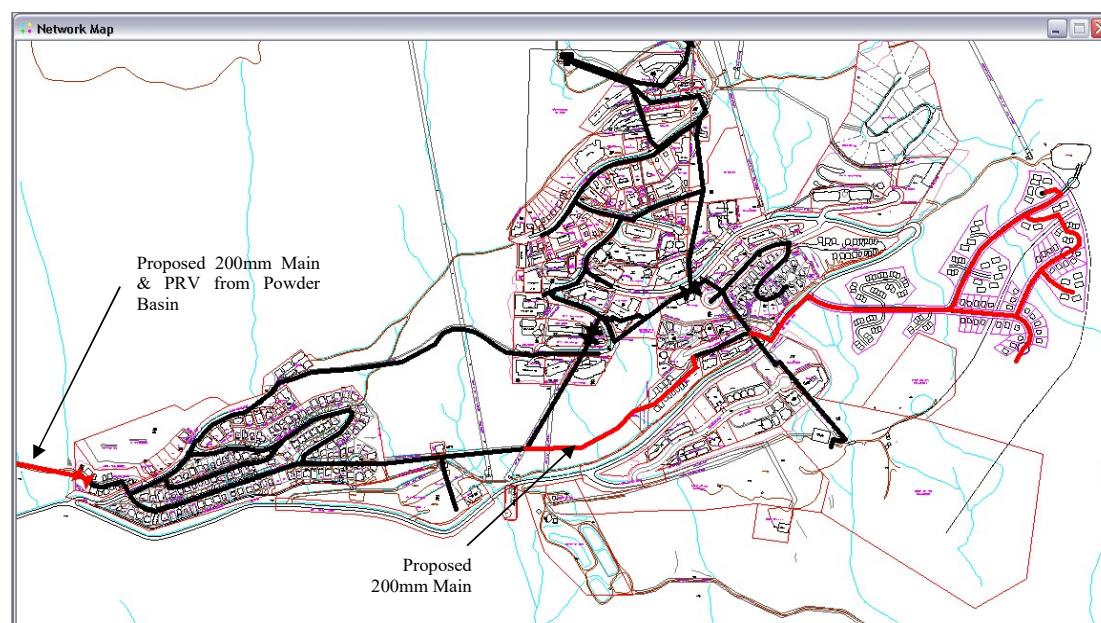
Option 1 - Fire Flow Protection – Bypass Filters

One option is to adjust the system so that the FF component is eliminated from the storage requirement equation by means of a direct feed from the Rhonda Lake Reservoir. Rhonda Lake Reservoir holds approximately 360,000 m³ of storage and is the primary water supply for Big White. Sufficient flow and substantial duration of the maximum flow will be available if this source is used directly to provide fire protection. Since 2007, the disinfection capacity from the Rhonda Lake source has been completed.

Option 2 - Fire Flow Protection – Feed from Powder Basin

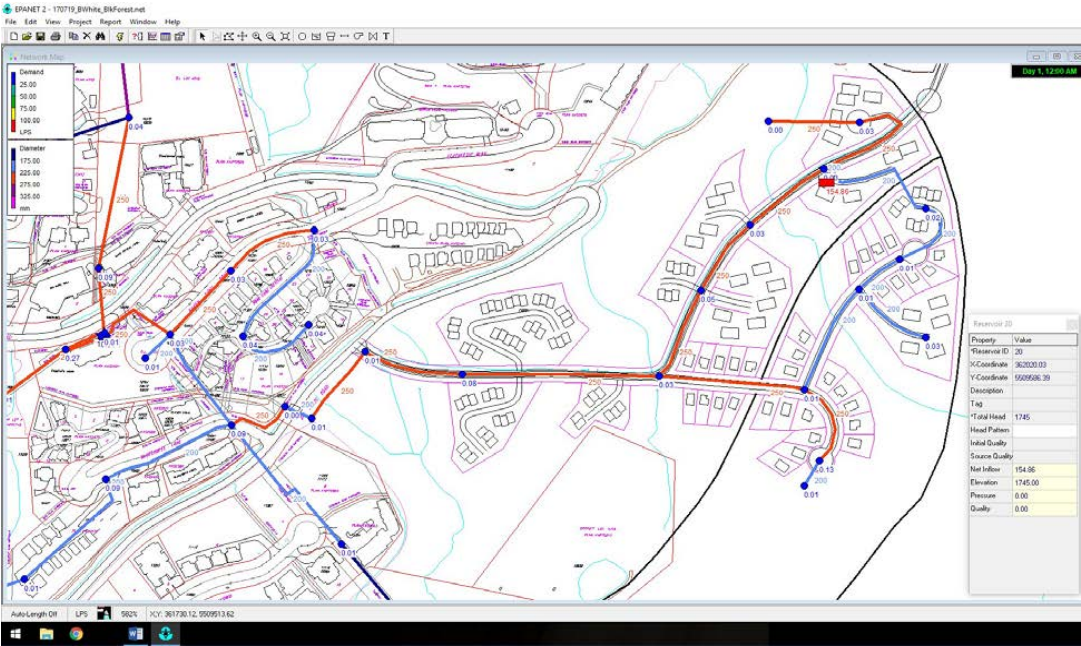
The second option considered is to supply water across the lower Pressure zone service area and supply water from the new Powder Basin Reservoir. The treatment facility is partially completed. Figure 4.2 shows the new mains required for Basin Powder to feed the Black Forest area.

Figure 4.2 - Powder Basin Supply to Black Forest



With Option 1 completed and there being flow from Rhonda Lake water source, the computer model was tested to determine the minimum available fire flow at the highest point in the Black Forest service area while still maintaining 20 psi (14m head) available at all locations within the system.

Figure 4.3 - Residual Pressure and Flow Velocity under MDD+FF



A flow of 150 L/s is available at all locations within the system.

Water Treatment Capacity Assessment

The existing water treatment system has a current capacity of 31.5 L/s (600,000 Igpd). With the addition of the Black Forest development, the water treatment capacity will be insufficient to handle the maximum daily demand conditions. There are two options available to increase water treatment capacity: one is to expansion of the Rhonda Lake WTP filtration system; the second is to bring the Powder Basin WTP on-line.

With the MDD projected to increase from 27.53 L/s (524,000 Igpd) to 32.50 L/s (609,500 Igpd) this would put the demands above filtration capacity of 31.5 L/s. If all flow were to be provided from the Rhonda Lake WTP, two additional 80,000 Imperial gallon per day multi-media filters will be required to provide sufficient flow for Black Forest Development.

Alternately, now with the Powder Basin WTP functional, the disinfection capacity from that source is in the range of 3.45 L/s which is sufficient to meet the additional demands from the Black Forest development area.

5.0 SUMMARY OF REPORT

This section summarizes our report.

- ☐ Water demands for this development are based on a total of 1,892 bed units at a MDD of 50 Igpd per bed unit. The MDD for the current development is 27.53 L/s. With the addition of Black Forest, the additional demand is estimated to be 4.97 L/s. The total MDD would become 32.5 L/s at development area build-out. The peak hour demand is estimated to be in the range of 7.5 L/s.
- ☐ An Engineer's sealed form of the FUS fire flow assessment should be completed by each developer and submitted to Big White to confirm the fire flow required for each new building developed is able to be provided by the water supply system. This letter has been completed based on a maximum fire flow requirement for multi-family development of 150 L/s. Should the FUS fire flow calculation indicate that a higher fire flow is required the watermain grid for supply must be reviewed.
- ☐ The proposed development can be connected to the existing water distribution system. As shown in Figure 4.1, the water main sizes to meet the domestic flow and fire flow demand is a 250mm supply main. Recommended water main sizes are illustrated in Figure 4.2 of this report.
- ☐ Since the October 2007 report, Big White has improved the disinfection supply capacity at the Rhonda Lake WTP and has brought on-line the Powder Basin WTP disinfection system to provide a new source and better redundancy in water supply during emergencies;
- ☐ The existing 1879m elevation reservoir capacity has been assessed factoring in the gravity fed flows available from the water treatment plant. The water treatment plant operates continually to supply the MDD reducing the balancing storage requirement from the existing reservoir;
- ☐ Big White has the ability to provide a continuous supply of gravity fed, disinfected water from the Rhonda Lake water source. This flow bypasses the filters at the WTP and is not limited in storage capacity with 360,000 m³ of water typically available;
- ☐ The proposed water distribution system with in the Black Forest area has been modeled to confirm that water main diameters are adequate to supply the expected demands under the Engineering Criteria conditions indicated in Section 2.0 of this report.
- ☐ Water distribution system simulation indicated that a fire flow of 150 L/s can be supplied to the Black Forest area if the water main sizes shown in Figure 4.1 are utilized.
- ☐ The Rhonda Lake WTP filtration capacity is limited to 31.5 L/s. The additional development increases the requirement to 32.5 L/s. The shortfall is met by the supply capacity from the Powder Basin WTP which is 3.45 L/s.

Please review this letter and call us with any further questions that you may have.

Yours truly,

Agua Consulting Inc.



Bob Hrasko, P.Eng.
 Principal

Agua Consulting Inc.
 "Engineered Water Solutions"

Draft Zone: R6B Hostel Zone

407B. HOSTEL ZONE R6B

1. Subject to compliance with the general provisions in Part 3, the following provisions shall apply in the Hostel Zone.

2. Permitted Uses

The following uses only shall be permitted:

- a) Employee Housing;
- b) Employee Services;
- c) Hostel;
- d) Accessory buildings and structures.

3. Minimum Parcel Area

The minimum parcel area shall be 2,000 m².

4. Floor Area Ratio

The maximum floor area ratio shall be 0.8

5. Setbacks

No building or structure or part thereof except a fence shall be located within:

- a) 4.5 metres of a front lot line;
- b) 4 metres of a rear and interior side lot line;
- c) 3 metres of an exterior side lot line.

6. Parcel Coverage

The maximum parcel coverage shall be 60%. Notwithstanding the foregoing, portions of underground parking areas which are not directly under the foot print of a building and which are entirely below the finished grade of the parcel and thereby fully concealed, shall be deemed to be exempt from these parcel coverage standards.

7. Height

- a) Principal buildings shall not exceed 17 metres in height;
- b) Accessory buildings shall not exceed 6 metres of one storey in height.

8. Parking

All Off-street parking spaces shall be provided in accordance with Section 317 of this Bylaw.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1672

A Bylaw to amend Big White Zoning Bylaw No. 1166, 2001
of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Zoning Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Big White Zoning Bylaw;

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Big White Zoning Amendment Bylaw No. 1672, 2017.
2. The Regional District of Kootenay Boundary Zoning Bylaw No. 1166, 2001 is amended to:

a) Delete section 407A(2) Permitted Uses and replace it with the following:

2. Permitted Uses

The following uses only shall be permitted:

- a) Employee Housing;
- b) Employee Services;
- c) Hostel;
- d) Accessory buildings and structures.

b) Delete section 407A(8) Parking and replace it with the following:

8. Parking

- (1) Off-street parking spaces shall be provided in accordance with Section 317 of this Bylaw.
- (2) Employee Housing shall be exempt from section 317(6) (Proportion of parking spaces that must be covered).

3. Schedule B (Big White Zoning Map) of the Big White Zoning Bylaw No. 1166, 2001 is amended to rezone the following area, from 'Recreational Resource 1 REC1' Zone to 'Employee Housing Residential 6A R6A' Zone:

a) The portion of unsurveyed crown land south east of the intersection of Big White Road and Black Forest Way as outlined in red on Schedule 'Z' attached hereto and forming part of this bylaw,

READ A FIRST TIME AND SECOND TIME this __ day of __, 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Kelowna Daily Courier this __ day of __ and also this __ day of __, 2018.

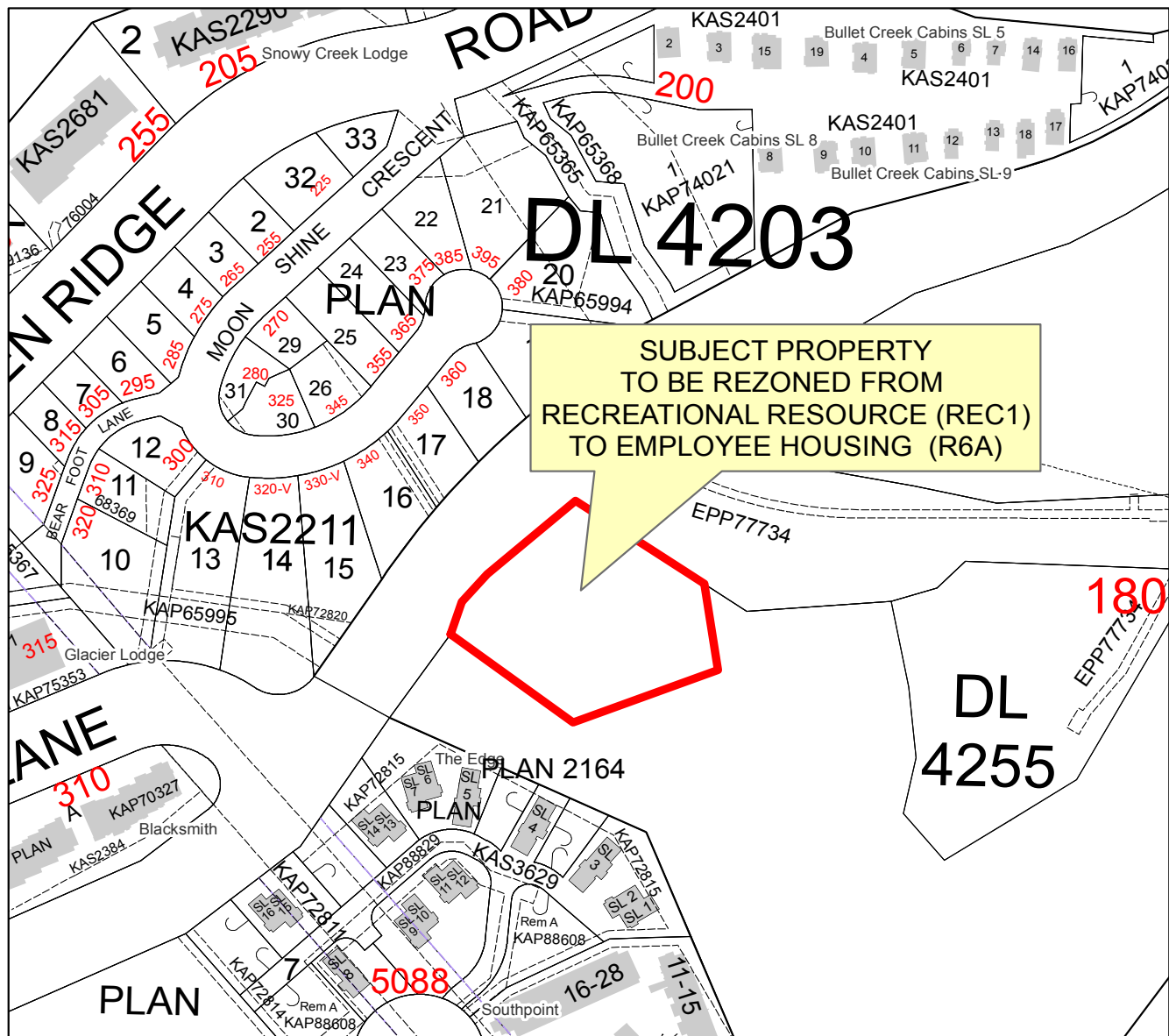
PUBLIC HEARING held on this __ day of __, 2018.

READ A THIRD TIME this __ day of __, 2018.

FINALLY ADOPTED this __ day of __, 2018.

I, Theresa Lenardon, Manager of Corporate Administration, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1672, cited as "Regional District of Kootenay Boundary Big White Zoning Amendment Bylaw No. 1672, 2018" as read a third time by the Regional District of Kootenay Boundary Board of Directors this __ day of __, 2018.

Manager of Corporate Administration



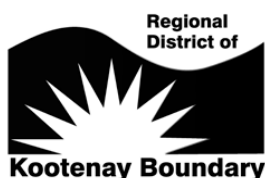
I hereby certify this Schedule Z to be a true and correct copy and that this Schedule Z correctly outlines the property to be rezoned by "Regional District of Kootenay Boundary Bylaw No. 1672."

Director of Corporate Administration

Date _____



Scale
1:2,000



ELECTORAL AREA SERVICES (EAS) COMMITTEE STAFF REPORT

Date:	May11, 2018	File #:	BW-4253-Temp. Black Forest
To:	Chair Worley and members of the Electoral Area Services Committee		
From:	Ken Gobeil, Planner		
RE:	Bylaw Amendment Application – Big White		

ISSUE INTRODUCTION

The RDKB has received an application for a bylaw amendment to lands within the Black Forest area of Big White, Electoral Area 'E' / West Boundary (see Site Location Map; Subject Property Map; Applicant Submission).

This application was reviewed by the APC and EAS Committees in March 2018. During the March EAS meeting a decision was deferred until additional information could be provided by the applicant. This included:

- An updated Secondary Plan that was submitted as part of the application
- Notification from the provincial government that a Crown Grant had been applied for regarding the subject property.
- Clarification on how the proposed development will meet the definition of a hostel

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Crown
Applicant:	Christine Bilodeau (Brent Harley and Associates Inc.) on behalf of Big White Resort Ltd.
Location:	Un-surveyed Crown Land south east of Big White Road and Black Forest Way
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	Proposed Parcel in the vicinity of DL 4253 (Un-surveyed crown land)
Area:	0.445 hectares
Current Use(s):	Vacant

Page 1 of 7

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Rezoning\EAS\MAY-2018\2018-05-09_rezone_EAS.docx

Land Use Bylaws	
Official Community Plan Bylaw No. 1125	Black Forest Future Growth Area
Zoning Bylaw No. 1166	Recreational Resource 1
Other	
Waterfront / Floodplain	Unnamed Creeks

The subject property is located on the south east side of the intersection between Big White Road and Black Forest Way. Black Forest Way, and properties along this road have been identified as future growth areas in Big White since the mid-1990s.

In 2008, a Secondary Plan and Bylaw amendment were submitted for 9 development pods along Black Forest Way for future development. The Secondary Plan identified Chalet Residential 3 as the preferred zone because of the housing need identified at the time.

In 2017, the RDKB approved a bylaw amendment for one of these pods (District Lot 4255) to allow for a staff housing facility. The bylaw amendment was approved, because of the immediate need for staff housing despite not being identified in the 2008 Secondary Plan.

The 2017 bylaw amendment included a rezone, from Chalet Residential 3 to a new Employee Housing Residential 6A, which included amended parking regulations (covered parking not required). A development permit has been issued and construction has started on one of the four proposed buildings.

PROPOSAL

The intent of this application is to allow construction of a hostel or staff housing facility. A hostel is defined as a form of commercial accommodation where beds are rented out individually to travellers and no single rented room or bed has its own sanitary or cooking facilities.

This will require amendments to the Official Community Plan and Zoning Bylaw. Because this area is within the Black Forest Future Growth Area, a Secondary Plan is required, and has been submitted as part of the application.

The applicant proposes to rezone a 0.445 hectare area to Employee Housing Residential 6A. In conjunction, the applicant proposes to add hostel to the list of permitted uses (see Applicants' Submission).

The following Official Community Plan amendments are also requested:

Page 2 of 7

P:\PD\EA_E'Big_White\BW-4253-Temp Black Forest Big White Staff Housing\2018-January Rezoning\EAS\MAY-2018\2018-05-09_rezone_EAS.docx

- A land use designation change of the area is requested to redesignate from Resource Recreational to Medium Density Residential.
- The Commercial and Multiple Family Development Permit Area, and the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Areas are proposed to be expanded to include this area.

The Secondary Plan attached to the bylaw amendment proposal indicates that an additional 18 units (88 total beds) would be created.

IMPLICATIONS

Lands that are within the Black Forest Future Growth Area require a Secondary Plan to establish land uses and regulate future growth of lands. Secondary Plans are required to:

- a) provide direction for subdivision, development and land use;
- b) conform to the Big White Official Community Plan; and
- c) describe the density of population; the proposed sequence of development; and the location of existing and proposed roads and utilities.

Further requirements of Secondary Plans are described in section 3.3.2 of the Official Community Plan.

The Secondary Plan and supporting documents that were submitted in 2008 have been amended to update the report with new information and supporting clauses for hostels and staff housing that reflect the current needs of Big White (see, Black Forest Secondary Plan 2018). Due to the size and location of the subject area, it is appropriate to include it within the 2008 Secondary Plan. Since the 2008 Secondary Plan was reviewed and endorsed, many of the requirements of a Secondary Plan have already been considered.

The 2017 bylaw amendment was specifically for staff housing. By including a hostel as a permitted use in this zone, it will create an opportunity for commercial vacation accommodation developments to have uncovered parking. This is a reduced parking standard that was granted specifically for resort staff housing. This proposed amendment will potentially provide an opportunity for the existing staff housing development to be re-purposed as hostel, which is not the intent of the bylaw amendment in 2017.

Access to the subject property would be via Black Forest Way. Being adjacent to Big White Road, there will be minimal upgrades required, and it will be easy to tie into existing ski routes. The ski bridge over Big White Road is immediately south of the proposed property. Ski routes will be protected by registering a covenant on the titles of newly created properties. Being adjacent to Big White Road will also require minimal upgrades to existing utility lines. No new public transportation routes or pedestrian transportation were identified.

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The slope analysis that was provided as part of the Secondary Plan indicates that most of the subject area has a slope less than 20%, which would be acceptable for high-density developments such as hostels and staff housing dormitories as proposed in the bylaw amendment. Geotechnical reports may be required prior to construction as part of the building permit process.

On April 19, 2018 a revised Secondary Plan was submitted to the RDKB. This Secondary Plan included an updated Drainage Plan and Water Supply System Plan. The Drainage Plan was updated to include the subject property. Developing this new area will not have any negative effects to drainage down stream in Big White. The revised Water Supply System Plan included updates to the water system that took place in 2015. These updates were the inclusion of a UV water treatment system.

It was noted that Black Forest will require an additional 4.97 litres per second to the daily demand of water and a peak of 7.5 litres per second additional water demand. The current supply is insufficient without bypassing filters, which is possible due to upgrades in 2015.

The report also includes a recommendation that water capacity and fire flow (for multi-family developments this is 150 litres per second for 2 hours) should be verified for each new building in the Black Forest area of Big White (See, Black Forest Secondary Plan, 2018).

Reviewing water for fire flow for every new building is not a common practice by the RDKB Building Inspection Department and would be difficult to implement for every building as single family dwellings and smaller multiple family dwellings are exempt from this requirement in the Building Code.

Upon review of the Water Supply System Plan in the revised Secondary Plan the Building Inspection Department provided the following clarification on fire suppression standards for new building construction:

The British Columbia Building Code does have requirements for water supply for some buildings. When a building is subject to the requirements of Part 3 of the code an adequate water supply or a fire suppression system is necessary. Part 3 of the code covers larger residential buildings and commercial buildings. Conformance with this requirement would be the task of the architect who is acting as the Registered Professional of Record for the project. The Building Department would determine conformance with this requirement during the plan review process. There are no requirements in Part 9 of the code for water supply. Part 9 covers single family dwellings, smaller multifamily dwellings (three stories or less and under 600m²) and some commercial type buildings.

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The Big White Fire Department had also shared concern regarding the water supply capacity. The Big White Fire department spoke directly with the Big White Mountain Operations for clarification on the proposal and water utility. Big White Mountain operations assured the Big White Fire department that there was sufficient capacity for fire fighting purposes currently, and for the future development areas in Black Forest.

Creating a new spot zone that permits hostels with no reduction in parking standards, or adding hostel to an existing zone with no reduced parking standards may be alternative options that will allow for a hostel development on the proposed property (see Draft Zone).

Concept plans provided show a proposed development that does not meet the definition of a hostel in the Zoning Bylaw. To date there has been no building permit or development permit application submitted. Applications for development will be reviewed for bylaw compliance when they are submitted.

ADVISORY PLANNING COMMISSION (APC)

The bylaw amendment application was discussed in length by the Big White APC during their March 6, 2018 meeting. The application was supported by the following rationale:

- *Additional low cost employee housing is required but not always occupied and adding a hostel to permitted uses allow for cost recovery*
- *Hostel users might take over from employee use if rents rise.*
- *BWSR needs employee housing and is committed to building and supplying housing for staff.*

The APC also had discussion regarding concerns of covered parking spaces to recreational areas in single family dwellings. The Zoning Bylaw does not require covered parking for single family dwellings or duplexes.

MARCH 2018 EAS RECOMMENDATION

That the application submitted by Brent Harley and Associates Inc. on behalf of Big White Resort Ltd. to amend the Big White Official Community Plan Bylaw No. 1125 and the Big White Zoning Bylaw No. 1166 to allow for a Hostel on unsurveyed Crown Land south east of Big White Road and Black Forest Way, be deferred until additional information is provided by the applicant.

PLANNING AND DEVELOPMENT COMMENTS

The RDKB has contacted Big White to understand technical information and future implications of the recommendations within the Water Supply System Plan that has been updated in the April 2018 Secondary Plan.

Crown Grant

On April 11, 2018 the RDKB received a referral from the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development for a Crown Grant application for the subject property. This application is described in a separate report.

Development Plans

The agent for the applicants have indicated that at the time of this report, building plans have not been created for the specific development proposed on this property. The agents noted that when the bylaw amendment is endorsed. The applicant will submitted a Development Permit application that will have specific details on how the proposed development will meet the definition of hostel and/or staff housing, as well as comply with all Development Permit and Zoning Bylaw requirements.

Bylaw Amendment

The rationale used for the APC's support of the bylaw amendments may be contradictory regarding the need for covered parking. The rationale statements support profitability of commercial housing opportunities rather than allowing concessions to staff housing for covered parking.

The original intent of this zone was for staff housing only. A hostel is a commercial accommodation similar to a hotel; a business designed to make money. Staff housing is not a business or commercial enterprise. It is specifically for housing resort staff, not guests visiting the resort.

Relaxed covered parking conditions for guests could be taking advantage of a special concession that was granted under the condition that the development be used for staff housing. Allowing these parking requirements for guest accommodations would not have been supported in 2017. It will also detract from the overall experience at Big White for guests staying at the hostel, and could increase complaints regarding parking and vehicle access. Complaints regarding parking and snow removal are common in Big White.

The Big White APC notes concerns with covered parking and its shortage later in the minutes of their March 2018 meeting. It appears inconsistent to support a bylaw amendment to allow development of uncovered parking and identify an existing covered parking shortage. Most Development Variance Permit applications in Big White were not supported by the APC in 2017 and 2018 primarily due to snow storage and vehicle access concerns.

This proposed bylaw amendment removes any incentive for staff housing which is less profitable. Reserving staff housing as a single permitted use with specific parking concessions to promote the use compared to other commercial housing options is necessary to help reduce the housing shortage in Big White.

The Planning Department suggests that a new zone be created specifically for hostels and staff housing, that does not give any concessions for parking. This will ensure that

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staff housing is preserved, and covered parking requirements are not reduced for tourists visiting the resort.

RECOMMENDATION

That the application submitted by Brent Harley and Associates Inc. on behalf of Big White Resort Ltd. to amend the Big White Official Community Plan Bylaw No. 1125 and the Big White Zoning Bylaw No. 1166 to allow for staff housing and a Hostel on unsurveyed Crown Land south east of Big White Road and Black Forest Way, be supported, and further, that staff be directed to draft amendment bylaws for presentation to the Regional District of Kootenay Boundary Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed bylaw amendments.

ATTACHMENTS

Site Location Map

Applicant Submission

Black Forest Secondary Plan (2018)

Draft Zone: R6B Hostel Zone

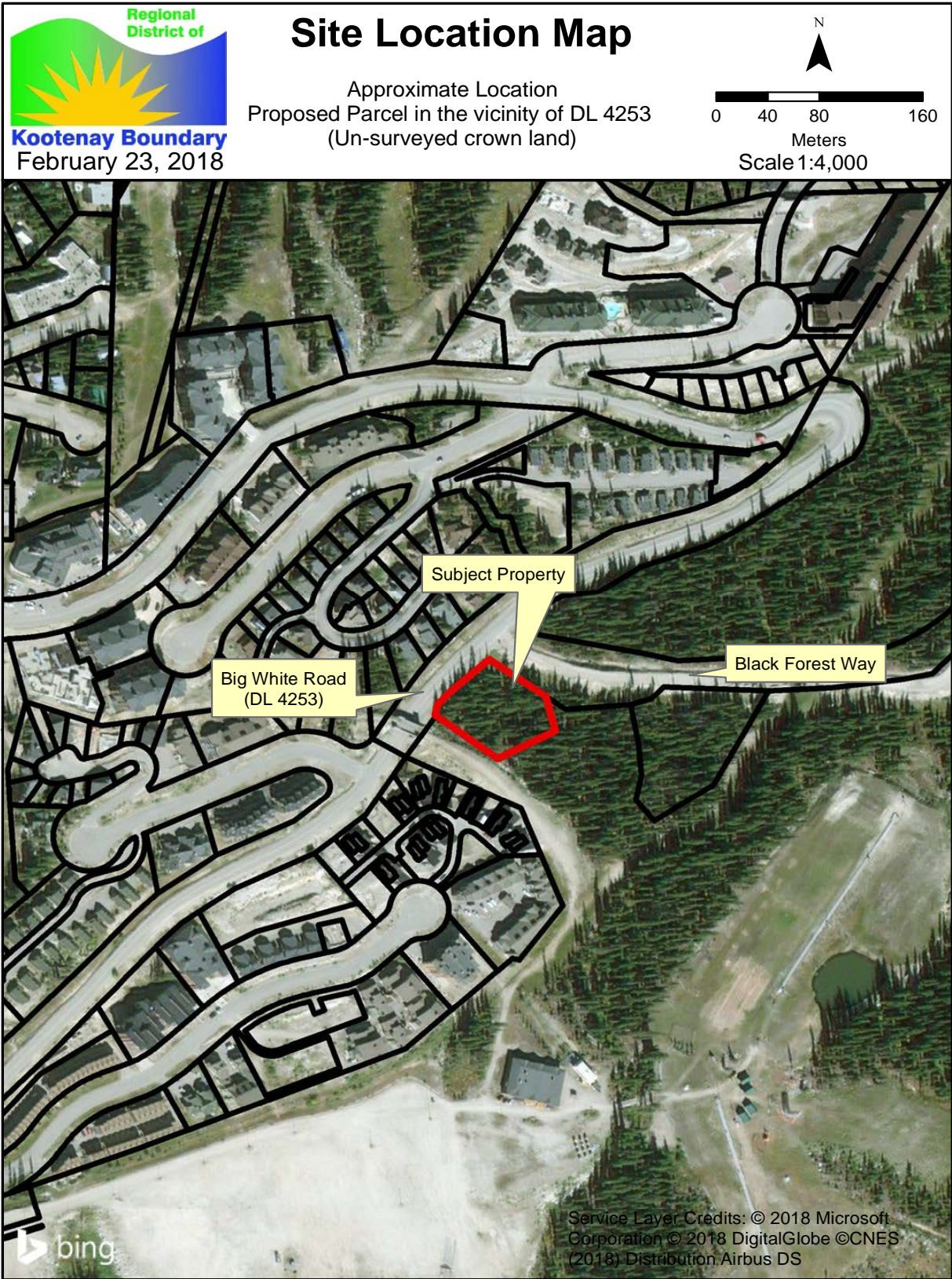
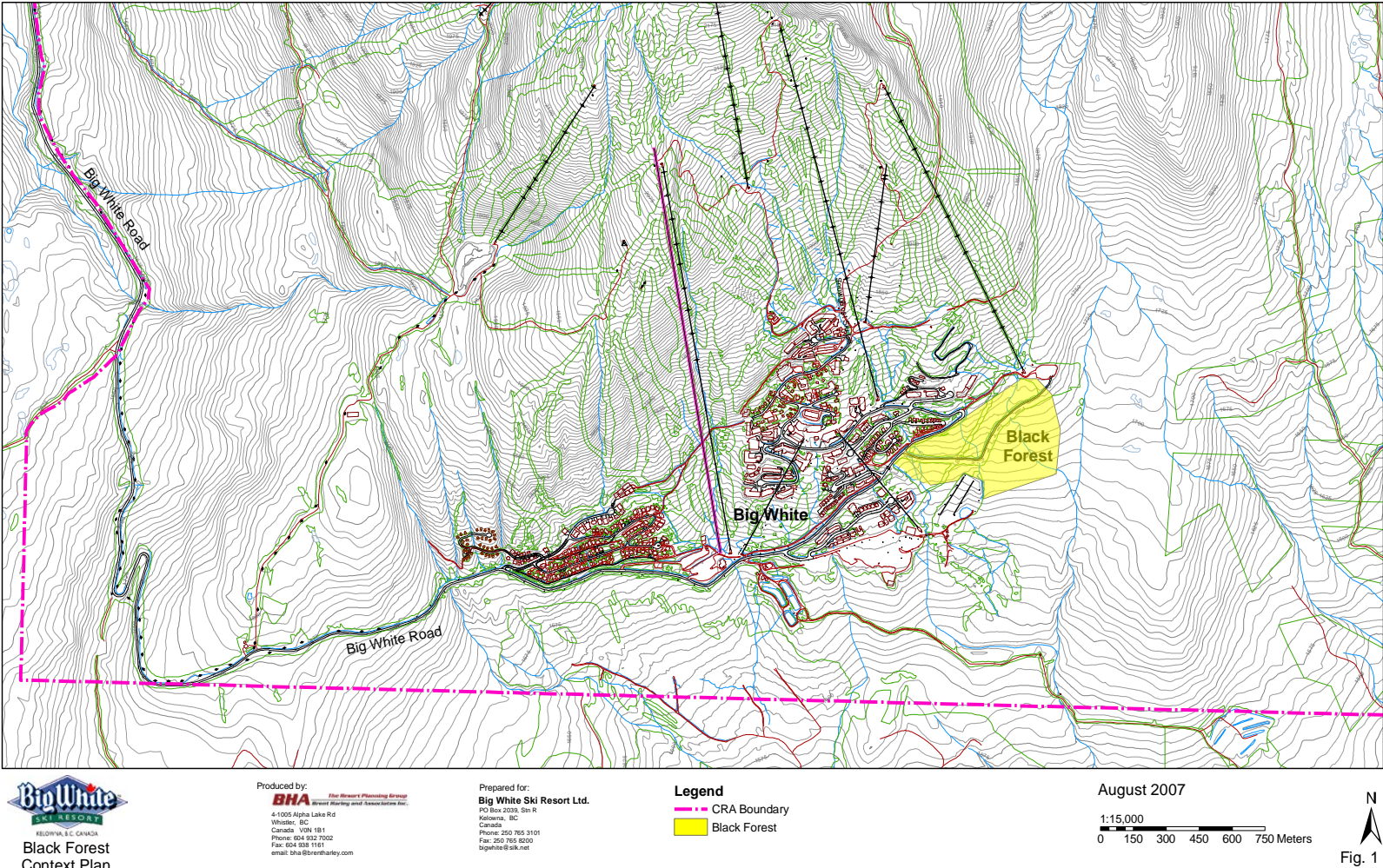


Figure 1. Black Forest at Big White Context Map



Big White
SKI RESORT
KELOWNA, B.C. CANADA
Black Forest
Context Plan

Figure 2. Black Forest at Big White - Surveyed Parcels

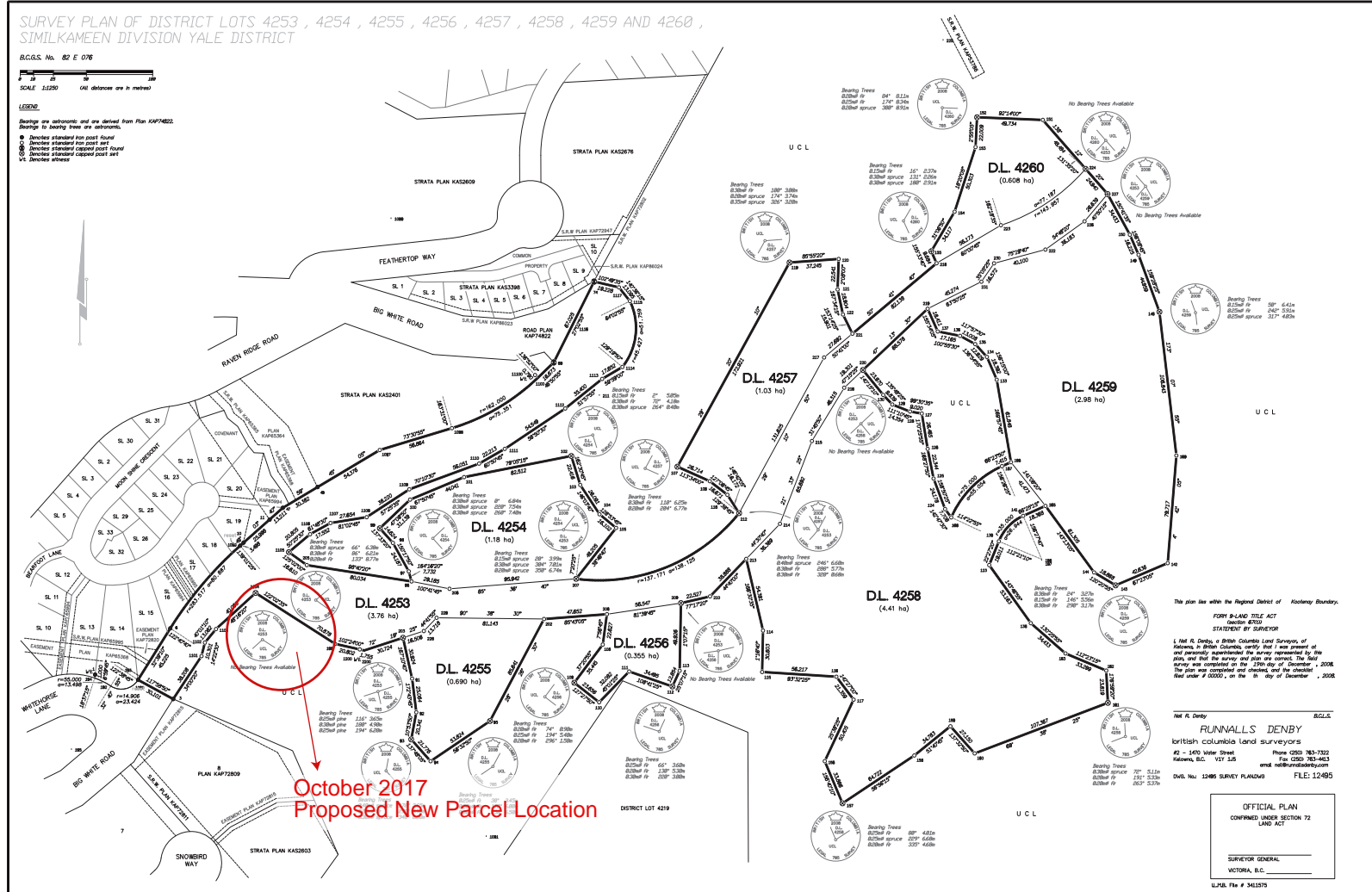


Figure 3. Black Forest at Big White - Surveyed Parcels

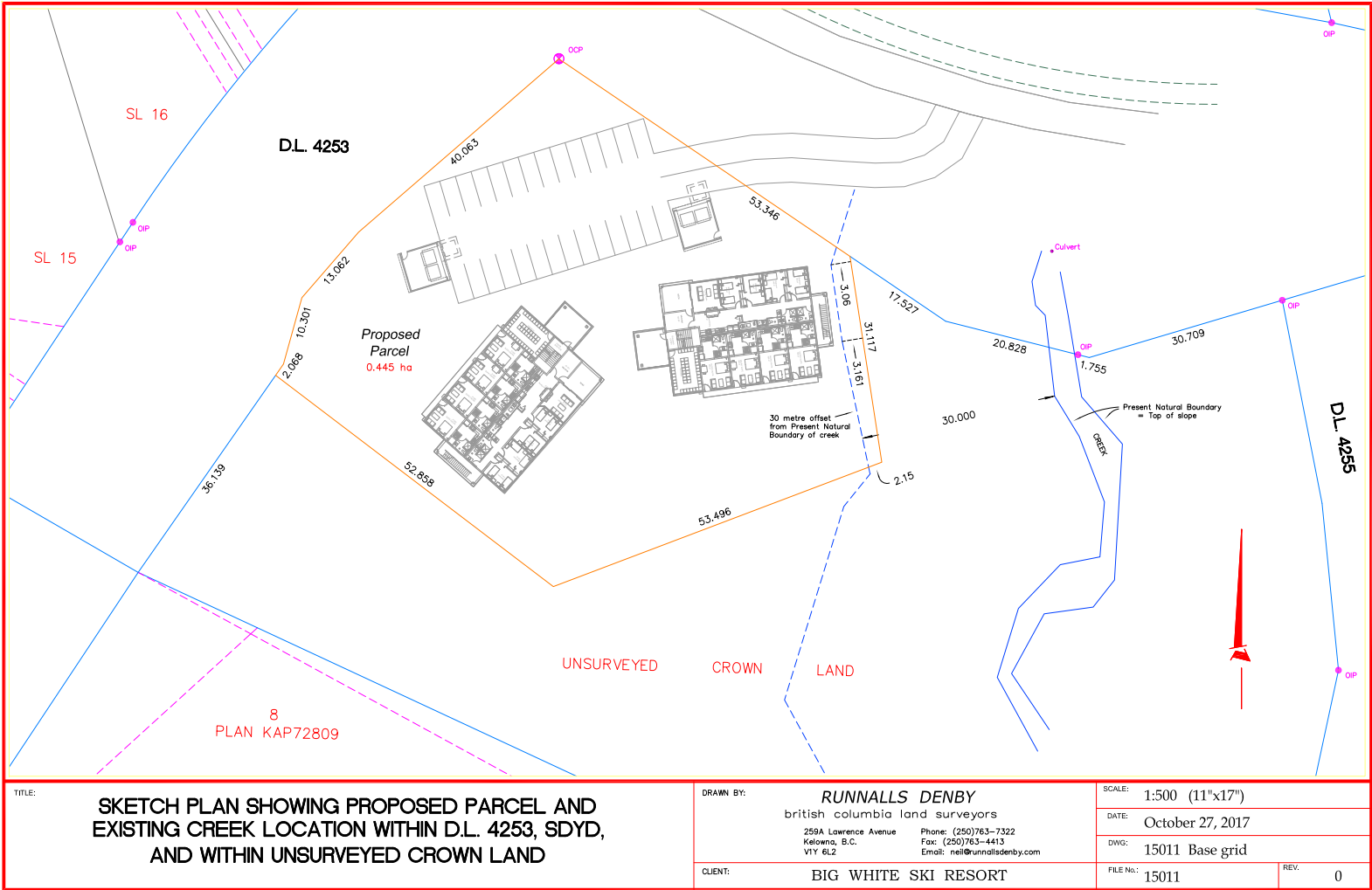
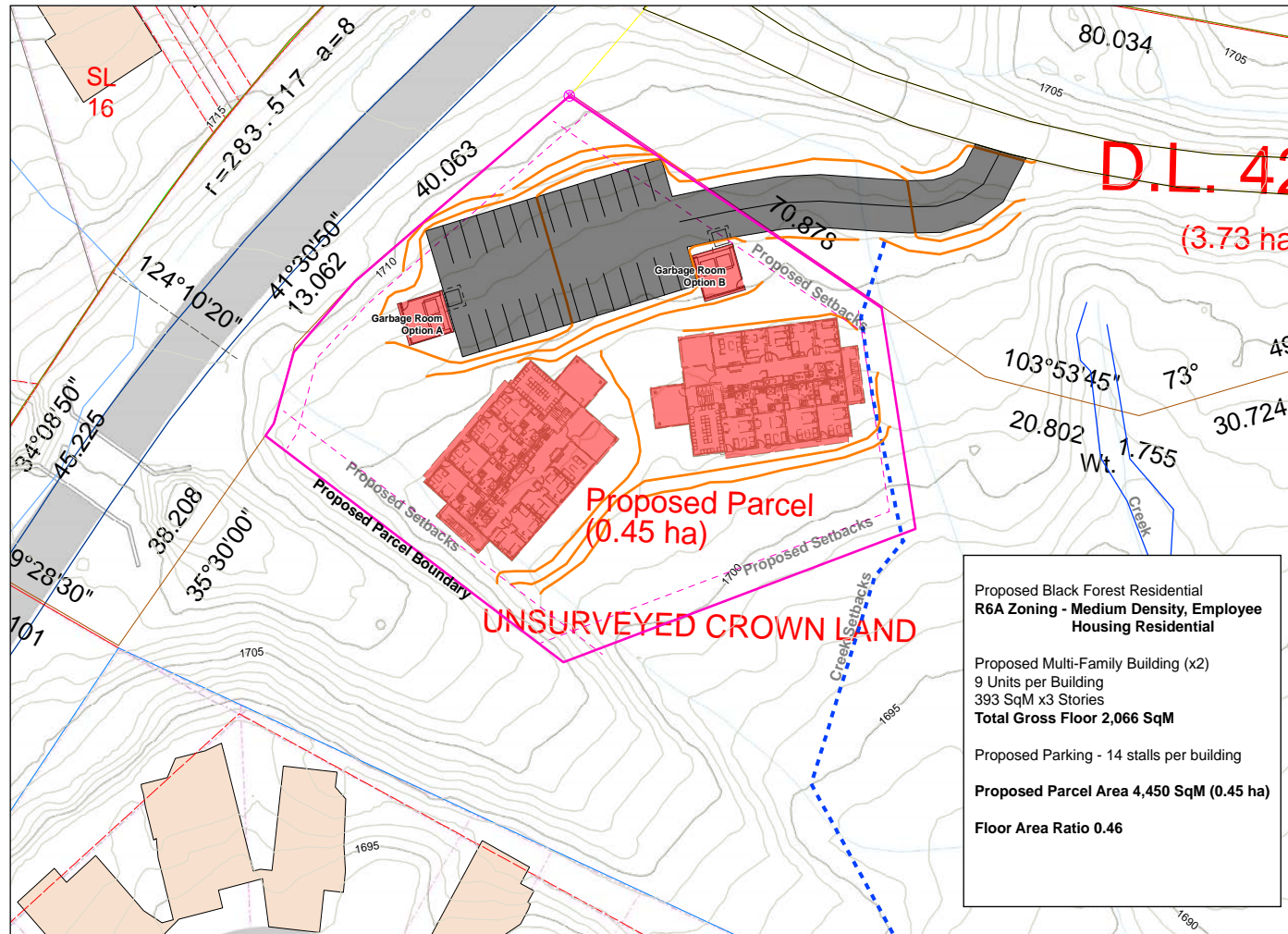


Figure 4. Proposed Parcel - Preliminary Plan



Big White Ski Resort

Legend
 Existing Buildings

Disclaimer:
 The intent of this plan is to illustrate the spatial relationship of existing and proposed development. Detailed design, architecture, geotechnical assessment, engineering approvals, etc., must be completed prior to construction.

Prepared for:

 5315 Big White Road
 Kelowna, BC
 Canada, V1P 1P3
 Tel: (250) 765-3101 Fax: (250) 491-6122
 email: bigwhite@bigwhite.com

Planning by:

 4-1005 Alpha Lake Road,
 Whistler, B.C.
 Canada V8N 1B1
 Tel: (604) 532-7502
 email: bha@brentharley.com

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Black Forest
Unsurveyed Crown Land
Residential Concept Plan

Page 433 of 531

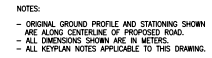
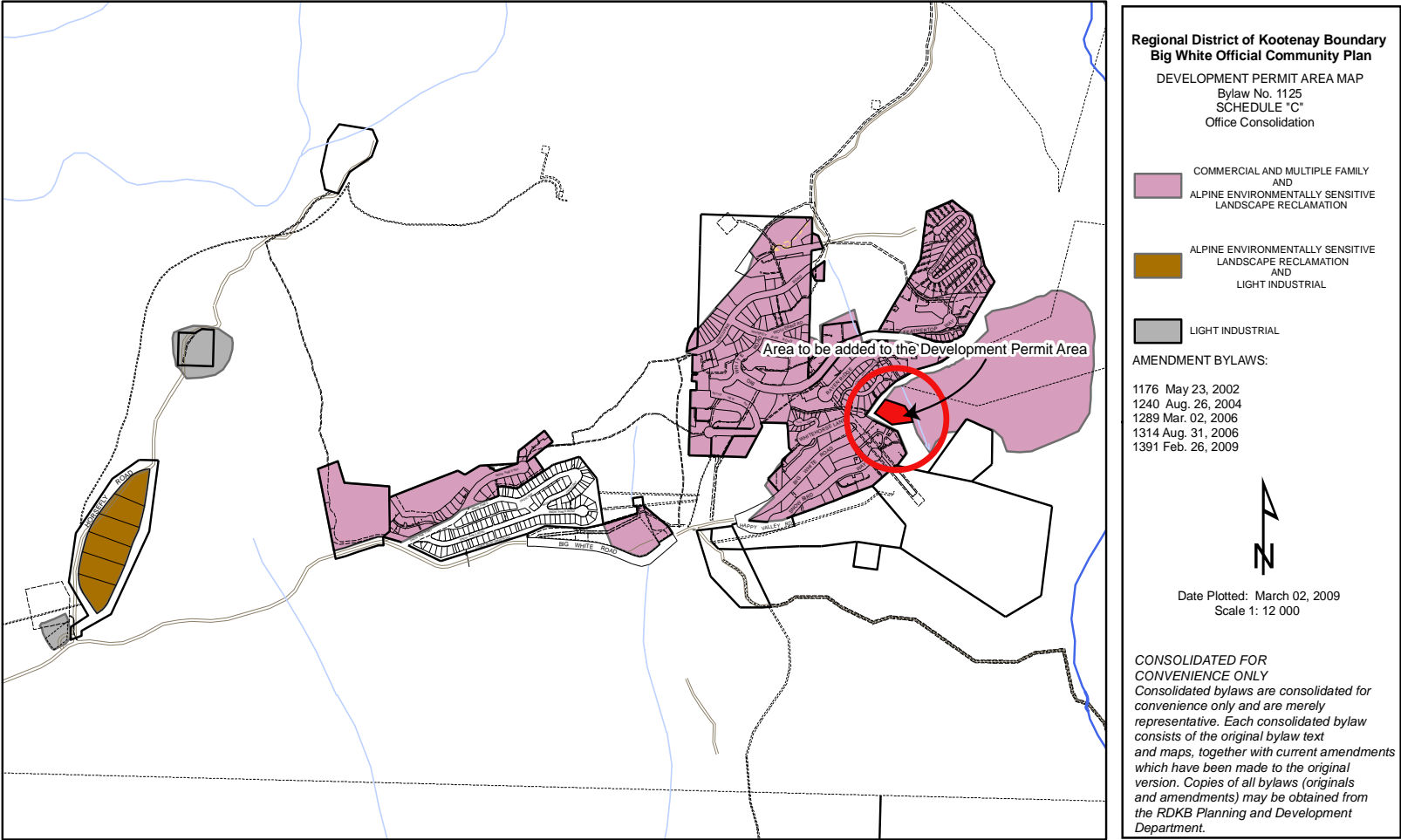


Figure 6. Development Permit Area Map - Area to be added



Black Forest at Big White SECONDARY PLAN

April 2018

Prepared for:



Big White Ski Resort Ltd.
5315 Big White Road
Kelowna, BC
V1P 1P3
250-491-6233
pplocktis@bigwhite.com
www.bigwhite.com

Planning by:



Brent Harley and Associates Inc. (BHA)
4 – 1005 Alpha Lake Road
Whistler, BC
V0N 1B1
604-932-7002
bha@brentharley.com
www.brentharley.com



April 2018

Mr. Ken Gobeil
Regional District of Kootenay Boundary
202 - 843 Rossland Ave.
Trail, B.C.
V1R 4S8

RE: The Black Forest Secondary Plan

Dear Ken:

Please accept the attached Black Forest Secondary Plan as an application for Official Community Plan (OCP) amendment and rezoning.

It is our opinion that the rezoning of these lands is consistent with the community goals identified in the Big White OCP, such that:

- Big White's compact settlement pattern will be maintained;
- Encourage various residential alternatives and affordable housing for employees;
- The ski terrain and topography are respected;
- A range of housing opportunities at Big White be encouraged;
- Residential land is available at Big White to address the various market demands.

And by the following OCP Policy:

Policy 3.11.10

"The Regional District encourages affordable rental housing and such as hostels and employee housing outside the village core by way of rezoning."

Further, the proposed OCP amendment and rezoning will provide Big White with additional residential accommodation tied to the ski trail and lift network and some much needed employee housing.

Please feel free to give us a call should you have any questions.

Respectfully submitted,

Brent Harley, B.E.S., B.L.A., M.B.A, M.C.S.L.A
President
Brent Harley and Associates Inc. (BHA)

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1. Introduction

1.1 Purpose of the Secondary Plan

On behalf of Big White Ski Resort Ltd, Brent Harley and Associates Inc. (BHA) has prepared the following Secondary Plan for Black Forest at Big White. The Secondary Plan provides direction for the Zoning and Official Community Plan amendments for the Black Forest area. This report provides background on Big White's development goals within the context of the potential to develop the Black Forest area as an extension of the resort community. This is followed by an overview of the land's development potential and a description of the proposed development program. The development program illustrates the development concept and proposed zoning designation as well as discussing the potential impacts and benefits of the expansion.

1.2 Secondary Plan Goals and Objectives

As defined by Big White, the primary goal of this Secondary Plan is to:

Guide the rezoning and redevelopment of the Black Forest Area in a fashion that will further the Vision of Big White as a high-quality, destination mountain resort.

In support of this, the Secondary Plan specifically provides:

- The conceptual development and phasing plans for the identified future growth area;
- The proposed density for the entire Black Forest Area, including the land use areas for residential, recreational and servicing;
- Development direction for the rezoning of the Black Forest Area; and
- The basis for an Official Community Plan amendment to permit the expansion into an identified future growth area.

2. Background

2.1 Development Goals and Objectives

The fundamental and ongoing development goal of Big White is to establish itself as a high-quality, destination mountain resort. As a part of the Resort's evolution and commitment to that goal, the development strategy for the Black Forest is to establish this area as an integral component of a safe, functional, and attractive alpine community. The intent is to further diversify Big White into a four-season community with varied residential products and recreational amenities. In accordance with the policies of the Big White Official Community Plan the proposed development program has considered:

- Cost-effective development that respects ski terrain and topography;
- Additional residential development that supports the established Village Centre commercial area;
- Include various residential alternatives and affordable housing for employees;
- Coordinating land development and servicing needs with the existing infrastructure and residential expansion;



- Promotion and fulfillment of natural environmental values;
- Respecting the existing ski trail network and expanding on it;
- Supporting alternatives to automobile traffic where feasible, including mechanized people movers, ski trails, bicycle and walking paths; and
- Providing safe and efficient movement of vehicles, while meeting on-site, resort wide, day skier guest parking requirements;
- Providing appropriate and supportive commercial developments in proximity to the day use parking and Black Forest Express.

2.2 Location and Existing Conditions

The Black Forest area is located south and east of the Black Forest Express and Parking lot and on the south (downhill) side of the most eastern portion of Big White Road (see Figure 2-1). The land is gently sloping with grades between 10 and 20 percent. Consequently, the Black Forest is one of the most developable areas at Big White.

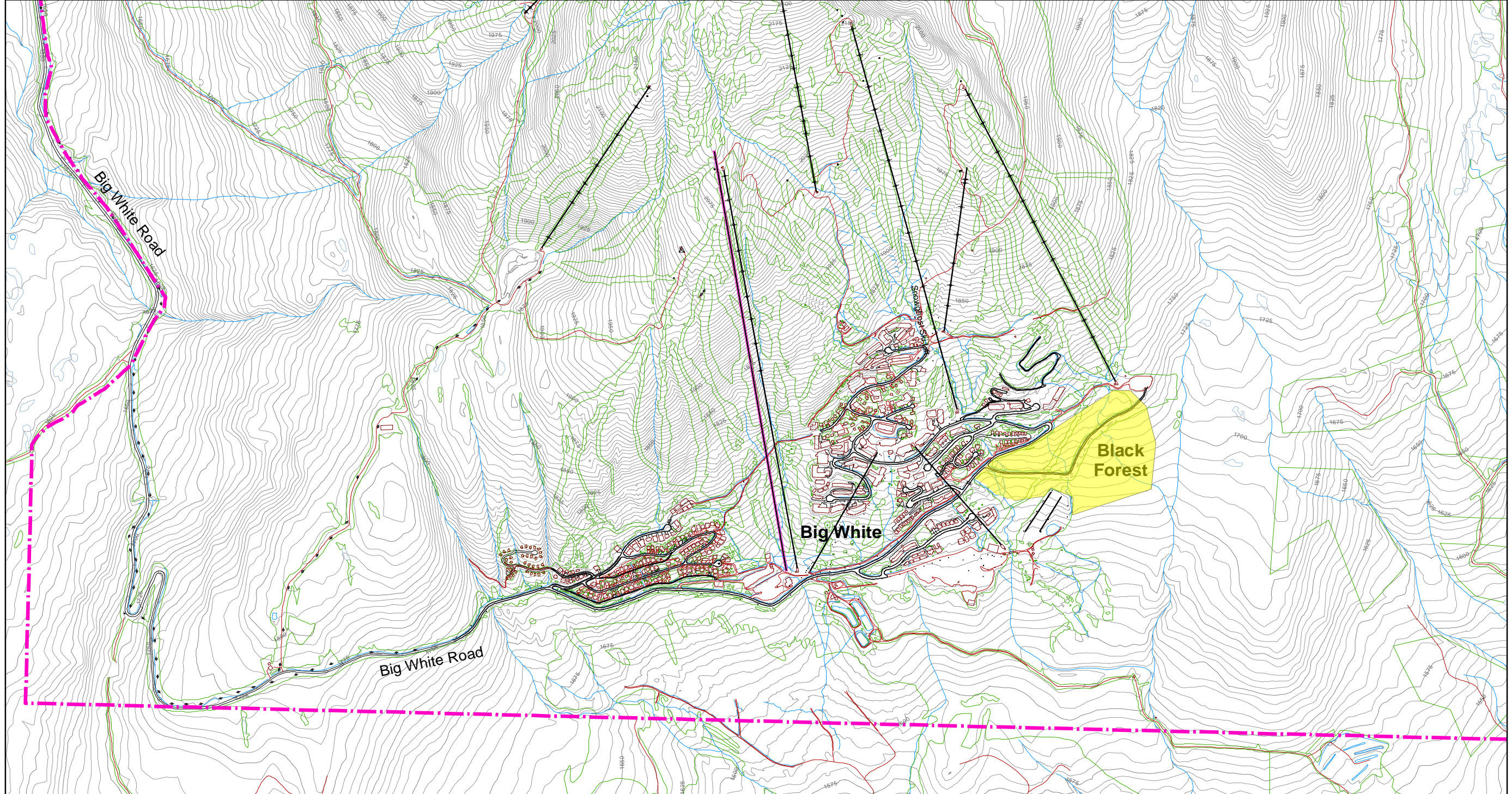
Currently, there is limited development in the Black Forest area. An existing ski trail crosses the site, and a skier overpass across the parking access road allows skiers to easily egress from the base of the Black Forest Express back to the Happy Valley Lift with no conflict from automobile traffic. The main vehicular access to the site is from Big White Road on an existing gravel road that accesses the Black Forest Parking Lot. There are three watercourses that run through the site. The site is vegetated with balsam, lodgepole pine, Engelmann spruce, and sub-alpine fir (See Section 3.4 Environmental Resources).

The entire Black Forest area is contained and contemplated within the approved 1999 Master Plan for Big White. A Crown Grant offer to purchase these lands by way of Crown Grant and the CASP policy, has been received and accepted. The Crown has expressed support for the project and a letter authorizing the secondary planning process on their behalf has been included in Appendix B.

2.3 Existing Ownership, Rights and Zoning

The following are key development considerations that must be taken into account in the future growth of the Black Forest Area lands:

- The Black Forest Area is identified in the Official Community Plan as a Future Growth Area;
- The area lies entirely on Crown Lands;
- A Crown Grant Offer to purchase these lands from the Crown has been received and accepted;
- The entire Black Forest lands are currently zoned as a Recreational Resource; and,
- The Black Forest lands are contained and contemplated within the approved 1999 Master Plan for Big White.



Big White
SKI RESORT
KELOWNA, B.C., CANADA
Black Forest
Context Plan

Produced by:
BHA
4-1005 Alpha Lake Rd
Whistler, BC
Canada V0N 1B1
Phone: 604 932 7002
Fax: 604 938 1161
email: bha@brentharley.com

Prepared for:
Big White Ski Resort Ltd.
PO Box 2039, Stn R
Kelowna, BC
Canada
Phone: 250 765 3101
Fax: 250 765 8200
bigwhite@sil.k.net

Legend
- - - CRA Boundary
Black Forest

Figure 2-1

January 2018
1:15,000
0 150 300 450 600 750 Meters



3. Development Potential

3.1 Introduction

To determine the development potential for the Black Forest area, the lands were analyzed according to their:

- Relationship to the ski trail and lift network;
- Relationship to existing developments;
- Slope gradients;
- Servicing requirements;
- Visual impacts; and
- Environmental resources.

The inventory and analysis findings assist in the creation of development concepts that are visually desirable, economically balanced, and environmentally sensitive to the site. They also enable the generation of plans that are well integrated with the existing and proposed facilities, considering the issues of well-coordinated access; resort guest requirements/expectations, and; vehicular, pedestrian, and skier patterns throughout the resort. This analysis has considered slope, parking, staging focus, environmental features, visitor and resident experience together with the development program realities and opportunities.

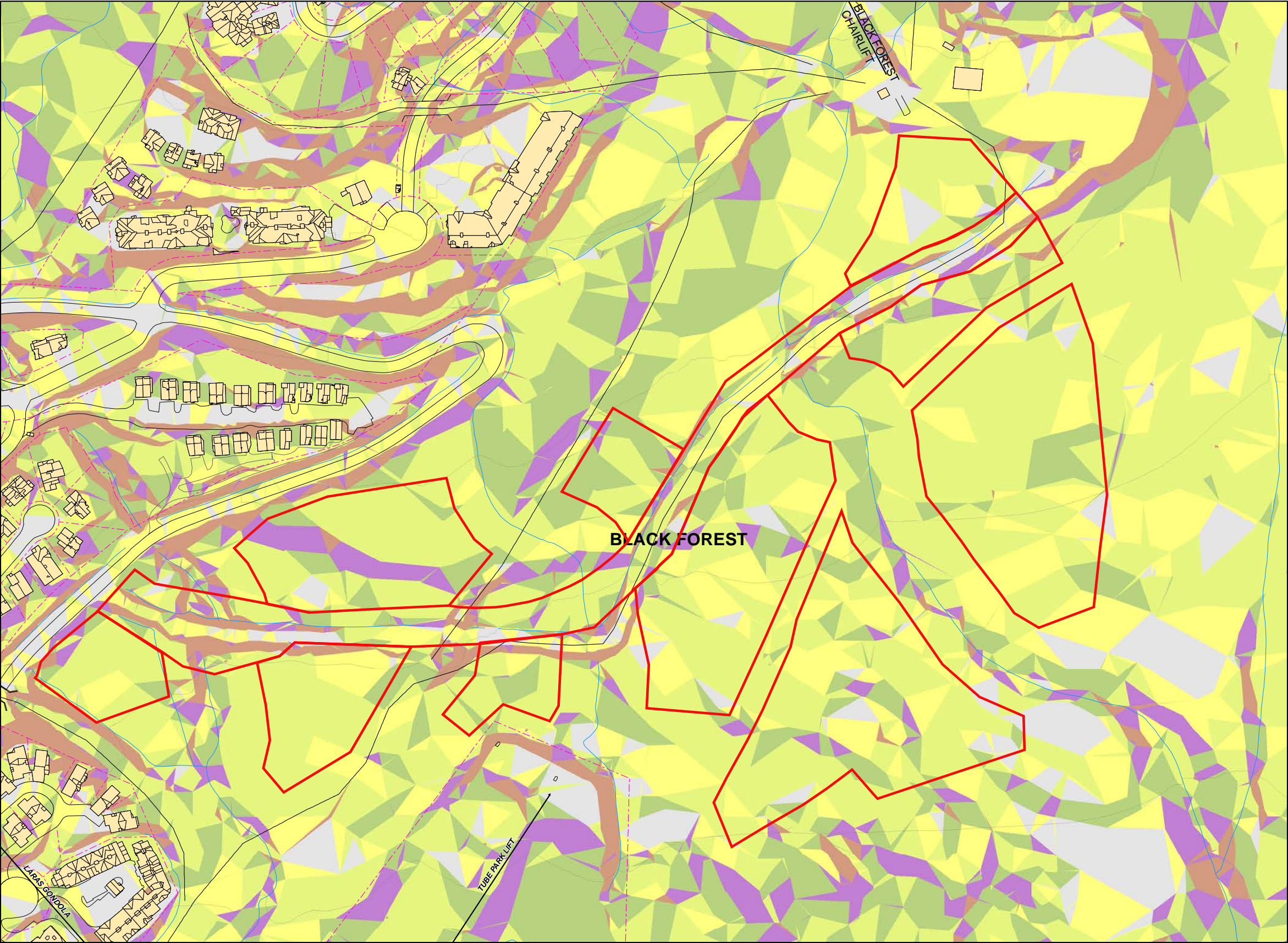
3.2 Slope Analysis

The Slope Analysis (Figure 3-1) is designed to identify the range of slope gradients suitable for potential land use developments. The topographic information has been colour coded into slope gradient categories as follows:

Table 3-1. Black Forest Slope Analysis Criteria

Colour	Slope	Description
White	0- 5%	Ideal for base area village, and residential development. Capable of accommodating all types of base area development
Yellow	0 - 10%	Capable of accommodating all types of base area development with limited grading. Typically identifying parking potential as well as lands that may be wet and environmentally sensitive to development.
Light Green	10 - 20%	Lands that will require some grading to accommodate development. Upper limits to base area/village development.
Mid Green	20 - 30%	Upper limits to multifamily development with grading.
Blue	30 - 40%	Upper limits to conventional single-family development.
Pink	40%+	Generally too steep for development. However, dependent on reasonable access and geotechnical considerations, some development possible.

As is readily apparent in the slope analysis, there is a significant amount of developable land in the Black Forest Area. The area is dominated by 10-20% slopes and interspersed with flat (0-5%) and steeper (30-40%) sections.



Big White Ski Resort
Black Forest

2018

Legend

- Existing CRA Boundary
 - Existing Ski Lifts
 - Existing Ski Runs
 - 20m Contour
- Slope (degrees)**
- Suitable for All Construction Types
 - Acceptable for High Density
 - Maximum for High Density
 - Acceptable for Low Density
 - Maximum for Low Density
 - Not Suitable

Prepared for:



5315 Big White Road
Kelowna, BC
Canada V1P 1P3
Tel: (250) 765-3101 Fax: (250) 491-6122
email: bigwhite@bigwhite.com

Planning by:



4-1005 Alpha Lake Road,
Whistler, B.C.
Canada V0N 1B1
Tel: 604 932 7002
email: bha@brentharley.com

Statement of Limitations:
The information included on this map has been compiled
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the information contained on this map.



1:2,500
0 20 40 60 80 Meters

Black Forest
Base Slope Analysis

Figure 3-1



3.3 Parking and Circulation Evaluation

The Black Forest conceptual plans considered the parking and circulation issues of vehicles and guests by factoring in the existing circulation patterns, land use, and facilities. The following are key facts pertaining to an evaluation of parking capacities and circulation issues at Big White.

- The proposed development of the Black Forest area will include market and employee housing;
- Market properties will be primarily designed for recreation-oriented families and couples, and will allow ski to/ski from trail access;
- In addition to the existing ski trail, two more ski trails are planned to cross through the Black Forest area;
- These three ski trails will provide ski to/ski from access to the entire development; and
- The day use parking area at the Black Forest lift base is unaffected by this secondary plan, ensuring adequate day use parking will remain available.

3.4 Environmental Values

The site sits within the Okanagan Highlands variant of the Engelmann Spruce-Subalpine Fir Biogeoclimatic zone. Trapping Creek drains the entire southern portion of Big White Mountain while three of its tributaries flow through the development area. The integrity of the visible well-treed sites within the Trapping Creek drainage areas will be respected in the overall development concept as well as the site-specific development programs. Riparian buffers have been established with the intent to protect watercourses from the potential impacts of development.

In 1997 GeoAlpine Environmental Consulting Ltd. undertook an environmental review of the Big White Ski Resort, including the Black Forest area. The review found the following characteristics:

- Tree cover includes mainly Engelmann Spruce and Subalpine Fir, at a mean age of 60-95 years;
- The site is gently sloping and undulating; and
- A wildlife corridor passes by the development area on the eastern side along the Trapping Creek drainage.

3.5 Visitor and Resident Experience

The expansion of the resort community into the Black Forest Area will enable Big White to provide employee housing and a diversified accommodation base with recreational amenities. The Black Forest Area further enhances the destination and resort community experience, as it will:

- Offer a spectacular setting for the new accommodation uses without compromising or competing with existing resort developments;
- Contribute recreational amenities to enhance the resort experience;
- Create affordable and desirable employee housing;



- Combine a mix of accommodation types with direct access and egress to the ski trail and lift network;
- Provide additional beds that will further support the economic sustainability of the ski product and existing Village Centre commercial area;
- Limit any increase in automobile trips through the resort, because of the direct year-round trail access from the development;
- Provide staging commercial amenities (café, washrooms, tickets etc.) to day use guests utilizing the Black Forest parking; and
- The expansion area has been planned to utilize an already existing gravel road that both maximizes the circulation opportunities of the site and improves the access to the day use parking lot adjacent to the Black Forest Express.

4. Proposed Development

4.1 Potential Land Use

Big White Resort wishes to expand into the Black Forest Future Growth Area considering the area's development potential, OCP policies, and the goals and objectives of Big White. Should the OCP amendment and rezoning be approved, it will be the developer's responsibility to work with Big White and the Regional District to create a development plan that adheres to the zoning regulations, the design guidelines and the Resort's goals and objectives.

As proposed, residential land use is predominant throughout Black Forest. Some appropriately sized commercial development is contemplated for the parcels in the immediate vicinity of the Black Forest lift. Open space along riparian corridors, and recreation amenities in the form of ski trails will also be located throughout the plan area.

4.2 Development Concept

The primary objective of the Black Forest Secondary Plan is to facilitate the establishment of additional resort residential accommodations to meet Big White's need for employee housing and supply the market demand. Development will take place while maintaining and protecting appropriate environmental, access and visual qualities so important to the visitor experience and success of the resort. The development consists of single family, 'cabin colony' dwellings, multifamily dwellings in the form higher density condominiums, and employee apartments and dorm rooms. These residential offerings are complemented by a ski to /ski from access and egress within a comfortable walking distance to the alpine skiing, and proximity to the village core. In addition, some commercial development will be located in the vicinity of the Black Forest Express.

The Development Concept (see Figure 4-1) proposes an integrated subdivision consisting of approximately 77 single family lots, 24 medium density multi-family units, 109 medium density single and multi-family units, 100 units of higher density multi-family residential, and 66 units of employee housing. All market parcels will be developed as strata subdivisions. The proposed accommodation totals 1,892 bed units.

The main road off Big White Road will remain as a public road, as will the main spur road which will lead to lands beyond.

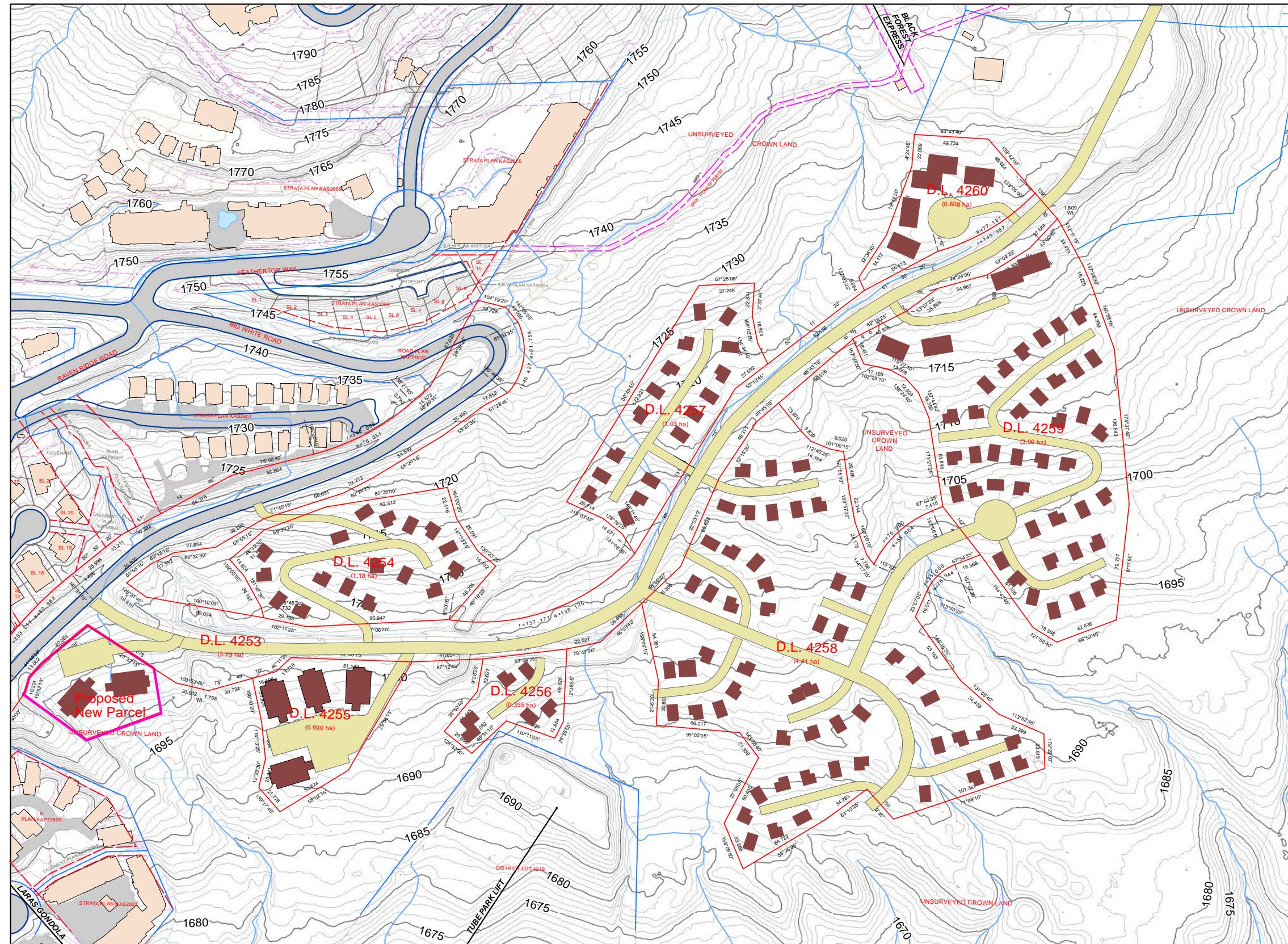


Table 4-1. Development Concept

Parcel #	Area (ha)	Zoning	Unit Type	# of Units	# of Bed Units
DL 4260	0.608	VC6	High Density Multi-family	100	300
DL 4259	3.0	R4 & R3	Medium Density Multi-family and Single-family	109	514
DL 4258	4.41	R3	Single Family	54	324
DL 4256	0.355	R3	Single Family	6	36
DL 4255	0.69	R6A	Employee Housing Residential	36	176
DL 4254	1.18	R3	Medium Density Multi-family	48	352
DL 4257	1.03	R3	Single Family	17	102
DL 4253 Block A	2.43	Unzoned	Road	0	0
DL 4253 REM	1.33	Unzoned	Road	0	0
Unassigned	0.45	R6A*	Employee Housing Residential	18	88
TOTAL	15.453			388	1,892






*Application to amend R6A for Unassigned Land in process

The concept plan also includes dedicated ski access/egress lines that support the objectives of the future growth areas in the OCP. An existing ski trail will be protected through the development and secured by covenant (as shown on the Figure 4-1). Two additional ski trails are incorporated into the layout and will also be protected by covenant. In total, these trails will provide direct access to and egress from the mountain and village via the return ski trails to the Happy Valley and proposed beginner lifts in the area, resulting in a ski to / ski from experience for all residents and guests of the Black Forest at buildout.



Big White Ski Resort

Legend

-  Existing Buildings
 Existing Parcel
 Proposed Building
 Proposed Road/Driveway
 Proposed Parcel

Prepared for:

5315 Big White Road
Kelowna, BC
Canada. V1P 1P3
Tel: (250) 765-3101 Fax: (250) 491-6122
email: bigwhite@bigwhite.com

Planning by:

BHA
DISTINCTIVE MOUNTAIN RESORT DESIGN
4-1005 Alpha Lake Road,
Whistler, B.C.
Canada. V0N 1B1
Tel: 604 932 7002
email: bha@brentharley.com

2018

1:2,500

Meters

0 10 20 30 40



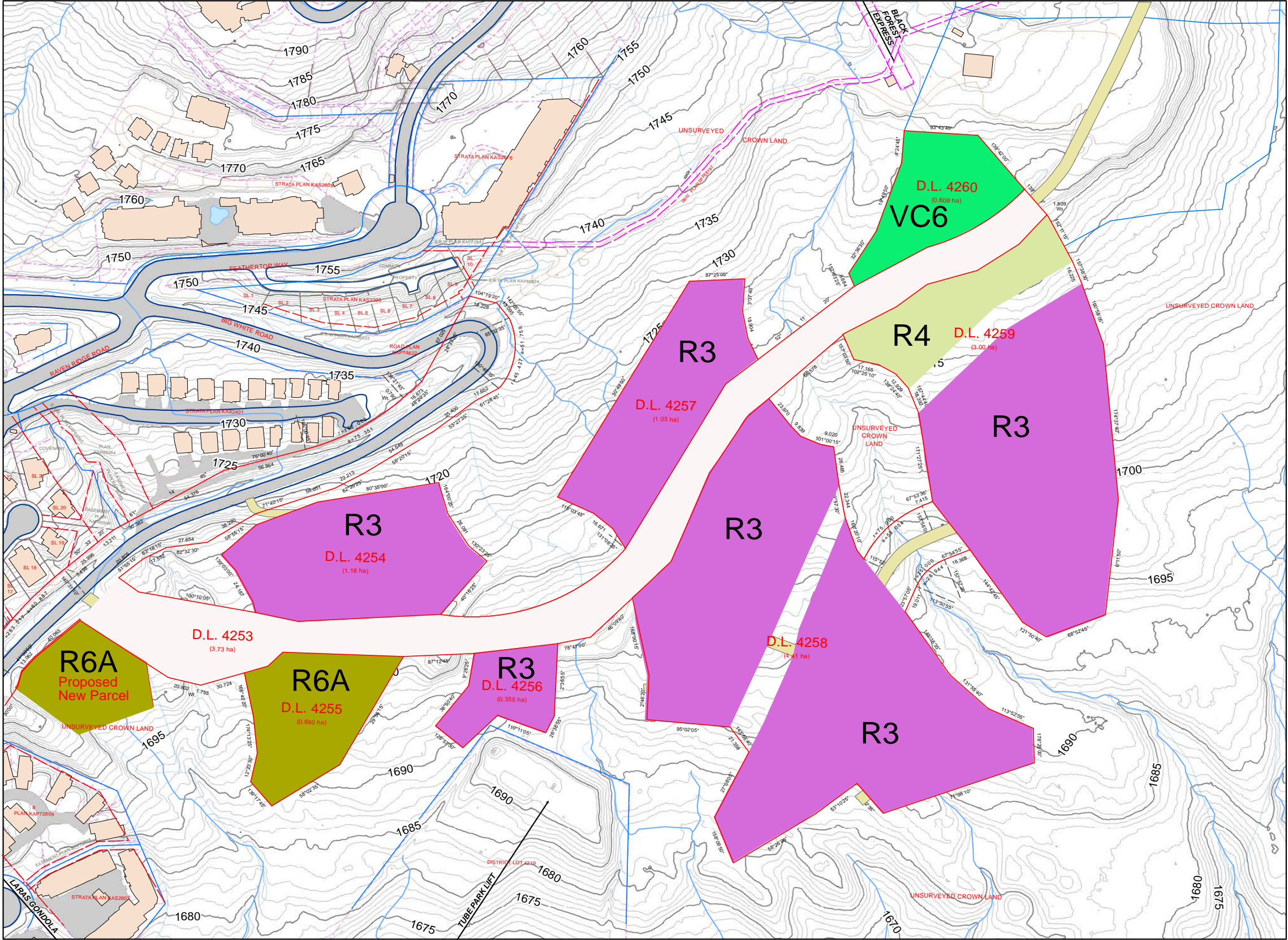
Black Forest
Development
Concept

Figure 4-1



4.3 Proposed Zoning

To fulfill the Development Concept, it is proposed that the single-family parcels be zoned as Chalet Residential 3 Zone (R3), the higher density, multi-family parcels be zoned as Village Commercial (VC6), and employee housing parcels be zoned as Employee Housing Residential (R6A). The development in the R3, VC6, and R6A zones will be in accordance with the Big White Zoning Bylaw No. 1166, 2002.



Big White Ski Resort

Legend

- Chalet Residential R3
- Medium Density Residential R4
- Village Core VC6
- Employee Housing Residential R6A
- Road



Prepared for:
5315 Big White Road
Kelowna, BC
Canada V1P 1P3
Tel: (250) 765-3101 Fax: (250) 491-6122
email: bigwhite@bigwhite.com

Planning by:
BHA
4-1005 Alpha Lake Road,
Whistler, B.C.
Canada V0N 1B1
Tel: 604 932 7002
email: bha@brentharley.com

2018

1:2,500
0 10 20 30 40 Meters



Black Forest
Proposed Zoning
Parcels

Figure 4-2



4.4 Development Impact

The following discusses the impact of the proposed low, medium, and high density residential uses on the resort.

4.4.1 Adjacent Land Uses

The Black Forest area currently encompasses vacant land, located south of Big White Road and the Black Forest Express and Day Lot Parking area. The development is surrounded by vacant Crown Land on the eastern and southern sides. The tube park facility is adjacent to the development area on the western side. Vegetation buffers between the tube park, as well as the day use parking lot will be promoted through the development permit process.

4.4.2 Access, Circulation and Linkages

There is one primary access point to the Black Forest area via Big White Road located at the northwestern corner of the development. The road (which exists as a gravel access road currently) traverses the parcel west to northeast to the Black Forest day skier parking lot. This road will be a public road providing legal and vehicular access to the development and lands beyond. One other secondary road winds east from the center of the development and south, ending in a hammerhead at the southeast corner of the development. This road will likely be a public road. All tertiary roads will likely be developed as bare land strata roads or private driveways.

The development positively impacts the circulation through Big White by upgrading and paving an existing gravel road that accesses the Black Forest Express and Day Use parking lot. Access to lands beyond will be preserved at the southern portion of the development area.

The development will facilitate the ongoing trail connections for ski to/ski from access. High density uses have been placed in areas with the greatest access to the staging lifts as well as the ski to/ski from and lift network.

4.4.3 Visual Impact Analysis

The location of Black Forest should have limited visual impact on adjacent properties. The downhill sloping site, building and road setbacks, riparian setbacks and maximum building height will significantly reduce the visual impacts to existing and future development in the vicinity of Black Forest.

4.4.4 Resort Parking

The subdivision will provide the appropriate parking in accordance with the Regional District's requirements.

4.4.5 Terrain

The site has a gently sloping terrain with no known hazardous geological features. Any development will respect the environmental integrity of the site. The development plans will be



prepared in accordance with Regional District requirements. A qualified professional engineer will study any site-specific concerns.

4.4.6 Community Image

The proposed development will be subject to the Development Permit process (where designated), ensuring a quality development that is sensitive to the character of Big White as well as the natural environment. It is anticipated that the development will work with the site's natural features to further build upon the Resort's image.

4.5 Objectives and Guidelines for Development Permits

It is proposed that the Black Forest Area be given the land use designations of Medium Density Residential and Village Core.

The Big White OCP requires that a Development Permit be submitted for all hotel, multiple family and commercial buildings. It is proposed that the Black Forest area be included in the Commercial and Multiple Family Development Permit Area as well as the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area.

The Black Forest area will be subject to the Big White Residential Design Guidelines. The Big White Residential Design Guidelines are intended to assist the developer, architect, and other consultants to understand the quality and image of design expected by Big White Ski Resort. The Guidelines define the range of acceptable site design, landscaping, grading, building design, snow management, and environmental protection considerations within the residential areas at the Resort. Administered by Big White Ski Resort, the Guidelines are utilized for review of all new residential building construction and future renovations.

4.6 Site Servicing

In the summer of 2006, Big White expanded the Powder Basin Reservoir increasing capacity to 207,000m³ at a cost of \$3.9 million. Big White has also received a conditional water license (#118739) on May 20, 2008. With this, the water utility has been designed to service approximately 18,500 bed units as compared to the projected 11,873 bed units.

Big White's sewage treatment plant is currently operating under a permit which allows a daily discharge of 1,350 cubic metres per day. This equates to about 12,400 beds. Big White has applied for a permit to allow a daily discharge of 2,000 cubic metres per day with peaks of 4,000 metres per day. This will accommodate the needs of approximately 18,370 beds. Planning for further expansion will continue as development gradually occurs. A new sewer plant is planned to be developed to the south east of the CRA. It will support the resort development and needs but also accommodate the latest water treatment requirements.

Big White currently has 9,881 bed units in place or committed. The proposed Black Forest development will add approximately 1,892 bed units, bringing the existing or committed total to 11,873. With the proposed increase in the treatment capacity, Big White has sufficient water supply and sewage treatment capacity to accommodate the Black Forest expansion.



4.7 Stormwater and Drainage

Stormwater will be managed by encouraging and mimicking natural processes. Maximizing non-porous and natural ground cover and retaining / reclaiming vegetation where possible will ensure the highest amount of stormwater is infiltrated at the source. Run off will be managed with ditches along roadways to allow maximum infiltration and filtering.

Snow storage areas will be incorporated into roadway design to ensure access is maintained in times of high snowfall. Storage areas will also be associated with roadside ditches that will filter and maximize infiltration of melting snow. Three watercourses running from north to south drain the lands naturally (see Utilities and Servicing Appendix C).



5. Conclusions

The development of the Black Forest area is consistent with the community goals identified in the Big White OCP. The following attributes of the Concept Plan strongly support the proposed development of the Black Forest area for residential and commercial uses with community and recreational amenities:

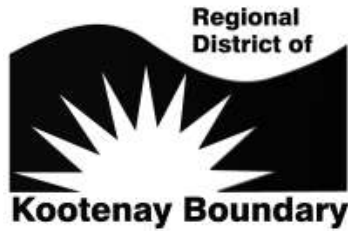
- The Black Forest Lands have a series of significant development attributes:
 - The site is gently sloping and easy to develop;
 - The site has no apparent geotechnical hazards;
 - The sewage treatment and water capacity at the resort can accommodate the development.
- The proposed development will provide a mixture of residential products that will diversify the existing real estate offerings at the resort and expand the ski to/ski from network.
- The subdivision design provides an upgrade to the existing access road of the Black Forest Day skier parking lot which will facilitate improvements to circulation in the resort;
- The development program complements existing environmental features.



Appendix A: Development Permit Guidelines

Development Permit Area: Alpine Environmentally Sensitive Landscape Reclamation
Development Permit Area

Development Permit Area: Commercial and Multiple Family Development Permit Area



BIG WHITE
OFFICIAL COMMUNITY PLAN
Bylaw No. 1125

Regional District of Kootenay Boundary
202-843 Rossland Avenue
Trail, BC V1R 4S8
Telephone: 250.368.9148
Toll Free in BC: 800.355.7352
Fax: 250.368.3990

Adopted by
The Regional District of Kootenay Boundary Board of Directors
June 28, 2001

4 DEVELOPMENT PERMIT AREAS

The Development Permit Areas comprising this section contain guidelines for building construction and landscape reclamation. Development proposals for new construction, additions to existing buildings or reconstructions shall require a Development Permit. The Regional District having regard to the guidelines contained within this section will review development proposals. Conditions or restrictions may be imposed on a development. The regulations contained in the implementing Bylaw may be varied in accordance with the guidelines. These mandatory Development Permit Areas are identified on Schedule „C“, which forms part of this plan.

The Regional District may require, by Resolution of the Board, the deposit of a Security in the form of an Irrevocable Letter of Credit or other such security as may be approved by the Board, to be held until the requirements of a permit related to safety or landscape reclamation under this section have been executed, to the Board's satisfaction. Once the requirements are satisfied in full, the security provided under this subsection shall be returned to the permittee.

Should a permittee fail to fulfill the requirements of a Development Permit, the Regional District may undertake and complete the works required by the Development Permit at the cost of the permittee, and may apply the security as payment towards the cost of the work, with any excess to be refunded to the permittee.

4.1 Commercial and Multiple Family Development Permit Area

Area

Identified as Area No. 1 on Schedule „C“ Development Permit Area Map.

Category

Designated pursuant to

- Section 919.1(1f) establishment of objective for the form and character of commercial, industrial or multi-family residential development; and
- Section 919.1(1h) establishment of objectives to promote energy conservation.

Justification

The success and enjoyment of Big White is highly dependent upon an attractive and functional built environment. Attractive buildings suited to Big White's alpine context may enhance property values and help ensure a pleasant aesthetic experience for visitors. Large accumulations of snow, steep slopes and other high alpine building challenges must be considered in the design of buildings to ensure optimal safety and practicality. The siting and design of buildings directly influence the quality of the built environment.

Application

Development Permits for this development permit area will only be required for the construction of new multiple family residential developments and commercial buildings, and for additions which exceed 100 m² in finished floor area.

Subdivision, site preparation work, and road construction shall be exempt from this section.

A Development Permit issued under this section shall not relax a parking regulation or increase a maximum floor area ratio restriction.

Development Permit applications under this section must address each of the guidelines in writing. A site plan should be accompanied by other relevant visual materials such as building plans as part of an application. An application should clearly convey where proposed buildings will be situated and their relationship to other buildings, services and amenities in the vicinity.

The Development Permit process may vary certain regulations contained in the implementing bylaw. The following factors may be taken into consideration in reviewing a variance request:

Note: This Bylaw is amended periodically.

Contact the Planning Department to ensure this is a current copy.

Big White Official Community Plan-Bylaw No. 1125, 2001

The proposed variance is consistent with the guidelines of this section;

The proposed variance is shown to enhance the proposal;

The proposed variance does not increase the Floor Area Ratio (FAR) beyond the allowable limit established by the implementing bylaw;

Bylaw
No.1277

Height of setback variances exceeding 1 metre will not be approved through the development permit process. Proposals to vary height or setback requirements by greater than 1 metre may be considered as part of a **Development Variance Permit** application.

The proposed variance is necessary due to an unavoidable physical constraint;

The proposed variance does not adversely impact an adjacent property.

This section cannot vary a parking regulation in the implementing bylaw.

GUIDELINES**(1) Buildings shall have practical access and loading areas taking the following factors into consideration:**

- Practical access and egress must be provided for passenger vehicles;
- Appropriate fire-truck and other emergency vehicle access must be ensured. The Big White Fire department may be asked to comment on applications;
- Multi-family buildings with ten or more units and commercial buildings are required to accommodate and to allow for servicing of waste disposal and recycling bins. Applicants are asked to incorporate these standards for waste disposal and recycling:

One waste bin and three recycling containers are suggested for every ten self-contained residential units, or twenty hotel rooms, up to a maximum of four waste bins per building. For exclusively commercial uses, the waste disposal and recycling requirements will be determined at the time of application. The Regional District's Waste Management Coordinator may be asked to comment on applications;

- Proposed hotels must show a sufficient loading area for buses and enhanced ingress and egress to accommodate buses. Applicants are encouraged to consult with the Ministry of Transportation and Highways before applying for a development permit;
- Details of outdoor parking and manoeuvring areas must be provided including gradient analysis and the proposed means for ensuring adequate traction, if required.

Bylaw No.
1182

(2) A drainage management plan *prepared by a professional engineer* shall be provided. The plan must address how surface water will be directed through the site and where it will be directed off the site. Drainage across land must be controlled in a manner, which does not increase discharge off the land, or alter the drainage pattern in a manner which negatively impacts other land.

Bylaw
No.
1353

(3) A snow management plan shall be provided taking the following factors into consideration:

- Roof design must establish effective snow management;
- The plan must describe snow management measures to maintain safe vehicle and pedestrian access to buildings;
- All pedestrian and vehicle access points must be protected from snow shedding and ice accumulation;
- Ski ways and pedestrian pathways shall also be away from potential roof avalanche areas;
- The plan must also identify snow storage areas on the property and/or clearly describe how and where excess snow is to be removed;

***Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.***

Big White Official Community Plan-Bylaw No. 1125, 2001Bylaw
No.
1353

- A Professional Architect or Engineer must assure the Regional District in writing that people and property are protected in a reasonable manner from the risk of snow shedding.

(4) Proposed buildings should be designed to withstand the harsh alpine climate at Big White while incorporating the following features:**1.0 General Building Form**

Building facades should appear as a composition of several segments or masses rather than a large, homogeneous entity. Buildings should not dominate the landscape or overpower the pedestrian scale.

- Building facades and roof lines should be articulated to break up the massing of developments;
- Use of porches, courtyards and entry features that define ground levels of buildings, provide visual interest and define human scale are encouraged;
- Balconies should be simply designed; the use of long vertical or horizontal bands of balcony space is discouraged;
- Balconies should be covered and/or protected from snow and ice buildup.
- Encourage building design features that take advantage of solar energy for heating in winter.

Bylaw
No. 1508**2.0 Roof Form**

Roofs should be simple and designed to provide effective snow management. The intent is protection of pedestrians and property.

- Roofs having a sloped appearance should be utilized and the mass of a single large roof should be broken into a collection of roofs and/or masses;
- Where feasible, it is encouraged that the principle ridge line be oriented to the street or major public open space;
- Roof overhangs should be provided;
- Adequate roof ventilation is key to the „cold roof“ concept. Convective ventilation consisting of continuous vents at the eaves and exhaust vents at gable ends or the ridge line is preferred;
- Use of ornaments such as finials, scroll work on ridges and/or decorative turrets are discouraged;
- Roof top access stairs, elevator shafts and mechanical equipment should be designed to be contained within the roof and/or screened from important sight lines.

Bylaw
No.
1353**3.0 *Exterior Finish**

- Materials that reinforce the rustic and rural context of Big White will be used. Materials should be selected based on their durability, weathering potential, compatibility with the surrounding landscape and historic use within a traditional mountain resort;
- Big White's extreme freeze/thaw cycle and frequent large accumulations of snow must be considered in the selection of materials;
- Proposed buildings must be consistent with the mountain setting with appropriate designs and cladding such as stone, wood, acrylic stucco and treated/textured concrete;
- Stained or painted wood siding is strongly recommended;
- Use of heavy natural log or timber beams and posts are encouraged;

**Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.**

20

Big White Official Community Plan-Bylaw No. 1125, 2001

- Use of corner boards, brackets, knee braces, exposed steel fasteners and substantial trim boards is encouraged;
- Use of stone covering the lower portions of buildings is encouraged;
- A limit of three materials per building is recommended in order to reduce visual disorder;
- Materials at the ground floor level should be chosen for their durability and detailed in a manner which respects the pedestrian scale;
- Large windows, which maximize the percentage of glass allowable for every elevation of the building, are encouraged;
- Door openings should be protected from the wind, and overhanging or drifting snow.

(5) Skier access to and from buildings shall be maintained wherever possible.

(6) Development on slopes exceeding 30% shall require a Geotechnical Engineer's report.

- The report must assure the Regional District that slope stability will be maintained;
- Recommendations of the report may be incorporated as conditions of the development permit;

(7) House Numbers shall be displayed and clearly visible at all times.

(8) The guidelines of the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area shall apply to this development permit area.

4.2 Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area

Area

Identified as Area No. 2 on Schedule „C“ Development Permit Area Map.

Category

Designated pursuant to

- Section 919.1(1a) protection of the natural environment, its ecosystems and biological diversity; and
- Section 919.1(1i) establishment of objectives to promote water conservation.

Justification

Big White ski resort is situated at a high elevation of between 1700 and 1900 m above sea level. The natural vegetation at this elevation is extremely sensitive and easily disrupted by construction and other human activities. The failure to reclaim disturbed areas will leave the landscape in a barren state. This could result in erosion, localized flooding, general unsightliness and scarring of the natural landscape. Reclamation of areas disturbed by construction or other human activity will help minimize the impact of new development on this sensitive ecosystem.

Application

All development in the area designated as Alpine Environmentally Sensitive Landscape Reclamation shall be subject to this section.

Site preparation work and road construction shall be exempt from this section.

***Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.***

Big White Official Community Plan-Bylaw No. 1125, 2001

Building repairs and other construction activities limited to buildings and not involving the land shall be exempt from this section.

Subdivisions of land shall be exempt from this section.

An application under this section shall be filed prior to the issuance of a Building Permit. The details of the landscape reclamation plan may be submitted at any time during construction but before a Certificate of Final Occupancy is issued. The Board of Directors must approve the Landscape Reclamation Plan before it may be implemented. In the event the landscaping cannot be completed in the same year of construction, the Regional District may accept a security in the form of an Irrevocable Letter of Credit to not obstruct the issuance of a Certificate of Final Occupancy. The Regional District expects the Landscape Reclamation Plan to be implemented no later than one year after a Certificate of Final Occupancy has been issued.

GUIDELINES

- (1) All disturbed areas must be reclaimed. A landscape reclamation report shall describe the manner in which disturbed areas will be reclaimed. The retention of natural vegetation is strongly encouraged wherever possible. Landscape reclamation may include the replanting of natural vegetation. Areas with hard surfacing such as an asphalt driveway or sidewalk are to be shown on the plan.
- (2) The Regional District may take into consideration standards established by the British Columbia Society of Landscape Architects (BCSLA) and the British Columbia Nursery Trades Association (BCNTA).
- (3) Construction debris shall be removed.
- (4) The landscape reclamation plan should consider the threat of wildfire. The plan could indicate the fire-resistance of vegetation and/or suggest other measures to mitigate the threat of wildfire.
- (5) The landscape reclamation plan should consider snow clearing and storage to ensure vegetation is not destroyed by these activities.
- (6) Landscaping and screening elements, if proposed, should provide visual privacy and separation to neighbouring properties and enhance the appearance of proposed buildings as viewed from public roads, the Village Core, and adjacent residential properties.
- (7) Existing vegetation shall be preserved wherever possible and all surface parking, garbage and recycling areas should be screened from view. The vegetation planted should be able to withstand the harsh alpine climate and be co-ordinated with adjacent landscaping.
- (8) Encourage the use of vegetation that does not require irrigation with the exception of watering at planting to establish root development.

Bylaw
No. 1508

4.3 Light Industrial Development Permit Area**Area**

Identified as Area No. 3 on Schedule „C“ Development Permit Area Map.

Bylaw
No. 1508

Category

Designated pursuant to

- o Section 919.1(1f) establishment of objective for the form and character of commercial, industrial or multi-family residential development; and
- o Section 919.1(1i) establishment of objectives to promote water conservation.

Justification

The appearance of the physical and natural environment is important to the continuing success of Big White. High quality visual standards must therefore be maintained for lands dedicated to industrial use.

**Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.**

Big White Official Community Plan-Bylaw No. 1125, 2001**Application**

A Development Permit will only be required for the construction of new buildings or for an addition 200 m² in gross floor area.

Subdivision of land is specifically exempted.

A Development Permit issued under this section shall not relax a parking regulation contained in the implementing bylaw.

GUIDELINES

- (1) A buffer strip comprised of mature trees at least 30m in width shall be maintained around lands designated for industrial exterior storage or a warehousing use.
- (2) Buildings and development within an area designated for an industrial use should be as unobtrusive as possible taking into consideration views from ski slopes including existing and future residential uses.
- (3) Reclamation and landscaping may be required where necessary to reduce or mitigate surface disturbance.
- (4) The guidelines of the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area shall apply to this development permit area.
- (5) Encourage the use of vegetation that does not require irrigation with the exception of watering at planting to establish root development.

Bylaw
No. 1508

***Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.***

5 IMPLEMENTATION OF THE PLAN

5.1 Introduction

Following the adoption of this Plan by Bylaw, there are various ways to ensure that the Plan's goals and objectives are achieved. The Plan's implementation shall be the ongoing responsibility of the Regional District, whose actions must conform to the Plan. The co-operation of the Provincial Government, private groups and the public will also be needed. Following are some key mechanisms that will be necessary for implementation.

5.2 General

1. Some of the policies in this Plan involve a coordination of efforts among the Regional District, the Province and private organizations. The Regional District shall encourage the support of these third parties.
2. The Regional District shall ensure as far as possible that the policies of this Plan are properly, fairly and reasonably implemented.
3. The Regional District shall give consideration to the policies of this Plan in preparing short and long term budgetary requirements.

5.3 Land Use Control

1. The Big White Zoning Bylaw shall be redrafted to conform to the policies of this Plan.
2. In order to accommodate specific site conditions or circumstances, the densities and uses referred to in this Plan may be further refined in the implementing bylaws provided that the general intent and purpose of the Plan is respected.
3. Subdivision approval remains with the Ministry of Transportation and Highways Provincial Approving Officer who may have regard to the policies of this Plan in considering subdivision applications.
4. The Regional District, in order to implement this Plan, may enact such bylaws as it considers reasonable and appropriate.

6 LAND USE MAP

6.1 Interpretation of Land Use Maps

The Land Use Map attached hereto as Schedule „B” indicates the general locations and distributions of major land use designations in the Plan area. The boundaries of the designations are approximate and convey the relationship between principal uses. These boundaries will be defined in greater detail in the implementing bylaws.

Public utility uses and transmission facilities (excepting offices, maintenance facilities and administrative services) which are essential for the provision of water, sewer, electricity, telephone and similar services shall be permitted throughout the area as required.

6.2 Explanation of the Land Use Designations

The list below generally indicates the range of permitted uses for each land-use designation.

1. EXISTING DEVELOPMENT AREA

Village Core

Within the area designated Village Core, permitted uses may include: bookshops, business, professional and administrative offices, catering services, conference centres and banquet rooms, day-care facility, eating and drinking establishments, gift shops, health salon and fitness centres, hotels, multiple family residences, personal service establishment, recreation and entertainment facilities, ski/sport shop including ski school and ski rental facilities and accessory uses, buildings and structures.

Medium Density Residential

Within the area designated Medium Density Residential, permitted uses may include: single and two family residences, multiple family residences, home occupations, accessory buildings and structures.

Intermediate Density Residential

Within the area designated Intermediate Density Residential, permitted uses may include: single and two family residences; multiple family residences; recreational and entertainment facilities; home occupations; pensions; bed and breakfasts and/or boarding use; and accessory buildings and structures.

High Density Residential

Within the area designated High Density Residential, permitted uses may include: multiple family residences and accessory buildings and structures.

Day Lodge Commercial

Within the areas designated Day Lodge Commercial, permitted uses may include: day-care facilities, eating and drinking establishments, gift and sport shop, ski school sales and ski rental facilities, ticket sales and accessory uses, buildings and structures.

Public and Institutional

Within the areas designated as Public and Institutional, permitted uses may include: civic use, community hall, emergency services building, fire hall, first aid post, hospital, post office, public service use, recycling facilities, public utility use, ski patrol building and one dwelling unit in conjunction with a principal permitted institutional use recycling facilities.

Light Industrial

Within the areas designated as Light Industrial permitted uses may include typical ski-hill maintenance facilities, storage, towing compounds, accessory uses buildings and structures.

Bylaw
No.
1353

**Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.**

Big White Official Community Plan-Bylaw No. 1125, 2001

Sewer Utility

In the area designated as Sewer Utility, permitted uses shall include: sewage treatment and disposal facilities operating under a permit pursuant to the Waste Management Act and accessory uses, buildings and structures including the storage of propane or similar fuel tanks.

Recreational Resource

In the area designated as Recreational Resource, permitted uses may include: hiking trails, horseback riding trail and stables, outdoor recreational use, picnic site, resource use, ski lift and tow and accessory uses, buildings and structures.

Neighbourhood Commercial

Neighbourhood Commercial is primarily intended to meet the immediate needs of a residential area that is removed from the Village proper. It should not be of a size or nature that could seriously compete with, or detract from, commercial within the Village Core. The suggested maximum Floor Area Ratio for new development of commercial should be in the vicinity of 0.8.

2. FUTURE GROWTH AREA

The Future Growth Area designation is subject to Secondary Planning in compliance with Section 3.3 of this Plan and all other policies of the Big White Official Community Plan. The permitted uses within the Future Growth Area will be identified by way of the Secondary Planning Process. The Future Growth Area will be divided into sub-areas on Schedule B (Land Use Map) to assist in referencing certain areas with greater ease. The sub-areas are the Black Forest, Village, Lower Snow Pines, Powder and Westridge Future Growth Area.

***Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.***



Appendix B: Letter of Support from the Province of B.C.



File No: 3413235

March 08, 2018

Donna Dean

Manager of Planning and Development
 Kootenay-Boundary Regional District
 202 - 843 Rossland Ave.
 Trail, BC V1R 4S8

Dear Ms. Dean,

Re: Application for Rezoning, Black Forest Project at Big White Ski Resort

Brent Harley and Associates Inc., acting as an agent on behalf of Big White Ski Resort, have applied to our office for a Crown Grant within the Black forest development area of Big White Ski Resort. The Crown Grant application is for the development of employee housing. We understand the application area does not currently have suitable zoning for the intended purpose.

This letter will confirm that Brent Harley and Associates Inc., is authorized to act as agent on behalf of the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) with respect to a rezoning application, over the area as shown in red on the attached map and described as:

**All the Unsurveyed Crown land adjacent to District Lot 4253, Similkameen Division
 Yale District, containing 0.448 hectares, more or less, within the Controlled
 Recreation Area for Big White Ski Resort.**

I trust that this letter is sufficient to allow the Board to accept and process the application required for this development. Please feel free to call or email me if you require further information, 250-371-3934 or Lily.Kotzeva@gov.bc.ca.

Sincerely,

Lily Kotzeva
 Land Officer

pc. Brent Harley and Associates Inc. Via Email: brent@brentharley.com
 Paul Plocktis, Vice President, Real Estate & Development, Big White ski Resort
 Via Email: pplocktis@bigwhite.com

Ministry of Forests, Lands and
 Natural Resource Operations

Mountain Resorts Branch

Mailing Address:
 510 – 175 2nd Avenue
 Kamloops, BC V2C 5W1

Telephone: 250 371-3952
 Facsimile: 250 371-3942
 Website: www.gov.bc.ca/for

Big White Ski Resort Employee Housing

- File: 3413235 - 0.448 hectares +/-
- Big White Ski Resort Controlled Recreation Area
- All Survey Parcels
- Surveyed Rights of Way
- Ecological Reserves
- Mapsheet Grid - 20K

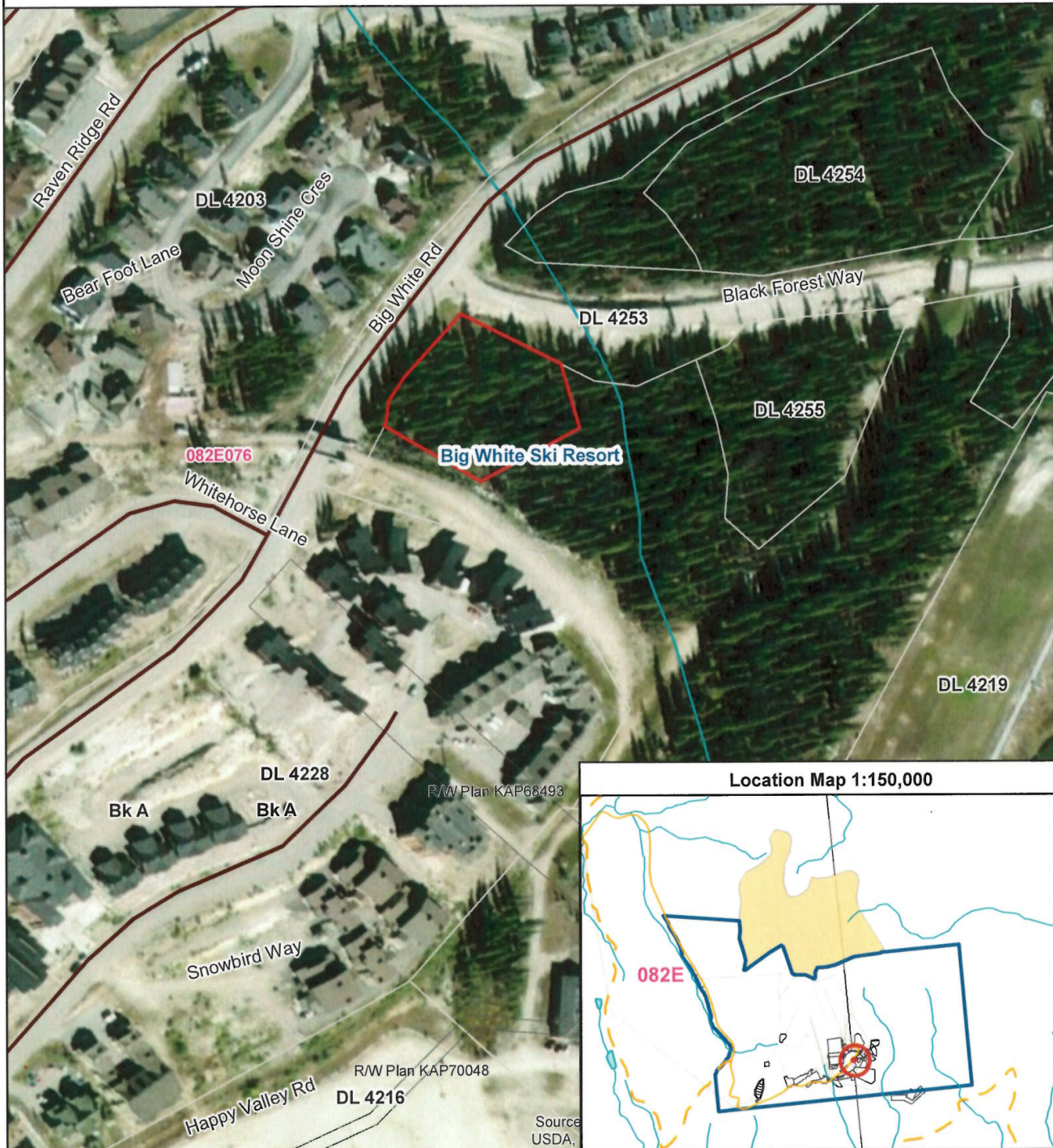
Date: February 9, 2018

Scale: 1:2,500

BC Albers, NAD83

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0 25 50 100





Appendix C: Utilities and Servicing Plan



April 5, 2018

Big White Ski Resort Ltd.
PO Box 2434, Station R
Kelowna, BC
V1X 4K5

Attention: Mr. Jeremy Hopkinson
Vice President, Mountain Operations

Dear Jeremy:

**RE: Black Forest Development - Secondary Plan
Drainage System Plan**

1.0 INTRODUCTION

This letter-report sets out our recommendations for the development of a storm drainage system for the Black Forest development area at Big White. The objective of this letter is to determine the storm sewer layout and pipe diameters required to service the proposed development

This report includes the following sections:

- 1.0 Introduction
- 2.0 Engineering Criteria
- 3.0 Drainage Analysis
- 4.0 Summary of Report

The proposed Black Forest development is to consist of 10 land parcels that will house 388 housing units which will contain 1892 bed units. The development elevation ranges from 1,683m to 1,717m and is located immediately south and below Big White Road just past the skier bridge.

The location of proposed development area is shown on Figure 1.1 on the following page. Table 1.1 accompanies Figure 1.1 and lists the development units, area, and number of bed units proposed per parcel.

The roads and site layout are based on development layout supplied by Brent Harley & Associates. Road design within the proposed development is preliminary, although the routes proposed appear feasible and the drainage is based on existing topography.

Agua Consulting Inc. “Engineered Water Solutions”

- o 3660 Anderson Road, Kelowna, BC, V1X 7V8
- o Phone / Cell: 250.212.3266

Figure 1.1 - Black Forest Plan (Source: Brent Harley and Associates- Secondary Plan)

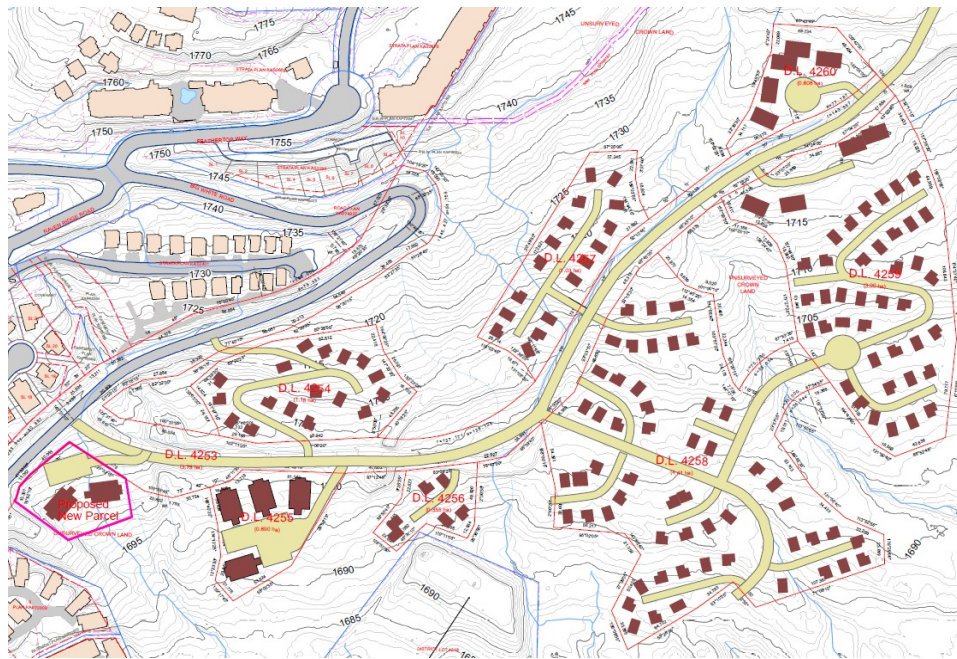


Table 1.1 - Development Parcels - (Source Brent Harley and Associates – Secondary Plan Table 4.1)

Parcel #	Area (ha)	Zoning	Unit Type	# of Units	# of Bed Units
DL 4260	0.608	VC6	High Density Multi-family	100	300
DL 4259	3.0	R4 & R3	Medium Density Multi-family and Single-family	109	514
DL 4258	4.41	R3	Single Family	54	324
DL 4256	0.355	R3	Single Family	6	36
DL 4255	0.69	R6A	Employee Housing Residential	36	176
DL 4254	1.18	R3	Medium Density Multi-family	48	352
DL 4257	1.03	R3	Single Family	17	102
DL 4253 Block A	2.43	Unzoned	Road	0	0
DL 4253 REM	1.33	Unzoned	Road	0	0
Unassigned	0.45	R6A*	Employee Housing Residential	18	88
TOTAL	15.453			388	1,892

*Application to amend R6A for Unassigned Land in process

2.0 DESIGN CRITERIA

Criteria for storm water infrastructure design are based on good engineering practices. A summary of the parameters used is as follows:

Minor return period storm frequency	1:5 year
Major return period storm frequency	1:100 year
Manning's Coefficient	n=0.013

The proposed development was divided into contributing areas as illustrated in Figure 3.1. All contributing areas are small enough to complete the runoff analysis using the Rational Method. Runoff coefficients were used based on the proposed density for each area. Runoff coefficients used are as follows:

Runoff coefficient for Single Family Units	0.5
Runoff coefficient for Attached Multi-family	0.7
Runoff coefficient for Detached Multi-family	0.6
Runoff coefficient for road and parking areas	0.8

Rainstorms Data

Rainfall data for the Big White area is not available. Information from the Kelowna International Airport with a correction factor due to altitude difference was used for the Drainage Analysis. Precipitation intensity was increased by 30%.

Time of Concentration

Time of concentration for the 5-year event	10 min
Time of concentration for the 100-year event	5 min

3.0 DRAINAGE ANALYSIS

The proposed development is located east of the Big White Village on land sloping to the southeast. Several minor water courses flow through the proposed development area. Runoff flows conveyed by the storm sewer will be discharged at these water bodies at several locations. Figure 3.1 shows the sub-catchment areas identified for the Black Forest development.

Figure 3.1 - Black Forest Sub-catchment Area Identification

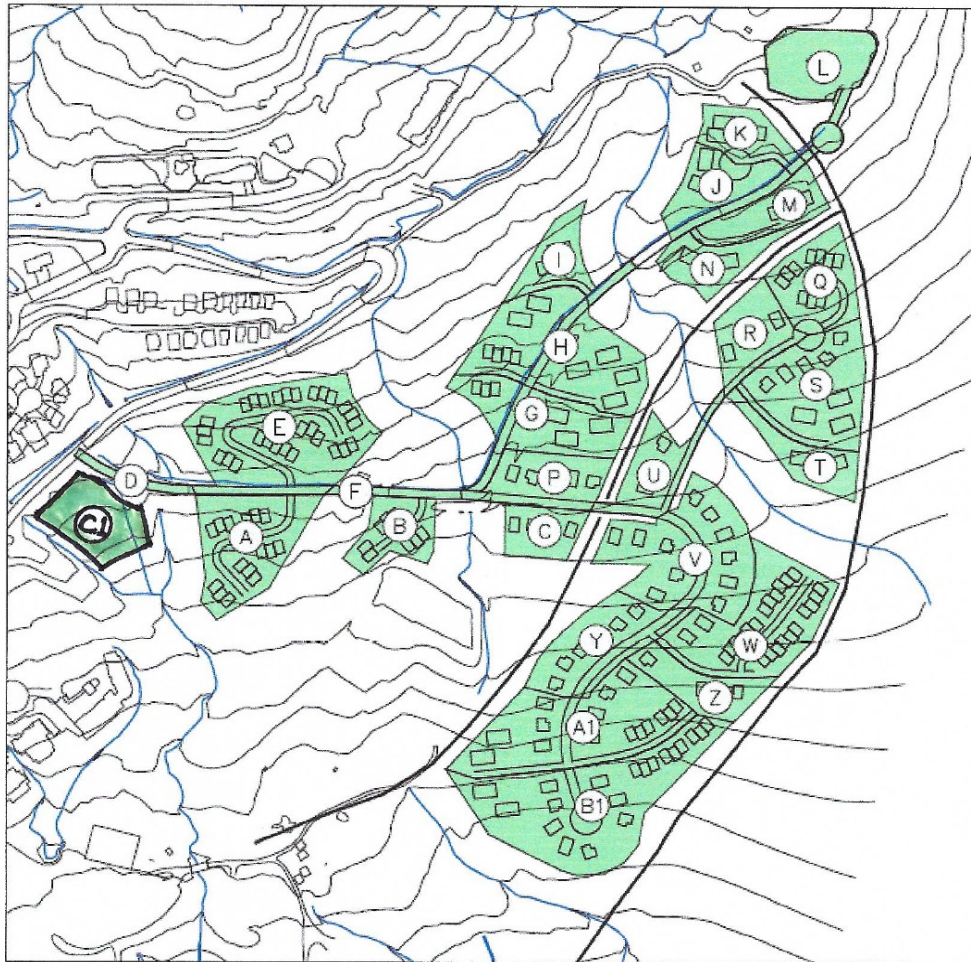
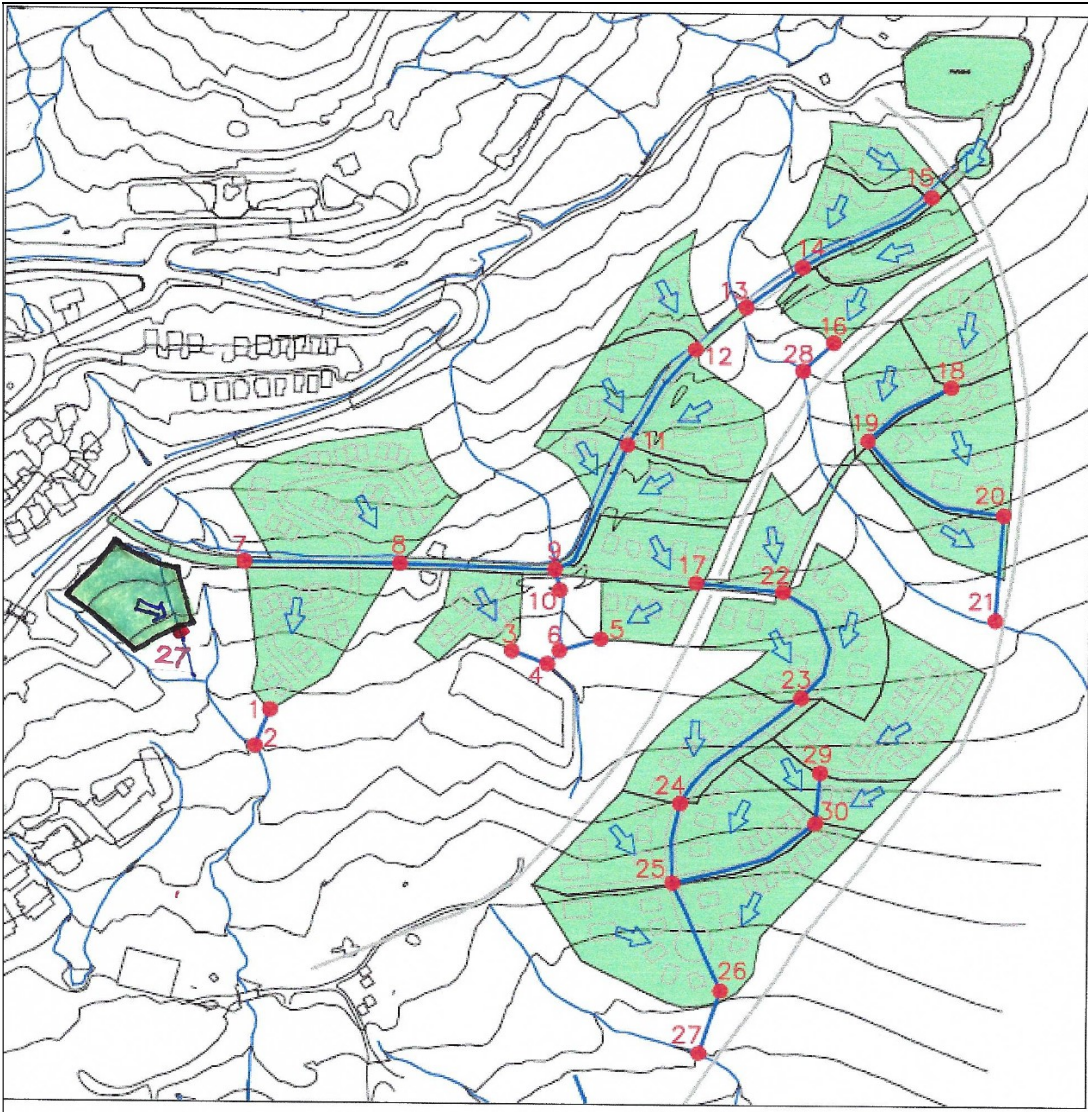


Table 3.1 - Black Forest Sub-Catchment Areas and 1:5 year Runoff

AREA ID	AREA (m ²)	Runoff Coeff	Discharge Node No.	Runoff Flow (L/s)
A	7898	0.7	1	92
B	3663	0.7	3	43
C	300	0.5	5	25
D	884	0.8	7	12
E	12725	0.7	8	160
F	924	0.8	9	12
G	7289	0.65	9	79
H	11583	0.6	11	116
I	3555	0.6	12	36
J	4798	0.6	14	48
K	3345	0.6	15	33
L	6222	0.8	15	83
M	3847	0.6	14	38
N	3328	0.6	16	33
P	4922	0.5	17	41
Q	5346	0.7	18	62
R	4187	0.5	19	35
S	8854	0.55	20	81
T	3359	0.6	21	34
U	4144	0.5	22	35
V	11203	0.5	23	93
W	9967	0.65	29	108
Y	6621	0.5	24	55
Z	3684	0.6	30	37
A1	12333	0.55	25	113
B1	15024	0.55	26	150
C1	4500	0.6	27	45

The proposed storm sewer is illustrated in Figure 3.2. Estimated runoff flows from a minor 1:5-year storm event are listed above in Table 3.1. The storm sewer pipe network is based on the proposed road alignment and the existing topography.

Figure 3.2 - Black Forest Proposed Storm Sewer



The proposed storm sewer pipe network has been designed to convey the runoff generated by the 5 year storm event. The required pipe diameters and expected flows are listed in Table 3.2

Runoff generated by the 1:100-year storm event will be safely conveyed by roads and swales following the same drainage pattern shown in Figure 3.2. The expected runoff flows from each of the sub-catchment areas is indicated in Table 3.3

Table 3.2 - Storm Sewer Pipe Network

Node ID		Elevation (m)		Length	Slope	Diameter	Manning	Pipe Cap.	Max Flow	Q / Qfull	Comments
Initial	Final	Initial	Final	(m)	(%)	(mm)	(n)	Full (L/s)	(L/s)	(%)	
1	2	1686.5	1685	30	5.00%	250	0.013	133	80	60.2%	Discharge to Creek
3	4	1687	1685	30	6.67%	250	0.013	153.5515871	37	24.1%	Discharge to Creek
5	6	1688.5	1685	44	7.95%	250	0.013	167.7287935	22	13.1%	Discharge to Creek
7	8	1703.5	1700.5	135	2.22%	250	0.013	88.65305013	10	11.3%	
8	9	1700.5	1694.5	105	5.71%	300	0.013	231.1697113	149	64.5%	
12	11	1716.5	1707.5	96	9.38%	250	0.013	182.0897825	31	17.0%	
11	9	1707.5	1694.5	121	10.74%	250	0.013	194.930111	131	67.2%	
9	10	1694.5	1693	18	8.33%	375	0.013	506.1579536	280	55.3%	Discharge to Creek
15	14	1726.5	1721	102	5.39%	250	0.013	138.0960314	101	73.1%	
14	13	1721	1718	73	4.11%	300	0.013	196.0420125	176	89.8%	Discharge to Creek
16	28	1713.5	1710	30	11.67%	250	0.013	203.1296564	29	14.3%	Discharge to Creek
18	19	1705.5	1701	76	5.92%	250	0.013	144.7102853	54	37.3%	
19	20	1701	1693.5	128	5.86%	250	0.013	143.9546129	84	58.4%	
20	21	1693.5	1686	85	8.82%	300	0.013	287.2573328	184	64.1%	Discharge to Creek
29	30	1676	1668.5	48	15.63%	250	0.013	235.0768984	94	40.0%	
30	25	1668.5	1664	113	3.98%	250	0.013	118.6771134	94	79.2%	
17	22	1693	1692	60	1.67%	250	0.013	76.77579353	36	46.9%	
22	23	1692	1687	60	8.33%	250	0.013	171.6758934	65	37.9%	
23	24	1687	1673.5	165	8.18%	250	0.013	170.1080441	113	66.4%	
24	26	1673.5	1664	68	13.97%	300	0.013	361.4575505	211	58.4%	
25	26	1664	1653.3	110	9.73%	375	0.013	546.8550599	305	55.8%	
26	27	1653.5	1650	55	6.36%	375	0.013	442.3126559	435	98.3%	Discharge to Creek
27	Creek	1705	1699	45	13.33%	250	0.013	217.154737	45	20.7%	Discharge to Creek

Big White Ski Resort
 Black Forest Secondary Plan
 Drainage System Plan
 April 5, 2018

Table 3.3 - Black Forest Sub-Catchment Areas and 1:100year Runoff

AREA ID	AREA (m ²)	Runoff Coeff	Discharge Node No.	1:100 Runoff Flow (L/s)
A	7898	0.7	1	238
B	3663	0.7	3	110
C	300	0.5	5	65
D	884	0.8	7	30
E	12725	0.7	8	413
F	924	0.8	9	32
G	7289	0.65	9	204
H	11583	0.6	11	299
I	3555	0.6	12	92
J	4798	0.6	14	124
K	3345	0.6	15	86
L	6222	0.8	15	214
M	3847	0.6	14	99
N	3328	0.6	16	86
P	4922	0.5	17	106
Q	5346	0.7	18	161
R	4187	0.5	19	90
S	8854	0.55	20	209
T	3359	0.6	21	87
U	4144	0.5	22	89
V	11203	0.5	23	241
W	9967	0.65	29	278
Y	6621	0.5	24	142
Z	3684	0.6	30	95
A1	12333	0.55	25	291
B1	15024	0.55	26	387
C1	4500	0.6	27	116

Agua Consulting Inc.
 "Engineered Water Solutions"


4.0 REPORT SUMMARY

This section provides a summary of our report

- ☐ Black Forest development is located in an area that has several available discharge locations into water courses. Having the opportunity to discharge the runoff in several different locations reduces the pipe sizes required throughout the drainage pipe network. It also disperses the runoff flows to the natural water courses with lower flows and less overall impact.
- ☐ The proposed development area has been subdivided into small sub-catchment areas. The analysis was carried out utilizing the Rational Method. Intensity Duration Frequency rainfall data from the Kelowna Airport with a 30% increase factor due snowpack and rainfall intensities expected at the higher altitude.
- ☐ The storm sewer has been designed to generally follow the road layout and is based on the existing topography. The pipes have been sized to convey the 1:5-year storm event.
- ☐ Roadside ditches will convey the higher 1:100-year runoff events.
- ☐ A minimum pipe diameter of 250mm is recommended for this drainage plan.
- ☐ At the time of this report completion no detailed profiles of the roads within the development were available. The drainage plan has been based on existing topographic information. Once the detailed road design is completed, confirmation of the actual pipe slopes and required storm sewer pipe sizes can be completed. The final pipe sizes must be checked against the actual detailed design drawing pipe slopes to verify there is sufficient pipe capacity to carry the minor system Design Flows.
- ☐ Table 3.2 of this report shows the preliminary pipe diameters for the proposed storm sewer.
- ☐ The major storm event runoff will flow overland following the same route as the minor storm event. In places where the overland flow is not conveyed by a road, swales large enough to carry the expected flows shall be constructed. Erosion protection of the swale must be considered during their design.
- ☐ The capacity of the ravine where Nodes 4, 6 and 10 will discharge has to be assessed to make sure that no overland flow will enter the west part of sub-catchment areas A1 and B1.

Yours truly,

Agua Consulting Inc.



Bob Hrasko, P.Eng.
 Principal

RJH

Agua Consulting Inc.
 "Engineered Water Solutions"



April 4, 2018

Big White Ski Resort Ltd.
 PO Box 2434 Station R
 Kelowna, BC
 V1X 4K5

Attention: Mr. Jeremy Hopkinson,
 Vice President, Mountain Operations

Dear Jeremy:

**RE: Black Forest Development - Secondary Plan
 Water Supply System Plan**

1.0 INTRODUCTION

This report sets out our recommended water supply plan for the Black Forest development area at Big White. This letter supersedes the October 29, 2007 letter prepared at that time. Since that time, Big White has developed additional water source capacity at both the Rhonda Lake Water Treatment Plant and at the new Powder Basin Water Treatment Plant. The objective of this letter is to assess the capacity of the existing water system infrastructure to service the proposed development. The size of new infrastructure needed to supply water to the Black Forest Development is presented.

This report includes the following sections:

- 1.0 Introduction
- 2.0 Engineering Criteria
- 3.0 Water System Capacity Assessment
- 4.0 Water System Upgrades
- 5.0 Summary of report

The proposed Black Forest development is to consist of 10 land parcels that will house 388 housing units which will contain 1892 bed units. The development elevation ranges from 1,683m to 1,717m and is located immediately south and below Big White Road just past the skier bridge.

Location of proposed development and site layout is illustrated on Figure 1.1 on the next page.

Included with Figure 1.1 is Table 1.1 which is an excerpt from the Brent Harley Secondary Plan report (*Table 4.1 in their report*) summarizing development units and bed units for the individual parcels.

Agua Consulting Inc. “Engineered Water Solutions”
 o 3660 Anderson Road, Kelowna, BC, V1X 7V8
 o Phone/Text: 250.212.3266

Big White Ski Resort
Black Forest Secondary Plan
Water Supply System
April 5, 2018

Page 2

Figure 1.1 - Black Forest Plan (Source: Brent Harley and Associates- Secondary Plan)

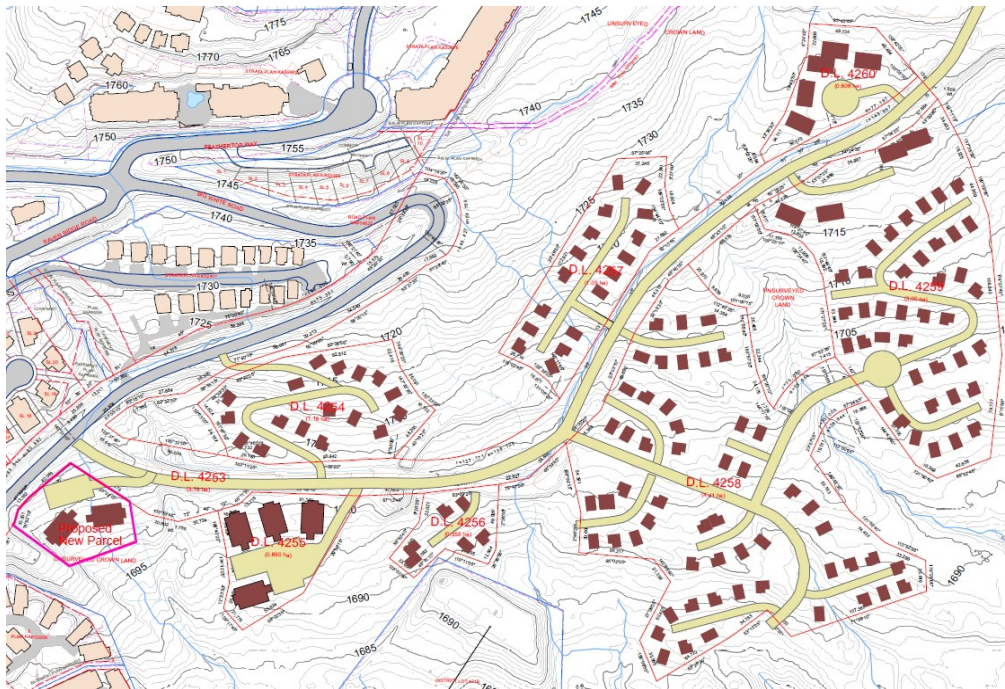


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DL 4254	1.18	R3	Medium Density Multi-family	48	352
DL 4257	1.03	R3	Single Family	17	102
DL 4253 Block A	2.43	Unzoned	Road	0	0
DL 4253 REM	1.33	Unzoned	Road	0	0
Unassigned	0.45	R6A*	Employee Housing Residential	18	88
TOTAL	15.453			388	1,892

*Application to amend R6A for Unassigned Land in process

Agua Consulting Inc.
"Engineered Water Solutions"

2.0 ENGINEERING CRITERIA

Engineering criteria adopted for this report is presented as follows:

Population Density

High Density Building	33 bed/building
Medium Density Building	11 bed/building
Single Family Unit	4 bed/building
Studio	2 pillows
1 Bedroom	4 pillows
2 Bedroom	6 pillows
3 Bedroom	8 pillows
Additional bedroom	1.5 pillows

Water Demands

Average Day Demand (ADD)	68.2 L/d/bed (15 lgp/bed)
Maximum Day Demand (MDD)	227.3 L/d/bed (50 lgp/bed)
Peak Hour Demand (PHD) / MDD factor	1.5

Fire Flow Demand (minimum)	150 L/s for 2 hours
----------------------------	---------------------

Residual Pressures

Maximum Static Pressure	95m (135 psi)
Minimum Pressure under Peak Hour Demand	31.7m (45 psi)
Minimum Pressure under MDD + FF	14.1m (20 psi)

Hazen- Williams Roughness Coefficient 'C' for PVC pipe	130
--	-----

3.0 WATER SYSTEM CAPACITY ASSESSMENT

Our assessment of the water system with respect to the proposed development covers domestic water demand, fire demand, reservoir storage capacity, water distribution system capacity, and water treatment plant (WTP) capacity.

WATER DEMANDS

Average daily demand created by this development will result in:

$$1892 \text{ bed units} \times 15 \text{ Igpd / bed unit} = 28,380 \text{ Imperial gallons} \times 365 = 10,358,700 \text{ Imp. Gallons}$$

$$\text{Total Annual Demand increase on Sources} = 46,987 \text{ m}^3 = 47 \text{ ML}$$

Maximum Daily Demand (MDD) is the basis for daily water supply capacity. This is the number used to size source supply components such as water treatment and balancing storage. Based on a MDD of 50 Igpd/bed the additional demand placed on the mountain from the proposed development is estimated to be as follows:

Black Forest

Phase 1 – 946 bed units x 50 Igpd/bed unit	=	47,300 Igpd (2.48 L/s)
Phase 2 – 946 bed units x 50 Igpd/bed unit	=	47,300 Igpd (2.48 L/s)

Ultimate Add'l Max Day Water Demand (MDD)	94,600 Igpd (4.97 L/s)
--	-------------------------------

Peak hour demands are estimated to be 1.5 x the MDD. The PHD is estimated to be 7.5 L/s.

FIRE DEMAND

Fire flow of 150 L/s with a duration of 2 hours is typical for multi-family developments in the BC Southern Interior. At the time of construction planning, each specific building fire flow demand must be estimated as per Fire Underwriters Survey (FUS) to confirm that the building FF demand does not exceed fire flow supply capacity.

RESERVOIR STORAGE ASSESSMENT

Reservoir storage is typically assessed using the equation of the sum of:

- A = Balancing storage, typically 6 hours of the Maximum daily water demand;
- B = Fire storage for the flow rate and duration of the highest level of protection required in the service area;
- C = Emergency storage which is equal to (A + B) x 25%

Existing reservoir storage on the mountain consists of a 1,363 m³ concrete in-ground storage tank with a high-water level of 1879.40 metres. The current actual MDD measured at Big White is 27.53 L/s (524,000 Igpd). The reservoir is gravity fed from the WTP, where the number of on-line filters is adjusted through out the year to supply the MDD. The WTP capacity is 31.5 L/s (600,000 Igpd) which reduces the balancing storage requirement. The development will add 4.97 L/s demand to the MDD requirements.

Since 2007, the Rhonda Lake water treatment capacity has been upgraded such that the flow through the water treatment plant can provide significantly more water due to the installation of two large Spektron 250e UV reactors. This allows the filtration system to be bypassed in times of emergency, while still maintaining disinfection requirements.

Our current assessment of storage allotment is summarized as follows:

Current Storage Assessment	No Bypass	w / bypass
A (Balancing storage) = MDD flow (27.53 L/s) for 6 hours =	595 m ³	595 m³
B (Fire storage) = 150 L/s for a duration of 2.0 hours =	495 m ³	1,080 m³
C (emergency storage) = 25% x (A+B) =	273 m ³	419 m³
TOTAL	1,363 m³	2,094 m³

Current fire storage available can include both the fire storage and emergency storage components. The total amounts of Items B and C amounts 768 m³ or 150 L/s for a duration of 1.42 hours. The fire storage is supplemented by the large UV reactors which make up the difference in required flow and storage. The storage available in Rhonda Lake is in the range of 262,000 m³.

Future Storage Assessment	No Bypass	w / bypass
A (Balancing storage) = MDD flow (32.50 L/s) for 6 hours =	702 m ³	702 m³
B (Fire storage) = 150 L/s for a duration of 2.0 hours =	388 m ³	1,080 m³
C (emergency storage) = 25% x (A+B) =	273 m ³	446 m³
TOTAL	1,363 m³	2,227 m³

The available fire protection flow from the reservoir is reduced to 150 L/s for a duration of 1.22 hours when the Black Forest Development MDD is added to the water system. The supplemental flow from the UV reactors makes up the difference in fire demand under emergency conditions.

WATER DISTRIBUTION SYSTEM CAPACITY

The proposed development is outside the area currently serviced by the Big White water distribution system. The watermain network has to be extended to supply water to Black Forest development. The proposed network expansion is discussed in Section 4.0 Water System upgrades.

WATER TREATMENT CAPACITY ASSESSMENT

The existing Rhonda Lake water treatment system has a current capacity of 31.5 L/s (600,000 lpgd). With the addition of the full Black Forest development, MDD demand will increase by 4.97 L/s to a total MDD of 32.5 L/s. The Rhonda Lake water treatment capacity is insufficient to handle the entire maximum daily demand without bypassing the filters.

In early 2018, Big White developed the Powder Basin water source with a UV disinfection and chlorination facility constructed immediately below the Powder Basin Reservoir. This facility has an initial capacity of 3.46 L/s for two small reactors (three small Hallett UV reactors installed rated at 27.4 USgpm each). This water treatment system will feed into the lower pressure zone and will take demand off of the Rhonda Lake water system during MDD conditions.

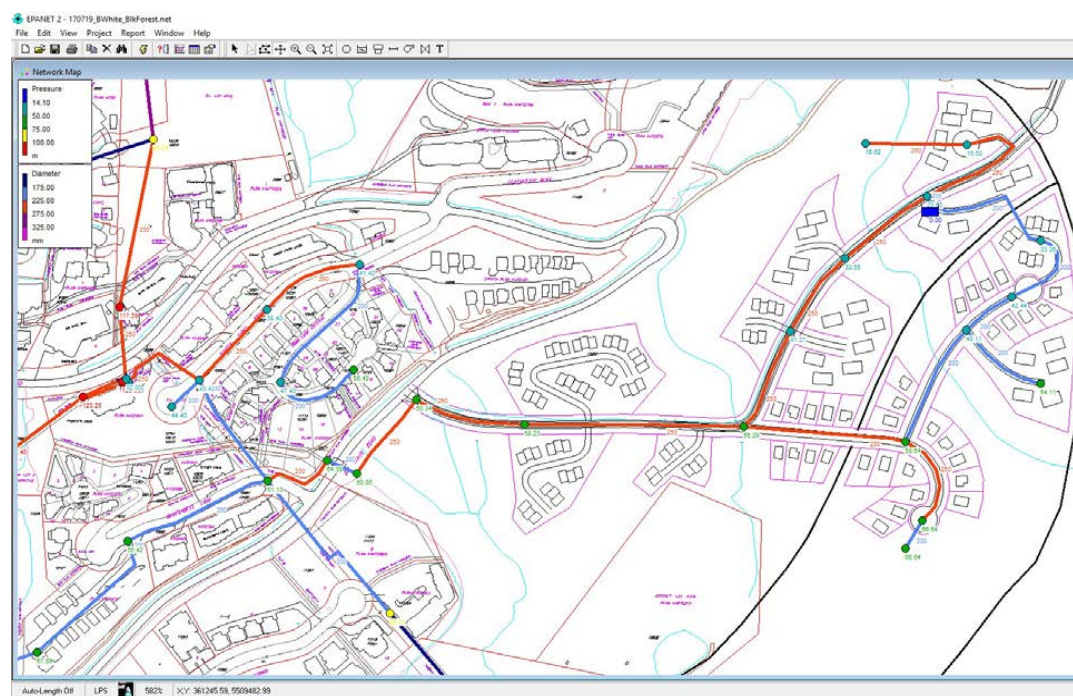
4.0 WATER SYSTEM UPGRADES

The water system upgrades required to service the proposed development are discussed in this section.

Water Distribution System Upgrades

The computer water distribution model is the best analytical tool for determining water distribution system capacity to the development site. The proposed pipe network expansion was added to the latest version of the model to confirm water main diameter requirements for properly servicing the Black Forest Development. Figure 4.1 illustrates the required water main sizes. Sizes are shown on the figure in millimeters. The red pipes are 250mm diameter. The light blue pipes are 200 mm diameter. The loop around the lower (south eastern) portion of the development is recommended to be 200mm diameter as a 150mm diameter loop will result in higher than desired velocities in the event of a 150 L/s fire flow.

Figure 4.1 - Recommended Water Main Sizes



The development area is located below the two existing Pressure Reducing Valve (PRV) stations that are on the mountain. Because the development is lower on the mountain, there is the ability to provide water from either the Rhonda Lake source or from the Powder Basin Reservoir.

Fire Flow Protection

FUS fire flow assessments for the larger building within Black Forest must be completed to determine specific building fire demand. Additional information in regards to square footage, construction materials, fire wall and sprinkler system installation, as well as building clearances will affect the fire flow assessment. For multi-family development within the Okanagan region, a maximum fire flow of 150 L/s is the standard municipal design requirement.

In 2007, two options were considered for providing the design fire flow to the Black Forest area: one was to bypass the pressure media filters at the Rhonda Lake Treatment plant and upgrade the disinfection capabilities; the second was to install water main from the Powder Basin source and bring that source on-line. The first option was successfully implemented in 2015

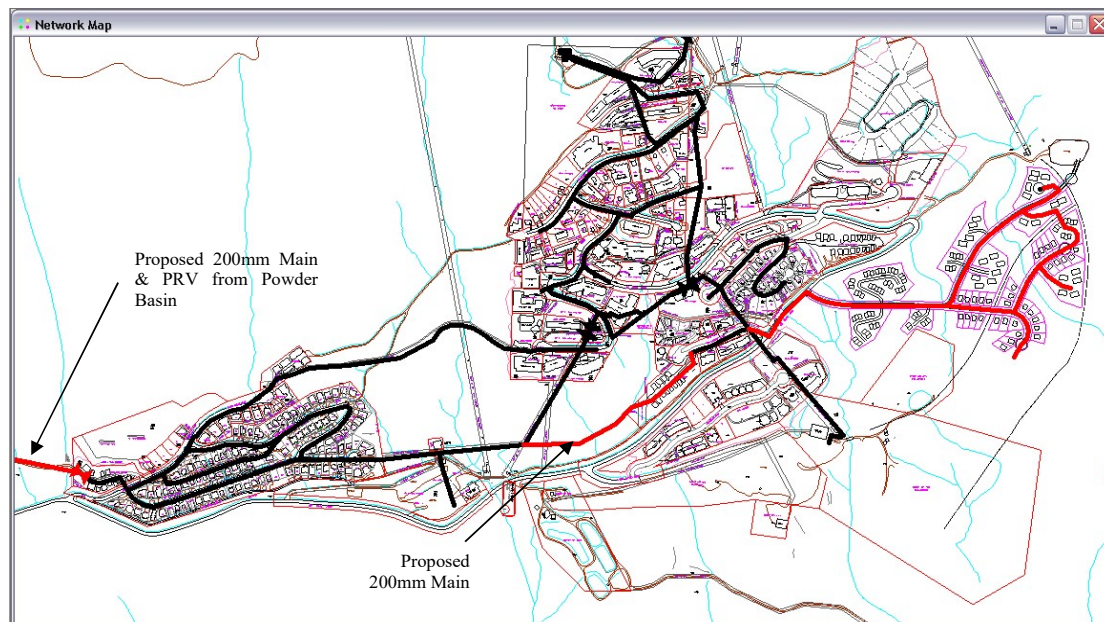
Option 1 - Fire Flow Protection – Bypass Filters

One option is to adjust the system so that the FF component is eliminated from the storage requirement equation by means of a direct feed from the Rhonda Lake Reservoir. Rhonda Lake Reservoir holds approximately 360,000 m³ of storage and is the primary water supply for Big White. Sufficient flow and substantial duration of the maximum flow will be available if this source is used directly to provide fire protection. Since 2007, the disinfection capacity from the Rhonda Lake source has been completed.

Option 2 - Fire Flow Protection – Feed from Powder Basin

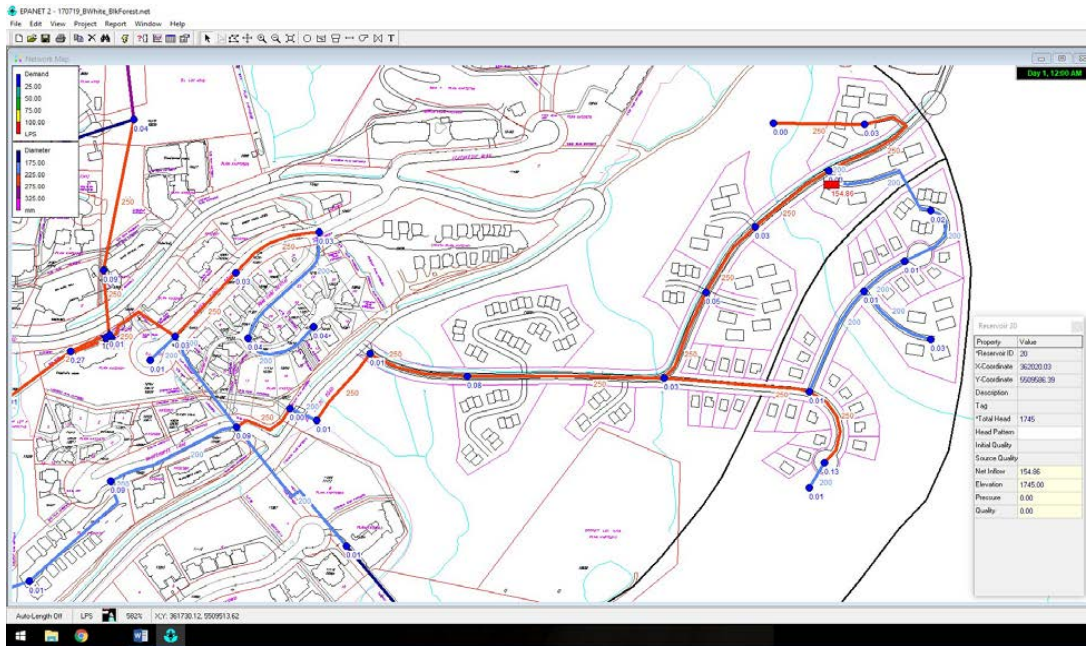
The second option considered is to supply water across the lower Pressure zone service area and supply water from the new Powder Basin Reservoir. The treatment facility is partially completed. Figure 4.2 shows the new mains required for Basin Powder to feed the Black Forest area.

Figure 4.2 - Powder Basin Supply to Black Forest



With Option 1 completed and there being flow from Rhonda Lake water source, the computer model was tested to determine the minimum available fire flow at the highest point in the Black Forest service area while still maintaining 20 psi (14m head) available at all locations within the system.

Figure 4.3 - Residual Pressure and Flow Velocity under MDD+FF



A flow of 150 L/s is available at all locations within the system.

Water Treatment Capacity Assessment

The existing water treatment system has a current capacity of 31.5 L/s (600,000 Ipgd). With the addition of the Black Forest development, the water treatment capacity will be insufficient to handle the maximum daily demand conditions. There are two options available to increase water treatment capacity: one is to expansion of the Rhonda Lake WTP filtration system; the second is to bring the Powder Basin WTP on-line.

With the MDD projected to increase from 27.53 L/s (524,000 Ipgd) to 32.50 L/s (609,500 Ipgd) this would put the demands above filtration capacity of 31.5 L/s. If all flow were to be provided from the Rhonda Lake WTP, two additional 80,000 Imperial gallon per day multi-media filters will be required to provide sufficient flow for Black Forest Development.

Alternately, now with the Powder Basin WTP functional, the disinfection capacity from that source is in the range of 3.45 L/s which is sufficient to meet the additional demands from the Black Forest development area.

5.0 SUMMARY OF REPORT

This section summarizes our report.

- ☐ Water demands for this development are based on a total of 1,892 bed units at a MDD of 50 Igpd per bed unit. The MDD for the current development is 27.53 L/s. With the addition of Black Forest, the additional demand is estimated to be 4.97 L/s. The total MDD would become 32.5 L/s at development area build-out. The peak hour demand is estimated to be in the range of 7.5 L/s.
- ☐ An Engineer's sealed form of the FUS fire flow assessment should be completed by each developer and submitted to Big White to confirm the fire flow required for each new building developed is able to be provided by the water supply system. This letter has been completed based on a maximum fire flow requirement for multi-family development of 150 L/s. Should the FUS fire flow calculation indicate that a higher fire flow is required the watermain grid for supply must be reviewed.
- ☐ The proposed development can be connected to the existing water distribution system. As shown in Figure 4.1, the water main sizes to meet the domestic flow and fire flow demand is a 250mm supply main. Recommended water main sizes are illustrated in Figure 4.2 of this report.
- ☐ Since the October 2007 report, Big White has improved the disinfection supply capacity at the Rhonda Lake WTP and has brought on-line the Powder Basin WTP disinfection system to provide a new source and better redundancy in water supply during emergencies;
- ☐ The existing 1879m elevation reservoir capacity has been assessed factoring in the gravity fed flows available from the water treatment plant. The water treatment plant operates continually to supply the MDD reducing the balancing storage requirement from the existing reservoir;
- ☐ Big White has the ability to provide a continuous supply of gravity fed, disinfected water from the Rhonda Lake water source. This flow bypasses the filters at the WTP and is not limited in storage capacity with 360,000 m³ of water typically available;
- ☐ The proposed water distribution system with in the Black Forest area has been modeled to confirm that water main diameters are adequate to supply the expected demands under the Engineering Criteria conditions indicated in Section 2.0 of this report.
- ☐ Water distribution system simulation indicated that a fire flow of 150 L/s can be supplied to the Black Forest area if the water main sizes shown in Figure 4.1 are utilized.
- ☐ The Rhonda Lake WTP filtration capacity is limited to 31.5 L/s. The additional development increases the requirement to 32.5 L/s. The shortfall is met by the supply capacity from the Powder Basin WTP which is 3.45 L/s.

Please review this letter and call us with any further questions that you may have.

Yours truly,

Agua Consulting Inc.



Bob Hrasko, P.Eng.
 Principal

Agua Consulting Inc.
 "Engineered Water Solutions"

Draft Zone: R6B Hostel Zone

407B. HOSTEL ZONE R6B

1. Subject to compliance with the general provisions in Part 3, the following provisions shall apply in the Hostel Zone.

2. Permitted Uses

The following uses only shall be permitted:

- a) Employee Housing;
- b) Employee Services;
- c) Hostel;
- d) Accessory buildings and structures.

3. Minimum Parcel Area

The minimum parcel area shall be 2,000 m².

4. Floor Area Ratio

The maximum floor area ratio shall be 0.8

5. Setbacks

No building or structure or part thereof except a fence shall be located within:

- a) 4.5 metres of a front lot line;
- b) 4 metres of a rear and interior side lot line;
- c) 3 metres of an exterior side lot line.

6. Parcel Coverage

The maximum parcel coverage shall be 60%. Notwithstanding the foregoing, portions of underground parking areas which are not directly under the foot print of a building and which are entirely below the finished grade of the parcel and thereby fully concealed, shall be deemed to be exempt from these parcel coverage standards.

7. Height

- a) Principal buildings shall not exceed 17 metres in height;
- b) Accessory buildings shall not exceed 6 metres of one storey in height.

8. Parking

All Off-street parking spaces shall be provided in accordance with Section 317 of this Bylaw.

As recommended by the Education and Advocacy Committee on May 22, 2018:

MOTION THAT THE RDKB supports the following principles relating to cannabis, following similar principles to those adopted by UBCM, and **FURTHER THAT THE RDKB** sends a letter to appropriate agencies as appropriate to communicate that:

1. Cannabis legalization should not result in additional local government funding by property taxpayers
2. Local governments should be reimbursed for costs associated with the implementation of legalized cannabis.
3. Local governments should be reimbursed for any additional policing costs resulting from cannabis legalization.
4. Remaining excise tax revenue (after taking out expenses incurred as part of principles 1-3 and the federal share) should be shared 50:50 between the Province of BC and local governments.

BACKGROUND:

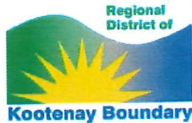
UBCM policy statement:

<http://www.ubcm.ca/EN/meta/news/news-archive/2018-archive/ubcm-principles-for-cannabis-taxation.html>

This Echoes the following resolution sponsored by the City of Nelson, and endorsed by the AKBLG membership at the 2018 Convention:

AKBLG AGM outcome: *Amended and Endorsed as amended;* identified as the highest priority 2018 resolution by the members:

THEREFORE BE IT RESOLVED that UBCM lobby the Province of British Columbia to provide fifty (50) percent of the provincial share of the cannabis tax sharing formula to British Columbia local governments, and for support for the four principles of the current UBCM approach.



Federal/Provincial Gas Tax Funding Application

Application Date April 9, 2018

Project Title Boundary Museum Society's 40 'X 40' Exhibition Extension Project

Applicant Contact Information:

Name of Organization	Boundary Museum Society		
Address	6145 Reservoir Road, Grand Forks, BC, V0H 1H5		
Phone No.	250-442-3737	Fax No.	
Email Address	boundarymuse@shaw.ca		

Director(s) in Support
Of Project

Roly Russel

Area

D

Amount Required

\$ 60,000.00

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

- ☐ The applicant is the owner of the property
- ☐ The property is Crown Land. Tenure/license number

Do you have the land owner's written approval to complete the works on the land(s)?

- ☒ Yes (include copies of permits)
- ☐ No

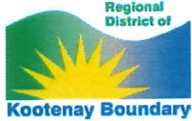
Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

Registered Owners of Land	Legal Description of land(s)
USCC	Lot S 1/2 of 20, D.L. 453, Plan 8515 SDYD

APR 11 2018

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: rdkb.com



Application Contents – must include all of the following:

1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

1. Eligible Project Description including timeline:

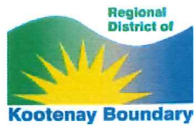
The Boundary Museum Society are planning to build a 40' X 60' addition to our existing 40' X 40' Black Hawk Livery building. This addition is to house four 1901 - 1949 restored pumpers and fire trucks as well as some fire fighting equipment. With a few of our local rural fire halls set to be closed we feel that this would be a perfect place to have them on display. This is a great opportunity for our community. It will also attract tourists from far and wide and bring tourist dollars to our beautiful community for all to benefit.

The first phase of the project is to excavate the area to pour the concrete for the foundation once the footings are completed.

Our projected costs come close to \$58,000.00 for the first phase and we have already paid our engineer WSA Engineering (2012) Ltd to prepare the drawings for this project. The amount paid was \$2635.50. (see invoice enclosed) We will ensure that the funds received will be only used for the project alone. They will be deposited in a separate project account so all expenses can be kept track of in the proper manner.

Once we receive the money, we will start on the project as soon as possible so we can have it finished sometime in the early summer, hopefully by the end of July.

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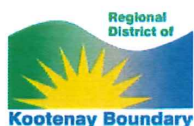


1.1 Project Impact:

We expect the project impact to be huge. Phase two is to construct the 40' X 60' building on the foundation. Once it is complete, it will bring in the local people and tourists. The fire trucks exhibit alone will be a huge draw from far and wide, which will impact the tourist trade in our entire community. It will also give us the extra room we desperately need to display more of our artifacts that we have in storage. We are actively applying for other grants for phase two - the actual building of the structure.

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1.2 Project Outcomes:

Locally, the successful completion of this project is an important step in continuing to grow the tourism sector. The Boundary Museum Society is recognized as a leader in the tourism market as it promotes and markets the region to "increase the length of tourist season in Boundary Country and to improve the overall financial sustainability of the tourism sector. The completion of the "Boundary Museum Exhibition Building Project" will be a draw for this location and is expected to provide an increase in visits to this site, and a benefit to the bottom line. Additionally, this project provides an accessible venue for residents and tourist alike to view these important artifacts.

The project has widespread support from local stakeholders. Regional Visitor Information Centres are prepared to promote this new exhibit and School District #51 (which already conducts annual field trips to the Boundary Museum from the eight schools in the region) are excited about the project which provides a safe-and accessible venue for youth in the region to learn more about the region's history, thereby enriching educational opportunities in the Boundary. The region's rural volunteer fire department is appreciative as this project means the pumper trucks will be stored safely in a sustainable manner and will be accessible to the community.

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 Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
 Email: admin@rdkb.com · web: rdkb.com

1.3 Project Team and Qualifications:

WSA Engineering (2012) Ltd
Boundary Museum Society Board of Directors
Volunteers (Grand Forks Volunteer Firefighters)

2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

[illegible]

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Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com

Additional Budget Information

1) Invoice for WSA Engineering (2012) Ltd for drawing up plans

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
<i>Lee Derhousoff</i>	LEE DERHOUSOFF	April 10 / 18

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Email: admin@rdkb.com · web: rdkb.com



ENGINEERING (2012) LTD
2248 Columbia Avenue Castlegar, BC V1N 2X1

Tel 1-888-617-6927
e-mail: mail@wsaeng.ca

September 14, 2017

Project Number: C17001 – 043.2

Boundary Museum – 40' x 60' Building Addition – Project Quote

Phase 1 – Artifact Storage Building		
Task:	Estimated Start	Estimated Cost:
Construction Period		
Supply & Install Foundation & Concrete Slab		
• Excavation	Start Week 5 (Duration: 1 Week)	\$10,8000.00
• Set Forms & Pour Footing.	Start Week 6 (Duration: 0.5 Weeks)	\$8,100.00
• Set Forms & Pour Foundation Wall	Start Week 6 (Duration: 0.5 Weeks)	\$14,175.00
• Insulate & Backfill	Start Week 7 (Duration: 1 Week)	\$5,400.00
• Prep & Pour Slab	Start Week 8 (Duration: 1 Week)	\$19,440.00

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BOUNDARY MUSEUM

6145 Reservoir Road, Grand Forks, BC V0H 1H5
Ph/fax: 250-442-3737, boundarymuse@shaw.ca
<http://www.boundarymuseum.com/>

April 11, 2018

Regional District Boundary Kootenay
202 – 843 Rossland Ave
Trail, BC V1R 4S8

Dear Roly:

Please find enclosed our grant application for your Community Works Funding grant. This will start and continue to completion, phase 1 of our 40' X 60' Exhibition Building Extension project.

If you need any other paper work to support this grant, please do not hesitate to contact us at 250-442-3737.

Thank you for your consideration of this grant application.

Sincerely,

Lee Derhousoff
President – Boundary Museum Society

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**WSA Engineering (2012) Ltd**

2248 Columbia Ave Castlegar, BC V1N 2X1 E-mail gwenh@wsaeng.ca Phone # 1-888-617-6927

Invoice Date: 12/10/2017**Invoice #:** 11211**Invoice submitted to:**Boundary Museum Society
6145 Reservoir Road
Grand Forks, BC
V0H 1H5**In Reference To:** 40 x 60 Building
Project #: C17001 - 043.2**INTERIM INVOICE****Professional Services****Amount**

Initial Site Visit & Concept Review	800.00
Preliminary Drawings to 80%	1,600.00
Administration	110.00
GST on sales	125.50

Subtotal **\$2,510.00**Sales Tax Total **\$125.50****Total This Invoice \$2,635.50**Payments/Credits **\$0.00****Total Including Outstanding \$2,635.50****RECEIVED****APR 11 2018****REGIONAL DISTRICT OF
KOOTENAY BOUNDARY**TERMS: Due and Payable Upon Receipt.
INTEREST AT 2% PER MONTH ON OUTSTANDING BALANCE
We accept E-Transfers, Mastercard and Visa, however due to processing
charges by credit card companies a 3% fee will be added to invoices over the
amount of \$1500.00APPROVED BY: 

GST/HST No. 817351307

BOUNDARY MUSEUM SOCIETY**BOARD OF DIRECTORS & STAFF April 3, 2018 REVISED**

Position Held	Full Name	Phone No.	Email Address	Residential Address	Mail Address	Postal Code
PRESIDENT/CHAIR	Lee Derhousoff	250-442-2054	lee.derhousoff@gmail.com	3480 Davy Rd	Same	V0H 1H2
VICE-PRESIDENT	Bob McTavish	250-442-8486	1bobmct@gmail.com	1771-68th Ave	Box 1974	V0H 1H0
	Bob McTavish	cell 250-584-9000				
SECRETARY	Monica Coleshill	250-442-5925	monica.coleshill@gmail.com	4055 Victoria Rd	Same	V0H 1H5
TREASURER	Kathy Rush	250-442-2630	k.rush@shaw.ca	7105 North Fork Rd	Same	V0H 1H2
DIRECTOR	Laura Lodder	250-442-8495	tlodder@telus.net	5075 Lodder Rd	Same	V0H 1H4
DIRECTOR	Joe Tatangelo	250-447-9345	bcioey68@gmail.com	45 Franson Rd, Clake 1E2	Same	V0H 1E2
DIRECTOR	Sam Semenoff	250-442-8354	snlsemennoff@gmail.com	8235 Outlook Road	Same	V0H 1H2

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*Box 760
Grand Forks, BC V0H 1H0*

*Telephone: (250) 442-8252
1-877-662-4646*

*Fax: (250) 442-3433
Email: gadmin@uscc.ca*

February 26, 2018

Boundary Museum
6145 Reservoir Road
Grand Forks, BC
V0H 1H5

Attention: Sam Semenoff, Director

Dear Sam,

I am pleased to advise your Board that at our February 22, 2018 Executive Committee Meeting of the USCC, your request for the extension of 40' x 60' onto the existing 40' x 40' Black Hawk Livery Building at 6145 Reservoir Road, Grand Forks, BC, Lot S ½ of 20, D.L. 453, Plan 8515 SDYD was discussed and approval given to proceed.

We trust this extension will be under the direction of certified individuals and all codes and guidelines will be adhered to.

We look forward to the completion of this project.

Warmest regards,

JJ Verigin, Executive Director

JJV:bn

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BOUNDARY MUSEUM SOCIETY

PROJECT ACCOUNT

6145 RESERVOIR RD, GRAND FORKS BC V0H 1H5
TEL (250) 442-3737DATE ~~1829~~ 2017PAY TO THE
ORDER OFWSA ENGINEERING (2012) Ltd
Two thousand six hundred thirty five and no/100 DOLLARS \$ 2,635.50GRAND FORKS CREDIT UNION
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BOUNDARY MUSEUM SOCIETY

Lee Darchouff

Maurice Colquhoun

MEMO

INV 11211

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REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

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Action Item List
All Committees Board - as of May 24, 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	10 Apr 2018
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 Inspector to the Board of Directors regarding this issue.	Active	02 Mar 2018
01 Mar 2018	BCDC	That a meeting be set up with key stakeholders in the community and Kevin Schubert from BC Transit to	Mark Andison	30 Mar 2018	Maureen Forster- 30 Apr 2018 11:04:41 AM A meeting has been set up for May 2, 2018.	Active	30 Apr 2018

		discuss options in service reduction. FURTHER that a list of stakeholders be sent to M. Andision, CAO.			Maureen Forster - 29 Mar2018 02:23:37 PM To be discussed at April 3rd BCDC meeting. BC Transit has expressed an interest in participating.		
27Mar 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

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
27Mar 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
27Mar 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
27Mar 2018	BCDC	The meeting with T. DeCourcy and other forest industry people will be attending a lunch meeting after the BCDC meeting in the near future.	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	18 Apr 2018
18Apr 2018	BCDC	1. Community Futures will communicate to Tim Fry that it was decided to add 300 sites to the 468 Insider App and report back to the Committee members. 2. A presentation from Simone Carlsle-Smith, TOTA will be rescheduled to a BCDC meeting after May .	Mark Andison	31 May 2018		Active	30 Apr 2018
18Apr 2018	BCDC	That the Boundary Community Development Committee endorses inviting Herb Hammond to give a presentation in the Boundary this fall. FURTHER that Director Russell will be the point person for the meeting.	Mark Andison	30 Sep 2018	--	Active	08 May 2018
18Apr 2018	BCDC	That the Boundary Community Development Committee direct staff to develop a distillation of the Animal Control Bylaw, as it pertains to dogs that will be provided to residents when they purchase dog licenses.	Mark Andison	31 May 2018	Maureen Forster -30Apr2018 11:08:06AM A distillation of the regulations applying to dog owners has been provided to the RDKB Corporate Communications Officer for production of a document.	Active	30 Apr 2018
18Apr 2018	BCDC	That the Boundary Community Development Committee endorses moving forward with phases 2 and 3 in the development of the Boundary Recreational Trails Master Plan.	Mark Andison	30 Apr 2018	Maureen Forster - 30 Apr 2018 11:46:10 AM The consultant has been notified of the decision.	Active	30 Apr 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. - 24Apr201703:19:11 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	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	Active	09 Mar 2018

		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.		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.		
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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 Glnallas	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
09 May 2017	Board	Be it resolved that the Regional District of Kootenay Boundary Board of Directors requests Interior 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/Nest 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	Board	The Regional District of Kootenay	Donna Dean	31	25 Aug 2017 02:03:38 PM	Active	25 Aug

2017		Boundary Board of Directors directs staff to send a letter to ATCO requesting that more notice be given to referrals so that the timing is more compatible with the Regional District's meetings and Board schedules.		Aug 2017	Staff is working on this issue.		2017
13 Sep 2017	Board	Corporate Vote Unweighted Director Gee requested that the letter from Metro Vancouver regarding electric vehicle charging be referred to the Boundary Community Development Committee for further discussion.	Mark Andison	21 Sep 2017		Active	09 Mar 2018

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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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 Active A Staff Report will be brought forward at a Board meeting scheduled in January 2018.	Active	05 Apr 2018
1:31 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 Active 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 Active 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 (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	Frances Maika	31 Jan 2018	Maureen Forster - 09 Mar 2018 09:06:21 AM Active Ongoing.	Active	09 Mar 2018

		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
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	09Mar 2018

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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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 more RDKB communities use electric vehicle charging stations and it can be determined whether there are any negative impacts.	Mark Andison	29 Jun 2018	Maureen Forster - 09 Mar 2018 09:15:54 AM Awaiting Installation of vehicle charging stations in more RDKB communities.	Active	09 Mar 2018

28 Feb 2018	Board	Staff will review Metro Vancouver-GVS&DD Commercial Waste Hauler Licensing Bylaw No. 307, 2017 and determine whether there are implications to the RDKB and whether a follow-up report to the RDKB Board of Directors is necessary.	Goran Denkovski	14 Mar 2018		Active	08 Mar 2018
28 Feb 2018	Board	Corporate Vote Weighted That staff be directed to request Maureen Chapman and George Abbot to include engagement opportunities on the Provincial Flood and Fire Review within the RDKB's region.	Dan Derby	29 Mar 2018	<i>Maureen Forster- 09 Mar 2018 09:17:42 AM</i> 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

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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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	05Apr 2018
29Mar 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
29Mar 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	05Apr 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	05Apr 2018
03Apr 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 Planning Program is successful	Tom Sprado	30 Apr 2018		Active	05 Apr 2018
03Apr 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	05Apr 2018
03Apr 018	Board	That the Regional District of Kootenay Boundary Board of Directors approves assuming the role of CRA Sponsor on behalf of the Boundary Association for Applied Science and Innovative Technologies for the submission of an application to the Grand Forks Credit Union/Phoenix Foundation grant opportunity for funding to assist with the purchase of a 3-D printer for training and educational purposes. FURTHER that the Boundary Association for Applied Science and Innovative Technologies be invited to attend a future meeting of the Boundary Community Development Committee.	Mark Andison	30 Apr 2018		Active	05Apr 2018
04 Apr	Board	That staff be instructed to send a letter to	Chris Marsh	30		Active	05Apr

2018	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.	Apr 2018	2018
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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
24 May 2018	Board	That the Regional District of Kootenay Boundary Board of Directors approve the allocation of \$40,000 to the General Government Administration (001) Budget over two years (\$20,000/year) for the Columbia Basin Rural Development Institute (RDI)-RDI for Local Government Regional Research Project SUBJECT TO the approval of equivalent funding commitments from the Regional Districts of Central Kootenay and East Kootenay in return for \$60,000 in direct research support (50 % ROI) and joint access to \$25,000 strategic investment (SEED funding) and \$20,000 training and workforce development.	Beth Burget	31 May 2018		Active	24 May 2018
24 May 2018	Board	That the Regional District of Kootenay Boundary Board of Directors send a letter of support to the Ministry of Transportation and Infrastructure to consider the request of Strata Corporation KAS1840 to pave the remainder of Camp McKinney Road, at kilometer 14 outside the Town of Oliver, for 21 kilometers to Mt. Baldy Ski Resort village. FURTHER that the Town of Oliver be notified of the RDKB Board of Directors' decision.	Theresa Lenardon	31 May 2018		Active	24 May 2018
24 May 2018	Board	That staff follow up with the British Columbia Conservation Foundation/WildSafe BC Grand Forks to clarify establish whether or not the group also deems the Electoral Area E/West Boundary WildSafe Grand Forks program unfeasible. FURTHER if the program in Electoral Area E/West Boundary is deemed unfeasible that the Electoral Area E/West Boundary GIA funds be returned to the Regional District and reallocated back to Electoral Area E/West Boundary Grant in Aid.	Beth Burget, Mark Anderson	31 May 2018		Active	24 May 2018
24 May 2018	Board	That the Regional District of Kootenay Boundary Board of Directors consider the following: To revisit the actual purpose and focus of the town hall meetings and determine that they are meeting organizational objectives of the Board of Directors and staff. To determine whether annual town halls are the right tactic for discussing topics in addition to the RDKB financial plan and budget, or whether another process may be required given time constraints of the town halls themselves. To continue to advertise an opportunity for residents to provide online and/or SMS text-based feedback of some kind in the lead up to and following the town halls. To continue using a standard financial plan/budget presentation with interactive polling for all 2019 town halls, followed by a question and answer session provided audience members indicate a preference for this during live polling. To use topic tables in an open-house format at the outset and again at the end of each of the town halls that are expected to exceed 20 attendees.	Frances Maika	31 May 2018		Active	24 May 2018
24 May 2018	Board	That the Corporate Communications Officer attend a future Electoral Area Services Committee meeting to discuss the Electoral Areas A-E Town Hall Meetings overall and to present further information on the global cafe style of town hall meeting that was used at 2018 Electoral Area C/Christina Lake. FURTHER that after review of this matter by the Electoral Area Services Committee, that it be referred to the overall Board of Directors for further discussion.	Frances Maika	31 May 2018		Active	24 May 2018
24 May 2018	Board	That a decision regarding the 2018-2022 Service Agreement between the RDKB and	Mark Daines	31 May		Active	24 May 2018

	Trail and District Arts Council for a five year term commencing June 1, 2018 and expiring May 31, 2022 at an annual cost of \$75,000 be deferred to the May 24, 2018 Board meeting. FURTHER that staff draft a report for the May 24th meeting that will include information on revenue sharing and expenses.	2018			
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Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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	30 Apr 2019	<i>Maureen Forster- 03 May 2018 01:37:27 PM</i> Pending <i>Maureen Forster- 06 Feb 2018 11:04:53 AM</i> Pending. <i>Maureen Forster- 08 Sep 2017 11:55:33 AM</i> This review is still outstanding by the BVR Committee.	Active	03 May 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	<i>Maureen Forster- 03 May 2018 01:40:44 PM</i> On May 8, 2018 agenda. <i>Maureen Forster- 01 May 2018 09:09:31 AM</i> Staff will request the trails maintenance report again as it's still outstanding. Staff will also monitor the progress of the new trail in Area A. <i>Maureen Forster-03 Jan 2018 01:30:49 PM</i> This has been requested and is pending.	Active	03 May 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	<i>Maureen Forster- 02 Mar 2018 02:20:47 PM</i> Item 1 has been completed. <i>Maureen Forster- 06 Feb 2018 11:08:02 AM</i> Pending.	Active	03 May 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	<i>Maureen Forster- 06 Feb 2018 11:11:28 AM</i> Pending.	Active	06 Feb 2018
01 May 2018	BVREC	Construction of a new multi use trail up toward Blizzard Mountain. To be completed by August 31, 2018.	Mark Daines	31 Aug 2018	<i>Maureen Forster- 03 May 2018 01:43:22 PM</i> In progress.	Active	03 May 2018
01 May 2018	BVREC	Installation of a new chiller in Beaver Valley Arena. To be completed by June 30, 2018.	Mark Daines	30 Jun 2018	<i>Maureen Forster- 03 May 2018 01:47:20 PM</i> In progress.	Active	03 May 2018
01 May 2018	BVREC	Remodeling of arena viewing room and office. To be completed by July 31, 2018.	Mark Daines	31 Jul 2018	<i>Maureen Forster-03 May 2018 01:48:21 PM</i> In progress.	Active	03 May 2018
01 May 2018	BVREC	Repainting of the Mazzochi Park washrooms. To be completed by August 31, 2018.	Mark Daines	31 Aug 2018		Active	01 May 2018
01 May 2018	BVREC	Expansion of Beaver Valley Family Park campsites. To be completed by June 30, 2018.	Mark Daines	30 Jun 2018	<i>Maureen Forster- 03 May 2018 01:50:52 PM</i> In progress.	Active	03 May 2018
01 May 2018	BVREC	The Committee discussed the trail entrance and property boundaries and the need to change the entrance way to the trail. Staff will draft a letter to the KCTS to ask how this issue can be dealt with.	Mark Daines	31 May 2018	<i>Maureen Forster- 03 May 2018 01:51:31 PM</i> In progress.	Active	03 May 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	<i>Alan Stanley- 05 May 2017 09:02:14 AM</i> 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	<i>Maureen Forster- 04 May 2017 09:51:25 AM</i> 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	<i>Alan Stanley- 05 May 2017 09:10:39 AM</i> To be included in SWMP, SWMP Draft Schedule presented at May 10 CoW <i>Maureen Forster- 04 May 2017 10:15:08 AM</i>	Active	05 May 2017

Staff report will be presented at a
SWMPSC meeting.

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
29 Feb 2016	COW-FIN	That the Committee of the Whole (Finance) directs staff to develop an Organizational Reserve Policy in 2016 which encompasses both capital and operating / maintenance requirements. FURTHER that the policy be presented back to the COW (Finance) for review and then be referred to the Policy, Executive and Personnel Committee.	Beth Burget, John Maclean	13 Apr 2016	- 19 Jul 2017 02:06:27 PM We are currently working with consultants to develop our formal asset management plan. - 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.	Active	21 Jul 2017
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
06 Apr 2018	EESC	There was general consensus by the Committee to provide a letter of support for LCIC's request in acquiring additional power from FortisBC for the i4C Innovation Centre.	Mark Anderson	30 Apr 2018		Active	04 May 2018
04 May 2018	EESC	The East End Services Committee directs staff to draft a letter of support for LCIC which outlines issues in regards to acquiring additional power from FortisBC for the i4C Innovation Centre and the availability of power from the Beaver Creek substation.	Mark Anderson	31 May 2018		Active	04 May 2018
04 May 2018	EESC	That the East End Services Committee direct staff to engage with BC Transit, Trail Transit, and the City of Trail to determine the appropriate type and number of bus shelters required for the current downtown transit exchange and the associated costs. FURTHER, that the recommended bus shelter design and cost implications be reported back to the East End Services Committee for the Committee's consideration. FURTHER, that a letter be sent to the City of Trail requesting that the City engage in a process with the RDKB and BC Transit to consider alternative locations for the downtown exchange.	Mark Anderson	31 May 2018	Maureen Forster - 04 May 2018 01:19:59 PM Update provided on May 8, 2018 EES Committee agenda.	Active	04 May 2018
04 May 2018	EESC	The East End Services Committee directs staff to email all dates of meetings to all applicants of the Program.	Theresa Lenardon	31 May 2018		Active	04 May 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	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

		agenda.					
20Apr 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 licensing and application (e.g. "app") options.</p> <p>That Staff draft a report with respect to clear and appropriate policies and procedures for electronic meetings that includes information and options for the development of a framework with respect to the in-person attendance of Committee and Board Chairs and Vice-Chairs. FURTHER that the report also include all possible options for public and applicant participation in electronic meetings. FURTHER that the report be presented back to the Committee at a future meeting but not until the use of electronic meetings has been implemented and practiced for a period of time. - from Jan 13/16 meeting</p>	Dale Green	30 Jun 2017	<p>Maureen Forster - 02 Jan 2018 04:31:53 PM</p> <p>We continue to look for viable and stable solutions. Looking at web based system at this point. 25 Aug 2017 New interface proposal approved as part of the 2017 Financial Plan. In planning stages for implementation at this time. New interface will utilize Individuals rather than participation in the room. will update Committee when we have a firmer ETA for installation. 05 May 2017 Pilot project undertaken with EAS. Had some technological issues. Looking at different interface to allow for electronic participation. Part of 2017 Financial Plan proposal. 14 Mar 2017</p> <p>Dale Green - 22 Nov 2017 11:51:45 AM</p> <p>Licensing for Avaya commercial Cloud video conferencing has been purchased, live pilot project is next once licensing has been processed. A new type of mic for Board table use has been ordered as a trial, which will proceed once travel to GF becomes practical. If successful, a full flight of mics will be ordered and installed to replace the existing BeyerDynamics system.</p> <p>Dale Green - 04 Aug 2017 03:17:11 PM</p> <p>Upon reviewing the proposal for a strictly on premise vidcon system, there were some drawbacks. As an alternative to on premise however, there is a subscription-based Cloud system offered by Avaya that operates much like Skype that requires no capital outlay. IS has applied for a 30-day trial of this system and is evaluating presently.</p> <p>Dale Green - 19 Jul 2017 10:04:17 AM</p> <p>A proposal was presented by the AV contractor for IS review. Some recent problems with a component subsystem have caused IS to review the overall viability of keeping the existing system as is before investing any further in the system as it stands, as opposed to replacing the problem subsystem before investing in further functionality enhancements.</p> <p>Dale Green - 07 Jun 2017 04:32:15 PM</p> <p>consultants have completed a technical draft and are pulling it together into a proposal for RDKB review.</p> <p>- 03 May 2017 10:59:35 AM</p> <p>This project is in the planning stage with the Consultants.</p>	Active	02 Jan 2018
25 Apr 2017	PEP	<p>Staff will draft a report which will provide further information and options on permitting outside community groups to meet in the fire halls.</p> <p>Staff will draft a report regarding the use of fire halls to be presented at a future meeting.</p>	Dan Derby	28 Apr 2017	<p>Maureen Forster - 25 Apr 2017 04:03:14 PM</p> <p>Further Investigation is required and will be provided at a future meeting.</p>	Active	16 Jan 2018
12.7 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> <p>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.</p> <p>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.</p>	Theresa Lenardon	31 May 2017	<p>Theresa Lenardon - 27 Mar 2018 07:57:36 AM</p> <p>The P&P Committee will be presented with a re-write of the current Procedure Bylaw that will illustrate several new sections and other proposed revisions. The re-write will be presented to the P&P Committee sometime before Summer.</p> <p>Theresa Lenardon - 12 Nov 2017 11:16:49 AM</p> <p>Staff are working on agenda delivery timelines with several other "housekeeping" changes to the RDKB Procedure Bylaw (eg removing COW, addition of Board meeting second Wednesday etc.). Further information regarding this matter will be presented to the Board at future meetings.</p>	Active	27 Mar 2018

		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.					
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
07 Jun 2017	PEP	That Staff prepare a report on the RDKB's Succession Plan.	Mark Andison	30 Jun 2017	- 07 Jun 2017 01:02:22 PM Staff are working on the requested report and information and will have it to the Committee as soon as is feasible.	Active	02 Jan 2018
21 Jun 2017	PEP	That staff confirm the budget allocation amounts for teleconferencing software and licencing and forward this information to the members of the PEP Committee.	Dale Green	28 Jul 2017	Dale Green - 22 Nov 2017 11:47:50 AM Having considered FIPPA implications of using a commercial Cloud video conferencing product, Dale was tasked with trialing AvayaLive which is a Cloud VC service offered by Avaya. After a successful trial, the RDKB has purchased licensing for AvayaLive and 'Will be configuring it for trial use with a pilot group once the licensing is processed, hopefully by December'17.	Active	02 Jan 2018
21 Jun 2017	PEP	That the proposed Terms of References for the Finance, Protective Services and Environmental Services Liaison positions be revised accordingly and referred to the Directors for comment as amended.	Mark Andison	28 Jul 2017	28 Jul - 21 Jul 2017 08:36:11 AM In progress.	Active	02 Jan 2018
21 Jun 2017	PEP	That staff modify the RDKB's current communications with language that ensures that all individuals responding to the organization's solicitations and/or postings clearly understand that it is their responsibility to follow up with the RDKB to ensure their response has been received.	Mark Andison	28 Jul 2017	28 Jul - 21 Jul 2017 08:31:49 AM Staff will bring a policy amendment to a future meeting.	Active	09 Mar 2018
19 Dec 2017	PEP	That the Policy, Executive and Personnel Committee refer the matter of developing a Board of Directors Code of Conduct and supporting Policy to a future Board meeting.	Theresa Lenardon	31 Jan 2018	Theresa Lenardon - 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. Theresa Lenardon - 19 Feb 2018 11:32:06 AM The P&P Committee has directed staff to move ahead of the results of the UBCM work and to provide a report and information regarding an Elected Officials' Code of Conduct so that it is in place prior to the October 2018 Elections. Staff is currently researching Codes of Conduct and Enforcement Policies as examples and 'Will present the information to the P&P Committee in March-April 2018. Theresa Lenardon - 06 Feb 2018 11:41:45 AM The UBCM continues to work on the matter of a Code of . Conduct/Responsible Conduct of Local Government Elected Officials. Staff continue to follow the UBCM work on this initiative.	Active	28 Mar 2018
16 Jan 2018	PEP	That staff be instructed to complete an update on the status of the Realize Strategies Governance Organizational Review Recommendations as discussed and directed by the Policy and Personnel Committee on January 10, 2018 for further review by the Committee at the May or June Committee meeting. FURTHER that staff also draft a report for the May or June meeting that includes issue(s) identification as well as analyses of the issues, options to address the issues and analyses of 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	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

Committee for review at a future
meeting and then referred to the RDKB
Board of Directors.

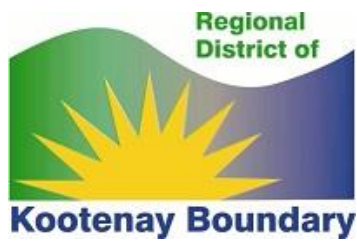
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
16 Jan 2018	PEP	That the staff report from Maureen Forster, Executive Assistant, presenting the policy review work plan for 2018 be received. FURTHER that the Procedure 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. 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	31 Jan 2018	<i>Maureen Forster - 04 May 2018 02:56:29 PM</i> Staff report and draft policy on May agenda for P&P Committee's consideration.	Active	04 May 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	<i>Maureen Forster - 09 Mar 2018 02:09:21 PM</i> 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		<i>Maureen Forster - 04 May 2018 02:57:06 PM</i> On May Agenda for approval.	Active	04 May 2018
09 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

Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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 Anderson	30 Apr 2018	Maureen Forster - 04 May 2018 02:58:21 PM Apr On May agenda for approval.	Active	04 May 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 Anderson, 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 information regarding the formula, mandated a for the grant in lieu, how is it 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?).	Beth Burget	30 Apr 2018		Active	28 Mar 2018
28 Sep 2016	UT	Staff will provide the Committee members with information on the transfer amount of surplus funds to the Cities of Trail and Rossland resulting from the transfer of ownership of the sole benefiting assets.	Goran Denkovski	29 Dec 2017	Goran Denkovski - 04 May 2018 11:27:04 AM We are in the planning process with the RDKB Corporate Officer to complete during fall elections. 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	Active	04 May 2018

					the City of Rossland is in the process of reviewing their agreement. When agreements are finalized the RDKB will proceed to referendum.		
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Date Created	Source	Resolution	Staff Responsible	Due Date	Comments	Status	Date Updated
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	<p><i>Goran Denkovski - 04 May 2018 11:01:29 AM</i> Received the grant and waiting for funding agreement.</p> <p><i>Goran Denkovski - 17 Nov 2017 12:06:18 PM</i> We are still waiting for the Strategic Priorities Fund announcements.</p> <p><i>Goran Denkovski - 21 Jul 2017 08:32:38 AM</i> Applied for grant funding for this project and still waiting on results.</p> <p><i>Goran Denkovski - 05 May 2017 03:06:58 PM</i> Received cost estimate and planning on applying for Strategic Priorities Fund June 1, 2017 for completion in 2017.</p>	Active	04 May 2018
28 May 2017	UT	Staff will create a reserve policy for the Committee's consideration.	Goran Denkovski	29 Dec 2017	<p><i>Goran Denkovski - 17 Nov 2017 12:07:59 PM</i> The asset management plan is currently being developed by the finance department.</p> <p><i>Goran Denkovski - 05 May 2017 03:08:12 PM</i> This is a corporate initiative and is related to the RDKB asset management plan.</p>	Active	17 Nov 2017
29 Jan 2018	UT	That at 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	<p><i>Goran Denkovski - 04 May 2018 11:05:51 AM</i> Completed</p> <p><i>Goran Denkovski - 09 Feb 2018 10:58:36 AM</i> TO be completed by March 2018 meeting.</p>	Active	04 May 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	<p><i>Goran Denkovski - 04 May 2018 11:08:02 AM</i> Completed</p> <p><i>Goran Denkovski - 09 Feb 2018 10:59:09 AM</i> Staff need to investigate and will provide details at March 2018 meeting.</p>	Active	04 May 2018
16 Mar 2018	UT	That the Regional District of Kootenay Boundary Board of Directors endorse option 81, 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 81, MBBR-DAF with new primary tanks as a secondary treatment upgrade.	Goran Denkovski	30 Mar 2018	<p><i>Goran Denkovski - 04 May 2018 11:09:52 AM</i> Completed</p>	Active	04 May 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	<p><i>Goran Denkovski - 04 May 2018 11:25:29 AM</i> This is still under investigation.</p>	Active	04 May 2018



STAFF REPORT

Date: 23 May 2018 **File**
To: Chair Russell and Members,
 Board of Directors
From: Beth Burget, General Manager of
 Finance
Re: CBT Community Initiatives Program

Issue Introduction

A staff report from Beth Burget, General Manager of Finance, regarding the CBT Community Initiatives Program.

History/Background Factors

The Regional District of Kootenay Boundary administers the Trust's Community Initiatives Program. The total funding available for distribution for 2018/19 is \$343,807.

The stakeholders are recommending the funds be disbursed as follows:

• City of Trail	\$115,261
• Village of Warfield	\$34,994
• Village of Montrose/Fruitvale/Area A	\$106,109
• Area B	\$ 35,712
• City of Rossland	\$51,530
Total	\$343,806

Detailed list of grant recipients is attached.

Implications

None

Advancement of Strategic Planning Goals

N/A

Background Information Provided

None

Alternatives

1. Receipt
2. Deferral
3. Approval

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve the disbursement of the Community Initiatives funds as presented.

Regional District of Kootenay Boundary
2018/19 CBT Community Initiatives Program Funding Distribution

CITY OF TRAIL

APPLICANT	AMOUNT
BC SPCA - Trail Branch	\$ 1,500.00
Family Action Network of the Lower Columbia	3,000.00
Greater Trail Hospice Society	1,166.20
Greater Trail Minor Hockey Association	450.00
Health Arts Society	3,500.00
Holy Trinity Parish	800.00
Kootenay Boundary Regional Hospital & Health Foundation Society	20,000.00
Kootenay Columbia Educational Heritage Society	350.00
Red Mountain Racers	1,500.00
Rossland Gold Fever Follies	2,000.00
Royal Canadian Legion - Branch 11	11,700.00
Scouts Canada - BC & Yukon - 1st Warfield Scouts	1,000.00
Scouts Canada - Camp Tweedsmuir	8,781.80
Societa Cristoforo Colombo Lodge	3,200.00
Special Olympics BC - Trail	3,500.00
Take a Hike Youth at Risk Foundation	2,000.00
Trail & District Chamber of Commerce	3,500.00
Trail & District Public Library	2,000.00
Trail Alliance Church	8,000.00
Trail Curling Association - 'Charcoal Filtration System'	2,995.00
Trail Curling Association - 'Curling Equipment for Learn to Curl'	1,000.00
Trail Gymnastics Club Society - Funding Assistance	1,250.00
Trail Gymnastics Club Society - 'Tumble & Bounce'	500.00
Trail Historical Society	5,000.00
Trail Maple Leaf Band	5,000.00
Trail Pipe Band - Instruction for Learners	1,468.00
Trail Pipe Band - Junior Piper & Drummer Dev.	1,160.00
Trail Youth & Minor Baseball Association - Batting Cage	10,630.00
Trail Youth/Minor Baseball - Portable Sound System	1,850.00
United Way of Trail	1,460.00
West Kootenay Brain Injury	5,000.00
TOTAL ALLOCATED	\$ 115,261.00

VILLAGE OF WARFIELD

APPLICANT	AMOUNT
BC SPCA - Trail Branch	\$ 250.00
Family Action Network of the Lower Columbia	1,231.00
Greater Trail Hospice Society	274.00
Health Arts Society	2,000.00
Holy Trinity Parish	600.00
Horse Association of Central Kootenay	750.00
Kootenay Boundary Regional Hospital & Health Foundation Society	2,500.00
Kootenay Columbia Educational Heritage Society	75.00

Red Mountain Racers	1,675.00
Rossland Gold Fever Follies	350.00
Scouts Canada - BC & Yukon - 1st Warfield Scouts	2,625.00
Scouts Canada - Camp Tweedsmuir	3,000.00
Societa Cristoforo Colombo Lodge	700.00
Take a Hike Youth at Risk Foundation	500.00
Trail & District Public Library	2,500.00
Trail Alliance Church	3,000.00
Trail Curling Association - 'Curling Equipment for Learn to Curl'	500.00
Trail Gymnastics Club Society - Funding Assistance	1,440.00
Trail Gymnastics Club Society - 'Tumble & Bounce'	1,000.00
Trail Maple Leaf Band	2,699.00
Trail Pipe Band - Junior Piper & Drummer Development	580.00
Trail Youth & Minor Baseball Association - Batting Cage	1,822.00
Trail Youth/Minor Baseball - Portable Sound System	463.00
United Way of Trail	1,460.00
West Kootenay Brain Injury Association	3,000.00

TOTAL ALLOCATED	\$ 34,994.00
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VILLAGE OF MONTROSE/FRUITVALE/AREA 'A'

APPLICANT	AMOUNT
BC SPCA - Trail Branch	\$ 500.00
Beaver Valley Nitehawks Club Society	7,500.00
Beaver Valley & Pend'O'Reille Historical Society	994.80
Beaver Valley Blooming Society	6,291.71
Beaver Valley Cross Country Ski Club	2,500.00
B.V. Dynamic Aging Society - 'Keep' Healthy Living	8,000.00
B. V. Dynamic Aging Society - Age Friendly	11,250.00
Beaver Valley Golf & Recreation Society	8,000.00
Beaver Valley Manor Society	35,000.00
Family Action Network of the Lower Columbia	2,000.00
Fruitvale Elementary School Parent Advisory Council	4,141.00
Greater Trail Hospice Society	1,234.80
Greater Trail Minor Hockey Association	450.00
Health Arts Society	1,000.00
Holy Trinity Parish	400.00
Horse Association of Central Kootenay	1,000.00
Kootenay Boundary Regional Hospital & Health Foundation Society	1,000.00
Kootenay Columbia Educational Heritage Society	350.00
Montrose Youth Team Action Society	2,569.20
Scouts Canada - Camp Tweedsmuir	3,000.00
Societa Cristoforo Colombo Lodge	300.00
Take a Hike Youth at Risk Foundation	1,000.00
Trail & District Chamber of Commerce	500.00
Trail Alliance Church	2,500.00
Trail Pipe Band - Instruments for Learners	1,627.49
West Kootenay Brain Injury	3,000.00
TOTAL ALLOCATED	\$ 106,109.00

AREA 'B'

APPLICANT	AMOUNT
BC SPCA - Trail Branch	\$ 500.00
Black Jack Cross Country Ski Club	1,759.32
Family Action Network of the Lower Columbia	821.00
Greater Trail Hospice Society	205.80
Health Arts Society	250.00
Holy Trinity Parish	300.00
Horse Association of Central Kootenay	1,000.00
Kootenay Boundary Regional Hospital & Health Foundation Society	2,500.00
Kootenay Columbia Educational Heritage Society	75.00
Oasis Recreation Society	1,500.00
Red Mountain Racers	5,000.00
Rossland Fall Fair Core Group	1,000.00
Rossland Gold Fever Follies	1,500.00
Rossland Golden City Lions Society	3,208.88
Rossland Skate Park Association	3,000.00
Scouts Canada - Camp Tweedsmuir	2,000.00
Societa Cristoforo Colombo Lodge	300.00
Take a Hike Youth at Risk Foundation	500.00
Trail & District Chamber of Commerce	750.00
Trail Alliance Church	3,000.00
Trail Maple Leaf Band	2,000.00
Trail Pipe Band	580.00
Trail Youth & Minor Baseball Association - Batting Cage	1,000.00
Trail Youth & Minor Baseball Association - Portable Sound System	462.00
United Way of Trail	500.00
Visions for Small Schools	2,000.00
TOTAL ALLOCATED	\$ 35,712.00

CITY OF ROSSLAND

APPLICANT	AMOUNT
BC SPCA - Trail Branch	\$ 560.00
Black Jack Cross Country Ski Club	1,488.00
Ecoles des Sept-Sommets Association (PAC)	2,000.00
Family Action Network of the Lower Columbia	1,450.00
Greater Trail Hospice Society	509.00
Greater Trail Minor Hockey Association	390.00
Health Arts Society	1,090.00
Holy Trinity Parish	300.00
Kootenay Boundary Regional Hospital & Health Foundation Society	2,300.00
Kootenay Columbia Educational Heritage Society	230.00
Red Mountain Racers	3,500.00
Rise Above Pain Society	1,340.00
Rossland Council for Arts & Culture	2,400.00
Rossland Fall Fair Core Group	1,160.00
Rossland Gold Fever Follies	2,920.00
Rossland Golden City Lions Society	3,140.00
Rossland Historical Museum & Archives	1,760.00
Rossland Mountain Market Society	945.00
Rossland Public Library Association	2,950.00

Rossland Skate Park Association	6,101.00
Rossland Youth Action Network	4,401.00
Scouts Canada - Camp Tweedsmuir	488.00
Special Olympics BC - Trail	460.00
Take a Hike Youth at Risk Foundation	360.00
Tourism Rossland Society	3,206.00
Trail & District Chamber of Commerce	660.00
Trail Alliance Church	240.00
Trail Gymnastics Club Society -'Funding Assistance"	1,348.00
Trail Gymnastics Club Society -'Tumble & Bounce'	350.00
Trail Pipe Band	373.00
Trail Youth & Minor Baseball Association - Batting Cage	1,063.00
United Way of Trail	568.00
Visions for Small Schools	780.00
West Kootenay Brain Injury	900.00

TOTAL ALLOCATED

\$	51,730.00
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TOTAL FUNDS DISBURSED 2018/19

\$	343,806.00
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