

Regular Meeting of the Board of Directors

Thursday, November 29, 2018 - 6:00 pm

**The Regional District of Kootenay
Boundary Board Room, Grand Forks, BC**

A G E N D A

1. Call to Order

2. Consideration of the Agenda (Additions/Deletions)

- 2.a)** The agenda for the November 29, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors is presented.

Recommendation: Corporate Vote Unweighted

That the agenda for the November 29, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors be adopted as presented.

3. Minutes

- 3.a)** The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held October 25, 2018 are presented.

[Minutes-Board of Directors - 25 Oct 2018-BoD-Nov 29 2018- Pdf](#)

Recommendation: Corporate Vote Unweighted

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

4. Delegation(s)

4.a) Interior Lumber Manufacturers Association (ILMA)

Re: Update

Attending: Ken Kalesnikoff, Kalesnikoff Lumber / Chair ILMA
Dan Battistella, President ILMA

Scott Weatherford, Atco
Mark Semeniuk, Atco
Dan Macmaster, Vaagen Canada
Brian Simpson ILMA
[Delegation-ILMA-BoD Nov 29 18](#)

5. Unfinished Business

5.a) Draft 2019 Meeting Calendar

[DRAFT-2019-Committee & Brd Mtg Calendar-BoD-Nov 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the Board review and discuss the draft meeting schedule and refer back to staff for changes. **FURTHER** that an updated meeting schedule be presented back to the Board for adoption at the December 12, 2018 meeting.

5.b) M. Andison, CAO

Re: Revised Post-Election Board Orientation, Strategic Planning and Service Work Plan Sessions

[Revised Board Orientation schedules - BOD - Nov 29, 2018](#)

Recommendation: Corporate Vote Unweighted

That the Board review and discuss the revised schedule and refer back to staff for changes.

5.c) C. Marsh and G. Watt

Re: Flood Recovery Update and Presentation

6. Communications (Information Only)

6.a) Honorable John Horgan, Premier-Oct. 31/18

Re: 2018 Grand Forks and Boundary Flooding

[Premier Horgan-2018 Flooding-BoD-Nov 29 2018](#)

6.b) K. LeNoury, Assessor, Thompson Okanagan-Nov. 6/18

Re: Congratulations

[BC Assessment-Congrats-2018 General Local Election-BoD-Nov 29 2018](#)

6.c) Fortis

Re: Beaver Creek

[Fortis re Beaver Creek - BOD - Nov 29, 2018](#)

6.d) Petition from Natural Assets Initiative to PSAB

Re: Recognition of Natural Assets

[Petition from NAI to PSAB - BOD - Nov 29, 2018](#)

Recommendation: Corporate Vote Unweighted

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

7. Reports

**7.a) Monthly Schedule of Vendor Payments-Cheque Register
Summary
Ending October 2018**

The Cheque Register Summary ending October 31, 2018 is presented.

[RDKB October 2018 Cheque Register Summary](#)

Recommendation: Corporate Vote Unweighted

That the Cheque Register Summary (Monthly Schedule of Vendor Payments) ending October 31, 2018 in the amount of \$1,516,834.93 be received.

7.b) Adopted RDKB Recreation Commission Minutes

The minutes of the Electoral Area C/Christina Lake (Nov. 10/18) and Electoral Area D/Rural Grand Forks (Nov. 11/18) are presented.

[Minutes- Area C Recreation-Oct 10-BoD-Nov 29, 2018](#)

[Minutes-GF Recreation -Oct 11-BoD- Nov 29, 2018](#)

Recommendation: Corporate Vote Unweighted

That the minutes of the Electoral Area C/Christina Lake (Nov. 10/18) and Electoral Area D/Rural Grand Forks (Nov. 11/18) Recreation Commission meetings be received.

7.c) Draft RDKB Electoral Area Advisory Planning Commission Minutes

Draft minutes of the RDKB Electoral Advisory Planning Commission (APC) meetings held during November 2018 for Electoral Area B/Lower Columbia-Old Glory, Electoral Area C/Christina Lake, Electoral Area D/Rural Grand Forks and Electoral Area E/Big White are presented.

[APC Minutes-Nov2018-Area B-Board-November 29 2018](#)

[APC Minutes-Nov2018-AreaC-Board-November 29 2018](#)

[APC minutes -Nov2018-AreaD-Board-November 29 2018](#)

[APC Minutes-Nov2018-BigWhite-Board-November 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the following draft minutes of the RDKB Electoral Advisory Planning Commission (APC) meetings held during November 2018 be received: Electoral Area B/Lower Columbia-Old Glory (Nov 5/18), Electoral Area C/Christina Lake (Nov 6/18), Electoral Area D/Rural Grand Forks (Nov 6/18) and Electoral Area E/Big White (Nov 6/18) be received.

7.d) Adopted RDKB Committee Minutes

The following minutes of RDKB Committee meetings as adopted by the respective Committees are presented:

Utilities Committee (June 13/18), Beaver Valley Regional Parks, Trails and Recreation Committee (Oct 9/18), Boundary Community Development Committee (Oct 3/18) and Electoral Area Services Committee (Oct 11/18).

[Utilities Committee - 13 Jun 2018 - Minutes - BOD - Nov 29, 2018Pdf](#)

[BV Rec - Minutes - 09 Oct 2018 - BOD - Nov 29, 2018](#)

[BCDC - Minutes - 03 Oct 2018 - BOD - Nov 29, 2018Pdf](#)

[EAS - 11 Oct 2018 - Minutes - BOD - Nov 29, 2018Pdf](#)

Recommendation: Corporate Vote Unweighted

That the following minutes of the RDKB Committee meetings as adopted by the respective Committees be received: Utilities Committee (June 13, 2018), Boundary Community Development Committee (Oct 3, 2018) and Beaver Valley Regional Parks, Trails and Recreation Committee (Oct 9, 2018) and Electoral Area Services Committee (Oct 11, 2018).

7.e) B. Burget, General Manager of Finance
Re: 2019 - 2023 Financial Plan

A staff report from Beth Burget, General Manager of Finance, regarding the 2019 - 2023 Financial Plan is presented.

[Staff Report - 2019 - 2023 Financial Plan - BRD \(FIN\) - Nov 29, 2018 - Pdf](#)

Recommendation: Corporate Vote Unweighted

That the 2019 - 2023 Five Year Financial Plans be referred to Committees for review.

8. Monthly Committee Recommendations to Board of Directors
The RDKB Committee recommendations as adopted by the RDKB Committees this month are presented for consideration.

8.a) Boundary Community Development Committee (Nov 19/18)
Re: West Boundary Recreation Grant Application-Community Consultative Group

Director McGregor, Committee Chair

[Community Consultative Group Rec grant - BOD - Nov 29, 2018](#)

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

That the Regional District of Kootenay Boundary Board of Directors approve the grant application from the Community Consultative Group in the amount of \$500 for a New Years Family Skate.

8.b) Boundary Community Development Committee (Nov 19/18)
Re: West Boundary Recreation Grant Application-Midway Ladies Hockey

Director McGregor, Committee Chair

[Midway Ladies Hockey Rec grant - BOD - Nov 29, 2018](#)

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

That the Regional District of Kootenay Boundary Board of Directors approve the grant application from the Midway Ladies Hockey in the

amount of \$1,500 to reduce the cost of hockey and make it affordable for all women in the Boundary area.

**8.c) Boundary Community Development Committee (Nov 19/18)
Re: West Boundary Recreation Grant Application-Boundary
Youth Soccer Association**

Director McGregor, Committee Chair

[Boundary Youth Soccer Assoc Rec grant - BOD - Nov 29, 2018](#)

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

That the Regional District of Kootenay Boundary Board of Directors approve the grant application from the Boundary Youth Soccer Association in the amount of \$2,000 for operational expenses, uniforms, equipment, insurance, coach and referee training and gym rentals.

**8.d) Electoral Area Services Committee (Nov 15/18)
Re: Michael & Deborah Ritchie - Development Variance Permit
375 & 377 Rock Ridge Road, Big White
RDKB File: BW-4109s-07909.422**

Director Worley, Committee Chair

[Staff Rpt RitchieDVP Board-November 29 2018](#)

[Ritchie-DVP adjacent-property-submissions](#)

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

That the Development Variance Permit application submitted by Deborah Ritchie on behalf of Michael and Deborah Ritchie; and Brody Thomson, to allow for a reduction to the minimum setback into an interior side yard from 4 metres to 2.8 metres; a 1.2 metre variance on the property legally described as Lot 9, Plan KAS2476, District Lot 4109s, SDYD; and a reduction to the interior side yard setback from 4 metres to 0.37 metres; a 3.63 metre variance on the property legally described as Lot 10, Plan KAS2476, District Lot 4109s, SDYD, Big White, Electoral Area 'E'/West Boundary be supported.

9. New Business

9.a) D. Derby, Regional Fire Chief

Re: Roderick Dhu Repeater Site Agreement (FortisBC)

A staff report from Dan Derby, Regional Fire Chief/Fire Dispatch Manager regarding a new repeater site agreement with FortisBC for Grand Forks Fire Rescue on Roderick Dhu is presented.

[Staff Report-FortisBC -Roderick Dhu-Repeater Site Agreement-BoD Nov 29 18](#)

[Repeater Site Agreement-Roderick Dhu Tower License - RDKB V1 - BoD Nov 29 18](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the tower site license agreement with FortisBC Energy Inc. for a five-year term commencing September 1, 2018 and expiring August 31, 2023 at an annual cost of \$2,940 plus GST to FortisBC Energy Inc. payable monthly as set out in the Tower Site License Agreement Schedule B Commercial Terms. **FURTHER** that the Board authorize the RDKB signatories to sign and enter into the Agreement.

9.b) Grant Application Sponsorship-Phoenix Foundation of Boundary Communities

RE: On Behalf of the Grand Forks Amateur Radio Club

A request for the RDKB Board of Directors to assume the role of CRA sponsor on behalf of the Grand Forks Amateur Radio Club for the submission of an application to the Phoenix Foundation of the Boundary Communities is presented.

[GF Amateur RadioClub-Addendum-Grant to Phoenix Foundation-BoD Nov 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves assuming the role of CRA Sponsor on behalf of the Grand Forks Amateur Radio Club for the submission of an application to the Phoenix Foundation of the Boundary Communities for a grant to support the installation of a high gain antenna system and the placement of a repeater.

9.c) B. Champlin

Re: 2019 Building Inspection Services (004) Work Plan

The 2019 Building Inspections Services (004) Work Plan is attached for information.

[004 Building Inspection Services Work Plan - BOD - Nov 29, 2018](#)

Recommendation: Corporate Vote Unweighted

That the 2019 Building Inspection Services (004) Work Plan be received as presented.

9.d) C. Marsh

Re: 2019 Emergency Preparedness Service (012) Work Plan

The 2019 Emergency Preparedness Service (012) Work Plan is attached for information.

[012 Emergency Preparedness Services - BOD - Nov 29, 2018](#)

Recommendation: Corporate Vote Unweighted

That the 2019 Emergency Preparedness Service (012) Work Plan be received as presented.

9.e) Discussion Material Regarding Community Wildfire Protection Planning for the Boundary (Director Gee)

[Cover letter from John Davies Regarding Community Wildfire Protection Planning](#)

[cri-2019-application-form](#)

[cri-2019-program-guide](#)

Recommendation: Corporate Vote Unweighted

That the Board of Directors receive the information regarding community wildfire protection planning in the Boundary and discuss the information in the context of the Emergency Preparedness Service Work Plan.

9.f) M. Andison, CAO

Re: 2019 General Government Services (001) Work Plan

The 2019 General Government Services (001) Work Plan is attached for

information.

[001 General Government - BOD - Nov 29, 2018](#)

Recommendation: Corporate Vote Unweighted

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

**9.g) D. Derby, Regional Fire Chief/Fire Dispatch Manager
Re: 2019 9-1-1 Emergency Communications Service (015)
Work Plan**

The 2019 9-1-1 Emergency Communications Service (015) Work Plan is attached for information.

[015 Emergency Communications Service - BOD - Nov 29, 2018](#)

Recommendation: Corporate Vote Unweighted

That the 2019 9-1-1 Emergency Communications Service (015) Work Plan be received as presented.

**9.h) J. Dougall
Re: Rockwool Proposal**

A Staff Report from Janine Dougall, General Manager of Environmental Services which provides information regarding a proposal received from Rockwool and outlines the implications to the operations at the Grand Forks Landfill.

[Staff Report - Rockwool Proposal for Reuse of Waste - BOD - Nov 29 2018Pdf](#)

Recommendation: Corporate Vote Unweighted

That the Board of Directors receive the report from Janine Dougall, General Manager of Environmental Services titled "Rockwool Proposal for Reuse of Waste" and dated November 29, 2018. **FURTHER** that the Board of Directors provide direction to allow Staff to provide a response to Rockwool regarding the request to utilize waste materials previously disposed at the Grand Forks Landfill.

9.i) K. Gobeil, Planner

Re: Electoral Area A - Front Counter Referral - Columbia Wireless

A staff report from K. Gobeil, Planner, regarding a Front Counter BC referral for a proposed communication tower in Electoral Area 'A' south of the Village of Montrose (see Site Location Map; Subject Property Map; Applicant Submission) is presented.

[Staff Rpt Columbia-Wireless BOARD-November 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the staff report regarding the proposed communication tower on unsurveyed crown land north of District Lot 11469, KD in Electoral Area 'A' be received.

9.j) K. Gobeil, Planner

Re: Forestry Referral - Atco Wood Products: Development Area E

[Staff Rpt ATCO Board-November 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the staff report regarding Atco Wood Products referral on unsurveyed crown lands north of Rossland in Electoral Area 'B'/Lower Columbia-Old Glory, be received.

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

Re: Boundary Area Food and Agriculture Plan Endorsement

[Staff Rpt-BoundaryAreaAgricultureFoodPlan-Board-November 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors endorses the Boundary Area Agriculture and Food Plan (the Plan) by considering information in the Plan in relevant discussions and decision making; implementing the priority strategies and actions; and participating in partnerships and collaborative initiatives.

9.l) T. Sprado

Re: Grant Funding App - Christina Creek Pedestrian Bridge

A staff report from Tom Sprado, Manager of Facilities and Recreation,

seeking approval of a grant funding application for the proposed Christina Creek Pedestrian Bridge in Christina Lake.

[Staff Report - Grant Funding App - BOD - Nov 29, 2018](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Regional District of Kootenay Boundary's funding application to the Canada-British Columbia Investing in Canada Infrastructure Program-Rural and Northern Communities for the development of the proposed Christina Creek Pedestrian Bridge in Christina Lake.

9.m) M. Forster, Executive Assistant

Re: Appointment to the Columbia River Treaty Local Governments Committee

A staff report from Maureen Forster, Executive Assistant, regarding appointments to the Columbia River Treaty Local Governments Committee (CRTLGC) is presented.

[Staff Report - Appointments to CRTLGC - BOD - Nov 29, 2018Pdf](#)

Recommendation: Corporate Vote Unweighted

That the staff report from Maureen Forster, Executive Assistant, regarding appointments to the Columbia River Treaty Local Governments Committee be received. **FURTHER** that the RDKB will be requesting expressions of interest for the position. **FURTHER** that the Columbia River Treaty Local Governments Committee will be advised accordingly.

9.n) M. Forster, Executive Assistant

Re: Wood Stove Exchange Program Continuation

A staff report from Maureen Forster, Executive Assistant, regarding a proposal for the continuation of RDKB participation in the Provincial Wood Stove Exchange Program (WSEP) for 2019 is presented.

[Staff Report - WESP - BOD - Nov 29, 2018Pdf](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the proposed Agreement for 2019 with BC Lung Association by

utilizing leftover funds from 2018 and authorize the RDKB's signatory to endorse the Agreement. **FURTHER** that the WSEP be discontinued for the foreseeable future after the leftover funds from 2018 have been utilized.

9.o) J. Chandler, GM of Operations/Deputy CAO
Re: Cancellation of Bylaw Contravention

A staff report from James Chandler, General Manager of Operations / Deputy CAO, regarding the cancellation of a Building Bylaw Contravention for the property described below 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.

[Staff Report-Cancellation Bylaw Contravention 2492498 Ontario Inc-Board-November 27, 2018 - Pdf](#)

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 Strata Lot 47, District Lot 4109S, Similkameen Division Yale District, Strata Plan KAS2516.

9.p) J. Chandler, GM of Operations/Deputy CAO
Re: Building Bylaw Contravention

A staff report from James Chandler, General Manager of Operations / Deputy CAO, regarding a Building Bylaw Contravention for the property described as:

4391 Highway 33, Westbridge, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 028-712-552

Lot 1 District Lot 619S Similkameen Division Yale District Plan KAP92479

Owners: Charles Beaudoin and Kimberly Chrystal

Recommendation:

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors invite the owners, Charles Beaudoin and Kimberly Chrystal, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 1, District Lot 619S, Similkameen Division Yale District, Plan KAP92479.

9.q) J. Chandler, GM of Operations/Deputy CAO

Re: Purchase of New Pumper Engine - RDKB Area 'D' Fire Protection Service

A staff report from James Chandler, General Manager of Operations, regarding purchase of 2020 Rosenbauer Triple Combination Pumper from Rocky Mountain Phoenix is presented.

[Staff report - Grand Forks Fire Engine-Rocky Mtn Phoenix - BOD - Nov 29 2018](#)

Recommendation: Corporate Vote Unweighted (Single Participant Service)

That the Board of Directors approve purchasing the 2020 Rosenbauer Triple Combination Pumper from Rocky Mountain Phoenix, per the staff reported titled 'Purchase of new Fire Pumper Engine, Kootenay Boundary Regional District Area 'D' Fire Protection Service', dated November 29th, 2018, with a purchase price of \$538,434.70 excluding GST;

FURTHER, that the Board of Directors approve up to \$540,000 be allocated from the capital budget for the purchase of the new engine and this funding is associated in whole per the loan authorization bylaw #1654.

9.r) G. McGregor, Board Vice Chair

Re: Bell Network and Fiber Cable Discussion

[Staff Report - Bell Canada Application to MoTI - BOD - Nov 29, 2018 BELL \(002\)](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors request the Ministry of Transportation and Infrastructure to consult with the Columbia Basin Broadband Corporation regarding Bell Canada's application for works in the Highway 3 right-of-way.

9.s) Director Gee

Re: Regional Fire Administration Study Discussion

9.t) Grants in Aid-Ending Nov. 29/18

[Grants in Aid-Board-November 29 2018](#)

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

That the following Grants in Aid be approved:

- 1.Village of Fruitvale – Electoral Area 'A' - \$500
- 2.Boundary Community Food Bank – Electoral Area 'C'/Christina Lake - \$250
- 3.Christina Lake Recreation Commission – Electoral Area 'C'/Christina Lake - \$2,000
- 4.Christina Lake Stewardship Society – Electoral Area 'C'/Christina Lake - \$1,425.40
- 5.Boundary Community Food Bank – Electoral Area 'D'/Rural Grand Forks - \$750
- 6.Grand Forks Community Christmas Dinner – Electoral Area 'D'/Rural Grand Forks - \$1000
- 7.Beaverdell Community Club & Recreation Commission – Electoral Area 'E'/West Boundary - \$3,000
- 8.Boundary Community Food Bank – Electoral Area 'E'/West Boundary - \$500
- 9.The Bridge Drop-in Centre – Electoral Area 'E'/West Boundary - \$500
- 10.Discover Rock Creek – Electoral Area 'E'/West Boundary - \$300
- 11.Greenwood Community Association – Electoral Area 'E'/West Boundary \$300
- 12.Greenwood Food Bank/West Boundary Food Bank – Electoral Area 'E'/West Boundary - \$500
- 13.Kettle River Food Share Society – Electoral Area 'E'/West Boundary - \$6,000

- 14. Rock Creek Community Medical Society – Electoral Area 'E'/West Boundary - \$594.62
- 15. Rock Creek Community Medical Society – Electoral Area 'E'/West Boundary - \$300
- 16. Trails to the Boundary Society – Electoral Area 'E'/West Boundary - \$835.80
- 17. Trails to the Boundary Society – Electoral Area 'E'/West Boundary - \$1,000
- 18. W.B. Sustainable Foods and Resources Society – Electoral Area 'E'/West Boundary - \$250

10. Bylaws

10.a) G. Weibe, Engineering & Safety Coordinator

Re: Bylaw No. 1700-Christina Lake Water Utility Regulation and Rates

A staff report from Gabe Weibe, Engineering and Safety Coordinator regarding proposed Bylaw No. 1700 to repeal the Christina Waterworks District (CWD) Bylaw No. 89, 1989 (establishing regulations) and Bylaw No. 120, 2016, (establishing rates) and to amalgamate into Bylaw 1700 is presented.

[Staff Report - Bylaw 1700-Christina Lake Water Regs & Rates BoD-Nov 29 2018 - Pdf](#)

[Bylaw 1700 - Christina Lake Water Utility 2018-10-19](#)

Recommendation: Corporate Vote Unweighted (Single Participant Service)

That Regional District of Kootenay Boundary Christina Waterworks District Regulation and Rates Bylaw No. 1700, 2018 be read a First, Second and Third Time.

Recommendation: Corporate Vote Unweighted (Single Participant Service)

That Regional District of Kootenay Boundary Christina Waterworks District Regulation and Rates Bylaw No. 1700, 2018 be Reconsidered and Adopted.

10.b) Public Hearing Minutes
RDKB Bylaws No. 1684 and 1685 - Amending Electoral Area A
OCP and Zoning Bylaws

[Public-Hearing-Minutes-AreaA-Board-November 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the minutes of RDKB Electoral Area A Official Community Plan Amendment Bylaw No. 1684 and Zoning Amendment Bylaw No. 1685 Public Hearing held November 13, 2018 be received.

10.c) Bylaw No. 1684-Amending Electoral Area A OCP
Third Reading and Adoption

[Bylaw 1684 AreaA OCP-Board-November 29 2018](#)

Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted

That the Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1684, 2018 be read a Third time.

Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted

That the Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1684, 2018 be Reconsidered and Adopted.

10.d) Bylaw No. 1685-Amending Electoral Area A Zoning Bylaw
Third Reading and Adoption

[Bylaw1685 AreaA Zoning-Board-November 29 2018](#)

Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted

That the Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1685, 2018 be read a Third time.

Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted

That the Regional District of Kootenay Boundary Zoning Amendment

Bylaw No. 1685, 2018 be Reconsidered and Adopted.

10.e) Public Hearing Minutes

RDKB Bylaws No. 1680, 1688 and 1689 - Amending Electoral Area C/Christina Lake OCP and Zoning Bylaws

[Public-Hearing-Minutes-AreaC-Board-November 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the minutes of RDKB Electoral Area C/Christina Lake Zoning Amendment Bylaw No. 1680, Official Community Plan Amendment Bylaw No. 1688 and Zoning Amendment Bylaw No. 1689 Public Hearing held October 24, 2018 be received.

10.f) Bylaw No. 1680-Amending Electoral Area C/Christina Lake Zoning Bylaw

Third Reading and Adoption

[Bylaw 1680 AreaC Zoning-Board-November 29 2018](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1680, 2018 be read a Third time.

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1680, 2018 be Reconsidered and Adopted.

10.g) Bylaw No. 1688-Amending Electoral Area C/Christina Lake OCP Bylaw

Third Reading and Adoption

[Bylaw1688 AreaC OCP-Board-November 29 2018](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1688, 2018 be read a Third time.

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

That the Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1688, 2018 be Reconsidered and Adopted.

**10.h) Bylaw No. 1689-Amending Electoral Area C/Christina Lake
Zoning Bylaw**

Third Reading and Adoption

[Bylaw1689 AreaC Zoning-Board-November 29 2018](#)

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

That the Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1689, 2018 be read a Third time.

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

That the Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1689, 2018 be Reconsidered and Adopted.

10.i) Public Hearing Minutes

**RDKB Bylaws No. 1693 and 1694 - Amending Mt. Baldy OCP
and Zoning Bylaws**

[Public-Hearing-Minutes-MtBaldy-Board-November 29 2018](#)

Recommendation: Corporate Vote Unweighted

That the minutes of Mt. Baldy Official Community Plan Amendment Bylaw No. 1693 and Zoning Amendment Bylaw No. 1694 Public Hearing held October 22, 2018 be received.

**10.j) Bylaw No. 1693-Amending Mt. Baldy OCP Bylaw
Third Reading and Adoption**

[Bylaw1693 MtBaldy OCP-Board-November 29 2018](#)

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

That the Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1693, 2018 be read a Third time.

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

That the Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1693, 2018 be Reconsidered and Adopted.

**10.k) Bylaw No. 1694-Amending Mt. Baldy Zoning Bylaw
Third Reading and Adoption**

[Bylaw1694_MtBaldy Zoning-Board-November 29 2018](#)

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

That the Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1694, 2018 be read a Third time.

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

That the Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1694, 2018 be Reconsidered and Adopted.

**10.l) Bylaw 1703 Revenue Anticipation Borrowing
First, Second and Third Reading and Adoption**

A staff report from Beth Burget, General Manager of Finance, regarding Bylaw No. 1703 Revenue Anticipation Borrowing Bylaw.

[Staff Report - Revenue Anticipation Bylaw - Board \(FIN\) - Nov 29, 2018 - Pdf](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Year 2019 Revenue Anticipation Bylaw No. 1703, 2018 be read a first, second and third time.

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Year 2019 Revenue Anticipation Borrowing Bylaw No. 1703, 2018 be reconsidered and adopted.

11. Late (Emergent) Items

12. Discussion of Items for Future Meetings

13. Question Period for Public and Media

14. Closed (In camera) Session

14.a) Proceed to a closed meeting pursuant to Section 90 (1) (c) of the
Community Charter.

15. Adjournment



Regular Meeting of the Board of Directors

October 25, 2018

RDKB Board Room, Trail, B.C.

Minutes

- Present:** Director R. Russell, Chair
 Director G. McGregor, Vice-Chair
 Director D. Langman
 Director L. McLellan
 Director P. Cecchini
 Director F. Konrad
 Director E. Smith
 Director M. Rotvold, via teleconference
 Director A. Grieve
 Director L. Worley
 Director V. Gee
 Alternate Director Santori
- Staff:** M. Andison, Chief Administrative Officer
 T. Lenardon, Manager of Corporate Administration/Recording Secretary
 J. Chandler, GM Operations/Deputy Chief Administrative Officer
 J. Dougall, GM Environmental Services
 B. Burget, GM Finance
 F. Maika, Corporate Communications Officer
- Others:** D. Dunsdon, Village of Midway
 G. Schierbeck, Village of Midway

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 October 25, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors was presented.

453-18 Moved: Director Langman Seconded: Director Worley

Corporate Vote Unweighted

That the agenda for the October 25, 2018 meeting of the Regional District of Kootenay Boundary Board of Directors be adopted as presented.

Carried.

Minutes

The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held October 10, 2018 were presented.

454-18 Moved: Director McGregor Seconded: Director McLellan

Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held October 10, 2018 be adopted as presented.

Carried.

Delegation(s)

There were no delegations in attendance.

Unfinished Business

There was no unfinished business to discuss.

Communications-RDKB Corporate Communications Officer**F. Maika, Corporate Communications Officer****Re: Communications Update**

A staff report from Frances Maika, Corporate Communications Officer presenting an update of ongoing projects in RDKB Corporate Communications was presented.

Frances Maika, Corporate Communications Officer reviewed the report and answered inquiries regarding the website redesign, the RDKB brand refresh project, community engagement and the Corporate Communications Plan strategy. She also reviewed the RDKB Building Inspection Department survey that is being used to test the community engagement tool. Director Grieve requested the same survey be delivered for the Beaver Valley Parks, Trails and Recreation Committee.

There was general agreement from the Board members and staff that the Board will have input into the development of the Corporate Communications Plan and that, as per the RDKB Purchasing Policy, staff will get three quotes when choosing the company to undertake the website redesign, and it was;

455-18 Moved: Director Grieve Seconded: Director Smith

Corporate Vote Unweighted

That the staff report from Frances Maika, Corporate Communications Officer presenting an update of ongoing projects in RDKB Corporate Communications be received.

Carried.

Communications (Information Only)

Ministry of Attorney General-Oct. 4/18

Re: Licences for Retail Sale of Non-Medical Cannabis

456-18 Moved: Director Cecchini Seconded: Director Worley

Corporate Vote Unweighted

That Communications (Information Only) Item 7a) be received.

Carried.

Reports

Monthly Schedule of Vendor Payments

Chair Russell in place of Director Martin, Finance Liaison

The monthly Schedule of Vendor Payments ending September 30, 2018 in the amount of \$1,043,887.86 was presented

457-18 Moved: Director McGregor Seconded: Director McLellan

Corporate Vote Unweighted

That the monthly Schedule of Vendor Payments ending September 30, 2018 in the amount of \$1,043,887.86 be received as presented.

Carried.

Adopted RDKB Committee Minutes

The following minutes of RDKB Committee meetings as adopted by the respective Committees were presented:

Policy and Personnel Committee (Sept. 6/18) Utilities Committee (June 13/18), Electoral Area Services Committee (Sept. 20/18) and Beaver Valley Regional Parks, Trails and Recreation Committee (June 21/18).

458-18 Moved: Director Worley Seconded: Director McGregor

Corporate Vote Unweighted

That the following minutes of RDKB Committee meetings as adopted by the respective Committees be received:

Policy and Personnel Committee (Sept. 6/18) Utilities Committee (June 13/18), Electoral Area Services Committee (Sept. 20/18) and Beaver Valley Regional Parks, Trails and Recreation Committee (June 21/18).

Carried.

Adopted RDKB Recreation Commission Minutes

The minutes of the Grand Forks and District Recreation Commission meeting held September 13, 2018 and the Electoral Area C Parks and Recreation Commission meeting held September 12, 2018 were presented.

459-18 Moved: Director McGregor Seconded: Director Grieve

Corporate Vote Unweighted

That the minutes of the Grand Forks and District Recreation Commission meeting held September 13, 2018 and the Electoral Area C Parks and Recreation Commission meeting held September 12, 2018 be received.

Carried.

Draft RDKB Electoral Area Advisory Planning Commission Minutes

Draft minutes of RDKB Electoral Area Advisory Planning Commission (APC) meetings held during October 2018 for: Electoral Area B/Lower Columbia-Old Glory, Electoral Area C/Christina Lake, Electoral Area E/West Boundary, Electoral Area A and Electoral Area E/West Boundary-Big White were presented.

460-18 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted

That the following draft minutes of RDKB Electoral Area Advisory Planning Commission meetings held during October 2018 be received:

Electoral Area B/Lower Columbia-Old Glory (Oct. 1/18), Electoral Area C/Christina Lake (Oct. 2/18), Electoral Area E/West Boundary (Oct. 1/18), Electoral Area A (Oct. 2/18) and Electoral Area E/West Boundary-Big White (Oct. 2/18).

Carried.

B. Burget, General Manager of Finance**Re: Financial Results**

A staff report from Beth Burget, General Manager of Finance, regarding the financial results for the year-to-date ending September 30, 2018 was presented

461-18 Moved: Director Langman Seconded: Alternate Director Santori

Corporate Vote Unweighted

That the staff report from Beth Burget, General Manager of Finance regarding the Financial Plan Comparison - 2018 Third Quarter be received.

Carried.

T. Lenardon, Chief Elections Officer and Regional Referenda Voting Officer
Re: Referendum Results-Disposition of East End Sanitary Sewer Infrastructure
Assets-Trail, Warfield & Rossland

A staff report from Theresa Lenardon, Chief Elections Officer and Regional Referenda Voting Officer regarding the results of the 2018 Disposition of East End Sanitary Sewer Infrastructure Assets Referendum was presented.

462-18 Moved: Alternate Director Santori Seconded: Director McGregor

Corporate Vote Unweighted

That the staff report from Theresa Lenardon, Chief Elections Officer and Regional Referenda Voting Officer regarding the results of the 2018 Disposition of East End Sanitary Sewer Infrastructure Assets Referendum be received.

Carried.

Monthly Committee Recommendations to Board of Directors**Policy and Personnel Committee-Oct. 10/18****Re: Conservation Opportunities Policy**

A staff report from Mark Andison, Chief Administrative Officer introducing the Conservation Opportunities Policy for approval was presented.

463-18 Moved: Director Grieve Seconded: Director Langman

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the RDKB Conservation Opportunities Policy with the following amendment to Item (i): *i. Encouraging emissions tracking requirements be incorporated into agreements with major service providers* and approved as amended by the Policy and Personnel Committee on October 10, 2018 **FURTHER** that the Policy be distributed accordingly.

Carried.

Board Appointments Updates

Southern Interior Development Initiative Trust (S.I.D.I.T.) and Southern Interior Beetle Action Coalition (S.I.B.A.C.) - Chair McGregor

There is nothing new to report.

Okanagan Film Commission - Director Gee

Movies are being filmed in Grand Forks, Big White and Rock Creek.

Director Grieve requested staff to contact the Kootenay Columbia Film Region to find out who represents the RDKB East End.

Boundary Weed Stakeholders Committee - Director Gee

Members of the Invasive Species Society helped spread the word regarding voting in the referenda for the Boundary Integrated Watershed Service.

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

Director Worley provided an update on recent CRTLGC treaty negotiations and two conference calls with the Federal and Provincial Governments. The next Treaty negotiation meeting will take place in Vancouver December 12 and 13, 2018.

Kootenay Booth - Director Rotvold

Business has been deferred pending the outcomes of the recent General Local Elections.

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

A report was not available.

Chair's Update - Chair Russell

The Chair provided updates respecting Municipal Insurance Authority membership fees for reinsurance, strategic planning, flood recovery, emergency planning, the recent Boundary Integrated Watershed Service referenda.

The Chair acknowledged outgoing Directors Danchuk, Martin, McLellan, Cecchini, Konrad and Rotvold and he thanked them for their time on the RDKB Board of Directors and for their service to local government.

464-18 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

That RDKB staff contact the Kootenay Columbia Film Region to confirm the RDKB East End representative. **FURTHER** that once the representative has been identified, that they be invited to an East End Service Committee meeting.

Carried.

New Business**Advisory Planning Commission (APC) Appointment
Electoral Area E/West Boundary-Big White**

Rachelle Marcinkoski

465-18 Moved: Director Gee Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Vote Unweighted

That Rachelle Marcinkoski be appointed to the Electoral Area E/West Boundary-Big White Advisory Planning Commission.

Carried.

D. Derby, Kootenay Boundary Regional Fire Chief

Re: Fire Dispatch Network Agreement

A staff report from Dan Derby, Regional Fire Chief regarding a fire dispatch network agreement between the Regional District East Kootenay and the Regional District Kootenay Boundary was presented.

466-18 Moved: Director McGregor Seconded: Director Rotvold

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Fire Dispatch Network Agreement with the Regional District of East Kootenay for a five-year term commencing June 1, 2018 and expiring May 31, 2023 at an annual cost of \$2,100 plus GST for each connection to the Regional District of East Kootenay Fire Dispatch Network payable by July 30th in each year and at other costs as set out in the Network Agreement Schedule B-Fees.

FURTHER that the Board authorize the RDKB signatories to sign and enter into the Agreement.

Carried.

G. Denkovski, Manager of Infrastructure and Sustainability

Gas Tax Application Area 'E' / West Boundary King of Kings New Testament Church

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding an application for Gas Tax funding from the King of Kings New Testament Church for the installation of a new energy efficient commercial dishwasher was presented.

467-18 Moved: Director Gee Seconded: Director Smith

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the King of Kings New Testament Church and the allocation of Gas Tax funding in the amount of \$6,608.51 from Electoral Area 'E' / West Boundary for the costs associated with the installation of a new energy efficient commercial dishwasher. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the agreement.

Carried.

J. Dougall, General Manager of Environmental Services

Re: Regional Solid Waste Management 2019 Work Plan

Director McGregor, Environmental Services Liaison

The Regional Solid Waste Management (010) 2019 Work Plan was presented for information.

Moved: Director Langman Seconded: Director Worley

Corporate Vote Unweighted

That the Regional Solid Waste Management (010) 2019 Work Plan be received.

Carried.

468-18 Moved: Director Langman Seconded: Director Worley

Corporate Vote Unweighted

That the recommendation be amended to include the word "draft" (Regional Solid Waste Management (010) Work Plan).

Voting on the original motion as amended - **Carried.**

J. Dougall, General Manager of Environmental Services

Re: Big White Solid Waste Management 2019 Work Plan

Director McGregor Environmental Services Liaison

The draft Big White Solid Waste Management (064) 2019 Work Plan was presented for information.

469-18 Moved: Director McGregor Seconded: Director Cecchini

Corporate Vote Unweighted

That the draft Big White Solid Waste Management (064) 2019 Work Plan be received.

Carried.

Boundary/BC Transit Annual Operating Agreement (AOA)

The Annual Operating Agreement between BC Transit and the Regional District of Kootenay Boundary for Paratransit Services was presented.

470-18 Moved: Director Worley Seconded: Director Cecchini

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the 2018-2019 Annual Operating Agreement between BC Transit and the Regional District of Kootenay Boundary for the delivery of Paratransit Services for the period April 1, 2018 to March 31, 2019 with total service costs of \$165,205 which includes the Local Government Share of Lease Fees and with a Net of Local Government Share of the costs in the amount of \$72,463. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the Agreements.

Carried.

471-18 Moved: Director Smith Seconded: Director McGregor

Corporate Vote Unweighted

That from the remainder of the Boundary Transit service, staff request BC Transit to provide a breakdown of costs for the Zone 2-Friday Greenwood to Grand Forks route.

Carried.

K. Gobeil, Planner

**Re: Forestry Referral-West Boundary Community Forest Inc.
Forest Stewardship Plan**

A staff report from Ken Gobeil, Planner regarding a forestry referral from Vaagan Fibre Canada and Infinity-Pacific Stewardship Group on behalf of the West Boundary Community Forest Corporation for a proposed Forest Stewardship Plan for the Boundary Timber Supply Area for 2018-2023 was presented.

472-18 Moved: Director McGregor Seconded: Director Smith

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report "Forestry Referral: West Boundary Community Forest Inc. Forest Stewardship Plan", which includes the recommendations of the Advisory Planning Commissions, to Vaagan Fibre Canada and Infinity-Pacific Stewardship for consideration.

Carried.

K. Gobeil, Planner

**Re: Liquor and Cannabis Regulation Branch Referral for a Temporary Use Area
Endorsement – Electoral Area E/West Boundary-Big White**

A staff report from Ken Gobeil, Planner regarding a referral from Trevor Hanna of Big White Ski Resort for an application for a Temporary Use Area Endorsement to the Liquor and Cannabis Regulation Branch of the Provincial Government (see Applicant's Submission) was presented.

473-18 Moved: Director McGregor Seconded: Director Gee

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors resolves that:

1. The Board recommends the Temporary Use Area Endorsement application to amend the food primary liquor licence for the Happy Valley Day Lodge be supported for the following reasons:
2. The liquor licence amendment should have no impact on the residents, community and neighbouring property owners if approved.

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

- a. The potential for noise:
No negative impact to the community is anticipated by approving this application.
- b. The impact on the community:

It is anticipated that the proposal would not negatively impact Big White. The Advisory Planning Commission for Big White also noted no concerns regarding this application.

- c. Is the amendment contrary to the primary purpose of the establishment?
- The proposed temporary use areas are partially in keeping with the primary purpose of the resort recreation area:
- i. The business operates as an 'eating, drinking establishment' which is a permitted use in the 'Village Core 6' Zone.
 - ii. Eating and Drinking establishments are permitted in the Village Core 6 (VC6) Zone and conditionally in the REC1 Zone.
 1. Within the REC 1 Zone, Eating and Drinking Establishments are only permitted as long as they are "in conjunction with a ski lodge".
 2. The RDKB considers "in conjunction with a Ski Lodge" to mean that it is clearly associated with, or a part of a ski lodge.
 3. Of the seven locations in the REC1 Zone, two of these locations, TUP No. 3 Top of Ridge Rocket Express Chairlift, and TUP No. 5 Bottom of Telus Park Chairlift are isolated and would not be considered "in conjunction with a ski lodge".
3. The Board's comments on the views of the residents are as follows:
The applicant posted 10 'notice of the proposal' signs. The signs were posted on October 9, 2018 in the following locations:
- 4 signs were placed within the main village (TUA 1&2)
 - 2 signs were placed to be placed at the Ridge Day Lodge (TUA4)
 - 2 signs were placed at the Happy Valley Day Lodge (TUA 6, 7, 8)
 - 2 signs were placed at the Westridge Warming Hut (TUA 9).

The Electoral Area E/West Boundary-Big White Advisory Planning Commission did not have a quorum at their meeting, however their meeting notes indicate that they support the application on the condition that the operating hours be limited to 10:00 P.M. in Temporary Use Areas.

Carried.

In response to the Province and to the applicant, Big White Ski Resort staff will be clear that two of the seven locations do not comply with the "in conjunction with a Ski Lodge" requirement as they are not clearly associated with, or part of a ski lodge.

K. Gobeil, Planner

Re: Electoral Area A-Front Counter Referral-Columbia Wireless

A staff report from Ken Gobeil, Planner regarding a Front Counter BC referral for a proposed communication tower in Electoral Area 'A' north of the Village of Montrose (see Site Location Map; Subject Property Map; Applicant Submission) was presented.

474-18 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report *Front Counter Referral – Columbia Wireless*, which includes recommendations of the Electoral Area 'A' Advisory Planning Commission to Front Counter BC for consideration.

Carried.

D. Dean, Manager of Planning and Development

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Re: Scanner Replacement

A staff report from Donna Dean, Manager of Planning and Development regarding replacement of the Scanner located in the Planning Department in Trail, BC was presented.

475-18 Moved: Director McLellan Seconded: Director Rotvold

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the transfer of \$19,094 from the Planning and Development Department's reserve fund for the purchase of a new Hewlett Packard HD Scanner. **FURTHER** that the 2018 Financial Plan be amended accordingly.

Carried.

Regional District of East Kootenay-Oct. 10/18**Re: Ktunaxa Kinbasket Treaty Advisory Committee
Treaty Negotiations Funding Request**

Correspondence from the Regional District of East Kootenay, the funding request and supporting documents were presented.

476-18 Moved: Director Worley Seconded: Director Smith

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the provision of an annual contribution of \$3,500 in the Five Year Financial Plan to fund the Ktunaxa Kinbasket Treaty Advisory Committee for the duration of the treaty negotiation process.

Carried.

Grand Forks and Boundary Flooding-Recovery Policy Group**Re: Statement of Strategic Goals/Objectives**

Chair Russell presented the Grand Forks and Boundary Flooding Recovery Policy Group's seven strategic objectives.

477-18 Moved: Director Rotvold Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors endorses the following seven strategic objectives for the Boundary Flood Recovery project:

1. Protect Public Safety
2. Foster and Improve Health and Wellness and Support Housing Recovery
3. Deliver Permanent Solutions
4. Facilitate Economic Revitalization
5. Facilitate Environmental Resilience and Adaptation
6. Engage Community and Stakeholders
7. Ensure Equitable, Fair and Reasonable Decisions.

Carried.

M. Andison, Chief Administrative Officer

Re: Discussion Item-Strategic Planning

M. Andison, Chief Administrative Officer reviewed the preliminary arrangements for Board Governance and Orientation, the Strategic Planning session, Finance Orientation, the Work Plan session and for a review of the roles of elected officials in emergency management.

It was agreed that the Board Governance and Orientation and the Strategic Planning session currently scheduled for December 7 and 8, 2018 should be postponed until Spring/April 2019 so that the new members of the Board have an opportunity to become familiar with the RDKB overall and have participated in the budgeting process.

Grants-in-Aid

478-18 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. Rotary Club of Grand Forks – Electoral Area 'D'/Rural Grand Forks - \$2,500
2. Beaverdell Community Club (BCCRC) – Electoral Area 'E'/West Boundary - \$400
3. Discover Rock Creek Society – Electoral Area 'E'/West Boundary - \$894
4. Kettle River Food Share Society – Electoral Area 'E'/West Boundary - \$3000
5. Midway Volunteer Fire Department – Electoral Area 'E'/West Boundary - \$120

Carried.

Bylaws

Bylaw No. 1684-Amending Electoral Area A OCP-Cannabis Legislation

First and Second Reading-Set up Public Hearing

479-18 Moved: Director Grieve Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1684, 2018 be read a First and Second time.

Carried.

480-18 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That a Public Hearing be arranged for Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1684, 2018. **FURTHER** that Director Grieve be appointed as Public Hearing Chair with Directors Worley and McGregor as alternates.

Carried.

Bylaw No. 1685-Amending Electoral Area A Zoning Bylaw-Cannabis Legislation

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First and Second Reading-Set up Public Hearing

481-18 Moved: Director Grieve Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1685, 2018 be read a First and Second time.

Carried.

482-18 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That a Public Hearing be arranged for Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1685, 2018. **FURTHER** that Director Grieve be appointed as Public Hearing Chair with Directors Worley and McGregor as alternates.

Carried.

Public Hearing Minutes**RDKB Bylaws No. 1686 and 1687-Amending Electoral Area B/Lower Columbia-Old Glory OCP and Zoning Bylaws**

483-18 Moved: Director Worley Seconded: Director McGregor

Corporate Vote Unweighted

That the minutes of RDKB Electoral Area B/Lower Columbia-Old Glory Official Community Plan Amendment Bylaw No. 1686 and Zoning Amendment Bylaw No. 1687 Public Hearing held October 17, 2018 be received.

Carried.

Bylaw No. 1686-Amending Electoral Area B/Lower Columbia-Old Glory OCP

Third Reading and Reconsideration and Adoption

484-18 Moved: Director Worley Seconded: Director Grieve

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1686, 2018 be read a Third time.

Carried.

485-18 Moved: Director Worley Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1686, 2018 be Reconsidered and Adopted.

Carried.

Bylaw No. 1687-Amending Electoral Area B/Lower Columbia-Old Glory Zoning Bylaw

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Third Reading and Reconsideration and Adoption

486-18 Moved: Director Worley Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1687, 2018 be read a Third time.

Carried.

487-18 Moved: Director Worley Seconded: Director Grieve

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1687, 2018 be Reconsidered and Adopted.

Carried.

Bylaw No. 1692-Jewel Lake Land Use Plan Amendment Bylaw

First and Second Reading-Set up Public Hearing

488-18 Moved: Director Gee Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Land Use Plan Amendment Bylaw No. 1692, 2018 be read a First and Second time.

Carried.

489-18 Moved: Director Gee Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That a Public Hearing be arranged for Regional District of Kootenay Boundary Land Use Plan Amendment Bylaw No. 1692, 2018. **FURTHER** that Director Gee be appointed Public Hearing Chair with Directors Russell and McGregor as alternates.

Carried.

**Bylaws Nos. 1695 and 1696-Amending Big White OCP and Zoning Bylaws
Re: Public Hearing Minutes from October 18, 2018**

The minutes of the public hearing for Bylaws Nos. 1695 and 1696, which was held Thursday, October 18, 2018 were presented.

490-18 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted

That the minutes of the Public Hearing for Bylaws Nos. 1695 and 1696, held Thursday, October 18, 2018 be received.

Carried.

There was a discussion regarding developing a policy that would set out guidelines for decision-making around applications for the retail sale of non-medicinal cannabis that are referred from the Province.

Bylaw No. 1695-Amending Electoral Area E/West Boundary-Big White OCP

Third Reading

491-18 Moved: Director Gee Seconded: Director Grieve

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1695, 2018 be read a Third time.

Defeated

(Directors Grieve, Worley, McGregor, Russell and Gee opposed)

Bylaw No. 1696-Amending Electoral Area E/West Boundary-Big White Zoning Bylaw

Third Reading

492-18 Moved: Director Gee Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1696, 2018 be read a Third time.

Defeated

(Directors Grieve, Worley, McGregor, Russell and Gee opposed)

T. Lenardon, Chief Elections Officer and Regional Referenda Voting Officer

Re: Results of Boundary Integrated Watershed Referendum

A staff report from Theresa Lenardon, Chief Elections Officer and Regional Referenda Voting Officer regarding the results of the 2018 Boundary Integrated Watershed Referendum and adoption of RDKB Boundary Integrated Watershed Service Establishment Bylaw No. 1678, 2018 was presented.

The Chief Elections Officer and Regional Referenda Voting Officer reviewed her staff report and presented information on the work that was undertaken for public consultation and public awareness. She noted the media channels that were used to publish the statutory notices and those used to publish the additional public consultation work that was undertaken by the RDKB Corporate Communications Officer and the Manager of Planning and Development for the RDKB initiated marketing and advertising.

Staff advised that they received information about inconsistent delivery of the Boundary Integrated Watershed Service brochure and the Board directed staff to follow up with Canada Post to clarify their policy with respect to Consumers Choice and government mail outs, and it was;

493-18 Moved: Director McGregor Seconded: Director Rotvold

Corporate Vote Unweighted

That the staff report from Theresa Lenardon, Chief Elections Officer and Regional Referenda Voting Officer regarding the results of the 2018 Boundary Integrated Watershed Referendum and adoption of RDKB Boundary Integrated Watershed Service Establishment Bylaw No. 1678, 2018 be received.

Carried.

494-18 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted

That Regional District of Kootenay Boundary-Boundary Integrated Watershed Service Establishment Bylaw No. 1678, 2018 be reconsidered and adopted.

Carried.

495-18 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted

That staff follow up with Canada Post to ensure that local government post is not considered consumer choice post. **FURTHER** that a letter be sent to our Member of Parliament pertaining to this issue.

Carried.

Late (Emergent) Items

There were no late emergent items to discuss.

Discussion of Items for Future Meetings

A discussion was not required.

Question Period for Public and Media

A question period was not necessary.

Closed Meeting

Proceed to a closed meeting pursuant to Section 90 (1) (g) of the *Community Charter*.

Persons attending the open meeting, other than staff and members of the Board of Directors, were excused from the meeting until such time as the agenda for the closed meeting would be adopted.

496-18 Moved: Director McLellan Seconded: Director Langman

That the Board of Directors proceed to a closed meeting pursuant to Section 90 (1) (g) of the *Community Charter* (time: 8:02 p.m.).

Carried.

The Board reconvened to the open meeting at 8:09 p.m.

Adjournment

There being no further business to discuss, the meeting adjourned (time: 8:10 p.m.).

TL



Committee/Board Delegation and Presentation Form

Names of all persons who will be speaking & position titles (if relevant) must be included. Name of organization you are representing is also required.		Name(s): Names of specific delegates to be established once date is confirmed. <hr/> Interior Lumber Manufacturers Association (ILMA) <hr/>	
Subject of delegation (What information will be presented?)		Present technical information on the Timber Harvest Landbase and associated land use integration in BC. Show how it relates to the future of the forest industry and specifically ILMA businesses and the associated economic development for the regions they operate in. At the ILMA 2018 Convention this past June in Revelstoke, a similar presentation was made and was well received. The select local government officials who were able to attend strongly urged us to ensure all local governments see this information, to help better inform their understanding and decision-making processes going forward. The ILMA committed to doing this as part of our ongoing efforts to keep local governments informed on forestry issues. <hr/>	
What is the purpose of delegation? (Please check where appropriate):		Information Only	Yes
		Letter of Support Request	
		Funding Request	
		Other (please provide details): Not applicable <hr/> <hr/> <hr/>	
Contact Person		Brian Simpson, ILMA Technical Advisor	
Telephone: 250-304-5961		Email:	wildfire.simpson@outlook.com
Meeting Date Requested:	Earliest date possible		
Technical Requirements: Will you be using a power-point presentation?	YES Confirmed	NO	If yes, you are required to submit the presentation before the meeting as well as bringing it to the meeting on a memory stick.
The Regional District is not responsible for software incompatibility. The Regional District utilizes Microsoft Office products. If you will be using power-point, you are requested to bring your own laptop and a VGA/9-pin or HDMI connection. If you do not have a laptop, contact the Manager of Corporate Administration to make alternative arrangements.			
For more information, please contact: Manager of Corporate Administration 202-843 Rossland Avenue Trail, BC V1R 4S8 Phone: 250-368-9148 Toll Free: 1-800-355-7352 Fax: 250-368-3990 Email: tlenardon@rdkb.com			
To facilitate effective delegations:			

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

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

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

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

Interior Lumber Manufacturers Association (ILMA)

Name of Delegate/Group Representative

October 5, 2018

Brian Simpson

Date

Signature

For Office Use Only

Attending at request of the Board

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

Referred to Chair:

Date

Approved

Declined

If declined provide explanation:

Date of delegation (if applicable):

Applicant informed of decision:

Manager of Corporate Administration

Date

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

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

2019 RDKB BOARD & COMMITTEE MEETING CALENDAR-DRAFT

Legend & Notes

RDKB Meetings

Convention, Conferences, (UBCM, FCM, .AKBLG etc.)

Statutory Holidays

RDKB Board and Management Sessions

July & August Committee Meetings:

The Scheduling of Committee meetings during July and August is at the discretion of the Committee Chairs. The RDKB meeting calendar which is on the website includes July and August Committee meetings. However, closer to June 2019 and once Committee Chairs formally cancel the meetings, a "Cancelled" notation will be added to the calendar on those meeting days.

Two Monthly Board Meetings:

When feasible and where there are no conflicts with other Board activities (e.g. conferences, external appointments etc.), the RDKB holds 2 Board meetings per month.

- The first Board meeting is arranged for the second Wednesday of the month and is scheduled to commence at 6 pm after the monthly Policy & Personnel (P&P) Committee meeting (2:00 pm) and the monthly Utilities (UT) Committee meeting (5:00 pm).
- The second Board meeting is usually held the last Thursday of each month commencing at 6:00 p.m.
- Should there not be enough business for one of the two monthly Board meetings, the Chair will consider cancelling the meeting. This is most likely to happen during July and August.

Board and Committee Meetings - December 2018:

No Committee meetings will be scheduled in December. Should meetings be necessary, they will be at the discretion of the Committee Chairs. There will only be one (regular) Board meeting (2nd Wednesday) in December. Board photos and the East End Christmas Dinner will follow the December Board meeting.

Conflicts with Conferences and Statutory Holidays:

Where there are meeting conflicts with conferences, conventions, travel, etc., staff have moved certain Committee and or Board meetings to different dates. At this time, the dates selected by Staff are only suggestions and they can be revised. Where there is a conflict with one of the two Board meeting dates, there will only be one Board meeting that month.

January 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 New Year's Day	2 BCDC-10:00 a.m.- Grand Forks	3	4	
6	7	8 BV Recreation Noon-Trail	9 P&P-2 pm UT-5 pm Board - 6 pm Trail	10 EAS-4:30 Trail	11	12
13	14	15 East End Services 4:30 pm-Trail	16 LGLA Electoral Area Elected Officials Seminar- Richmond	17 LGLA Electoral Area Elected Officials Seminar-Richmond	18 LGLA EA Seminar-EOS Richmond	19
20	21	22	23	24	25 Board Orientation Session-5 pm	26 Work Plan Session 8 am
27	28	29	30	31 Board-6 pm Grand Forks		

2019 Calendar Template © calendarlabs.com

February 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 CAO Forum Kelowna	6 BCDC-10:00 am Grand Forks Possible Conflict CAO Forum Kelowna	7 CAO Forum Kelowna	8 CAO Forum Kelowna	9
10	11	12 BV Recreation Noon-Trail	13 P&P-2 pm UT-5 pm Trail	14 EAS-4:30 Grand Forks	15	16
17	18 Family Day	19 East End Services 4:30 pm-Trail	20	21 Board-6 pm Big White Ski Resort	22	23
24	25	26 LGLA-AKBLG Elected Officials Seminar-Kimberley	27 LGLA-AKBLG Elected Officials Seminar-Kimberley	28 LGLA-AKBLG Elected Officials Seminar-Kimberley		

2019 Calendar Template © calendarlabs.com

March 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 BCDC-10:00 a.m.- Grand Forks	7 P&P-2 pm UT-5 pm Board-6 pm Trail	8	9
10	11	12 BV Recreation Noon- Trail	13 Mayors' Caucus 2018 2019 TBA	14 EAS-4:30 Trail Mayors' Caucus (2018) - 2019 TBA	15 Mayors' Caucus (2018) 2019 TBA	16
17	18	19 East End Services 4:30 pm-Trail	20	21 EMO-Orientation Policy Group Role – 4:00 pm Board-6 pm Trail	22	23
24	25	26 UBCM RD Chair & CAO Forum-Victoria	27 MFA AGM-Victoria	28 Possible Conflict MFA AGM-Victoria	29 MFA AGM-Victoria	30

31						
April 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 BCDC-10:00 Grand Forks COFI Vancouver	4 COFI Vancouver	5 COFI Vancouver Possible Conflict Board Governance RDKB Board Rm 5 pm	6 Board Strategic Planning 8 am
7	8	9 BV Recreation Noon-Trail	10 P&P-2 pm UT-5 pm Board-6pm-Trail	11 EAS-4:30 Grand Forks	12	13
14	15	16 East End Services 4:30 pm-Trail	17	18	19 Good Friday	20
21 Easter Sunday	22 Easter Monday	23	24	25 Board-6 pm Grand Forks	26 AKBLG Castlegar	27 AKBLG Castlegar
28 AKBLG Castlegar	29	30				

May 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 BCDC-10:00 a.m.- Grand Forks	2	3	4
5	6	7	8 P&P-2 pm UT-5 pm Board-6pm Trail	9	10	11
12 Mother's Day	13	14 BV Recreation Noon-Trail	15	16 EAS-4:30 Trail	17	18
19	20 Victoria Day	21 East End Services 4:30 pm-Trail	22	23 Board-6 pm Grand Forks	24	25
26	27	28 FCM Quebec City	29 FCM Quebec City	30 FCM Quebec City	31 FCM Quebec City	

2019 Calendar Template © calendarlabs.com

June 2019						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 BV Recreation Noon-Trail	5 BCDC-10:00 a.m.- Grand Forks	6	7	8
9	10	11 East End Services 4:30 pm-Trail	12 P&P-2 pm UT-5 pm Board-6pm Trail	13 EAS-4:30 Grand Forks	14	15
16 Father's Day	17	18	19	20	21	22

23	24	25	26	27 Board-6 pm Trail	28	29
30						

July 2019

July Committee meetings are scheduled at discretion of Committee Chairs. Placeholders will be included on the Public Calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Canada Day	2	3 BCDC-10:00 a.m.- Grand Forks	4	5	6
7	8	9 BV Recreation Noon-Trail	10 P&P-2 pm UT-5 pm Board-6pm Grand Forks	11 EAS-4:30 Trail	12	13
14	15	16 East End Services 4:30 pm-Trail	17	18	19	20
21	22	23	24	25 Board 6 pm Trail	26	27

28	29	30	31			

August 2019

August Committee meetings are scheduled at discretion of Committee Chairs. Placeholders will be included on the Public Calendar.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 BC Day	6	7 BCDC-10:00 a.m.- Trail	8	9	10
11	12	13 BV Recreation Noon-Trail	14 P&P-2 pm UT-5 pm Board-6 pm Trail	15 EAS-4:30 Grand Forks	16	17

18	19	20 East End Services 4:30 pm-Trail	21	22	23	24
25	26	27	28	29 Board-6 pm Trail	30	31

September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Labor Day	3	4 BCDC-10:00 a.m.- Grand Forks	5	6	7
8	9	10 BV Recreation Noon-Trail	11 P&P-2 pm UT-5 pm Grand Forks	12 EAS-4:30 Trail	13	14
15	16	17 East End Services 4:30 pm-Trail	18	19 Board-6 pm In an East End Community Location TBA	20	21

2019 Calendar Template © calendarlabs.com

22	23 UBCM Vancouver	24 UBCM Vancouver	25 UBCM Vancouver	26 UBCM Vancouver	27 UBCM Vancouver	28
29	30					

October 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 BCDC-10:00 a.m.- Grand Forks	3	4	5
6	7	8 BV Recreation Noon-Trail	9 P&P-2 pm UT-5 pm Board-6 pm Trail	10	11	12

13	14 Thanksgiving Day	15 East End Services 4:30 pm-Trail	16	17 EAS-4:30 Grand Forks	18	19
20	21	22	23	24	25	26
27	28	29	30	31 Board-6 pm Grand Forks		

November 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 BCDC-10:00 a.m.- Grand Forks	7	8	9

10	11 Remembrance Day	12 BV Recreation Noon-Trail	13 P&P-2 pm UT-5 pm Board-6 pm Grand Forks	14 EAS-4:30 Trail	15	16
17	18	19 East End Services 4:30 pm-Trail	20	21	22	23
24	25	26	27	28 Board-6 pm Trail	29	30

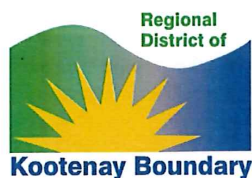
December 2019

Unless directed by Committee Chair, Committee meetings are not scheduled during December.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7

8	9	10	11 Board Meeting 4:30 pm – Trail Board Photos Christmas Dinner (East End)	12	13	14
15	16	17	18	19	20	21
22	23	24	25 Christmas Day	26 Boxing Day	27	28
29	30	31				

DRAFT



Memorandum

To: Board of Directors

From: Mark Andison, Chief Administrative Officer

Date: November 21, 2018

Subject: REVISED POST-ELECTION BOARD ORIENTATION, STRATEGIC PLANNING, AND SERVICE WORK PLAN SESSIONS

Earlier in the year, the Policy and Personnel Committee identified a number of orientation, strategic planning, and work planning sessions to be scheduled post-election. The following are the sessions planned to date:

Finance Orientation Session, Thursday, November 29, 2018, 4:00 PM, RDKB Grand Forks Boardroom (before Board meeting)

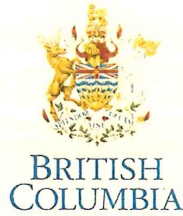
Board of Directors General Orientation Session,
Friday, January 25, 2019, 5:00 PM

Service Work Plans Workshop,
Saturday, January 26, 2019, 8:00 AM – 3:00 PM

Emergency Management Orientation Session – Role of Policy Group During Emergency Activations
Thursday, March 21, 2019, 4:00 PM (before Board meeting)

Board Governance Workshop with Gerry Berry,
Friday, April 5, 2019, 5:00 PM (TBC)

Board Strategic Planning Workshop
Saturday, April 6, 2019, 8:00 AM – 3:00 PM (TBC)



REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	NOV 05 2018
DOC #
REF. TO:
CC:	RR/MA/CM/DD/READER FILE

October 31, 2018

Mayor-elect Brian Taylor
City of Grand Forks
PO Box 220
Grand Forks, BC V0H 1H0
Sent via email: info@grandforks.ca

Roly Russell, Chair
Regional District of Kootenay Boundary
202 - 843 Rossland Ave.
Trail, BC V1R 4S8
Sent via email: rrussell@rdkb.com

Colleen Ross, Councillor
City of Grand Forks
PO Box 220
Grand Forks, BC V0H 1H0
Sent via email: cross@grandforks.ca

Graham Watt, Manager
Boundary Flood Recovery Team
PO Box 2162
Grand Forks, BC V0H 1H0
Sent via email: gwatt@grandforks.ca

Dear Mayor-elect Taylor, Ms. Ross, Mr. Russell, and Mr. Watt:

The catastrophic flooding season of 2018 showed the resilience and determination of the community of Grand Forks in the face of adversity. My deepest gratitude goes to those on the front lines during the disaster and those who are helping in the recovery.

The Province has been working with the City of Grand Forks and Regional District of Kootenay Boundary (RDKB) on recovery since the flood occurred in May 2018. We have seen a number of challenges with recovery efforts, and I appreciated hearing from your delegation about the strains on local capacity and the need for stronger coordination and response from our government programming.

We have been working hard to address some of the most pressing issues to come out of the disaster. Since the flooding, over \$10 million in recovery funding over and above the response funding has been provided by the Province. BC Housing has begun construction on two housing projects in the community, including a six bed women's transition house and three Habitat for Humanity houses. We are planning two additional affordable housing projects; the first is a 50-unit affordable housing project for families and the second is a 50-unit supportive housing project for individuals at risk of becoming homeless. As well, ministry staff continue to work closely with the RDKB Economic Recovery Team, Community Futures, Downtown Business Association and Chamber of Commerce to refine their request for funding to assist economic recovery.

.../2

Office of the
Premier

Web Site:
www.gov.bc.ca

Mailing Address:
PO Box 9041 Stn Prov Govt
Victoria BC V8W 9E1

Location:
Parliament Buildings
Victoria

- 2 -

However, we still have more work to do to be more responsive in a coordinated fashion across ministries when moving from disaster response to recovery stages. The previous government did not have adequate systems or funded programs that were effective in recovery from natural disasters and we need to work to remedy this.

Your delegation called for a central point of contact for recovery efforts. That's why I am happy to announce that I have designated Parliamentary Secretary Jennifer Rice to work with Grand Forks and the Regional District on carrying out resilience and recovery efforts going forward. Parliamentary Secretary Rice will report directly back to me on accomplished objectives.

Thank you once again for your strength, advocacy and continued hard work in the recovery process for the community of Grand Forks.

Sincerely,



John Morgan
Premier

pc: Honourable Mike Farnworth
Minister of Public Safety and Solicitor General

Honourable Doug Donaldson
Minister of Forests, Lands, and Natural Resource Operations and Rural Development

Honourable Selina Robinson
Minister of Municipal Affairs and Housing

MLA Jennifer Rice
Parliamentary Secretary for Emergency Preparedness

Thompson Okanagan Region
 300 - 1631 Dickson Ave
 Kelowna, BC V1Y 0B5



BC ASSESSMENT

November 6, 2018

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

Dear Kootenay Boundary Regional District Directors,

Congratulations on behalf of BC Assessment and the Thompson Okanagan region, regarding your recent success in the 2018 local government general elections. My name is Katrina LeNoury, and I am the Assessor for the Thompson Okanagan. My Deputy Assessor team includes Graham Held, Tracy Wall, and Amanda Wilms.

BC Assessment is the Crown corporation responsible for producing independent and equitable annual property assessments and trusted assessment information. The products and services that we offer support development of strong and vibrant communities in British Columbia. Please visit bcassessment.ca to learn more.

BC Assessment holds ourselves accountable to local governments. We are committed to providing transparent, fair, timely, and respectful communications and assessment services. In addition to our regional team, our Local Government Department strives to serve local governments with continuous improvement to ensure our products and services effectively meet your needs. Contact our Local Government Department at 1-866-valueBC (825-8322) local 00498 or localgovernment@bcassessment.ca.

Congratulations once again, and we look forward to opportunities to meet at your civic offices and local government conferences in order to grow the relationship between BC Assessment and your Regional District. We are also available to present to your Board upon request to share more details about our mandate and relationships with local governments.

Sincerely,

Katrina LeNoury
 Assessor, Thompson Okanagan

300 - 1631 Dickson Ave
 Kelowna, BC V1Y 0B5
bcassessment.ca

Toll-free : 1-866 valueBC (825-8322)
 Fax : 250-595-6222



Doyle Sam
Executive Vice President,
Operations & Engineering
FortisBC Inc.

Suite 100, 1975 Springfield Rd
Kelowna BC V1Y 7V7

Telephone: (250) 469-8086
Facsimile: 1-866-614-1339
Doyle.Sam@fortisbc.com

October 24, 2018

Mr. Roly Russell, Regional District of Kootenay Boundary
843 Rossland Avenue
Trail BC V1R 4S8
rrussell@rdkb.com

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	OCT 26 2018
DOC #
REF. TO:
CC:	RR ma

Dear Mr. Russell:

Re: Beaver Creek

Thank you for your letter dated September 27 2018. At FortisBC we see load growth as an opportunity and want to encourage development across our service area.

Increasing the capacity at the Beaver Park substation will be addressed through two separate projects, which are proposed in the FortisBC 20-Year Plan. The first project will upgrade multiple substations in the Salmo/Beaver Valley area to address condition of equipment and increase capacity, and the second project will reconductor 56 kilometres of transmission line to increase capacity of the alternate transmission supplies to the Waneta area in order to support projected load for our existing and future customers. FortisBC plans our system to accommodate existing and future new loads. All native distribution load growth can be supported in the Beaver Valley area. FortisBC plans the transmission system such that all projected load can be served during normal operation (N-0) and single contingency (N-1). Planning will continue to be based on native load growth. Large capacity requests are unforeseen and typically require large infrastructure investments in order to accommodate them.

It is important to recognize that the FortisBC system was not designed for new large capacity requests to be easily interconnected in every location throughout the FortisBC service territory. Any system upgrades required to interconnect large capacity requests will require a customer contribution.

Again thank you for your letter. Once we have finished the proposed plan for the Beaver Valley area, FortisBC will review the plan and the reasons behind the timing with the LCIC and any other municipal representative that you suggest. I would suggest you continue talking with Blair Weston, who will introduce you to Juan Rincon our new Key Account Manager who will be working directly on interconnection needs with new large customers.

Yours truly,

Doyle Sam

cc Blair Weston & Betsy Matamoros, FBC

November 27 2018

Dear Public Sector Accounting Board:

Please find attached, on behalf of the undersigned organizations, a response to your request for input into the process to update the Statement of Concepts and Statements of Principles.

The purpose of our submission is to increase the recognition of natural assets in Canadian public sector accounting framework. Consistent with this, we make: (a) general recommendations and (b) specific/technical recommendations for the Conceptual Framework and Reporting Model.

We appreciate the opportunity to comment on this very important undertaking and would be pleased to provide any additional information that may be required. We would also appreciate the opportunity to be engaged in the development of standards and guidance materials to support public sector entities incorporate natural assets in their financial statements.

With best wishes,

Return correspondence: c/o Roy Brooke - royb@mnaï.ca ; 250.896.3023

Purpose

This document provides context, considerations, conclusions and recommendations to increase the recognition of natural assets in Canadian public sector accounting standards.

Context

Natural assets are more commonly referred to as *natural capital*, though the meaning is the same. Accepted definitions all include the stock of renewable and non-renewable natural resources that includes land, water, atmosphere, minerals, plant and animal species, and all living thingsⁱ.

The Public Sector Accounting (PSA) Handbook currently limits the consideration of natural assets within public sector financial statements. Specifically, the PSA Handbook that guides public sector accountants prohibits from recognition inherited natural resources, arguing that “the costs, benefits and economic value of such items cannot be reasonably and verifiably quantified using existing methods.” Current standards allow only the recognition of purchased natural assets where they meet certain criteria (Public Sector Accounting Discussion Group 2016)ⁱⁱ.

Considerations

Rationale

The PSA Handbook prohibition means that no public sector entity can place natural assets on its balance sheets. By *not* placing natural assets on balance sheets, a *de facto* statement is made that they have no inherent value and make no economic contribution. This runs counter to all accumulated evidence on natural capital generally, and on the growing municipal experience in Canada,ⁱⁱⁱ and means that local governments have limited incentive and no direction to inventory or value their natural areas^{iv}.

This matters, particularly in the context of the financial health of Canadian communities, businesses and households and their resilience to climate change and the risks from extreme weather:

1. *Canadian infrastructure is in trouble.* Canada’s Infrastructure Report Card¹, for example, notes that one-third of our municipal infrastructure is in fair, poor or very poor condition;
2. *The trends are negative.* The Insurance Bureau of Canada reports that insurance losses to Canadian homeowners and communities from climate change and extreme weather events are up over 400% from \$405 million per year between 1983 and 2008 to \$1.8 billion per year between 2009 and 2017^v. This increases the strain on infrastructure and budgets;
3. *There is growing evidence that natural assets protect communities from extreme weather.* Globally, after the 2004 Indian Ocean tsunami, evidence accumulated that

¹ <http://canadianinfrastructure.ca/en/index.html>

where coastal mangrove swamps were least degraded, disaster impacts were often less severe because healthy swamps absorbed the waves' impacts. Researchers made similar findings after Hurricane Sandy in 2012: healthy marshes, beaches, dunes, oyster reefs and flood plains provide important natural barriers against storm surges and flooding risks. The Canadian experience is discussed below;

4. *The status quo strains local budgets.* Local governments cannot continue to allow the loss of natural assets and default to expensive engineered infrastructure to meet all service requirements of taxpayers. They are accountable for 60% of Canada's infrastructure and must find new ways to deliver services in the face of climate change.
5. *Local governments may have a fiduciary responsibility* to protect communities from flooding, and natural assets are a part of this protection.^{vi}

Evolving municipal practice

Increasingly, municipalities realize that natural assets (e.g. aquifers, forests, streams and foreshores) provide equivalent or even better services (e.g. stormwater management, flood protection, provision of drinking water) than many engineered assets. Moreover, they can often achieve significant cost savings with respect to engineered or constructed (green infrastructure) solutions, and usually with co-benefits such as increased community resilience.^{vii}

The Town of Gibsons pioneered what has become known as municipal natural asset management. Their work has led to the creation of the Municipal Natural Assets Initiative², which has completed municipal natural assets management projects with: the City of Nanaimo, District of West Vancouver, City of Grand Forks, Region of Peel and the Town of Oakville, and is working now with the City of Courtenay, District of Sparwood, City of Oshawa, Southeast Regional Service Commission of New Brunswick, Regional Service Commission of New Brunswick, and in Ontario's Greenbelt and a BC watershed^{viii}.

These communities demonstrated that they are able to undertake many aspects of natural asset management irrespective of the PSA Handbook prohibition, including financial planning; and, that natural assets can provide the same level of stormwater management services as their engineered counterparts when properly managed and maintained. Nevertheless, the PSA Handbook restriction on inherited natural resources creates challenges for municipal natural asset management:

- **Reporting.** Local governments must make use of the *Notes* section in annual financial statements, departmental reports, municipal publications and annual public meetings to describe the local government's approach to municipal natural assets. In other words, they can take action to report on natural assets notwithstanding the PSA Handbook restrictions, but must find *ad hoc* solutions to do so, which may hinder natural asset management efforts and/or provide taxpayers an incomplete understanding of community assets, liabilities and risks.
- **Risk.** That natural assets are not considered 'real' assets within accounting frameworks, may lead some communities to underestimate or fail to account for

² See mnai.ca

their dependence on the services they receive and rely on from natural assets, and the inherent risks and exposure if the assets were to fail. These communities would then communicate an incomplete picture of risks in their financial statements.

- **Diminished decision-making potential.** Assets that are not valued are often not protected. This, in turn, means that in many urban areas where there is development pressure, natural assets are destroyed because there is no agreed-upon basis for determining a value that can be compared to those derived from development; and of course once the natural asset is gone, it is hard and costly to get back^{ix}. Again, local governments are innovating to manage their natural assets, but they are having to find ways to do so that do not contravene the PSA Handbook guidance.

Data reliability

Accounting requires reliable and verifiable data. Historically, this has been hard to provide in the context of natural assets.

However, the tools available to quantify the biophysical functions of natural assets and characterize these are continually improving, as is the ability to verify their results. Furthermore, there are a variety of ways to characterise accurately what the biophysical functions mean in terms of service value.

In terms of valuation, MNAI is currently valuing natural assets at the avoided cost of engineered assets that would be required to replace it and still provide services. For example, a wetland might be valued at the cost of the culvert that would be necessary if the wetland did not exist or were degraded to the point where it ceased to provide services such as water storage. These estimates are not as complex as other valuation approaches and give a practical result. This method can continue to be used, and it is also reasonable to expect that other practical methods will be developed to quantify natural assets. For example, over time agreed-upon methods to assign full replacement value to natural assets may emerge. A variety of efforts are underway already to value a more holistic suite of services provided by natural assets.

It should also be noted that, as the climate continues to change, there may be diminished reliability around the understanding of the value of standard engineered assets to perform given tasks based on past experience. For example, the ability of a culvert to manage storm water reliably, and therefore its service value, may be unpredictable in communities where the effects of climate change are evolving quickly.

Finally, it is important to distinguish between what is fully *verifiable* and what is *relevant* -- and often, municipal natural assets are highly relevant even where data are imperfect^x.

Conclusion

A growing number of local governments are acting notwithstanding the PSA Handbook restriction on accounting for natural assets.

However, given the evidence that natural assets provide cost effective and reliable service even in the face of climate change and extreme weather events, PSAB should prioritise efforts to ensure that Canada's public sector accounting framework allows for their inclusion to the greatest possible extent. Doing so would also align with global trends such as the European Union commitment to integrate the value of ecosystem services into accounting and reporting frameworks at both EU and national levels by 2020³, and the development of the System of Environmental Economic Accounting⁴, in which Canada is a participant.

Recommendations

General

1. **Prioritise the inclusion of natural assets in Canada's accounting framework.** As an overarching recommendation, PSAB is encouraged to prioritise strategies to ensure that natural assets can be included within Canada's accounting framework. This could include:
 - a. Adopting a *policy position* that including natural assets fully in Canada's accounting framework is the long-term goal of PSAB;
 - b. Establishing the *objective* of full consideration of natural assets within financial statements;
 - c. *Seeking opportunities* to advance the consideration of natural assets in PSAB's surveys, technical agenda and special projects.
2. **Engage stakeholders.** PSAB is encouraged to work with those entities that are seeking to measure and manage natural assets so that their research, operations, and lessons learned can inform PSAB's deliberations wherever applicable.
3. **Address valuation issues.** Historical cost valuation does not apply to many natural assets; and, basic market valuations (e.g. the timber value of a forest) exclude many ecosystem service and other non-market values. PSAB is encouraged to:
 - a. Consider use of a proxy valuation method such as the avoided cost of engineered assets required to replace the service provided by a natural asset (the current MNAI approach) either as an allowable method or a stop-gap method until valuation techniques evolve and gain support;
 - b. Work with stakeholders to develop a generally accepted method(s) for calculating natural asset values. This work should draw on the robust and long-standing body of research and methods for performing natural capital valuations including, for example, full replacement costs (i.e. calculating not just timber value but all ecosystem and other values), avoided damage cost, contingent valuation or travel costs.
4. **Require risk disclosure related to natural assets.** PSAB is encouraged to develop interim guidance and then requirements for disclosure of risks related to (a) reliance of a public sector entity on the services provided by a natural assets and (b) the impact of climate change on these service levels, and corresponding risks. This will

³ See for example <https://www.eea.europa.eu/soer-2015/europe/natural-capital-and-ecosystem-services>

⁴ <https://seea.un.org>

support PSAB to produce more relevant and comparable information for accountability and decision making by users.

5. **Develop a process to tackle long-term issues.** Some issues may take considerable time to address, for example, how to attribute ownership to assets that span multiple jurisdictions, and how to address the value of services provided by natural assets on private property within the boundaries of municipalities. PSAB is encouraged to create a standing mechanism to address longer-term issues.
6. **Ensure adequate tools and training.** The inclusion of natural assets in Canada's accounting framework will require tools and training for local government. PSAB is encouraged to develop the tools required by local governments.

Technical / specific

7. **Prohibition in paragraph PS 1000.57 and prohibition in PS 1000.58.** PSAB is encouraged to begin technical work leading to full removal of natural asset-related exclusions from both the framework and standards. In the interim, PSAB has suggested moving the exclusions text from the conceptual framework to the asset standards section (ASSETS, Section PS 3210) as the latter is easier to change. This shift is strongly supported as a key first step.
8. **Paragraph 2.36 of the Conceptual Framework:** PSAB could consider providing a natural asset example for "capital infrastructure" within this paragraph or as a footnote.
9. **Paragraph 2.58 of the Conceptual Framework:** PSAB could consider clearly stating and including natural assets in the definition of public resources to ensure that public sector entities are aware of the scope of their stewardship and potential reporting responsibilities. For example:
 - 2.60(a) - include natural assets as part of "Crown lands and related natural resources"
 - 2.60(b)- include natural heritage items, such as natural features, mountains, lands, lakes, waterfalls, and parks etc. as part of "Heritage and cultural resources"
 - 2.60(c)- include ecosystem services as part of "complex infrastructure systems" and;
 - 2.60(d)- include recreational benefits or social health benefits of natural assets as part of "intangible resources".
10. **Principle 14 of the Reporting Model and Objective 6 and supported by Paragraphs 6.10, 6.46(c) of the Revised Conceptual Framework:** PSAB could consider amending the financial statement presentation standards to include natural capital risks for disclosure requirements, following due process.
11. **Statement of Recommended Practice (SORP).** PSAB could develop a SORP to provide guidance on natural assets including:
 - a. **Financial statement disclosures** - To support entities that have identified natural assets as material for disclosure, specifically natural capital risks;
 - b. **Asset recognition** - To support the first step in removing the exclusion statements related to natural resources from the asset standards.

- c. **Measurement** - To determine a possible method for historical cost measurement or alternatively another measurement attribute if appropriate for natural assets.
- d. **Reporting non-financial resource performance components** - To support entities in developing sections within the "Other Performance or Accountability Reporting" reports noted in paragraph 3.26 of the revised Conceptual Framework which may include reporting on sustainability, on natural assets, climate change risks etc.
- e. **Reporting impacts and changes related to economic resources and obligations specific to natural assets** - to support entities in reporting aspects of service capacity not currently captured in the financial statements including natural assets.
- f. **Application of control** - To support entities in understanding how control can be assessed for natural assets for potential financial statement reporting or disclosure.

Endnotes

ⁱ Municipal Natural Assets Initiative (2017). Defining and Scoping Municipal Natural Assets. <https://www.assetmanagementbc.ca/wp-content/uploads/definingscopingmunicipalnaturalcapital-final-15mar2017.pdf>

ⁱⁱ Public Sector Accounting Discussion Group (2016). Public Sector Accounting Discussion Group: Report on the Public Meeting November 18, 2016. <http://www.frascanada.ca/standards-for-public-sector-entities/public-sector-accounting-discussion-group/search-past-meeting-topics/item84146.pdf>

ⁱⁱⁱ Town of Gibsons (2017). Advancing Municipal Natural Asset Management: The Town of Gibsons Experience in Financial Planning and Reporting. <https://mnai.ca/media/2018/01/GibsonsFinancialPlanningReport-WEB.pdf>

^{iv} Interview with Isabel Gordon (2018). Available at <https://mnai.ca/an-interview-with-isabel-gordon/>

^v Insurance Bureau of Canada (2018). Combatting Canada's Rising Flood Costs: Natural infrastructure is an underutilized option.

^{vi} Insurance Bureau of Canada (2018).

^{vii} Town of Gibsons (2017).

^{viii} Project details can be found at, for example, <https://mnai.ca/and-then-there-were-11/>

^{ix} Interview with Isabel Gordon (2018).

^x Michelle Molnar quoted in Gibsons (2017).

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register-Summary

AP5090
Date: Oct 31, 2018

Supplier: 084010-ZWO010
Cheque Date: October 1-31, 2018

Chq Date	Supplier	Supplier Name	Amount
2018-10-12	A2Z010	A2Z ARENA PRODUCTS LTD.	\$214.90
2018-10-05	BAU020	BAULNE CHELAN	\$77.22
2018-10-12	BCT030	BC TRANSIT	\$537,891.66
2018-10-19	BEA650	BEAVER VALLEY GOLF & RECREATION SOCIETY	\$8,000.00
2018-10-12	BEA014	BEAVERDELL COMMUNITY CLUB & RECREATION COMMISSION	\$4,990.00
2018-10-05	BEL110	BELL MOBILITY INC.	\$134.40
2018-10-12	BLA050	BLACK PRESS GROUP LTD.	\$120.88
2018-10-19	BLE002	BLEILER, LYNN	\$330.00
2018-10-19	BOR140	BORUCK, JOANNA	\$122.51
2018-10-19	BOU460	BOUNDARY EXCAVATING	\$17,836.37
2018-10-12	BRI050	BRIDESVILLE COMMUNITY CLUB	\$150.00
2018-10-19	BRI020	BRITISH COLUMBIA WATER & WASTE ASSOC.	\$99.00
2018-10-25	BRO200	BROUWER, ED	\$296.10
2018-10-25	BRO210	BROUWER, JUDI	\$160.00
2018-10-05	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	\$708.75
2018-10-25	BUR130	BURCH, BRIANA	\$15.75
2018-10-05	CAM070	CAM CAMPBELL HOLDINGS ENVIRONMENTAL CONSULTING	\$276.15
2018-10-12	CAN060	CANADIAN RED CROSS	\$5,876.99
2018-10-12	CAN680	CANADIAN RED CROSS	\$304.43
2018-10-05	CAN047	CANADIAN RED CROSS SOCIETY	\$2,467.67
2018-10-25	CAN044	CANGAS PROPANE	\$867.24
2018-10-19	CHA030	CHALLENGER AUTO DETAILING	\$152.25
2018-10-25	CHA240	CHAPMAN, JILL	\$269.10
2018-10-05	CHR025	CHRISTINA LAKE FIRE FIGHTERS SOCIETY	\$3,000.00
2018-10-05	CHR280	CHRISTINA LAKE HEALTH-CARE AUXILIARY	\$1,000.00
2018-10-19	CHR120	CHRISTINA LAKE MECHANICAL	\$1,865.56
2018-10-12	CHR270	CHRISTINA LAKE NEWS	\$1,483.97
2018-10-05	CIB010	CIBC VISA	\$12,852.90
2018-10-05	TRA950	CITY OF TRAIL PARKS & RECREATION	\$125.00
2018-10-05	CLE010	CLEAR EDGE FILTRATION CANADA	\$1,669.50
2018-10-05	COC010	COCA-COLA REFRESHMENTS CANADA	\$300.30
2018-10-05	COL021	COLBACHINI, RANDY, R.	\$245.88
2018-10-12	COL022	COLUMBIA & WESTERN RAIL TRAIL SOCIETY	\$9,000.00
2018-10-25	COL006	COLUMBIA BASIN TRUST	\$200.00
2018-10-05	COM070	COMMUNITY FUTURES DEVELOPMENT CORP. - BOUNDARY	\$10,010.00
2018-10-12	COM070	COMMUNITY FUTURES DEVELOPMENT CORP. - BOUNDARY	\$12,250.00
2018-10-25	CON160	CONNECT OKANAGAN TELEPHONE	\$436.28
2018-10-05	CRO050	CROSSMAN, STEVEN J.	\$1,641.85
2018-10-05	CUM010	CUMMINS WESTERN CANADA	\$1,921.02
2018-10-25	DAI001	DAINES, MARK	\$105.00

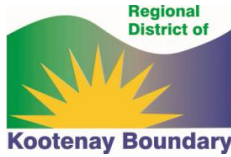
Chq Date	Supplier	Supplier Name	Amount
2018-10-19	DAV160	DAVIES WILDFIRE MANAGEMENT INC	\$7,780.50
2018-10-19	DEA030	DEADMARSH, FRANCES	\$77.91
2018-10-12	DEA090	DEAN, MICHELE	\$75.69
2018-10-19	STA007	DESJARDINS CARD SERVICES	\$277.22
2018-10-25	DEV080	DEVESA, MAUVE	\$160.00
2018-10-19	DIC050	DICK, LORRAINE	\$330.00
2018-10-25	DOR040	DORSEY, SHIRLEY ANNE	\$370.60
2018-10-25	DUN080	DUNCAN, NEVA	\$263.68
2018-10-19	ENQ002	ENQUIST, FARA	\$330.00
2018-10-05	ET2001	ET2MEDIA	\$3,400.94
2018-10-25	FAI030	FAIRBANK ARCHITECTS LTD	\$1,188.39
2018-10-19	FER001	FERRARO FOODS	\$663.02
2018-10-05	FIN030	FINNING (CANADA) CREDIT DEPT.	\$979.05
2018-10-12	FLE015	FLEETCOR CANADA MASTERCARD	\$4,211.32
2018-10-12	FLE015	FLEETCOR CANADA MASTERCARD	\$1,004.38
2018-10-19	FORGRA	FORTIS BC - FINANCIAL ACCOUNTING	\$210.00
2018-10-05	FOR040	FORTIS BC - NATURAL GAS	\$5,816.66
2018-10-12	FOR040	FORTIS BC - NATURAL GAS	\$1,210.26
2018-10-19	FOR040	FORTIS BC - NATURAL GAS	\$264.65
2018-10-25	FOR040	FORTIS BC - NATURAL GAS	\$384.73
2018-10-05	FOR010	FORTISBC - ELECTRICITY	\$17,313.36
2018-10-12	FOR010	FORTISBC - ELECTRICITY	\$11,251.23
2018-10-19	FOR010	FORTISBC - ELECTRICITY	\$21.27
2018-10-25	FOR010	FORTISBC - ELECTRICITY	\$2,280.43
2018-10-12	FRU020	FRUITVALE CO-OP	\$655.64
2018-10-05	FRU120	FRUITVALE COMMUNITY CHEST	\$1,500.00
2018-10-12	GAI010	GAIA PRINCIPLES IPM SERVICES	\$52.50
2018-10-25	GAL100	GALL, DEREL	\$160.00
2018-10-25	GAL040	GALLERY 2	\$200.00
2018-10-05	GIL170	GILLIS, CAROLYN	\$572.61
2018-10-12	GLA050	GLACIER HONDA	\$75.50
2018-10-05	GRA240	GRAND FORKS & DISTRICT FALL FAIR SOCIETY	\$1,600.00
2018-10-25	GRA400	GRAND FORKS FLOORING	\$19,693.65
2018-10-19	GRA055	GRAND FORKS RENOVATION CENTRE	\$224.04
2018-10-25	GRA013	GRAYSON, RANDY	\$82.86
2018-10-19	GRA630	GRAYSON, SARA	\$36.94
2018-10-05	GRE045	GREATER TRAIL MINOR HOCKEY ASSOCIATION	\$100.00
2018-10-19	GRE510	GREEN, DALE ALAN	\$11.33
2018-10-05	GRE030	GREYHOUND COURIER EXPRESS	\$155.11
2018-10-05	HAM025	HAMAZAKI, LOUISE	\$221.55
2018-10-25	HAR170	HARSCH, IRENE	\$263.68
2018-10-25	HEI040	HEINRICHS, CHRISTINE	\$160.00
2018-10-25	HEN110	HENKE, GERRY A.	\$250.70
2018-10-25	HEW010	HEWER, FLORENCE ELLEN	\$160.00
2018-10-19	HIN030	HINTERLAND SURVEYING & GEOMATICS INC.	\$7,264.50

Chq Date	Supplier	Supplier Name	Amount
2018-10-05	HOL015	HOLY TRINITY PARISH	\$2,400.00
2018-10-19	HOM010	HOME DEPOT CREDIT SERVICES	\$265.05
2018-10-12	HOR070	HORNE KEVIN	\$316.46
2018-10-25	IMP020	IMPERIAL OIL LIMITED	\$1,267.53
2018-10-12	INT200	INTERIOR PORTABLE RENTALS LTD	\$420.00
2018-10-05	JOH012	JOHNSON, KIM, IN TRUST	\$356.63
2018-10-19	JOH012	JOHNSON, KIM, IN TRUST	\$135.53
2018-10-19	JOH300	JOHNSON, PAUL	\$850.00
2018-10-05	JOR002	JORDAN, ROSA	\$77.91
2018-10-19	KAL010	KAL TIRE	\$1,744.41
2018-10-19	KAL040	KAL TIRE	\$1,027.89
2018-10-05	KEE020	KEEGZ SOUTH COUNTRY TOWING	\$169.42
2018-10-12	KEM050	KEMSLEY, RICHARD R.	\$188.98
2018-10-05	KET014	KETTLE VALLEY FOOD CO-OP	\$500.00
2018-10-12	KIS040	KISS MY GRASS LTD	\$415.80
2018-10-25	KUC040	KUCHER, MARK	\$90.00
2018-10-25	KUH015	KUHN, JENNIFER	\$130.00
2018-10-19	LAF010	LAFACE, GRANT	\$68.25
2018-10-05	LAZ020	LAZY FD RANCHES	\$5,556.60
2018-10-25	LEA001	LEAVITT, LEO	\$60.00
2018-10-05	LES005	LES HALL FILTER	\$1,112.92
2018-10-12	LIM010	LIME CREEK LOGGING LTD.	\$865.75
2018-10-25	LIN001	LINDLEY, DOUG	\$1,500.00
2018-10-05	MAI120	MAIKA, FRANCES	\$1,711.69
2018-10-05	MAL001	MALLACH, ANDY	\$115.00
2018-10-19	MAM020	MAMON, MACIEJ	\$180.00
2018-10-25	MCF010	MCFADDEN, STEPHEN K.	\$90.00
2018-10-25	MCG110	MCGRATH, DOREEN	\$345.76
2018-10-12	MCG010	MCGREGOR ROBERT "IN TRUST"	\$78.65
2018-10-25	MCM080	MCMAHOM, MARY	\$345.00
2018-10-19	MER120	MERIDIAN ONECAP CREDIT CORP	\$485.56
2018-10-25	MET001	METTLER-TOLEDO INC.	\$13,846.84
2018-10-05	MIN030	MINISTER OF FINANCE	\$5,475.00
2018-10-05	MIN170	MINISTER OF FINANCE	\$600.00
2018-10-12	MIN040	MINISTER OF FINANCE	\$555.85
2018-10-12	MIN090	MINISTER OF FINANCE	\$210.00
2018-10-05	MOU210	MOUNTAIN STATION CONSULTANTS INC	\$9,836.72
2018-10-19	MSC020	MSC ENTERPRISES LTD. C/O STEVE DANSHIN	\$208,705.87
2018-10-19	NOF010	NO FRILLS	\$636.58
2018-10-19	NUR010	NURNDY-FORFIRE EMERGENCY GRAPHICS LTD	\$1,875.79
2018-10-19	PAC100	PACIFIC CHAPTER OF THE SOLID WASTE ASSOCIATION OF	\$3,307.50
2018-10-25	PAQ020	PAQUETTE, SUZY	\$187.00
2018-10-05	PEN015	PENNEY, JENNIFER	\$70.00
2018-10-12	PET004	PETIT, PHILIP	\$5,984.40
2018-10-25	PET010	PETRO CANADA	\$5,180.98

Chq Date	Supplier	Supplier Name	Amount
2018-10-05	PLA020	PLANNING INSTITUTE OF BC	\$687.75
2018-10-12	POL015	POLYMER SHAPES DISTRIBUTION CANADA INC.	\$1,075.20
2018-10-05	PUR020	PUROLATOR INC.	\$139.11
2018-10-19	PUR020	PUROLATOR INC.	\$56.14
2018-10-25	PUR020	PUROLATOR INC.	\$191.33
2018-10-05	RBM010	R B MECHANICAL	\$329.21
2018-10-19	RAH001	RA HERFST STRUCTURAL ENGINEERS	\$389.81
2018-10-05	REC010	RECEIVER GENERAL FOR CANADA	\$83,191.00
2018-10-19	REC010	RECEIVER GENERAL FOR CANADA	\$89,574.52
2018-10-19	REC570	RECEIVER GENERAL FOR CANADA	\$1,994.32
2018-10-05	RED190	RED DRAGON CONSULTING	\$12,735.93
2018-10-19	RED190	RED DRAGON CONSULTING	\$10,071.40
2018-10-12	REE005	REECE, JENNIFER	\$175.35
2018-10-05	REI003	REILLY, BRIANNA	\$115.00
2018-10-25	RIC020	RICIOPPO, JOYCE	\$160.00
2018-10-19	RIE025	RIEBERGER, LORI	\$30.00
2018-10-19	ROB007	ROBERTSON'S CLOTHING & SHOES INC.	\$218.39
2018-10-05	ROC190	ROCK CREEK COMMUNITY MEDICAL SOCIETY	\$40.00
2018-10-05	ROS008	ROSSLAND GOLD-FEVER FOLLIES SOCIETY	\$6,770.00
2018-10-05	ROS350	ROSSLAND MOUNTAIN BIKING SOCIETY	\$1,588.89
2018-10-12	ROS045	ROSSLAND SKATE PARK ASSOCIATION	\$4,401.00
2018-10-05	ROS018	ROSSLAND SOCIETY FOR ENVIRONMENTAL ACTION	\$1,500.00
2018-10-19	RPM010	RPM AUTOMOTIVE	\$16,330.64
2018-10-25	SDS010	S.D. SERVICES	\$313.95
2018-10-19	SAL005	SALGADO-LEE, MARIE	\$42.86
2018-10-05	SAV010	SAVAGE PLUMBING & HEATING	\$9,995.50
2018-10-19	SAV010	SAVAGE PLUMBING & HEATING	\$220.50
2018-10-12	SAV040	SAVE-ON-FOODS	\$123.30
2018-10-12	SCH030	SCHOOL DISTRICT NO. 51 (BOUNDARY)	\$1,119.38
2018-10-25	SCH030	SCHOOL DISTRICT NO. 51 (BOUNDARY)	\$47.50
2018-10-25	SCH045	SCHREINER, ROBB	\$200.00
2018-10-19	SCO070	SCOUTS CANADA - CAMP TWEEDSMUIR	\$4,607.35
2018-10-12	SEL010	SELECT OFFICE PRODUCTS	\$239.11
2018-10-19	SEL010	SELECT OFFICE PRODUCTS	\$240.58
2018-10-05	SHA030	SHAW CABLE	\$269.14
2018-10-19	SHA030	SHAW CABLE	\$219.91
2018-10-25	SHA030	SHAW CABLE	\$60.97
2018-10-25	SHE005	SHERRIFF, SUSAN, B.	\$1,450.00
2018-10-25	SIE040	SIEWERT, LISA	\$160.00
2018-10-25	SIM070	SIMM, LARRY	\$90.00
2018-10-05	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TO ANIMALS	\$7,437.00
2018-10-25	STO100	ST.ONGE, ALEXANDER A.	\$341.25
2018-10-19	STA090	STAR AUTOMOTIVE INC.	\$133.16
2018-10-25	STE170	STEPHENSON ENGINEERING	\$6,930.00
2018-10-19	STE130	STERICYCLE COMMUNICATION SOLUTIONS ULC	\$848.59

Chq Date	Supplier	Supplier Name	Amount
2018-10-25	SUP170	SUPER SAVE DISPOSAL INC.	\$22,910.58
2018-10-12	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$57.18
2018-10-19	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$440.00
2018-10-25	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$454.95
2018-10-12	TEL050	TELUS COMMUNICATIONS CO. C/O TELUS SERVICES INC.	\$604.47
2018-10-25	TEL002	TELUS MOBILITY	\$5,629.86
2018-10-05	TER110	TERRAPURE ENVIRONMENTAL	\$169.05
2018-10-05	ROS010	THE CITY OF ROSSLAND	\$840.85
2018-10-12	PAS060	THE PASTRY SHOP	\$126.25
2018-10-25	THI040	THIESSEN, RUDY	\$161.90
2018-10-19	TRA011	TRAIL CURLING ASSOCIATION	\$1,500.00
2018-10-19	TRA003	TRAIL ROOFING LTD.	\$107,230.09
2018-10-05	TRE045	TREMAINE, DEAN	\$69.30
2018-10-25	URB030	URBAN SYSTEMS	\$13,453.10
2018-10-05	VER080	VERSA-TASK SERVICES	\$60.00
2018-10-05	VHS001	VH SPORTE CANADA	\$259.73
2018-10-12	VIS050	VISTA RADIO LTD.	\$1,083.13
2018-10-19	VIV001	VIVID CONSULTING	\$2,450.76
2018-10-12	VOC001	VOCKEROTH, DON	\$8.75
2018-10-12	WAR030	WARFIELD FAS GAS	\$1,541.73
2018-10-12	WAS010	WASTE MANAGEMENT	\$3,632.37
2018-10-19	WAS010	WASTE MANAGEMENT	\$738.38
2018-10-25	WAS010	WASTE MANAGEMENT	\$1,029.96
2018-10-25	WAT180	WATSON, TRACY	\$644.40
2018-10-25	WES016	WESTBRIDGE RECREATION SOCIETY	\$1,348.03
2018-10-05	WES035	WESTERN FINANCIAL GROUP FRUITVALE	\$1,060.00
2018-10-25	WES035	WESTERN FINANCIAL GROUP FRUITVALE	\$165.00
2018-10-12	WHI090	WHITLOCK INSURANCE SERVICES	\$222.00
2018-10-19	WHI090	WHITLOCK INSURANCE SERVICES	\$275.00
2018-10-25	WIL210	WILCHYNSKI, DONNA	\$190.90
2018-10-25	WOL002	WOLFE, DEREK	\$90.00
2018-10-12	WOR010	WORKER'S COMPENSATION BOARD OF BC	\$68,893.47
2018-10-12	YAR001	YARNS, LYNDEN TREE	\$20.65
2018-10-25	ZWO010	ZWOLAK, CHRISTINE	\$500.20
Total Accounts Payable			\$1,516,834.93

NB: No payments greater than \$100,000 related to emergency response (service 012).



**Electoral Area “C” Parks & Recreation Commission
Regular Meeting
Wednesday, October 10, 2018
Welcome Centre
8:00 AM**

AGENDA

1. CALL TO ORDER

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

- The agenda for the October 10, 2018 Christina Lake Parks & Recreation Commission meeting is presented.

Recommendation: That the agenda for the October 10, 2018 Christina Lake Parks & Recreation Commission meeting be adopted as presented.

3. DELEGATION:

- No Delegation

4. ADOPTION OF MINUTES

- The minutes of the Christina Lake Parks & Recreation Commission meeting held on September 12, 2018 are presented.

Recommendation: That the minutes for the Christina Lake Parks & Recreation Commission meeting held on September 12, 2018 be adopted as presented.

5. OLD BUSINESS

- Christina Lake Community and Nature Park- October 5, 2018 Email (pg 3)
- Survey status for the crosswalk/speed limit petition

6. NEW BUSINESS-N/A

7. INFORMATIONAL ITEMS

A. Financial Plan

- 2018 – RDKB Financial Statement – N/A

B. Correspondence- N/A

C. Project Updates

- Kettle River Walk Trail
- Trail Development from Cove Bay to Brown Rd
- Pickleball Court Expansion

D. Sub Committee Report

- COP Update- Dave Beattie
- Trails – Josh Strzelec- Presentation on 2018 Trails

E. Staff Monthly Report/Community Events Report

- Recreation Program –
 - October Flyer-
 - Christmas Dinner- Cascade Par 3
- Park Maintenance –N/A
- Community Coordinator Report – Update

8. LATE EMERGENT ITEMS

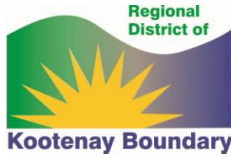
9. DISCUSSION OF ITEMS FOR FUTURE MEETINGS

10. QUESTION PERIOD FOR PUBLIC MEDIA

11. 2019 WORK PLANS & OPERATING BUDGETS

- Service 023 Christina Lake Regional Parks & Recreation Commission & Programs (pgs 5 – 16)
- Service 024 Christina Lake Recreation Facilities (pgs 17 – 24)
- Service 023 Christina Lake Regional Parks & Trails (pgs 25 - 50)

12. ADJOURNMENT



**Electoral Area "C" Parks & Recreation Commission
Regular Meeting
Wednesday, October 10, 2018
Welcome Centre
8:00 AM**

MINUTES

Recreation Commission Members present:

Present

Brenda Auge
Carlo Crema
Dianne Wales
Joe Sioga
Josh Strzelec
Paul Beattie
Randy Gniewotta

Absent

Dave Beattie-Advised
Liz Stewart-Advised

Staff and others present:

RDKB Staff

Tom Sprado/Lilly Bryant

Area Director

Grace McGregor

Guest

Donna Wilchynski-Advised

1. CALL TO ORDER-

- The Chair called the meeting to order at 8:00am

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 10, 2018 Christina Lake Recreation Commission meeting is presented.

**Additions: #5 Old Business: Email from Hugh Eberle: Speed Limit
Reduction/Crosswalk Installation**

**#7 Late Emergent Items: Status of Property at the North East End of Nature
Park (Next to the Sands)**

29-18 Moved: Paul Beattie

Seconded: Josh Strzelec

That the agenda for the October 10, 2018 Christina Lake Recreation Commission meeting be adopted as amended.

Carried

3. ADOPTION OF MINUTES

The minutes of the Christina Lake Recreation Commission meeting held on September 11, 2018 are presented.

30-18 Moved: Joe Sioga Seconded: Josh Strzelec

That the minutes for the Christina Lake Recreation Commission meeting held on September 11, 2018 be adopted as presented.

Carried

4. OLD BUSINESS

- **Christina Lake Community and Nature Park-** October 5, 2018 Email
 - George Harris Collaborative will include 3 proposals for November Meeting
 - They are working with the RDKB Planning department
 - Grace will setup a meeting with Linda Larson/ Donna Wilchynski to meet with the Osoyoos Indian band to discuss the Archeological studies that are required to move forward with the projects in the Nature Park and within the Community
- **Survey status for the crosswalk/speed limit petition**
 - Received an email from Hugh Eberle- (MOT) as per the protocol for changing speed limits and installing crosswalks.
 - Staff forward the results of the summer survey to MOT to reduced speed limit of 60kms through Christina Lake year round and installing a crosswalk across highway 3 at Santa Rosa corner AND requesting MOT to meet the Commission on November 14/18.

5. NEW BUSINESS-N/A

6. INFORMATIONAL ITEMS

A. Financial Plan

- 2018 – RDKB Financial Statement – Included statements as a handout

B. Correspondence- None

C. Project Updates

- **Kettle River Walk Trail-**
 - Archeological Study is required to develop a trail-
 - Grace will contact Linda Larson/Donna Wilchynski to meet with Osoyoos Bank
- Grace is going to look into the Heritage Service to find out if it was only created for the cemetery site

- **Trail Development from Cove Bay to Brown Rd-**
 - Josh will contact the Contractor to GPS a possible trail option
- **Pickleball Court Expansion-**
 - Updated drawing with additional space for courts
 - Fitness Park will be relocated this fall
 - Rock wall is being installed between the Tennis Courts and Pickleball area
 - Trees will be relocated to the North West side of the Fitness Park

D. Sub Committee Report

- **COP Update- Dave Beattie-Away**
 - 3 Patrols were out September long weekend
 - Break and Enters still occurring in the Boundary Area
 - Peter Strettan is stepping down
- **Trails – Josh Strzelec-** Presentation will be presented at the November Meeting (Requires a projector)

E. Staff Monthly Report/Community Events Report

- **Recreation Program –**
 - October Flyer
 - Christmas Dinner – Dueling Oaks Restaurant-Wednesday December 5th at 6:00pm- Dinner at 6:30pm
- **Park Maintenance –**
 - Staff will provide a YTD for November's meeting
- **Community Coordinator Report –N/A**

7. LATE EMERGENT ITEMS-

- Status of Property at the North East End of Nature Park(Next to the Sands)
- Staff will look into the lease agreement renewal for the Nature Park

8. DISCUSSION OF ITEMS FOR FUTURE MEETINGS

9. QUESTION PERIOD FOR PUBLIC MEDIA

10. 2019 WORK PLANS & OPERATING BUDGETS

- Service 023 Christina Lake Regional Parks & Recreation Commission & Programs- Draft copy was reviewed
- Service 024 Christina Lake Recreation Facilities- Draft copy was reviewed
- Service 023 Christina Lake Regional Parks & Trails-Draft copy was reviewed

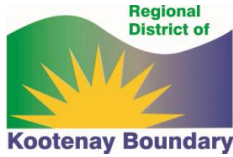
11. ADJOURNMENT

31-18

Moved: Brenda Auge

Lilly Bryant, Recording Secretary

Dianne Wales, Chairperson



**Grand Forks & District Recreation Commission
Regular Meeting
Thursday, October 11, 2018**

**David Borchelt Meeting Room (Arena)
8:45 AM**

AGENDA

1. CALL TO ORDER

2. ACCEPTANCE OF THE AGENDA (ADDITIONS/DELETIONS)

- The agenda for the October 11, 2018 Grand Forks and District Recreation Commission meeting is presented.

Recommendation: that the agenda for the October 11, 2018 Grand Forks and District Recreation Commission meeting be adopted as presented.

3. ADOPTION OF MINUTES

- The minutes of the Grand Forks and District Recreation Commission meeting held on September 13, 2018 are presented.

Recommendation: that the minutes for the Grand Forks and District Recreation Commission meeting held on September 13, 2018 be adopted as presented.

4. OLD BUSINESS

- **Facility Condition Assessment** – Waiting for Reports
- **Arena:**
 - Honorary Jerseys –Ongoing
- **Aquatic Centre**
 - Aquatic Centre 2019 pool Deck Rehabilitation Program & Requisition Increase-**Staff Update**
- **Learning Garden:**
 - Request for Delegation or Report for November Meeting

5. NEW BUSINESS

6. INFORMATIONAL ITEMS

A. Financial Plan

- Fees and Charges increase for 2019/Annual Sale Pass- Staff Report (pgs 5-7)
- 2018 – RDKB Financial Income Statement- N/A

- YTD-2018 Revenue Report-GFREC- (pg 8)
- YTD-2018 Arena Attendance/ Revenue Report- (pg 9)
- YTD/Sept 2018 -Aquatic Attendance/Revenue Report – (pg 10-11)
- YTD-Sept2018-Comparison Program Statistics Report – Aquatics(pg 12)
- YTD-Sept 2018-Jack Goddard Memorial Arena Usage Stats (pg 13)

B. Correspondence- N/A

C. Supervisor Reports

- Aquatic Maintenance Coordinator – (pg 14-15)
- Aquatic Program Coordinator – (pg 16)
- Arena Maintenance Chief Engineer – (pg 17-19)
- Recreation Program Services Supervisor
 - Fall Program Update- (pg 20-25)
 - October Flyer- (pg 26-29)
 - Christmas Dinner Date and Location TBA

7. LATE EMERGENT ITEMS

8. ROUND TABLE

- School District # 51-
- Library and Arts Societies (Culture) - None
- Recreation and Culture Committee of City Council-
- Community Members at Large-

9. DISCUSSION OF ITEMS FOR FUTURE MEETINGS

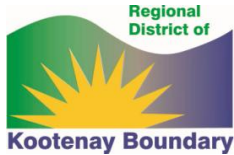
10. QUESTION PERIOD FOR PUBLIC MEDIA

11. CLOSED (IN CAMERA) SESSION

12. 2019 WORK PLAN & OPERATING BUDGETS

- Service 021 Recreation Programs (pgs 30-47)
- Service 030 Grand Forks & District Arena (pgs 48-80)
- Service 040 Grand Forks Aquatic Centre (pgs 81-124)

13. ADJOURNMENT



**Grand Forks & District Recreation Commission
Regular Meeting
Thursday, October 11, 2018
David Borchelt Meeting Room (Arena Viewing Room)
8:45 AM
Minutes**

Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held October 11, 2018 in the Jack Goddard Memorial Arena

Present

Bob MacLean
Brian Noble
Dean Engen
Eric Gillette
Julia Butler
Terry Doody
Teresa Rezansoff

Absent

Susan Routley-Advised
Nigel James-Advised

Staff

Tom Sprado/Lilly Bryant

Area Director

Roly Russell

1. CALL TO ORDER

Meeting was called to order at 8:48am

**2. ACCEPTANCE OF THE AGENDA
(ADDITIONS/DELETIONS)**

The agenda for the October 11, 2018 Grand Forks and District Recreation Commission meeting is presented.

Recommendation: that the agenda for the October 11, 2018 Grand Forks and District Recreation Commission meeting be adopted as presented.

20-18 Moved: Brian Noble

Seconded: Terry Doody

Carried

3. ADOPTION OF MINUTES

- The minutes of the Grand Forks and District Recreation Commission meeting held on September 13, 2018 are presented.

Recommendation: that the minutes for the Grand Forks and District Recreation Commission meeting held on September 13, 2018 be adopted as presented.

21-18 Moved: Terry Doody

Seconded: Roly Russell

Carried

4. OLD BUSINESS

- **Facility Condition Assessment –Staff Report-**
 - Staff received draft reports for the Curling Rink and the Aquatic Centre
 - Final draft reports for all 3 facilities will be available for the November 14th meeting
- **Arena:**
 - Honorary Jerseys
 - Maintenance staff have started to reinstall the Jerseys
- **Aquatic Centre**
 - Aquatic Centre 2019 pool Deck Rehabilitation Program & Requisition Increase-Will be signed off at the next monthly Official RDKB Board meeting.
- **Motion Media Solutions**
 - Staff will be sending out a request for proposal on BC Bid as soon as request has been approved.
- **Learning Garden:**
 - Locate the lease agreement and review the Agricultural Society's responsibility towards the development of the Learning Garden site
 - Request a report or a delegation to November's meeting

5. NEW BUSINESS –N/A

6. INFORMATIONAL ITEMS

D. Financial Plan

- **Fees and Charges- Increase for 2019/Annual Sale Pass- Staff Report**

Recommendation: That the Grand Forks & District Recreation Commission recommends increasing all rates by approximately 2% for 2019(This is consistent with the expected 5 year operation revenue increases.)

22-18 Moved: Brian Noble Seconded: Bob Maclean

Carried

AND

That the Grand Forks & District Recreation Commission recommends a 25% discount on the purchasing a 25 session pool pass in November and December 2018.(This is constant with past practice in providing a 25% discount in November & December each year)

23-18 Moved: Teresa Rezansoff Seconded: Roly Russell

Carried

- 2018 – RDKB Financial August Income Statement- Delivered for Review
- YTD-2018 Revenue Report-GFREC- Received for Information
- YTD-2018 Arena Attendance/ Revenue Report
- YTD/September 2018 -Aquatic Attendance/Revenue Report – Received for Information
- YTD-2018-Comparison Program Statistics Report –Aquatics – September- Received for Information
- YTD- Sept –Jack Goddard Memorial Arena Usage stats-Received for Information
- 2018 –Work Plan/Budget- Budgets will be reviewed at the end of Regular meeting

E. Correspondence- N/A

F. Supervisor Reports

- Aquatic Maintenance Coordinator – **Received for Information**
- Aquatic Program Coordinator –**Received for Information**
- Arena Maintenance Chief Engineer – **Received for Information**
- Recreation Program Services Supervisor
 - Fall Program/October Flyer Update
 - Christmas Dinner Date and Location- December 6th Location to be Announced

7. LATE EMERGENT ITEMS-N/A

8. ROUND TABLE

- School District # 51- Teresa will be replaced as a trustee as of the next meeting
- Teresa would like to see an informal survey done providing an opportunity to find out how users are finding out about our programs and events?
 - Facebook/Radio/Word of mouth/other
 - Why are we seeing an increase in our programs/events
- Library and Arts Societies (Culture) - None
- Recreation and Culture Committee of City Council
- Community Members at Large

9. 2019 WORK PLAN & OPERATION BUDGET REVIEW

- Service 021 Recreation Programs -Reviewed
- Service 030 Grand Forks & District Arena –Reviewed
- Service 040 Grand Forks Aquatic Centre-Reviewed

ADJOURNMENT

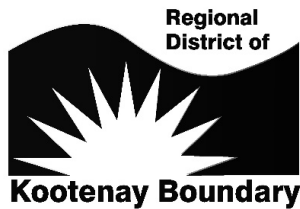
24-18 Moved: Julia Butler

That the meeting be adjourned

Carried

Lilly Bryant, Recording Secretary

Dean Engen, Chairperson



**ELECTORAL AREA 'B'/LOWER COLUMBIA-OLD
GLORY**

ADVISORY PLANNING COMMISSION

MINUTE TEMPLATE

Monday, November 5, 2018 at the RDKB Office, Trail, BC, commencing at 7:00 p.m.

PRESENT: Richie Mann, Grant Sapruff, Graham Jones, Mary MacInnis,
Fern Acton, Henk Ravesteyn, Darlene Espenhain

ABSENT:

RDKB DIRECTOR: Linda Worley

RDKB STAFF: Ken Gobeil

GUESTS: Bill Edwards

1. CALL TO ORDER

The meeting was called to order at 7:00_ pm

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved and seconded that the November 5, 2018 Electoral Area B'/Lower Columbia-Old Glory APC agenda be adopted.

3. ADOPTION OF MINUTES

It was moved and seconded that the October 1, 2018 Electoral Area 'B'/Lower Columbia-Old Glory Advisory Planning Commission Minutes be adopted.

4. DELEGATIONS

5. UPDATES TO APPLICATIONS AND REFERRALS

Electoral Area 'B'/Lower Columbia-Old Glory APC Minutes
November 5, 2018
Page 1 of 3

6. **NEW BUSINESS**

A. **ATCO Wood Products** **RE: Cut Blocks – Neptune/Sullivan** RDKB File: A-16

Discussion/Observations: We see no problem with this submission, but could we be informed who you would consider interested parties to be and if they are notified ie First Nations, Wildlife, Bike Trails.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported (with stated reasons if appropriate):

As above notify interested parties.

B. **Kate & Ed Garlinge** **RE: OCP/Zoning Amendment** RDKB File: B-Twp9A-10923.400

Discussion/Observations: We feel this is a positive addition to the area. In keeping with their proposal on building and designated use of areas. They would need to incorporate a communal water/waste system dependent on the number of people. The actual construction will be completed over a period of time. The proposed site is away from neighbors and surrounded by forest to act as a noise barrier. As there is no actual designation to cover this type of business a "spot" zoning designation is proposed. These facilities (camping spaces, cabins, a lodge, food and recreational facilities) would be incorporated with current zoning bylaws. There would be no opportunity to sub divide as the current lot size would not allow this to happen.

Recommendation:

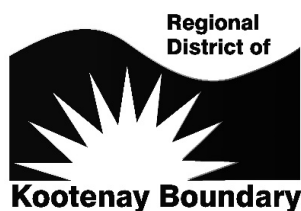
It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported with other adjustments or inclusions to Bylaw changes as discussed and decided upon between the Applicants and the RDKB Planning Department.

7. **FOR INFORMATION**

Ken gave us a lot of background information and explained different designations and how "spot" zoning worked.

8. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 8:00 pm



ELECTORAL AREA 'C'/CHRISTINA LAKE
ADVISORY PLANNING COMMISSION
MINUTES TEMPLATE

Tuesday, November 6, 2018 at the Christina Lake Fire Hall, commencing at 7:00 p.m.

PRESENT: Peter Darbyshire, Phil Mody, Terry Mooney, Dave Bartlett,
 Jessica Coleman, Ken Stewart, Annie Rioux, David Durand

ABSENT: Jeff Olsen, Jennifer Horahan, Butch Bisaro

RDKB DIRECTOR: Grace McGregor

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

The meeting was called to order at 6:58 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the November 6, 2018 Electoral Area 'C'/Christina Lake Advisory Planning Commission Agenda be adopted. (Annie/Phil — approved)

3. ADOPTION OF MINUTES

Recommendation: That the October 2, 2018 Electoral Area 'C'/Christina Lake Advisory Planning Commission Minutes be adopted. (Ken/Annie — approved)

4. **DELEGATIONS**

5. **UPDATES TO APPLICATIONS AND REFERRALS**

A. **Vaagen Fibre Letter**

RE: 2018-2023 Forest Stewardship Plan

No further comments.

6. **NEW BUSINESS**

A. **Kimmar Holdings Ltd.**

RE: Development Permit

81 East Lake Drive

RDKB File: C-963-04248.005

Discussion/Observations:

It was moved and seconded that the APC recommend to the Regional District that the staff recommendations be supported with no objections.

B. **DeGirolamo/McPhail**

RE: MOTI Subdivision

1960 Moro Road and 1956 Fife Road

RDKB File: C-970-04033.000

Discussion/Observations:

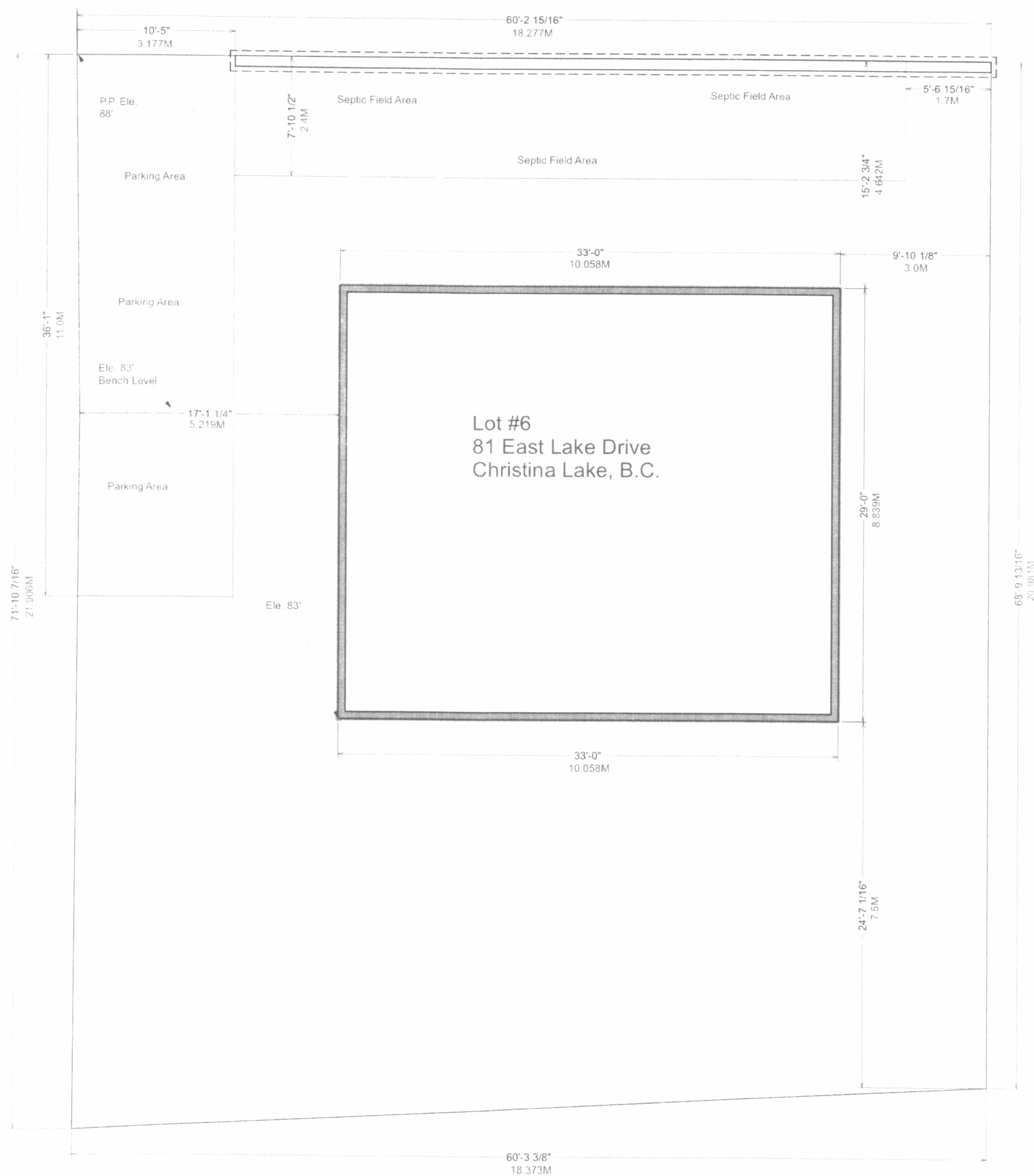
It was moved and seconded that the APC recommend to the Regional District that the staff recommendations be supported with no objections

7. **DISCUSSION**

8. **FOR INFORMATION**

9. **ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 7:12 p.m.



DeGirolamo/McPhail

November 3, 2018

Open Letter to Area Electoral Area 'C' / Christina Lake APC.

Please accept our apology for not being able to attend your meeting on November 6th to explain the purpose and reasoning behind our application for a boundary extension between 1960 Moro (Lot 1, Plan KAP3426, DL 970, SDYD) and 1956 Fife (Lot 1, Plan EPP19056, SDYD).

A brief history of our property is required to better understand our application for this boundary extension. Our grandfather, Axel Franson, purchased 1960 Moro Road (then Fife Road) in the early 1930's. When he passed away in 1996 the property was left to our mother and father, Sonia (Franson) and George DeGirolamo. Our mother predeceased our father in 2010 and our father died on June 18, 2018. We have now inherited the property.

To accommodate a few members of our immediate family who owned RV's we decided to build four fully serviced RV sites on the south side of Lot 1, Plan KAP3426, DL 970, SDYD in 2006. While all services were all installed under permit or approval of the various authorities, we did not make application for a building permit at that time believing that a permit was not required. Please note that the four sites are well removed from adjacent properties. Notwithstanding that we did not have a building permit, permitted services were installed or approved by the following:

Electrical - Larry Matheson (formerly with Boundary Electric)
 Septic System - Bartlett Contracting and Excavating
 Water - Sutherland Creek Waterworks District

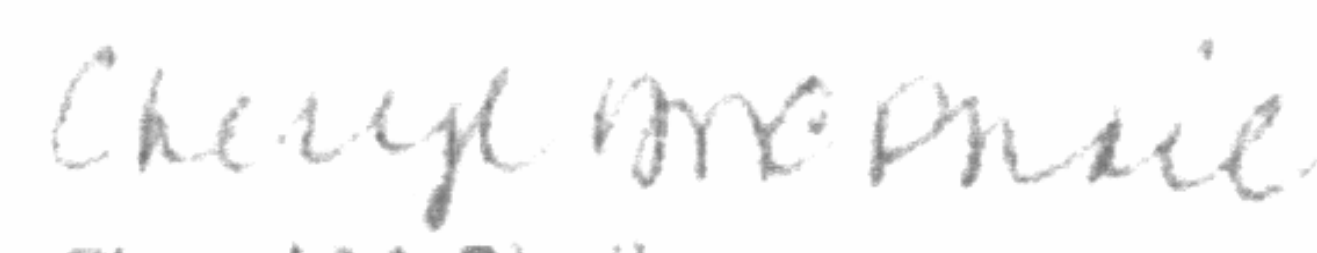
In 2012 an application was approved to subdivide 1960 Moro Road thereby creating the lot owned by Mike and Margo DeGirolamo at 1956 Fife Road. A home was built on the property the following year. That subdivision resulted in the smallest possible lot being carved from the original property in order to meet legal size requirements. Little or no attention was paid to the shape or size of the new lot as both properties are used commonly between the undersigned, our children and our grandchildren who are all very attached to the family property and Christina Lake in general.

The purpose behind our current application is twofold. First is to balance the amount of the original property that we will own and leave to our respective descendants. Second is to simplify long term ownership, use and maintenance of our four RV pads which we intend to divide evenly thereby resulting in two RV pads on each property.

If approved Lot 1, Plan KAP3426, DL 970, SDYD will require an access and address on Palm Road. While of no legal significance, we will realize nostalgic value in the adjustment as Palm Road was named after our late Great Grandmother, Ida Palm.

We would appreciate your review and approval of this application.


 Michael (Mike) DeGirolamo


 Cheryl McPhail

Sutherland Creek Waterworks

Box 466
Christina Lake, BC V0H 1E0

DeGirolamo/McPhail
INVOICE

Invoice No.: 20060264
Date: 2006-07-28
Page: 1

Sold to:
DeGirolamo, George/M./McPhail, C.
L1, DL970, PL3426 - (A)
Box 436
Nelson, BC
V1L 5R2

Ship to:
DeGirolamo Sonia / George
L1, DL970, PL3426 - (A)
Box 436
Nelson, BC
V1L 5R2

Business No.: 12671 9798

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
Res. C	2006	4	RV Sites	E	52.00	208.00
Special	2006	1	Improvement Fee	E	195.00	195.00
Special	2006	4	Imp. Fee on RV Sites	E	52.00	208.00
			E - GST exempt			
			GST Exempt			
Sutherland Creek Waterworks GST: #12671 9798						
					Total Amount	611.00
					Amount Paid	611.00
Comment: Deep Well Water Special Charge Bylaw 46-2006					Amount Owning	0.00



Interior Health

RECORD OF SEWERAGE SYSTEM

Please complete this entire form. If the form is incomplete, the filing may not be accepted and it will be returned to the Authorized Person.

TAX ASSESSMENT ROLL# <u>19 712 0A033.000 1 8</u>		<input checked="" type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> ALTERATION		<input type="checkbox"/> REPAIR <input type="checkbox"/> AMENDMENT/UPDATE ONLY		<input type="checkbox"/> ORDER ATTACHED	
1. LOT INFORMATION Where sewerage system is to be constructed	LEGAL DESCRIPTION <u>Lot 1, Plan 3426 DL970, SDYD</u>						
	STREET ADDRESS OR GENERAL LOCATION <u>1960 Main Rd</u>				CITY <u>CHRISTINA LAKE</u>	POSTAL CODE <u>V0H 1E3</u>	
2. OWNER INFORMATION	NAME OF LEGAL OWNER OR STRATA CORPORATION <u>GEORGE DEGIROLAMO</u>			MAILING ADDRESS (PO BOX #, SUITE #, STREET #, STREET NAME) <u>Box 436 9th Main</u>			
	CITY <u>Nelson</u>		PROVINCE <u>BC</u>	POSTAL CODE <u>VIL 5R2</u>	TELEPHONE NUMBER <u>447-9383</u>		
3. AUTHORIZED PERSON INFORMATION	NAME OF AUTHORIZED PERSON <u>DAVE BARTLETT</u>			MAILING ADDRESS (PO BOX #, SUITE #, STREET #, STREET NAME) <u>Box 506</u>			
	CITY <u>CHRISTINA LAKE</u>	PROVINCE <u>BC</u>	POSTAL CODE <u>V0H 1E0</u>	TELEPHONE NUMBER <u>447-9389</u>	REGISTRATION NUMBER <u>OW0281</u>		
4. FACILITY INFORMATION	SEWERAGE SYSTEM WILL SERVE: <input type="checkbox"/> SINGLE FAMILY DWELLING <input type="checkbox"/> DUPLEX <input checked="" type="checkbox"/> OTHER (SPECIFY): <u>3 SEPARATE CAMPSITES</u>		NO. OF BEDROOMS <u>N/A</u>	EST. DAILY SEWAGE FLOW (l/day) <u>1095</u>	TOTAL LIVING AREA (m ²) INCL. FINISHED BSMT <u>N/A</u>	LOT SIZE (ha) <u>256 AC</u>	
5. SITE INFORMATION	DISTANCE OF PROPOSED DISCHARGE AREA FROM (IN METRES): <u>>30</u> WATER LINES <u>>30</u> STREAM OR LAKE <u>N/A</u> BREAKOUT POINT <u>N/A</u> NEIGHBOURING WELLS <u>N/A</u> OWN WELL <u>N/A</u> DOMESTIC WATER		DEPTH OF EXISTING FILL IN THE DISCHARGE AREA (cm) <u>0</u>	TOTAL DEPTH TO HIGHEST WATER TABLE OR RESTRICTIVE LAYER (cm) <u>>130</u>		<input checked="" type="checkbox"/> SOIL TEXTURE AND STRUCTURE INFO ATTACHED <input checked="" type="checkbox"/> PERMEAMETER AND/OR PERCOLATION RATES ATTACHED	
			DISCHARGE AREA WILL BE <30m TO ANY SOURCE OF DRINKING WATER: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		SLOPE (%) <u>1.0 %</u>		
	ARE THERE ANY RESTRICTIVE COVENANTS/EASEMENTS WHICH WILL AFFECT THE DESIGN OR LOCATION OF THE SEWERAGE SYSTEM? IF YES, PLEASE EXPLAIN AND ATTACH SUPPORTING DOCUMENTS. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO						
6. SYSTEM INFORMATION	VERTICAL SEPARATION BETWEEN BOTTOM OF DISCHARGE AREA TO HIGHEST WATER TABLE OR RESTRICTIVE LAYER (cm) <u>>100</u>		TOTAL FINISHED DEPTH TO HIGHEST WATER TABLE OR RESTRICTIVE LAYER (cm) <u>>130</u>		TREATMENT METHOD <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	IF TYPE 2 OR 3 IS PROPOSED, GIVE: MAKE: <u>N/A</u> MODEL: <u>N/A</u>	TREATMENT CAPACITY (l/day) <u>N/A</u>
	SEPTIC TANK MANUFACTURER <u>Camco</u>		MATERIAL OF SEPTIC TANK <u>PLASTIC</u>		LIQUID VOLUME OF TANK(S) (litres) <u>750 1 GAL</u>		EFFLUENT PUMP <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
	DISCHARGE AREA <input type="checkbox"/> BED <input checked="" type="checkbox"/> TRENCH <input type="checkbox"/> OTHER (SPECIFY): <input type="checkbox"/> SAND MOUND <input type="checkbox"/> LAGOON: SIZE (m ²) _____				METHOD OF EFFLUENT DIST <input checked="" type="checkbox"/> GRAVITY <input type="checkbox"/> PRESSURE <input type="checkbox"/> OTHER		LOADING RATE (l/day/m ²) <u>34</u>
7. PLANS AND SPECIFICATIONS	<input checked="" type="checkbox"/> PLOT PLAN (TO SCALE) AND SPECIFICATIONS ARE ATTACHED, AS PER THE STANDARD PRACTICE MANUAL.						
8. FREEDOM OF INFORMATION	This form is required to administer the Sewerage System Regulation (326/2004) and the collection of personal information complies with the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection or use of this information, please contact your local Health Protection Office.						
9. AUTHORIZED PERSON'S SIGNATURE AND SEAL	The information on this form is accurate and true to the best of my knowledge. I am an Authorized Person according to Sewerage System Regulation BC Reg 326/2004. The plans and specifications attached to this form are consistent with standard practice and will not contribute to a health hazard.						
	<input checked="" type="checkbox"/> I have consulted with the Ministry of Health's publication "Sewerage System Standard Practice Manual". <input type="checkbox"/> I have consulted with another source of standard practice - copy attached, or listed here:						
AUTHORIZED PERSON'S SEAL			OFFICE USE ONLY				
			RECEIPT NUMBER <u>106302</u>		DATE ACCEPTED FOR FILING		
			DATE FORM RECEIVED <u>July 5, 2006</u>		INTERIOR HEALTH Grand Forks Community Health Box 2647, 7649 - 22nd Street Grand Forks, BC V0H 1H0 Phone: (250) 443-2190 Fax: (250) 442-1000		
DATE: <u>July 4/06</u>			FILING NUMBER				

820082 Feb 06

Distribution:

White - Health Protection

Canary - Owner

Pink - Building Authority

Blue - Authorized Person



Interior Health

DiGirolamo/
McPhail

Sewerage System Letter of Certification

Tax Assessment Roll #: 17-712-02033-000,18 Date: 14/08/2006
(Day/Month/Year)

To: Interior Health

Re: Sewerage system at: 1960 Moss Rd
Street Address or General Location

Lot 1, Plan 2426, DL970, SPD
Legal Description

Planner: DAVE BARTLETT Installer: DAVE BARTLETT

Owner: GEORGE DEGIROLAMO

The construction of the proposed sewerage system on the above described property was completed on 08/08/2006
(Day/Month/Year)

I, the undersigned, am an authorized person as defined in the Sewerage System Regulation, BC Reg. 326/2004 and certify that:

1. the owner will be provided with
 - a copy of the sewerage system plans and specifications as they were built;
 - a maintenance plan for the sewerage system that is consistent with standard practice; and,
 - a copy of this letter of certification;
2. the sewerage system has been constructed in accordance with standard practice;
3. the sewerage system has been constructed substantially in accordance with the plans and specifications filed with the Health Authority;
4. the estimated daily domestic sewage flow through the sewerage system will be less than 22,700 litres; and,
5. if operated and maintained as set out in the maintenance plan, the sewerage system will not cause or contribute to a health hazard.

A plan of the sewerage system as it was built and a copy of the maintenance plan for the sewerage system have been appended to this letter.

<p>AUTHORIZED PERSON'S SEAL</p>	<p>DATE LETTER OF CERTIFICATION ACCEPTED</p> <p><u>August 15, 2006</u></p> <p>INTERIOR HEALTH Grand Forks Community Health Box 2647, 7649 - 22nd Street Grand Forks, BC V0H 1H0 Phone: (250) 443-2190 Fax: (250) 442-3922</p>
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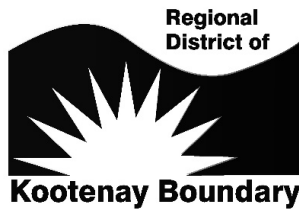
White: Health Protection

Canary: Owner

Pink: Building Authority

Blue: Authorized Person

820083 Feb 06



ELECTORAL AREA 'D'/RURAL GRAND FORKS
ADVISORY PLANNING COMMISSION
MINUTES

Tuesday, November 6, 2018 at the RDKB Office – Grand Forks, commencing at 7:00 p.m.

PRESENT: Deb Billwiller, Kathy Hutton, Rod Zielinski, Brian Noble, Della Mallette, Lynn Bleiler

ABSENT:

RDKB DIRECTOR: Roly Russell

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA (Additions/Deletions)

Moved: Hutton; **seconded:** Noble that the agenda be adopted as circulated.
Carried.

3. ADOPTION OF MINUTES

Moved: Hutton; **seconded:** Zielinski that the September 4, 2018 Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission Minutes be adopted.
Carried.

4. DELEGATIONS

None.

5. UPDATES TO APPLICATIONS AND REFRRALS

Vaagen Fibre Canada – Response Letter-Nk'mip Forestry Corp

Moved: Hutton; **seconded:** Noble that this letter be accepted as information. **Carried.**

6. NEW BUSINESS

A) Cannabis Legalization – Zoning Bylaw Considerations

RDKB File: C-56

Discussion/Observations:

Members found it very frustrating that we are working with both an existing zoning bylaw and a draft version of a new zoning bylaw, which not everyone has.

After much discussion, including a consensus that cannabis is an agricultural product, to be treated as any other agricultural product; it was:

Moved: Noble; **seconded:** Bleiler that we respond to the 4 areas of recommendations from the Planning and Development Department as follows. **Carried.**

1. Prohibit cement based, industrial style, cannabis production bunkers on ALR land.

We do not feel this is necessary as it is already covered in the ALC framework.

2. Allow commercial cannabis production where agriculture is a permitted use.

We agree with this.

3. Allow retail sales of cannabis in selected areas only.

Given the LCRB referral process, we agree with the retail sales of cannabis in any zoning area that allows retail sales.

4. Allow Manufacturing of cannabis where light manufacturing or manufacturing is a permitted use.

We need clarity on this regarding which zones in would allow it according to Draft 6 of the new zoning bylaw. Rural Resource zones are referenced in the staff report, but in the draft zoning bylaw, Rural Resource zones only allow 3 very specific types of manufacturing.

A) Forestry Referral

RE: West Boundary Community Forest Inc. Forest Stewardship Plan

RDKB File: F-13

While the APC does not support, or not support this referral, it was:

Moved: Hutton; **seconded:** Zielinski that we forward the following comments to this Forest Stewardship Plan. **Carried.**

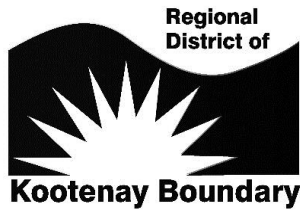
1. We have concerns regarding the lack of Grizzly Bear Habitat Mapping, and hope you will continue to reduce road densities in Grizzly Bear Habitat.
2. We would like to ensure that we are listed as a stakeholder for Operating Plans.
3. We would like to know more about your pine beetle management treatments.
4. We are interested in any potential avenues to partner for interface fuel management.

7. FOR DISCUSSION

None.

8. ADJOURNMENT

Moved: Noble that the meeting be adjourned at 8:45 p.m.



ELECTORAL AREA 'E' (BIG WHITE)
ADVISORY PLANNING COMMISSION
MINUTES

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

Minutes taken by: Cat Schierer

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

1. CALL TO ORDER

The meeting was called to order at 4.00p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the November 6, 2018 Electoral Area 'E' (Big White) Advisory Planning Commission Agenda be adopted.

3. ADOPTION OF MINUTES

Recommendation: That the October 2, 2018 Electoral Area 'E' (Big White) Advisory Planning Commission Minutes be adopted.

Staff asked that the APC note on the minutes when a quorum isn't present. Also, when a quorum isn't present, there shouldn't be any motions. Comments from the members present can be included in the minutes, as long as it's clear that there was no quorum present.

Electoral Area 'E'/BIG WHITE APC Minutes
November 6, 2018
Page 1 of 3

4. DELEGATIONS

None

5. UPDATED APPLICATIONS AND REFERRALS

Enquiry of the status of 595 Feathertop (RDKB#4222-07500-950), foundation has been poured after RDKB did not support the owners application for a variance for the foundation to extend into the setback.

Vicki G will enquire on the status of this with Donna Dean and Ken Gobeil.

6. NEW BUSINESS**A. Michael & Deborah Ritchie and Brody Thompson****RE: Development Variance Permit**

375 and 377 Rock Ridge Road, Big White

RDKB File: BW-4109s-07909.422/424

Discussion/Observations:

The alteration of the roofline at the front of the property to create a carport will make snow removal on the property easier.

The addition/ enclosure on the rear of #377 does not extend into the ski easement and builds out over an existing foundation of a crawl space.

This addition does not appear to have any negative impact on the neighbors.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Permit and Development Variance Application be:

1. Supported

B. Welcoming new APC member Rachelle Marcinkoski

This month we welcomed Rachelle Marcinkoski to the APC.

Rachelle will replace Jude Brunt who stepped down from her position last month to pursue other ventures. The APC would like to thank Jude for her contributions and wish her luck in her future projects.

8. FOR DISCUSSION

9. FOR INFORMATION

a. Public Hearings

At public hearings people are encouraged to submit comments via email to the RDKB if they are unable to attend to allow the opinions of the whole community to be considered, these comment will be read out and will be on record for the consideration of the board. Comments will be received until the close of the public hearing.

It is also helpful to submit comments that are lengthy and detailed, so they can be recorded on file accurately and allowing the smooth flow of the hearing.

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 4.09 pm.



**Utilities Committee
Minutes
Wednesday, June 13, 2018
RDKB Board Room, Trail, BC**

Committee members present:

Director P. Cecchini, Chair
Director D. Langman
Director A. Grieve (by telephone at 5:30 pm)
Director L. Worley
Director V. Gee (by telephone)
Director M. Martin
Director L. McLellan

Staff present:

G. Denkovski, Manager of Infrastructure and Sustainability
M. Forster, Executive Assistant/Recording Secretary
J. Dougall, GM of Environmental Services
S. Surinak, Environmental Services Clerk

CALL TO ORDER

The Chair called the meeting to order at 5:00 pm.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the June 13, 2018 Utilities Committee meeting was presented.

The agenda was amended by the addition of a discussion on amending establishment bylaws. This addition will be discussed during the review of action items.

Moved: Director Martin Seconded: Director McLellan

That the agenda for the June 13, 2018 Utilities Committee meeting be adopted as amended.

Carried

ADOPTION OF MINUTES

The minutes of the Utilities Committee meeting held on May 9, 2018 was presented.

Moved: Director Langman Seconded: Director Worley

That the minutes of the Utilities Committee meeting held on May 9, 2018 be adopted as presented.

Carried

GENERAL DELEGATIONS

There were no delegations present.

UNFINISHED BUSINESS

Utilities Committee Action Item List - as of June 8, 2018

The Utilities Committee Action Item List as of June 8, 2018 were presented.

The following items were reviewed and discussed:

1. **Regional Water Management Plan** (the Plan): Concern was raised in regards to possible overlap between the Plan and the Kettle River Watershed Plan. It was explained that the Plan deals with different issues than those addressed by the Kettle River Watershed Plan which does not include policy work.
2. **Transfer of Ownership of Sole Benefiting Regional Interceptor Assets to the Cities of Trail and Rossland - Establishment Bylaw**: Discussion ensued regarding the development of an Establishment Bylaw for the Warfield - Rossland component of the transfer of ownership of sole benefiting regional interceptor assets. It was explained that a legal opinion has been obtained and the establishment of a separate service was not required.

Moved: Director Martin Seconded: Director Langman

That the Utilities Committee Action Item List as of June 8, 2018 be received as presented.

Carried

G. Denkovski

Re: Grant Opportunity Tracking

A verbal report from Goran Denkovski, Manager of Infrastructure and Sustainability, on the tracking of grant opportunities was presented.

The Committee was updated on the 2nd phase of the Green Infrastructure Fund. Concern was raised in regards to a potential liability for stakeholders if the grant application for the Columbia Pollution Control Centre upgrade is not an exact cost.

Moved: Director Langman Seconded: Director Worley

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

Carried

G. Denkovski

Reimburse Property Parcel Tax Beaver Valley Water Service

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the RDKB Bylaw No. 1662, 2018 amendment of the Beaver Valley Water Service Establishment Bylaw No. 1491, 2011 was presented.

Moved: Director Grieve Seconded: Director Cecchini

That the Regional District of Kootenay Boundary Board of Directors approve the reimbursement of the \$472.08 parcel tax to the property owners of 2085 Debruyne Road, a PID of 012-900-354, and legally described as "Lot B, Plan NEP10973, District Lot 1236, Kootenay Land District". **FURTHER**, that the Board of Directors directs Staff to amend the Beaver Valley Water Service (500) 2018 - 2022 Budget and five-year financial plan to reflect the change.

Carried

NEW BUSINESS

G. Denkovski

Re: Utilities Goals and Objectives 2018 First Quarter

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2018 first quarter goals and objectives for RDKB utilities, was presented.

*Page 3 of 6
Utilities Committee
June 13, 2018*

Moved: Director Langman Seconded: Director Worley

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding 2018 first quarter goals and objectives for all RDKB utilities, be received.

Carried

Jeff Paakkunainen

Re: CPCC Sanitary Sewer Monthly Report April 2018

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

Moved: Director Worley Seconded: Director McLellan

That the staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report for April 2018, be received.

Carried

G. Denkovski

Re: Flow Meter Report for Volume Data Collected for April 2018

Flow meter report summarizing volume data collected for the month of April 2018, was presented.

Moved: Director Langman Seconded: Director Worley

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

Carried

G. Denkovski

Re: Christina Lake Water 2017 Annual and 2018 April & May Monthly Report 2018

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water 2017 Annual and 2018 April & May Monthly report, was presented.

Moved: Director Worley Seconded: Director Langman

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water 2017 Annual and 2018 April & May Monthly report, be received.

Carried

G. Denkovski

Re: Christina Lake Solar Aquatic Center April 2018 Biological Operations Reports

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding April 2018 biological operations for the Christina Lake Solar Aquatic Center, was presented.

Moved: Director Worley Seconded: Director Martin

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the April 2018 biological operations for the Christina Lake Solar Aquatic Center, be received.

Carried

G. Denkovski

Re: Warfield, Columbia Gardens and Rivervale Water 2017 Annual Report

A report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Water 2017 Annual report, was presented.

Moved: Director Langman Seconded: Director Worley

That the report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Water 2017 Annual report, be received.

Carried

LATE (EMERGENT) ITEMS

There were no (emergent) items for discussion.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

Emergency Response Notification System

Director Gee inquired about the need for an emergency response notification system to notify residents in case an emergency should arise or an issue where the public would be notified. There has been some discussion in this regard between G. Denkovski, C. Marsh and F. Maika.

Big White Fire Department Hydrant Maintenance

Director Gee expressed concerns over the cost of fire hydrant maintenance cost in Big White. She will meet with G. Denkovski to discuss.

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 was adjourned at 5:43 pm.



**Beaver Valley Regional Parks, Trails and Recreation Committee
Minutes
Tuesday, October 9, 2018
Trail RDKB Office**

Committee members present:

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

Staff and others present:

M. Daines, Manager of Facilities and Recreation
S. Spooner, KCTS
G. McAlpine, KCTS
A. Benzer, KCTS

CALL TO ORDER

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

ACCEPTANCE OF THE AGENDA (additions/deletions)

The agenda for the October 9, 2018 Beaver Valley Regional Parks, Trails and Recreation Committee meeting was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the agenda for the October 9, 2018 Beaver Valley Regional Parks, Trails and Recreation Committee be adopted as presented.

Carried

ADOPTION OF MINUTES

The minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on June 21, 2018 were presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on June 21, 2018 are presented.

Carried

DELEGATIONS

Stewart Spooner/Gord McAlpine/Art Benzer - Kootenay Columbia Trails Society (KCTS)

Re: Presentation - BV Trail Development, Update and Next Steps

Representatives from KCTS provided an update on the new trail that was built in Beaver Valley and also gave an update on the visitation statistics of the Antenna Trail.

S. Spooner informed the Committee that construction of the new trail is now complete. In the middle of construction, there was some damage to the new trail from horses. It was suggested by Mr. Spooner that the Committee consider posting signage at the trail head to educate people on the intended use of the trail as it relates to the type of use that it was designed for - walking and biking.

The Committee suggested that staff include a write up for the newsletter informing residents that the trail is now open for public use. The Committee members unanimously agreed to name the trail the Webster Road Trail.

In addition, Mr. Spooner suggested to the Committee that they could extend the trail all the way to the top of the mountain at a cost of \$15,000. The Committee indicated that they would consider this proposal.

Art Benzer and Gord McAlpine presented a photo that was submitted to the Trail Times on September 27, 2018 overlooking the valley from the top of the Antenna Trail. They also presented statistics that showed where day users were from.

The Committee suggested that staff include the statistical information in the newsletter as well. Mr. McAlpine will submit a short press release on behalf of the KCTS.

UNFINISHED BUSINESS

Beaver Valley Regional Parks, Trails and Recreation Committee Action Items - as of October 4, 2018

*Page 2 of 5
Beaver Valley Regional Parks, Trails and Recreation Committee
October 9, 2018*

The Beaver Valley Regional Parks, Trails and Recreation Committee Action Items for the period ending October 4, 2018 were presented.

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

1. Construction of a new Webster Road Trail was completed.
2. Installation of a new chiller in Beaver Valley Area has been completed. This project came under budget so a number of other key projects were completed such as upgrading the hot water tanks for the Zamboni, replacing the domestic hot water boilers, and replacing the receivers that adjoin the chiller.
3. Remodeling of arena viewing room was completed.
4. Expansion of Beaver Valley Family Park campsites have been completed.
5. Painted the exterior of the washrooms in Mazzochi Park.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Regional Parks, Trails and Recreation Committee Action Items for the period ending October 4, 2018 be received as presented.

Carried

NEW BUSINESS

M. Daines

Re: 2019 Work Plans - 1st Draft

A staff report from Mark Daines, Manager of Facilities and Recreation, regarding the first draft of the 2019 Work Plans for Beaver Valley Recreation service for the Public Library, Recreation, Parks and Trails and Beaver Valley Arena was presented.

M. Daines gave an overview of projects and services proposed for the 2019 calendar year. The projects identified under Parks and Trails 019 and Beaver Valley Arena 013 included repair of the arena roof, replacement of the compressors in the arena, upgrading the electrical coming in to the arena, and proposing a new playground and fire pit in Beaver Valley Family Park.

M. Daines made a reference to an Engineer's Report citing four options to deal with the roof at the arena - one being to keep the roof as it is and manually remove the snow from it once it reached a load of 60 pounds per square foot, or to completely replace the roof. While there is nothing structurally wrong with the roof, it made economic sense to the Committee to have the roof seal coated as recommended by Trail Roofing at a cost of \$75,000. The seal coating would prevent further oxidization of the roof, make it

Page 3 of 5

*Beaver Valley Regional Parks, Trails and Recreation Committee
October 9, 2018*

aesthetically pleasing, and the colour would reflect the sunlight and heat off the roof keeping it cooler during the spring and fall operating months.

The Committee suggested that staff make a provincial grant application for the \$75,000 to have the cost covered for the roof repair.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Regional Parks, Trails and Recreation Committee receive the 2019 BVR Work Plans.

Carried

M. Daines

Re: Discussion - Arena Roof

This agenda item was discussed during the review of the draft 2019 Work Plans above.

M. Daines

Re: Discussion - Dedicated Park Bench Request for BV Family Park

M. Daines, Manager of Facilities and Recreation, presented a request from Delany Decembrini of Fruitvale to permit the installation of a memorial bench in a campsite at Beaver Valley Family Park. While the Committee liked the idea of a memorial bench they felt that the optimal location would be in the playground area as the size of the campsites are limited in space. Staff will contact Ms. Decembrini to inform her of the Committee's decision.

Moved: Director Cecchini Seconded: Director Danchuk

That the Beaver Valley Regional Parks, Trails and Recreation Committee approve the proposal from Ms. Decembrini for the donation and installation of a memorial park bench in the playground at Beaver Valley Family Park.

Carried

LATE (EMERGENT) ITEMS

There were no late (emergent) items for discussion.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

The preliminary 2019 to 2024 Financial Plans are to be received for the next meeting to be held October 30, 2018 at noon.

QUESTION PERIOD FOR PUBLIC AND MEDIA

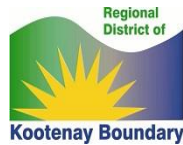
A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) meeting was not required.

ADJOURNMENT

The meeting was adjourned at 1:00 pm.



**Boundary Community Development Committee
Minutes
Wednesday, October 3, 2018
RDKB Board Room, Grand Forks, BC**

Committee members present:

Director G. McGregor, Chair
Director R. Russell
Director M. Rotvold (by teleconference)
Director F. Konrad (left meeting at 12:21 pm)
Director V. Gee

Staff and others present:

M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Wetmore, Community Futures Boundary
S. Carlyse-Smith, TOTA
E. Walker-Matthews, TOTA
P. Corbett, (attended with TOTA)

CALL TO ORDER

The Chair called the meeting to order at 10:05 am.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 3, 2018 meeting of the Boundary Community Development Committee was presented. The agenda was amended by the addition of a closed (in camera) session to discuss the Boundary MRDT Partnership Agreement.

Moved: Director Konrad Seconded: Director Russell

That the agenda for the October 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 September 5, 2018 were presented.

Moved: Director Konrad Seconded: Director Russell

That the minutes of the Boundary Community Development Committee meeting held on September 5, 2018 be adopted as presented.

Carried

GENERAL DELEGATIONS

Simone Carlisle-Smith and Ellen Walker-Matthews, TOTA

Re: Presentation

S. Carlisle-Smith and E. Walker-Matthews attended the meeting and presented an overview of current activities at TOTA. Some highlights included:

1. Current services,
2. Spring campaign,
3. Boundary Country guide and web,
4. New opportunities Telus insights,
5. Regional projects,
6. Regional rail trails,
7. Indigenous strategy, and
8. IArT.

Discussion ensued on tourism and the First Nations presence, exploring opportunities regarding Doukhobor art and history in the area, and Japanese history and culture.

Ms. Carlisle-Smith, Ms. Walker-Matthews and Mr. Corbett, attended the closed (in camera) discussion on the Boundary MRDT Partnership Agreement.

Dan McMaster, Vaagen Fibre

Re: Presentation

D. McMaster, Vaagen Fibre, attended the meeting and provided a presentation on the value and logistics of a potential Boundary Regional Community Forest.

OLD BUSINESS

Boundary Community Development Committee Action Items as of September 28, 2018

The Boundary Community Development Committee Action Items as of September 28, 2018 were presented.

Moved: Director Russell Seconded: Director Gee

That the Boundary Community Development Committee Action Items as of September 28, 2018 be received as presented.

Carried

Proceed to Closed Meeting

Moved: Director Russell Seconded: Director Gee

That the Boundary Community Development Committee proceed to a closed meeting pursuant to Section 90 (1) (k) of the *Community Charter*.

Carried

The Boundary Community Economic Development Committee reconvened to the open meeting at 11:00 am.

**Renewal of Billboard Lease
Re: Discussion**

Jennifer Wetmore, Community Futures Boundary, informed the Committee that Community Futures Boundary was no longer interested in the renewal of the billboard lease.

NEW BUSINESS

Director Konrad left the meeting at 12:21 pm.

Boundary/BC Transit Annual Operating Agreement (AOA)
Re: Discussion

As there was no quorum at the Boundary Community Development Committee, this item will be sent directly to the Regional District of Kootenay Boundary Board of Directors meeting on October 10, 2018.

LATE (EMERGENT) ITEMS

There were no late (emergent) items for discussion.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

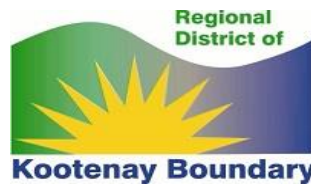
A discussion of items for future agendas was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

ADJOURNMENT

The meeting was adjourned at 12:30 pm.



Electoral Area Services Committee - Minutes

Thursday, October 11, 2018

RDKB Board Room, 843 Rossland Ave., Trail, BC

Directors Present:

Director Linda Worley, Chair
Director Ali Grieve, via teleconference
Director Grace McGregor
Director Roly Russell
Director Vicki Gee, via teleconference

Other Directors Present:

Alternate Director Bill Edwards

Staff Present:

Mark Andison, Chief Administrative Officer
James Chandler, General Manager of Operations/Deputy Chief Administrative Officer
Janine Dougall, General Manager of Environmental Services
Donna Dean, Manager of Planning and Development
Maria Ciardullo, Recording Secretary
Sandra Surinak, Planning Secretary

CALL TO ORDER

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

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

October 11, 2018

An item was added under Section 7 - Late (Emergent) Items - Public access to APC reports and agendas

Moved: Director McGregor

Seconded: Director Russell

That the October 11, 2018 Electoral Area Services Agenda be adopted as amended.

Carried.

MINUTES

September 20, 2018

Moved: Director Russell

Seconded: Director Gee

That the September 20, 2018 Electoral Area Services meeting minutes be adopted.

Carried.

DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

Cannabis Legalization - Zoning Bylaw Considerations Electoral Area 'A'

RDKB File: C-56

Director Grieve stated that her APC members supported the staff recommendations.

Moved: Director Grieve

Seconded: Director McGregor

That the following bylaw amendments be supported: amend the Electoral Area 'A' Official Community Plan Bylaw No. 1410 to add a policy regarding the prohibition of cement based cannabis production on ALR land and add a policy outlining the requirements of a zoning bylaw amendment to allow cannabis retail sales and to amend the Area 'A' Zoning Bylaw No. 1460 to prohibit cannabis retail sales and cement based cannabis production in the ALR and further that staff be directed to draft amendment bylaws for presentation to the RDKB Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed amendment bylaws.

Carried.

Memorandum of EAS Committee Action Items

Director Gee inquired about a Ministry of Transportation and Infrastructure (MOTI) subdivision referral from February 2018. Donna Dean, Manager of Planning and Development, stated that an extension has been granted by MOTI.

Moved: Director Grieve

Seconded: Director McGregor

That the Memorandum of Committee Action Items be received.

Carried.

NEW BUSINESS

Deyanne Davies

RE: MOTI Subdivision

455 Malde Creek Road

RDKB File: B-Twp9A-10948.100

Donna Dean reviewed this referral with the Committee members. It was noted that the minimum parcel size requirement has been met. The Electoral Area 'B'\Lower Columbia-Old Glory APC supports this referral.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, for the parcel legally described as Plan NEPX63, TWP9A, KD in Electoral Area 'B'\Lower Columbia-Old Glory be received.

Carried.

Village of Fruitvale

RE: Subdivision Referral

1883 Green Road, Fruitvale

RDKB File: F-1

Director Grieve stated that the APC has no concerns with this referral. There was discussion regarding the timeline for responding to referrals from the Village Fruitvale and communicating our time lines to the Village. Director Grieve also had a comment regarding the process for new water connections and the importance of securing approval from Environmental Services prior to the subdivision.

Moved: Director Grieve

Seconded: Director Russell

That the staff report regarding the Village of Fruitvale referral for a proposed subdivision, for the parcel legally described as Lot 2, Plan NEP4628, DL 1236, KD, Fruitvale be received.

Carried.

Planning and Development Department Work Plans

2019/2020 Planning and Development Department Work Plan

2019/2020 House Numbering - Electoral Areas 'A' and 'C'/Christina Lake Work Plan

2019/2020 House Numbering - Electoral Area 'B'/Lower Columbia-Old Glory Work Plan

2019/2020 House Numbering - Electoral Area 'D'/Rural Grand Forks Work Plan

2019/2020 House Numbering - Electoral Area 'E'/West Boundary Work Plan

Donna Dean reviewed the 2019/2020 Planning and Development Work plans. She spoke about staff changes, the status of current projects and proposed 2019 projects.

There was discussion about possibly hiring a consultant to review of the Board of Variance bylaw and also for the production of application guidelines for public. It was suggested that the cost for contracting out these 2 items be considered in the budget for 2019. Also discussed was bylaw enforcement and the possibility of creating a new Bylaw Enforcement Officer position upon the budget being approved.

Moved: Director McGregor

Seconded: Director Russell

That the Planning and Development Department Work Plans including the 2019-2020 Planning and Development Work Plan, the 2019-2020 House Numbering Electoral Areas A & C Work Plan, the 2019-2020 House Numbering Electoral Area B Work Plan, the 2019-2020 House Numbering Electoral Area D Work Plan, and the 2019-2020 House Numbering Electoral Area E Work Plan be received.

Carried.

Environmental Services Department

RE: Work Plans

2019 Noxious Weed Control Specified Area 'A' - Columbia Gardens

2019 Noxious Weed Control - Area 'D' & 'E'

2019 Noxious Weed Control - Christina Lake Milfoil

2019 Mosquito Control - Christina Lake

Janine Dougall, General Manager of Environmental Services, reviewed these items with the Committee Members. There was discussion regarding the enforcement of invasive weed control and how a bylaw enforcement officer's role could help with this. Also discussed were Christina Lake Milfoil, mosquito control, and goat trials for weed control.

Moved: Director McGregor

Seconded: Director Gee

That the Environmental Services Department Work Plans including the 2019 Noxious Weed Control Specified Area 'A' - Columbia Gardens, 2019 Noxious Weed Control - Area

'D' & 'E', 2019 Noxious Weed Control - Christina Lake Milfoil and 2019 Mosquito Control
- Christina Lake be received.

Carried.

Revitalization of the ALR and the ALC

(Director Gee discussion)

Director Gee commented on the interim Committee Report to the Minister of Agriculture by the BC Minister of Agriculture's Advisory Committee for Revitalizing the Agricultural Land Reserve and the Agricultural Land Commission. She expressed concern with consistent decision making and the lack of input from local panels.

Board Costing Allocation

RE: Communications Officer position

(Director Grieve discussion)

Director Grieve shared her concern about the portion of funds from the Rural Directors budget that is allocated for this position. There was general discussion regarding the job description and duties of this position, as well as a possible workplan.

Gas Tax Update

Moved: Director McGregor

Seconded: Director Russell

That the Gas Tax update be received.

Carried.

Grant in Aid Update

Moved: Director McGregor

Seconded: Director Russell

That the Grant in Aid update be received.

Carried.

LATE (EMERGENT) ITEMS

APC meetings public access

Director Gee described how a member of the public expressed interest in having access to reports discussed at APC meetings. The Committee members discussed the benefits of broad representation on APC's. Also mentioned was the possibility of having the APC agendas uploaded onto the RDKB website.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

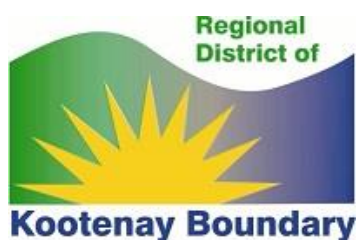
Not required.

CLOSED (IN CAMERA) SESSION

Not required.

ADJOURNMENT

There being no further business to discuss, Chair Worley adjourned the meeting at 5:55 p.m.

**STAFF REPORT**

Date: 20 Nov 2018 **File**
To: **Chair Russell and Members of the Board of Directors**
From: Beth Burget, General Manager of Finance
Re: 2019 - 2023 Financial Plan

Issue Introduction

A staff report from Beth Burget, General Manager of Finance, regarding the 2019 - 2023 Financial Plan.

History/Background Factors

The budget excel sheets for all services were prepared for the budget period 2019 - 2023. Income and expenses for the year to date to July 31, 2018 were made available for all services and included in the spreadsheets that were distributed to Managers. Managers were instructed to complete the budgets and return to the Finance Department. The results are compiled and reflected in the attached Financial Plan Comparison Report.

Known Issues for the 2019 Budget

- Collective Agreements - CUPE Contract expires at end of 2019 - new agreement to be negotiated for 2020; 2% increase in 2019
- Collective Agreements - Firefighters 2.5% increase 2017 - 2021
- Inflation for the previous 12 months is currently at 2.55%
- Employer Health Tax comes into affect in 2019 and will be a cost to the District of 1.95% of payroll - estimated overall to be \$169,000 for the organization. MSP premiums of approximately \$66,000 will be paid in 2019 in addition to the Employer Health Tax. The MSP premiums will be eliminated starting in 2020.

The attached budget information is provided for information and can be referred to the respective Committees for their review, input and direction. The Committees will make recommendation to the Board (Finance).

It is anticipated that projects and or financial requirements identified in work plans will be included in the Service Budgets.

Implications

Budget will form the basis for service delivery in 2019 to 2023 and will be reflected in the respective stakeholder's tax requisitions.

Advancement of Strategic Planning Goals

Preparation of the budget is consistent with good management.

Background Information Provided

Included for the Board's information are the following:

- Financial Plan Comparison with Prior Year
- Requisition Summary by Stakeholder
- Summary Budget Sheets by Service

The Financial Plan Comparison compares the current version of the 2019 Budget with the 2018 Budget. This is the first draft of the 2019 Budget and is expected to change with more accurate 2018 year-end data. As the 2018 surplus/deficit is accounted for in the 2019 Budget, it may result in changes to requisition levels.

The Requisition Summary by Stakeholder provides an initial review of the tax requisition. The requisition amounts are preliminary and the distribution is based on assessed values from 2018. A more accurate report will be provided later in the budget process.

Alternatives

1. Receipt
2. Deferral
3. Approval

Recommendation(s)

That the 2019 - 2023 Five Year Financial Plans be referred to Committees for review.

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

DESCRIPTION	Number	BUDGET			Comments	Attached	REQUISITION					
		2018	2019	Change			2018	2019	Change			
Finance Committee												
Budget decrease due to Fortis Waneta Project Grant in Lieu related to 2018 and prior years which is partially used for staffing changes and reserve contribution												
General Government Services	001	\$ 4,312,334	\$ 3,568,797	\$ (743,537)		1	\$ 251,398	\$ 251,659	\$ 261			
MFA Debenture Debt	001 MFA	\$ 2,474,576	\$ 2,432,518	\$ (42,057)	Cash Flow(in/out) for Municipal Debt	2	\$ -	\$ -	\$ -			
Budget increase due to Building Inspection Manager for full year - budgeted for 8 months in 2018; 2019 also includes capital for City Software \$62k												
Building & Plumbing Inspection	004	\$ 960,477	\$ 1,084,561	\$ 124,084		3	\$ 883,361	\$ 780,769	\$ (102,591)			
Reserve for Feasibility Studies	006	\$ 101,559	\$ 101,587	\$ 28		4	\$ 46,673	\$ 8,895	\$ (37,777)			
TOTAL FINANCE COMMITTEE		\$ 7,848,946	\$ 7,187,463	\$ (661,483)			\$ 1,181,431	\$ 1,041,323	\$ (140,108)			
Beaver Valley Recreation												
Beaver Valley Arena	020-011	\$ 594,239	\$ 631,135	\$ 36,895		5	\$ 424,750	\$ 461,645	\$ 36,895			
Beaver Valley Recreation	020-013	\$ 251,101	\$ 272,585	\$ 21,484		6	\$ 218,711	\$ 234,196	\$ 15,484			
2018 budget included \$145k for WAX Legacy Arbour as well as several capital projects; 2018 Requisition was offset by reserve transfer of \$100k plus prior year surplus of \$72k												
Beaver Valley Parks & Trails	019	\$ 1,090,443	\$ 865,956	\$ (224,487)		7	\$ 726,796	\$ 840,497	\$ 113,701			
TOTAL BEAVER VALLEY RECREATION		\$ 1,935,784	\$ 1,769,677	\$ (166,107)			\$ 1,370,257	\$ 1,536,338	\$ 166,081			
East End Services												
Police Based Victims' Assistance	009	\$ 134,699	\$ 139,750	\$ 5,051		8	\$ 65,790	\$ 90,935	\$ 25,145			
East End Economic Development	017	\$ 111,117	\$ 118,498	\$ 7,381		9	\$ 109,909	\$ 118,498	\$ 8,589			
Increase in 2019 budget due to capital projects - Roofing expected to be \$350k higher than budgeted in 2018 as well as Theatre Fly System \$150k												
Culture Arts & Rec in the Lower Columbia	018	\$ 2,078,947	\$ 2,366,084	\$ 287,137		10	\$ 715,910	\$ 794,038	\$ 78,128			
2019 Budget increase mostly due to capital equipment; SCBA \$551K, Engine 4 and Engine 3 replacement \$1M; Tax requisition increase in 2019 due partially to decrease in Hydro grant in lieu transfer \$150k as well as smaller prior year surplus												
Kootenay Boundary Regional Fire Rescue	050	\$ 4,095,067	\$ 5,656,702	\$ 1,561,635		11	\$ 3,490,903	\$ 3,847,207	\$ 356,304			
Cemeteries - East End	150	\$ 595,898	\$ 537,397	\$ (58,501)		14	\$ 470,004	\$ 434,269	\$ (35,735)			
Requisition increase as 2018 used reserves to balance the budget												
East End Transit	900	\$ 1,726,809	\$ 1,709,878	\$ (16,931)		15	\$ 1,158,464	\$ 1,299,277	\$ 140,813			
TOTAL EAST END STAKEHOLDERS		\$ 8,742,537	\$ 10,528,309	\$ 1,785,772			\$ 6,010,980	\$ 6,584,224	\$ 573,244			
Environmental Services												
2019 budget decrease due to lower prior year deficit being brought forward - which is as planned												
Regionalized Waste Management	010	\$ 6,260,389	\$ 4,707,018	\$ (1,553,371)		16	\$ 1,255,447	\$ 1,307,018	\$ 51,571			
Refuse Disposal - Big White	064	\$ 261,376	\$ 285,631	\$ 24,255		17	\$ 255,853	\$ 268,834	\$ 12,981			
TOTAL ENVIRONMENTAL SERVICES		\$ 6,521,765	\$ 4,992,650	\$ (1,529,115)			\$ 1,511,300	\$ 1,575,852	\$ 64,552			
Boundary Community Development Committee												
Boundary Economic Development	008	\$ 273,823	\$ 253,909	\$ (19,914)		18	\$ 158,322	\$ 172,003	\$ 13,681			


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

DESCRIPTION	Number	BUDGET			Comments	Attached	REQUISITION		
		2018	2019	Change			2018	2019	Change
Recreation - Grand Forks & Area 'D'	021	\$ 534,504	\$ 567,895	\$ 33,391		19	\$ 460,901	\$ 495,375	\$ 34,474
Recreation - Greenwood, Midway, 'E'	022	\$ 67,016	\$ 64,044	\$ (2,972)		20	\$ 66,623	\$ 63,816	\$ (2,808)
Boundary Museum Service	026	\$ 30,000	\$ 30,000	\$ -		21	\$ 29,960	\$ 29,963	\$ 3
Grand Forks Arena	030	\$ 669,127	\$ 631,224	\$ (37,903)		22	\$ 444,318	\$ 448,990	\$ 4,672
Grand Forks Curling Rink	031	\$ 60,280	\$ 56,387	\$ (3,893)		23	\$ 43,750	\$ 43,750	\$ -
2019 budget includes \$600k for the desk resurfacing project; increase in requisition due to lower user fees due to pool shutdown; increase reserve transfer, better budgeting of wages, etc.									
Grand Forks Aquatic Centre	040	\$ 821,067	\$ 1,518,929	\$ 697,862		24	\$ 623,975	\$ 767,938	\$ 143,963
Midway & Beaverdell E.R. Service	055	\$ -	\$ 0	\$ 0		25	\$ (10,605)	\$ 0	\$ 10,605
Animal Control - Boundary	071	\$ 145,661	\$ 143,746	\$ (1,915)		26	\$ 133,424	\$ 130,912	\$ (2,512)
Mosquito - Grand Forks, Area 'D'	080	\$ 86,172	\$ 71,038	\$ (15,134)		27	\$ 55,143	\$ 55,656	\$ 513
Noxious Weed Control - Area 'D' & 'E'	092	\$ 248,265	\$ 239,534	\$ (8,730)		28	\$ 76,002	\$ 77,567	\$ 1,565
Library - Grand Forks, Area 'C' & 'D'	140	\$ 395,706	\$ 406,123	\$ 10,417		29	\$ 394,635	\$ 404,903	\$ 10,269
Greenwood, Area 'E' Cemetery Service	145	\$ 53,406	\$ 8,934	\$ (44,472)		30	\$ 14,599	\$ 8,934	\$ (5,665)
Boundary Integrated Watershed	170	#REF!	#REF!	#REF!					
Boundary Transit	950	\$ 82,991	\$ 82,832	\$ (159)	new service in 2019	31	\$ 50,000	\$ 49,969	\$ (31)
TOTAL BOUNDARY AREA		#REF!	#REF!	#REF!			#REF!	\$ 2,907,612	#REF!
Sewerage Committee									
East End Regionalized Sewer Utility	700	\$ 3,523,876	\$ 2,057,209	\$ (1,466,667)	2018 less \$ budgeted for capital projects (LWMP)	32	\$ 1,539,829	\$ 1,601,120	\$ 61,291
East End Regionalized Sewer Utility - Trail	700-101	\$ 47,219	\$ 9,308	\$ (37,911)	no service in 2019		\$ 26,683	\$ 0	\$ (26,683)
East End Regionalized Sewer Utility - Rossland	700-102	\$ 14,490	\$ 6,250	\$ (8,240)	no service in 2019		\$ 6,649	\$ (0)	\$ (6,649)
East End Reg Sewer Utility - Rossland/Warfield	700-103	\$ 12,815	\$ 13,319	\$ 504			\$ 11,266	\$ 11,911	\$ 645
Oasis-Rivervale Sewer Utility	800	\$ 209,845	\$ 86,317	\$ (123,528)	2018 included capital project	33	\$ 30,534	\$ 30,534	\$ (0)
TOTAL SEWERAGE COMMITTEE		\$ 3,808,245	\$ 2,172,403	\$ (1,635,841)			\$ 1,614,961	\$ 1,643,564	\$ 28,603
Protective Services									
Emergency Preparedness	012	\$ 608,304	\$ 430,885	\$ (177,419)	2018 included prior year surplus of \$193k	34	\$ 236,613	\$ 262,263	\$ 25,650
911 Emergency Communications	015	\$ 706,125	\$ 360,215	\$ (345,910)	transition to Kelowna for dispatch services	35	\$ 419,210	\$ 349,275	\$ (69,935)
TOTAL PROTECTIVE SERVICES COMMITTEE		\$ 1,314,429	\$ 791,100	\$ (523,329)			\$ 655,823	\$ 611,538	\$ (44,285)
Utilities Committee									
Street Lighting - Big White	101	\$ 26,445	\$ 26,434	\$ (11)		59	\$ 26,445	\$ 26,434	\$ (11)
Street Lighting - Beaverdell	103	\$ 11,300	\$ 2,800	\$ (8,500)		60	\$ 2,854	\$ 2,800	\$ (54)
Beaver Valley Water Supply	500	\$ 1,116,193	\$ 957,197	\$ (158,995)	More capital projects in 2018	37	\$ 479,250	\$ 479,250	\$ -
Christina Lake Water Supply Utility	550	\$ 963,572	\$ 467,650	\$ (495,922)	More capital projects in 2018		\$ 201,250	\$ 201,250	\$ -
Columbia Gardens Water Supply Utility	600	\$ 68,893	\$ 69,936	\$ 1,043		66	\$ 19,752	\$ 21,233	\$ 1,482
Rivervale Water & Street Lighting Utility	650	\$ 209,864	\$ 204,936	\$ (4,928)		67	\$ 0	\$ 0	\$ 0
TOTAL UTILITIES COMMITTEE		\$ 2,396,266	\$ 1,728,953	\$ (667,313)			\$ 729,550	\$ 730,967	\$ 1,417

<div><div></div><div>REGIONAL DISTRICT OF KOOTENAY BOUNDARY FINANCIAL PLAN COMPARISON with PRIOR YEAR ANNUAL BUDGET and REQUISITION Listed by COMMITTEE</div></div>																	
Page 3 of 3																	
DESCRIPTION	Number	BUDGET			Comments	Attached	REQUISITION										
		2018	2019	Change			2018	2019	Change								
Electoral Area Services																	
Electoral Area Administration	002	\$ 633,035	\$ 704,221	\$ 71,186	New position - bylaw officer in 2019	38	\$ 205,146	\$ 345,602	\$ 140,456								
Electoral Grant - in - Aid	003	\$ 310,557	\$ 316,935	\$ 6,378		39	\$ 240,168	\$ 240,542	\$ 374								
Planning & Development	005	\$ 822,179	\$ 848,300	\$ 26,121		36	\$ 746,771	\$ 754,641	\$ 7,871								
Parks & Trails - Electoral Area 'B'	014	\$ 357,055	\$ 297,722	\$ (59,333)		40	\$ 231,759	\$ 231,952	\$ 193								
Recreation - Christina Lake	023	\$ 80,719	\$ 81,105	\$ 387		41	\$ 53,328	\$ 55,774	\$ 2,446								
Recreation Facilities - Christina Lake	024	\$ 48,406	\$ 69,099	\$ 20,693		42	\$ 40,000	\$ 40,000	\$ -								
Area 'C' Regional Parks & Trails	027	\$ 1,642,897	\$ 463,143	\$ (1,179,754)	2018 included pedestrian bridge - moved to 2020	44	\$ 298,780	\$ 333,037	\$ 34,256								
Beaverdell Community Club Service	028	\$ 19,950	\$ 19,950	\$ -		45	\$ 19,950	\$ 19,950	\$ -								
Area 'D' Regional Parks & Trails	045	\$ 307,603	\$ 267,792	\$ (39,811)	upgrades to Saddle Lake Dam	46	\$ 45,779	\$ 45,779	\$ 0								
Heritage Conservation - Area 'D'	047	\$ 21,760	\$ 9,988	\$ (11,772)			\$ 6,309	\$ 9,034	\$ 2,725								
Fire Protection - Christina Lake	051	\$ 412,478	\$ 491,718	\$ 79,240		47	\$ 354,329	\$ 339,682	\$ (14,647)								
Fire Protection - Beaverdell	053	\$ 78,998	\$ 75,177	\$ (3,821)		48	\$ 53,021	\$ 59,328	\$ 6,307								
Big White Fire - Specified Area	054	\$ 1,250,386	\$ 2,543,437	\$ 1,293,052	Ladder truck in 2019	49	\$ 1,023,219	\$ 1,278,257	\$ 255,038								
Rural Greenwood Fire Service	056	\$ 23,406	\$ 23,434	\$ 28		51	\$ 23,406	\$ 23,434	\$ 28								
Fire Protection - Grand Forks Rural	057	\$ 2,229,311	\$ 2,329,904	\$ 100,593	2018/19 \$1.8 million for hall renovations	50	\$ 364,360	\$ 484,280	\$ 119,921								
Kettle Valley Fire Protection	058	\$ 510,120	\$ 146,543	\$ (363,577)	New Service for 2017		\$ 100,960	\$ 142,292	\$ 41,332								
Area 'E' Regional Parks & Trails	065	\$ 81,406	\$ 81,434	\$ 28		52	\$ 81,393	\$ 81,433	\$ 40								
Animal Control - East End	070	\$ 98,784	\$ 100,726	\$ 1,942			\$ 91,861	\$ 98,786	\$ 6,925								
Big White Security Services	074	\$ 204,772	\$ 204,857	\$ 85		53	\$ 181,458	\$ 201,357	\$ 19,899								
Big White Noise Control Service	075	\$ 16,406	\$ 1,434	\$ (14,972)		54	\$ 1,406	\$ 1,434	\$ 28								
Area 'C' Economic Development	077	\$ 148,406	\$ 118,434	\$ (29,972)		55	\$ 108,050	\$ 108,090	\$ 40								
Mosquito Control - Christina Lake	081	\$ 34,359	\$ 24,691	\$ (9,668)		56	\$ 18,835	\$ 19,079	\$ 244								
Weed Control - 'A' - Columbia Gardens	090	\$ 43,014	\$ 26,019	\$ (16,995)		57	\$ 21,789	\$ 22,227	\$ 437								
Weed Control - Christina Lake Milfoil	091	\$ 327,504	\$ 314,332	\$ (13,172)		58	\$ 288,324	\$ 297,104	\$ 8,780								
House Numbering - Areas 'A' & 'C'	120	\$ 6,000	\$ 6,000	\$ -		61	\$ 5,987	\$ 5,987	\$ (0)								
House Numbering - Area 'D'	121	\$ 3,000	\$ 3,000	\$ -		62	\$ 2,999	\$ 3,000	\$ 0								
House Numbering - Area 'B'	122	\$ 3,000	\$ 3,000	\$ -		63	\$ 2,996	\$ 2,996	\$ 0								
House Numbering - Area 'E'	123	\$ 3,000	\$ 3,000	\$ -		64	\$ 2,999	\$ 2,999	\$ 1								
Library - Specified Area 'E'	141	\$ 3,500	\$ 3,500	\$ -		65	\$ 3,500	\$ 3,500	\$ -								
Mill Road Sewer Collection Services	710	\$ -	\$ -	\$ -		68	\$ (1)	\$ (1)	\$ -								
TOTAL ELECTORAL AREA SERVICES		\$ 9,722,010	\$ 9,578,896	\$ (143,115)			\$ 4,618,880	\$ 5,251,575	\$ 632,696								
TOTAL BUDGET		#REF!	#REF!	#	#REF!		#REF!	\$ 21,882,994	#REF!								
<div><div>#REF!</div><div>Total Budget decrease</div></div>																	
Building & Plumbing Inspection	004	Requisition amount adjusted for prior year building permit fees which are used to reduce taxation															
<div><div>#REF!</div><div>Total Tax increase</div></div>																	
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Regional District of Kootenay Boundary		Requisition Summary by Stakeholder																	Specified Area A	Specified Area B	Specified Area C	Specified Area E	Total
		2018 Budget	2018 Requisition	2019 Budget	2019Requisition	Fruitvale	Grand Forks	Greenwood	Midway	Montrose	Rossland	Trail	Warfield	Area A	Area B	Area C	Area D	Area E					
001	General Government Services	4,312,334	251,398	3,568,797	251,659	7,555	22,919	2,545	3,918	3,759	23,328	58,487	5,796	22,631	13,133	25,905	17,484	44,197					251,659
001 MFA	MFA Debenture Debt	2,474,576	-	2,432,518	-	-	-	-	-	-	-	-	-	-	-	-	-	-					-
002	Electoral Area Administration	633,035	205,146	704,221	345,602										63,406	36,797	72,580	48,987	123,832				345,602
003	Grants - in - Aid	310,557	240,168	316,935	240,542										31,565	22,815	60,735	38,545	86,883				240,542
004	Building & Plumbing Inspection	960,477	678,192	1,084,561	780,769	43,955	-	14,045	18,387	22,446	-	271,172	33,183		69,592	42,710	74,078	65,665	125,537				780,769
005	Planning & Development	822,179	746,771	848,300	754,641	6,785	18,713	1,886	2,903	3,837	19,075	45,396	5,307	119,389	69,285	136,663	92,239	233,165	754,641				754,641
006	Reserve for Feasibility Studies	101,559	46,673	101,587	8,895	267	810	90	138	133	825	2,067	205		800	464		618	1,562				8,895
008	Boundary Economic Development	273,823	158,322	253,909	172,003		43,290	4,807	7,401									33,024	83,480				172,003
009	Police Based Victims' Assistance	134,699	65,790	139,750	90,935	5,101				2,538	15,750	39,488	3,913	15,279	8,867				90,935				
010	Regionalized Waste Management	6,260,389	1,255,447	4,707,018	1,307,018	39,239	119,035	13,218	20,350	19,522	121,157	303,761	30,101	117,535	68,209	134,541	90,807	229,544	1,307,018				
012	Emergency Preparedness	608,304	236,613	430,885	262,263	7,874	23,885	2,652	4,083	3,917		24,311	60,952	6,040	23,584			18,221	46,060				262,263
014	Parks & Trails - Electoral Area 'E'	357,055	231,759	297,722	231,952													231,952					231,952
015	9-1-1 Emergency Communications	706,125	419,210	360,215	349,275	10,486	31,810	3,532	5,438	5,217	32,377	81,174	8,044	31,409	18,228	35,953	24,266	61,341					349,275
017	East End Economic Development	111,117	109,909	118,498	118,498	11,749					5,845	36,276	-	9,013	35,192	20,423			118,498				
018	Culture Arts & Rec in the Lower Columbia	2,078,947	715,910	2,366,084	794,038	44,541				22,160	137,526	344,802	34,168	133,416	77,425				794,038				
019	Beaver Valley Parks & Trails	1,090,443	726,796	865,956	840,497	187,072				93,072									840,497				
020-011	Beaver Valley Arena	594,239	424,750	631,135	461,645	102,750				51,120									461,645				
020-013	Beaver Valley Recreation	251,101	218,711	272,585	234,196	52,126				25,934					156,136				234,196				
021	Recreation - Grand Forks & Area 'D'	534,504	460,901	567,895	495,375		281,006	8,620	13,271								214,368		495,375				
022	Recreation - Greenwood, Midway, 'E'	67,016	66,623	64,044	63,816														63,816				
023	Recreation Commission - Christina Lake	80,719	53,328	81,105	55,774												55,774		55,774				
024	Recreation Facilities - Christina Lake	48,406	40,000	69,099	40,000														40,000				
025	Grand Forks Community Centre	-	-	-	-														-				
026	Boundary Museum Service	30,000	29,960	30,000	29,963														29,963				
027	Area 'C' Regional Parks & Trails	1,642,897	298,780	463,143	333,037												9,988	19,975	333,037				
028	Beaverdell Community Club Service	19,950	19,950	19,950	19,950														19,950				
030	Grand Forks Arena	669,127	444,318	631,224	448,990	305,313											143,677		448,990				
031	Grand Forks Curling Rink	60,280	43,750	56,387	43,750	15,122											17,092	11,536	43,750				
040	Grand Forks Aquatic Centre	821,067	623,975	1,518,929	767,938	435,621											332,317		767,938				
045	Area 'D' Regional Parks & Trails	307,603	45,779	267,792	45,779												45,779	9,034	45,779				
047	Heritage Conservation - Area D	21,760	6,309	9,988	9,034														9,034				
050	Kootenay Boundary Regional Fire Rescue	4,095,067	3,490,903	5,656,702	3,847,207	215,804				107,367	666,331	1,670,608	165,550	646,414	375,132				3,847,207				
051	Fire Protection - Christina Lake	412,478	354,329	491,718	339,682														339,682				
053	Fire Protection - Beaverdell	78,998	53,021	75,177	59,328														59,328				
054	Big White Fire - Specified Area	1,250,386	1,023,219	2,543,437	1,278,257														1,278,257				
055	Midway & Beaverdell Emergency Response	-	10,605	0	0													0					
056	Rural Greenwood Fire Service	23,406	23,406	23,434	23,434			0	0										23,434				
057	Grand Forks Rural Fire Service	2,229,311	364,360	2,329,904	484,280												484,280		484,280				
058	Kettle Valley Fire Protection	510,120	100,960	146,543	142,292														142,292				
064	Refuse Disposal - Big White	261,376	255,853	285,631	268,834														268,834				
065	Area 'E' Regional Parks & Trails	81,406	81,393	81,434	81,433														81,433				
070	Animal Control - East End	98,784	91,861	100,726	98,786	14,406				4,116		55,567		15,628	9,069			81,433	98,786				
071	Animal Control - Boundary	145,661	133,424	143,746	130,912		43,577	4,839											130,912				
074	Big White Security Services	204,772	181,458	204,857	201,357												49,253	33,243	201,357				
075	Big White Noise Control Service	16,406	1,406	1,434	1,434														1,434				
077	Area 'C' Economic Development	148,406	108,050	118,434	108,090												108,090		108,090				
080	Mosquito Control - Grand Forks, Area 'D'	86,172	55,143	71,038	55,656		30,472											25,183	55,656				
081	Mosquito Control - Christina Lake	34,359	18,835	24,691	19,079														19,079				
090	Weed Control - 'A' - Columbia Gardens	43,014	21,789	26,019	22,227														22,227				
091	Weed Control - Christina Lake Millfil	327,504	288,324	314,332	297,104												297,104		297,104				
092	Weed Control - Area 'D' & 'E'	248,265	76,002	239,534	77,567												21,987	55,580	77,567				
101	Street Lighting - Big White	26,445	26,445	26,434	26,434														26,434				
103	Beaverdell Street Lighting Service	11,300	2,854	2,800	2,800														2,800				
120	House Numbering - Areas 'A' & 'C'	6,000	5,987	6,000	5,987														5,987				
121	House Numbering - Area 'D'	3,000	2,999	3,000	3,000										2,791		3,195	3,000	3,000				
122	House Numbering - Area 'B'	3,000	2,996	3,000	2,996											2,996			2,996				
123	House Numbering - Area 'E'	3,000	2,999	3,000	2,999													2,999	2,999				
140	Library - Grand Forks, Area 'C' & 'D'	395,706	394,635	406,123	404,903		139,954										158,185	106,765	404,903				
141	Library - Specified Area 'E'	3,500	3,500	3,500	3,500														3,500				
145	Greenwood, Area 'E' Cemetery Service	53,406	53,406	8,934	8,934			1,076											8,934				
150	Cemeteries - East End	595,898	470,004	537,397	434,269	24,360				12,119	75,215	188,577	18,687	72,967	42,345				434,269				
170	Boundary Integrated Watershed	-	-	157,837	157,837		30,927	3,434	5,287								34,956	23,593	157,837				

Regional District of Kootenay Boundary Requisition Summary by Stakeholder																						
	2018 Budget	2018 Requisition	2019 Budget	2019Requisition	Fruitvale	Grand Forks	Greenwood	Midway	Montrose	Rossland	Trail	Warfield	Area A	Area B	Area C	Area D	Area E	Specified Area A	Specified Area B	Specified Area C	Specified Area E	Total
<div>Total General Government Services</div>	37,781,435	16,505,385	37,317,051	18,188,451	774,068	1,542,454	60,743	81,177	383,103	1,152,171	3,122,052	320,008	2,425,862	1,053,537	1,635,039	1,904,594	1,235,253	22,227		398,761	2,077,403	18,188,451
500 Beaver Valley Water Supply	1,116,193	479,250	957,197	479,250	342,000													137,250				479,250
550 Christina Lake Water Supply Utility	963,572	201,250	467,650	201,250																201,250		201,250
600 Columbia Gardens Water Supply Utility	68,893	19,752	69,936	21,233																		21,233
650 Rivervale Water & Street Lighting	209,864	0	204,936	0														21,233	0			0
700 East End Regionalized Sewer Utility	3,523,876	1,539,829	2,057,209	1,601,120						356,249	1,049,534	195,337										1,601,120
700-101 East End Regionalized Sewer Utility - Trail	47,219	26,683	9,308	0							0											0
700-102 East End Regionalized Sewer - Rossland	14,490	6,649	6,250	0						0												0
700-103 East End Reg Sewer - Rossland/Warfield	12,815	11,266	13,319	11,911						7,647		4,264										11,911
710 Mill Road Sewer Collection Services	-	1	-	1														1				1
800 Oasis-Rivervale Sewer Utility	209,845	30,534	86,317	30,534										30,534								30,534
900 East End Transit	1,726,809	1,158,464	1,709,878	1,299,277	72,881				36,260	225,033	564,197	55,910	218,307	126,690								1,299,277
950 Boundary Transit	82,991	50,000	82,832	49,969		23,694	2,631									18,075					5,568	49,969
<div>TOTAL ANNUAL BUDGET</div>	45,758,001	20,029,062	42,981,883	21,882,994	1,188,950	1,566,148	63,374	81,177	419,363	1,741,099	4,735,783	575,518	2,644,168	1,210,760	1,635,039	1,922,669	1,235,253	180,709	0	600,011	2,082,972	21,882,994
2018 Requisition - Before Prior Year Final Roll Adj		20,029,064			1,112,546	1,426,224	56,319	70,966	381,946	1,600,614	4,494,131	523,158	2,409,255	1,100,331	1,532,390	1,295,521	1,098,107	178,791	-	595,579	2,152,186	

Regional District of Kootenay Boundary 2019 Requisition Summary by Stakeholder

	<u>2019</u>	<u>2018</u>	<u>Change</u>
Fruitvale	\$ 1,188,950	1,112,546	\$ 76,404
Grand Forks	1,566,148	1,426,224	139,924
Greenwood	63,374	56,319	7,055
Midway	81,177	70,966	10,211
Montrose	419,363	381,946	37,417
Rossland	1,741,099	1,600,614	140,485
Trail	4,735,783	4,494,131	241,652
Warfield	575,518	523,158	52,360
Area A	2,644,168	2,409,255	234,913
Area B	1,210,760	1,100,331	110,429
Area C	1,635,039	1,532,390	102,649
Area D	1,922,669	1,295,521	627,148
Area E	1,235,253	1,098,107	137,146
Specified			
Area A	180,709	178,791	1,918
Specified			
Area B	0	-	0
Specified			
Area C	600,011	595,579	4,432
Specified			
Area E	2,082,972	2,152,186	- 69,214
	<u>\$ 21,882,994</u>	<u>\$ 20,028,064</u>	<u>\$ 1,854,930</u>



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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

GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES										Increase(Decrease) Between 2018 BUDGET and 2019 BUDGET		Kootenay Boundary			
		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET		
REVENUE:															
	Property Tax Requisition	3	250,677	251,398	251,398	(0)	251,659	261	0.10	321,455	254,710	367,714	253,296		
11 210 100	Federal Grant In Lieu	4	1,452	3,000	597	2,403	3,000	0	0.00	3,060	3,121	3,184	3,247		
11 400 003	Rental - Trail Facilities	5	0	150	0	150	150	0	0.00	150	150	150	150		
11 400 004	Rent GF Office - Planning	6	7,323	7,323	7,323	0	7,469	146	2.00	7,619	7,771	7,927	8,085		
11 400 005	Rent GF Office - Building	7	22,680	22,680	22,680	0	22,680	0	0.00	22,680	22,680	22,680	22,680		
11 550 100	Interest Earned	8	70,633	50,000	70,000	(20,000)	51,000	1,000	2.00	52,020	53,060	54,122	55,204		
11 550 106	Woodstove Exchange - BC Lung	9	5,553	7,012	7,012	0	0	(7,012)	(100.00)	0	0	0	0		
11 550 107	Woodstove Exchange - Other Income	10	1,100	0	500	(500)	0	0	0.00	0	0	0	0		
11 590 159	Miscellaneous Revenue	11	141,527	7,897	27,392	(19,495)	107,949	100,052	1,266.94	8,001	8,055	8,109	8,165		
11 590 400	Columbia Basin Trust	12	17,749	17,748	17,748	0	17,748	0	0.00	17,748	17,748	17,748	17,748		
11 590 990	Recovery of Common Costs	13	108,347	108,347	108,347	0	108,347	0	0.00	110,514	112,724	114,979	117,278		
11 592 001	Board Fee Revenue	14-16	655,235	667,173	667,173	0	691,756	24,583	3.68	705,591	719,703	734,097	748,779		
11 621 100	Local Government Act - Grant	17	160,000	160,000	160,000	0	160,000	0	0.00	160,000	160,000	160,000	160,000		
11 621 150	Province of BC CARIP	18	33,608	36,062	35,405	657	35,405	(657)	(1.82)	36,113	36,835	37,572	38,324		
11 759 159	Province of BC - Misc Revenue	19	0	0	0	0	0	0	0.00	0	0	0	0		
11 759 940	Hydro Generation Grant in Lieu	20	1,939,092	1,652,224	1,720,817	(68,593)	1,877,337	225,113	13.62	2,067,884	2,109,241	2,151,426	2,194,455		
11 911 100	Previous Year's Surplus	21	1,257,679	1,281,320	1,281,320	1	234,297	(1,047,023)	(81.71)	0	0	0	0		
11 921 205	Transfer from Reserve	22	0	40,000	0	40,000	0	(40,000)	(100.00)	0	0	0	0		
11 990 100	Hospital District Contract	23	0	0	0	0	0	0	0.00	0	0	0	0		
Total Revenue			4,672,654	4,312,334	4,377,712	-65,377	3,568,797	-743,537	-17.24	3,512,835	3,505,800	3,679,708	3,627,411		
EXPENDITURE:															
DIRECTORS REMUNERATION & EXPENSE															
12 110 130	Director Remuneration	24	253,403	293,826	293,826	0	309,577	15,750	5.36	317,568	325,720	332,234	338,879		
12 110 210	Director Travel	25	51,892	53,000	45,000	8,000	53,000	0	0.00	54,060	55,141	56,244	57,369		
12 110 211	Directors Expenses	26	21,697	27,000	22,000	5,000	27,000	0	0.00	27,540	28,091	28,653	29,226		
12 110 251	Office Supplies - Directors	27	413	6,180	1,982	4,198	6,180	0	0.00	6,304	6,430	6,558	6,689		
SALARIES & BENEFITS															
12 121 111	Salaries and Benefits	28-29	1,226,367	1,508,888	1,508,888	0	1,633,456	124,568	8.26	1,629,912	1,654,171	1,687,254	1,720,998		
12 121 190	Labour Relations	30	4,072	8,610	1,000	7,610	8,722	112	1.30	8,837	8,953	9,072	9,194		
12 121 210	Travel Expense	31	19,721	20,000	16,000	4,000	20,000	0	0.00	20,400	20,808	21,224	21,649		
12 121 239	Staff Development	32	17,957	39,024	23,000	16,024	39,624	600	1.54	36,447	36,776	37,112	37,455		
OPERATING EXPENSES															
12 121 212	Postage	33	19,039	20,000	15,000	5,000	20,000	0	0.00	20,400	20,808	21,224	21,649		
12 121 213	Telephone	34	36,488	36,000	40,000	(4,000)	39,000	3,000	8.33	39,780	40,576	41,387	42,215		
12 121 214	FCM Dues	35	5,422	6,296	5,747	549	6,296	0	0.00	6,422	6,550	6,681	6,815		
12 121 221	Advertising	36	21,172	22,200	20,000	2,200	22,200	0	0.00	22,564	22,935	23,314	23,700		
12 121 231	Information Technology	37	211,873	267,099	267,099	0	267,099	0	0.00	259,884	220,949	236,575	249,932		
12 121 247	Office Equipment	38	4,185	7,100	2,000	5,100	10,700	3,600	50.70	7,700	7,700	7,700	7,700		
12 121 251	Office Supplies	39	35,776	30,000	35,000	(5,000)	37,000	7,000	23.33	37,740	38,495	39,265	40,050		
12 121 252	Building Maintenance	40	154,547	183,152	150,000	33,152	183,833	681	0.37	165,383	168,116	170,903	173,747		
12 121 253	Vehicle Operating	41	33,526	33,388	33,388	0	33,693	305	0.91	34,367	35,054	35,755	36,470		
12 121 261	Equipment Lease Photocopier	42	23,850	23,300	23,300	0	23,300	0	0.00	23,300	23,300	23,300	23,300		
12 121 263	Equipment Lease Postage Machine	43	2,849	4,192	4,192	0	4,192	0	0.00	4,276	4,383	4,448	4,515		
12 121 810	Bank Service Charge	44	49,615	42,536	50,000	(7,464)	50,536	8,000	18.81	51,434	52,350	53,284	54,237		

Continued, page 2



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

EXHIBIT 001
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES

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



GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES						Increase(Decrease) Between 2018 BUDGET and 2019 BUDGET			Kootenay Boundary				
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
PROFESSIONAL FEES/INSURANCE													
12 121 232	Legal Fees	45	53,891	70,000	70,000	0	70,000	0	0.00	71,400	72,828	74,285	75,770
12 121 233	Consultants Fees	46	95,429	169,600	120,000	49,600	155,404	(14,196)	(8.37)	26,612	13,824	14,041	14,262
12 121 234	External Audit	47	42,000	40,000	35,000	5,000	40,000	0	0.00	40,800	41,616	42,448	43,297
12 121 237	Liability Insurance	48	52,683	55,392	55,707	(315)	55,392	0	0.00	56,500	57,630	58,782	59,958
12 121 238	Property Insurance	49	13,605	15,010	15,010	0	15,310	300	2.00	55,616	15,929	16,247	16,572
DEBT/CAPITAL													
12 121 610	Capital/Amortization	50	13,226	210,500	160,000	50,500	170,500	(40,000)	(19.00)	120,000	145,000	135,000	15,000
12 121 830	Debt - Principal Payments	51	0	0	0	0	0	0	0.00	0	0	0	0
12 121 811	Interest Expense - Short Term	52	18,272	25,000	39,590	(14,590)	40,000	15,000	60.00	40,000	40,000	40,000	40,000
12 121 741	Contribution to Reserve	53	865,778	1,032,968	1,032,968	0	176,968	(856,000)	(82.87)	296,968	310,968	425,968	425,968
REGIONAL WOODSTOVE EXCHANGE PROGRAM													
12 121 905	Woodstove - Coordinator	54	1,021	1,008	907	100	1,000	(8)	(0.76)	0	0	0	0
12 121 906	Woodstove - Rebates Paid	55	5,350	5,250	1,750	3,500	4,500	(750)	(14.29)	0	0	0	0
12 121 907	Woodstove - Other Expenses	56	282	755	0	755	755	0	0.03	0	0	0	0
12 121 908	Woodstove - Workshops	57	0	0	0	0	0	0	0.00	0	0	0	0
12 121 990	Previous Year's Deficit	58	0	0	0	0	0	0	0.00	0	0	0	0
12 121 995	Operating Grants Provided	59	5,000	10,000	10,000	0	10,000	0	0.00	10,000	10,000	10,000	10,000
12 121 999	Contingencies	60	30,932	45,060	45,060	0	33,560	(11,500)	(25.52)	20,621	20,699	20,747	20,796
Total Expenditure			3,391,334	4,312,334	4,143,414	168,920	3,568,797	-743,537	-17.24	3,512,835	3,505,800	3,679,708	3,627,411
Surplus/(Deficit)			1,281,320		234,297								



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



		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE:													
13 250 100	MFA due from Fruitvale	2	35,000	122,548	35,000	87,548	122,548.15	0	0.00	122,548.15	122,548.15	122,548.15	122,548.15
13 250 200	MFA due from Grand Forks	3	205,654	205,654	205,654	0	203,597.02	-2,057	-1.00	132,748.75	132,748.75	132,748.75	132,748.75
13 250 300	MFA due from Greenwood	4	23,478	23,478	23,478	0	23,477.57	0	0.00	7,280.75	7,280.75	-	-
13 250 400	MFA due from Midway	5	17,997	17,997	17,997	0	17,996.67	0	0.00	17,996.67	17,996.67	17,996.67	17,996.67
13 250 500	MFA due from Montrose	6	0	0	0	0	-	0	0.00	-	-	-	-
13 250 600	MFA due from Rossland	7	477,278	671,370	477,278	194,092	631,369.70	-40,000	-5.96	631,369.70	631,369.70	631,369.70	604,342.27
13 250 700	MFA due from Trail	8	931,251	1,302,668	931,251	371,417	1,302,667.53	0	0.00	1,302,667.53	1,302,667.53	1,302,667.53	1,302,667.53
13 250 800	MFA due from Warfield	9	130,862	130,862	130,862	0	130,861.65	0	0.00	130,861.65	130,861.65	130,861.65	130,861.65
Total Revenue			1,821,519	2,474,576	1,821,519	653,057	2,432,518.29	-42,057	-1.70	2,345,473.20	2,345,473.20	2,338,192.45	2,311,165.02
EXPENDITURE:													
MFA for Debenture Members			1,821,519	2,474,576	1,821,519	653,057	2,432,518.29	(42,057)	(1.70)	2,345,473.20	2,345,473.20	2,338,192.45	2,311,165.02
Total Expenditure			1,821,519	2,474,576	1,821,519	653,057	2,432,518.29	(42,057)	(1.70)	2,345,473.20	2,345,473.20	2,338,192.45	2,311,165.02
SUMMARY OF ANNUAL PAYMENTS:													
Total Interest Paid							1,220,765.96			1,194,746.96	1,196,804.37	1,192,078.20	1,178,083.20
Total Principal Paid							1,211,752.33			1,150,726.24	1,148,668.83	1,146,114.25	1,133,081.82
Total Annual Payments							2,432,518.29			2,345,473.20	2,345,473.20	2,338,192.45	2,311,165.02

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 002
ELECTORAL AREA ADMINISTRATION

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET							
		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
	Property Tax Requisition	2	195,845	205,146	205,146	(0)	345,602	140,456	68.47	362,115	383,180	434,365	395,674
11 210 100	Federal Grant In Lieu	3	595	500	478	22	500	0	0.00	500	500	500	500
11 210 171	Community Works (Gas Tax)	4	296,009	250,000	289,315	(39,315)	250,000	0	0.00	250,000	250,000	250,000	250,000
11 590 159	Miscellaneous Revenue	5	10,245	0	0	0	0	0	0.00	0	0	0	0
11 590 173	Kettle River Watershed Study	6	37,960	0	27,416	(27,416)	0	0	0.00	0	0	0	0
11 621 100	Local Government Act	7	40,000	40,000	40,000	0	40,000	0	0.00	40,000	40,000	40,000	40,000
11 921 205	Transfer From Reserves	8	0	60,000	60,000	0	10,000	(50,000)	(83.33)	15,000	0	0	0
11 911 100	Previous Year's Surplus	9	61,593	77,389	77,389	0	58,118	(19,271)	(24.90)	0	0	0	0
Total Revenue			642,247	633,035	699,745	(66,709)	704,221	71,186	11.25	667,615	673,680	724,865	686,174
EXPENDITURE													
12 191 111	Salaries & Benefits	10	5,076	36,342	36,342	0	129,183	92,841	255.46	131,149	133,772	136,447	139,176
12 191 130	Director's Remuneration	11	79,603	93,640	93,640	0	95,138	1,498	1.60	97,040	98,981	100,961	102,980
12 191 210	Director's Travel	12	18,472	15,821	15,821	0	15,821	0	0.00	16,137	16,460	16,789	17,125
12 191 211	Director's Expenses	13	9,875	14,000	10,000	4,000	14,000	0	0.00	14,280	14,566	14,857	15,154
12 191 212	UBCM/FCM Conferences	14	25,789	55,400	35,000	20,400	55,400	0	0.00	55,400	55,400	55,400	55,400
12 191 213	AKBLG Conference	15	4,299	8,500	5,136	3,364	8,500	0	0.00	8,500	8,500	8,500	8,500
12 191 217	Public Communications 'A'	16	2,709	7,000	6,000	1,000	7,000	0	0.00	7,000	7,000	7,000	7,000
12 191 218	Public Communications 'B' / Lower C	17	3,642	7,000	3,000	4,000	7,000	0	0.00	7,000	7,000	7,000	7,000
12 191 219	Public Communications 'C' / Christin	18	3,682	7,000	6,000	1,000	7,000	0	0.00	7,000	7,000	7,000	7,000
12 191 220	Public Communications 'D' / Rural G	19	5,269	7,000	6,000	1,000	7,000	0	0.00	7,000	7,000	7,000	7,000
12 191 221	Public Communications 'E' / West B	20	16,002	7,000	15,000	(8,000)	7,000	0	0.00	7,000	7,000	7,000	7,000
12 191 223	Elections & Referendums	21	0	68,000	72,000	(4,000)	10,000	(58,000)	(85.29)	10,000	10,000	55,000	10,000
12 191 230	Board Fee	22	18,865	19,206	19,206	0	19,553	347	1.81	19,944	20,343	20,750	21,165
12 191 234	Training	23	60	7,500	522	6,978	0	(7,500)	(100.00)	0	0	0	0
12 191 238	AKBLG Membership	24	3,697	3,578	3,964	(386)	3,578	0	0.00	3,578	3,578	3,578	3,578
12 191 239	UBCM Membership	25	5,313	5,463	5,227	236	5,463	0	0.00	5,600	5,684	5,769	5,856
12 191 251	Office Supplies	26	450	500	0	500	500	0	0.00	500	500	500	500
12 191 253	Vehicle Operation	27	20,085	20,085	16,737	3,348	20,085	0	0.00	20,487	20,896	21,314	21,741
12 191 610	Capital/Amortization	28	0	0	0	0	42,000	42,000	0.00	0	0	0	0
12 191 616	Gas Tax Projects	29	296,009	250,000	289,315	(39,315)	250,000	0	0.00	250,000	250,000	250,000	250,000
12 191 741	Contribution To Reserve	30	8,000	0	0	0	0	0	0.00	0	0	0	0
12 191 990	Previous Year's Deficit	31	0	0	0	0	0	0	0.00	0	0	0	0
12 191 620	Kettle River Watershed Project	32	37,960	0	2,716	(2,716)	0	0	0.00	0	0	0	0
12 191 800	Contracted Services	33	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			564,858	633,035	641,626	-8,591	704,221	71,186	11.25	667,615	673,680	724,865	686,174
Surplus (Deficit)			77,389		58,118								

KETTLE RIVER WATERSHED STUDY:		2017	2018
REVENUE (GAS TAX)		37,960	27,416
EXPENSES		37,960	2,716
Deficit Brought Forward		0	0
PROJECT BALANCE AT End of Year		\$ -	\$ 24,700

See Line 5 Above
See Line 29 Above



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 003
ELECTORAL GRANT-IN-AID

PARTICIPANTS: Electoral Areas 'A','B','C','D','& 'E'

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET	
								\$	%
REVENUE									
11 210 100	Property Tax Requisition	2	239,986	240,168	240,168	0	240,542	374	0.16
11 210 100	Federal Grant in Lieu	3	0	0	0	0	0	0	0.00
11 911 100	Previous Year's Surplus	4	81,676	70,389	70,388	1	76,393	6,004	8.53
Total Revenue			321,662	310,557	310,556	1	316,935	6,378	2.05
EXPENDITURE									
12 191 230	Board Fee	5	9,086	9,268	9,268	0	9,642	374	4.04
12 191 701	Grants In Aid - Electoral Area 'A'	6	36,506	29,234	29,234	-0	30,300	1,066	3.65
12 191 702	Grants In Aid - EA 'B' / Lower Colur	7	22,059	23,812	24,180	-368	21,532	(2,280)	(9.58)
12 191 703	Grants In Aid - EA 'C' / Christina La	8	52,243	76,482	76,482	0	58,300	(18,182)	(23.77)
12 191 704	Grants In Aid - EA 'D' / Rural Grand	9	36,940	63,704	35,000	28,704	65,704	2,000	3.14
12 191 705	Grants In Aid - EA 'E' / West Bound	10	94,440	108,058	60,000	48,058	131,458	23,400	21.66
Total Expenditure			251,274	310,557	234,164	76,393	316,935	6,378	2.05
Surplus(Deficit)			70,388		76,392				


2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
240,735	240,932	241,132	241,337
0	0	0	0
240,735	240,932	241,132	241,337
9,835	10,032	10,232	10,437
30,300	30,300	30,300	30,300
21,900	21,900	21,900	21,900
58,300	58,300	58,300	58,300
37,000	37,000	37,000	37,000
83,400	83,400	83,400	83,400
240,735	240,932	241,132	241,337



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 004
BUILDING INSPECTION

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

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE:												



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 005
PLANNING & DEVELOPMENT

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

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE:													
Electoral	Taxes - Management Development Services	2	571,534	553,448	553,448	0	559,351	5,903	1.07	602,423	614,776	627,377	640,230
All Participants	Taxes - Regional Development Services	3	190,511	184,483	184,483	(0)	186,450	1,968	1.07	200,808	204,925	209,126	213,410
11 210 100	Federal Grant In Lieu	4	1,485	1,000	1,077	(77)	1,000	0	0.00	1,000	1,000	1,000	1,000
11 460 100	Rezoning Fees	5	17,730	10,000	11,500	(1,500)	10,000	0	0.00	10,200	10,404	10,612	10,824
11 460 200	ALR Commission Appeal Fees	6	600	2,000	1,500	500	2,000	0	0.00	2,040	2,081	2,122	2,165
11 460 300	House Numbering Recovery	7	15,000	15,000	15,000	0	15,000	0	0.00	15,000	15,000	15,000	15,000
11 460 400	Map & Report Sales	8	578	1,000	184	817	1,000	0	0.00	1,020	1,040	1,061	1,082
11 590 159	Miscellaneous Revenue	9	12,217	1,000	18,030	(17,030)	1,000	0	0.00	1,000	1,000	1,000	1,000
11 911 100	Previous Year's Surplus	10	52,189	45,408	45,408	(0)	63,659	18,251	40.19	0	0	0	0
11 921 205	Transfer From Reserve	11	0	0	19,000	(19,000)	0	0	0.00	0	0	0	0
	Planning Agreements	12	8,840	8,840	8,840	0	8,840	0	0.00	8,840	8,840	8,840	8,840
Total Revenue			870,685	822,179	858,470	-36,291	848,300	26,121	3.18	842,330	859,067	876,138	893,551
EXPENDITURE:													
12 610 111	Salaries and Benefits	13	599,653	593,245	565,436	27,809	615,503	22,258	3.75	622,487	634,937	647,636	660,588
12 610 210	Travel Expense	14	7,735	13,000	12,000	1,000	13,000	0	0.00	13,260	13,525	13,796	14,072
12 610 220	Public Participation Program	15	6,187	10,000	8,000	2,000	10,000	0	0.00	10,200	10,404	10,612	10,824
12 610 223	Report Reproduction	16	0	0	0	0	0	0	0.00	0	0	0	0
12 610 229	Maps	17	42	2,500	2,500	0	500	(2,000)	(80.00)	500	500	500	500
12 610 230	Board Fee	18	45,317	46,136	46,136	0	46,972	836	1.81	47,911	48,870	49,847	50,844
12 610 232	Legal Fees	19	5,470	10,000	10,000	0	10,000	0	0.00	10,200	10,404	10,612	10,824
12 610 234	Library & Research	20	6,941	7,709	4,000	3,709	7,709	0	0.00	7,863	8,020	8,181	8,344
12 610 235	Operating Contract	21	53,024	43,270	35,000	8,270	47,770	4,500	10.40	33,425	34,094	34,776	35,471
12 610 239	Advisory Planning Commission	22	1,864	6,000	5,000	1,000	6,000	0	0.00	6,120	6,242	6,367	6,495
12 610 243	Office Building Expense	23	57,898	58,364	58,364	0	58,891	527	0.90	60,069	61,270	62,496	63,746
12 610 247	Office Equipment	24	8,244	8,000	7,000	1,000	8,000	0	0.00	8,000	8,160	8,323	8,490
12 610 251	Office Supplies	25	2,241	4,080	3,000	1,080	4,080	0	0.00	4,162	4,245	4,330	4,416
12 610 253	Vehicle Operation	26	12,875	12,875	12,875	0	12,875	0	0.00	13,133	13,395	13,663	13,936
12 610 610	Capital/Amortization	27	11,132	0	19,000	(19,000)	0	0	0.00	0	0	0	0
12 610 741	Contribution To Reserve	28	5,539	5,000	5,000	0	5,000	0	0.00	5,000	5,000	5,000	5,000
12 610 990	Previous Year's Deficit	29	0	0	0	0	0	0	0.00	0	0	0	0
12 610 999	Contingencies	30	1,114	2,000	1,500	500	2,000	0	0.00	0	0	0	0
Total Expenditure			825,277	822,179	794,811	27,368	848,300	26,121	3.18	842,330	859,067	876,138	893,551
Surplus(Deficit)			45,408		63,659								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 006
FEASIBILITY STUDIES

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

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET	
							\$	%
REVENUE								
Property Tax Requisition	2	6,622	46,673	46,673	(0)	8,895	(37,777)	(81)
11 210 100 Federal Grant In Lieu	3	23	100	41	59	100	0	0.00
11 590 159 Miscellaneous Revenue	4	5,000	40,000	7,000	33,000	35,000	(5,000)	(12.50)
11 911 100 Previous Year's Surplus	5	39,809	14,786	14,786	0	57,592	42,805	289.49
Total Revenue		51,454	101,559	68,501	33,058	101,587	28	0.03
EXPENDITURE								
12 821 230 Board Fee	6	1,531	1,559	909	650	1,587	28	1.80
12 821 999 Contingencies	7	35,136	100,000	10,000	90,000	100,000	0	0.00
12 821 990 Prior Year Deficit	8	0	0	0	0	0	0	0.00
Total Expenditure		36,667	101,559	10,909	90,650	101,587	28	0.03
Surplus (Deficit)		14,786		57,592				

2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
41,519	41,551	41,584	41,618
100	100	100	100
0	0	0	0
0	0	0	0
41,619	41,651	41,684	41,718
1,619	1,651	1,684	1,718
40,000	40,000	40,000	40,000
0	0	0	0
41,619	41,651	41,684	41,718



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 008
BOUNDARY ECONOMIC DEVELOPMENT

PARTICIPANTS: Grand Forks, Greenwood, Midway,
Electoral Areas 'D' & 'E'
Note: Area 'C' withdrew from Service in 2012

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
	Property Tax Requisition	2	109,499	158,322	158,322	(0)	172,003	13,681	8.64	133,897	133,987	134,079	134,172
11 210 100	Federal Grant In Lieu	3	290	100	327	(227)	100	0	0.00	100	100	100	100
11 210 172	Government/Agency Grants	4	3,788	0	9,980	(9,980)	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	5	65,384	97,000	97,000	0	69,000	(28,000)	(28.87)	0	0	0	0
11 911 100	Previous Year's Surplus	6	35,627	6,401	6,000	401	806	(5,595)	(87.41)	0	0	0	0
11 921 205	Revenue From Reserve	7	11,298	12,000	12,000	0	12,000	0	0.00	0	0	0	0
Total Revenue			226,086	273,823	283,629	(9,806)	253,909	(19,914)	(7.27)	133,997	134,087	134,179	134,272
EXPENDITURE													
12 698 210	Travel & Conference & Admin	8	111	1,500	1,500	0	1,500	0	0.00	1,500	1,500	1,500	1,500
12 698 226	Contracted Services	9	62,982	61,000	70,000	(9,000)	91,000	30,000	49.18	61,000	61,000	61,000	61,000
12 698 229	B.E.D.C. Projects	10	139,853	194,000	194,000	0	144,000	(50,000)	(25.77)	54,000	54,000	54,000	54,000
12 698 230	Board Fee	11	4,238	4,323	4,323	0	4,409	86	1.99	4,497	4,587	4,679	4,772
12 698 239	Memberships	12	12,500	13,000	13,000	0	13,000	0	0.00	13,000	13,000	13,000	13,000
12 698 570	Community Tourism Prgm Projects	13	0	0	0	0	0	0	0.00	0	0	0	0
12 698 741	Contribution To Reserve	14	0	0	0	0	0	0	0.00	0	0	0	0
12 698 990	Previous Year's Deficit	15	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			219,684	273,823	282,823	(9,000)	253,909	(19,914)	(7.27)	133,997	134,087	134,179	134,272
Surplus (Deficit)			6,401		806								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 009
POLICE BASED VICTIM ASSISTANCE PROGRAM



PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield,
Electoral Areas 'A' and 'B'

VICTIM SERVICES			2016	2017	2017	(OVER)	2018	Increase(Decrease) between 2017 BUDGET and 2018 BUDGET		2019	2020	2021	2022
		PAGE	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	\$	%	BUDGET	BUDGET	BUDGET	BUDGET
REVENUE													
	Property Tax Requisition	2	62,873	65,790	65,790	0	90,935	25,145	38.22	90,737	93,320	95,954	98,640
11 210 100	Federal Grant In Lieu	3	307	150	157	(7)	150	0	0.00	150	150	150	150
11 921 205	Transferred From Reserve	4	0	0	0	0	0	0	0.00	0	0	0	0
11 590 101	Solicitor General Grant	5	48,665	48,665	25,588	23,077	48,665	0	0.00	48,665	48,665	48,665	48,665
11 590 159	Miscellaneous Revenue	6	0	6,285	12,985	(6,700)	0	(6,285)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	7	51,463	13,809	13,809	0	0	(13,809)	(100.00)	0	0	0	0
	Total Revenue		163,308	134,699	118,329	16,370	139,750	5,051	3.75	139,552	142,135	144,769	147,455
EXPENDITURE													
12 750 111	Salaries & Benefits	8	87,320	89,633	55,000	34,633	93,321	3,689	4.12	94,273	96,159	98,082	100,043
12 750 114	Salaries VAP Relief	9	16,149	25,136	50,000	(24,864)	25,537	402	1.60	25,130	25,632	26,145	26,668
12 750 210	Travel Expense	10	2,568	4,500	152	4,348	4,500	0	0.00	4,590	4,682	4,775	4,871
12 750 213	Telephone	11	2,438	2,880	2,880	0	2,880	0	0.00	2,880	2,880	2,880	2,880
12 750 230	Board Fee	12	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 750 234	Training	13	1,153	2,250	2,250	0	2,250	0	0.00	2,295	2,341	2,388	2,435
12 750 239	Memberships	14	100	355	355	0	355	0	0.00	355	355	355	355
12 750 251	Office Supplies	15	1,192	1,340	7	1,333	1,340	0	0.00	1,367	1,394	1,422	1,450
12 750 252	Office Bldg Expense	16	7,200	7,200	7,211	(11)	7,200	0	0.00	7,200	7,200	7,200	7,200
12 750 741	Reserve	17	30,000	0	0	0	0	0	0.00	0	0	0	0
12 750 990	Previous Year's Deficit	18	0	0	0	0	933	933	0.00	0	0	0	0
	Total Expenditure		149,499	134,699	119,261	15,438	139,750	5,051	3.75	139,552	142,135	144,769	147,455
	Surplus (Deficit)		13,809		(933)								



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

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

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
11 210 100	Property Tax Requisition	3	1,255,447	1,255,447	1,255,447	(0)	1,307,018	51,570	4.11	1,301,972	1,443,339	1,455,423	1,474,819
	Federal Grant In Lieu	4	4,997	2,000	2,981	(981)	2,000	0	0.00	2,000	2,000	2,000	2,000
USER FEES													
11 550 500	Tipping Fees	5	2,294,697	2,202,637	2,714,551	(511,914)	2,191,000	(11,637)	(0.53)	2,191,000	2,191,000	2,191,000	2,191,000
11 550 501	RDKB Tipping Fees - Organics	6	9,577	10,000	10,000	0	10,000	0	0.00	10,000	10,000	10,000	10,000
11 550 502	RDKB Tipping Fees - Garbage	7	72,281	56,000	75,000	(19,000)	56,000	0	0.00	56,000	56,000	56,000	56,000
11 490 906	GF Garbage & Organics	8	136,303	140,000	140,000	0	140,000	0	0.00	140,000	140,000	140,000	140,000
11 490 907	GF Yard & Waste	9	39,806	55,000	55,000	0	55,000	0	0.00	55,000	55,000	55,000	55,000
RECOVERIES													
11 490 902	Revenue From Sales	10	0	0	0	0	0	0	0.00	0	0	0	0
11 490 910	Materials Recovery	11	69,004	20,000	90,000	(70,000)	55,000	35,000	175.00	55,000	55,000	55,000	55,000
11 490 921	Product Care Commission	12	9,096	5,000	6,000	(1,000)	5,000	0	0.00	5,000	5,000	5,000	5,000
OTHER REVENUE													
11 550 100	Interest Earned on Investments	13	37,247	25,000	38,000	(13,000)	25,000	0	0.00	25,000	25,000	25,000	25,000
11 590 158	Multi Material British Columbia	14	121,593	50,000	32,000	18,000	28,000	(22,000)	(44.00)	28,000	28,000	28,000	28,000
11 590 159	Miscellaneous Revenue	15	33,289	5,000	292,500	(287,500)	6,000	1,000	20.00	6,000	6,000	6,000	6,000
11 911 100	Previous Year's Surplus	16	0	0	0	0	0	0	0.00	0	0	0	0
11 920 002	Revenue From Capital Fund	17	0	0	0	0	250,000	250,000	0.00	0	0	0	0
11 921 205	Transfer From Reserve	18	918,037	1,158,000	504,000	654,000	577,000	(581,000)	(50.17)	0	550,000	0	0
Total Revenue			5,001,373	4,984,084	5,215,479	(231,395)	4,707,018	(277,066)	(5.56)	3,874,972	4,566,339	4,028,423	4,047,819
EXPENDITURE													
COMPENSATION													
12 433 111	Salaries and Benefits	19	1,182,552	1,205,013	1,205,013	0	1,244,267	39,254	3.26	1,257,647	1,282,799	1,308,455	1,334,625
12 433 210	Professional Devel./Safety Training	20	21,837	24,985	20,000	4,985	24,985	0	0.00	25,223	25,465	25,712	25,964
ADMINISTRATIVE													
12 433 216	Insurance	21	25,109	18,513	18,753	(240)	18,883	370	2.00	19,261	19,646	20,039	20,440
12 433 221	Public Education and Advertising	22	21,720	42,214	20,000	22,214	32,858	(9,356)	(22.16)	33,516	34,186	34,870	35,567
12 433 230	Board Fee	23	51,626	52,580	52,580	0	53,553	973	1.85	54,624	55,717	56,831	57,967
12 433 233	Consulting Fees	24	10,257	110,000	20,000	90,000	142,000	32,000	29.09	0	15,000	0	15,000
RECYCLING ACTIVITIES													
12 433 234	RDKB Curbside Organics/Garbage	25	512,700	481,615	450,000	31,615	481,615	0	0.00	481,615	481,615	481,615	481,615
12 433 235	RDKB Curbside Garbage	26	0	0	0	0	0	0	0.00	0	0	0	0
12 433 236	Recycling Contract - Boundary	27	133,016	105,600	140,000	(34,400)	145,000	39,400	37.31	146,500	148,030	149,591	151,182
12 433 238	Recycling Contract - East	28	100,323	113,500	113,000	500	113,500	0	0.00	113,500	113,500	113,500	113,500
SITE MAINTENANCE CONTRACTS													
12 433 239	Site Maintenance - West	29	37,765	29,640	20,000	9,640	34,875	5,235	17.66	35,320	35,773	36,236	36,708
12 433 240	Site Maintenance - Central	30	14,535	16,857	23,000	(6,143)	28,873	12,017	71.29	29,444	30,027	30,517	31,123
12 433 241	Site Maintenance - East	31	23,448	15,878	15,000	878	55,669	39,790	250.60	17,942	18,221	18,505	18,796
12 433 242	Operating Contracts	32	371,437	370,000	370,000	0	370,000	0	0.00	370,000	370,000	370,000	370,000
12 433 243	Water Monitoring	33	26,764	70,000	70,000	0	70,000	0	0.00	70,000	70,000	70,000	70,000
EQUIPMENT													
12 433 244	Safety Equipment & Consumables	34	22,665	20,559	20,000	559	20,559	0	0.00	20,970	21,389	21,817	22,254
12 433 245	Equipment Operations	35	111,253	119,453	119,000	453	128,453	9,000	7.53	131,022	133,642	136,315	139,041
12 433 251	Technology Equipment & Supplies	36	18,922	33,805	25,000	8,805	22,805	(11,000)	(32.54)	22,963	23,060	23,158	23,258
MAINTENANCE & REPAIRS													
Continued, page 2													

Continued, page 2



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

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

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
12 433 252 Office Building Maintenance	37	18,578	18,743	18,743	0	18,930	187	1.00	19,309	19,695	20,089	20,491
12 433 253 Equipment Maintenance	38	71,051	125,658	75,000	50,658	127,658	2,000	1.59	130,212	132,816	135,472	138,182
12 433 261 Equipment Rentals	39	0	1,500	1,500	0	2,000	500	33.33	2,040	2,081	2,122	2,165
TRANSFER STATION OPERATIONS												
12 433 262 Beaverdell Trsfer Stn Operations	40	0	6,796	6,000	796	6,796	0	0.00	6,932	7,071	7,212	7,356
12 433 263 Rock Creek Trsfer Stn Operations	41	11,402	14,531	14,531	0	14,531	0	0.00	14,822	15,118	15,420	15,729
12 433 264 Greenwood Landfill Operations	42	0	5,000	5,000	0	5,000	0	0.00	5,000	5,000	5,000	5,000
12 433 266 Transfer Station Operations	43	4,618	5,926	5,926	0	5,926	0	0.00	5,926	5,926	5,926	5,926
12 433 553 Utilities	44	41,434	54,127	54,127	0	54,970	843	1.56	55,829	56,706	57,600	58,512
12 433 559 CFC Removal Program	45	6,929	8,000	12,000	(4,000)	8,000	0	0.00	8,000	8,000	8,000	8,000
CAPITAL PLAN												
12 433 609 Capital - Recycling	46	91,936	140,000	0	140,000	0	(140,000)	(100.00)	0	140,000	0	0
12 433 610 Capital - Landfills	47	798,139	699,000	450,000	249,000	580,000	(119,000)	(17.02)	0	600,000	175,000	0
12 433 611 Capital - Transfer Stations	48	33,222	319,000	329,000	(10,000)	0	(319,000)	(100.00)	25,000	0	0	0
12 433 612 Equipment Replacement	49	0	0	0	0	0	0	0.00	0	0	0	0
CONTRIBUTION TO RESERVES												
12 433 741 Closure Reserves	50	0	0	0	0	0	0	0.00	0	0	0	0
12 433 742 Equipment Reserves	51	56,577	30,000	30,000	0	0	(30,000)	(100.00)	375,000	330,000	490,000	630,000
DEBT PAYMENTS												
12 433 820 Debt Interest	52	90,207	63,000	63,000	0	63,000	0	0.00	63,000	31,500	0	0
12 433 830 Debt Principal	53	176,160	124,937	124,936	1	124,937	0	0.00	124,937	124,937	0	0
12 433 830 Equipment Financing	54	0	0	0	0	17,784	17,784	0.00	53,352	53,352	53,352	53,352
OTHER												
12 433 256 Provision for Closure/Post-Closure	55	150,052	156,068	200,000	(43,932)	156,068	0	0.00	156,068	156,068	156,068	156,068
12 433 267 Provision for Contaminated Site Clean-U	56	0	0	0	0	0	0	0.00	0	0	0	0
12 433 990 Previous Year's Deficit	57	2,423,029	1,657,890	1,657,891	(1)	533,521	(1,124,369)	(67.82)	0	0	0	0
12 433 999 Contingencies	58	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		6,659,263	6,260,389	5,749,000	511,388	4,707,018	(1,553,371)	(24.81)	3,874,972	4,566,339	4,028,423	4,047,819
Surplus(Deficit)		(1,657,890)	(1,276,305)	(533,521)		0			0	0	0	0

1,124,370
Current Year expense
Current Year Revenue
Current year surplus without d




REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 012
EMERGENCY PREPAREDNESS



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



	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE												
Property Tax Requisition	2	255,199	236,613	236,613	0	262,263	25,650	10.84	260,989	265,951	271,768	276,943
11 590 159 Miscellaneous Revenue	3	161,253	0	56,625	(56,625)	0	0	0.00	0	0	0	0
11 759 080 Emergency Planning Grant	4	0	0	0	0	0	0	0.00	0	0	0	0
11 759 083 PEP Grants	5	650,546	100,000	2,213,945	(2,113,945)	100,000	0	0.00	100,000	100,000	100,000	100,000
11 210 100 Federal Grant In Lieu	6	804	800	572	228	800	0	0.00	800	800	800	800
11 911 100 Previous Year's Surplus	7	69,064	193,391	193,391	0	67,822	(125,569)	(64.93)	0	0	0	0
11 920 002 Capital - Borrowing	8	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserve	9	0	77,500	77,500	0	0	(77,500)	(100.00)	0	0	0	0
Total Revenue		1,136,866	608,304	2,778,646	(2,170,342)	430,885	(177,419)	(29.17)	361,789	366,751	372,568	377,743
EXPENDITURE												
12 258 111 Salaries & Benefits	10	130,661	149,699	149,699	(0)	157,016	7,317	4.89	158,905	162,284	165,736	169,262
12 258 210 Travel & Conference	11	3,184	4,142	4,142	0	4,671	529	12.77	4,764	4,860	4,957	5,056
12 258 211 Vehicle Operating	12	3,535	5,552	5,552	0	5,552	0	0.00	5,663	5,776	5,892	6,010
12 258 213 Telephone	13	1,261	1,960	1,960	0	1,960	0	0.00	1,999	2,039	2,080	2,122
12 258 214 Radio - Communications	14	106	2,600	2,600	0	5,000	2,400	92.31	5,100	5,202	5,306	5,412
12 258 216 Equipment Replacement	15	1,262	2,000	2,000	0	2,000	0	0.00	2,040	2,081	2,122	2,165
12 258 221 Advertising & Promotion	16	3,961	2,000	2,949	(949)	3,000	1,000	50.00	3,060	3,121	3,184	3,247
12 258 224 O.T. Wages - Emergency F	17	53,496	0	318,704	(318,704)	0	0	0.00	0	0	0	0
12 258 225 PEP Task Claims	18	628,360	100,000	1,895,241	(1,795,241)	100,000	0	0.00	100,000	100,000	100,000	100,000
12 258 230 Board Fee	19	5,318	5,401	5,401	0	5,486	85	1.57	5,596	5,708	5,822	5,938
12 258 233 Consulting Fees	20	0	5,000	5,000	0	47,500	42,500	850.00	5,000	5,000	5,000	5,000
12 258 234 Staff Education & Training	21	218	5,000	5,000	0	5,250	250	5.00	5,513	5,788	6,078	6,381
12 258 251 Office Supplies	22	5,217	3,900	3,900	0	3,900	0	0.00	2,000	2,040	2,081	2,122
12 258 252 EOC Center Site Costs	23	22,849	38,200	38,200	0	51,300	13,100	34.29	23,300	23,400	23,505	23,615
12 258 253 SPU - Maintenance & Rep	24	8,035	30,000	30,000	0	5,000	(25,000)	(83.33)	5,100	5,202	5,306	5,412
12 258 610 Capital/Amortization	25	0	62,500	47,716	14,784	0	(62,500)	(100.00)	0	0	0	0
12 258 716 Grants to SARS/ESS Group	26	25,000	25,000	25,000	0	28,250	3,250	13.00	28,750	29,250	30,500	31,000
12 258 741 Contribution To Reserve	27	28,000	160,350	160,350	0	0	(160,350)	(100.00)	0	0	0	0
12 258 840 Vehicle Financing	28	10,655	0	0	0	0	0	0.00	0	0	0	0
12 258 990 Previous Year's Deficit	29	0	0	0	0	0	0	0.00	0	0	0	0
12 258 999 Contingencies	30	12,356	5,000	7,410	(2,410)	5,000	0	0.00	5,000	5,000	5,000	5,000
Total Expenditure		943,475	608,304	2,710,824	(2,102,520)	430,885	(177,419)	(29.17)	361,789	366,751	372,568	377,743
Surplus (Deficit)		193,391		67,822								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 014
REGIONAL PARKS & TRAILS SERVICES - EA 'B' / LOWER COLUMBIA/OLD GLORY

PARTICIPANT: Electoral Area 'B'

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
Property Tax Requisition	2	231,860	231,759	231,759	0	231,952	193	0.08	213,837	211,453	209,122	196,844
11 210 100 Federal Grant In Lieu	3	302	450	297	153	450	0	0.00	450	450	450	450
11 590 159 Miscellaneous Revenue	4	15,000	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Transferred From Reserve	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	6	101,046	124,846	124,846	0	65,320	(59,526)	(47.68)	0	0	0	0
Total Revenue		348,209	357,055	356,902	153	297,722	(59,333)	(16.62)	214,287	211,903	209,572	197,294
EXPENDITURE:												
Recreation Grants:												
12 710 710 Black Jack Rec Grant	7	0	1,500	800	700	1,500	0	0.00	1,500	1,500	1,500	1,500
12 710 711 Casino Rec Grant	8	14,555	33,000	11,170	21,830	23,000	(10,000)	(30.30)	13,260	13,525	13,796	14,072
12 710 712 Genelle Rec Grant	9	43,279	64,075	67,095	-3,020	57,475	(6,600)	(10.30)	45,365	46,272	47,197	48,141
12 710 713 Oasis Rec Grant	10	7,986	98,350	98,077	273	51,200	(47,150)	(47.94)	11,424	11,652	11,886	12,123
12 710 714 Paterson Rec Grant	11	0	0	0	0	0	0	0.00	0	0	0	0
12 710 715 Rivervale Rec Grant	12	80,085	31,860	32,788	-928	34,860	3,000	9.42	6,997	7,137	7,280	7,425
12 710 716 Area 'B' Rec Subsidy Program	13	7,206	40,000	9,000	31,000	40,000	0	0.00	40,800	41,616	42,448	43,297
12 710 717 Other Grants	14	18,000	60,000	49,000	11,000	55,000	(5,000)	(8.33)	25,000	20,000	15,000	0
Total Recreation Grants		171,111	328,785	267,930	60,855	263,035	(65,750)	(20.00)	144,346	141,703	139,107	126,559
Other Expenditures:												
12 710 230 Board Fee	15	11,776	11,987	11,987	0	12,202	215	1.79	12,446	12,695	12,949	13,208
12 710 251 Office Supplies	16	0	0	0	0	0	0	0.00	0	0	0	0
12 710 296 Other Recreation Costs	17	1,517	6,503	1,885	4,618	6,705	202	3.11	6,705	6,705	6,705	6,705
12 710 553 Utilities - Electricity	18	633	780	780	0	780	0	0.00	790	801	811	822
12 710 741 Contribution to Reserves	19	36,000	9,000	9,000	0	15,000	6,000	66.67	50,000	50,000	50,000	50,000
12 710 990 Previous Year's Deficit	20	0	0	0	0	0	0	0.00	0	0	0	0
12 710 999 Contingencies	21	2,326	0	0	0	0	0	0.00	0	0	0	0
Total Other Expenditures		52,252	28,270	23,652	4,618	34,687	6,417	22.70	69,941	70,201	70,465	70,735
Total Expenditure		223,363	357,055	291,582	65,473	297,722	(59,333)	(16.62)	214,287	211,903	209,572	197,294
Surplus(Deficit)		124,846		65,320								

Casino
Casino

paterson

Black Jack

Oasis

Rivervale

Genelle



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 015
9-1-1 EMERGENCY COMMUNICATIONS

911



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

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
	Property Tax Requisition - RDKB	2	309,977	419,210	419,210	0	349,275	(69,935)	(16.68)	341,505	350,034	355,792	358,044
11 590 161	Contract Revenue - RDCK	3	337,489	95,774	100,634	(4,860)	0	(95,774)	(100.00)	0	0	0	0
11 210 100	Federal Grant In Lieu/Misc Income	4	1,234	750	505	245	750	0	0.00	750	750	750	750
11 921 205	Transfer From Reserves	5	16,250	182,774	182,774	(0)	0	(182,774)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	6	33,404	7,617	7,617	-1	10,190	2,573	33.78	0	0	0	0
Total Revenue			698,354	706,125	710,740	(4,615)	360,215	(345,910)	(48.99)	342,255	350,784	356,542	358,794
EXPENDITURE													
12 255 111	Salaries & Benefits	7	367,856	139,543	139,543	(0)	30,155	(109,388)	(78.39)	30,795	31,565	32,354	33,163
12 255 213	Telephone	8	102,782	42,240	42,240	0	22,500	(19,740)	(46.73)	23,000	23,500	24,000	24,500
12 255 215	Communications Equipment R&M	9	81,980	72,456	72,456	0	39,861	(32,596)	(44.99)	40,404	40,958	41,523	42,099
12 255 216	Equipment Replacement Reserve	10	0	0	0	0	0	0	0.00	0	0	0	0
12 255 221	Advertising	11	0	750	0	750	750	0	0.00	750	750	750	750
12 255 230	Board Fee	12	16,502	16,799	16,799	0	17,102	303	1.80	17,444	17,793	18,149	18,512
12 255 233	Consultant Fees	13	6,450	20,000	15,925	4,075	10,000	(10,000)	(50.00)	0	0	0	0
12 255 234	Staff Development	14	0	1,000	250	750	1,000	0	0.00	1,000	1,000	1,000	1,000
12 255 237	Insurance	15	176	173	173	0	176	3	2.00	180	184	187	191
12 255 242	Operating Contracts	16	102,512	184,177	184,177	0	208,671	24,494	13.30	218,682	225,035	228,579	228,579
12 255 247	Office Equipment & Furniture	17	0	0	0	0	0	0	0.00	0	0	0	0
12 255 251	Office Supplies	18	0	0	0	0	0	0	0.00	0	0	0	0
12 255 610	Capital/Amortization	19	12,479	137,600	137,600	0	30,000	(107,600)	(78.20)	10,000	10,000	10,000	10,000
12 255 990	Previous Year's Deficit	20	0	0	0	0	0	0	0.00	0	0	0	0
12 255 999	Contingencies	21	0	91,387	91,387	-0	0	(91,387)	(100.00)	0	0	0	0
Total Expenditure			690,737	706,125	700,550	5,575	360,215	(345,910)	(48.99)	342,255	350,784	356,542	358,794
Surplus(Deficit)			7,617		10,190								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 017
EAST END ECONOMIC DEVELOPMENT SERVICES

PARTICIPANTS: Fruitvale, Montrose, Rossland, Trail, Warfield,
Electoral Areas 'A' and 'B'

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE:													
	Property Tax Requisition	2	186,483	109,909	109,909	(0)	118,498	8,589	7.81	105,285	105,371	105,459	105,549
11 210 100	Federal Grant in Lieu	3	908	0	89	(89)	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	4	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserves	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	6	491	1,208	1,208	0	0	(1,208)	(100.00)	0	0	0	0
Total Revenue			187,882	111,117	111,206	(89)	118,498	7,381	6.64	105,285	105,371	105,459	105,549
EXPENDITURE:													
12 692 226	Contracted Services	7	176,600	100,662	103,471	(2,809)	105,540	4,878	4.85	100,662	100,662	100,662	100,662
12 692 230	Board Fee	8	4,074	4,155	4,155	0	4,238	83	2.00	4,323	4,409	4,497	4,587
12 692 232	LCCDT Administration	9	0	0	0	0	0	0	0.00	0	0	0	0
12 692 233	Consulting Services	10	6,000	6,300	6,000	300	6,300	0	0.00	300	300	300	300
12 692 741	Contribution to Reserves	11	0	0	0	0	0	0	0.00	0	0	0	0
12 692 990	Previous Year's Deficit	12	0	0	0	0	2,420	2,420	0.00	0	0	0	0
Total Expenditure			186,674	111,117	113,626	(2,509)	118,498	7,381	6.64	105,285	105,371	105,459	105,549
Surplus(Deficit)			1,208		(2,420)								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 018
CULTURE ARTS & RECREATION FOR THE LOWER COLUMBIA



PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield,
Electoral Areas 'A' & 'B'

						Increase(Decrease) Between 2017 BUDGET and 2018 BUDGET							
		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
	Property Tax Requisition	3	709,003	715,910	715,910	0	794,038	78,128	10.91	838,583	852,587	880,730	895,963
11 210 100	Federal Grant In Lieu	4	3,498	1,700	1,700	0	1,700	0	0.00	1,700	1,700	1,700	1,700
11 530 151	Auditorium Rentals	5	68,135	39,500	39,500	0	0	(39,500)	(100.00)	0	0	0	0
11 530 152	Rental - Gallery	6	8,661	8,661	8,661	0	8,661	0	0.00	8,661	8,661	8,661	8,661
11 530 153	Rental Recital Room	7	4,736	2,500	2,500	0	2,500	0	0.00	2,500	2,500	2,500	2,500
11 530 154	Rental Multipurpose Room	8	5,962	5,962	5,962	0	5,962	0	0.00	5,962	5,962	5,962	5,962
11 530 156	Box Office Revenue	9	495,700	287,000	379,657	(92,657)	17,000	(270,000)	(94.08)	17,000	17,000	17,000	17,000
11 530 160	College Lease	10	182,376	198,956	198,956	0	198,956	0	0.00	198,956	198,956	198,956	198,956
11 530 161	Lease Seniors	11	13,308	13,308	13,308	0	13,308	0	0.00	13,308	13,308	13,308	13,308
11 590 159	Miscellaneous Revenue	12	21,360	15,350	15,300	50	615,350	600,000	3,908.79	15,350	15,350	15,350	15,350
11 590 162	Contract Revenue	13	844	3,130	3,445	(315)	3,193	63	2.00	3,257	3,322	3,388	3,456
11 590 164	Contracted Services RDKB Office	14	91,769	93,270	93,270	0	94,972	1,702	1.82	96,871	98,809	100,785	102,801
11 590 900	Janitorial Fees - Selkirk	15	33,000	36,000	36,000	0	36,000	0	0.00	36,000	36,000	36,000	36,000
11 590 400	Columbia Basin Trust	16	358,221	497,379	497,379	0	354,973	(142,406)	(28.63)	354,973	354,973	354,973	354,973
11 911 100	Previous Year's Surplus	17	0	14,320	0	14,320	219,471	205,152	1,432.64	0	0	0	0
11 920 002	From General Capital Fund	18	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Contributions From Reserve	19	0	146,000	0	146,000	0	(146,000)	(100.00)	40,000	0	0	0
Total Revenue			1,996,574	2,078,947	2,011,548	67,399	2,366,084	287,137	13.81	1,633,122	1,609,128	1,639,313	1,656,630
EXPENDITURE													
GREATER TRAIL COMMUNITY & ARTS CENTRE OPERATIONS													
	Salaries and Benefits	20	482,251	503,633	503,663	(30)	521,359	17,725	3.52	529,589	540,181	550,984	562,004
12 720 210	Travel & Training	21	161	2,000	500	1,500	2,000	0	0.00	2,000	2,040	2,081	2,122
12 720 213	Telephone	22	5,147	7,247	7,247	0	7,392	145	2.00	7,540	7,691	7,844	8,001
12 720 237	Property Insurance	23	33,543	32,842	32,842	0	33,499	657	2.00	34,169	34,852	35,549	36,260
12 720 246	Maintenance Mechanical	24	37,909	21,741	35,000	(13,259)	34,864	13,123	60.36	35,561	36,273	36,998	37,738
12 720 247	Maintenance Electrical	25	8,497	10,000	10,000	0	10,200	200	2.00	10,404	10,612	10,824	11,041
12 720 251	Office Supplies	26	5,184	2,000	1,600	400	2,040	40	2.00	2,081	2,122	2,165	2,208
12 720 252	Building Maintenance	27	62,282	65,500	55,000	10,500	50,000	(15,500)	(23.66)	51,000	52,020	53,060	54,122
12 720 270	Supplies Janitorial - Paper	28	5,069	6,000	6,000	0	6,120	120	2.00	6,242	6,367	6,495	6,624
12 720 271	Supplies Janitorial - Cleaners	29	5,993	6,000	3,000	3,000	6,120	120	2.00	6,242	6,367	6,495	6,624
12 720 272	Supplies Janitorial - Tools	30	3,486	4,000	2,500	1,500	4,080	80	2.00	4,162	4,245	4,330	4,416
12 720 541	Uniform Allowance	31	698	1,200	1,200	0	1,224	24	2.00	1,248	1,273	1,299	1,325
12 720 551	Utilities- Water & Sewer	32	1,817	2,000	2,000	0	2,040	40	2.00	2,081	2,122	2,165	2,208
12 720 552	Utilities- Heating Fuel	33	32,561	34,000	34,000	0	34,680	680	2.00	35,374	36,081	36,803	37,539
12 720 553	Utilities- Electricity	34	61,410	62,000	62,000	0	63,240	1,240	2.00	64,505	65,795	67,111	68,453
12 720 559	Utilities-Garbage	35	10,313	10,500	14,000	(3,500)	15,000	4,500	42.86	15,300	15,606	15,918	16,236
12 720 658	Vehicle Operation - Mileage	36	6,890	6,631	6,631	(0)	6,764	133	2.00	6,899	7,037	7,178	7,321
ADMINISTRATIVE													
12 720 230	Board Fee	37	16,896	17,107	17,107	0	17,449	342	2.00	17,798	18,154	18,517	18,887
12 720 716	Grants to Recreation Societies	38	128,661	119,411	119,411	0	110,161	(9,250)	(7.75)	110,161	110,161	110,161	110,161
12 720 231	Columbia Basin Trust Admin Fee	39	17,748	17,748	17,748	0	17,748	0	0.00	17,748	17,748	17,748	17,748
BOX OFFICE OPERATIONS													
12 720 124	Theatre Manpower	40	77,362	28,250	40,705	(12,455)	0	(28,250)	(100.00)	0	0	0	0
12 720 244	Theatre Materials	41	11,238	5,000	2,135	2,865	0	(5,000)	(100.00)	0	0	0	0
12 720 245	Box Office Supplies & Expenses	42	500,301	278,500	243,457	35,043	75,000	(203,500)	(73.07)	75,000	75,000	75,000	75,000



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 019
BEAVER VALLEY - PARKS & TRAILS

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE												
Property Tax Requisition	2	747,250	726,796	726,797	(1)	840,497	113,701	15.64	806,855	697,041	752,122	685,373
11 210 100 Federal Grant in Lieu	3	989	900	980	(80)	900	0	0.00	918	936	955	974
11 210 174 Federal Government Grant (Rinc)	4	0	0	0	0	0	0	0.00	0	0	0	0
11 400 ??? User Fees	5	0	0	0	0	0	0	0.00	0	0	0	0
11 400 ??? User Fees	6	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159 Miscellaneous	7	35,301	150,000	150,000	0	0	(150,000)	(100.00)	0	0	0	0
11 920 002 From General Capital Fund	8	0	40,000	40,000	0	0	(40,000)	(100.00)	0	0	0	0
11 921 205 Transferred From Reserve	9	4,142	100,000	100,000	0	0	(100,000)	(100.00)	0	0	0	0
11 911 100 Previous Year's Surplus	10	84,019	72,747	72,748	(0)	24,560	(48,188)	(66.24)	0	0	0	0
Total Revenue		871,701	1,090,443	1,090,524	(81)	865,956	(224,487)	(20.59)	807,773	697,977	753,077	686,348
EXPENDITURE												
12 709 100 Village of Fruitvale Recreation	11	144,553	148,108	148,108	0	162,340	14,232	9.61	167,379	172,480	177,719	183,002
12 709 111 Beaver Valley Public Library	12	190,275	195,983	195,983	0	201,862	5,879	3.00	207,918	214,156	220,581	227,198
12 709 230 Board Fee	13	11,776	11,987	11,987	0	12,202	215	1.79	12,446	12,695	12,949	13,208
12 709 237 Insurance	14	0	568	1,330	(762)	1,379	811	142.85	1,435	1,435	1,464	1,493
12 709 239 Operating Contract	15	29,974	145,000	145,000	0	0	(145,000)	(100.00)	0	0	0	0
12 709 252 Building & Parks Maintenance	16	19,985	0	5,458	(5,458)	15,000	15,000	0.00	15,000	15,000	15,000	15,000
12 709 500 Village of Montrose Recreation	17	57,486	56,065	56,065	0	56,447	382	0.68	57,335	58,186	59,569	60,375
12 709 611 Capital Projects	18	41,749	213,000	182,301	30,699	136,500	(76,500)	(35.92)	23,000	8,500	55,000	0
12 709 612 Equipment Replacement	19	17,886	10,732	10,732	0	7,226	(3,506)	(32.67)	0	0	0	0
12 709 700 BV Recreation Subsidy Program	20	124,845	125,000	125,000	0	125,000	0	0.00	125,000	125,000	125,000	125,000
12 709 716 Other Grants	21	4,142	35,000	35,000	0	5,000	(30,000)	(85.71)	5,100	5,202	5,306	5,412
12 709 741 Contribution to Reserves	22	63,359	12,000	12,000	0	12,000	0	0.00	12,000	12,000	12,000	12,000
12 709 750 Municipal Capital Grants	23	92,924	129,000	129,000	0	123,000	(6,000)	(4.65)	173,000	65,000	60,000	35,000
12 709 811 Interest Expense	24	0	0	0	0	0	0	0.00	0	0	0	0
12 709 830 Principal Payments	25	0	0	0	0	0	0	0.00	0	0	0	0
12 709 840 Vehicle Financing	26	0	8,000	8,000	0	8,000	0	0.00	8,160	8,323	8,490	8,659
12 709 990 Previous Year's Deficit	27	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		798,953	1,090,443	1,065,965	24,479	865,956	(224,487)	(20.59)	807,773	697,977	753,077	686,348
Surplus(Deficit)		72,747		24,560								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 020 - 011
BEAVER VALLEY ARENA

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'


		SEWER VALUE PARK				Increase(Decrease) between 2018 BUDGET and 2019 BUDGET							
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
REVENUE													
	Property Tax Requisition	2	371,577	424,750	424,750	(0)	461,645	36,895	8.69	445,383	381,964	389,919	397,767
11 210 100	Federal Grant In Lieu	3	473	500	526	(26)	500	0	0.00	500	500	500	500
11 400 301	Skate Sharpening	4	2,496	2,381	2,500	(119)	2,381	0	0.00	2,429	2,477	2,527	2,577
11 400 507	Concession Revenue	5	38,824	46,589	30,000	16,589	46,589	0	0.00	47,520	48,471	49,440	50,429
11 400 510	Photocopying	6	948	1,000	500	500	1,000	0	0.00	1,020	1,040	1,061	1,082
11 400 512	Vending Machine Revenue	7	1,487	2,500	2,000	500	2,500	0	0.00	2,550	2,601	2,653	2,706
11 530 351	Ice Surface Rental	8	118,894	111,000	100,000	11,000	111,000	0	0.00	113,220	115,484	117,794	120,156
11 530 356	Admissions Arena	9	2,623	2,485	2,000	485	2,485	0	0.00	2,534	2,585	2,637	2,690
11 530 361	Public Skate - Bulk Ticket	10	0	0	0	0	0	0	0.00	0	0	0	0
11 530 363	Tiny Tot Lessons	11	645	1,035	1,035	0	1,035	0	0.00	1,056	1,077	1,098	1,120
11 590 159	Miscellaneous	12	1,312	2,000	2,000	0	2,000	0	0.00	2,000	2,000	2,000	2,000
11 911 100	Previous Year's Surplus	13	10,799	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserve	14	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			550,079	594,239	565,311	28,928	631,135	36,895	6.21	618,212	558,200	569,629	581,022
EXPENDITURE													
12 715 111	Salaries & Benefits	15	319,935	297,150	297,150	0	305,129	7,979	2.69	309,305	315,604	322,032	328,593
12 715 213	Telephone	16	2,218	3,210	3,210	0	3,210	0	0.00	3,274	3,340	3,406	3,475
12 715 221	Advertising	17	41	1,656	314	1,343	1,656	0	0.00	1,690	1,723	1,758	1,793
12 715 230	Board Fee	18	12,750	12,961	12,961	0	13,176	215	1.66	13,440	13,708	13,982	14,262
12 715 234	Staff Education & Training	19	5,836	207	2,010	(1,803)	1,921	1,714	827.85	2,665	1,750	1,785	1,820
12 715 237	Insurance	20	10,004	9,370	10,730	(1,360)	11,370	2,000	21.34	11,597	11,829	12,066	12,307
12 715 246	Building Equip Maintenance	21	11,078	10,000	2,437	7,563	10,000	0	0.00	10,200	10,404	10,612	10,824
12 715 247	Office Equip & Furniture	22	2,355	3,628	4,570	(941)	3,000	(628)	(17.32)	3,040	3,101	3,163	3,226
12 715 251	Office Supplies	23	1,465	1,035	1,035	0	1,035	0	0.00	1,056	1,077	1,098	1,120
12 715 252	Building Maintenance	24	24,269	19,141	41,318	(22,177)	24,141	5,000	26.12	24,624	25,117	25,619	26,131
12 715 270	Janitorial Supplies	25	3,579	6,626	6,000	626	6,626	0	0.00	6,759	6,894	7,032	7,172
12 715 510	Concession Supplies	26	24,548	25,000	15,000	10,000	25,000	0	0.00	25,500	26,010	26,530	27,061
12 715 511	Concession Contract	27	12,250	12,942	12,942	0	12,942	0	0.00	13,201	13,465	13,734	14,009
12 715 515	Vending Supplies	28	1,381	2,589	3,000	(411)	2,589	0	0.00	2,641	2,694	2,747	2,802
12 715 541	Employee Equip & Uniform	29	2,022	1,500	1,500	0	1,500	0	0.00	1,530	1,561	1,591	1,621
12 715 551	Utilities - Sewer & Water	30	1,777	1,800	1,800	0	1,800	0	0.00	1,836	1,873	1,910	1,948
12 715 552	Utilities - Heating Fuel	31	13,294	15,000	15,000	0	15,000	0	0.00	15,300	15,606	15,918	16,236
12 715 553	Utilities - Electricity	32	59,125	60,000	60,000	0	60,000	0	0.00	61,200	62,424	63,672	64,946
12 715 559	Utilities - Refuse	33	8,156	7,000	8,300	(1,300)	7,000	0	0.00	7,140	7,283	7,428	7,577
12 715 606	Grounds Maintenance	34	3,473	2,500	4,500	(2,000)	2,500	0	0.00	2,550	2,601	2,653	2,706
12 715 612	Equipment Replacement	35	27,727	30,647	20,000	10,647	72,596	41,949	136.88	76,000	6,000	6,000	6,000
12 715 650	Zamboni Operation	36	3,458	4,000	4,000	0	4,000	0	0.00	4,080	4,162	4,245	4,330
12 715 654	Zamboni Repairs & Maintenance	37	8,532	7,000	4,000	3,000	7,000	0	0.00	7,140	7,283	7,428	7,577
12 715 658	Vehicle Operation & Maintenance	38	13,096	11,641	11,641	(0)	7,201	(4,440)	(38.14)	7,345	7,492	7,641	7,794
12 715 664	Build Equip. - R&M Refrigeration	39	20,348	5,000	5,000	0	5,000	0	0.00	5,100	5,202	5,306	5,412
12 715 716	Cashier Contract	40	0	0	0	0	0	0	0.00	0	0	0	0
12 715 741	Contribution to Reserve	41	0	0	0	0	0	0	0.00	0	0	0	0
12 715 990	Previous Year's Deficit	42	0	42,635	42,635	(0)	25,742	(16,893)	(39.62)	0	0	0	0
12 715 915	Loss on Disposal of Assets	43	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			592,714	594,239	591,053	3,186	631,135	36,895	6.21	618,212	558,200	569,629	581,022
Surplus(Deficit)			-42,635		-25,742								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 020 - 013
BEAVER VALLEY RECREATION


PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE												
Property Tax Requisition	2	215,926	218,711	218,710	1	234,196	15,484	7.08	233,398	237,116	241,928	246,837
11 210 100 Federal Grant in Lieu	3	270	250	288	(38)	250	0	0.00	250	250	250	250
11 400 310 Marsh Crk. Park Space Rent	4	4,618	5,000	4,560	440	6,000	1,000	20.00	7,000	8,000	8,000	8,000
11 400 400 Equipment Rental	5	0	0	0		0	0	0.00	0	0	0	0
11 400 402 Adult Programming	6	16,350	15,000	25,000	(10,000)	20,000	5,000	33.33	20,400	20,808	21,224	21,649
11 400 420 Youth Programming	7	7,603	10,000	10,000	0	10,000	0	0.00	10,200	10,404	10,612	10,824
11 590 159 Miscellaneous	8	2,363	2,139	6,000	(3,861)	2,139	0	0.00	2,162	2,185	2,209	2,233
11 911 100 Previous Year's Surplus	9	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		247,130	251,101	264,558	(13,457)	272,585	21,484	8.56	273,410	278,763	284,223	289,793
EXPENDITURE												
12 718 111 Salaries & Benefits	10	168,934	172,262	192,000	(19,738)	192,112	19,851	11.52	195,040	198,941	202,920	206,978
12 718 213 Telephone	11	1,626	1,761	1,761	0	1,761	0	0.00	1,796	1,832	1,869	1,906
12 718 221 Advertising	12	6,125	6,000	3,000	3,000	6,000	0	0.00	6,120	6,242	6,367	6,495
12 718 230 Board Fee	13	11,776	11,987	11,987	0	12,202	215	1.79	12,446	12,695	12,949	13,208
12 718 234 Staff Education & Training	14	234	0	300	(300)	1,500	1,500	0.00	1,530	1,561	1,592	1,624
12 718 240 Memberships	15	115	518	0	518	518	0	0.00	528	539	550	561
12 718 241 Commission Expense	16	0	518	376	142	518	0	0.00	528	539	550	561
12 718 243 Space Rental	17	2,723	4,000	3,000	1,000	4,000	0	0.00	4,080	4,162	4,245	4,330
12 718 247 Office Equipment	18	2,956	4,250	951	3,299	4,250	0	0.00	4,250	4,250	4,250	4,250
12 718 251 Office Supplies	19	269	725	56	669	725	0	0.00	740	754	769	785
12 718 253 Ground Equip Maintenance	20	1,124	2,400	2,000	400	2,400	0	0.00	2,448	2,497	2,547	2,598
12 718 293 Program Supplies - Special Event	21	11,729	10,000	10,000	0	10,000	0	0.00	10,200	10,404	10,612	10,824
12 718 294 Program Supplies - Summer	22	3,339	3,500	3,976	(476)	3,500	0	0.00	3,570	3,641	3,714	3,789
12 718 553 Parks - Utilities (Electricity)	23	2,814	3,000	2,500	500	3,000	0	0.00	3,060	3,121	3,184	3,247
12 718 606 Parks - Grounds Maintenance	24	20,913	13,500	19,497	(5,997)	20,500	7,000	51.85	20,880	21,268	21,663	22,066
12 718 658 Vehicle Operating - Mileage	25	4,249	6,072	6,072	0	6,072	0	0.00	6,193	6,317	6,444	6,573
12 718 716 Grants to Other Recreations	26	0	0	0	0	0	0	0.00	0	0	0	0
12 718 990 Previous Year's Deficit	27	18,812	10,608	10,608	0	3,527	(7,081)	(66.75)	0	0	0	0
Total Expenditure		257,738	251,101	268,085	(16,984)	272,585	21,484	8.56	273,410	278,763	284,223	289,793
Surplus(Deficit)		(10,608)		(3,527)								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 021
RECREATION PROGRAM SERVICES - GRAND FORKS & AREA 'D'

PARTICIPANTS: Grand Forks, Electoral Area 'D'



	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REQUISITION TOO HIGH!!!												
Property Tax Requisition	2	442,204	460,901	460,901	0	495,375	34,474	7.48	475,553	486,674	499,610	511,670
11 210 100 Federal Grant In Lieu	3	1,166	1,166	1,428	(262)	1,166	0	0.00	1,166	1,166	1,166	1,166
11 400 700 Adult Programs	4	13,586	13,600	12,000	1,600	13,600	0	0.00	13,872	14,149	14,432	14,721
11 400 701 Youth Programs	5	22,405	22,400	18,000	4,400	22,400	0	0.00	22,848	23,305	23,771	24,246
11 400 509 Advertising	6	0	0	0	0	0	0	0.00	0	0	0	0
11 400 702 Fitness Programs	7	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159 Miscellaneous Revenue	8	3,706	2,000	1,000	1,000	2,000	0	0.00	2,040	2,081	2,122	2,165
11 590 163 Christina Lake Contract	9	32,700	33,354	33,354	0	33,354	0	0.00	34,021	34,702	35,396	36,103
11 920 002 From General Capital Fund	10	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Equipment Replacement Reserve	11	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	12	0	1,083	1,083	(0)	0	(1,083)	(100.00)	0	0	0	0
Total Revenue		515,766	534,504	527,766	6,738	567,895	33,391	6.25	549,500	562,077	576,498	590,072
EXPENDITURES												
12 714 111 Salaries & Benefits	13	40,669	42,792	42,792	(0)	44,147	1,355	3.17	44,709	45,603	46,515	47,445
12 714 123 Wages - Administration	14	93,441	95,223	95,223	0	101,614	6,391	6.71	102,582	104,604	106,666	108,770
12 714 125 Aquatic Instructor Wages	15	268,849	276,388	276,388	(0)	286,094	9,707	3.51	289,993	298,625	307,516	316,674
12 714 190 Contract Instructor Wages	16	5,606	5,308	5,308	0	5,412	104	1.95	5,520	5,630	5,743	5,858
Total Wages & Salaries		408,565	419,711	419,711	0	437,267	17,556	4.18	442,803	454,462	466,440	478,747
12 714 213 Telephone & Communications	17	8,454	8,880	11,000	(2,120)	8,880	0	0.00	9,058	9,239	9,424	9,612
12 714 221 Advertising Expense	18	9,551	9,000	9,000	0	9,000	0	0.00	9,180	9,364	9,551	9,742
12 714 230 Board Fee	19	11,776	11,987	11,987	0	12,202	215	1.79	12,446	12,695	12,949	13,208
12 714 716 Grants to Local Organizations	20	20,000	20,000	20,000	0	20,000	0	0.00	20,000	20,000	20,000	20,000
12 714 234 Staff Training & Education	21	10,891	10,850	14,500	(3,650)	11,100	250	2.30	11,700	11,900	12,100	12,100
12 714 237 Property Insurance	22	64	63	63	0	63	0	0.00	64	66	67	68
12 714 239 Management Information Systems	23	11,852	11,400	14,000	(2,600)	11,800	400	3.51	11,980	12,164	12,351	12,542
12 714 240 Membership & Ref Material	24	936	1,000	1,340	(340)	1,000	0	0.00	1,020	1,040	1,061	1,082
12 714 241 Rec Commission Expense	25	546	750	0	750	750	0	0.00	765	780	796	812
12 714 247 Safety Equipment	26	498	500	500	0	500	0	0.00	504	508	512	516
12 714 251 Office Supplies	27	4,811	5,100	5,000	100	5,100	0	0.00	5,202	5,306	5,412	5,520
12 714 253 Vehicle Operating	28	6,017	5,508	5,000	508	5,508	0	0.00	5,618	5,731	5,845	5,962
12 714 296 Program Supplies	29	7,366	8,000	8,000	0	8,000	0	0.00	8,160	8,323	8,490	8,659
12 714 610 Capital/Amortization	30	0	5,000	5,100	(100)	16,667	11,667	233.34	0	0	0	0
12 714 612 Equipment Replacement	31	905	8,500	1,700	6,800	4,500	(4,000)	(47.06)	11,000	10,500	11,500	11,500
12 714 741 Contribution to Reserve	32	800	0	0	0	0	0	0.00	0	0	0	0
12 714 811 Interest Expense - Short Term	33	321	238	238	0	151	(87)	(36.55)	0	0	0	0
12 714 830 Debt - Principal	34	8,017	8,017	8,017	0	8,017	0	0.00	0	0	0	0
12 714 990 Previous Year's Deficit	35	3,315	0	0	0	7,390	7,390	0.00	0	0	0	0
Total Expenditure		514,684	534,504	535,156	(652)	567,895	33,391	6.25	549,500	562,077	576,498	590,072
Surplus(Deficit)		1,083		(7,390)								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 022
RECREATION COMMISSION for GREENWOOD, MIDWAY, EA 'E' / WEST BOUNDARY

PARTICIPANTS: Greenwood, Midway, Electoral Area 'E'

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE												
Property Tax Requisition	2	67,006	66,623	66,623	0	63,816	-2,808	-4.21	64,073	64,102	64,132	64,162
11 911 100 Previous Year's Surplus	3	0	393	393	0	228	-164	-41.84	0	0	0	0
11 210 100 Federal Grant In Lieu	4	393	0	229	-229	0	0	0.00	0	0	0	0
Total Revenue		67,399	67,016	67,244	-228	64,044	-2,972	-4.43	64,073	64,102	64,132	64,162
EXPENDITURES												
12 711 230 Board Fee	5	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 711 291 Other Programs	6	20,100	20,100	20,100	0	20,100	0	0.00	20,100	20,100	20,100	20,100
12 711 716 Grants to Other Recs	7	11,000	10,000	10,000	0	7,000	-3,000	-30.00	7,000	7,000	7,000	7,000
12 711 717 Midway Arena Grant	8	21,330	22,830	22,830	0	22,830	0	0.00	22,830	22,830	22,830	22,830
12 711 718 Greenwood Pool Grant	9	11,180	12,680	12,680	0	12,680	0	0.00	12,680	12,680	12,680	12,680
12 711 990 Previous Year's Deficit	10	2,018	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		67,006	67,016	67,016	0	64,044	-2,972	-4.43	64,073	64,102	64,132	64,162
Surplus(Deficit)		393		228								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 023
RECREATION COMMISSION for CHRISTINA LAKE

PARTICIPANT: Electoral Area 'C'

							Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
11 830 903	Property Tax Requisition	2	13,296	53,328	53,328	(0)	55,774	2,446	4.59	59,495	60,605	61,734	62,883
11 210 100	Federal Grant In Lieu	3	181	200	42	158	200	0	0.00	200	200	200	200
11 400 700	Adult Programs	4	11,688	13,000	9,200	3,800	13,000	0	0.00	13,160	13,323	13,490	13,659
11 400 701	Youth Programs	5	2,593	3,000	1,239	1,761	3,000	0	0.00	3,060	3,121	3,184	3,247
11 590 159	Miscellaneous Revenue	6	1,400	1,500	2,786	(1,286)	1,500	0	0.00	1,500	1,500	1,500	1,500
11 911 100	Previous Year's Surplus	7	7,450	9,691	9,691	(0)	7,632	(2,059)	(21.25)	0	0	0	0
11 921 205	Transfer From Reserve	8	40,000	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			76,608	80,719	76,286	4,433	81,105	387	0.48	77,415	78,749	80,107	81,490
EXPENDITURE													
12 711 124	Wages - Part Time	10	3,547	6,898	4,394	2,504	7,033	135	1.95	7,173	7,317	7,463	7,612
12 711 190	Contract Wages	11	7,461	11,500	11,500	0	11,724	224	1.95	11,826	11,928	12,030	12,132
12 711 230	Board Fee	12	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 711 234	Staff Training & Education	13	0	500	0	500	500	0	0.00	510	520	531	541
12 711 241	Commission Expenses	14	1,236	1,561	1,500	61	1,561	0	0.00	1,592	1,624	1,656	1,689
12 711 253	Vehicle Operating	15	0	0	0	0	0	0	0.00	0	0	0	0
12 711 261	Office Supplies	16	1,665	1,500	1,500	0	1,500	0	0.00	1,530	1,561	1,592	1,624
12 711 294	Program Expenses	17	10,921	15,000	6,000	9,000	15,000	0	0.00	15,300	15,606	15,918	16,236
12 711 741	Contribution to Reserve	18	8,009	9,000	9,000	0	9,000	0	0.00	4,000	4,000	4,000	4,000
12 711 800	Contracted Services	19	32,700	33,354	33,354	0	33,354	0	0.00	34,021	34,702	35,396	36,103
12 711 990	Previous Year's Deficit	20	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			66,917	80,719	68,654	12,065	81,105	387	0.48	77,415	78,749	80,107	81,490
Surplus(Deficit)			9,691		7,632								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

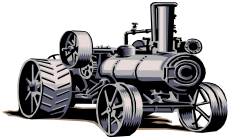
EXHIBIT NO 024
CHRISTINA LAKE RECREATION FACILITIES

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
11 830 903	Requisition (Parcel Tax)	2	40,000	40,000	40,000	0	40,000	0	0.00	40,000	40,000	40,000	40,000
11 210 100	Federal Grant in Lieu	3	87	0	87	0	0	0	0.00	0	0	0	0
11 920 002	From General Capital Fund	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	5	4,363	8,406	8,406	(0)	29,099	20,693	246.17	0	0	0	0
11 921 205	Transfer From Reserve	6	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			44,451	48,406	48,493	(0)	69,099	20,693	42.75	40,000	40,000	40,000	40,000
EXPENDITURE													
12 711 230	Board Fee	7	1,378	1,406	821	585	1,434	28	1.99	1,463	1,492	1,522	1,552
12 711 238	Insurance	8	836	825	825	0	825	0	0.00	842	858	875	893
12 711 253	Vehicle Operating	9	0	0	0	0	0	0	0.00	0	0	0	0
12 711 741	Contribution to Reserve	10	3,000	3,000	0	0	3,500	500	16.67	3,500	3,500	3,500	3,500
12 711 811	Debt Interest	11	0	0	0	0	0	0	0.00	0	0	0	0
12 711 830	Debt Principal	12	0	0	0	0	0	0	0.00	0	0	0	0
12 711 610	Capital/Amortization	13	0	0	0	0	0	0	0.00	0	0	0	0
12 711 716	Grants Local Organizations	14	30,831	43,175	17,748	25,427	63,340	20,165	46.71	34,196	34,150	34,103	34,055
Total Expenditure			36,045	48,406	19,394	26,012	69,099	20,693	42.75	40,000	40,000	40,000	40,000
Surplus(Deficit)			8,406		29,099								

Note:

The maximum requisition is \$40,000 collected by a parcel tax.
Page 12 (Item #6 Unfinished Projects from Previous Years) is used
to balance each year's Budget to \$40,000.

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 026
BOUNDARY MUSEUM SERVICE

PARTICIPANTS: Electoral Areas 'C' & 'D'

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
Property Tax Requisition	2	29,961	29,960	29,960	0	29,963	3	0.01	30,000	30,000	30,000	30,000
11 210 100 Federal Grant In Lieu	3	40	0	37	-37	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	4	39	40	40	0	37	-3	-6.69	0	0	0	0
Total Revenue		30,040	30,000	30,037	-37	30,000	0	0.00	30,000	30,000	30,000	30,000
EXPENDITURE:												
12 746 230 Board Fee	5	0	0	0	0	0	0	0.00	0	0	0	0
12 746 716 Operating Contracts	6	30,000	30,000	30,000	0	30,000	0	0.00	30,000	30,000	30,000	30,000
12 746 999 Contingencies	7	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		30,000	30,000	30,000	0	30,000	0	0.00	30,000	30,000	30,000	30,000
Surplus(Deficit)		40		37								




REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 027
EA 'C' / CHRISTINA LAKE REGIONAL PARKS AND TRAILS

		2017	2018	2018	(OVER)	2019	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020	2021	2022	2023	
		PAGE	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	\$	%	BUDGET	BUDGET	BUDGET	BUDGET
REVENUE													
11 830 903	Property Tax Requisition	2	325,964	298,780	298,780	0	333,037	34,256	11.47	385,491	390,932	367,402	368,901
11 210 100	Federal Grant In Lieu	3	972	972	1,037	(65)	972	0	0.00	972	972	972	972
11 410 100	Provincial Grants	4	0	615,000	0	615,000	0	(615,000)	(100.00)	1,480,000	0	0	0
11 921 205	Transfer From Reserves	5	0	190,000	0	190,000	0	(190,000)	(100.00)	190,000	0	0	0
11 590 159	Miscellaneous Revenue	6	27,908	329,000	22,000	307,000	100,000	(229,000)	(69.60)	94,000	0	0	0
11 911 100	Previous Year's Surplus	7	48,948	26,144	26,144	0	29,134	2,990	11.44	0	0	0	0
11 920 002	From General Capital Fund	8	0	183,000	0	183,000	0	(183,000)	(100.00)	330,000	0	0	0
Total Revenue			403,792	1,642,897	347,961	1,294,935	463,143	(1,179,754)	(71.81)	2,480,463	391,904	368,374	369,873
EXPENDITURE													
12 721 121	Salaries & Wages	9	41,915	44,865	44,865	(0)	46,303	1,438	3.21	46,870	47,717	48,582	49,463
12 721 230	Board Fee	10	7,499	7,625	7,625	0	7,753	128	1.68	7,908	8,066	8,228	8,392
12 721 238	Insurance	11	1,003	990	990	0	990	0	0.00	1,010	1,030	1,051	1,072
12 721 253	Vehicle Operating	12	5,293	6,509	7,000	(491)	5,109	(1,400)	(21.51)	5,229	5,315	5,403	5,493
12 721 241	Commission Expenses	13	0	0	0	0	0	0	0.00	0	0	0	0
12 721 606	Maintenance & Repairs	14	1,561	8,000	2,700	5,300	8,000	0	0.00	8,000	8,000	8,000	8,000
12 721 610	Capital	15	52,051	1,293,000	5,995	1,287,005	115,000	(1,178,000)	(91.11)	2,125,000	0	0	0
12 721 612	Equipment Replacement	16	6,282	7,153	5,546	1,607	4,463	(2,690)	(37.61)	2,500	2,500	2,500	2,500
12 721 716	Grants To Local Organizations	17	47,164	48,500	48,000	500	48,500	0	0.00	48,500	48,500	48,500	48,500
12 721 741	Contribution to Reserve	18	26,869	0	0	0	0	0	0.00	0	0	0	0
12 721 760	Stewardship Society	19	35,766	36,606	36,606	0	36,606	0	0.00	36,828	37,257	37,592	37,934
12 721 761	Park Security	20	15,000	17,000	17,000	0	17,000	0	0.00	17,000	17,000	17,000	17,000
12 721 762	Parks & Trails	21	85,731	119,300	93,000	26,300	71,800	(47,500)	(39.82)	77,300	97,300	72,300	72,300
12 721 765	C.L. Solar Aquatic System	22	16,075	17,500	17,500	0	17,500	0	0.00	17,500	17,500	17,500	17,500
12 721 800	Contracted Services	23	35,440	34,119	32,000	2,119	84,119	50,000	146.55	19,119	34,119	34,119	34,119
12 721 811	Interest Expense - Short Term	24	0	1,730	0	1,730	0	(1,730)	(100.00)	1,600	1,600	1,600	1,600
12 721 830	Debt - Principal	25	0	0	0	0	0	0	0.00	66,000	66,000	66,000	66,000
12 721 990	Previous Year's Deficit	26	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			377,648	1,642,897	318,827	1,324,069	463,143	(1,179,754)	(71.81)	2,480,463	391,904	368,374	369,873
Surplus(Deficit)			26,144		29,134								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 028
BEAVERDELL RECREATION SERVICES - SPECIFIED AREA 'E'

PARTICIPANT: Electoral Area 'E' Specified Area




		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
11 831 142	Property Tax Requisition	2	19,950	19,950	19,950	0	19,950	0	0.00	19,950	19,950	19,950	19,950
Total Revenue			19,950	19,950	19,950	0	19,950	0	0.00	19,950	19,950	19,950	19,950
EXPENDITURE													
12 730 716	Grants to Local Organizations	3	19,950	19,950	19,950	0	19,950	0	0.00	19,950	19,950	19,950	19,950
Total Expenditure			19,950	19,950	19,950	0	19,950	0	0.00	19,950	19,950	19,950	19,950
Surplus(Deficit)			0		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 030
GRAND FORKS ARENA

PARTICIPANTS: Grand Forks & Electoral Area 'D'



		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
	Property Tax Requisition	2	439,093	444,318	444,318	(0)	448,990	4,672	1.05	463,380	449,046	451,657	486,715
11 210 100	Federal Grant In Lieu	3	1,279	1,300	1,630	(330)	1,300	0	0.00	1,300	1,300	1,300	1,300
11 530 356	Admissions Arena	4	16,382	16,785	16,785	0	16,785	0	0.00	16,785	17,121	17,463	17,812
11 530 360	Facility Rental Arena	5	96,145	96,641	96,641	0	96,641	0	0.00	100,310	102,316	104,363	106,450
11 590 159	Miscellaneous Revenue	6	6,241	3,500	3,216	284	3,500	0	0.00	3,500	3,500	3,500	3,500
11 911 100	Previous Year's Surplus	7	29,825	49,943	49,943	(0)	54,008	4,065	8.14	0	0	0	0
11 920 002	From General Capital Fund	8	0	0	0	0	0	0	0.00	0	0	125,000	0
11 921 205	Transfer From Reserves	9	23,361	56,640	56,640	0	10,000	(46,640)	(82.34)	70,000	0	100,000	0
Total Revenue			612,325	669,127	669,173	(45)	631,224	(37,903)	(5.66)	655,275	573,283	603,282	615,777
EXPENDITURE													
12 715 111	Salaries - Full Time	10	52,803	54,441	54,441	0	56,603	2,162	3.97	57,598	59,315	61,083	62,903
12 715 121	Wages - Full Time	11	184,282	182,853	182,853	0	189,272	6,419	3.51	192,122	195,964	199,883	203,881
12 715 123	Wages - Administration	12	48,907	50,631	50,631	(0)	52,416	1,785	3.53	52,913	53,971	55,050	56,152
12 715 124	Wages - Part Time	13	23,388	20,000	20,000	0	20,390	390	1.95	20,798	21,214	21,638	22,071
Total Wages & Salaries			309,379	307,925	307,925	0	318,681	10,756	3.49	323,430	330,464	337,654	345,007
12 715 214	Radio Licence	14	0	0	0	0	0	0	0.00	0	0	0	0
12 715 230	Board Fee	15	11,434	11,645	11,645	0	11,860	215	1.85	12,097	12,339	12,586	12,838
12 715 233	Contracted Services	16	9,911	42,000	26,500	15,500	47,000	5,000	11.90	47,000	17,000	17,000	17,000
12 715 237	Insurance	17	12,891	12,666	13,031	(365)	12,666	0	0.00	12,919	13,178	13,441	13,710
12 715 248	Occ Health & Safety	18	13,905	6,250	6,250	0	6,250	0	0.00	6,406	6,502	6,600	6,699
12 715 252	Building Maintenance	19	20,767	37,480	27,000	10,480	47,480	10,000	26.68	27,850	28,227	28,611	29,004
12 715 270	Janitorial Supplies	20	7,190	7,500	7,500	0	7,500	0	0.00	7,650	7,803	7,959	8,118
12 715 551	Utilities - Water & Sewer	21	996	1,200	1,500	(300)	1,200	0	0.00	1,224	1,248	1,273	1,299
12 715 552	Utilities - Fuel	22	7,527	10,000	10,000	0	10,000	0	0.00	10,200	10,404	10,612	10,824
12 715 553	Utilities - Electricity	23	72,813	73,000	73,000	0	73,000	0	0.00	74,460	75,949	77,468	79,018
12 715 559	Utilities - Refuse	24	2,011	2,100	2,100	0	2,100	0	0.00	2,142	2,185	2,229	2,273
12 715 606	Grounds Maintenance	25	3,899	8,120	8,200	(80)	8,120	0	0.00	8,282	8,448	8,617	8,789
12 715 610	Capital/Amortization	26	25,073	46,640	35,614	11,026	16,667	(29,973)	(64.26)	70,000	0	225,000	0
12 715 612	Equipment Replacement	27	6,587	22,100	14,600	7,500	3,000	(19,100)	(86.43)	5,500	13,000	5,500	5,500
12 715 650	Zamboni Operation	28	9,968	9,500	9,500	0	9,500	0	0.00	9,690	9,884	10,081	10,283
12 715 665	Maintenance Refrigeration Plant	29	18,126	41,200	31,000	10,200	21,200	(20,000)	(48.54)	11,424	11,652	11,886	12,123
12 715 811	Interest Expense - Short Term	30	352	249	249	0	0	(249)	(100.00)	0	0	1,764	3,292
12 715 830	MFA Principal - LUA	31	14,552	14,552	14,550	2	0	(14,552)	(100.00)	0	0	0	25,000
12 715 990	Previous Year's Deficit	32	0	0	0	0	0	0	0.00	0	0	0	0
12 715 741	Reserve Account	33	15,000	15,000	15,000	0	35,000	20,000	133.33	25,000	25,000	25,000	25,000
Total Expenditure			562,382	669,127	615,164	53,963	631,224	(37,903)	(5.66)	655,275	573,283	603,282	615,777
Surplus(Deficit)			49,943		54,008								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 031
GRAND FORKS CURLING RINK



PARTICIPANTS: Grand Forks, Electoral Areas 'C' & 'D'

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE												
Property Tax Requisition	2	43,750	43,750	43,750	0	43,750	0	0.00	43,750	43,750	54,688	54,688
Grant In Lieu	3	116	100	137	(37)	137	37	37.00	100	100	100	100
Miscellaneous Revenue	5	0	0	8,000	(8,000)	0	0	0.00	0	0	0	0
GF Curling Rink Rental	4	2,500	2,500	2,500	0	2,500	0	0.00	2,500	2,500	2,500	2,500
From General Capital Fun	6	24,000	0	0	0	0	0	0.00	0	0	0	0
Transfer From Reserve	7	3,288	6,101	6,101	0	10,000	3,899	63.91	0	2,144	0	0
Previous Year's Surplus	8	3,372	7,829	7,828	1	0	(7,829)	(100.00)	0	0	0	0
Total Revenue		77,026	60,280	68,316	-8,036	56,387	(3,893)	(6.46)	46,350	48,494	57,288	57,288
EXPENDITURE												
Salaries & Wages	9	0	0	0	0	0	0	0.00	0	0	0	0
Board Fee	10	2,235	2,263	2,263	0	2,291	28	1.24	2,337	2,384	2,431	2,480
Insurance	11	6,015	5,939	5,939	0	5,939	0	0.00	5,939	5,939	5,939	5,939
Building Maintenance	12	14,287	11,480	11,480	0	11,975	495	4.31	19,980	20,980	13,980	13,980
Capital/Amortization	13	20,749	0	22,100	(22,100)	0	0	0.00	0	0	0	0
Reserves	14	3,485	0	0	0	0	0	0.00	2,877	14,248	29,163	33,177
Interest Expense - Short	15	998	1,339	1,339	0	921	(418)	(31.22)	417	143	974	1,712
Debt Interest	16	0	0	0	0	0	0	0.00	0	0	0	0
Debt Principal	17	21,428	26,228	26,228	0	26,228	0	0.00	14,800	4,800	4,800	0
Previous Year's Deficit	18	0	0	0	0	9,033	9,033	0.00	0	0	0	0
Contingencies	19	0	13,031	8,000	5,031	0	(13,031)	(100.00)	0	0	0	(0)
Total Expenditure		69,197	60,280	77,349	-17,069	56,387	(3,893)	(6.46)	46,350	48,494	57,288	57,288
Surplus(Deficit)		7,829		(9,033)								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
SUSTAINABLE FIVE YEAR FINANCIAL PLAN

PARTICIPANT: Grand Forks, Electoral Area 'D'


EXHIBIT NO 040
GRAND FORKS AQUATIC CENTRE

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
	Property Tax Requisition	2	608,953	623,975	623,975	(0)	767,938	143,963	23.07	782,968	778,340	784,054	780,001
11 210 100	Federal Grant In Lieu	3	1,506	1,864	1,934	(70)	2,000	136	7.30	2,000	2,000	2,000	2,000
11 400 501	Admissions Aquatic Centre	4	130,030	128,000	130,030	(2,030)	114,280	(13,720)	(10.72)	130,573	131,879	133,197	134,529
11 400 753	Facility Rental Aquatic Centre	5	26,660	27,500	27,500	0	27,775	275	1.00	28,053	28,333	28,617	28,903
11 400 757	Retail Sales Aquatic Centre	6	6,618	6,800	6,618	182	6,936	136	2.00	7,075	7,216	7,361	7,508
11 920 002	From General Capital Fund	7	0	0	0	0	450,000	450,000	0.00	0	0	0	0
11 921 205	Transferred From Reserves	8	0	2,394	2,394	0	150,000	147,606	6,165.66	0	0	0	0
11 590 159	Miscellaneous Revenue	9	12,242	14,394	21,071	(6,677)	0	(14,394)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	10	39,429	16,140	16,140	0	0	(16,140)	(100.00)	0	0	0	0
Total Revenue			825,437	821,067	829,662	(8,595)	1,518,929	697,862	84.99	950,668	947,768	955,229	952,941
EXPENDITURE													
12 713 111	Salaries & Benefits	11	17,587	18,287	18,287	0	18,868	581	3.18	19,119	19,509	19,903	20,305
12 713 121	Wages Full-Time	12	371,843	345,169	371,843	(26,674)	389,423	44,253	12.82	393,615	400,840	408,209	415,726
12 713 123	Wages - Administration	13	24,580	25,315	25,315	0	26,808	1,492	5.90	26,781	27,302	27,833	28,375
Total Wages & Salaries			414,009	388,772	415,445	(26,673)	435,099	46,326	11.92	439,515	447,651	455,945	464,406
12 713 230	Board Fee	15	15,560	15,771	15,771	0	15,986	215	1.36	16,306	16,632	16,964	17,304
12 713 233	Contracted Building Maintenance	16	23,292	45,073	28,073	17,000	57,424	12,351	27.40	20,782	21,148	26,521	21,902
12 713 237	Insurance	17	6,401	6,320	6,320	0	6,446	126	2.00	6,575	6,707	6,841	6,978
12 713 247	Occ Health & Safety	18	8,069	4,070	4,070	0	4,090	20	0.50	4,111	4,132	4,154	4,176
12 713 252	Building Maintenance	19	21,087	24,350	22,400	1,950	24,790	440	1.81	25,239	25,697	26,164	26,640
12 713 270	Janitorial Supplies	20	2,773	2,800	3,500	(700)	2,856	56	2.00	2,913	2,971	3,031	3,091
12 713 520	Pool Chemicals	21	9,578	11,800	11,800	0	12,036	236	2.00	12,277	12,522	12,773	13,028
12 713 530	Retail Supplies	22	1,267	2,040	2,000	40	2,081	41	2.00	2,122	2,165	2,208	2,252
12 713 541	Clothing Allowance	23	1,648	2,530	3,500	(970)	2,581	51	2.00	2,632	2,685	2,739	2,793
12 713 551	Utilities - Water & Sewer	24	2,083	2,400	2,500	(100)	2,448	48	2.00	2,497	2,547	2,598	2,650
12 713 552	Utilities - Fuel	25	34,385	38,500	38,500	0	39,270	770	2.00	40,055	40,857	41,674	42,507
12 713 553	Utilities - Electricity	26	72,346	72,500	72,500	0	73,850	1,450	2.00	75,429	76,938	78,476	80,046
12 713 559	Utilities - Refuse	27	691	1,000	800	200	1,020	20	2.00	1,040	1,061	1,082	1,104
12 713 606	Grounds Maintenance	28	1,364	2,000	1,500	500	2,040	40	2.00	2,081	2,122	2,165	2,208
12 713 610	Capital/Amortization	29	8,482	32,288	33,525	(1,237)	639,167	606,879	1,879.58	48,000	40,000	30,000	17,500
12 713 612	Equipment Replacement	30	6,462	2,500	3,200	(700)	5,000	2,500	100.00	2,500	5,000	2,500	2,500
12 713 741	Contribution to Reserve	31	15,000	1,500	1,500	0	20,000	18,500	1,233.33	5,000	10,000	15,000	20,000
12 713 811	Interest Expense - Short Term	32	1,250	1,303	1,303	0	7,000	5,696	437.14	11,970	9,311	6,771	4,232
12 713 820	Debt Interest	33	77,250	77,250	77,250	0	77,250	0	0.00	77,250	77,250	77,250	77,250
12 713 830	Debt Principal	34	86,300	86,300	86,300	1	86,300	0	0.00	152,373	140,373	140,373	140,373
12 713 999	Contingency	35	0	0	0	0	0	0	0.00	0	0	0	0
12 713 990	Previous Year's Deficit	36	0	0	0	0	2,095	2,095	0.00	0	0	0	0
Total Expenditure			809,297	821,067	831,757	(10,690)	1,518,929	697,862	84.99	950,668	947,768	955,229	952,941
Surplus(Deficit)			16,140		(2,095)								



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

PARTICIPANT: Electoral Area 'D'

							Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
REVENUE													
11 830 904	Property Tax Requisition	2	45,625	45,779	45,779	(0)	45,779	0	0.00	59,174	59,217	59,261	59,307
11 210 100	Federal Grant in Lieu	3	13	0	13	(13)	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	4	101,000	240,000	40,000	200,000	200,000	(40,000)	(16.67)	0	0	0	0
11 920 002	From General Capital Fur	5	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Revenue From Reserves	6	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	7	22,932	21,824	21,824	(0)	22,013	189	0.87	0	0	0	0
Total Revenue			169,570	307,603	107,616	199,987	267,792	(39,811)	912.94	59,174	59,217	59,261	59,307
EXPENDITURE													
12 722 230	Board Fee	8	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 722 238	Insurance	9	706	697	697	0	697	0	0.00	711	725	740	754
12 722 239	Operating Contracts	10	9,113	32,000	20,000	12,000	32,000	0	0.00	32,000	32,000	32,000	32,000
12 722 610	Capital	11	0	190,000	0	190,000	190,000	0	0.00	0	0	0	0
12 722 716	Grants to Other Organizal	12	1,000	10,000	0	10,000	10,000	0	0.00	10,000	10,000	10,000	10,000
12 722 741	Contribution To Reserves	13	14,000	13,500	13,500	0	13,661	161	1.19	5,000	5,000	5,000	5,000
12 722 811	Interest Expense - Short T	14	0	0	0	0	0	0	0.00	0	0	0	0
12 722 830	Debt Principal	15	0	0	0	0	0	0	0.00	0	0	0	0
12 722 999	Contingencies	16	121,549	60,000	50,000	10,000	20,000	(40,000)	(66.67)	10,000	10,000	10,000	10,000
12 722 990	Previous Year's Deficit	17	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			147,746	307,603	85,603	222,000	267,792	(39,811)	912.94	59,174	59,217	59,261	59,307
Surplus(Deficit)			21,824		22,013								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 047
HERITAGE CONSERVATION - AREA 'D'

PARTICIPANT: Electoral Area 'D'


	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE												
11 830 904 Property Tax Requisition	2	12,883	6,309	6,309	(0)	9,034	2,725	43.19	10,068	10,149	10,232	10,317
11 210 100 Federal Grant in Lieu	3	2	0	4	(4)	0	0	0.00	0	0	0	0
11 590 159 Miscellaneous Revenue	4	0	10,000	10,000	0	0	(10,000)	(100.00)	0	0	0	0
11 921 205 Revenue From Reserves	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	6	0	5,451	5,451	0	954	(4,497)	(82.49)	0	0	0	0
Total Revenue		12,885	21,760	21,764	(4)	9,988	(11,772)	954.10	10,068	10,149	10,232	10,317
EXPENDITURE												
12 724 230 Board Fee	7	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 724 237 Property Insurance	8	1,314	1,297	1,297	0	1,297	0	0.00	1,323	1,349	1,376	1,404
12 724 239 Operating Contracts	9	519	5,000	5,000	0	5,000	0	0.00	5,000	5,000	5,000	5,000
12 724 553 Utilities	10	1,289	1,257	1,307	(50)	1,257	0	0.00	1,282	1,308	1,334	1,361
12 724 610 Capital	11	0	0	0	0	0	0	0.00	0	0	0	0
12 724 741 Contribution To Reserves	12	0	0	0	0	0	0	0.00	0	0	0	0
12 724 999 Contingencies	13	0	12,800	11,800	1,000	1,000	(11,800)	(92.19)	1,000	1,000	1,000	1,000
12 724 990 Previous Year's Deficit	14	2,934	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		7,434	21,760	20,810	950	9,988	(11,772)	954.10	10,068	10,149	10,232	10,317
Surplus(Deficit)		5,451		954								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 050
KOOTENAY BOUNDARY REGIONAL FIRE & RESCUE



PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield,
Electoral Areas 'A' & 'B'

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET							
		PAGE	2017 5,000	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
	Property Tax Requisition	3	3,331,247	3,490,903	3,490,903	0	3,847,207	356,304	10.21	4,083,397	4,085,901	4,110,638	4,196,114
11 210 100	Federal Grant In Lieu	4	16,283	8,086	8,086	0	8,086	0	0.00	8,086	8,086	8,086	8,086
11 590 159	Miscellaneous Revenue	5	217,293	1,151	898,707	(897,556)	11,151	10,000	868.81	1,174	1,198	1,221	1,246
11 590 160	Transfer From 9-1-1	6	367,856	115,218	115,218	(0)	0	(115,218)	(100.00)	0	0	0	0
11 590 165	Transfer From Emergency Preparedness	7	105,042	0	0	0	0	0	0.00	0	0	0	0
11 590 167	Ambulance Services Rent	8	7,848	7,848	7,848	0	12,384	4,536	57.80	12,384	13,932	15,480	15,480
11 590 170	Ross Spur Protection Agreement	9	15,215	14,029	15,714	(1,685)	15,714	1,685	12.01	16,028	16,349	16,676	17,009
11 759 940	Hydro Generation Grant in Lieu	10	0	300,000	300,000	0	150,000	(150,000)	(50.00)	0	0	0	0
11 921 205	From Reserve	11	290,254	0	0	0	291,259	291,259	0	0	0	0	0
11 911 100	Previous Year's Surplus	12	74,051	157,832	157,832	(0)	27,500	(130,331)	(82.58)	0	0	0	0
11 920 002	From General Capital Fund	13	564,227	0	0	0	1,293,400	1,293,400	0.00	250,000	0	0	0
Total Revenue			4,989,317	4,095,067	4,994,307	(899,240)	5,656,702	1,561,635	38.13	4,371,069	4,125,465	4,152,101	4,237,935
EXPENDITURE													
12 241 110	Salaries - Chief, Asst. Chief, Dispatcher	14	317,877	177,162	177,162	(0)	201,247	24,085	13.60	204,943	210,041	215,266	220,621
12 241 121	Task OT Wages - Career	15	0	0	0	0	0	0	0.00	0	0	0	0
12 241 122	Task Wages - Paid on Call	16	0	0	0	0	0	0	0.00	0	0	0	0
12 242 111	Salaries - Career	17	2,243,567	2,230,784	2,230,784	(0)	2,349,344	118,561	5.31	2,394,151	2,453,945	2,515,233	2,578,054
12 242 124	Wages - Volunteers	18	82,958	53,000	53,000	0	54,034	1,034	1.95	54,034	54,034	54,034	54,034
12 242 234	Training/Seminars/Visual Aids	19	206,373	246,775	246,775	(0)	253,440	6,665	2.70	225,737	230,222	234,796	239,462
12 242 125	District Fire Chiefs & Asst. Chiefs	20	16,108	17,500	17,500	0	17,841	341	1.95	17,841	17,841	17,841	17,841
12 242 159	Uniform/Clothing Allowance	21	35,629	33,088	33,088	0	33,088	0	0.00	33,550	34,021	34,501	34,991
12 242 235	Medicals	22	2,719	1,561	1,561	(0)	3,362	1,801	115.43	1,624	3,498	1,689	3,639
1 TOTAL COMPENSATION			2,905,231	2,759,869	2,759,870	(1)	2,912,356	152,488	5.53	2,931,879	3,003,601	3,073,361	3,148,643
12 241 251	Office Supplies	23	3,851	5,177	5,177	(1)	5,177	0	0.00	5,280	5,386	5,493	5,603
12 247 222	Subscriptions	24	2,732	1,523	1,523	0	1,523	0	0.00	1,553	1,585	1,616	1,649
12 248 561	Shop Supplies	25	8,418	14,449	14,449	(1)	14,449	0	0.00	14,737	15,032	15,333	15,640
2 TOTAL OFFICE & SUPPLIES			15,000	21,148	21,149	(1)	21,148	0	0.00	21,571	22,002	22,442	22,891
12 242 140	Volunteer Benefits & Insurance	26	24,247	27,568	27,568	(1)	27,568	0	0.00	28,119	28,681	29,255	29,840
12 242 237	Insurance - Building	27	11,856	11,708	11,708	0	11,708	0	0.00	11,942	12,181	12,425	12,673
12 248 237	Insurance Vehicle	28	47,337	28,881	28,881	0	28,881	0	0.00	29,459	30,048	30,649	31,262
3 TOTAL INSURANCE			83,440	68,157	68,157	(1)	68,157	0	0.00	69,520	70,910	72,328	73,775
12 241 230	Board Fee	29	113,899	116,083	116,083	0	118,311	2,228	1.92	120,677	123,091	125,553	128,064
12 247 213	Telephone - Companies	30	19,064	46,025	46,025	0	47,625	1,600	3.48	48,458	49,307	50,173	51,057
12 247 551	Utilities - Water & Sewer	31	1,661	2,199	2,199	(0)	2,199	0	0.00	2,243	2,288	2,333	2,380
12 247 552	Utilities - Heating Fuel	32	12,022	18,842	18,842	0	19,219	377	2.00	19,603	19,995	20,395	20,803
12 247 553	Utilities - Electricity	33	24,249	25,933	25,933	(0)	26,451	519	2.00	26,980	27,520	28,070	28,632
6 TOTAL UTILITIES			56,996	92,999	92,999	(0)	95,494	2,495	2.68	97,284	99,110	100,972	102,872
12 241 223	Memberships	34	3,607	6,316	6,316	0	6,316	0	0.00	6,442	6,571	6,703	6,837
12 241 235	Fire Prevention	35	8,930	14,600	14,600	0	14,600	0	0.00	14,892	15,190	15,494	15,804
7 TOTAL PROFESSIONAL FEES			12,537	20,916	20,916	0	20,916	0	0.00	21,334	21,761	22,196	22,640



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 050
KOOTENAY BOUNDARY REGIONAL FIRE & RESCUE



PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield,
Electoral Areas 'A' & 'B'

	PAGE	2017 5,000	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
12 241 247 Safety Equipment Replacement & Rep.	36	5,131	17,500	17,500	0	19,500	2,000	11.43	19,890	20,288	20,694	21,107
12 247 247 Safety Equipment	37	29,147	21,715	40,122	(18,407)	21,715	0	0.00	27,129	30,552	28,983	30,423
12 248 215 Communication Equipment R & M	38	6,128	17,045	17,045	0	20,845	3,800	22.29	13,000	13,260	13,525	13,796
12 248 216 Equipment Replacement	39	68,070	76,300	76,300	0	90,400	14,100	18.48	92,208	94,052	95,933	97,852
8 TOTAL EQUIPMENT		108,475	132,560	150,967	(18,407)	152,460	19,900	15.01	152,227	158,152	159,135	163,177
12 241 248 SCBA Tests and Repairs	40	3,849	32,948	15,000	17,948	9,920	(23,028)	(69.89)	16,258	16,349	16,441	16,534
12 247 243 Building Maintenance	41	74,704	88,028	88,028	0	77,528	(10,500)	(11.93)	79,195	80,684	81,898	83,136
12 247 246 First Responder Supplies	42	12,802	16,850	16,850	0	16,850	0	0.00	17,187	17,531	17,881	18,239
12 247 248 Fire Extinguisher Agents	43	2,619	4,858	4,858	(1)	4,858	0	0.00	4,955	5,054	5,155	5,258
12 247 270 Janitorial Supplies	44	2,697	7,200	7,200	0	7,200	0	0.00	7,344	7,491	7,641	7,794
12 248 249 Fire Hose	45	10,170	13,000	11,420	1,580	13,000	0	0.00	13,260	13,525	13,796	14,072
9 TOTAL REPAIR & MAINTENANCE		106,843	162,884	143,356	19,527	129,356	(33,528)	(20.58)	138,199	140,634	142,811	145,032
12 241 840 Vehicle Financing	46	353,353	401,898	830,454	(428,556)	385,311	(16,587)	(4.13)	471,014	367,294	332,814	328,742
12 248 253 Vehicle Maintenance	47	50,247	65,063	65,063	(1)	65,063	0	0.00	66,364	67,691	69,045	70,426
10 TOTAL VEHICLE		403,600	466,961	895,517	(428,557)	450,373	(16,587)	(3.55)	537,378	434,985	401,859	399,168
12 247 618 Hydrant Maintenance Fees	48	79,019	87,376	87,376	0	0	(87,376)	(100.00)	0	0	0	0
12 241 234 Professional Fees	49	0	5,000	0	5,000	5,000	0	0.00	0	0	0	0
12 241 239 Conventions	50	2,512	5,100	3,500	1,600	5,100	0	0.00	5,202	5,306	5,412	5,520
12 242 210 Travel/Mileage	51	9,341	5,684	5,684	0	5,684	0	0.00	5,798	5,914	6,032	6,153
12 TOTAL TRAVEL & TRAINING		11,853	15,784	9,184	6,600	15,784	0	0.00	11,000	11,220	11,444	11,673
12 242 999 Contingencies	52	0	5,000	0	5,000	5,000	0	0.00	10,000	10,000	10,000	10,000
12 241 610 Capital/Amortization	53	858,581	57,500	222,141	(164,641)	1,657,347	1,599,847	2,782.34	250,000	20,000	0	0
12 241 741 Equipment and General Reserve	54	76,011	87,832	379,091	(291,259)	10,000	(77,832)	(88.61)	10,000	10,000	10,000	10,000
12 248 990 Previous Year's Deficit	55	0	0	0	0	0	0	0.00	0	0	0	0
TOTAL OTHER		934,592	150,332	601,233	(450,901)	1,672,347	1,522,015	1,012.44	270,000	40,000	20,000	20,000
Total Expenditure		4,831,485	4,095,067	4,966,807	(871,740)	5,656,702	1,561,635	38.13	4,371,069	4,125,465	4,152,101	4,237,935
Surplus(Deficit)		157,832		27,500								



FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 051
FIRE PROTECTION AREA C - CHRISTINA LAKE

PARTICIPANT: Christina Lake Fire Protection Specified Area

			2017	2018	2018	(OVER)	2019	Increase(Decrease)		2020	2021	2022	2023
		PAGE	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	between 2018 BUDGET	and 2019 BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
								\$	%				
REVENUE													
11 831 051	Property Tax Requisition	2	328,967	354,329	354,329	(0)	339,682	(14,647)	(4.13)	421,125	428,470	434,346	443,593
11 210 100	Federal Grant In Lieu	3	1,146	900	1,127	(227)	900	0	0.00	900	900	900	900
11 590 159	Miscellaneous Revenue	4	0	100	0	100	100	0	0.00	100	100	100	100
11 921 205	Contribution From Reserve	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	6	23,066	57,150	57,150	0	151,037	93,887	164.28	0	0	0	0
Total Revenue			353,179	412,478	412,606	-127	491,718	79,240	19.21	422,125	429,470	435,346	444,593
EXPENDITURE													
12 241 110	Salaries - Chief	7	0	77,500	0	77,500	77,500	0	0.00	79,050	80,631	80,631	83,888
12 241 237	Insurance	8	35,470	44,638	37,500	7,138	45,413	775	1.74	46,321	47,248	48,193	49,157
12 241 251	Office Supplies	9	9,519	10,900	6,000	4,900	10,900	0	0.00	11,118	11,340	11,567	11,799
12 242 124	Wages Volunteers	10	64,644	67,678	65,000	2,678	68,897	1,220	1.80	70,275	71,681	73,114	74,577
12 242 159	Uniform Allowance	11	6,089	8,200	5,000	3,200	8,200	0	0.00	8,364	8,531	8,702	8,876
12 242 210	Travel	12	2,516	17,000	8,000	9,000	17,000	0	0.00	17,340	17,687	18,041	18,401
12 242 230	Board Fee	13	13,988	14,228	14,228	0	14,473	245	1.72	14,762	15,058	15,359	15,666
12 242 234	Training/Seminars	14	25,335	20,300	15,000	5,300	20,300	0	0.00	20,706	21,120	21,543	21,973
12 242 239	Membership & Ref. Material	15	886	1,500	850	650	1,500	0	0.00	1,530	1,561	1,592	1,624
12 242 741	Contribution To Reserve	16	15,000	15,000	15,000	0	92,000	77,000	513.33	15,000	15,000	15,000	15,000
12 242 820	Debt - Interest	17	11,900	11,900	11,900	0	11,900	0	0.00	11,900	11,900	11,900	11,900
12 242 830	Debt - Principal	18	17,479	17,480	17,479	1	17,480	0	0.00	17,480	17,480	17,480	17,480
12 242 840	Vehicle Financing	19	0	0	0	0	0	0	0.00	0	0	0	0
12 242 999	Contingencies	20	2,597	10,000	0	10,000	10,000	0	0.00	10,200	10,404	10,612	10,824
12 247 213	Telephone	21	5,976	6,200	6,000	200	6,200	0	0.00	6,324	6,450	6,579	6,711
12 247 243	Building Maintenance	22	10,038	10,400	5,000	5,400	10,400	0	0.00	10,608	10,820	11,037	11,257
12 247 254	Building Maintenance - grounds	23	2,748	3,950	3,500	450	3,950	0	0.00	4,029	4,110	4,192	4,276
12 247 552	Utilities - Heating Fuel	24	4,560	4,000	4,000	0	4,000	0	0.00	4,080	4,162	4,245	4,330
12 247 553	Utilities - Electricity	25	3,242	5,350	5,000	350	5,350	0	0.00	5,457	5,566	5,677	5,791
12 247 610	Capital/Amortization	26	0	0	0	0	0	0	0.00	0	0	0	0
12 248 215	Communication Equipment R&M	27	7,380	10,353	3,362	6,991	10,353	0	0.00	10,560	10,771	10,987	11,206
12 248 253	Vehicle Operating	28	44,116	41,206	30,000	11,206	41,206	0	0.00	42,030	42,660	43,300	43,950
12 248 561	Shop Supplies	29	12,546	14,696	8,750	5,946	14,696	0	0.00	14,990	15,290	15,596	15,907
12 248 990	Previous Year's Deficit	30	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			296,029	412,478	261,569	73,409	491,718	79,240	19.21	422,125	429,470	435,346	444,593
Surplus(Deficit)			57,150		151,037								



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

PARTICIPANT: Beaverdell Fire Protection Specified Area

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
11 831 053	Property Tax Requisition	2	49,633	53,021	53,021	(0)	59,328	6,307	11.90	69,079	69,108	69,138	69,168
11 590 159	Miscellaneous Revenue	3	3,000	13,800	0	13,800	0	(13,800)	(100.00)	0	0	0	0
11 921 205	Revenue From Equipment Reserve	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	5	12,871	12,177	12,177	0	15,849	3,672	30.15	0	0	0	0
Total Revenue			65,504	78,998	65,198	13,800	75,177	(3,821)	(4.84)	69,079	69,108	69,138	69,168
EXPENDITURE													
12 244 140	Volunteer Honoraria & Benefits	6	274	1,000	386	614	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 210	Travel & Vehicles	7	1,048	3,500	318	3,182	3,500	0	0.00	3,500	3,500	3,500	3,500
12 244 215	Communications	8	2,613	5,000	2,500	2,500	5,000	0	0.00	5,000	5,000	5,000	5,000
12 244 223	Memberships, Professional Fees	9	357	900	420	480	900	0	0.00	900	900	900	900
12 244 230	Board Fee	10	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 244 234	Training	11	6,787	7,000	4,500	2,500	7,000	0	0.00	7,000	7,000	7,000	7,000
12 244 237	Insurance	12	6,342	7,088	7,088	0	7,878	790	11.15	7,878	7,878	7,878	7,878
12 244 239	Volunteer Recognition/Awards	13	0	500	0	500	500	0	0.00	500	500	500	500
12 244 243	Building Maintenance	14	4,499	4,000	5,464	(1,464)	4,000	0	0.00	4,000	4,000	4,000	4,000
12 244 247	Firefighting Equipment & Safety	15	7,046	7,000	500	6,500	7,000	0	0.00	7,000	7,000	7,000	7,000
12 244 248	Dry Hydrant	16	0	1,000	0	1,000	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 251	Office Supply & Expense	17	337	1,000	1,274	(274)	1,000	0	0.00	1,000	1,000	1,000	1,000
12 244 253	Vehicle/Equipment Maintenance	18	6,808	9,000	8,000	1,000	9,000	0	0.00	9,000	9,000	9,000	9,000
12 244 610	Capital / Amortization	19	0	14,766	1,656	13,110	0	(14,766)	(100.00)	0	0	0	0
12 244 741	Contribution To Equipment Reserve	20	1,000	1,000	1,000	0	5,000	4,000	400.00	5,000	5,000	5,000	5,000
12 244 820	Debt - Interest	21	9,675	9,675	9,675	0	9,675	0	0.00	9,675	9,675	9,675	9,675
12 244 830	Debt - Principal	22	5,163	5,163	5,163	0	5,163	0	0.00	5,163	5,163	5,163	5,163
12 244 999	Contingency	23	0	0	0	0	6,127	6,127	0.00	0	0	0	0
12 244 990	Previous Year's Deficit	24	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			53,327	78,998	49,349	29,649	75,177	(3,821)	(4.84)	69,079	69,108	69,138	69,168
Surplus(Deficit)			12,177		15,849								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 054
FIRE PROTECTION AREA 'E' / WEST BOUNDARY - BIG WHITE

PARTICIPANT: Big White Fire Protection Specified Area

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
11 830 905	Property Tax Requisition	2	918,165	1,023,219	1,023,219	0	1,278,257	255,038	24.93	1,349,101	1,295,476	1,317,325	1,339,657
11 210 100	Federal Grant in Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	4	188,148	10,000	65,000	(55,000)	7,000	(3,000)	(30.00)	7,000	7,000	7,000	7,000
11 590 185	Fuel Recoveries	5	8,601	8,500	10,000	(1,500)	0	(8,500)	(100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	6	0	148,666	148,666	0	114,981	(33,685)	(22.66)	0	0	0	0
11 920 002	Revenue From Capital Fund	7	0	0	124,423	(124,423)	1,143,199	1,143,199	0.00	0	0	0	0
11 921 205	From Equipment Reserve	8	86,554	60,000	60,000	0	0	(60,000)	(100.00)	0	0	0	0
Total Revenue			1,201,468	1,250,386	1,431,308	-180,923	2,543,437	1,293,052	103.41	1,356,101	1,302,476	1,324,325	1,346,657
EXPENDITURE													
12 241 110	Salaries - Officers	9	368,905	378,780	368,000	10,780	397,375	18,595	4.91	403,029	411,090	419,312	427,698
12 242 124	Wages & Benefits - Volunteers	10	133,699	105,746	105,746	0	112,813	7,067	6.68	115,069	117,371	119,718	122,112
12 242 126	Work Experience Program	11	32,903	36,312	35,000	1,312	37,020	708	1.95	37,760	38,516	39,286	40,072
12 242 159	Uniform Allowance	12	6,132	8,200	6,000	2,200	8,200	0	0.00	8,200	8,200	8,200	8,200
12 242 233	First Responder Program	13	19,891	20,000	17,000	3,000	20,133	133	0.66	20,535	20,946	21,365	21,792
12 242 234	Training/Seminars	14	21,912	32,850	28,000	4,850	36,250	3,400	10.35	36,915	37,593	38,285	38,991
TOTAL COMPENSATION			583,441	581,888	559,746	22,142	611,791	29,903	5.14	621,509	633,716	646,166	658,865
12 241 235	Fire Prevention	15	5,373	7,500	7,500	0	7,500	0	0.00	7,650	7,803	7,959	8,118
12 241 251	Office Supplies	16	7,743	13,192	11,000	2,192	13,192	0	0.00	13,410	13,632	13,859	14,090
12 242 239	Membership & Reference Materials	17	1,485	2,000	1,500	500	2,000	0	0.00	2,040	2,081	2,122	2,165
12 248 561	Shop Supplies	18	4,242	6,000	3,500	2,500	6,000	0	0.00	6,120	6,242	6,367	6,495
TOTAL OFFICE & SUPPLIES			18,844	28,692	23,500	5,192	28,692	0	0.00	29,220	29,759	30,308	30,868
12 241 213	Telephone	19	8,868	7,800	7,500	300	7,800	0	0.00	7,956	8,115	8,277	8,443
12 247 551	Utilities - Water & Sewer	20	1,100	3,000	3,000	0	3,000	0	0.00	3,060	3,121	3,184	3,247
12 247 553	Utilities - Electricity	21	32,173	38,000	35,000	3,000	38,000	0	0.00	38,760	39,535	40,326	41,132
TOTAL UTILITIES			42,141	48,800	45,500	3,300	48,800	0	0.00	49,776	50,772	51,787	52,823
12 241 248	SCBA Tests and Repairs	22	12,419	17,124	15,000	2,124	17,924	800	4.67	18,282	18,648	19,021	19,401
12 247 243	Building Maintenance	23	30,367	32,800	32,800	0	32,800	0	0.00	32,416	33,044	33,685	34,339
12 248 215	Communication Equipment R&M	24	12,259	12,050	9,000	3,050	13,550	1,500	12.45	13,821	14,097	14,379	14,667
TOTAL REPAIR & MAINTENANCE			55,045	61,974	56,800	5,174	64,274	2,300	3.71	64,519	65,789	67,085	68,407
12 241 237	Insurance	25	4,132	4,080	4,080	0	4,080	0	0.00	4,162	4,245	4,330	4,416
12 242 230	Board Fees	26	13,177	13,417	7,827	5,590	13,662	245	1.83	13,935	14,214	14,498	14,788
12 247 247	Safety Equipment	27	30,729	33,500	33,500	0	33,500	0	0.00	34,170	34,853	35,550	36,261
12 248 253	Vehicle Maintenance	28	106,269	79,881	75,000	4,881	79,881	0	0.00	69,239	70,623	72,036	73,477
12 242 717	Contracted Services	29	0	2,500	2,457	44	2,500	0	0.00	2,538	2,576	2,614	2,653
12 247 618	Hydrant Maintenance Fees	30	76,576	94,567	94,567	0	94,567	0	0.00	97,404	100,326	103,336	106,436
12 242 210	Travel/Mileage	31	571	8,300	4,000	4,300	8,300	0	0.00	8,416	8,534	8,655	8,778
12 242 212	Meetings	32	7,208	12,500	12,500	0	12,500	0	0.00	13,085	13,698	14,341	15,014
12 242 999	Contingencies	33	3,807	11,891	5,000	6,891	11,891	0	0.00	12,129	12,371	12,619	12,871
12 242 820	Debt - Interest	34	0	0	0	0	0	0	0.00	0	0	0	0
12 242 830	Debt - Principal	35	0	0	0	0	0	0	0.00	0	0	0	0
12 241 840	Vehicle Financing	36	0	0	0	0	261,000	261,000	0.00	261,000	261,000	261,000	261,000
12 247 610	Capital/Amortization	37	86,554	90,000	213,455	(123,455)	1,188,000	1,098,000	1,220.00	75,000	0	0	0
12 242 741	Contribution To Reserve	38	0	178,396	178,396	0	80,000	(98,396)	(55.16)	0	0	0	0
12 242 990	Previous Year's Deficit	39	24,309	0	0	0	0	0	0.00	0	0	0	0
TOTAL OTHER			353,331	529,032	630,781	-101,749	1,789,881	1,260,849	238.33	591,077	522,441	528,979	535,695
Total Expenditure			1,052,801	1,250,386	1,316,327	-65,942	2,543,437	1,293,052	103.41	1,356,101	1,302,476	1,324,325	1,346,657
Surplus(Deficit)			148,666		114,981								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 055
MIDWAY & BEAVERDELL EMERGENCY RESPONSE SERVICE

PARTICIPANTS: City of Greenwood, Village of Midway, Electoral Area 'E'


	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET	
							\$	%
REVENUE:								
Property Tax Requisition	2	11,917	-10,605	-10,605	0	0	10,605	(100.00)
11 210 100 Federal Grant in Lieu	3	105	0	0	-0	0	0	0.00
11 590 159 Miscellaneous Income	4	0	0	0	0	0	0	0.00
11 911 100 Previous Year's Surplus	5	6,083	10,605	10,605	0	0	(10,605)	(100.00)
Total Revenue		18,105	0	-0	0	0	0	0.00
EXPENDITURE								
12 242 190 Operating Grants	6	7,500	0	0	0	0	0	0.00
12 242 990 Previous Year's Deficit	7	0	0	0	0	0	0	0.00
12 242 999 Contingencies	8	0	0	0	0	0	0	0.00
Total Expenditure		7,500	0	0	0	0	0	0.00
Surplus(Deficit)		10,605		-0				

2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0



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

PARTICIPANT: Electoral Area 'E' Specified Area




		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
11 831 056	Property Tax Requisition	2	23,378	23,406	23,406	0	23,434	28	0.12	23,463	23,492	23,522	23,552
11 590 159	Miscellaneous Revenue	3	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Revenue From Equipment Reserve	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	5	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			23,378	23,406	23,406	0	23,434	28	0.12	23,463	23,492	23,522	23,552
EXPENDITURE													
12 243 755	Contracted Fire Service	6	22,000	22,000	22,000	0	22,000	0	0.00	22,000	22,000	22,000	22,000
12 243 230	Board Fee	7	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 243 741	Transfer To Reserves	8	0	0	0	0	0	0	0.00	0	0	0	0
12 243 999	Contingency	9	0	0	0	0	0	0	0.00	0	0	0	0
12 243 990	Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			23,378	23,406	23,406	0	23,434	28	0.12	23,463	23,492	23,522	23,552
Surplus(Deficit)			0		0								



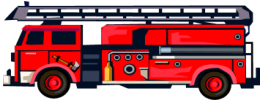
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 057
FIRE PROTECTION - GRAND FORKS RURAL FIRE

PARTICIPANT: Electoral Area 'D' Specified Area



	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE												
11 830 904 Tax - EA 'D' / Rural Grand Forks	2	356,249	364,360	364,360	-0	484,280	119,921	32.91	523,385	522,996	526,739	533,617
11 210 100 Federal Grant in Lieu	3	56	0	56	-56	0	0	0.00	0	0	0	0
11 550 100 Interest Earned on Investments	4	0	0	0	0	0	0	0.00	0	0	0	0
11 759 159 Province of BC - Misc. Revenue	5	0	0	0	0	0	0	0.00	0	0	0	0
11 920 002 From General Capital Fund	6	0	1,805,000	0	1,805,000	0	-1,805,000	-100.00	0	0	0	0
11 921 205 Transfer From Reserves	7	0	0	0	0	0	0	0.00	130,000	0	0	0
11 911 100 Previous Year's Surplus	8	98,067	59,952	59,952	0	40,624	-19,328	-32.24	0	0	0	0
Total Revenue		454,372	2,229,311	424,368	1,804,943	524,904	-1,704,407	-76.45	653,385	522,996	526,739	533,617
EXPENDITURE												
12 245 230 Board Fee	9	13,833	14,110	8,230	5,880	14,392	282	2.00	14,680	14,973	15,273	15,578
12 245 237 Insurance	10	16,056	13,646	13,646	0	13,646	0	0.00	13,919	14,197	14,481	14,771
12 245 610 Capital	11	50,783	1,805,000	4,644	1,800,356	0	-1,805,000	-100.00	130,000	0	0	0
12 245 741 Contribution To Reserves	12	65,000	67,000	67,000	0	65,000	-2,000	-2.99	57,000	50,000	47,000	47,000
12 245 755 Contracted Fire Service	13	248,749	290,224	290,224	0	296,028	5,804	2.00	301,949	307,988	314,148	320,431
12 245 820 MFA Interest Expense	14	0	29,331	0	29,331	58,663	29,331	100.00	58,663	58,663	58,663	58,663
12 245 830 MFA Principal	15	0	0	0	0	67,175	67,175	0.00	67,175	67,175	67,175	67,175
12 245 840 Vehicle Financing	16	0	0	0	0	0	0	0.00	0	0	0	0
12 245 990 Previous Year's Deficit	17	0	0	0	0	0	0	0.00	0	0	0	0
12 245 999 Contingency	18	0	10,000	0	10,000	10,000	0	0.00	10,000	10,000	10,000	10,000
Total Expenditure		394,421	2,229,311	383,744	1,845,567	524,904	-1,704,407	-76.45	653,385	522,996	526,739	533,617
Surplus(Deficit)		59,952		40,624								

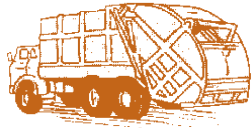


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 058
KETTLE VALLEY FIRE PROTECTION

PARTICIPANT: Electoral Area 'E' Specified Area

						Increase(Decrease between 2018 BUDGET and 2019 BUDGET							
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
REVENUE													
11 830 905	Tax - EA 'E' / Rock Creek	2	111,245	100,960	100,960	-0	142,292	41,332	40.94	148,326	150,146	152,002	153,895
11 210 100	Federal Grant in Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 550 100	Interest Earned on Investments	4	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	5	25,000	25,000	25,000	0	0	0	0.00	0	0	0	0
11 759 159	Province of BC - Misc. Revenue	6	0	0	0	0	0	0	0.00	0	0	0	0
11 920 002	From General Capital Fund	7	331,756	340,000	340,000	0	0	-340,000	-100.00	0	0	0	0
11 921 205	Transfer From Reserves	8	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	9	0	44,160	44,160	-0	4,250	-39,910	-90.37	0	0	0	0
Total Revenue			468,001	510,120	510,120	-0	146,543	-363,577	-71.27	148,326	150,146	152,002	153,895
EXPENDITURE													
12 246 230	Board Fee	10	5,000	5,100	5,100	0	5,202	102	2.00	5,306	5,412	5,520	5,631
12 246 237	Insurance	11	757	7,000	2,750	4,250	7,000	0	0.00	7,140	7,283	7,428	7,577
12 246 610	Capital	12	331,756	365,000	365,000	0	0	-365,000	-100.00	0	0	0	0
12 246 741	Contribution To Reserves	13	5,000	13,000	13,000	0	5,000	-8,000	-61.54	5,000	5,000	5,000	5,000
12 246 755	Contracted Fire Service	14	48,882	75,480	75,480	0	76,990	1,510	2.00	78,529	80,100	81,702	83,336
12 246 820	Debt - Interest	15	409	12,000	12,000	0	22,351	10,351	86.26	22,351	22,351	22,351	22,351
12 246 830	Debt - Principal	16	0	27,540	27,540	0	25,000	-2,540	-9.22	25,000	25,000	25,000	25,000
12 246 990	Previous Year's Deficit	17	0	0	0	0	0	0	0.00	0	0	0	0
12 246 999	Contingency	18	32,036	5,000	5,000	0	5,000	0	0.00	5,000	5,000	5,000	5,000
Total Expenditure			423,841	510,120	505,870	4,250	146,543	-363,577	-71.27	148,326	150,146	152,002	153,895
Surplus(Deficit)			44,160		4,250								



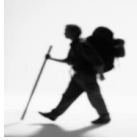
**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN**
EXHIBIT NO 064
REFUSE DISPOSAL SPECIFIED AREA - BIG WHITE

PARTICIPANT: Big White Refuse Specified Area

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE												
11 831 064 Property Tax Requisition	2	242,900	255,853	255,853	0	268,834	12,981	5.07	264,467	258,484	263,733	266,028
11 590 159 Miscellaneous Revenue	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	4	0	5,523	5,524	(1)	16,798	11,275	204.15	0	0	0	0
11 920 002 From General Capital Fund	5	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Transfer From Reserve	6	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		242,900	261,376	261,377	(1)	285,631	24,255	9.28	264,467	258,484	263,733	266,028
EXPENDITURE												
12 435 111 Wages & Benefits	7	7,053	7,038	4,105	2,933	11,700	4,662	66.25	11,889	12,127	12,369	12,616
12 435 210 Travel	8	0	0	0	0	0	0	0.00	0	0	0	0
12 435 216 Insurance	9	699	690	690	0	704	14	2.03	718	732	747	762
12 435 230 Board Fee	10	5,344	5,449	5,449	0	5,556	107	1.96	5,667	5,780	5,896	6,014
12 435 233 Consultant Fees	11	0	0	0	0	5,000	5,000	0.00	0	0	0	0
12 435 239 Site Maintenance	12	16,792	21,500	20,000	1,500	22,000	500	2.33	22,440	22,889	23,347	23,814
12 435 242 Operating Contracts (Transfer)	13	135,614	136,000	136,000	0	142,000	6,000	4.41	144,000	146,000	149,000	149,000
12 435 265 Tipping Fees - Kelowna	14	52,061	52,479	66,000	(13,521)	66,000	13,521	25.76	67,320	68,666	70,040	71,441
12 435 553 Utilities	15	1,461	2,485	1,800	685	2,000	(485)	(19.52)	2,040	2,081	2,122	2,165
12 435 611 Capital/Amortization - Transfer	16	0	25,000	0	25,000	20,000	(5,000)	(20.00)	0	0	0	0
12 435 741 Contribution to Reserve	17	0	0	0	0	0	0	0.00	0	0	0	0
12 435 811 Interest Expense - Short Term	18	560	535	535	0	471	(64)	(11.96)	189	0	0	0
12 435 830 Debt Principal	19	10,000	10,000	10,000	0	10,000	0	0.00	10,000	0	0	0
12 435 990 Previous Year's Deficit	20	7,793	0	0	0	0	0	0.00	0	0	0	0
12 435 999 Contingencies	21	0	200	0	200	200	0	0.00	204	208	212	216
Total Expenditure		237,377	261,376	244,579	16,797	285,631	24,255	9.28	264,467	258,484	263,733	266,028
Surplus(Deficit)		5,523		16,798								

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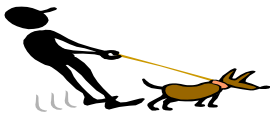
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**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN**

EXHIBIT NO 065
ELECTORAL AREA 'E' / WEST BOUNDARY - REGIONAL PARKS & TRAILS SERVICE

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE												
11 830 905 Property Tax Requisition	2	31,370	81,393	81,393	-0	81,433	40	0.05	85,463	85,492	85,522	85,552
11 210 100 Federal Grant in Lieu	3	13	0	1	-1	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserves	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	5	8	13	13	-0	1	(12)	(91.55)	0	0	0	0
Total Revenue		31,391	81,406	81,407	-1	81,434	28	0.03	85,463	85,492	85,522	85,552
EXPENDITURE												
12 723 230 Board Fee	6	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 723 239 Operating Contracts	7	25,000	20,000	20,000	0	20,000	0	0.00	24,000	24,000	24,000	24,000
12 723 741 Contribution To Reserves	8	5,000	60,000	60,000	0	60,000	0	0.00	60,000	60,000	60,000	60,000
12 723 999 Contingencies	9	0	0	0	0	0	0	0.00	0	0	0	0
12 723 990 Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		31,378	81,406	81,406	0	81,434	28	0.03	85,463	85,492	85,522	85,552
Surplus(Deficit)		13		1								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 070
ANIMAL CONTROL - EAST END

PARTICIPANTS: Electoral Areas 'A' & 'B'
CONTRACTS: Trail, Fruitvale, Montrose

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
Property Tax Requisition - Electoral	2	23,612	22,965	22,965	0	24,697	1,732	7.54	25,190	25,694	26,208	26,732
Property Tax Requisition - Municipa	3	70,835	68,896	68,896	0	74,089	5,193	7.54	75,571	77,083	78,624	80,197
11 516 100 Licenses & Fines	4	2,140	1,785	1,018	767	1,785	0	0.00	1,821	1,857	1,894	1,932
11 210 100 Federal Grant In Lieu	5	313	155	56	99	155	0	0.00	158	161	164	168
11 911 100 Previous Year's Surplus	6	2,320	4,982	4,982	0	0	(4,982)	(100.00)	0	0	0	0
Total Revenue		99,220	98,784	97,918	866	100,726	1,942	1.97	102,740	104,795	106,891	109,029
EXPENDITURE:												
12 293 230 Board Fee	7	4,155	4,238	4,283	(45)	4,323	85	2.01	4,409	4,498	4,588	4,679
12 293 238 Insurance	8	576	569	569	0	569	0	0.00	580	592	604	616
12 293 239 Operating Contracts	9	89,244	92,855	92,855	(0)	94,712	1,857	2.00	96,606	98,538	100,509	102,519
12 293 251 Office Supplies	10	263	306	211	95	306	0	0.00	312	318	325	331
12 293 990 Previous Year's Deficit	11	0	0	0	0	0	0	0.00	0	0	0	0
12 293 999 Contingencies	12	0	816	0	816	816	0	0.00	832	849	866	883
Total Expenditure		94,238	98,784	97,918	866	100,726	1,942	1.97	102,740	104,795	106,891	109,029
Surplus(Deficit)		4,982		(0)								

Cost Sharing Summary:

Total Requisition 98,786

Page 2 : Electoral Areas Pay 25% 24,697 Shared on Assessment Base
Page 3 : Municipalities Pay 75% 74,090 Shared 75% Trail, 25% shared
98,786 between Fruitvale and Montrose



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 071
ANIMAL CONTROL - BOUNDARY

PARTICIPANTS: Grand Forks, Greenwood, Electoral Areas 'C' & 'D'

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET					
								\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE:													
	Property Tax Requisition	2	147,560	133,424	133,424	0	130,912	(2,512)	(1.88)	133,000	128,658	106,112	106,170
11 516 100	Licenses & Fines	3	10,732	10,697	7,150	3,547	10,697	0	0.00	10,911	11,129	11,352	11,579
11 210 100	Federal Grant In Lieu	4	475	104	420	(316)	104	0	0.00	106	108	110	113
11 911 100	Previous Year's Surplus	5	3,978	1,436	1,435	0	2,033	597	41.59	0	0	0	0
	Total Revenue		162,745	145,661	142,429	3,232	143,746	(1,915)	(1.31)	144,017	139,895	117,574	117,862
EXPENDITURE:													
12 293 230	Board Fee	6	4,155	4,238	4,238	0	4,323	85	2.01	4,409	4,498	4,588	4,679
12 293 238	Insurance	7	1,374	1,417	907	510	1,417	0	0.00	1,445	1,474	1,504	1,534
12 293 239	Operating Contracts	8	106,606	103,200	103,200	0	103,200	0	0.00	103,200	103,200	103,200	103,200
12 293 251	Office Supplies	9	1,553	2,040	1,050	990	2,040	0	0.00	2,081	2,122	2,165	2,208
12 293 820	Debt - Principal	10	20,620	22,683	22,683	0	23,737	1,054	4.65	24,841	21,598	0	0
12 293 830	Debt - Interest	11	5,326	4,318	4,318	0	3,264	(1,054)	(24.41)	2,160	1,005	0	0
12 293 252	Maintenance & Repair	12	21,675	7,765	4,000	3,765	5,765	(2,000)	(25.76)	5,880	5,998	6,118	6,240
12 293 999	Contingencies	13	0	0	0	0	0	0	0.00	0	0	0	0
12 293 990	Previous Year's Deficit	14	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		161,309	145,661	140,396	5,265	143,746	(1,915)	(1.31)	144,017	139,895	117,574	117,862
	Surplus(Deficit)		1,436		2,033								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN


EXHIBIT NO 074
BIG WHITE SECURITY SERVICES

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
11 831 074	Property Tax Requisition	2	191,592	181,458	181,458	0	201,357	19,899	10.97	204,848	204,944	205,042	205,143
11 210 100	Federal Grant In Lieu	3	0	104	0	104	104	0	0.00	106	108	110	113
11 911 100	Previous Year's Surplus	4	17,969	23,210	23,210	0	3,396	(19,814)	(85.37)	0	0	0	0
Total Revenue			209,561	204,772	204,668	104	204,857	85	0.04	204,954	205,052	205,153	205,255
EXPENDITURE													
12 760 230	Board Fee	5	4,665	4,748	4,748	0	4,833	85	1.79	4,930	5,028	5,129	5,231
12 760 241	Security Accommodation	6	671	2,500	2,000	500	2,500	0	0.00	2,500	2,500	2,500	2,500
12 760 239	Operating Contracts	7	177,016	188,524	188,524	0	188,524	0	0.00	188,524	188,524	188,524	188,524
12 760 999	Contingencies	8	4,000	9,000	6,000	3,000	9,000	0	0.00	9,000	9,000	9,000	9,000
12 760 990	Previous Year's Deficit	9	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			186,352	204,772	201,272	3,500	204,857	85	0.04	204,954	205,052	205,153	205,255
Surplus(Deficit)			23,210		3,396								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 075
BIG WHITE NOISE CONTROL SERVICE




							Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE													
11 831 070	Property Tax Requisition	2	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
11 159 159	Miscellaneous Income	3	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	15,000	15,000	15,000	0	0	(15,000)	(100.00)	0	0	0	0
11 921 205	Transfer From Reserves	5	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			16,378	16,406	16,406	0	1,434	(14,972)	(91.26)	1,463	1,492	1,522	1,552
EXPENDITURE													
12 762 230	Board Fee	6	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 762 239	Operating Contracts	7	0	0	0	0	0	0	0.00	0	0	0	0
12 762 741	Transfer To Reserves	8	0	15,000	15,000	0	0	(15,000)	(100.00)	0	0	0	0
12 762 999	Contingencies	9	0	0	0	0	0	0	0.00	0	0	0	0
12 762 990	Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			1,378	16,406	16,406	0	1,434	(14,972)	(91.26)	1,463	1,492	1,522	1,552
Surplus(Deficit)			15,000		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 077
ECONOMIC DEVELOPMENT - AREA 'C' / CHRISTINA LAKE

PARTICIPANT: Electoral Area of Christina Lake (Area 'C')

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE												
11 830 903 Property Tax Requisition	2	108,026	108,050	108,050	(0)	108,090	40	0.04	120,463	120,492	120,522	120,552
11 210 100 Federal Grant in Lieu	3	356	0	344	(344)	0	0	0.00	0	0	0	0
11 590 159 Miscellaneous Income	4	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserves	5	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	6	37,352	40,356	40,356	0	10,344	(30,012)	(74.37)	0	0	0	0
Total Revenue		145,734	148,406	148,750	-344	118,434	(29,972)	(20.20)	120,463	120,492	120,522	120,552
EXPENDITURE												
12 698 230 Board Fee	7	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 698 239 Operating Contracts	8	82,000	82,000	82,000	0	82,000	0	0.00	79,000	79,000	79,000	79,000
12 698 741 Contribution To Reserves	9	22,000	0	0	0	0	0	0.00	0	0	0	0
12 698 999 Contingencies	10	0	65,000	55,000	10,000	35,000	(30,000)	(46.15)	40,000	40,000	40,000	40,000
12 698 990 Previous Year's Deficit	11	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		105,378	148,406	138,406	10,000	118,434	(29,972)	(20.20)	120,463	120,492	120,522	120,552
Surplus(Deficit)		40,356		10,344								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 080
MOSQUITO CONTROL AREA 'D' / RURAL GRAND FORKS & GRAND FORKS

PARTICIPANTS: Grand Forks & Electoral Area 'D'/Rural Grand Forks (Area 'D')

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
Property Tax Requisition	2	60,679	55,143	55,143	(0)	55,656	513	0.93	61,245	61,480	61,720	61,964
11 210 100 Federal Grant in Lieu	3	146	0	170	(170)	0	0	0.00	0	0	0	0
11 759 075 Provincial Grant - WNV	4	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Transfer From Reserve	5	0	0	0	0	15,000	15,000	0.00	10,000	10,000	10,000	10,000
11 911 100 Previous Year's Surplus	6	38,865	31,030	31,030	0	383	(30,647)	(98.77)	0	0	0	0
Total Revenue		99,690	86,172	86,343	(170)	71,038	(15,134)	(17.56)	71,245	71,480	71,720	71,964
EXPENDITURE:												
12 294 111 Salaries & Wages	7	7,335	7,746	4,900	2,846	8,060	314	4.05	8,198	8,362	8,529	8,700
12 294 230 Board Fee	8	3,175	3,226	3,226	0	3,278	52	1.61	3,344	3,410	3,479	3,548
12 294 239 Pest Control contract	9	53,151	55,000	57,834	(2,834)	59,500	4,500	8.18	59,500	59,500	59,500	59,500
12 294 259 Contracted Services - WNV	10	0	0	0	0	0	0	0.00	0	0	0	0
12 294 741 Contribution to Reserve	11	5,000	20,000	20,000	0	0	(20,000)	(100.00)	0	0	0	0
12 294 990 Previous Year's Deficit	12	0	0	0	0	0	0	0.00	0	0	0	0
12 294 999 Contingencies	13	0	200	0	200	200	0	0.00	203	207	212	215
Total Expenditure		68,661	86,172	85,960	212	71,038	(15,134)	(17.56)	71,245	71,480	71,720	71,964
Surplus(Deficit)		31,030		383								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 081
MOSQUITO CONTROL - CHRISTINA LAKE SPECIFIED AREA

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET							
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
REVENUE													
11 830 903	Property Tax Requisition	2	22,526	18,835	18,835	(0)	19,079	244	1.30	22,767	22,856	22,949	23,042
11 210 100	Federal Grant in Lieu	3	95	0	72	(72)	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	18,739	15,524	15,523	1	3,612	(11,912)	(76.73)	0	0	0	0
11 921 205	Transfer From Reserve	5	0	0	0	0	2,000	2,000	0.00	2,000	2,000	2,000	2,000
Total Revenue			41,361	34,359	34,430	(71)	24,691	(9,668)	(28.14)	24,767	24,856	24,949	25,042
EXPENDITURE													
12 294 111	Salaries & Wages	6	1,269	1,341	800	(541)	1,395	54	4.05	1,426	1,469	1,513	1,558
12 294 230	Board Fee	7	1,990	2,018	2,018	0	2,046	28	1.39	2,087	2,129	2,171	2,215
12 294 239	Pest Control Contract	8	22,577	21,000	18,000	(3,000)	21,000	0	0.00	21,000	21,000	21,000	21,000
12 294 741	Contribution to Reserve	9	0	10,000	10,000	0	0	(10,000)	(100.00)	0	0	0	0
12 294 990	Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
12 294 999	Contingencies	11	0	0	0	0	250	250	0.00	254	259	265	269
Total Expenditure			25,837	34,359	30,818	(3,541)	24,691	(9,668)	(28.14)	24,767	24,856	24,949	25,042
Surplus(Deficit)			15,524		3,612								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 090
NOXIOUS WEED CONTROL AREA 'A' - COLUMBIA GARDENS

PARTICIPANT: Columbia Gardens Weed Control - Specified Area

		2017	2018	2018	(OVER)	2019	Increase(Decrease)		2020	2021	2022	2023
		PAGE	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	between 2018 BUDGET and 2019 BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
								\$ %				
REVENUE:												
11 831 090	Property Tax Requisition	2	21,705	21,789	21,789	0	22,227	437 2.01	23,517	24,059	24,612	25,176
11 210 100	Federal Grant In Lieu	3	30	25	39	(14)	25	0 0.00	25	25	25	25
11 759 092	Prov of BC Weed Control Grant	4	8,978	3,000	3,000	0	3,000	0 0.00	3,000	3,000	3,000	3,000
11 759 093	Ministry of Transport Weed	5	0	8,200	0	8,200	0	(8,200) (100.00)	0	0	0	0
11 759 094	Other Agency Weed Control	6	10,000	10,000	0	10,000	0	(10,000) (100.00)	0	0	0	0
11 911 100	Previous Year's Surplus	7	0	0	0	0	768	768 0.00	0	0	0	0
Total Revenue			40,713	43,014	24,828	18,187	26,019	(16,995) (39.51)	26,542	27,084	27,637	28,201
EXPENDITURE:												
12 643 111	Salaries & Wages	8	987	1,043	620	423	1,085	42 4.05	1,109	1,142	1,177	1,212
12 643 230	Board Fee	9	1,378	1,406	1,406	0	1,434	28 1.99	1,463	1,492	1,522	1,552
12 643 239	Operating Contracts	10	33,464	38,978	20,446	18,532	23,500	(15,478) (39.71)	23,970	24,449	24,938	25,437
12 643 999	Contingencies	11	0	0	0	0	0	0 0.00	0	0	0	0
12 643 990	Previous Year's Deficit	12	6,472	1,588	1,588	(0)	0	(1,588) (100.00)	0	0	0	0
Total Expenditure			42,301	43,014	24,060	18,954	26,019	(16,995) (39.51)	26,542	27,084	27,637	28,201
Surplus(Deficit)			(1,588)		768							



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 091
NOXIOUS WEED CONTROL AREA 'C' / CHRISTINA LAKE - MILFOIL

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE													
11 831 091	Property Tax Requisition	2	288,453	288,324	288,324	(0)	297,104	8,780	3.05	311,960	312,797	317,930	319,823
11 210 100	Federal Grant In Lieu	3	980	75	918	(843)	75	0	0.00	75	75	75	75
11 590 159	Miscellaneous Revenue	4	3,100	0	9,725	(9,725)	2,500	2,500	0.00	7,550	2,601	2,653	2,706
11 759 091	Provincial Grant	5	0	0	0	0	0	0	0.00	0	0	0	0
11 920 002	From General Capital Fund	6	70,453	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserve	7	38,497	0	0	0	0	0	0.00	32,000	10,000	10,000	10,000
11 911 100	Previous Year's Surplus	8	39,393	39,105	39,105	0	14,653	(24,452)	(62.53)	0	0	0	0
Total Revenue			440,877	327,504	338,072	(10,568)	314,332	(13,172)	(4.02)	351,585	325,473	330,658	332,604
EXPENDITURE													
12 643 111	Salaries & Benefits	9	213,451	234,520	230,000	(4,520)	245,532	11,012	4.70	250,423	255,432	260,541	265,751
12 643 210	Travel & Training	10	757	6,500	1,000	(5,500)	6,500	0	0.00	6,560	6,621	6,684	6,747
12 643 215	Communication Equipment	11	466	1,387	1,700	313	2,087	700	50.47	2,107	2,127	2,147	2,168
12 643 230	Board Fee	12	1,888	1,922	1,922	0	1,956	34	1.77	1,995	2,035	2,076	2,117
12 643 235	Diver Medicals	13	650	800	611	(189)	800	0	0.00	816	832	849	866
12 643 240	Dive Equipment Repairs	14	1,180	2,136	2,136	0	3,000	864	40.46	3,050	3,101	3,153	3,206
12 643 245	Boat Operating Costs	15	33,830	14,000	14,000	0	14,000	0	0.00	14,280	14,566	14,857	15,154
12 643 247	Scuba Tank Refills	16	5,040	6,500	6,000	(500)	6,500	0	0.00	6,630	6,763	6,898	7,036
12 643 610	Capital	17	108,950	0	0	0	0	0	0.00	32,000	0	0	0
12 643 658	Vehicle Operating	18	6,011	5,857	5,000	(857)	6,357	500	8.54	6,484	6,614	6,746	6,881
12 643 699	Dive Equipment Rental	19	5,835	6,200	6,000	(200)	7,500	1,300	20.97	7,140	7,283	7,428	7,577
12 643 741	Contribution to Reserve	20	18,100	32,600	40,000	7,400	5,000	(27,600)	(84.66)	5,000	5,000	5,000	15,000
12 643 811	Interest Expense - Short Ter	21	0	0	0	0	0	0	0.00	0	0	0	0
12 643 830	Debt - Principal	22	0	0	0	0	0	0	0.00	0	0	0	0
12 643 840	Vehicle/Equipment Financin	23	37	15,000	15,000	0	15,000	0	0.00	15,000	15,000	14,179	0
12 643 990	Previous Year's Deficit	24	0	0	0	0	0	0	0.00	0	0	0	0
12 643 999	Contingencies	25	5,576	82	50	(32)	100	18	21.95	100	100	100	100
Total Expenditure			401,771	327,504	323,419	(4,085)	314,332	(13,172)	(4.02)	351,585	325,473	330,658	332,604
Surplus(Deficit)			39,105		14,653								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 092
NOXIOUS WEED CONTROL EA 'D' / RURAL GRAND FORKS & EA 'E' / WEST BOUNDARY


PARTICIPANTS: Electoral Areas 'D' & 'E'

		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE:													
	Property Tax Requisition	2	76,344	76,002	76,002	0	77,567	1,565	2.06	89,014	91,598	92,699	93,818
11 210 100	Grant In Lieu	3	38	20	8	12	20	0	0.00	20	20	20	20
11 210 096	Federal Govt Weed Grant	4	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Income	5	4,400	50	0	50	50	0	0.00	50	50	50	50
11 759 092	Prov of BC Weed Control Grant	6	8,521	14,500	14,500	0	14,500	0	0.00	14,500	14,500	14,500	14,500
11 759 093	Ministry of Transport	7	70,000	70,000	70,000	0	70,000	0	0.00	70,000	70,000	70,000	70,000
11 759 094	Other Provincial Agency	8	47,500	39,500	39,250	250	39,500	0	0.00	39,500	39,500	39,500	39,500
11 759 095	Industry Partners	9	12,500	23,500	26,500	(3,000)	26,500	3,000	12.77	26,500	25,000	25,000	25,000
11 759 100	Province of BC - JOP Grant	10	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserve	11	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	12	13,518	24,693	24,694	(1)	11,397	(13,295)	(53.84)	0	0	0	0
Total Revenue			232,820	248,265	250,953	(2,689)	239,534	(8,730)	(3.52)	239,584	240,668	241,769	242,888
EXPENDITURE:													
12 643 111	Salaries & Wages	13	5,643	5,959	3,500	2,459	6,200	242	4.05	6,306	6,432	6,561	6,692
12 643 230	Board Fee	14	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 643 239	Operating Contracts	15	201,107	230,900	234,650	(3,750)	231,900	1,000	0.43	231,815	232,744	233,686	234,643
12 643 741	Contribution to Reserve	16	0	10,000	0	10,000	0	0	0.00	0	0	0	0
12 643 990	Previous Year's Deficit	17	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			208,128	248,265	239,556	8,709	239,534	(8,730)	(3.52)	239,584	240,668	241,769	242,888
Surplus (Deficit)			24,693		11,397								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 101
BIG WHITE STREET LIGHTING



						Increase(Decrease between 2018 BUDGET and 2019 BUDGET							
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
REVENUE													
11 831 101	Property Tax Requisition	2	36,571	26,445	26,445	-0	26,434	(11)	(0.04)	21,863	22,300	22,746	23,201
11 921 205	Revenue From Reserves	3	7,777	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	4	307	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			44,655	26,445	26,445	-0	26,434	(11)	(0.04)	21,863	22,300	22,746	23,201
EXPENDITURE													
12 325 230	Board Fee	5	1,378	1,406	1,406	0	1,434	28	1.99	1,463	1,492	1,522	1,552
12 325 553	Utilities	6	14,539	20,000	20,000	0	20,000	0	0.00	20,400	20,808	21,224	21,649
12 325 610	Capital/Amortization	7	28,777	0	0	0	0	0	0.00	0	0	0	0
12 325 741	Contribution to Reserve	8	0	5,000	5,000	0	5,000	0	0.00	0	0	0	0
12 325 990	Previous Year's Deficit	9	0	39	39	-0	0	(39)	(100.00)	0	0	0	0
Total Expenditure			44,693	26,445	26,445	0	26,434	(11)	(0.04)	21,863	22,300	22,746	23,201
Surplus(Deficit)			(39)		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 103
BEAVERDELL STREET LIGHTING

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE												
11 831 103 Property Tax Requisition	2	1,904	2,854	2,854	(0)	2,800	(54)	(1.88)	1,800	1,800	1,800	1,800
11 590 159 Miscellaneous Revenue	3	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserves	4	0	8,000	4,762	3,238	0	(8,000)	(100.00)	0	0	0	0
11 911 100 Previous Year's Surplus	5	496	446	446	0	0	(446)	(99.99)	0	0	0	0
Total Revenue		2,400	11,300	8,062	3,238	2,800	(8,500)	(75.22)	1,800	1,800	1,800	1,800
EXPENDITURE												
12 327 233 Contracted Services	6	0	0	0	0	0	0	0.00	0	0	0	0
12 327 553 Utilities	7	1,354	1,800	1,800	0	1,800	0	0.00	1,800	1,800	1,800	1,800
12 327 741 Contribution To Reserves	8	600	1,500	1,500	0	1,000	(500)	(33.33)	0	0	0	0
12 327 999 Contingency	9	0	8,000	4,762	3,238	0	(8,000)	(100.00)	0	0	0	0
12 327 990 Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		1,954	11,300	8,062	3,238	2,800	(8,500)	(75.22)	1,800	1,800	1,800	1,800
Surplus(Deficit)		446		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 120
HOUSE NUMBERING - AREA 'A' & 'C' / CHRISTINA LAKE

PARTICIPANTS: Electoral Areas 'A' & 'C'

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
Property Tax Requisition	2	5,988	5,987	5,987	-0	5,987	-0	-0.00	6,000	6,000	6,000	6,000
11 210 100 Federal Grant in Lieu	3	13	0	13	-13	0	0	0.00	0	0	0	0
11 911 100 Prior Year Surplus	4	12	13	13	-0	13	0	0.15	0	0	0	0
Total Revenue		6,013	6,000	6,013	-13	6,000	0	0.00	6,000	6,000	6,000	6,000
EXPENDITURE:												
12 326 239 Consultant Fees	5	4,500	4,500	4,500	0	4,500	0	0.00	4,500	4,500	4,500	4,500
12 326 999 Contingencies	6	1,500	1,500	1,500	0	1,500	0	0.00	1,500	1,500	1,500	1,500
Total Expenditure		6,000	6,000	6,000	0	6,000	0	0.00	6,000	6,000	6,000	6,000
Surplus(Deficit)		13		13								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 121
HOUSE NUMBERING - AREA 'D' / RURAL GRAND FORKS

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
11 831 121 Property Tax Requisition	2	2,999	2,999	2,999	0	3,000	0	0.01	3,000	3,000	3,000	3,000
11 210 100 Federal Grant in Lieu	3	1	0	1	-1	0	0	0.00	0	0	0	0
11 911 100 Prior Year Surplus	4	1	1	1	-0	0	-0	-29.09	0	0	0	0
Total Revenue		3,001	3,000	3,000	-0	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:												
12 326 239 Consultant Fees	5	2,250	2,250	2,250	0	2,250	0	0.00	2,250	2,250	2,250	2,250
12 326 999 Contingencies	6	750	750	750	0	750	0	0.00	750	750	750	750
Total Expenditure		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Surplus(Deficit)		1		0								


20/11/2018

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 122
HOUSE NUMBERING - AREA 'B' / LOWER COLUMBIA/OLD GLORY



	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
11 830 902 Property Tax Requisition	2	2,994	2,996	2,996	0	2,996	0	0.01	3,000	3,000	3,000	3,000
11 210 100 Federal Grant in Lieu	3	4	0	4	-4	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	4	6	4	4	-0	4	-0	-4.51	0	0	0	0
Total Revenue		3,004	3,000	3,004	-4	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:												
12 326 239 Consultant Fees	5	2,250	2,250	2,250	0	2,250	0	0.00	2,250	2,250	2,250	2,250
12 326 990 Previous Year's Deficit	6	0	0	0	0	0	0	0.00	0	0	0	0
12 326 999 Contingencies	7	750	750	750	0	750	0	0.00	750	750	750	750
Total Expenditure		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Surplus(Deficit)		4		4								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 123
HOUSE NUMBERING - AREA 'E' / WEST BOUNDARY

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
11 830 905 Property Tax Requisition	2	2,997	2,999	2,999	-1	2,999	1	0.03	3,000	3,000	3,000	3,000
11 210 100 Federal Grant in Lieu	3	2	0	0	-0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	4	3	2	2	0	1	-1	-61.33	0	0	0	0
Total Revenue		3,002	3,000	3,001	-1	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:												
12 326 239 Consultant Fees	5	2,250	2,250	2,250	0	2,250	0	0.00	2,250	2,250	2,250	2,250
12 326 990 Previous Year's Deficit	6	0	0	0	0	0	0	0.00	0	0	0	0
12 326 999 Contingencies	7	750	750	750	0	750	0	0.00	750	750	750	750
Total Expenditure		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Surplus(Deficit)		2			1							

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 140
REGIONAL LIBRARY SERVICES - GRAND FORKS, EA 'C' / CHRISTINA LAKE & EA 'D' / RURAL GRAND FORKS

Participants: Grand Forks, Electoral Areas 'C' & 'D'




	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
Property Tax Requisition	2	383,558	394,635	394,635	(0)	404,903	10,269	2.60	415,659	426,468	437,557	448,934
11 210 100 Federal Grant In Lieu	3	1,071	1,000	1,219	(219)	1,000	0	0.00	1,000	1,000	1,000	1,000
11 911 100 Previous Year's Surplus	4	1,032	71	71	0	220	148	207.94	0	0	0	0
Total Revenue		385,661	395,706	395,926	(220)	406,123	10,417	2.63	416,659	427,468	438,557	449,934
EXPENDITURE:												
12 725 230 Board Fee	5	3,790	3,866	3,866	0	3,943	77	1.99	4,022	4,102	4,184	4,268
12 725 716 Operating Contracts	6	381,800	391,840	391,840	0	402,180	10,340	2.64	412,637	423,365	434,373	445,666
12 725 990 Previous Year's Deficit	7	0	0	0	0	0	0	0.00	0	0	0	0
12 725 999 Contingencies	8	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		385,590	395,706	395,706	0	406,123	10,417	2.63	416,659	427,468	438,557	449,934
Surplus(Deficit)		71		220								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 141
LIBRARY - SPECIFIED AREA 'E' / WEST BOUNDARY

	PAGE	2017	2018	2018	(OVER)	2019	Increase(Decrease)		2020	2021	2022	2023
		ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	between 2018 BUDGET	and 2019 BUDGET				
							\$	%				
REVENUE												
11 831 141 Property Tax Requisition	2	3,000	3,500	3,500	0	3,500	0	0.00	3,500	3,500	3,500	3,500
Total Revenue		3,000	3,500	3,500	0	3,500	0	0.00	3,500	3,500	3,500	3,500
EXPENDITURE												
12 725 716 Grants to Local Organizati	3	3,000	3,500	0	3,500	3,500	0	0.00	3,500	3,500	3,500	3,500
Total Expenditure		3,000	3,500	0	3,500	3,500	0	0.00	3,500	3,500	3,500	3,500
Surplus(Deficit)		0		3,500								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 145
GREENWOOD, AREA 'E' / WEST BOUNDARY CEMETERY SERVICE

PARTICIPANTS: City of Greenwood, Electoral Area 'E' - Specified Area

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
Property Tax Requisition	2	19,200	14,599	14,599	0	8,934	(5,665)	(38.80)	8,963	8,992	9,022	9,052
11 210 100 Federal Grant in Lieu	3	57	0	1	(1)	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserve	4	0	34,400	0	34,400	0	(34,400)	(100.00)	0	0	0	0
11 911 100 Previous Year's Surplus	5	2,278	4,407	4,407	0	0	(4,407)	(100.00)	0	0	0	0
Total Revenue		21,535	53,406	19,007	34,399	8,934	(44,472)	(83.27)	8,963	8,992	9,022	9,052
EXPENDITURE:												
12 517 230 Board Fee	6	1,378	1,406	821	585	1,434	28	1.99	1,463	1,492	1,522	1,552
12 517 716 Operating Contracts	7	15,750	52,000	20,780	31,220	7,500	(44,500)	(85.58)	7,500	7,500	7,500	7,500
13 517 741 Contribution To Reserves	8	0	0	0	0	0	0	0.00	0	0	0	0
12 517 999 Contingencies	9	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		17,128	53,406	21,601	31,805	8,934	(44,472)	(83.27)	8,963	8,992	9,022	9,052
Surplus(Deficit)		4,407		(2,594)								

20/11/2018

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 150
CEMETERIES - EAST END

PARTICIPANTS: Rossland, Trail, Fruitvale, Warfield, Montrose,
Electoral Areas 'A' & 'B'


		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE:													
	Property Tax Requisition	2	470,176	470,004	470,004	0	434,269	(35,735)	(7.60)	521,226	549,176	438,647	443,255
11 210 100	Federal Grant in Lieu	3	2,293	1,000	1,128	(128)	1,000	0	0.00	1,000	1,000	1,000	1,000
11 911 100	Previous Year's Surplus	4	134	26,894	26,894	0	102,128	75,234	279.74	0	0	0	0
11 921 205	Transfer From Reserves	5	0	98,000	0	98,000	0	-98,000	-100.00	0	0	0	0
Total Revenue			472,604	595,898	498,026	97,872	537,397	(58,501)	(9.82)	522,226	550,176	439,647	444,255
EXPENDITURE:													
12 516 100	Cemetery Contract Fruitvale	6	17,500	20,300	20,300	0	20,909	609	3.00	21,536	22,182	22,848	22,848
12 516 230	Board Fee	7	4,910	4,998	4,998	0	5,088	90	1.80	5,190	5,294	5,399	5,507
12 516 600	Cemetery Contract Rossland	8	13,000	13,000	13,000	0	12,500	(500)	(3.85)	11,000	11,500	11,500	12,200
12 516 716	Grant - Cemetery Capital	9	95,000	300,000	100,000	200,000	235,000	(65,000)	(21.67)	217,000	240,000	125,000	125,000
12 516 700	Cemetery Contract Trail	10	254,300	257,600	257,600	0	263,900	6,300	2.45	267,500	271,200	274,900	278,700
12 516 741	Contribution to Reserve	11	61,000	0	0	0	0	0	0.00	0	0	0	0
12 516 990	Previous Year's Deficit	12	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			445,710	595,898	395,898	200,000	537,397	(58,501)	(9.82)	522,226	550,176	439,647	444,255
Surplus(Deficit)			26,894		102,128								



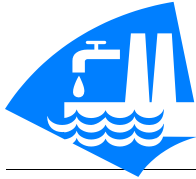
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 170
BOUNDARY INTEGRATED WATERSHED

PARTICIPANTS: Grand Forks, Greenwood, Midway,
Electoral Areas 'C', 'D', & 'E'



						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET							
		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE:													
	Property Tax Requisition	2	0	0	0	0	157,837	157,837	0.00	157,250	157,771	157,343	157,967
11 210 100	Federal Grant In Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	4	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	5	0	0	0	0	0	0	0.00	0	0	0	0
11 921 205	Transfer From Reserve	6	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			0	0	0	0	157,837	157,837	0.00	157,250	157,771	157,343	157,967
EXPENDITURE:													
12 610 111	Salaries and Benefits	7	0	0	0	0	110,131	110,131	0.00	112,296	114,505	116,757	119,055
12 610 210	Travel Expense	8	0	0	0	0	3,000	3,000	0.00	3,060	3,121	3,184	3,247
12 610 220	Public Participation Program	9	0	0	0	0	4,000	4,000	0.00	4,000	4,000	4,000	4,000
12 610 230	Board Fee	10	0	0	0	0	1,406	1,406	0.00	1,434	1,462	1,492	1,521
12 610 234	Library & Research	11	0	0	0	0	600	600	0.00	600	600	600	600
12 610 235	Operating Contract	12	0	0	0	0	21,000	21,000	0.00	23,000	21,000	16,000	16,000
12 610 243	Office Building Expense	13	0	0	0	0	8,000	8,000	0.00	8,160	8,323	8,490	8,659
12 610 247	Office Equipment	14	0	0	0	0	2,000	2,000	0.00	0	0	2,000	0
12 610 251	Office Supplies	15	0	0	0	0	700	700	0.00	700	700	700	700
12 610 253	Vehicle Operation	16	0	0	0	0	6,000	6,000	0.00	3,000	3,060	3,121	3,184
12 610 610	Capital/Amortization	17	0	0	0	0	0	0	0.00	0	0	0	0
12 610 741	Contribution To Reserve	18	0	0	0	0	0	0	0.00	0	0	0	0
12 610 990	Previous Year's Deficit	19	0	0	0	0	0	0	0.00	0	0	0	0
12 610 999	Contingencies	20	0	0	0	0	1,000	1,000	0.00	1,000	1,000	1,000	1,000
Total Expenditure			0	0	0	0	157,837	157,837	0.00	157,250	157,771	157,343	157,967
Surplus(Deficit)			0		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 500
BEAVER VALLEY WATER SUPPLY UTILITY

PARTICIPANTS: Fruitvale, Specified Area 'A'

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
41 441 000 Users Fees	2	332,249	327,914	330,286	(2,372)	398,707	70,793	21.59	349,535	349,535	349,535	349,535
41 443 000 Fire Hydrant Maintenance Fee	3	11,008	11,228	13,652	(2,424)	0	(11,228)	(100.00)	0	0	0	0
41 449 000 Miscellaneous Revenue	4	13,592	173,969	173,969	0	500	(173,469)	(99.71)	500	500	500	500
41 615 445 Federal Grant In Lieu	5	744	463	463	0	463	0	0.00	463	463	463	463
41 620 000 Parcel Tax Village of Fruitvale	6	340,200	342,000	342,000	0	342,000	0	0.00	342,000	342,000	342,000	342,000
41 630 000 Parcel Tax Electoral Area 'A'	7	137,250	137,250	137,250	0	137,250	0	0.00	137,250	137,250	137,250	137,250
41 910 000 Transfer from Reserves	8	0	32,566	32,566	0	0	(32,566)	(100.00)	0	0	0	0
41 920 000 Transfer from Capital Fund	9	0	0	0	0	0	0	0.00	0	0	0	0
41 911 000 Previous Year's Surplus	10	127,588	90,803	90,803	0	78,277	(12,526)	(13.79)	0	0	0	0
Total Revenue		962,631	1,116,193	1,120,989	(4,796)	957,197	(158,995)	(14.24)	829,748	829,748	829,748	829,748
EXPENDITURE:												
CONTRACTOR'S COSTS:												
42 412 754 Purification & Treatment	11	238,898	233,700	200,118	33,582	253,963	20,263	8.67	261,582	272,045	282,927	294,244
42 413 754 Operating Contracts	12	18,453	28,500	13,813	14,687	22,491	(6,009)	(21.08)	23,166	24,093	25,056	26,059
42 414 754 Transmission & Distribution	13	55,180	41,400	18,813	22,587	64,560	23,160	55.94	66,497	69,157	71,923	74,800
42 415 754 Pumping	14	21,685	26,500	16,708	9,792	26,978	478	1.81	27,788	28,899	30,055	31,257
42 417 754 Salaries & Benefits	15	57,249	47,000	60,454	(13,454)	62,315	15,315	32.59	64,184	66,752	69,422	72,199
42 418 754 Other Water Supply	16	13,656	15,750	11,029	4,721	15,900	150	0.95	16,377	17,032	17,713	18,422
42 419 618 Hydrant Maintenance	17	13,308	14,500	13,652	848	20,255	5,755	39.69	20,863	21,697	22,565	23,468
42 419 754 Billing & Collections	18	7,905	8,000	8,000	0	8,240	240	3.00	8,487	8,827	9,180	9,547
RDKB DIRECT OPERATING COSTS:												
42 411 213 Telephone	19	2,973	3,017	3,017	0	3,078	60	2.00	3,139	3,202	3,266	3,331
42 411 230 Board Fee	20	25,026	25,465	25,465	0	25,913	448	1.76	26,431	26,960	27,499	28,049
42 411 237 Insurance	21	10,091	10,058	10,058	0	10,259	201	2.00	10,464	10,674	10,887	11,105
42 411 251 Office Supply	22	0	0	0	0	0	0	0.00	0	0	0	0
42 411 290 Water Licence	23	2,091	2,300	2,300	0	2,300	0	0.00	2,300	2,300	2,300	2,300
42 415 553 Utilities - Electricity	24	0	0	0	0	0	0	0.00	0	0	0	0
42 417 750 Salaries & Benefits - Admin	25	11,572	11,200	11,200	(0)	11,664	464	4.15	11,805	12,042	12,282	12,528
42 419 211 Vehicle Operating	26	1,197	1,993	1,993	0	2,033	40	2.00	2,094	2,157	2,243	2,333
42 419 999 Contingencies	27	19,936	14,250	14,000	250	14,000	(250)	(1.75)	14,000	14,000	14,000	14,000
42 419 990 Previous Year's Deficit	28	0	0	0	0	0	0	0.00	0	0	0	0
DEBT/CAPITAL COSTS:												
42 411 820 Debt Interest	29	60,000	51,600	51,600	0	21,600	(30,000)	(58.14)	0	0	0	0
42 411 830 Debt Principal	30	120,490	120,491	120,491	0	83,417	(37,074)	(30.77)	0	0	0	0
42 419 611 Capital/Amortization	31	61,618	460,469	460,000	469	138,000	(322,469)	(70.03)	40,000	40,000	40,000	40,000
42 419 740 Contribution to Reserve	32	130,500	-0	0	(0)	170,232	170,232	#####	230,570	209,913	188,429	166,107
Total Expenditure		871,828	1,116,193	1,042,712	73,481	957,197	(158,995)	(14.24)	829,748	829,748	829,748	829,748
Surplus(Deficit)		90,803		78,277								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 550
CHRISTINA LAKE WATER UTILITY

PARTICIPANTS: Christina Lake Waterworks District


	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
							\$	%					
REVENUE:													
41 640 000	Requisition (Parcel Tax)	2	0	201,250	199,809	1,441	201,250	0	0.00	201,250	201,250	201,250	201,250
41 441 000	User Fees - Water Toll	3	362,335	165,000	157,916	7,084	165,000	0	0.00	165,000	165,000	165,000	165,000
41 443 101	Fire Hydrant Agreement	4	0	0	0	0	0	0	0.00	0	0	0	0
41 449 000	Miscellaneous Income	5	128,535	8,000	8,000	0	8,000	0	0.00	8,000	8,000	8,000	8,000
41 615 100	Federal Grants	6	0	0	0	0	0	0	0.00	0	0	0	0
41 720 000	Provincial Water Grant	7	308,327	424,322	424,322	0	37,942	(386,380)	(91.06)	379,417	0	0	0
41 910 000	Transfer From Reserve	8	63,151	165,000	165,000	0	14,033	(150,967)	(91.50)	140,333	0	0	0
41 920 000	Capital Revenue	9	722,431	0	0	0	0	0	0.00	0	0	0	0
41 911 000	Previous Year's Surplus	10	545,362	0	0	0	41,425	41,425	0.00	0	0	0	0
Total Revenue			2,130,141	963,572	955,047	8,525	467,650	(495,922)	(51.47)	894,000	374,250	374,250	374,250
EXPENDITURE:													
42 411 213	Telephone	11	3,452	3,500	3,500	0	3,500	0	0.00	3,570	3,641	3,714	3,789
42 411 230	Board Fee	12	7,620	7,770	7,770	0	7,923	153	1.97	8,081	8,243	8,408	8,576
42 411 237	Insurance	13	4,081	2,582	2,582	0	2,582	0	0.00	2,634	2,686	2,740	2,795
42 411 820	Debt - Interest	14	100,265	20,433	20,433	0	20,433	0	0.00	20,433	20,433	20,433	20,433
42 411 830	Debt - Principal	15	729,728	63,655	63,655	0	63,655	0	0.00	63,655	63,655	63,655	63,655
42 413 233	Professional Fees	16	6,350	70,000	10,000	60,000	0	(70,000)	(100.00)	0	0	0	0
42 413 560	Repairs & Maintenance	17	18,066	16,000	23,152	(7,152)	16,000	0	0.00	16,000	16,000	16,000	16,000
42 415 553	Utilities	18	18,751	18,000	18,000	0	18,000	0	0.00	18,360	18,727	19,102	19,484
42 417 234	Training & Development	19	5,175	5,000	3,000	2,000	5,000	0	0.00	5,500	5,500	6,000	6,000
42 417 750	Salaries & Benefits - Admin	20	17,357	17,500	17,500	0	18,217	717	4.10	18,444	18,813	19,189	19,573
42 417 760	Salaries & Benefits	21	67,965	70,025	70,025	0	71,390	1,365	1.95	72,207	73,039	73,888	74,754
42 418 754	Other Operating Expenses	22	24,332	15,100	20,000	(4,900)	15,100	0	0.00	15,402	15,710	16,024	16,345
42 419 211	Vehicle Operating	23	2,059	4,000	4,000	0	4,000	0	0.00	4,080	4,162	4,245	4,330
42 419 247	Small Tools	24	0	0	0	0	0	0	0.00	0	0	0	0
42 419 610	Capital	25	371,478	564,322	564,322	0	116,975	(447,347)	(79.27)	519,750	0	0	0
42 419 740	Contribution To Reserve	26	768,161	70,985	70,985	0	104,874	33,888	47.74	125,884	123,640	120,852	118,517
42 419 990	Previous Year's Deficit	27	0	14,700	14,699	0	0	(14,700)	(100.00)	0	0	0	0
Total Expenditure			2,144,840	963,572	913,623	49,949	467,650	(495,922)	(51.47)	894,000	374,250	374,250	374,250
Surplus(Deficit)			(14,700)		41,425		0						



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 600
COLUMBIA GARDENS WATER SUPPLY UTILITY

PARTICIPANTS: Fruitvale, Specified Area "A"




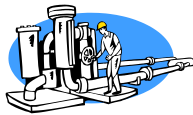
		PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
								\$	%				
REVENUE:													
41 780 000	Property Tax Requisition	2	19,752	19,752	19,752	(0)	21,233	1,482	7.50	28,233	30,771	31,289	31,817
41 449 000	Miscellaneous Income	3	5,000	32,500	12,500	20,000	32,500	0	0.00	10,000	10,000	10,000	10,000
41 720 000	Provincial Water Grant	4	0	0	0	0	0	0	0.00	0	0	0	0
41 615 100	Federal Grants	5	0	50	50	0	50	0	0.00	50	50	50	50
41 443 101	Fire Hydrant Agreement	6	1,816	1,852	1,854	(2)	0	(1,852)	(100.00)	0	0	0	0
41 441 000	Users Fees	7	5,650	3,150	3,150	0	3,150	0	0.00	3,150	3,150	3,150	3,150
41 910 000	Transfer From Reserve	8	0	10,547	0	10,547	10,547	0	0.00	0	0	0	0
41 920 000	Capital Revenue	9	0	0	0	0	0	0	0.00	0	0	0	0
41 911 000	Previous Year's Surplus	10	12,188	1,042	1,042	0	2,456	1,413	135.58	0	0	0	0
Total Revenue			44,406	68,893	38,349	30,544	69,936	1,043	1.51	41,433	43,971	44,489	45,017
EXPENDITURE:													
42 411 213	Telephone	11	1,307	1,200	1,200	0	1,224	24	2.00	1,248	1,273	1,299	1,325
42 411 230	Board Fee	12	2,139	2,180	2,180	0	2,222	42	1.93	2,266	2,312	2,358	2,405
42 411 237	Insurance	13	7,811	7,713	7,713	0	7,867	154	2.00	8,025	8,185	8,349	8,516
42 413 560	Repairs & Maintenance	14	9,535	7,000	3,000	4,000	7,140	140	2.00	7,283	7,428	7,577	7,729
42 413 754	Operating Contracts	15	15,500	15,500	15,500	0	16,057	557	3.59	16,057	16,057	16,057	16,057
42 413 233	Professional Fees	16	0	29,000	0	29,000	29,000	0	0.00	0	0	0	0
42 415 553	Utilities- Electricity	17	6,722	6,300	6,300	0	6,426	126	2.00	6,555	6,686	6,819	6,956
42 418 754	Other Operating Expenses	18	0	0	0	0	0	0	0.00	0	2,030	2,030	2,030
42 419 610	Capital	19	0	0	0	0	0	0	0.00	0	0	0	0
42 419 740	Contribution To Reserve	20	350	0	0	0	0	0	0.00	0	0	0	0
42 419 990	Previous Year's Deficit	21	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			43,364	68,893	35,893	33,000	69,936	1,043	1.51	41,433	43,971	44,489	45,017
Surplus(Deficit)			1,042		2,456								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 650
RIVERVALE WATER & STREET LIGHTING UTILITY

PARTICIPANTS: Rivervale Water Improvement District

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET								
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET		
REVENUE:														
41 780 100		Property Tax Requisition	2	0	0	0	0	105.99	3,653	9,492	4,376	3,718		
41 441 000		User Fees - Water Toll	3	89,545	88,500	88,865	(365)	88,500	90,270	92,075	93,917	95,795		
41 443 101		Fire Hydrant Agreement	4	681	695	695	(1)	0	(695)	(100.00)	0	0		
41 443 200		Contract - Warfield Water	5	80,611	82,020	82,020	0	83,661	1,641	2.00	85,334	87,041		
41 449 000		Miscellaneous Income	6	300	0	0	0	0	0	0.00	0	0		
41 615 100		Federal Grants	7	0	0	0	0	0	0	0.00	0	0		
41 720 000		Provincial Water Grant	8	69,930	27,000	5,000	22,000	22,000	(5,000)	(18.52)	0	0		
41 910 000		Transfer From Reserve	9	14,323	0	0	0	0	0	0.00	0	0		
41 920 000		Capital Revenue	10	0	0	0	0	0	0	0.00	0	0		
41 911 000		Previous Year's Surplus	11	40,384	11,649	11,650	(1)	10,775	(874)	(7.51)	0	0		
Total Revenue			295,774	209,864	188,230	21,633		204,936	(4,928)	(2.35)	179,257	188,608	187,075	190,071
EXPENDITURE:														
42 411 100		Discounts	12	6,600	7,100	7,151	(51)	7,100	0	0.00	7,100	7,100	7,100	7,100
42 411 230		Board Fee	13	7,619	7,768	7,768	0	7,920	152	1.96	8,078	8,240	8,405	8,573
42 411 237		Insurance	14	755	746	746	0	746	0	0.00	761	776	792	807
42 411 820		Debt - Interest	15	0	0	0	0	0	0	0.00	0	0	0	0
42 411 830		Debt - Principal	16	0	0	0	0	0	0	0.00	0	0	0	0
42 411 840		Vehicle Financing	17	7,431	7,431	7,432	(1)	7,431	0	0.00	7,431	7,431	0	0
42 413 233		Professional Fees	18	70	29,500	5,000	24,500	24,500	(5,000)	(16.95)	2,500	2,500	2,500	2,500
42 413 560		Repairs & Maintenance	19	24,350	17,000	12,000	5,000	17,000	0	0.00	17,100	22,967	17,200	17,200
42 415 553		Utilities- Electricity	20	1,551	1,428	1,428	0	1,457	29	2.00	1,486	1,515	1,546	1,577
42 415 555		Street Lighting	21	1,151	5,508	5,500	8	5,618	110	2.00	5,731	5,845	5,963	6,082
42 417 750		Salaries & Benefits - Admin	22	11,118	11,663	11,663	(1)	12,142	480	4.11	12,293	12,539	12,790	13,046
42 417 760		Salaries & Benefits - Rivervale	23	17,907	30,749	30,749	(0)	32,377	1,628	5.29	33,334	34,311	35,307	36,323
42 417 765		Salaries & Benefits - Warfield	24	63,060	57,726	57,726	0	59,799	2,073	3.59	60,995	62,215	63,460	64,729
42 418 754		Other Operating Expenses	25	10,550	4,850	4,800	50	4,850	0	0.00	5,249	5,702	500	500
42 419 211		Vehicle Operating	26	7,950	8,702	6,000	2,702	8,702	0	0.00	8,816	8,932	9,051	9,172
42 419 247		Small Tools	27	999	1,000	800	200	1,000	0	0.00	1,000	1,000	1,000	1,000
42 419 610		Capital	28	84,253	0	0	0	0	0	0.00	0	0	0	0
42 419 740		Contribution To Reserve	29	38,761	18,693	18,693	0	14,294	(4,399)	(23.53)	7,383	7,534	21,462	21,462
42 419 990		Previous Year's Deficit	30	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			284,125	209,864	177,456	32,408		204,936	(4,928)	(2.35)	179,257	188,608	187,075	190,071
Surplus(Deficit)			11,649		10,775									



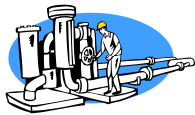
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Trail, Rosland, Warfield

	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET		2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
							\$	%				
REVENUE:												
Property Tax Requisition	3	1,539,827	1,539,829	1,539,829	0	1,601,120	61,291	3.98	1,958,827	2,353,970	3,233,796	3,251,325
61 419 999 Contingencies	4	37,948	20,000	15,000	5,000	20,000	0	0.00	20,400	20,706	21,017	21,332
61 449 000 Space Rental	5	0	0	0	0	0	0	0.00	0	0	0	0
61 615 445 Federal Grant In Lieu	6	9,784	4,000	4,000	0	4,000	0	0.00	4,000	4,000	4,000	4,000
61 720 100 Towns For Tomorrow Grant	7	247,514	1,057,247	1,057,247	(0)	0	(1,057,247)	(100.00)	19,000,000	19,000,000	0	0
61 759 083 PEP Grants / EMBC Program	8	0	0	0	0	0	0	0.00	0	0	0	0
61 910 000 Transfer From Reserve Fund	9	206,873	363,000	363,000	0	163,000	(200,000)	(55.10)	0	0	0	0
61 912 000 Transfer from Oasis/Rivervale	10	15,782	13,209	13,209	0	13,209	0	0.00	13,605	14,013	14,434	14,867
61 920 000 Contribution from Capital Fund	11	0	0	0	0	0	0	0.00	7,000,000	7,000,000	0	0
61 911 000 Previous Year's Surplus	12	404,277	526,591	526,561	30	255,880	(270,711)	(51.41)	0	0	0	0
Total Revenue		2,462,005	3,523,876	3,518,846	5,030	2,057,209	(1,466,667)	(202.52)	27,996,832	28,392,690	3,273,246	3,291,523
EXPENDITURE:												
GENERAL ADMINISTRATION												
62 421 111 Salaries & Benefits WWTP Admin	13	85,502	95,047	95,047	(0)	98,728	3,681	3.87	100,025	102,026	104,066	106,148
62 421 211 Administration Vehicle Operations	14	8,551	6,700	9,000	(2,300)	6,700	0	0.00	6,700	6,700	6,700	6,700
62 421 230 Board Fee	15	45,476	46,300	46,300	0	47,141	841	1.82	48,084	49,045	50,026	51,027
62 421 234 Training & Development	16	13,855	18,500	10,000	8,500	18,500	0	0.00	18,500	18,500	28,500	28,500
62 421 237 Building Insurance	17	13,371	15,037	15,037	0	17,537	2,500	16.63	17,908	18,286	18,672	19,065
62 421 239 Consultant fees	18	31,024	25,000	15,000	10,000	25,000	0	0.00	25,000	25,000	25,000	25,000
62 421 250 Other Administrative Costs	19	31,773	21,209	18,000	3,209	21,500	291	1.37	24,000	10,150	10,150	10,150
62 421 254 Land Leases	20	0	0	0	0	0	0	0.00	0	0	0	0
62 421 610 Capital/Amortization	21	326,524	1,693,791	1,693,791	(0)	225,000	(1,468,791)	(86.72)	26,100,000	26,100,000	100,000	100,000
62 421 612 Equipment Replacement	22	0	0	0	0	0	0	0.00	0	0	0	0
62 421 741 Contribution To Reserve	23	115,100	216,500	216,500	0	175,000	(41,500)	(19.17)	100,000	100,000	200,000	200,000
62 421 820 Debt- Interest	24	214,185	187,200	187,200	0	187,200	0	0.00	309,700	554,700	677,200	677,200
62 421 830 Debt- Principal	25	235,661	184,854	184,853	1	184,854	0	0.00	184,854	331,989	479,124	479,124
62 421 225 Provincial Emergency Program	26	0	15,000	0	15,000	15,000	0	0.00	15,000	15,000	15,000	15,000
		1,121,022	2,525,138	2,490,728		1,022,160	(1,502,978)		26,949,771	27,331,396	1,714,438	1,717,914
COLLECTION SYSTEMS OPERATIONS & MAINTENANCE												
62 422 111 Lift Station Labour	27	26,352	26,839	26,000	839	37,045	10,206	38.03	37,786	38,542	39,313	40,099
62 423 111 Collection System Labour	28	6,324	6,573	3,833	2,740	13,892	7,319	111.34	14,170	14,453	14,742	15,037
62 423 275 R&M - Collections	29	16,980	35,000	35,000	0	35,000	0	0.00	35,000	35,000	35,000	35,000
62 423 276 Collection Line Flow Metering	30	35,128	43,000	30,000	13,000	43,000	0	0.00	43,500	44,010	44,530	45,061
62 424 553 Utilities - Glenmerry Lift Stn	31	26,325	35,000	25,000	10,000	35,000	0	0.00	35,700	36,414	37,142	37,885
62 424 560 R&M - Glenmerry Lift Stn	32	20,786	35,000	25,000	10,000	35,000	0	0.00	35,000	35,000	35,000	35,000
62 425 553 Utilities - Murray Park Lift Stn	33	35,710	40,000	35,000	5,000	40,000	0	0.00	40,800	41,616	42,448	43,297
62 425 560 R&M - Murray Park Lift Stn	34	9,415	35,000	15,000	20,000	35,000	0	0.00	35,000	35,000	35,000	35,000
62 426 553 Utilities - Sunningdale Lift Stn	35	0	0	0	0	0	0	0.00	0	0	0	0
62 426 560 R&M - Sunningdale Lift Stn	36	0	0	0	0	0	0	0.00	0	0	0	0
62 427 553 Utilities - Robertson Lift Stn	37	0	0	0	0	0	0	0.00	0	0	0	0
62 427 560 R&M - Robertson Lift Stn	38	0	0	0	0	0	0	0.00	0	0	0	0
		177,020	256,412	194,833	61,579	273,937	17,525		276,956	280,035	283,176	286,380


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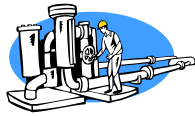


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Trail, Rosland, Warfield


								Increase(Decrease) between 2018 BUDGET and 2019 BUDGET					
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
WASTE WATER TREATMENT PLANT - TREATMENT & DISPOSAL													
62 428 111	Labour - Sewer Treatment Plant	39	237,470	295,702	230,000	65,702	306,295	10,592	3.58	310,352	316,470	322,709	329,069
62 428 247	Small Tools	40	371	5,000	1,500	3,500	5,000	0	0.00	5,000	5,000	5,000	5,000
62 428 280	Operations	41	114,438	130,000	70,000	60,000	130,000	0	0.00	132,000	134,040	534,121	536,243
62 428 281	Digestion / Methane Collection	42	6,997	23,000	15,000	8,000	23,000	0	0.00	23,000	23,000	23,000	23,000
62 428 282	Chlorine / Disinfection	43	64,150	56,000	50,000	6,000	57,000	1,000	1.79	57,000	57,000	57,000	57,000
62 428 283	Solids Handling	44	58,291	58,600	58,000	600	59,100	500	0.85	59,100	59,100	94,100	94,100
62 428 284	Lab Testing	45	28,011	35,000	30,000	5,000	35,000	0	0.00	35,560	36,131	36,714	37,308
62 428 290	Disposal Permit	46	17,138	18,000	20,815	(2,815)	18,000	0	0.00	18,360	18,727	19,102	19,484
			526,865	621,302	475,315	145,988	633,395	12,092		640,372	649,469	1,091,745	1,101,204
WASTE WATER TREATMENT PLANT - BUILDING & GROUNDS													
62 429 211	Vehicle Operating RDKB	47	12,325	14,503	13,000	1,503	21,197	6,694	46.15	21,621	22,054	22,495	22,945
62 429 213	Telephone	48	12,312	12,420	12,000	420	12,420	0	0.00	12,420	12,420	12,420	12,420
62 429 246	Building HVAC	49	1,084	1,500	0	1,500	1,500	0	0.00	1,500	1,500	1,500	1,500
62 429 252	Other Supplies	50	5,476	13,000	6,000	7,000	13,000	0	0.00	13,000	13,000	13,000	13,000
62 429 551	Utilities - Water/Sewer	51	590	600	590	10	600	0	0.00	612	624	637	649
62 429 553	Utilities - Electricity	52	62,427	56,000	50,000	6,000	56,000	0	0.00	57,120	58,262	109,428	110,616
62 429 554	Utilities - Natural Gas	53	16,168	20,000	20,000	0	20,000	0	0.00	20,400	20,808	21,224	21,649
62 429 559	Refuse Collection	54	0	0	0	0	0	0	0.00	0	0	0	0
62 429 606	Grounds Maintenance	55	126	3,000	500	2,500	3,000	0	0.00	3,060	3,121	3,184	3,247
62 429 990	Previous Year's Deficit	56	0	0	0	0	0	0	0.00	0	0	0	0
			110,507	121,023	102,090	18,933	127,717	6,694		129,733	131,790	183,887	186,026
Total Expenditure			1,935,414	3,523,876	3,262,966	226,501	2,057,209	(1,466,667)	0.00	27,996,832	28,392,690	3,273,246	3,291,523
Surplus(Deficit)			526,591		255,880								

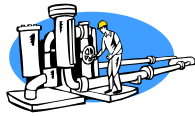


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700-101
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Trail Only


						Increase/(Decrease) between 2018 BUDGET and 2019 BUDGET					
PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE:											
61 780 700	Property Tax Requisition	2	11,356	26,683	26,683	0	0	(26,683)	(100.00)	0	0
61 419 999	Contingencies	3	0	0	0	0	0	0	0.00	0	0
61 615 445	Federal Grant In Lieu	4	53	0	0	0	0	0	0.00	0	0
61 720 100	Grants Programs	5	0	0	0	0	0	0	0.00	0	0
61 910 000	Transfer From Reserve Fund	6	0	0	0	0	0	0	0.00	0	0
61 920 000	Contribution from Capital Fund	7	0	0	0	0	0	0	0.00	0	0
61 911 000	Previous Year's Surplus	8	35,588	20,536	20,536	0	9,308	(11,228)	(54.67)	0	0
Total Revenue			46,998	47,219	47,219	0	9,308	(37,911)	(154.67)	0	0
EXPENDITURE:											
GENERAL ADMINISTRATION											
62 421 237	Building Insurance	9	1,500	1,500	1,500	0	0	(1,500)	(100.00)	0	0
62 421 239	Consultant fees	10	0	0	0	0	9,308	9,308	0.00	0	0
62 421 254	Land Leases	11	0	0	0	0	0	0	0.00	0	0
62 421 610	Capital/Amortization	12	0	0	0	0	0	0	0.00	0	0
62 421 612	Equipment Replacement	13	0	5,000	4,018	982	0	(5,000)	(100.00)	0	0
62 421 741	Contribution To Reserve	14	0	0	0	0	0	0	0.00	0	0
62 421 820	Debt- Interest	15	0	0	0	0	0	0	0.00	0	0
62 421 830	Debt- Principal	16	0	0	0	0	0	0	0.00	0	0
62 421 225	Provincial Emergency Program	17	0	0	0	0	0	0	0.00	0	0
62 422 111	Lift Station Labour	18	8,784	8,960	8,960	0	0	(8,960)	(100.00)	0	0
62 423 111	Collection System Labour	19	2,460	2,460	2,460	0	0	(2,460)	(100.00)	0	0
62 423 275	R&M - Collections	20	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0
62 426 553	Utilities - Sunningdale Lift Stn	21	1,440	1,744	678	1,066	0	(1,744)	(100.00)	0	0
62 426 560	R&M - Sunningdale Lift Stn	22	595	7,500	11,566	(4,066)	0	(7,500)	(100.00)	0	0
62 427 553	Utilities - Robertson Lift Stn	23	2,682	3,257	2,120	1,137	0	(3,257)	(100.00)	0	0
62 427 560	R&M - Robertson Lift Stn	24	2,702	7,500	311	7,189	0	(7,500)	(100.00)	0	0
62 428 247	Small Tools	25	0	0	0	0	0	0	0.00	0	0
62 429 211	Vehicle Operating RDKB	26	6,298	6,298	6,298	0	0	(6,298)	(100.00)	0	0
62 429 252	Other Supplies	27	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0
62 429 551	Utilities - Water/Sewer	28	0	0	0	0	0	0	0.00	0	0
62 429 606	Grounds Maintenance	29	0	1,000	0	1,000	0	(1,000)	(100.00)	0	0
62 429 990	Previous Year's Deficit	30	0	0	0	0	0	0	0.00	0	0
Total Expenditure			26,462	47,219	37,911	9,308	9,308	-37,911	-1,200	0	0
Surplus/(Deficit)			20,536		9,308						

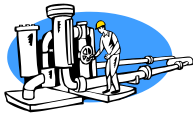


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700 102
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Roseland Only

							Increase(Decrease) between 2018 BUDGET and 2019 BUDGET						
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET		\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUE:													
61 780 600	Property Tax Requisition	2	7,532	6,649	6,649	(0)	-0	(6,649)	(100.01)	0	0	0	0
61 419 999	Contingencies	3	0	0	0	0	0	0	0.00	0	0	0	0
61 615 445	Federal Grant In Lieu	4	91	0	0	0	0	0	0.00	0	0	0	0
61 720 100	Grants Program	5	0	0	0	0	0	0	0.00	0	0	0	0
61 910 000	Transfer From Reserve Fund	6	0	0	0	0	0	0	0.00	0	0	0	0
61 920 000	Contribution from Capital Fund	7	0	0	0	0	0	0	0.00	0	0	0	0
61 911 000	Previous Year's Surplus	8	6,870	7,841	7,841	0	6,250	(1,591)	(20.29)	0	0	0	0
Total Revenue			14,493	14,490	14,490	(0)	6,250	(8,240)	(120.30)	0	0	0	0
EXPENDITURE:													
GENERAL													
62 421 237	Property Insurance	9	1,000	1,000	1,000	0	0	(1,000)	(100.00)	0	0	0	0
62 421 239	Consultant fees	10	0	0	0	0	6,250	6,250	0.00	0	0	0	0
62 421 254	Land Leases	11	0	0	0	0	0	0	0.00	0	0	0	0
62 421 610	Capital/Amortization	12	0	0	0	0	0	0	0.00	0	0	0	0
62 421 741	Contribution To Reserve	13	0	0	0	0	0	0	0.00	0	0	0	0
62 421 820	Debt- Interest	14	0	0	0	0	0	0	0.00	0	0	0	0
62 421 830	Debt- Principal	15	0	0	0	0	0	0	0.00	0	0	0	0
62 421 225	Provincial Emergency Program	16	0	0	0	0	0	0	0.00	0	0	0	0
62 423 111	Collection System Labour	17	4,392	4,480	4,480	0	0	(4,480)	(100.00)	0	0	0	0
62 423 275	R&M - Collections	18	0	6,500	1,000	5,500	0	(6,500)	(100.00)	0	0	0	0
62 429 211	Vehicle Operating RDKB	19	1,260	1,260	1,260	0	0	(1,260)	(100.00)	0	0	0	0
62 429 252	Other Supplies	20	0	1,250	500	750	0	(1,250)	(100.00)	0	0	0	0
62 429 990	Previous Year's Deficit	21	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			6,652	14,490	8,240	6,250	6,250	-8,240	-500	0	0	0	0
Surplus(Deficit)			7,841		6,250								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 700 103
EAST END REGIONALIZED SEWER UTILITY

PARTICIPANTS: Rossland & Warfield

		2017	2018	2018	(OVER)	2019	Increase(Decrease)		2020	2021	2022	2023
		PAGE	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	between 2018 BUDGET and 2019 BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
								\$ %				
REVENUE:												
Property Tax Requisition	2	11,351	11,266	11,266	0	11,911	645	5.72	11,476	11,635	11,798	11,964
61 419 999 Contingencies	3	0	0	0	0	0	0	0.00	0	0	0	0
61 615 445 Federal Grant In Lieu	4	85	0	0	0	0	0	0.00	0	0	0	0
61 720 100 Grant Programs	5	0	0	0	0	0	0	0.00	0	0	0	0
61 910 000 Transfer From Reserve Fund	6	0	0	0	0	0	0	0.00	0	0	0	0
61 920 000 Contribution from Capital Fund	7	0	0	0	0	0	0	0.00	0	0	0	0
61 911 000 Previous Year's Surplus	8	0	1,549	1,549	0	1,408	(141)	(9.08)	0	0	0	0
Total Revenue		11,436	12,815	12,815	0	13,319	504	(3.35)	11,476	11,635	11,798	11,964
EXPENDITURE:												
GENERAL												
62 421 237 Property Insurance	9	1,000	1,000	1,000	0	1,000	0	0.00	1,000	1,000	1,000	1,000
62 421 239 Consultant fees	10	0	0	0	0	0	0	0.00	0	0	0	0
62 421 254 Land Leases	11	0	0	0	0	0	0	0.00	0	0	0	0
62 421 610 Capital/Amortization	12	0	0	0	0	0	0	0.00	0	0	0	0
62 421 741 Contribution To Reserve	13	0	1,506	0	1,506	2,000	494	32.80	0	0	0	0
62 421 820 Debt- Interest	14	0	0	0	0	0	0	0.00	0	0	0	0
62 421 830 Debt- Principal	15	0	0	0	0	0	0	0.00	0	0	0	0
62 421 225 Provincial Emergency Program	16	0	0	0	0	0	0	0.00	0	0	0	0
62 423 111 Collection System Labour	17	4,392	4,475	4,475	0	4,475	0	0.00	4,565	4,656	4,749	4,844
62 423 275 R&M - Collections	18	1,446	2,500	2,677	(177)	2,500	0	0.00	2,500	2,500	2,500	2,500
62 429 211 Vehicle Operating RDKB	19	1,260	1,255	1,255	0	1,255	0	0.00	1,280	1,306	1,332	1,358
62 429 252 Other Supplies	20	1,528	2,079	2,000	79	2,089	10	0.50	2,131	2,174	2,217	2,261
62 429 990 Previous Year's Deficit	21	261	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		9,887	12,815	11,407	1,408	13,319	504	33.30	11,476	11,635	11,798	11,964
Surplus(Deficit)		1,549		1,408								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 800
OASIS-RIVERVALE SEWER UTILITY

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET							
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
REVENUE													
61 780 900	EA 'B' / Lower Columbia/Old Glor	2	30,534	30,534	30,534	0	30,534	(0)	(0.00)	27,442	28,246	29,068	29,909
61 441 000	Users Fees	3	29,748	30,144	29,748	396	30,144	0	0.00	30,144	30,144	30,144	30,144
61 447 000	Penalty Revenue	4	337	366		366	366	0	0.00	374	381	389	396
61 720 100	Sewage Facil. Assist Grant	5	0	0	0	0	0	0	0.00	0	0	0	0
61 448 159	Miscellaneous Income	6	74,000	101,127	101,127	0	0	(101,127)	(100.00)	0	0	0	0
61 910 000	Transfer From Reserve	7	14,987	40,713	40,713	(0)	0	(40,713)	(100.00)	0	0	0	0
61 911 000	Previous Year's Surplus	8	13,958	6,961	6,960	1	25,273	18,312	263.08	0	0	0	0
61 920 000	Sewer Capital Revenue Fund	9	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			163,563	209,845	209,082	763	86,317	(123,528)	(58.87)	57,959	58,771	59,601	60,449
EXPENDITURE													
CONTRACTED SERVICES													
GENERAL ADMINISTRATION													
62 441 100	Discounts	11	2,104	2,500	2,500	0	2,500	0	0.00	2,563	2,601	2,640	2,680
62 441 230	Board Fee	12	5,073	5,172	5,173	(1)	5,273	101	1.95	5,378	5,486	5,596	5,708
62 441 237	Property Insurance	13	1,282	1,266	1,266	0	1,266	0	0.00	1,291	1,317	1,343	1,370
62 441 741	Contribution to Reserve	14	16,769	6,762	6,762	0	29,177	22,415	331.48	0	0	0	0
62 441 610	Capital/Amortization	15	88,160	126,840	122,603	4,237	0	(126,840)	(100.00)	0	0	0	0
62 441 820	Debt - Interest	16	0	0	0	0	0	0	0.00	0	0	0	0
62 441 830	Debt - Principal	17	0	0	0	0	0	0	0.00	0	0	0	0
LIFT STATION OPERATIONS													
62 442 111	Labour - Callouts	18	8,925	8,925	8,925	0	9,104	179	2.00	9,286	9,471	9,661	9,854
62 442 275	Collection Line	19	0	3,300	1,000	2,300	3,300	0	0.00	3,300	3,300	3,300	3,300
62 442 276	Telemetry	20	0	1,500	1,500	0	1,500	0	0.00	1,500	1,500	1,500	1,500
62 442 553	Utilities - Electricity	21	5,840	5,871	5,871	0	5,988	117	2.00	6,168	6,353	6,544	6,740
62 442 560	Pumping Station R&M	22	12,669	34,500	15,000	19,500	15,000	(19,500)	(56.52)	15,000	15,000	15,000	15,000
TREATMENT & DISPOSAL													
62 443 754	Treatment and Disposal (Transfe	23	15,782	13,209	13,209	0	13,209	0	0.00	13,473	13,743	14,017	14,298
OTHER SEWER COSTS													
62 449 990	Previous Year's Deficit	24	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			156,602	209,845	183,809	26,036	86,317	(123,528)	(58.87)	57,959	58,771	59,601	60,449
Surplus(Deficit)			6,961		25,273								

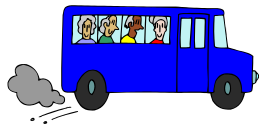


REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 900
EAST END TRANSIT

PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield,
Electoral Areas "A" & "B"

						Increase(Decrease) between 2018 BUDGET and 2019 BUDGET							
	PAGE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	\$	%	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET	
REVENUE													
81 159 000	Property Tax Requisition	2	1,158,311	1,158,464	1,158,464	(0)	1,299,277	140,813	12.16	1,331,356	1,366,137	1,401,612	1,437,797
	Miscellaneous Revenue	3	74	510	0	510	510	0	0.00	523	531	539	547
81 159 190	IHA Fee For Service Contract	4	88,647	89,127	89,127	0	89,475	348	0.39	89,475	89,475	89,475	89,475
81 441 000	Farebox Revenue	5	274,462	317,816	350,000	(32,184)	317,816	0	0.00	317,596	317,596	317,596	317,596
81 615 445	Federal Grant In Lieu	6	5,716	2,800	2,779	21	2,800	0	0.00	2,800	2,800	2,800	2,800
81 900 000	Previous Year's Surplus	7	43,895	31,092	31,092	0	0	(31,092)	(100.00)	0	0	0	0
81 910 000	Transfer From Reserves	8	0	127,000	93,830	33,170	0	(127,000)	(100.00)	0	0	0	0
	Total Revenue		1,571,105	1,726,809	1,725,292	1,517	1,709,878	(16,931)	(0.98)	1,741,749	1,776,538	1,812,022	1,848,215
EXPENDITURE													
82 230 230	Board Fee	9	49,381	50,273	50,273	0	51,183	910	1.81	52,207	53,251	54,316	55,402
82 350 553	Utilities - Electricity	10	1,257	1,346	1,346	0	1,346	0	0.00	1,505	1,535	1,566	1,597
82 350 741	Contribution to Reserves	11	0	0	0	0	0	0	0.00	0	0	0	0
82 350 754	Operating Contracts	12	1,484,171	1,666,173	1,666,173	0	1,648,332	(17,841)	(1.07)	1,678,795	1,712,371	1,746,618	1,781,551
82 350 999	Contingencies	13	5,204	9,017	7,500	1,517	9,017	0	0.00	9,242	9,381	9,522	9,665
82 350 990	Previous Year's Deficit	14	0	0	0	0	0	0	0.00	0	0	0	0
	Total Expenditure		1,540,013	1,726,809	1,725,292	1,517	1,709,878	(16,931)	(0.98)	1,741,749	1,776,538	1,812,022	1,848,215
	Surplus(Deficit)		31,092		0								



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 950
REGIONAL TRANSIT SERVICES - BOUNDARY AREA

PARTICIPANTS: Grand Forks, Greenwood, Area 'D',
and Electoral Area 'E' Specified Area.

PAGE	PAGE	2017 ACTUAL	2018 ANNUAL	2018 ACTUAL	(OVER) UNDER	2019 BUDGET	Increase(Decrease) between 2018 BUDGET and 2019 BUDGET	
							\$	%
REVENUE:								
	Property Tax Requisition	2	40,000	50,000	50,000	(0)	49,969	(31) (0.06)
81 441 000	Farebox Revenue	3	8,968	9,738	9,738	0	9,738	0 0.00
81 615 445	Federal Grant In Lieu	4	119	100	129	(29)	100	0 0.00
81 900 000	Previous Year's Surplus	5	0	208	208	(0)	29	(179) (86.17)
81 910 000	Transfer From Reserves	6	22,935	0	0	0	0	0 0.00
81 999 000	Miscellaneous Revenue	7	13,560	22,945	22,945	0	22,996	51 0.22
	Total Revenue		85,582	82,991	83,020	(29)	82,832	(159) (0.19)
EXPENDITURE:								
82 230 230	Board Fee	8	1,480	1,508	1,508	0	1,536	28 1.86
82 350 741	Contribution to Reserves	9	0	0	0	0	0	0 0.00
82 350 754	Operating Contracts	10	80,030	81,483	81,483	0	81,296	(187) (0.23)
82 350 990	Previous Year's Deficit	11	3,864	0	0	0	0	0 0.00
82 350 999	Contingencies	12	0	0	0	0	0	0 0.00
	Total Expenditure		85,374	82,991	82,991	0	82,832	(159) (0.19)
	Surplus(Deficit)		208		29		0	

Para Transit Services - Local Share (38.31%)

2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
49,998	55,816	56,048	60,116
9,738	9,738	9,738	9,738
100	100	100	100
0	0	0	0
0	0	0	0
28,809	32,346	36,025	36,025
88,645	98,000	101,911	105,979
1,567	1,598	1,630	1,663
0	0	0	0
87,078	96,402	100,281	104,317
0	0	0	0
0	0	0	0
88,645	98,000	101,911	105,979



West Boundary Recreation Grant Application

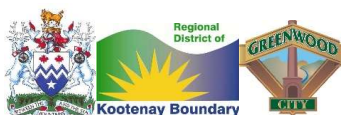
The purpose of this grant is to facilitate and foster recreation programs, with a focus on physical activity, for the residents of the West Boundary.

Applicant/Requesting Group	Community Consultative Group		
Mailing Address:	<u>Box 10 Midway BC</u> <u>V0H 1M0</u> <hr/> <hr/> <hr/>		
Phone:	250-449-2244	Email:	Cathy.riddle@rcmp-grc.gc.ca
Contact Person (Representative)	Cathy Riddle		
Amount of grant request?	\$ 500.00		
What is the purpose of the grant?	<u>The funding will be used towards costs associated with holding the event. We will use it to provide refreshments for children and their families attending and Door prizes, which has always been a draw for families to attend.</u> <hr/> <hr/> <hr/> <hr/> <hr/>		
Who will the grant benefit?	<u>The event is open to the public and people from across the Boundary and visiting families and friends.</u> <hr/> <hr/> <hr/>		

What are the other funding sources for this program/event?	<u>Municipalities contribute – City of Greenwood and Village of Midway</u> _____ _____ _____		
Are the participants being charged to participate?	<div style="text-align: center;">NO</div> <div> <div style="display: inline-block; width: 45%; text-align: center;">_____ Yes</div> <div style="display: inline-block; width: 45%; text-align: center;">_____ No</div> </div> <div>If yes, how much? _____</div>		
Estimated # of benefiting participants?	Participation has been between 100-200 people a year		
Where will the program/event be held?	<u>Boundary Expo Center in Midway</u> _____ _____		
When will the program/event be held?	<u>December 31st</u> _____ _____		
Signature of Authorized Representative	_____	Date	_____

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

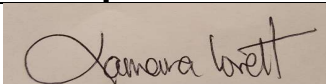
Office Use Only	
Date Received	_____
Date Presented to the Boundary Community Development Committee	_____
Approved	Denied
Amount approved	_____



West Boundary Recreation Grant Application

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

Applicant/Requesting Group	Midway Ladies Hockey		
Mailing Address:	<u>c/o Box 482</u> <u>Midway, BC</u> <u>V0H 1M0</u>		
Phone:	250-449-1815	Email:	tamaralovett@hotmail.com
Contact Person (Representative)	Tamara Lovett		
Amount of grant request?	\$1500		
What is the purpose of the grant?	<u>To reduce the cost of this activity and make it affordable for all women in the Boundary area.</u>		
Who will the grant benefit?	<u>This grant will benefit all women who are interested and girls who no longer have access to local minor hockey teams</u>		
What are the other funding sources for this program/event?	<u>We charge a seasonal fee for joining the team but I want to make costs affordable in order to draw more people from the surrounding areas.</u>		

Are the participants being charged to participate?	<u>X</u> _____ Yes No		
	If yes, how much? <u>\$160</u>		
Estimated # of benefiting participants?	10-16		
Where will the program/event be held?	<u>We practice at the Boundary Expo Arena in Midway</u>		
When will the program/event be held?	<u>We practice on Thursdays</u>		
Signature of Authorized Representative		Date	Nov 14/18

Completed forms should be sent to:

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

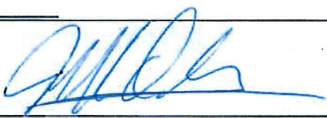
Email: Westbound@psd.ca.gov	
Office Use Only	
Date Received	
Date Presented to the Boundary Community Development Committee	
Approved	Denied
Amount approved	



West Boundary Recreation Grant Application

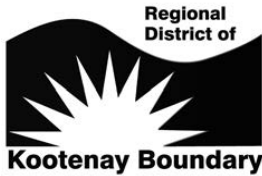
The purpose of this grant is to facilitate and foster recreation programs, with a focus on physical activity, for the residents of the West Boundary.

Applicant/Requesting Group	Boundary Youth Soccer Association		
Mailing Address:	<u>Box 121</u> <u>Grand Forks BC</u> <u>V0H 1H0</u> 		
Phone:	250 443-9199	boundarysoccer@gmail.com	
Contact Person (Representative)	Jeff Olsen		
Amount of grant request?	\$2,000		
What is the purpose of the grant?	<u>Operational expenses, uniforms, equipment, insurance,</u> <u>Coach and Ref training, gym rentals etc.</u> 		
Who will the grant benefit?	<u>Youth from the Boundary ages 3 to 17.</u> 		
What are the other funding sources for this program/event?	<u>Registration fees, BC Gaming grant, other various local</u> <u>sponsors.</u> 		
Are the participants being charged to participate?	<u>Yes</u> If yes, how much? <u>\$95</u>		
Estimated # of benefiting participants?	275		

Where will the program/event be held?	<u>Across the Boundary</u>		
When will the program/event be held?	<u>April to June,,,Sep to Oct</u>		
Signature of Authorized Representative		Date	Jan 16 2018

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

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



ELECTORAL AREA SERVICES (EAS) COMMITTEE STAFF REPORT

Date:	November 15, 2018	File #:	Lot 9: BW-4109s-07909.422 & Lot 10: BW-4109s-07909.424
To:	Members of the Big White APC		
From:	Ken Gobeil, Planner		
RE:	Development Variance Permit Application – Ritchie & Thomson		

ISSUE INTRODUCTION

We have received an application for a development variance permit for a renovation and addition to a duplex on Rock Ridge Road in Big White (see Site Location Map; Subject Property Map; Applicant Submission).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Lot 9: Michael and Deborah Ritchie Lot 10: Brody Thomson
Location:	Lot 9: 377 Rock Ridge Road Big White Lot 10: 375 Rock Ridge Road Big White
Electoral Area:	Electoral Area 'E' / West Boundary
Legal Description(s):	Lot 9, Plan KAS2476, District Lot 4109s, SDYD Lot 10, Plan KAS2476, District Lot 4109s, SDYD
Area:	Lot 9: 410m ² (4413ft ²) Lot 10: 355m ² (3821ft ²)
Land Use Bylaws	
Official Community Plan Bylaw No. 1125	High Density Residential
Development Permit Areas	Alpine Environmentally Sensitive Landscape Reclamation
Zoning Bylaw No. 1166	Medium Density Residential 4 (R4)

Development Permit 249-03D, for a duplex was approved. On March 2003 for Lot 4. Later in 2003, Lot 4 was subdivided into Lots 9 and 10.

The subject properties are south of the village core off in Big White. There is a ski access easement along the back of both properties and along the eastern edge of Lot 10.

PROPOSAL

The applicant is requesting a Development Variance Permit to extend the roof from their existing garages to create a covered parking area at the front of the property.

In Lot 9 there will also be a 12.4m² addition to the ground floor at the rear of the property in addition to the carport at the front of the property. The total Floor Area Ratio would be .47, and parcel coverage would be 41.3%, which is compliant with the zoning bylaw.

The requested variance for each property is as follows:

Lot 9:

- To reduce the minimum setback into an interior side yard from 4 metres to 2.8 metres; a 1.2 metre variance.

Lot 10:

- To reduce the interior side yard setback from 4 metres to 0.37 metres; a 3.63 metre variance.

The proposal would use an existing retaining wall, previously considered a landscaping feature, and turn it into a portion of the walls to support this roof structure in both properties. The applicants do not propose to change any of the existing landscaping.

IMPLICATIONS

In considering applications for Development Variance Permits, the RDKB generally considers whether the proposed variance will:

- a) Resolve a hardship;
- b) Improve the development;
- c) Cause negative impacts to the neighbouring properties.

The applicant has noted that the need for this variance is in order to maintain the current driveway width while providing covered parking at the front of the parcel. Without a variance the roofline and driveway would be altered considerably.

There is no change to the floor area of Lot 10. Height, floor area ratio, and parcel coverage are not affected by this application.

No changes are required to the landscaping other than possible adjustments to the retaining wall. Therefore, an Alpine Environmentally Sensitive Landscape Reclamation Development Permit is not required.

REFRRALS

The application has been referred to the Big White Fire Department. At the time this report was written, no comments were received.

ADVISORY PLANNING COMMISSION (APC)

The Big White APC supported the application during their November 6, 2018 meeting.

The following comments were made during the meeting:

The alteration of the roofline at the front of the property to create a carport will make snow removal on the property easier.

The addition/ enclosure on the rear of #377 does not extend into the ski easement and builds out over an existing foundation of a crawl space.

This addition does not appear to have any negative impact on the neighbors.

RECOMMENDATION

That the Development Variance Permit application submitted by Deborah Ritchie on behalf of Michael and Deborah Ritchie; and Brody Thomson, to allow for a reduction to the minimum setback into an interior side yard from 4 metres to 2.8 metres; a 1.2 metre variance on the property legally described as Lot 9, Plan KAS2476, District Lot 4109s, SDYD; and a reduction to the interior side yard setback from 4 metres to 0.37 metres; a 3.63 metre variance on the property legally described as Lot 10, Plan KAS2476, District Lot 4109s, SDYD, Big White, Electoral Area 'E'/West Boundary be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support.

ATTACHMENTS

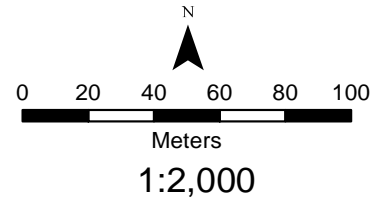
Site Location Map
Subject Property Map
Applicant Submission



Date: 2018-10-16

Site Location Map

Strata Lot 9 and 10, Plan KAS2476, District Lot 4109S
Similkameen Div of Yale Land District, TOGETHER
WITH AN INTEREST IN THE COMMON PROPERTY
IN PROPORTION TO THE UNIT ENTITLEMENT OF
THE STRATA LOT AS SHOWN ON FORM 1 OR V,
AS APPROPRIATE



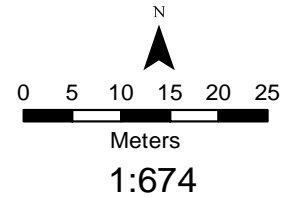
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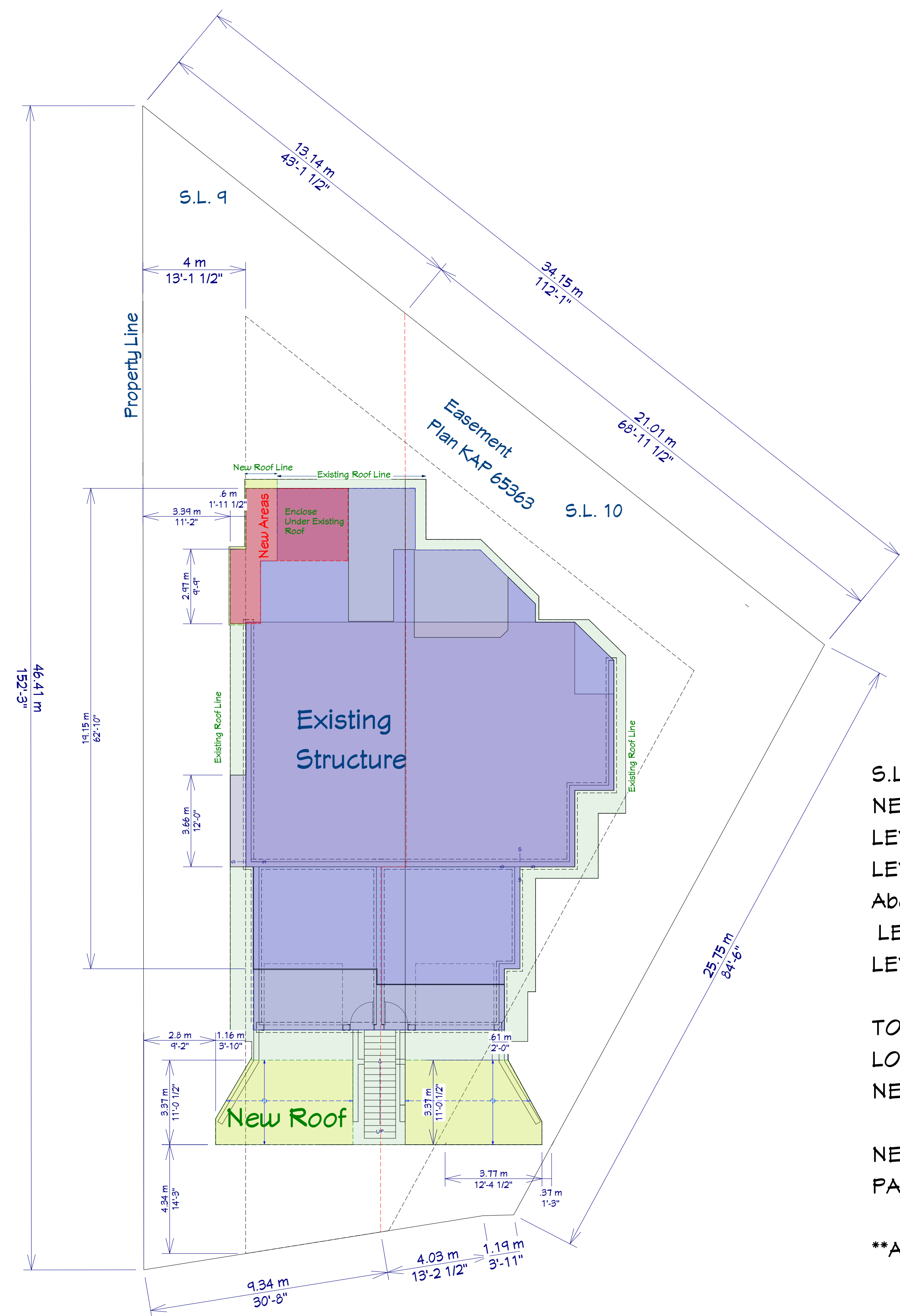
Date: 2018-10-16

Subject Property Map

Strata Lot 9 and 10, Plan KAS2476, District Lot 4109S
Similkameen Div of Yale Land District, TOGETHER
WITH AN INTEREST IN THE COMMON PROPERTY
IN PROPORTION TO THE UNIT ENTITLEMENT OF
THE STRATA LOT AS SHOWN ON FORM 1 OR V,
AS APPROPRIATE



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S.L. 9 - Left Lot 410m2
NEW FLOOR AREA
LEVEL 1 = 310 sq. ft. (310 Underground)
LEVEL 2 = 408 sq. ft. (47 Underground, 361 Above Ground)
LEVEL 3 = 1003 sq. ft.
LEVEL 4 = 697 sq. ft.

TOTAL FLOOR AREA =2061 sq. ft.
LOT SIZE = 4413 sq. ft.
NEW FAR =46.7%

NEW SITE COVERAGE: 1820 sq. ft.
PARCEL COVERAGE: 41.3%

**ADDITIONAL FLOOR AREA 158 sq. ft.

S.L. 10 - Right Lot 355m2

NEW SITE COVERAGE: 1820 sq. ft.
LOT SIZE = 3821 SQ.FT.
NEW PARCEL COVERAGE = 47.6%
FAR - NO CHANGE

NOT FOR CONSTRUCTION

REVISION TABLE	
NUMBER	DATE
1	JULY 13
2	JULY 23
3	JULY 23
4	JULY 23
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[illegible]

Architectural floor plan of a renovated structure. The plan shows a central staircase (UP) flanked by two rooms, each with a new roof. The rooms are labeled "UNSPECIFIED 15'-0" X 20'-6" 310 SQ FT". The plan includes various structural elements: new beams, new posts, existing posts, and rafters. Dimensions are provided for all major components.

Structural Elements and Dimensions:

- Rooms:** Two rooms, each 15'-0" x 20'-6" (310 SQ FT).
- Staircase:** Central staircase (UP) with a width of 34".
- Beams:** New beams are shown in the rooms, with a width of 17'-0 1/2".
- Posts:** New posts are shown at the corners of the rooms, with a width of 4'-4". Existing posts are shown at the corners of the rooms, with a width of 4'-4".
- Rafters:** Rafters are shown at the corners of the rooms, with a width of 13'-6 3/8".
- Dimensions:**
 - Overall width: 40'-8"
 - Overall depth: 25'-4"
 - Room width: 15'-0"
 - Room depth: 20'-6"
 - Staircase width: 34"
 - Beam width: 17'-0 1/2"
 - Post width: 4'-4"
 - Rafter width: 13'-6 3/8"

LIVING AREA
762 SQ FT

[illegible]

OWNED BY
Martin Werninger
Shauna Nizlinsky

Music
Location
LOT 4, ROCKRIDGE RD.
BIG WHITE

Werninger Construction & Design Ltd.
#10-220 NEAVE RD.
Kelowna, BC V1Y 2L4
Tel: (250) 765-6848 Fax: (250) 765-6078

PROJECT
TITLE

RITCHIE CHALET

RENOVATION

BASEMENT FLOOR PLAN

sheet

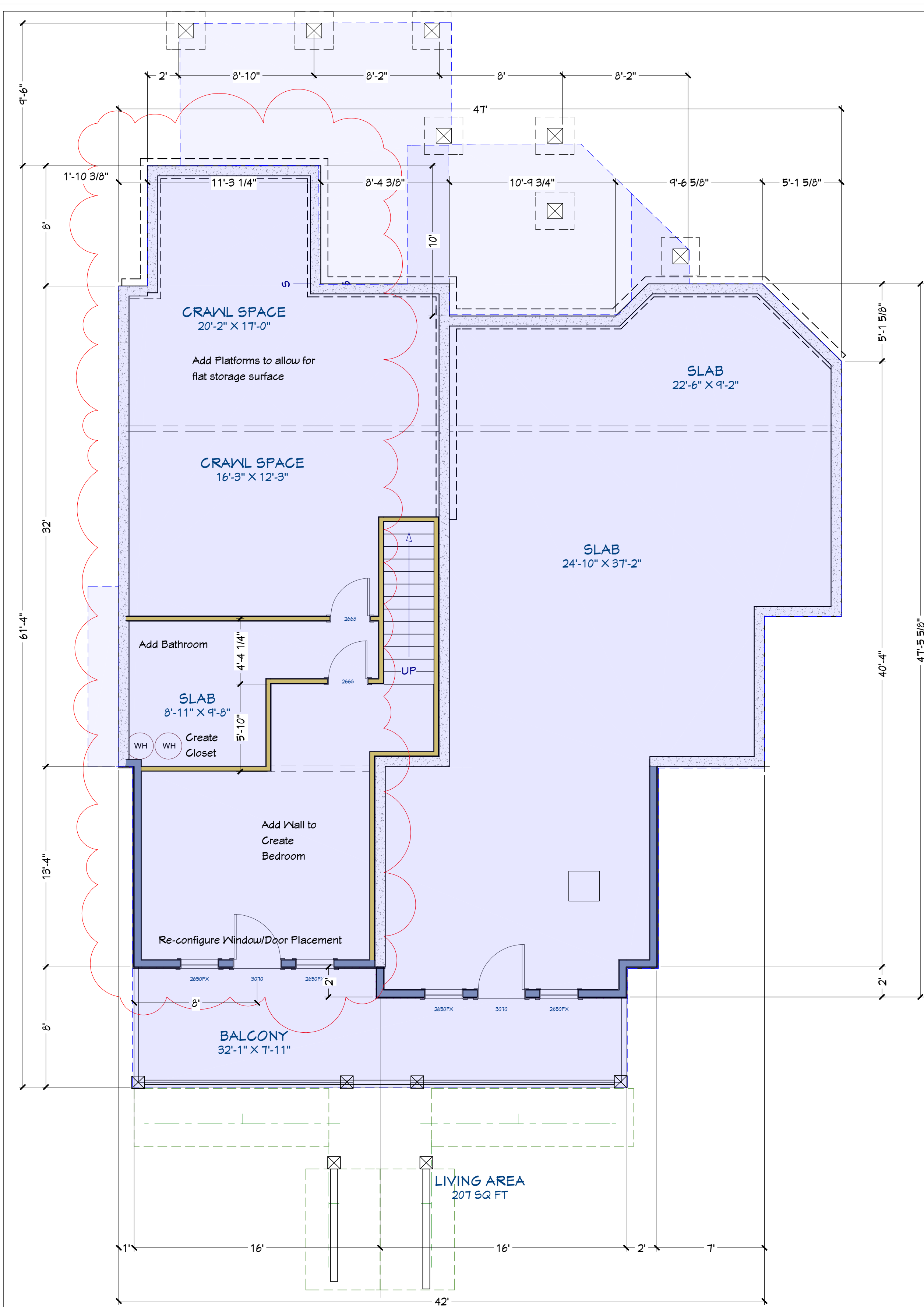
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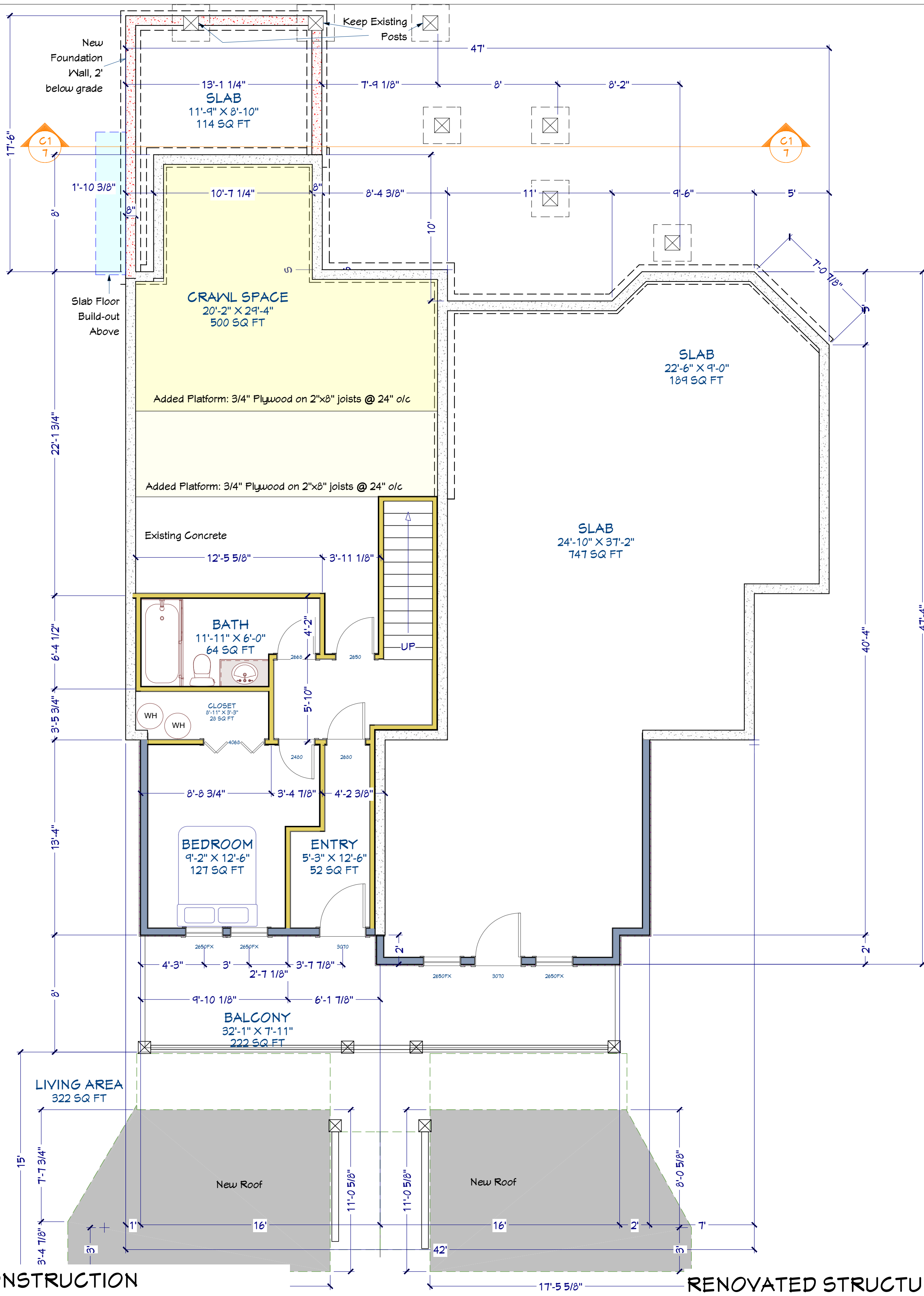
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10/29/2018

SCALE:
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SHEET:
2



EXISTING STRUCTURE



NOT FOR CONSTRUCTION

RENOVATED STRUCTURE

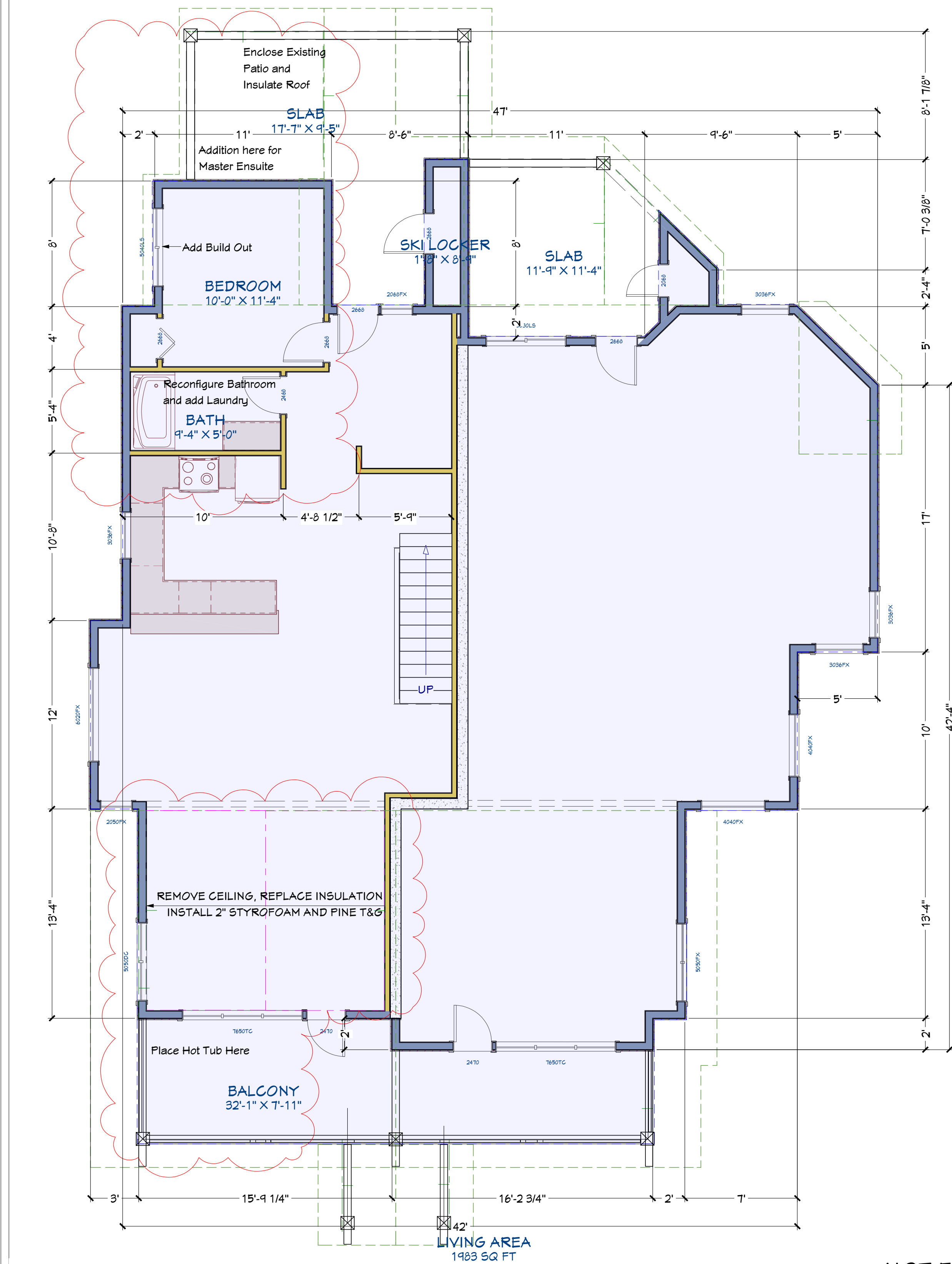
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3	JULY 23
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10	JULY 23

PROJECT	LOT 4, ROCKRIDGE RD.
LOCATION	BIG WHITE
DRAWN BY	Marlin Meninger
CHECKED BY	Shauna Mizinsky
DATE	JULY 13
SCALE	1/4" = 1' 0"
SHEET	3

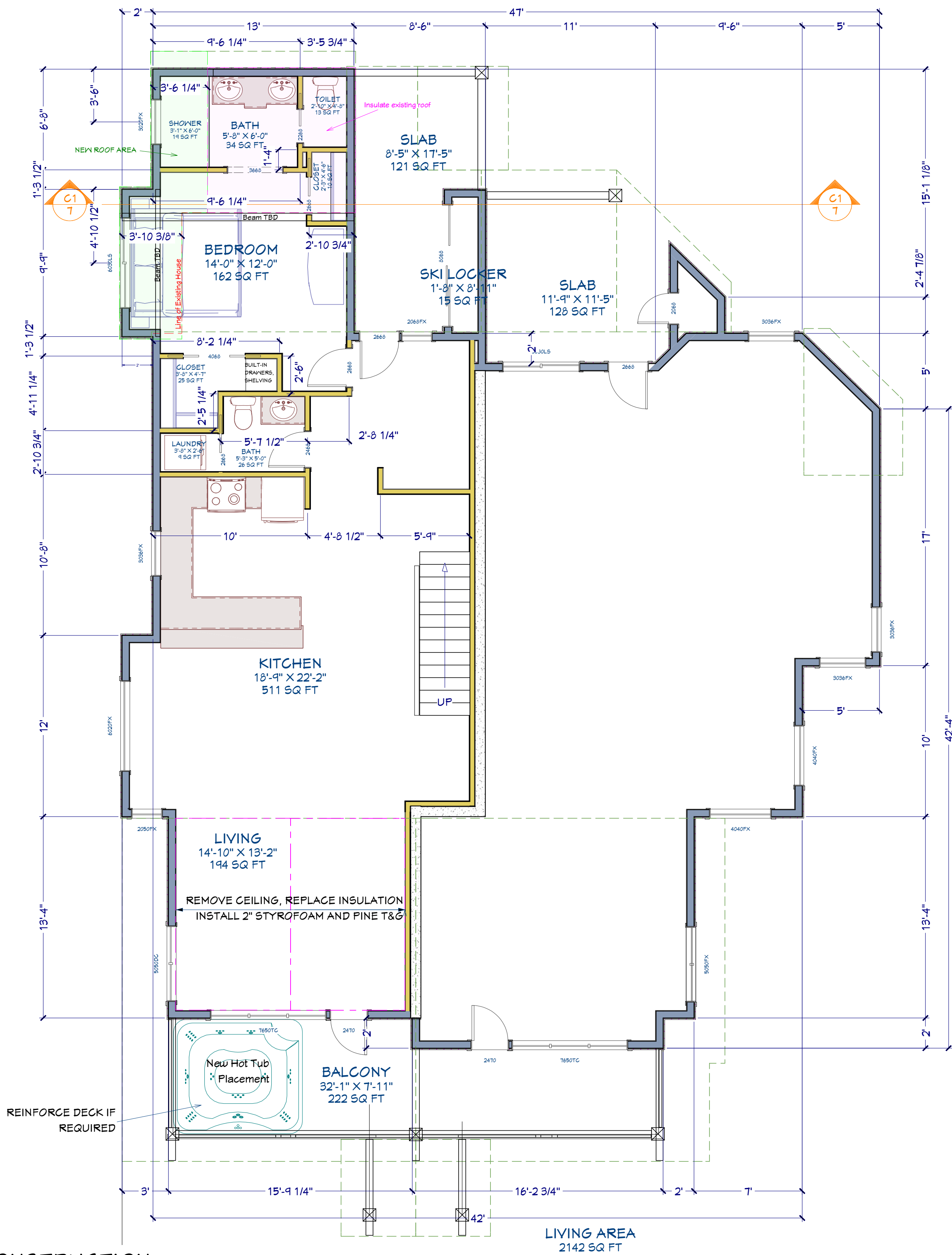
ITCHIE CHALET
RENOVATION
MAIN FLOOR PLAN



DATE:	10/29/2018
SCALE:	1/4" = 1' 0"
SHEET:	3



EXISTING STRUCTURE



NOT FOR CONSTRUCTION

RENOVATED STRUCTURE

REVISION TABLE		
NUMBER	DATE	REVISION DESCRIPTION
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2	JULY 23	5/4
3		BP SET

PROJECT	LOT 4, ROCKBRIDGE RD.
LOCATION	BIG WHITE
DRAWN BY	Marlin Meninger Shauna Mizinsky
PROJECT	Weninger Construction & Design Ltd. #10-220 NEAVE RD. Kelowna, BC V1V 2L4
DATE	Tel: (250) 765-6818 Fax: (250) 765-6078

RITCHIE CHALET
RENOVATION
THIRD FLOOR PLAN



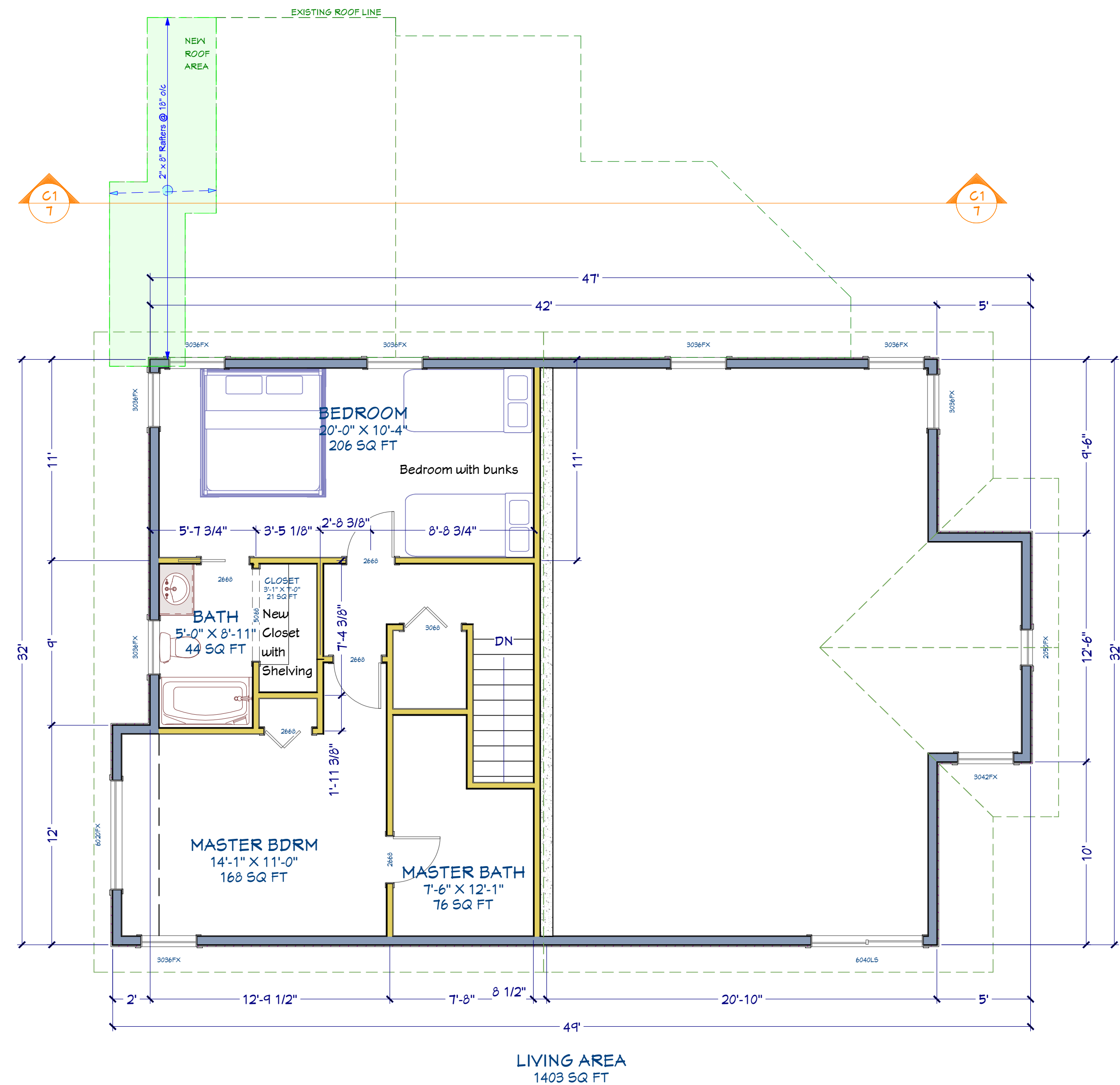
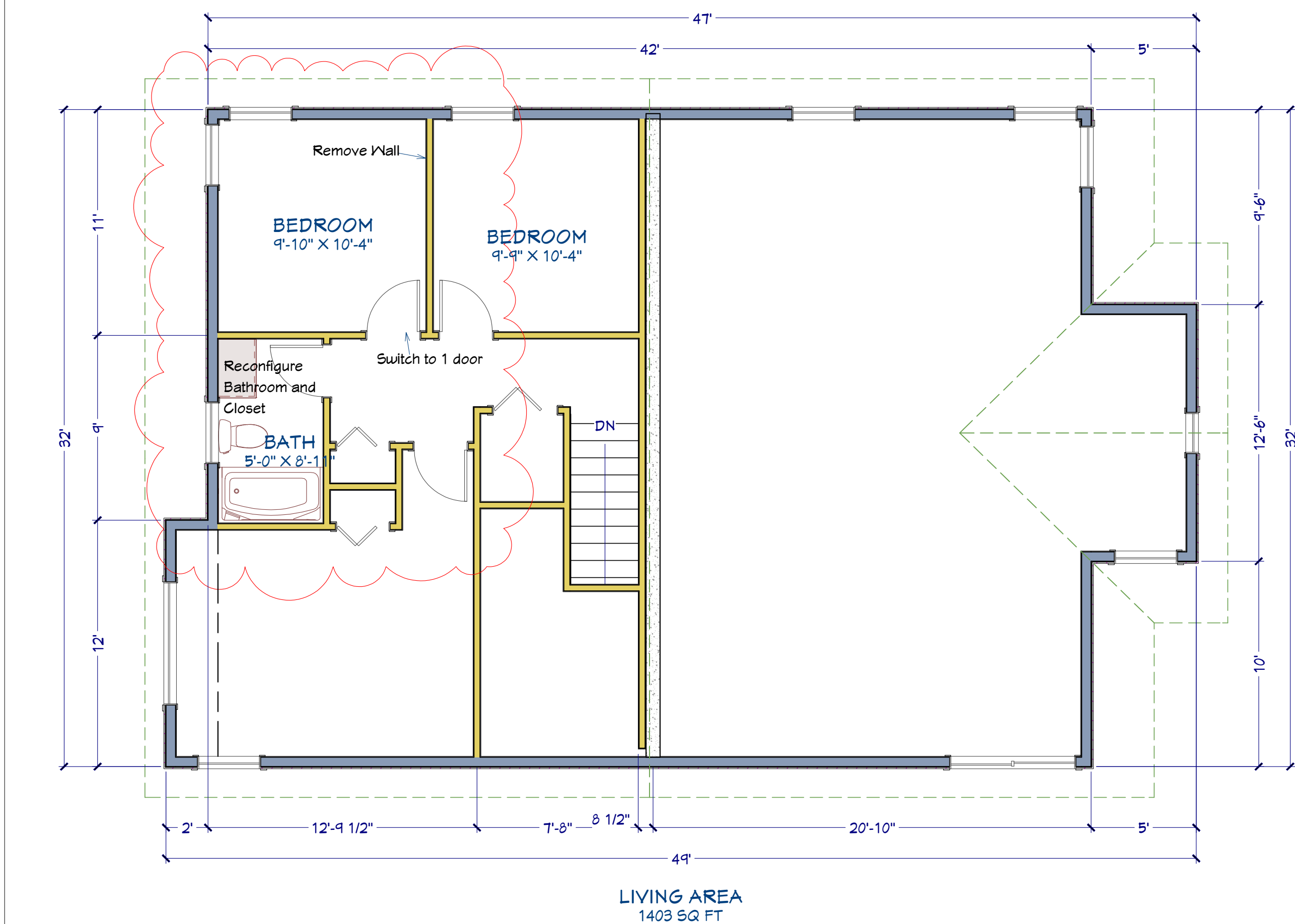
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DATE:
10/29/2018

SCALE:
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SHEET:

4



NOT FOR CONSTRUCTION

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PROJECT	LOT 4, ROCKBRIDGE RD.
OWNER	BIG WHITE
DESIGNED BY	Marlin Meninger
DRAWN BY	Shauna Mizinsky
DATE	JULY 13
SCALE	1/4" = 1' 0"
SHEET	5
TITLE	FOURTH FLOOR PLAN

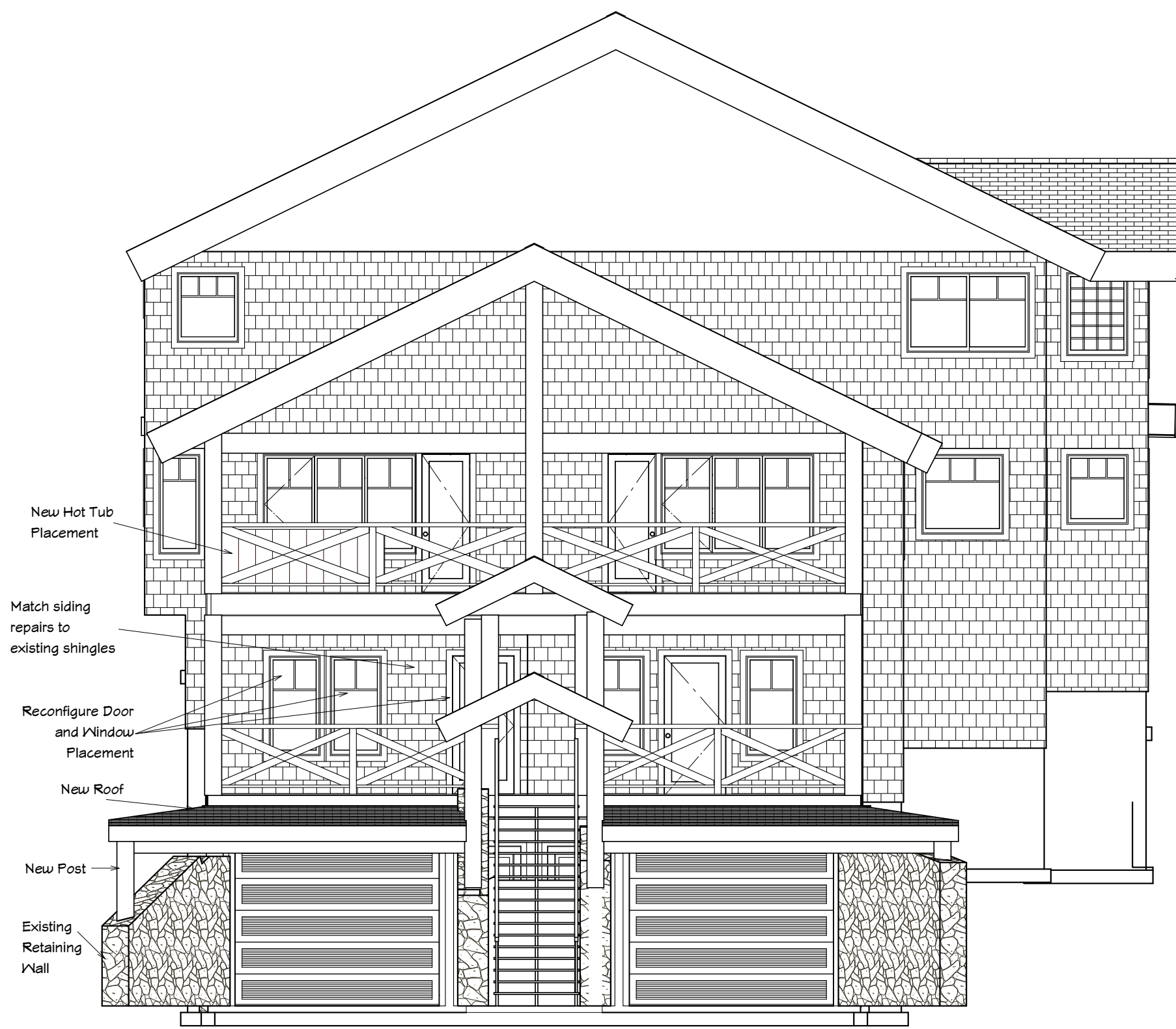
PROJECT	LOT 4, ROCKBRIDGE RD.
OWNER	BIG WHITE
DESIGNED BY	Marlin Meninger
DRAWN BY	Shauna Mizinsky
DATE	JULY 13
SCALE	1/4" = 1' 0"
SHEET	5
TITLE	FOURTH FLOOR PLAN



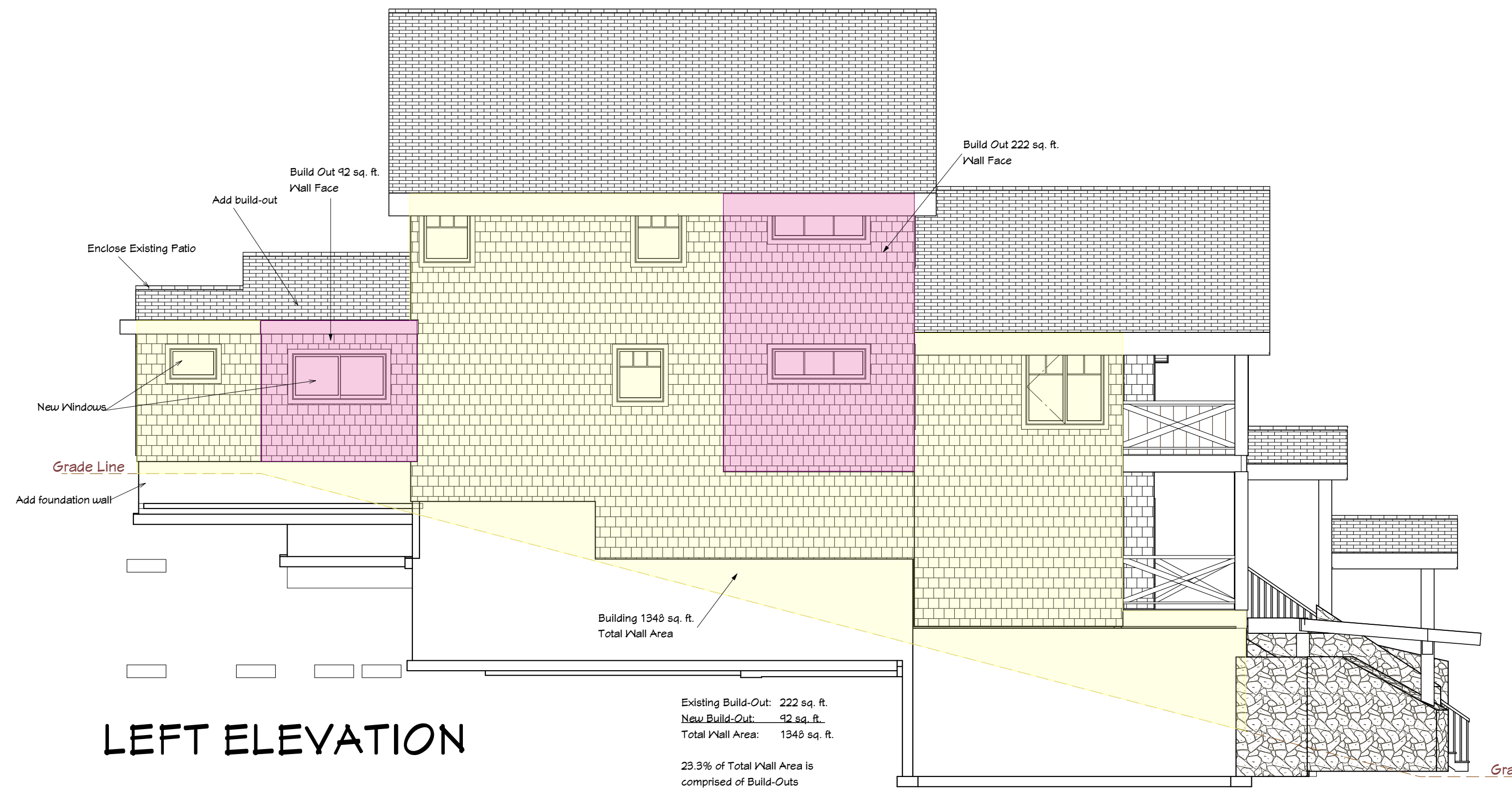
DATE:
10/29/2018

SCALE:
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SHEET:
5



FRONT ELEVATION



LEFT ELEVATION



RIGHT ELEVATION



REAR ELEVATION

NOT FOR CONSTRUCTION

REVISION TABLE		
NUMBER	DATE	DESCRIPTION
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2	JULY 23	REVISED BY: MN
3	JULY 23	REVISED BY: MN
4	JULY 23	REVISED BY: MN
5	JULY 23	REVISED BY: MN
6	JULY 23	REVISED BY: MN

PROJECT	LOT 4, ROCKBRIDGE RD.
LOCATION	BIG WHITE
DRAWN BY	Marlin Meninger
DESIGNED BY	Shauna Mizinsky
PROJECT	WENINGER CONSTRUCTION & DESIGN LTD.
LOCATION	#10-220 NEAVE RD.
PROJECT	Kelowna, BC V1Y 2L4
CONTACT	Tel: (250) 765-6619 Fax: (250) 765-6619

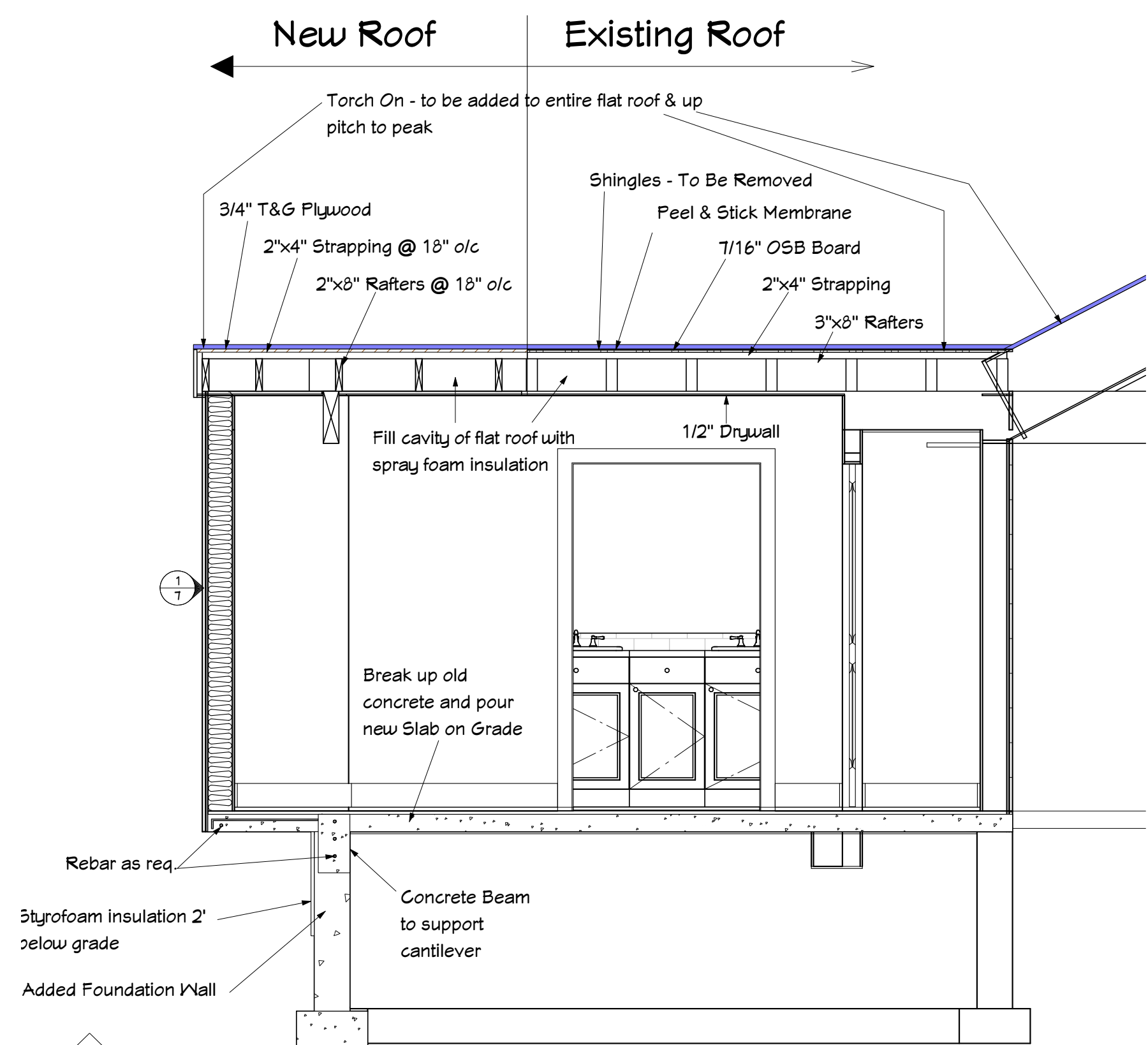
RITCHIE CHALET
RENOVATION
ELEVATIONS



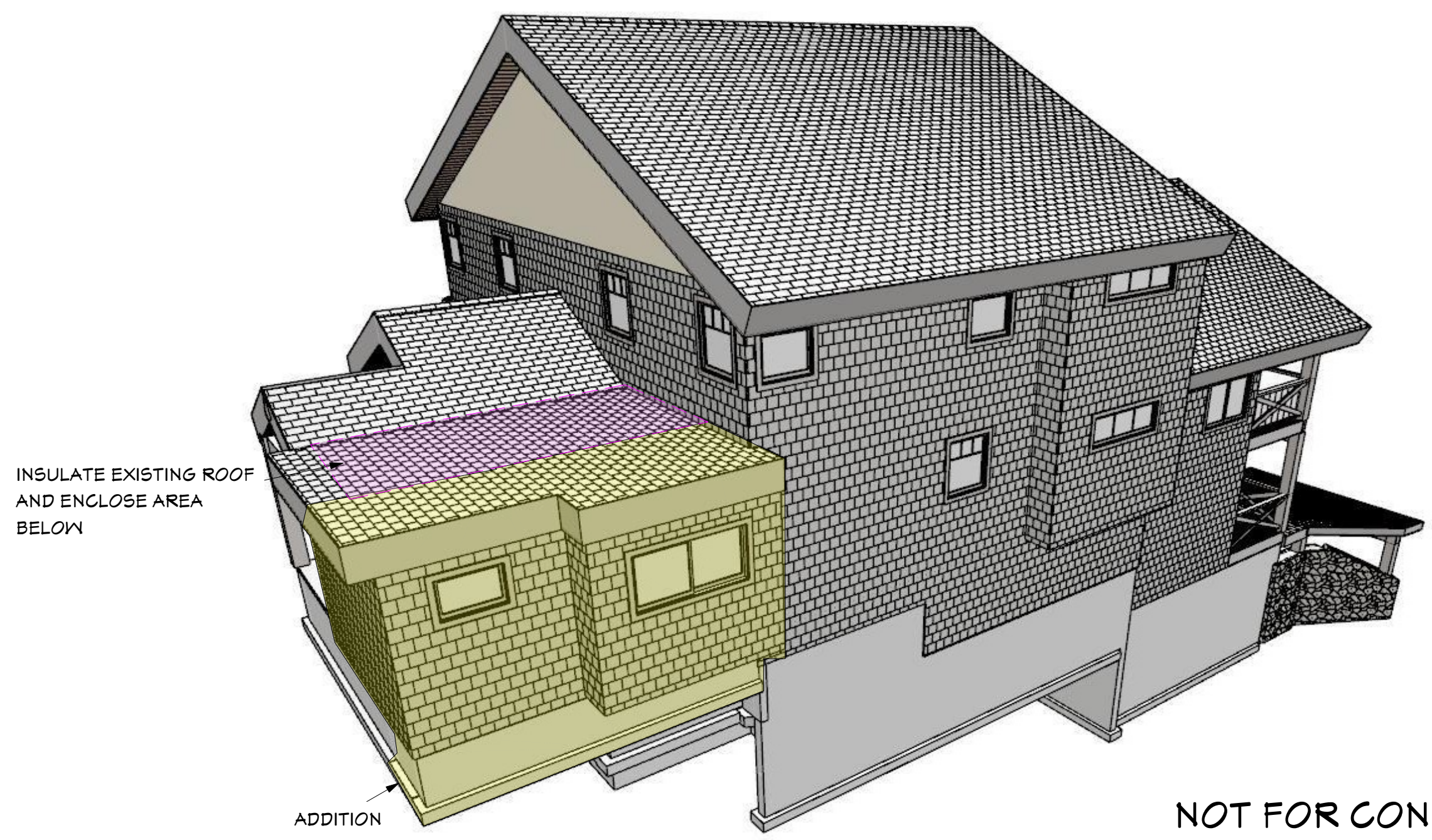
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10/29/2018

SCALE:
3/16" = 1' 0"

SHEET:
6

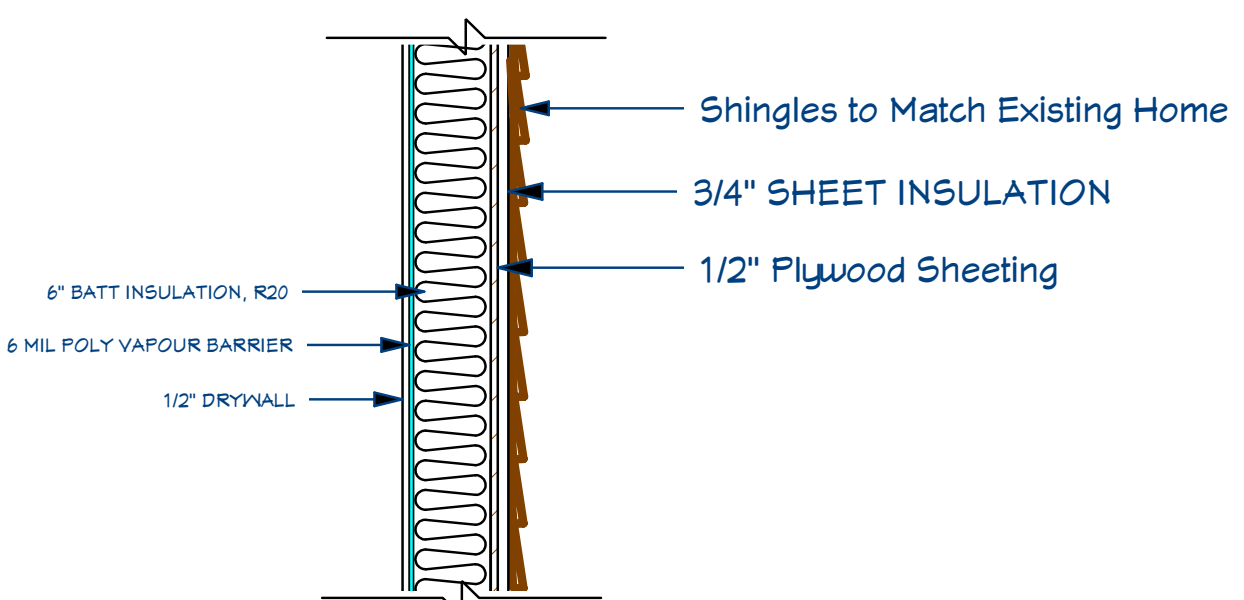


C1
7
Scale: 1/2" = 1' 0"
MASTER BEDROOM CROSS SECTION

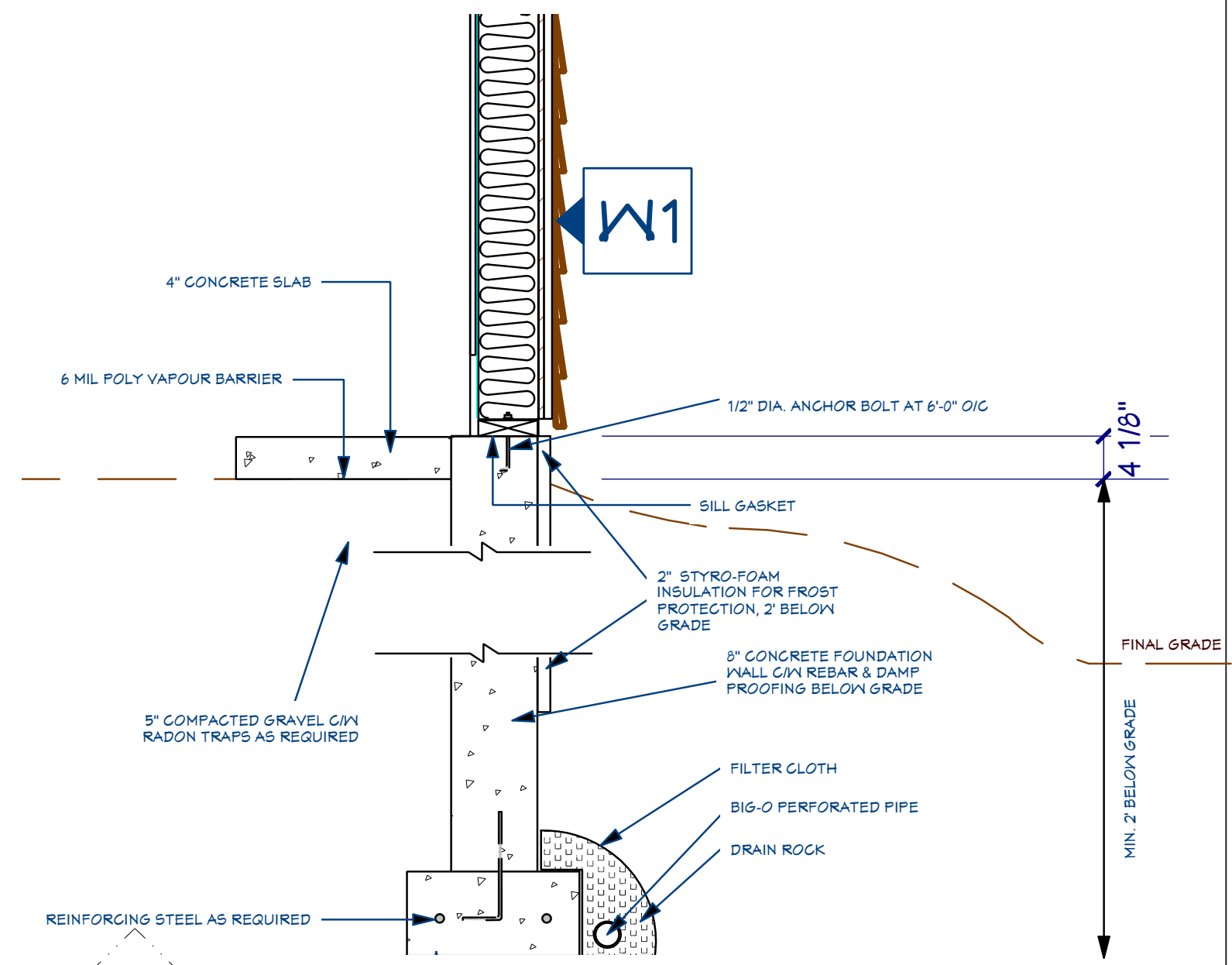


NOT FOR CONSTRUCTION

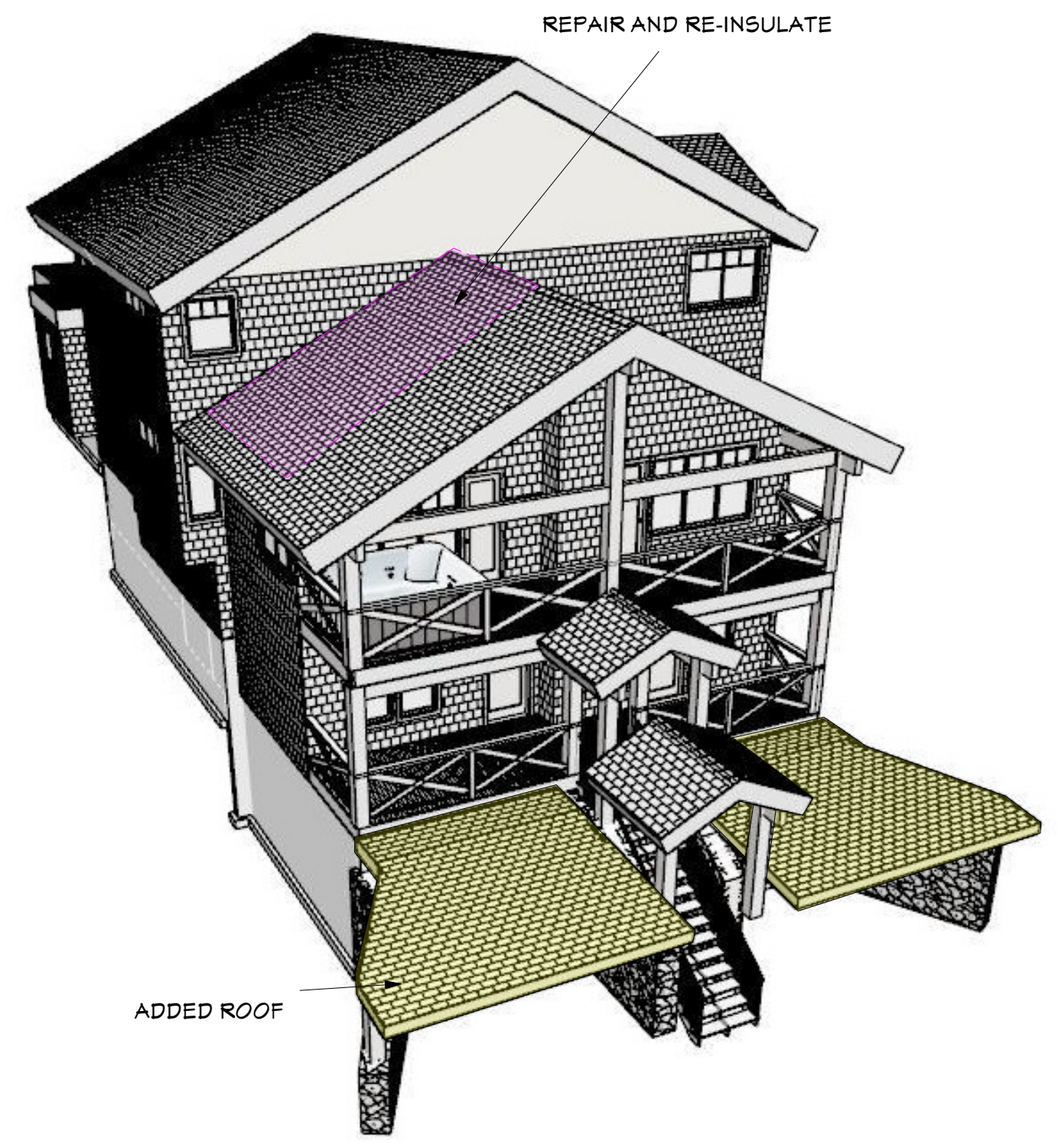
Detail of Exterior Wall Additions



1
7
Scale: 1" = 1' 0"
EXTERIOR WALL DETAIL



2
7
Scale: 1" = 1' 0"
FOUNDATION WALL DETAIL



REVISION TABLE		
NUMBER	DATE	DESCRIPTION
1	JULY 13	PRELIM LAYOUT
2	JULY 23	5/4
3		BP SET

PROJECT: LOT 4, ROCKBRIDGE RD.
LOCATION: BIG WHITE
DRAWN BY: Martin Meninger
Shauna Mizlinsky
Weninger Construction & Design Ltd.
#10-220 NEAVE RD.
Kelowna, BC V1V 2L4
Tel: (250) 765-6618 Fax: (250) 765-6618

RITCHIE CHALET
RENOVATION
CROSS SECTIONS



DRAWINGS PROVIDED BY:
DATE: 10/29/2018
SCALE: 1/2" = 1"
SHEET: 7

WALL ASSEMBLIES

W1 - NEW EXTERIOR WALL - BCBC ENERGY EFFICIENCY REQUIREMENT, ZONE 6			
DESCRIPTION	MATERIAL	DIMENSION	COMMENT
SHINGLES	WOOD	3 / 4"	TO MATCH EXISTING HOME
INSULATION	STYROFOAM	3 / 4"	STYRO-FOLD OR EQUIV.
SHEATHING	PLYWOOD	1 / 2"	
STUD (2"X6")	FIR	5 1 / 2"	16" O / C
BATT INSULATION	R20 INSULATION	FILL SPACE	
POLY VAPOUR BARRIER	6 MIL. POLY	0	
INSULATION	STYROFOAM	3 / 4"	STYRO-FOLD OR EQUIV. - For sound insulation
DRYWALL	GYPSUM	1 / 2"	
TOTAL		8 3 / 4"	

W2 - INTERIOR WALL			
DESCRIPTION	MATERIAL	DIMENSION	COMMENT
DRYWALL	GYPSUM	1 / 2"	
STUD (2"X4")	FIR	3 1 / 2"	
DRYWALL	GYPSUM	1 / 2"	
TOTAL		4 1 / 2"	

ROOF ASSEMBLIES

R1 - CEILING, VAULTED - BCBC ENERGY EFFICIENCY REQUIREMENT, ZONE 6			
DESCRIPTION	MATERIAL	DIMENSION	COMMENT
FIBERGLASS SINGLES			EXISTING
UNDERLAYMENT	PEEL & STICK	0	EXISTING, ICE AND WATER SHIELD MEMBRANE
OSB	T&G BOARD	5 / 8"	EXISTING
RAFTERS	1 JOIST	18"	EXISTING RAFTERS @ 16" O / C
INSULATION	R32 BATT	FILL SPACE	ADDITION
STYROFOAM	STYROFOAM	1 1 / 2"	ADDITION, TAPED
INT. CEILING FINISH	FIR T&G	3 / 4"	ADDITION

R2 - FLAT ROOF ADDITION - BCBC ENERGY EFFICIENCY REQUIREMENT, ZONE 6			
DESCRIPTION	MATERIAL	DIMENSION	COMMENT
TORCH ON	ASPHALT	1 / 8"	
SHEATHING	T&G PLYWOOD	3 / 4"	
STRAPPING	2"X4"	11 / 2"	
RAFTERS	2"X8"	7 1 / 2"	RAFTERS @ 18" O / C
INSULATION	SPRAY FOAM	FILL CAVITY	
INT. CEILING FINISH	DRYWALL, GYPSUM	1 / 2"	

R3 - ROOF OVER UNHEATED AREAS			
DESCRIPTION	MATERIAL	DIMENSION	COMMENT
FIBERGLASS SINGLES			
UNDERLAYMENT	PEEL & STICK	0	ICE AND WATER SHIELD MEMBRANE
SHEATHING	T&G PLYWOOD	3 / 4"	
RAFTERS	1 JOIST	11 7 / 8"	RAFTERS @ 16" O / C
SOFFIT FINISH	FIR T&G	3 / 4"	

NOT FOR CONSTRUCTION

REVISION TABLE		
NUMBER	DATE	REVISD BY DESCRIPTION
A	JULY 13	MM PRELIM LAYOUT
B	JULY 23	SM BF SET

From: Mitch Perlman <drmitch@drmitch.com>

Sent: November 20, 2018 2:00 PM

To: Ken Gobeil <kgobeil@rdkb.com>

Subject: Re: Development Variance Application

Hi Ken -

Please see the attached letter. Give our conversation yesterday, I believe you will be surprised by its content. My letter is IN SUPPORT of the variance. Why?

- I spent some time with the Plans,
- I spoke with the owner and the builder to find out more about its design, and
- I pulled pictures that showed the Ritchie driveway alongside my house.

In all, my fears were set to rest.

I'm all for someone trying to improve the value of their home, especially as it can only improve the value of the surrounding homes. I just needed to ensure that the design would not negatively impact Rockridge Estates or negatively impact the value of my home. In retrospect, it would have saved me a lot of angst and wasted time had the builder (who knows me) present/explain the design to me before I received the Board's letter.

A picture of Crescendo ...





Thanks again for all,

mdp

MITCHEL D. PERLMAN, PH.D.
Clinical Forensic Psychology

20 November 2018

Re: Application for a Development Variance Permit
Applicant: Michael & Deborah Ritchie

To those concerned:

Please accept this letter in support of the above Application.

Who I am and how the variance relates to me

I'm not only the President of our Strata Board (at Rockridge Estates), but I'm also the owner of 381 Rockridge Rd (called, Crescendo), which is the home directly to the left of 377 Rockridge Rd (for this letter, called, Duplex). My home is the one that would be most affected by the variance.

Crescendo is a 5200 sq ft SmartHome, with 30' floor-to-ceiling glass, geothermally heated (including the walkways) and more. See <https://skiCrescendo.com>. Crescendo was designed and built at considerable financial risk to me. When Crescendo completed in 2007, for example, my cost was about 3 ½ million. At that time, no home at Big White sold for close to 1 million.

As the President of our Strata Board, and as the owner of Crescendo, then, I am doubly invested in ensuring nothing is done to detract from the safety of the residents of Rockridge Estates, or to negatively impact the Rockridge homes' values.

How the variance might impact Crescendo.

At Big White, it's all about the snow: both the good and the bad. As Big White began to become more popular, custom homes began to spring up next to each other. Icicles and snow sliding off the rooves became destructive: to others (as skiers are expected to be able to ski in-between the homes); to windows and property next door. Accordingly, the building code at Big White was modified so that greater amounts of snow could be held on the rooves. The setbacks were increased, as well,

- for the safety of the skiers,
- to minimize property damage, and also
- so that snowmobiles and other equipment could maintain the area between the homes when needed.

The Variance proposes to bring a proposed roof over a proposed carport 11' closer to Crescendo's Front Door area. Per the roof design submitted, in actuality, only a very small portion of the roof encroaches into that set-back. Also, the proposed roof, I am told, will essentially be flat, having only a deck-grade pitch to allow for drainage.

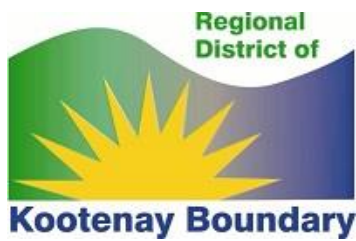
Voice: (619) 255-5566 • 2430 Palermo Drive San Diego, CA 92106 • drMitch@drMitch.com

Aesthetically, the design enhances both the value of the home and the value of Rockridge Estates. Further, to me, the proposed plan does not negatively impact Crescendo, and it does not negatively impact the concerns that prompted the code change to the 4-meter setback requirement. For those reasons and more, then, I am in support of the requested Variance.

Respectfully submitted,



Mitchel D Perlman, PhD



STAFF REPORT

Date: October 22, 2018 **File:**

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

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

Re: New Tower Site License Agreement between FortisBC Energy Inc. and Regional
District Kootenay Boundary for a Grand Forks Fire Rescue repeater site.

Issue Introduction

A staff report from Dan Derby, Regional Fire Chief/Fire Dispatch Manager regarding a new repeater site agreement with FortisBC for Grand Forks Fire Rescue on Roderick Dhu.

History/Background Factors

Over the last two years, staff have been working with Grand Forks Fire Rescue, communications contractors and FortisBC to enhance safety and reduce risk through improved communications in the North Fork valley and along Highway 3 west of Grand Forks. In September of this year, the installation of a new repeater site on Roderick Dhu was completed with the expected improved coverage area.

Implications:

Annual repeater site cost is \$2,940 consistent with other repeater site agreements that are managed by the Regional District Kootenay Boundary.

Advancement of Strategic Planning Goals:

Staff are striving to advance RDKB's strategic goal to provide exceptional cost effective and efficient services – ensuring responsible and proactive funding for core services.

Background Information Provided:

n/a

Alternatives

1. Approve the tower site license agreement between FortisBC Energy Inc. and the Regional District Kootenay Boundary.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approves the tower site license agreement with FortisBC Energy Inc. for a five-year term commencing September 1, 2018 and expiring August 31, 2023 at an annual cost of \$2,940 plus GST to FortisBC Energy Inc. payable monthly as set out in the Tower Site License Agreement Schedule B Commercial Terms. FURTHER that the Board authorize the RDKB signatories to sign and enter into the Agreement.

**TOWER SITE LICENSE AGREEMENT
(Roderick Dhu Tower Site)**

THIS AGREEMENT is made effective September 1, 2018.

BETWEEN:

FORTISBC ENERGY INC., of 16705 Fraser Highway, Surrey, BC V4N 0E8

(“FEI”)

AND: REGIONAL DISTRICT OF KOOTENAY BOUNDARY, of #201- 843 Rossland Avenue, Trail, BC V1R 4S8

(the “Licensee”)

WHEREAS:

- A. FEI is the owner and operator of telecommunication facilities, including an equipment shelter building (the “**Building**”) and communications towers (collectively and individually referred to as a “**Tower**”) (the Building and Tower are collectively referred to as the “**FEI Facilities**”) , located on a portion of the lands legally described as:

Legal Description: British Columbia’s Crown Land File #: 4496186
An unsurveyed parcel of Crown Land in the vicinity of Mount Roderick Dhu, Similkameen Division of Yale District, and containing 0.201 hectare, more or less.

(the “**License Area**”)

- B. FEI operates the FEI Facilities on the License Area pursuant to a **Crown Land Agreement** with **British Columbia’s Ministry of Forest, Lands & Natural Resource Operations** for a term of thirty (30) years ending April 4, 2026, subject to renewal (the “**Master Licence**”).
- C. The Licensee wishes to place telecommunications facilities and equipment on and/or in the FEI Facilities and has requested, and FEI has agreed to grant, a non-exclusive License for the purposes and on the terms contained within this Agreement.

In consideration of the terms and the mutual covenants and agreements contained in this Agreement, the parties agree as follows:

1. GRANT OF LICENSE.

- 1.1 *Grant of License.* Subject to section 1.2 (*Conditions of Access*) and section 1.3 (*No Interest in Land*), FEI grants a non-exclusive License to the Licensee and its authorized representatives:

- (a) to mount, install, operate, maintain, replace and remove its telecommunications facilities and equipment, including antenna mounts, transmitting and receiving antennas on the

FEI Facilities, as more particularly described in Schedule B to this Agreement (the "Licensee's Equipment");

- (b) to enter upon those portions of the Lands as shown in Schedule A (the "License Area") for mounting, installing, operating, maintaining, replacing and removing the Licensee's Equipment, on the FEI Facilities;
 - (c) to enter upon the License Area in order to carry out those purposes set out in section 1.1(a) and (b).
- 1.2 *Condition of Access.* FEI shall use reasonable efforts to provide the Licensee with reasonable access to the License Area but FEI shall not be under any obligation to reconstruct, repair or improve any road used to access the License Area or to clear the road of snow or other obstruction beyond what FEI, in its sole discretion, determines is required or beyond any rights FEI itself may have.
- 1.3 *No Interest in Land.* The Licensee acknowledges the rights granted to the Licensee hereunder:
- (a) do not constitute any title or interest in land and do not entitle the Licensee to exclusive possession of any portion of the License Area; and
 - (b) are, at all times, subject to FEI's rights and interest as licensee of the License Area.
- 1.4 *No Exclusivity.* FEI may grant to other persons the right to occupy and use the FEI Facilities subject only to Section 5.3 (*Interference with Licensee's Equipment*).
- 1.5 *Ownership of Equipment.* The Licensee's Equipment shall, at all times, remain the property of the Licensee and shall not be considered a fixture despite any rule of law or equity to the contrary. Despite the foregoing, any portion of the Licensee's Equipment which, when installed, becomes an integral part of FEI's communications equipment chain, such as filters or combiners, shall, at the option of FEI, immediately vest to FEI and form part of the FEI Facilities and, unless otherwise required by FEI, shall not be removed at the expiry or termination of this Agreement.
- 1.6 *No Representations.* FEI makes no representations or warranties with respect to the condition of the License Area or the FEI Facilities or their suitability for the Licensee and its intended use. The Licensee is solely responsible to make a careful examination of the site conditions and investigate and satisfy itself, at its own risk and expense, as to all matters relating to use of the FEI Facilities, including relating to any work to be undertaken therein and the means of access and egress.
- 2. TERM**
- 2.1 *Initial Term.* The initial term of this Agreement is five (5) years beginning on September 1, 2018 (the "**Commencement Date**") to and including August 31, 2023 (the "**Initial Term**").
- 2.2 *Renewal.* Provided the Licensee has duly observed and performed the terms and conditions of this Agreement during the Initial Term and each prior Renewal Term, the Licensee shall have an option to renew this Agreement on the same terms and conditions (with the fees payable adjusted

in accordance with Schedule B) for two (2) further terms of five (5) years each (each, a “**Renewal Term**”), provided that no Renewal Term shall end later than the expiry of the Master License. This option to renew shall be exercised by the Licensee by providing notice of intention to renew to FEI no less than six (6) months prior to the expiry of the Initial Term or the then current Renewal Term, as the case may be.

3. FEES AND CHARGES

- 3.1 *License Fees.* The Licensee will pay to FEI, without set-off or deduction, a license fee (the “**License Fee**”) for each year of this Agreement, plus applicable taxes thereon, in the amounts and in the manner set out in Schedule B.
- 3.2 *Overholding.* If the Licensee is overholding after expiry or termination of this Agreement, the Licensee shall pay a monthly license fee of two (2) times the monthly equivalent of the then current License Fee for the immediately preceding term, payable on the first day of each month, without prejudice to the rights of FEI under this Agreement.
- 3.3 *Taxes, Fees and Charges.* The Licensee shall pay when due any tax, assessment, rate, fee or similar charge of any nature whatsoever arising from the Licensee’s use or occupation of the License Area and the FEI Facilities imposed by any authority having jurisdiction.
- 3.4 *Overdue Payments.* Any past due payments shall bear interest at an annualized rate of 18%, which interest will be calculated and compounded monthly.
- 3.5 *Utilities.* Unless utilities are identified in Schedule B as included in the License Fee, the Licensee shall pay all rates and charges for electricity or other public utilities supplied, delivered, provided to or made available to the Licensee.
- 3.6 *Access Road Maintenance.* The Licensee may be required to pay a proportionate amount, based on the Licensee’s usage of the Lands as reasonably determined by FEI, for any costs and expenses incurred by FEI to reconstruct, repair or improve the access road to the License Area separate to that of the License Fee.
- 3.7 *Additional or Replacement Keys.* FEI will provide one key to the Building to the Licensee at no cost. The Licensee may request additional or replacement keys and, if approved by FEI, the Licensee will pay to FEI a fee for each key at the rate set out in Schedule B prior to receipt.

4. LICENSEE’S ADDITIONAL COVENANTS

- 4.1 *Approved Purpose.* The Licensee shall use the License Area and the FEI Facilities only for the purposes set out in Section 1 (*Grant of License*) unless otherwise agreed by FEI in writing.
- 4.2 *Operating License.* The Licensee shall be responsible for, and shall obtain and maintain, a license for the undertaking of the Licensee on the License Area from any regulating authority, including Industry Canada and/or the CRTC as applicable.

- 4.3 *Subletting.* The Licensee will not enter into a sub-License or sub-letting agreement for the Licensee's Equipment or any part thereof.
- 4.4 *Performance of Work.*
- (a) Prior to constructing, mounting, installing, operating, modifying or undertaking any other work, the Licensee will provide to FEI, for its approval, copies of all plans, engineering drawings (signed and sealed by a qualified Professional Engineer), permits and Licenses required by any governmental or regulatory authority having jurisdiction, to include any radio frequency analysis in accordance with the requirements of Safety Code 6 issued by Health Canada, together with such additional information FEI may request with respect thereof, including engineering studies. The Licensee shall make any modifications to its plans and drawings as reasonably required by FEI. FEI confirms with the Licensee that the Licensee's Equipment listed in Schedule B has, for this purpose of this sub-section, been approved by FEI.
 - (b) The Licensee will not, under any circumstances, climb the Tower without the use of qualified tower riggers. The Licensee, including its tower riggers, shall comply with all Laws, including WorkSafeBC regulations. The Licensee shall, upon request by FEI, produce satisfactory evidence to FEI of Workers' Compensation Insurance coverage or may, on demand by FEI require the Licensee to carry additional comprehensive general liability insurance coverage. Despite the granting of approval by FEI, FEI assumes not liability and shall not be responsible for any loss, damage or injury (including death) that may be suffered by the Licensee, its employees, subcontractors or agents arising from or related to any climbing on the FEI Guyed Tower by the Licensee.
- 4.5 *Payment of FEI Costs.* The Licensee shall reimburse FEI for any costs incurred by FEI related to granting its approval or associated with the installation, modification, operation or removal of the Licensee's Equipment, including inspection of the works upon completion. In no way limiting the generality of the foregoing, all costs associated with the presence of FEI on site (including mechanical, electrical, architectural, structural engineering, transmission mechanics and electronics) and FEI's human resources costs (supervision and others), shall be paid by the Licensee, within thirty (30) days of invoice, at the rates set out in Schedule B plus travel costs as applicable, related to all phases of the implementation of the work.
- 4.6 *No Nuisance.* In exercising its rights under this Agreement, the Licensee will cause no impairment or nuisance to FEI or its operations on the License Area and shall not do or omit to do anything which will be or result in a nuisance to FEI or a third party using or occupying the License Area.
- 4.7 *Maintenance and Repair.*
- (a) The Licensee shall keep the Licensee's Equipment in a good state of repair and will maintain the License Area and the Licensee's Equipment in a neat and tidy condition.
 - (b) The Licensee shall notify FEI promptly of, and shall repair, any damage to the FEI Facilities or the License Area caused by the Licensee's employees, contractors or persons for whom it is responsible at law, including as a result of removal of the Licensee's Equipment upon termination or expiry of this Agreement.

4.8 *Compliance.*

- (a) The Licensee shall, at all times, comply with all applicable laws, regulations, bylaws, permits, approvals, standards, codes of practice and guidelines now or hereafter existing (collectively, "**Laws**") and any requirements imposed by FEI acting reasonably, including security alarm notification procedures, and Building entry and sign-in procedures for each site visit.
- (b) The Licensee will obtain and keep all required approvals and permits current and in good standing.

4.9 *Builders and Other Liens.* The Licensee will promptly pay off and cause to be discharged any liens filed against the lands of which the License Area is a part of due to any work undertaken by or on behalf of the Licensee.

4.10 *Expiry or Termination.*

- (a) Upon expiry or termination of this Agreement, the Licensee shall forthwith vacate the License Area, remove the Licensee's Equipment (subject to sections 1.5 (*Ownership of Equipment*) and 4.10(b)) and leave the License Area in a condition acceptable to FEI; and
- (b) If, within three (3) months from the date of termination or expiry of this Agreement, the Licensee has not removed the Licensee's Equipment, in addition to the Licensee's obligation to make overholding payments pursuant to section 3.2 (*Overholding*), FEI, without having to provide any additional notice to the Licensee, may remove, dispose of and/or demolish the Licensee's Equipment at the Licensee's expense and without any indemnification or damages payable by FEI for such removal, disposal and/or demolition. Any of the Licensee's Equipment not so removed by FEI shall, at the option of FEI, become the property of FEI without any compensation or damages payable by FEI to the Licensee.

5. **INTERFERENCE**

5.1 *Interference by Licensee.* The Licensee acknowledges FEI operates radio communications facilities and equipment on the License Area. If the Licensee or the Licensee's Equipment causes interference problems with any existing equipment on the License Area, the Licensee shall immediately take all necessary steps to resolve such interference without impacting on the ability of FEI to operate its facilities and shall be responsible for all costs for identifying and resolving any interference. Upon becoming aware of any such interference problems or on receiving notice from FEI of the existence of such problems, the Licensee shall:

- (a) immediately take steps to resolve the interference and correct the problem and if the interference problem is not resolved to the reasonable satisfaction of FEI within ten (10) days, the Licensee will suspend its operation, or such portion thereof, as may be sufficient to eliminate such interference or degradation until the problem is corrected to the reasonable satisfaction of FEI;
- (b) consult with FEI as to the method of resolving such interference problems; and

- (c) reimburse FEI for any fees, charges or damages incurred by FEI as a result of the Licensee's interference with other licensees along with an administrative charge of fifteen percent (15%).

- 5.2 *Exchange of Information.* Each party will provide to the other party a list of the frequencies it uses or intends to use in the operation of its equipment on the License Area to assist the other party with its own radio communications planning and troubleshooting. Such lists shall be provided from time to time upon request by the other party or whenever the frequencies change.
- 5.3 *Interference with Licensee's Equipment.* FEI shall not license additional third parties to operate radio communications equipment on the FEI Facilities in a manner that will create interference problems for the Licensee's Equipment where such interference cannot be reasonably accommodated.
- 5.4 *Source of Interference.* Subject to Section 5.1 (*Interference by Licensee*), the parties agree to work together to identify the source of any interference problems on the License Area.

6. INSURANCE, INDEMNITY AND LIMITATION OF LIABILITY

- 6.1 *Insurance Requirements.* The Licensee shall obtain from an insurer having a minimum "A Rating" from AM Best Company and maintain comprehensive general liability insurance for bodily injury, death, property damage and loss arising out of or in any way connected with the FEI Facilities in the minimum amount of \$5,000,000.00 per occurrence including FEI and any persons designated by FEI as additional insureds and with provisions for severability of interest, cross-liability, owner's/contractor's protective liability, and blanket contractual liability. The Licensee shall provide FEI with proof of insurance as soon as practicable after the execution of this Agreement and upon request from FEI thereafter.
- 6.2 *Indemnity.* The Licensee shall save harmless and indemnify FEI, its directors, officers, servants, employees and agents from and against all actions, claims, demands, proceedings, suits, losses, damages, costs and expenses of any kind or nature, including in respect of death, injury, loss or damage to any person or property (collectively and individually, a "**Claim**") arising in any way out of or connected with the Licensee's Equipment or the Licensee's use of the License Area, including as a result of any breach of this Agreement by the Licensee, except to the proportionate extent such Claims are due to FEI's negligence. This indemnity shall survive the expiry or termination of this Agreement.
- 6.3 *Exclusion of Liability.* FEI shall not be liable to the Licensee for any interference, inconvenience or damage to the Licensee's Equipment, howsoever caused, including by interruption in a supply of electricity or other utility, or by fire, severe conditions, or by strike, lockout or other labour dispute.
- 6.4 *Limitation of Liability.* Neither the Licensee nor FEI shall be liable to the other party for any indirect, special, incidental, consequential or punitive damages of any kind, including delays, loss of revenue, loss of use, loss of data or loss of production, even if advised of the possibility of such damage, provided, however, the foregoing limitation of liability shall not apply to indirect, special, incidental, consequential or punitive damages arising from injury or death to a person or persons.

7. EARLY TERMINATION

7.1 *Termination by FEI.* FEI may terminate this License:

- (a) immediately upon notice to the Licensee if the Licensee fails to make any payment to FEI when due;
- (b) if the Licensee breaches any term of this Agreement, other than a payment obligation, which has not been remedied by the Licensee within fifteen (15) days from the date of the notice from FEI; provided however if the default cannot be remedied with due diligence within that period and provided the Licensee is making all commercially reasonable efforts to remedy the default, then the Licensee shall have an additional thirty (30) day remediation period;
- (c) immediately upon notice to the Licensee if the License Area or any portion thereof becomes, in the opinion of FEI, unsound or unsafe;

whereupon this Agreement shall terminate without any indemnification or damages payable by FEI except for the pro rata reimbursement of any prepaid License Fee;

7.2 *Termination by the Licensee.* The Licensee may terminate this License upon sixty (60) days prior notice to the Licenser if the License Area is no longer required for the Licensee's purposes.

7.3 *Termination of FEI Land Rights.* This License will terminate immediately upon the termination of FEI's right of occupation of the License Area for any reason, including the expiry or early termination of the Master License, without any indemnification or damages payable by FEI except for the pro rata reimbursement of any prepaid License Fees.

8. HAZARDOUS MATERIALS.

8.1 *Restriction re: Hazardous Materials.* Except for telecommunications equipment batteries in a manner and in quantities as necessary for the ordinary performance of the Licensee's operations on the License Area, and provided that any such use is in full compliance with all applicable Laws, the Licensee shall not place, store, use, manufacture or release or allow the placement, storage, use, manufacture or release of any Hazardous Materials on the License Area. "**Hazardous Materials**" means all explosives, radioactive materials, asbestos materials, urea formaldehyde, chlorobiphenyls, pollutants, contaminants, hazardous or toxic substances, special waste, or other waste, any substance declared to be hazardous, toxic or prohibited under any law, and any substance or product the storage, use, manufacture, disposal, generation, treatment, transport or release of which into the environment is prohibited, controlled or regulated under any laws, regulations, orders, bylaws, permits or lawful requirement of any government authority.

8.2 *Contamination of License Area.* The Licensee shall immediately notify FEI in writing and any government authority as may be required by Law if the License Area is contaminated and/or polluted by any act or omission of the Licensee. The Licensee shall immediately undertake any work required by FEI and/or any government authority to contain the contamination and/or pollution. The Licensee shall forthwith conduct, and promptly provide to FEI, any environmental audit required by FEI and/or by any government authority, which audit shall include an estimate

of the scope of remediation work. Upon acceptance of the environmental audit by FEI and/or government authority, the Licensee shall immediately undertake and complete, within such period as determined by FEI acting reasonably, all remediation work required by the environmental audit to the satisfaction of FEI and/or government authority.

- 8.3 *Environmental Liability and Indemnity.* In addition to its obligations pursuant to Section 8.1 (*Restriction re: Hazardous Materials*) and without limiting Sections 8.2 (*Contamination of License Area*) and 6 (*Indemnity and Limitation of Liability*), the Licensee shall be responsible for all such Hazardous Materials resulting from its activities on the License Area including all costs of investigating and remediating the same, and shall indemnify FEI from all losses and liabilities, including statutory, arising in connection therewith. Except to the extent caused by activities of the Licensee, the Licensee shall not be responsible for Hazardous Materials present at or migrating to or from the License Area.

9. MISCELLANEOUS.

- 9.1 *Costs and Expenses.* Except as otherwise set out in this Agreement, each party will be responsible for the payment of its own costs related to performing its obligations under this Agreement.
- 9.2 *Confidentiality.* Subject to the provisions of the federal *Access to Information Act*, both parties shall ensure that non-public information owned by the other party and disclosed to a party in any manner in the course of the negotiation of this Agreement and/or contained within this Agreement shall remain confidential and not be disclosed to any third party excepting its solicitors, advisors or agents or others for the purposes of interpreting or carrying out obligations under this Agreement or assessing the value of this Agreement, unless and to the extent required by law. In the case of a voluntary disclosure the party which discloses the information to a third party shall remain responsible for any breach to this confidentiality provision or privacy provision by such third party. This provision shall remain five (5) years from the expiration of this Agreement.
- 9.3 *Access to Information.* To the extent the FEI Facilities may be located on land owned or controlled by a governmental authority, FEI may be subject to access to information legislation. Therefore, records held by FEI, including those of the Licensee, may be subject to a request for access and be disclosed if no exclusion or exemption provided in the Act applies.
- 9.4 *No Waiver.* Failure or delay by FEI to enforce the terms of this Agreement will not be construed as a waiver of any other or future default or defaults hereunder, whether of a like or a different character. To be binding, any waiver of any provisions of this Agreement must be clearly expressed in writing and be signed by the waiving party.
- 9.5 *Assignment.* The Licensee shall not assign this Agreement or any rights hereunder without FEI's prior written consent, save and except to a person that directly or indirectly controls, is controlled by, or is under common control with, the Licensee or to a purchaser of all, or substantially all, of the Licensee's assets.
- 9.6 *Time.* Time is of the essence in this Agreement.

- 9.7 *Enurement.* This Agreement shall enure to the benefit of and be binding upon the parties and their respective successors and permitted assigns.
- 9.8 *Further Assurances.* Each Party will, on reasonable demand by the other party, execute and deliver, or cause to be executed and delivered, all such further documents and instruments and do all such further acts and things as the other party may reasonably require to evidence, carry out and give full effect to this Agreement.
- 9.9 *Amendments to be in Writing.* Except as set out in this Agreement, no amendment or variation of this Agreement will be effective or binding upon the Parties unless such amendment or variation is set out in writing and duly executed by the Parties.
- 9.10 *Severability.* If any provision of this Agreement is declared invalid or unenforceable by a competent authority, such provision shall be deemed severed and shall not affect the validity or enforceability of the remaining provisions of this Agreement, unless such invalidity or unenforceability renders the operation of this Agreement impossible.
- 9.11 *Survival.* Upon expiry or earlier termination of this Agreement for any reason, all claims, causes of action or other outstanding obligations remaining or unfulfilled as of the date of expiry or termination and all provisions in this Agreement relating to the obligation of the Licensee to pay FEI amounts owing under this Agreement shall survive such expiry or termination.
- 9.12 *Governing Law.* The Agreement shall be governed by and construed in accordance with the laws of British Columbia and the federal laws of Canada applicable in British Columbia and the parties shall attorn to the jurisdiction of the courts of British Columbia.
- 9.13 *Notices.* Any notice will be given by email, registered letter or fax addressed as follows:

To FEI:

FORTISBC ENERGY INC.
 Attention: Legal Department
 16705 Fraser Highway, Surrey, BC V4N 0E8
 Fax: (604) 592-7520

With a copy to:

FORTISBC ENERGY INC.
 Attention: ICS Manager and/ or Communications
 Engineer
 16705 Fraser Hwy, Surrey, BC V4N 0E8
 Fax: (604) 592-7630
 Email : jason.brown@fortisbc.com

To the Licensee:

REGIONAL DISTRICT OF KOOTENAY
 BOUNDARY
 Attention: Theresa Lenardon
 #201- 843 Rossland Ave, Trail, BC V1R 4S8
 Fax: (250)368-3990
 Email: admin@rdkb.com

Any registered letter will be deemed to have been delivered four (4) business days after it is mailed. Any email or fax will be deemed to have been delivered on the date transmitted if transmitted before 4 p.m. PST on a business day, otherwise on the next business day.

- 9.14 *Remedies Cumulative.* No reference to or exercise of any specific right or remedy by FEI shall prejudice or preclude FEI from exercising or invoking any other remedy available to FEI at law or expressly provided for herein. No such remedy shall be exclusive or dependent upon any other such remedy and FEI shall have the right to exercise any one or more of such remedies independently or in combination.
- 9.15 *Entire Agreement.* This Agreement, including and schedules attached, contains the whole agreement between the parties in respect of the subject matter hereof and there are no terms, conditions or collateral agreements express, implied or statutory other than as expressly set forth in this Agreement and this Agreement supersedes all of the terms of any written or oral agreement or understanding between the parties.
- 9.16 *Electronic Execution and Counterparts.* This Agreement may be executed by the parties and transmitted electronically and in counterparts and, if so executed and transmitted, the Agreement will be for all purposes as effective as if the parties had delivered an executed original agreement. All counterparts will be construed together and will constitute one agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

FORTISBC ENERGY INC., by its authorized signatory: **REGIONAL DISTRICT OF KOOTENAY BOUNDARY**, by its authorized signatory(ies):

Name:
Title:

Name:
Title:

Name:
Title:

SCHEDULE A
DESCRIPTION OF LICENSE AREA AND FEI FACILITIES

PLAN OF LICENSE AREA



License Area – —

TOWER PROFILE

LOCATION COORDINATES	
LATITUDE:	49° 11' 34.80" N
LONGITUDE:	118° 36' 49.30" W
ELEVATION:	1887m

MATERIALS LIST	
A -	3.5" x 3.5" x 3/16" - MEMBERS
B -	"N" x 2 - SPRUCE BOLTS

DESIGN LOADINGS	
DESIGN STANDARD:	CSA S57-13
DESIGN WIND PRESSURE (1.50):	782 (Pa)
DESIGN WIND PRESSURE (1.10):	604 (Pa)
TERRAIN CLASSIFICATION:	SITE SPECIFIC
BASIC ICE THICKNESS:	0.39 (in) [10.00 (mm)]
SEISMIC CONSIDERED - SITE CLASS	D-GROUND ACC TO NBCC
IMPORTANCE FACTOR:	1.00*
SERVICEABILITY FACTOR:	1.00
MAX MW ROTATION AT:	* (per) +/- 0.0°

LEG FACTORED FOUNDATION LOADS	
Max Downward	= 259.6 (kN)
Max Uplift	= 225.9 (kN)
Max Shear	= 125.5 (kN)

GLOBAL FACTORED FOUNDATION LOADS	
Max Axial	= 529.7 (kN)
Max OTM	= 2322.1 (kN)
Max Shear	= 2123.3 (kN)

TX CABLE PROFILE

REV	DESCRIPTION	DATE	BY	CHK
1	ISSUED FOR CONSTRUCTION			
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**SCHEDULE B
COMMERCIAL TERMS**

PART I – FEES AND CHARGES

1. **License Fees.**

- (a) *License Fees:* The License fee is based only on the Licensee's Building and Licensee's Equipment on the License Area. The Licensee shall pay to FEI monthly, in advance, commencing on the Commencement Date and thereafter, on the first day of each month, the following Fees:

Contract Term	Yearly License Fee	Monthly License Fee
2018.09.01 – 2023.08.31	\$2,940.00	\$245.00

- (b) *Renewal Term.* Commencing from the first day of the Renewal Term(s), for each month of the Renewal Term, the monthly License Fee will be equal to the monthly License Fee payable during the last month of the Initial Term, or the preceding Renewal Term, as the case may be, increased by the greater of: (i) 3% or (ii) a percentage equal to the year over year change in the Core Consumer Price Index as defined by the Bank of Canada.

- (c) *Inclusive of Utilities.* The License Fee is inclusive of all rates and charges for electricity supplied, delivered, provided to or made available to the Licensee's Equipment.

2. **FEI Rates.**

\$120/hr for technical time
\$160/hr for engineering time

Additional keys: \$90.00 each.

PART II – LICENSEE'S EQUIPMENT

1. **Equipment of Licensee**

Shelter Equipment

- One (1) 19" Communications rack

Tower equipment:

- One (1), Sinclair SRL 212 Antenna with LDF4 cabling; and
- One (1) Kathrien PR-400 Antenna with LDF4 Cabling.

2. **Frequencies of Licensee**

- TX: 141.960 MHz, RX: 149.860 MHz
- 464.0625 MHz

May 30, 2018

TO: Phoenix Foundation of the Boundary Communities

After reviewing our original submission for this year, we felt the budget was a little confusing, not clearly showing the difference in expenses between our 2017 project and our 2018 project. We hope this addendum is easier for your board to review.

Please note that although this proposed budget is very similar to the final report of last years grant (2017) there are a few things of difference.

Price Increases. We have already been advised some equipment prices of last year were set as an introductory price to new models of radio equipment and they will increase by 5% to 10% this year. The 10% increases are noted by a single Asterix. *, the 5% increase are marked by a double. **

A few other price considerations are;

This project requires a higher gain antenna is so there is a small increase of \$235.05 for this antenna. As this is our second digital repeater we now need to add two digital Kenwood link radios enabling the two new digital repeaters to communicate back and forth with each other allowing us to expand operational/safety radio communication into the Boundary communities.

Your support this year.

Your generous support to the GFARC for this second year allows us to push past the halfway mark in Phase One of our original plan for the Boundary Area.

Your continued support has also puts us in a position to commence Phase II (Community Education) by hosting an Amateur Licensing Course to the public. This course will be announced soon to the media and will commence early fall and finish before year end.

Once again on behalf of the GFARC members and all association members to whom we provide support, many thanks for your continued support.

Respectfully yours,

Brian Norwood
President

May 30, 2018
Budget Submission (Addendum)

GFARC for 2018 Grant Phoenix Foundation

dated

Budget Item	2017	2018
Yaesu DR-2X Digital/Analog Repeater System	1,612.31	1,773.54*
Yaesu MH-48 A61A Microphone / DR-2X	95.55	105.10*
ARCOM ADR Interface for DR-2X	205.90	216.30**
ARCOM T-1530 Circulator	731.90	768.50**
Two TK-8302 Kenwood Digitals link radios	New	1,184.64
ARCOM RC-210R Controller	502.16	527.27**
ARCOM Lightning protector #TIMLP-GTR-NFF	81.61	81.61
ARCOM Border Charges	184.15	184.15
Tripp-LITE ISOTEL 4 Ultra power line surge protector	65.02	65.02
12-V P/S Charger Digital Meter	341.45	341.45
12V Battery (Deep Cycle) ACDM27DC CCA 650 TOP	189.19	189.19
4 N Male – UHF Female adaptor (mobile threads)	43.46	43.46
Baomain Spade Quick Splice Connectors	16.73	16.73
20 TAD PWR Housing Vehicle (Mecca Electronics)	30.00	30.00
40 TAD Power Pins housing side	16.00	16.00
4 N Plug to UHF Jack	20.00	40.00
Miscellaneous supplies (paint, connectors, caps etc.).	100.00	100.00
Buschcraft Ringo Ranger Antenna (2017)	150.00	NA
High Gain Digital Long-range Antenna	NA	263.17
Electrical Breaker for Main feed line.	35.00	35.00
Special double coated coax cables, antenna lead in	40.00	40.00
Connectors and internal system feed cables	100.00	100.00
Sinclair VHF Duplexer used.	500.00	560.00*
Andrews Transmission line (partial payment)	86.63	86.63
Transportation	380.00	380.00
Long Distance calls (suppliers and service installation)	85.00	92.24

Material/ Operational Expenditures Budgeted

7,250.00 Total

Summary

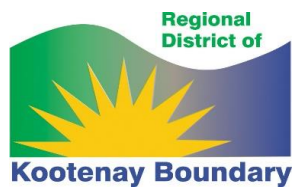
Phoenix Foundation Grant 2018		7061.49
Grand Forks Amateur Radio Club Cash Infusion		188.51
GFARC Members In Kind Service	6,488.17	\$7,500.00

Total Project Costs/Expenditures for 2018

\$14,750.00

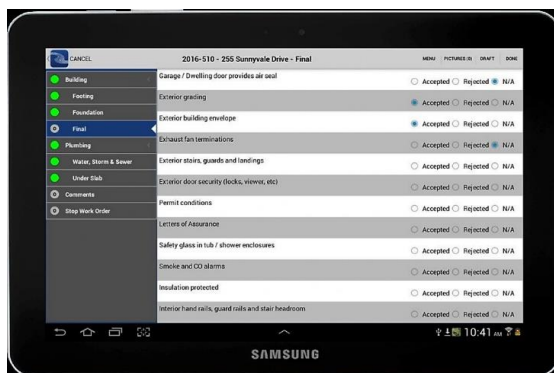
In kind contributions for this project are noticeably higher this year due to the more complex installation of the high Gain antenna system, and the geographical placement of the repeater.

Phoenix Foundation Grant of \$7061.49 equals 50% of the total estimated cost of this project.



Building Inspection Services

2019 Work Plan



RDKB BUILDING INSPECTION DEPARTMENT

Brian Champlin, Manager of Building Inspection Services



Building Inspection Services

2019 Work Plan

Service Name: Building Inspection Services

Service Number: 004

Committee Having Jurisdiction: Committee of the Whole – Finance

General Manager/Manager Responsible:

J. Chandler, General Manager, Operations/DCAO / B. Champlin, Manager of Building Inspection Services

Description of Service:

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

Structure of Building Inspection Services

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

Municipal Contracts

Over the years, the RDKB established contracts with several member municipalities for the purpose of providing building inspection services to municipal partners. This contract arrangement recognizes the economies of scale associated with sharing building inspection service among the participating jurisdictions. The current contracts with the municipalities were originally developed in 1994. At that time each of the eight municipalities signed contracts for building inspection service. Since then, two municipalities have used the termination provisions in the contract to withdraw from the contractual arrangement. The City of Rossland terminated its contract with the Regional District in 2008 and the City of Grand Forks terminated its contract in

2013. The contracts with municipalities have been reviewed twice since they were originally signed in 1994 with no resulting changes to the structure of the service or the contracts themselves.

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

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

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

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

Establishing Authority:

Section 332, *Local Government Act, RSBC 2015* (formerly Section 796, LGA, RSBC 1996, ch. 323)
Building and Plumbing Inspection Extended Service Establishment Bylaw No. 619, 1989

Requisition Limit: No requisition limit

2018 Requisition / Budgeted Expenditures / Actual Expenditures:

\$881,561 / 960,477 / TBD

Regulatory or Administrative Bylaws:

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

Service Area / Participants:

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

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

Human Resources:

The Manager of Building Inspection Services is responsible for operational management of the Building Inspection Service, along with the other services within his mandate. The department is currently staffed with eight employees and 'one additional employee is being proposed'¹ for the Vacation Relief Clerk/Secretary/Receptionist position in the Trail office in the fall of 2018, to ensure we are meeting our strategic service goals within our regional building community. All employees report directly to the Manager of Building Inspection Services.

Staffing for the department is composed of:

- Three Level 3 Building and Plumbing Officials;
- Two Level 1 Building and Plumbing Officials;
- Two Clerk/Secretary/Receptionists; and
- Two Vacation Relief Clerk/Secretary/Receptionists¹

The Building Inspection Department's staff contingent is split between two work sites. In the Trail office, there are two Level 1 Building and Plumbing Officials, one Level 3 Building and Plumbing Official, one full time Clerk/Secretary/Receptionist, and one Vacation Relief Clerk/Secretary/Receptionist¹ that serve all of the Lower Columbia communities in Electoral areas A and B, except Rossland.

In the Grand Forks office there are two Level 3 Building and Plumbing Officials, one full-time Clerk/Secretary/Receptionist, and one Vacation Relief Clerk/Secretary/Receptionist serving Electoral Areas 'C' - Christina Lake, 'D' – Rural Grand Forks and 'E' – West Boundary.

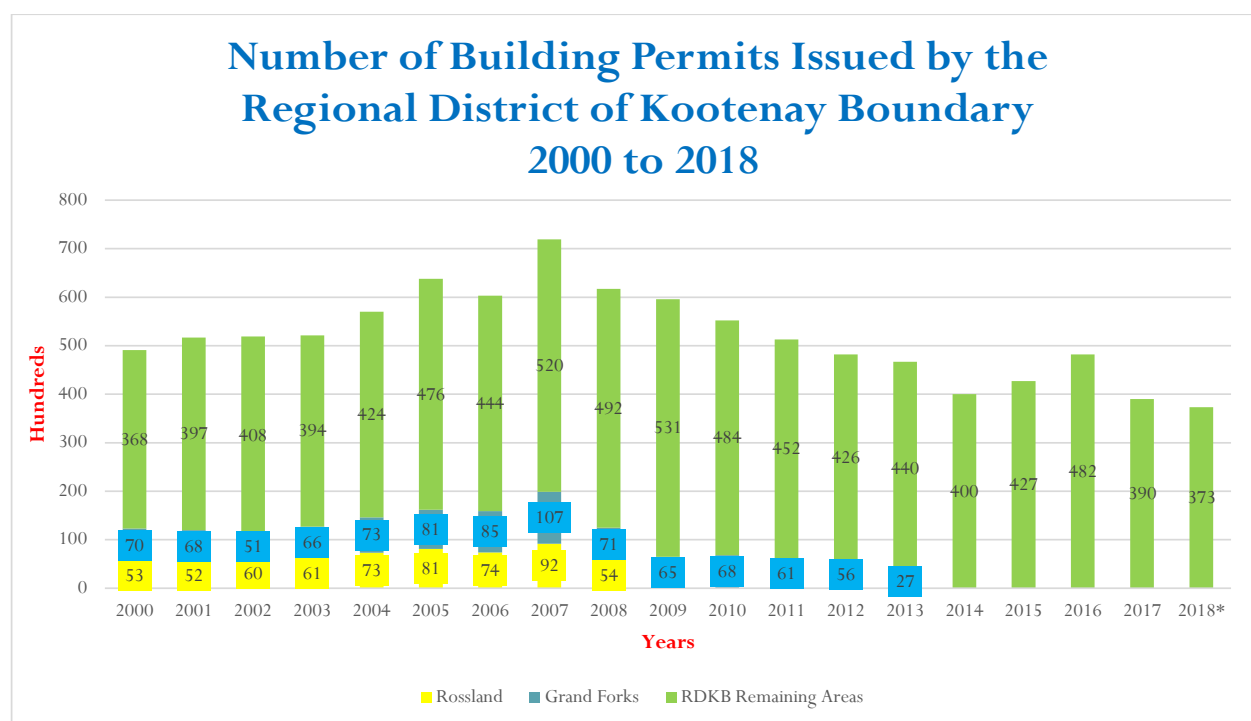
2018 Accomplishments:**Building Permit Applications**

The primary goal of the Building Inspection Service is to provide the most effective and efficient building inspection service possible on a day-to-day, operational basis to the communities and clients that the department serves, given the resources available. Accordingly, one of the goals of the 2018 departmental work plan was to: *"Continue to provide prompt and effective building and plumbing inspection services to property-owners and contractors throughout the RDKB."*

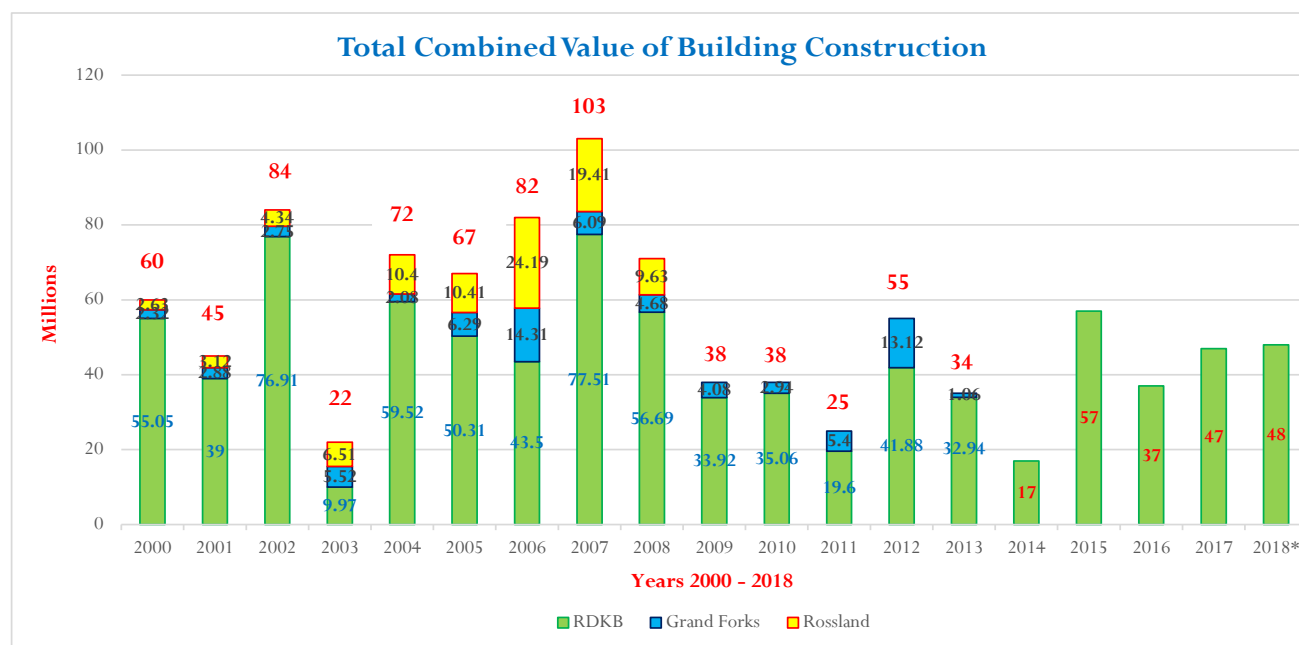
The operations of the department are largely reactive in nature, responding to applications for building projects with professional plan reviews, a series of inspections for each project, and required documentation.

For 2018, it appears the number of building permit applications processed by the department over the year will be similar to the 2017 numbers. The total number of building permits issued by September 2018 decreased slightly by 0.9% to 373, from a total of 390 in 2017. While the number of building permits is down for 2018, the value of construction exceeded 2017 by approximately \$11,000,000. The detailed statistics, with building permit numbers and values to September 2017, broken down by electoral area and municipality, are shown in the tables at the end of this report.

Also included in this report are the following Bar Graphs showing the total combined number of Building Permits issued and the total combined Value of Construction for all the municipalities in all areas of the regional district, between the years 2000 to 2018!



* Actual at the end of September



* End of September only

New Inspection Checklist Procedures

During 2017, the Building Inspection Department developed a series of detailed inspection checklists, as recommended by the Municipal Insurance Association, to ensure that each inspection on a project is conducted and documented uniformly and consistently with the requirements of the respective building bylaws.

One of the goals identified in the 2018 department work plan was to ensure that all building officials were consistently using the new building inspection checklist form that was developed in late 2017 for all inspections.

This process of conducting inspections using the checklist for each and every inspection was monitored during 2018 in order to assess whether or not compliance with this new procedure was taking place. During the course of the year it was identified that the inspection checklist was not being consistently used by all inspectors and this requirement was discussed with staff regarding the need for consistency which is imperative to reduce our risk of liability. Moving forward, our goal for 2019 is 100% compliance which is achievable once we move to an electronic inspection software program, such as Cityview mobile, which includes a checklist that each building inspector must complete in full before they can file the inspection report.

The benefits of electronic inspection software in addition to being simple and easy to use, is the consistency that is automatically achieved when a user enters data into the inspection program; leaving no room for complacency. In addition to this, once the report is filed, a copy of the inspection is automatically sent to the Contractor, Owner or both, and Building Department along with any photographs of deficiencies that were taken during the inspection.

Building Bylaw Review

Another goal identified in the 2018 departmental work plan was resumption of the development of a new building bylaw as the next phase of the new building Act regulations were implemented in December 2017 thus opening the door for the Municipal Insurance Association of BC to develop a new core building bylaw to correspond to the new provincial Building Act requirements. In addition to these new regulations, some additional limited components of the regulation are being implemented in a graduated manner as they come into force.

The Building Inspection Department is in the process of reviewing the current building bylaw that applies to the electoral areas (Bylaw 449, 1985) as the Municipal Insurance Association of BC has now produced an updated “Core Building Bylaw” for local governments to use as a model bylaw to minimize their liability exposures. It is expected that the bylaw will be ready for adoption by the Board in late January or early February of 2019.

Asbestos Exposure Control Safe Work Procedure Implementation

Another goal identified in the 2018 departmental work plan was to monitor the process for the recent implementation of the new Asbestos Exposure Control Safe Work Procedures program, developed in late 2016 to ensure that all workers were following these regulations on a day to day basis to ensure employee safety. A new safe work procedure was established through the RDKB’s Occupational Health and Safety Committee in late 2016 which has impacted upon the operation of the service. Based on a September 2016 WorkSafe BC inspection and a subsequent requirement imposed by WorkSafe BC, the RDKB has developed a new Asbestos Exposure Control Plan and some safe work procedures associated with that plan. One of the safe work procedures relates directly to the work of Building and Plumbing Officials. The new procedure applies to renovation and demolition work on pre-1990 buildings. It requires owners or contractors to retain a qualified person to perform a hazardous materials survey prior to conducting work where hazardous materials may be disturbed. The inspection report and any abatement requirements must be posted at the site. Any required abatement must be undertaken by qualified hazardous materials abatement workers. Written confirmation that any required abatement has been completed must be provided before any work on the building commences. While these are generally considered to be WorkSafe BC regulatory requirements, the RDKB Building Inspection Department has been enforcing these requirements through the new safe work procedure to protect RDKB inspection staff from potential exposure to hazardous materials in the course of their inspection work. There have been a number of impacts associated with the new safe work procedure. For those owners and contractors who previously had not been retaining qualified persons to perform hazardous materials surveys, this additional requirement has added to the cost of projects. Based upon staff’s discussions with prospective applicants about the newly imposed requirements, the new requirements had an impact on property-owners decisions as to whether they will begin a new project. The new requirements have very likely resulted in an increase in the number of projects that proceed without a required building permit, to avoid the additional costs associated with having a hazardous materials survey completed and any subsequent abatement work. The ultimate benefit of the new procedure is greater assurance that RDKB inspection staff, construction workers, and others workers that may be exposed to hazardous materials downstream (eg: landfill site workers) are better protected from exposure to hazardous materials. Our review throughout the year has revealed that all of our employees are in compliance with the hazardous materials regulations.

Enforcement

“Continued enforcement of the various building bylaws administered by the department throughout the RDKB” was also a goal of the 2018 work plan and will continue to be a departmental goal from year-to-year. Staff reports to the Board recommending enforcement action against property-owners in contravention of the Building Bylaw were prepared and acted upon throughout the year relating to rural properties. Similar reports were prepared and sent to municipal staff for properties located within the participating municipalities for Council consideration.

Significant Issues and Trends:

Staffing

The Building Inspection Services department faced a major staffing issue in 2017 that points to a longer term issue that will initially impact the department moving forward for the next couple of years, as the department lost a Level 3 Building and Plumbing Official due to retirement and the department was only able to recruit a Level 1 replacement. In addition to this, at the end of December this year our Senior Level 3 Building and Plumbing Official in the Grand Forks office will be retiring and his position will be filled on an interim basis by our Level 3 Building and Plumbing Official currently working 3 days in the Trail office and 2 days in the Grand Forks office until such time as a full time Level 3 Building and Plumbing Official can be hired for the Trail office. It is important to note, that all of our Level 3 Building and Plumbing Officials currently live in Grand Forks.

With the new statutory regime that has been enacted by the provincial government relating to Building Inspection, there will be mandatory qualification requirements applying to local government building inspection staff which takes effect on February 28, 2021. It will be necessary at that time for any work undertaken by a local government on complex buildings (commercial, industrial, multi-family residential, etc.) to be processed by a building inspector that has achieved Level 3 status.

The challenges faced by local governments across the province recruiting qualified building officials will become significant over the next few years in light of the new regulatory requirements.

Building Activity

It appears, from the increased building activity over the past couple of years, economic projections, and local anecdotal information, that building activity in 2019 will continue to be strong.

2019 Projects:

Project: **Building Bylaw Implementation**

Project Description:

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

Project Timelines and Milestones:

The proposed new Building Bylaw is currently underway, as a new version of the “Core Building Bylaw” was recently released by Municipal Insurance Association of BC and Board Adoption is expected in February 2019.

Project Risk Factors:

Timeline dependent upon review and updating the new core bylaw to address specific requirements within the RDKB, prior to adoption by the board.

Internal Resource Requirements:

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

Estimated Cost and Identified Financial Sources:

Minimal. Approximately \$2,000 for legal review.

Relationship to Board Priorities:

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

Project: **Develop a Mentorship Program for RDKB Building Officials to achieve Level 3 Certification**

Project Description:

This program is for all RDKB Building Officials who currently do not meet all of the requirements for Provincial Qualification or BOABC Certification; as the new statutory requirements enacted by the provincial government related to building inspection come into force on February 28, 2019. After this date, Building Officials will only be able to conduct plan reviews and building inspections for the level of inspection they have qualified for, such as level 1 – “Houses and Duplexes”, level 2 – “Small Commercial Buildings, plus level 1 buildings” or level 3 – All buildings.

The program consists of in house Building Inspection Training Modules and inter-departmental work experience in the planning and mapping, environmental services, administration and Public Safety departments, supplemented by online Building Code courses from BCIT and examinations from ICC/BOABC and has a program duration of one year.

Project Timelines and Milestones:

Beginning in January 2019 with completion in January of 2020.

Project Risk Factors:

There is a significant risk to the ability of the department to conduct plan reviews and building inspection after February 28, 2021 if these goals are not achieved.

Internal Resource Requirements:

The project will be administered by the Building Inspection Department and an interdepartmental training component of shared work experience resources will be the only requirement from other departments.

Estimated Cost and Identified Financial Sources:

\$ 10,000. The primary source of funding would be the annual tax requisition, which is currently allocated for funding in the budget under the heading **Travel Expenses**, and includes Technical Seminars, Technical Conferences, and Training and Examinations.

Relationship to Board Priorities:

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

Project: **Asset Management Planning**

Project Description:

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones:

Throughout 2018/2019.

Project Risk Factors:

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

Internal Resource Requirements:

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

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:

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

Project: **Replacement of Building Inspection Department Property Management Software System**

Project Description:

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

Project Timelines and Milestones:

The Statement of Work from Cityview has been received and reviewed by office staff and management and is back in the hands of the I.T. Department for final approval and implementation.

Project Risk Factors:

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

Internal Resource Requirements:

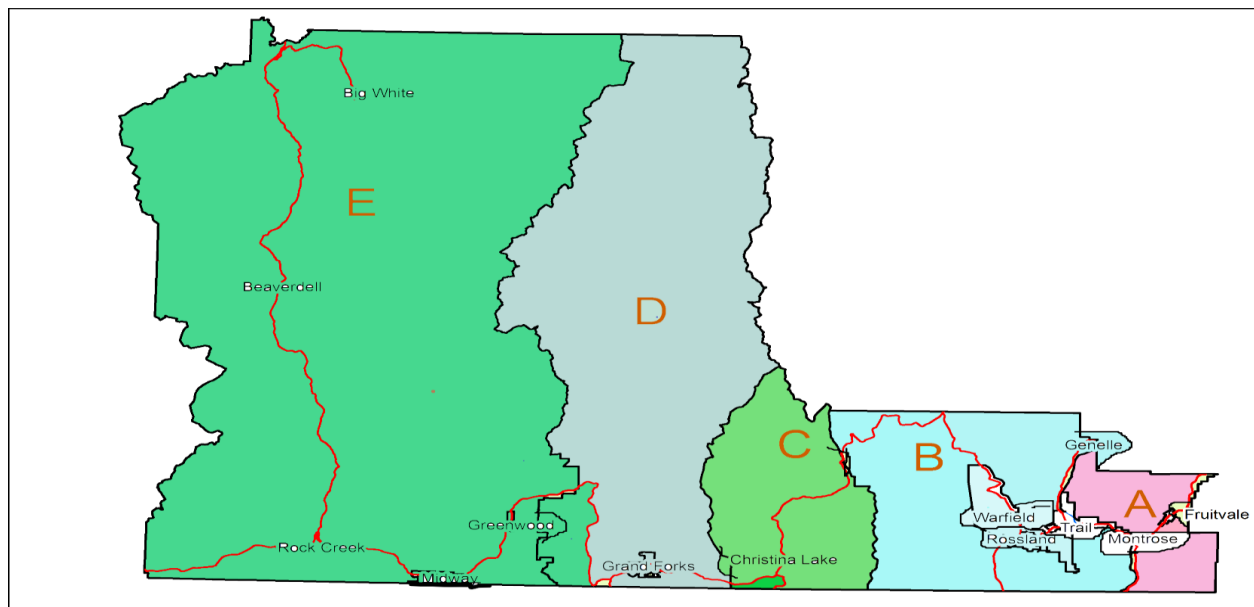
The project requires considerable support from the Information Services Department both in relation to acquisition and implementation of the new software system.

Estimated Cost and Identified Financial Sources:

The Estimated cost is \$68,000 of which the initial costs will be born entirely by the Building Inspection Services Department until such time as the Administration, Planning and other departments come on board; then the costs for this software can be shared between them at that time. The primary source of funding would be the annual tax requisition.

Relationship to Board Priorities:

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



COMPARISON BUILDING REPORT FOR 2017 AND 2018 (TO THE END OF SEPTEMBER, 2018)

AREA	# PERMITS	# UNITS	TOTAL VALUE
FRUITVALE			
Year Ending 2018	20	4	\$1,014,710
Year Ending 2017	20	3	\$773,380
GREENWOOD			
Year Ending 2018	9	0	\$65,250
Year Ending 2017	6	1	\$319,500
MIDWAY			
Year Ending 2018	5	1	\$197,000
Year Ending 2017	8	4	\$794,000
MONTROSE			
Year Ending 2018	16	1	\$548,737
Year Ending 2017	13	1	\$523,970
TRAIL			
Year Ending 2018	124	3	\$17,775,976
Year Ending 2017	140	7	\$12,748,471
WARFIELD			
Year Ending 2018	19	0	\$1,099,614
Year Ending 2017	24	2	\$804,135
AREA 'A'			
Year Ending 2018	14	0	\$386,500
Year Ending 2017	22	5	\$2,454,999
AREA 'B'			
Year Ending 2018	21	10	\$3,044,800
Year Ending 2017	12	2	\$313,950
AREA 'C'			
Year Ending 2018	50	4	\$3,743,300
Year Ending 2017	53	9	\$2,547,900
AREA 'D'			
Year Ending 2018	55	5	\$3,278,400
Year Ending 2017	44	8	\$2,707,900
AREA 'E'			
Year Ending 2018	23	5	\$1,759,200
Year Ending 2017	25	8	\$2,314,300
AREA 'BIG WHITE'			
Year Ending 2018	17	13	\$15,555,000
Year Ending 2017	23	51	\$10,899,800
TOTAL YEAR ENDING 2018	373	51	\$48,468,487
TOTAL YEAR ENDING 2017	390	98	\$37,202,305



Thank you for the opportunity to submit this work plan for 2019



Emergency Preparedness Service

2019 Work Plan



EMERGENCY PREPAREDNESS SERVICE

Chris Marsh, Manager of Emergency Programs
Service Number 012
As of November 20, 2018



Emergency Preparedness Service

2019 Work Plan

Service Name: Emergency Preparedness

Service Number: 012

Committee Having Jurisdiction: Board of Directors – Protective Services Committee

General Manager/Manager Responsible:

James Chandler, General Manager Operations / DCAO

Chris Marsh, Manager of Emergency Programs reporting to Dan Derby, Regional Fire Chief

Description of Service:

The Emergency Preparedness Service has been established to provide an integrated and effective approach to emergency preparedness, response, recovery and mitigation within all municipalities and electoral areas of the Regional District of Kootenay Boundary (RDKB). An Emergency Management Program Agreement has been implemented to facilitate the cooperation between the Regional District and participating municipalities. The Agreement outlines the process by which resources are shared and how joint or regional Emergency Operation Centers are established. Under the agreement, everyone adheres to one Regional Emergency Plan (the Plan).

The Plan provides the policies and procedures as the framework to guide Regional District activities before, during and after an emergency event. The Plan is based on the BC Emergency Management System and is intended to meet the requirements of all applicable provincial legislation and regulations. The RDKB works cooperatively with other internal and external emergency plan holders, agency partners and emergency responders to ensure a state of readiness should an emergency or disaster occur. In addition to reviewing the Plan and its policies and procedures on an on-going basis, staff participate in annual training and exercises to further advance the ability of the RDKB and partner municipalities to effectively coordinate response to any emergency or disaster that occurs

within the Region. Additionally, individuals and families within the Regional District must also take the necessary steps to prepare for emergencies and disasters.

A strong, well-resourced and well-supported Emergency Preparedness Service will ensure that the RDKB's response to, resiliency during, and recovery from emergency events within the District will be greatly enhanced.

Establishing Authority:

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

Bylaw No. 1256 Electoral Areas 'A', 'B', 'C', 'D' & 'E' for the purpose of establishing an Emergency Response and Recovery Plan(s) for the RDKB, adopted January 27, 2005.

Bylaw No. 1286 amending Bylaw No. 1256 to include all municipalities within the RDKB, adopted November 24, 2005.

Bylaw No. 1613 RDKB Emergency Planning Service Establishment Amendment Bylaw approving the City of Rossland's re-entry to the service as a participant.

Requisition Limit: Not Applicable

2018 Requisition / Budgeted Expenditures / Actual Expenditures:

\$236,613/ \$1,576,855 / \$ TBD (high because of flood response costs)

Regulatory or Administrative Bylaws:

Bylaw No. 1312 A bylaw to regulate the RDKB Emergency Management Organization as a service of the RDKB, adopted May 4, 2006.

Service Area / Participants: All Electoral Areas and Municipalities within the Regional District.



Service Levels

Emergency planning, response, mitigation and recovery services.

Human Resources:

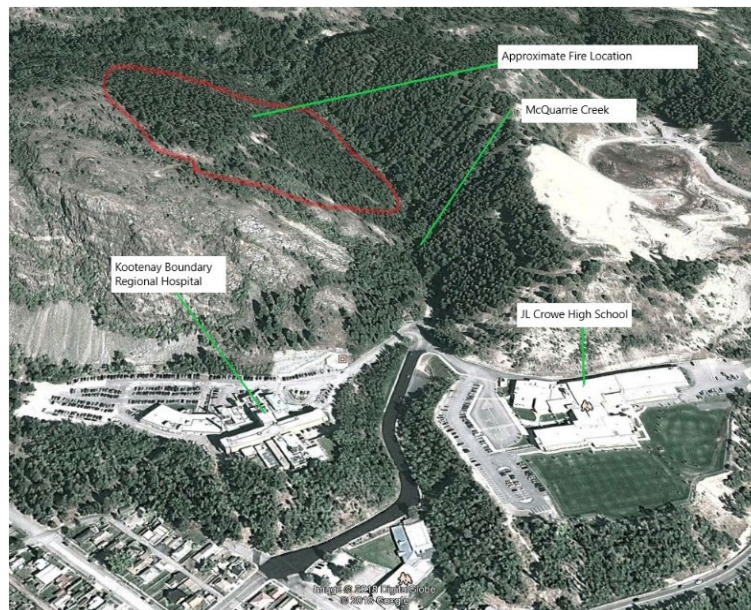
- General Manager, Operations / DCAO
- Manager of Emergency Programs
- Regional Fire Chief / Fire Dispatch Manager
- Fire & Emergency Services Administrative Assistant

2018 Events:

The Boundary flooding of 2018 was the worst flooding in the history of the province of BC. Over 3200 residents were evacuated from their homes, seeking shelter from floodwaters that ranged from 1 in 200 to 1 in 500 year levels. Direct response costs total well over \$20 Million and recovery costs are expected to exceed \$60 Million dollars. Ongoing recovery efforts include a team of 10 individuals delivering all aspects of recovery operations, from repairs to critical infrastructure to supporting individuals suffering from flood-related mental illness. It goes without saying that all available resources have been applied in 2018 to the response and recovery from this event. Despite the Boundary flooding event, there were other significant EOC responses as well. Other significant 2018 events included:

- Riverside Drive Landslide – Trail, April 2018
- Langford and Sayward Creek Flooding - Columbia Gardens, March – May 2018
- Trail and Gorge Creek Flooding – April 2018
- China Creek Road Flooding – Genelle – April 2018

- Fruitvale – Kelly and Beaver Creek Flooding – May 2018
- Boundary Flooding – Grand Forks, Christina Lake, Greenwood, Midway, Rock Creek, Westbridge, Beaverdell, Carmi - May – June 2018
- Santa Rosa Wildfire 1 – July 2018
- Lynch Creek, Toronto Creek and Santa Rosa 2 Wildfires – August 2018
- McQuarrie Creek Wildfire – September 2018



Location of McQuarrie Creek Fire, Trail, BC (September 2018)



Trail Creek Flooding, Warfield (April 2018)



Downtown Grand Forks (May 2018)

Significant Issues and Trends:

In general, disasters of increasing frequency and magnitude are impacting BC communities. Two significant flooding seasons concurrent with the two worst wildfire seasons on record have highlighted the need for significant application of resources to emergency management functions within local government.

The hiring of a full time staff member dedicated to the Emergency Preparedness Service (completed in September of 2017) provided much needed support during the EOC activations this past year. However, it is clear, that if that resource is used primarily for responding to events and the associated recovery, there will be no ability to grow and design the emergency program in any sustainable fashion. Recent events have clearly demonstrated that there are two streams of emergency management that the RDKB needs to develop – the policy stream and the operational stream. Where policy indicates a need for program development and documentation, the operational stream relates strictly to response and recovery functions related to emergency events.

With the events that were experienced in 2018, being both flooding and fires, very little advancement was made on the following work plan projects. Due to the impacts of flood recovery planning and resources to our Emergency Preparedness Services, the Manager of Emergency Services is temporarily seconded to the Recovery Management Team. A recruitment to backfill the position and provide essential resource is underway. (This is supported through EMBC and does not impact the RDKB budget). Until such time a successful candidate is hired the projects as presented below will have limited progression. A status update is included with each of the projects and majority of all projects continues to 2019.

Considering the priorities and urgency of key projects and activities preparing for the freshet season in 2019 the following is a list of objectivities that are considered to take precedent and priority over all other tasks until completed:

- Completion of hiring for new full time temporary support position
- Flood Response Plan
- Communication Plan including Emergency Alerting System
- Public education and Community Outreach
- Pet and Livestock Plan
- Regional Emergency Plan Update
-

It is anticipated that the above listed work will utilise 100% capacity of our existing emergency management staff and including the pending recruitment of the backfill position.

2019 Projects:**Project #1:** Update Regional Emergency Plan**Project Description:**

The last major revision of the Regional District of Kootenay Boundary Emergency Management Plan was undertaken in 2012, with the plan original plan being written in 2006. Since that time, there have been several activations of the plan and the Regional Emergency Operations Centre (REOC). Significant wildland interface fires in 2015 within the Regional District were an excellent opportunity to activate the plan and REOC. These activations demonstrated the effectiveness of the plan. However, these activations were also an excellent opportunity to identify opportunities for the enhancement of the Plan. Hazard identification, section enhancement, and an overall review would be advantageous as the Emergency Preparedness Service evolves. It is recommended that a careful and systematic review be undertaken to ensure that the Plan remains capable of handling any and all potential hazards that the Regional District of Kootenay Boundary may face. It is also recommended that enhancements that are introduced during the review are carefully tested through continued training, exercises, and other feedback mechanisms.

Project Timelines and Milestones:

	2018										
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
Project Scoping											
Literature and Policy Review											
Consultation and Feedback											
Plan Outline											
Plan Revisions											
Peer Review											
Plan Approval and Adoption											

Project Risk Factors:

The project timeline is dependent upon

the workload of the Manager of Emergency Programs (such as through the spring freshet season) as well as the availability of feedback providers, peer reviewers and others who will have input and / or workload associated with the Plan.

Internal Resource Requirements:

Some assistance may be required to notify internal and external emergency plan holders, agency partners and emergency responders with notification of the updated plan. Effort will be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:

Costs will include RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities: It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: overall the emergency plan worked well during major events in 2018. This may not be our most critical project. No progress was made on this project in 2018.

Project #2: Emergency Communications Plan**Project Description:**

Many aspects of the response to the Rock Creek and Stickpin wildland interface fires of 2015 were very successful. However, one of the significant after action items that was recommended from these events was the development of an enhanced Emergency Communications Plan (ECP). Development of this plan would greatly assist RDKB staff in enabling best-management practices in regards to both internal and external communications during a major emergency event.

The development of an Emergency Communications Plan will also explore options for an Emergency Alerting System for residents and businesses such as is used in neighbouring regional districts.

**Project Timelines and Milestones:**

To be completed concurrently with #1 above, the review of the Regional Emergency Plan. The ECP would exist as a separate and stand-alone document from the Regional Emergency Plan itself.

Project Risk Factors:

The project timeline is dependent upon the workload of the Manager of Emergency Programs (such as through the spring freshet season). The amount of time that the new Corporate Communications Officer can dedicate to this project could affect the timelines of this project.

Internal Resource Requirements:

This project will be a joint effort between the Manager of Emergency Programs and the Corporate Communications Officer. Effort will be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:

No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: Significant work was undertaken to identify an appropriate vendor to supply an emergency notification system. This portion of the above project is ready for delivery with Board approval. Other aspects of the communications plan have been developed, or will be developed as a result of Flood Response Plan work that will be undertaken in advance of freshet 2019.

Project #3: Pet & Livestock Plan**Project Description:**

A further recommendation that resulted from the Rock Creek and Stickpin wildland interface fires in 2015 was the need to continue the development of a well-defined Pet and Livestock Plan (PLP). Managing pets and livestock during large and complex emergency events is made simpler if plans and relationships are already in place. As well, it is helpful to undertake preplanning such as the identification of suitable livestock and pet reception facilities, agencies which can assist, and resources that are available.

Project Timelines and Milestones:

To be completed concurrently with #1 above, the review of the Regional Emergency Plan. However, the PLP will exist as a separate and stand-alone document from the Regional Emergency Plan itself.

Project Risk Factors:

The project timeline is dependent upon the workload of the Manager of Emergency Programs (such as through the spring freshet season).

This project will build upon existing relationships with various stake holders involved in animal welfare (such as the Ministry of Agriculture), and their availability to provide feedback and to engage in a plan review process could impact the project.

Internal Resource Requirements:

The bulk of the effort needed to complete this project will be provided by the Manager of Emergency Programs. Some staff time may be required by the Fire & Emergency Services Administrative Assistant to help format, reproduce and disseminate the updated plan.

Estimated Cost and Identified Financial Sources:

No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: Very little progress was made on this project in 2018. Through the Boundary flooding event in spring of 2018, resources and documentation have been identified that should see this project be much easier, and it is likely to be completed in 2019 with appropriate resources.

Project #4: Build Community / Agency Relationships**Project Description:**

The addition of a new dedicated Manager of Emergency Programs (as of September 2017) provides an opportunity to further enhance relationships between the Emergency Preparedness Service and a variety of stakeholders. As well, relationship building is an on-going priority aspect of any successful emergency management program. Time spent enhancing interagency relationships is returned ten-fold when those interactions are tested during an emergency event.

Having robust and resilient pre-existing relationships between agencies and organizations, who will need to work together during complex emergency events, will lead to better outcomes for area residents in the event of a major emergency disaster within the RDKB.

Project Timelines and Milestones:

Ongoing throughout the year.

Project Risk Factors:

Lack of community and agency outreach leads to missed opportunities and liabilities during emergency events, so not pursuing these opportunities may negatively impact the long term success of the Emergency Preparedness Service.

Internal Resource Requirements:

Staff time by the Manager of Emergency Programs, the Corporate Communications Officer and the Kootenay Boundary Regional Fire Rescue Fire Chief.

Estimated Cost and Identified Financial Sources:

No costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: Significant progress was made on this project in 2018. Emergency Services Committee meetings were held in the spring of 2018 in both Trail and Grand Forks. New committee members were identified and an email group list was developed. Through numerous activations, the EOC developed strong working relationships with many other levels of government, utilities, stakeholders, NGO's, public safety agencies and all manner of local community support organizations.

The emergency service participated in several exercises and debriefs and at each opportunity, critical relationships were developed.

Project #5: Public Education and Community Outreach**Project Description:**

This project seeks to define the level of engagement and outreach that the community and the RDKB wish to have in regards to public education and community outreach.

The Emergency Preparedness Service would benefit from Board consideration of a desired strategic direction, and the expected level and type of outreach which would best benefit the residents of the RDKB. To that end, the Manager of Emergency Programs will develop a report with options and recommendations for public education and outreach within the RDKB.

Public outreach and education can include, but is not limited to:

- Open houses, seminars and town hall meetings;
- Outreach via pamphlets, letters and other printed materials, either mailed or available for pick-up;
- Various forms of social media interactions;
- Public alerting systems, via text, email or other, that alert residents to significant situations or events that are underway or anticipated.

Project Timelines and Milestones:

This project will be initiated in 2018 with the scoping design phases, and continue through 2019 and beyond as an ongoing service to RDKB residents.

	2018												2019					
Month	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
Project Scoping																		
Create Options Report																		
Board Review of Options Report and Path Forward																		

Outreach Program Start																			
Funding Delivery																			

Project Risk Factors:

Undertaking an appropriate community outreach and education program will help increase the resiliency and recovery ability of residents and businesses within the RDKB. However, there are many ways to undertake community outreach, each with different advantages, costs and potential outcomes.

Previous outreach attempts have, at times, seen relatively little uptake by area residents.

Internal Resource Requirements:

The bulk of effort will be undertaken by the Manager of Emergency Programs. Assistance from the Corporate Communications Officer and the Fire & Emergency Services Administrative Assistant will help ensure the success of the project.

Estimated Cost and Identified Financial Sources:

Initially, there will be no costs other than RDKB staff time and possible use of RDKB vehicles for meetings.

Should there be a desire to proceed with producing outreach materials, hosting open houses, or to pursue a public messaging system, there would be costs associated with those projects. Once a strategic direction is determined, more defined costs and deliverables around program delivery can be identified.

Relationship to Board Priorities:

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance", "We will ensure we are proactive and responsible in funding our services", and "We will ensure the messages we are delivering within our region are clear and easily understood."

November 2018 update: Very little progress was made on this project in 2018. The service did participate in meetings, workshops and conferences related primarily to flooding. That being said, significant outreach work will need to happen in the future to help guide;

- Wildfire awareness and FireSmart principals
- Flood awareness and avenues to protect homes
- General emergency preparedness.

Project 6: Asset Management Planning**Project Description:**

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones: Throughout 2018.

Project Risk Factors:

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

Internal Resource Requirements:

Asset management planning work will require significant input, direction and assistance from RDKB administrative staff. The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:

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

There is no consideration or planned work for this project with current resources in 2019.

Additional Identified Potential Projects:

As the above mentioned projects evolve and are completed, additional projects may be initiated. It is not anticipated that these projects will be able to be undertaken without additional resources in 2018, even with the backfill of the Emergency Manager position. These projects, if the above work plan can be completed in 2019, will be considered for the 2020 work plan. Some of these may include the following, as per Board direction and program need:

- RDKB First Responder Radio Communications System Evaluation
- Flood Fighting Trailer Grant Request
- Update flood plain mapping for entire RDKB
- Have address points placed on actual home locations in RDKB GIS property layer
- Analysis and recommendation of best practices re: emergency evacuations
- Analysis of emergency evacuation routes and alternatives
- Development of an RDKB – wide community wildfire risk and prevention plan
- Development of an RDKB-specific FireSmart for homeowners plan
- Analysis of the rapid damage assessment process used in 2018, identify best practices
- Development of a stand-alone EOC for Grand Forks
- Pre-positioning emergency management supplies across the Boundary region
- Development of a common IT operating platform for EOC operations

Sent: October 31, 2018 12:53 PM

To: Vicki Gee <ygee@rdkb.com>

Subject: Jewel Lake CWPP

Hi Vicki,

I received an email from Randy Trerise at Jewel Lake about a CWPP for the area.

This is a very small area for a CWPP. As such, I would suggest the following:

- 1) Develop a CWPP for a larger area (such as Area E, D and Grand Forks. The CWPP is from 2011 and being 7 years old, I suspect the BCWS/UBCM will be wanting an update to this CWPP prior to engaging in fuel management work;
- 2) Undertake a FireSmart project for the Jewel Lake area. This would involve working directly with the residents on what they can do to their properties and homes to protect them from wildfire;
- 3) Apply for fuel management prescription funding to develop treatment prescriptions around Jewel Lake. This could be done in conjunction with a FES application for operational funding.

I don't recommend a CWPP for Jewel Lake itself. It is simply too small an area to undertake the amount of work required within the document by the BCWS. It would not be cost effective.

I might also suggest that the CRI funding pot be considered for public presentations and FireSmart workshops for the RD as a means of educating the public on wildfire prevention and preparedness.

Lastly, I think it would be worthwhile to pursue some evacuation planning funding through the Community Preparedness Funding Program for Jewel Lake given their one-way-out access issue.

Vicki, please let me know your thoughts on all this and we can begin to prepare whatever applications you wish us to prior to the fast approaching deadlines.

Feel free to call if you wish to discuss further.

Thanks for the referral!

John

--

John Davies, RPF

Wildfire Management Specialist

DWM - 'Wildfire & Emergency Management Services'



2019 Community Resiliency Investment Program FireSmart Community Funding & Supports Application Form

Please complete and return the application form by December 7, 2018. All questions are required to be answered by typing directly in this form. If you have any questions, contact cri-swpi@ubcm.ca or (250) 356-2947.

SECTION 1: Applicant Information	CRI- <i>(administrative use only)</i>
Local Government or First Nation:	Complete Mailing Address:
Contact Person:	Position:
Phone:	E-mail:

* Contact person must be an authorized representative of the applicant.

SECTION 2: For <u>Regional Projects Only</u>
1. Identification of Partnering Communities. For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 3 in the Program & Application Guide for eligibility.

SECTION 3: Project Summary	
2. Name of the Project:	
3. Fire Centre (use check boxes). Indicate which Fire Centre the proposed activities are located in (check all that apply)	
<input type="checkbox"/> Cariboo Fire Centre <input type="checkbox"/> Coastal Fire Centre <input type="checkbox"/> Kamloops Fire Centre	<input type="checkbox"/> Northwest Fire Centre <input type="checkbox"/> Prince George Fire Centre <input type="checkbox"/> Southeast Fire Centre
4. Project Cost & Grant Request: Total Project Cost: Total Grant Request: Have you applied for or received funding for this project from other sources? If yes, please provide details below.	

5. Project Summary. Please provide a summary of your project in 150 words or less.

SECTION 4: Requirements for Funding

6. Community Wildfire Protection Plan (or other plan). As outlined in Section 3 of Program & Application Guide, in order to be eligible for funding, applicants must have a current and acceptable CWPP or other acceptable plan that includes assessment and identification of FireSmart priorities.

Please outline how your community meets this requirement. Note: applicants that do not have a current and acceptable plan may apply to develop or update a plan.

If not funded under the Strategic Wildfire Prevention Initiative, attach completed plans, and/or assessments, or excerpts from higher-level plans, with the application form.

7. Consultation in Advance of Submitting an Application. In order to qualify for funding, applicants must consult with a BCWS Wildfire Prevention Officer and/or a FNESS Fuel Management Liaison/Specialist regarding the proposed project prior to submitting an application.

☐ BC Wildfire Service.
Contact person:

☐ First Nations' Emergency Services Society.
Contact person:

SECTION 5: Wildfire Risk & Rationale

8. Wildfire Risk. What is the wildfire risk in your community? This may be evidenced by a wildfire risk class of 1, 2 or 3 for the general area of interest (refer to Appendix 1 of the Program & Application Guide) or local level plan or other information with ground data that shows wildfire threat in proximity to values at risk within and around the community.

Provide specific evidence of wildfire risk (e.g. WUI polygon name from risk class map, reference to appropriate section of a CWPP or other plan, etc.) in your response.

For the purpose of CRI FireSmart Community Funding & Supports grants, identify the risk category that you are applying under:

☐ Lower risk of wildfire (may apply for grant up to \$25,000)

☐ Higher risk of wildfire (may apply for grant of up to/exceeding \$100,000)

9. **Other Rationale.** What other rationale or evidence is there for undertaking the proposed project? This may include local hazards identified in the Emergency Plan; threat levels identified in Hazard Risk & Vulnerability Analysis and/or other risk assessments; demonstrated history of repeated and/or significant interface wildfires and evacuations; or other rationale.

Evidence of other rationale (e.g. Local Authority Emergency Plan extract, copies of assessments, etc.) is required to be submitted with the application form.

SECTION 6: Detailed Project Information

10. **Proposed Activities.** Please refer to Section 4 of the Program & Application Guide for eligibility and complete Worksheet 1: Proposed Activities & Budget.

11. **Partnerships & Collaboration.** Please identify any other authorities you will collaborate with on the proposed project (e.g. community or resident organization, First Nation or Indigenous organization or other local government) and outline how you intend to work together.

12. **Additional Information.** Please share any other information you think may help support your submission.

SECTION 7: Application Check List

Required Submissions	Related Attachments
<input type="checkbox"/> Application Form	<input type="checkbox"/> Completed plans, and/or assessments, or excerpts from higher-level plans as required in Q. 6 <input type="checkbox"/> Other rationale as required in Q. 9
<input type="checkbox"/> Completed Worksheet 1: Proposed Activities & Budget	<input type="checkbox"/> FireSmart Assessments for structures proposed for demonstration projects as required in Q. 7
<input type="checkbox"/> <u>For fuels management activities only:</u> Completed Worksheet 2: Proposed Fuel Management Activities	<input type="checkbox"/> PDF map outlining the area of interest, proposed treatments units, land status and tenure overlaps. <input type="checkbox"/> Wildfire threat assessment information for the proposed treatment unit(s) <input type="checkbox"/> <u>For fuel management treatment only</u> , a copy of the completed prescription and/or Burn Plan and project boundary spatial layer <input type="checkbox"/> For fuel management treatment on Provincial Crown land only: email from land manager indicating information sharing with First Nations has been

completed
<input type="checkbox"/> Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management
<input type="checkbox"/> For regional projects only: Council, Board or Band Council resolution, from each partnering community that clearly states approval for the applicant to apply for, receive and manage the grant funding on their behalf
<p>Submit the completed Application Form and all required attachments as an e-mail attachment to cri-swpi@ubcm.ca and note "2019 CRI" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.</p>

<p>SECTION 8: Signature. Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC and the BC FireSmart Committee.</p>	
<p>I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the approved project is within the applicant's jurisdiction (or appropriate approvals are in place)</p>	
Name:	Title:
Signature:	Date:
<p><i>An electronic or original signature is required.</i></p>	



2019 Community Resiliency Investment Program

FireSmart Community Funding & Supports

Program & Application Guide

1. Introduction

The [Community Resiliency Investment \(CRI\) program](#) is a new provincial program intended to reduce the risk and impact of wildfire to communities in BC through community funding, supports and priority fuel management activities on provincial Crown land.

The Union of BC Municipalities (UBCM), First Nations' Emergency Services Society (FNESS) and the Forest Enhancement Society of BC (FESBC) are working with the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRORD), represented by the BC Wildfire Service (BCWS), to administer the FireSmart Community Funding & Supports portion of the program for local government and First Nation applicants.

FireSmart Community Funding & Supports

As identified in the recent [BC Flood and Wildfire Review](#), there is a critical need to “strengthen public understanding of the risks and personal responsibilities associated with living in a fire-dependent ecosystem.”¹ [FireSmart](#) is a key means of addressing this need.

The general goal of FireSmart is to encourage communities and citizens to adopt and conduct FireSmart practices to mitigate the negative impacts of wildfire to assets on public and private property. Findings from a study of the [2016 Horse River wildfire in Fort McMurray](#) indicate that FireSmart principles were one of the main reasons why individual homes survived, regardless of the broader wildfire threat surrounding them². This was true in both the urban and rural areas.

The FireSmart Community Funding & Supports program provides funding to local governments and First Nations in BC to increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire.

The program is structured to fund FireSmart activities in all eligible communities throughout BC. Funding is scaled to offer eligible applicants with lower risk of wildfire to apply for up to \$25,000 and applicants with a demonstrated higher risk of wildfire to apply for up to \$100,000 per year. Information on determining risk is provided in Appendix 1.

Applications that include fuel management on Provincial Crown land primarily within administrative boundaries may exceed the funding maximum for fuel management activities only.

Applications for fuel management located exclusively on Provincial Crown land, outside of municipal boundaries or First Nation lands, are required to be submitted to the Forest Enhancement Society of BC.

¹ *Addressing the New Normal: 21st Century Disaster Management in British Columbia*. p.90

² *Al Westhaver, Why some homes survived: Learning from the Fort McMurray wildfire disaster* (Toronto: Institute for Catastrophic Loss Reduction, 2016)



**First Nations'
Emergency Services Society**
OF BRITISH COLUMBIA



Forest Enhancement
Society of British Columbia



2. Eligible Applicants

All local governments (municipalities and regional districts) and First Nations (bands and Treaty First Nations) in BC are eligible to apply. Eligible applicants may submit one application per intake, including regional applications.

3. Eligible Projects

In order to qualify for funding, local government and First Nation applicants must consult with a [BCWS Wildfire Prevention Officer](#) and/or a [FNESS Fuel Management Liaison/Specialist](#) regarding the proposed project prior to submitting an application.

The BCWS Wildfire Prevention Officer or FNESS Fuel Management Liaison/Specialist can provide guidance, technical expertise, and linkages to other Ministry plans or wildfire risk mitigation activities that are occurring in the area. They can also provide guidance on fuel break development, legal objectives, and best practices.

In addition, to qualify for funding:

- Projects must be primarily located within the applicant's administrative boundary
- Activities must be new (retroactive funding is not available)
- Proposed activities must be capable of completion by the applicant within one year of the date of grant approval. In some cases, depending on the approved activities, projects may be approved for up to two years.
- The applicant must have a current and acceptable Community Wildfire Protection Plan (CWPP)³ or other acceptable plan that includes assessment and identification of FireSmart priorities. Note: applicants that do not have a current and acceptable plan may apply to develop or update a plan.
- Activities that fall under the practice of forestry must be developed, and where applicable signed/sealed, by a forest professional that is accredited by the Association of BC Forest Professionals
- Fuel management activities must:
 - Be identified as a priority in an existing plan, supported by an appropriate rationale, and supported by the Wildfire Prevention Officer or the FNESS Fuel Management Liaison/Specialist. In cases where no plan exists, written support from the Wildfire Prevention Officer or the FNESS Fuel Management Liaison/Specialist is required.
 - Ensure compliance with applicable legislation and regulations: Federal (e.g. *Fisheries Act* and *Migratory Birds Act*); Provincial (e.g. *Forest and Range Practices Act*, *Open Burning Smoke Control Act*, and *Wildfire Act*) and; local authority (e.g. burning by-laws or other bylaws or plans)
 - Where applicable, be eligible for required approvals, authorizations and/or permits
 - Where applicable, for resource values assessments, be developed and signed/sealed qualified professional (e.g. terrain stability assessment must be signed/sealed by a professional engineer)
 - Where applicable on Provincial Crown land only, meet Forest Enhancement Society of BC contract tendering requirements

³ Generally speaking, CWPPs should be reviewed every five years to ensure the plan is in alignment with the current PSTA, development, completed fuel treatments and FireSmart activities

Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application.

The primary applicant submitting the application for a regional project is required to submit a Council, Board or Band Council resolution as outlined in Section 6 of this guide. Each partnering community is required to submit a Council, Board or Band Council resolution that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

4. Eligible & Ineligible Costs & Activities

Eligible costs are direct costs that are approved by the Evaluation Committee, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Eligible activities must be cost-effective and primarily located within the applicant's administrative boundary. Refer to Table 1 and note the following important definitions.

Definitions

- **First Nations land:** Land owned by a Treaty First Nation (as defined by the *Interpretation Act*) within treaty settlement lands or First Nation reserve land
- **Private land:** Land that is not owned by a level of government
- **Publicly owned land:** Provincial Crown land or land owned by a local government or public institution (such as health authority or school district)
- **Publicly owned buildings:** Buildings owned by a local government, public institution (such as health authority or school district), First Nation or Treaty First Nation
- **Publicly and provincially owned critical infrastructure:** Assets owned by the Provincial government, local government, public institution (such as health authority or school district), First Nation or Treaty First Nation that are essential to the health, safety, security or economic wellbeing of the community and the effective functioning of government, or assets identified in a Local Authority Emergency Plan Hazard, Risk & Vulnerability and Critical Infrastructure assessment
- **Fuel management treatments:** Manipulation or reduction of living or dead forest and grassland fuels to reduce the rate of spread and head fire intensity and enhance likelihood of successful suppression. See Appendix 3 for more information.
- **Vegetation management** – The removal, reduction, or conversion of flammable plants (such as landscaping for private properties, parks and open spaces) in order to create more fire-resistant areas. Refer to the [FireSmart Guide to Landscaping](#).

Additional Eligible Costs & Activities

The following expenditures are also eligible provided they relate directly to the eligible activities identified above:

- Consultant costs
- Incremental applicant staff and administration costs
- Public information costs

Table 1: Eligible Activities	
1. Education	<ul style="list-style-type: none"> • Develop and/or promote local FireSmart educational activities and tools. Refer to BC FireSmart Resources for FireSmart materials that are currently available. • Develop and/or promote education for the reduction of human-caused fires • Encourage active participation in Wildfire Community Preparedness Day • Organize and host a community FireSmart day, FireSmart events and workshops, and wildfire season open houses • Apply for FireSmart Canada Community Recognition
2. Planning	<p>Community Wildfire Protection Plans</p> <ul style="list-style-type: none"> • Develop or update a CWPP, primarily within the administrative boundary, completed on the 2018 CRI CWPP template <p>Local Planning Activities</p> <ul style="list-style-type: none"> • Develop policies and practices for design and maintenance of FireSmart publicly owned land and First Nations land, such as parks and open spaces • Develop policies and practices for design and maintenance of FireSmart publicly owned buildings • Conduct site visits and FireSmart and/or risk assessments for publicly owned lands, First Nation lands and publicly owned buildings
3. Development considerations	<ul style="list-style-type: none"> • Amend Official Community Plans, Comprehensive Community Plans and/or land use, engineering and public works bylaws to incorporate FireSmart policies • Revise landscaping requirements in zoning and development permit documents to require fire resistant landscaping • Establish Development Permit Areas for Wildfire Hazard in order to establish requirements for the exterior design and finish of buildings⁴ • Include wildfire prevention and suppression considerations in the design of subdivisions (e.g. road widths, turning radius for emergency vehicles, and access and egress points) • Amend referral processes for new developments to ensure multiple departments, including the fire department and/or emergency management staff, are included
4. Interagency co-operation	<ul style="list-style-type: none"> • Develop and/or participate in regional or local FireSmart planning tables • Participate in multi-agency fire and/or fuel management tables
5. Emergency planning	<ul style="list-style-type: none"> • Develop and/or participate in cross-jurisdictional meetings and tabletop exercises, including seasonal readiness meetings • Review structural protection capacity (i.e. Fire safety assessments)

⁴ Local governments should refer to [Changes for Local Governments Under Section 5 of the Building Act: Appendix to Section B1 of the Building Act Guide \(Revised February 2017\)](#) for information on the use of development permits for wildfire hazard.

6. Cross training	<ul style="list-style-type: none"> • Cross-train fire departments to include structural fire and interface wildfire training (e.g. S-100) • Provide or attend training for Local FireSmart Representatives and community champions • Support professional development to increase capacity for FireSmart activities <i>Note: Applicants that are already part of the Home Partners Program pilot may apply for further for Home Ignition Zone training.</i>
7. FireSmart Demonstration Projects	<ul style="list-style-type: none"> • Undertake FireSmart Demonstration Projects for publicly owned buildings or publicly and provincially owned critical infrastructure. This may include: <ul style="list-style-type: none"> ◦ Replacing building materials (i.e. siding or roofing) with fire-resistant materials ◦ Replacing landscaping with fire-resistant plants as outlined in the FireSmart Guide to Landscaping <p><i>Note: To be eligible for funding, the proposed structure must be designated for emergency response, such as an Emergency Operations Centre or emergency social services facility (i.e. reception centre, group lodging) and have a completed FireSmart assessment. In addition, demonstration projects must include a community education component.</i></p>
8. FireSmart Activities for Private Land	<ul style="list-style-type: none"> • Planning for private land (only with private property owners' consent) <ul style="list-style-type: none"> ◦ Develop FireSmart Community Plans for specific areas ◦ Conduct FireSmart home and property assessments <p><i>Note: Applicants that are already part of the Home Partners Program pilot may apply for further Home Ignition Zone structure and site hazard assessments.</i></p> <ul style="list-style-type: none"> • Offer local rebate programs to home owners on private land and First Nations land that complete eligible FireSmart activities on their own properties <i>Note: Refer to Appendix 2 for requirements for funding this activity.</i> • Provide off-site debris disposal for private land owners who have undertaken their own vegetation management, including: <ul style="list-style-type: none"> ◦ Provide a dumpster, chipper or other collection method ◦ Waive tipping fees ◦ Provide curbside debris pick-up
9. Fuel & Vegetation Management	<ul style="list-style-type: none"> • Undertake fuel and/or vegetation management on publicly owned land, First Nation lands or for publicly or provincially owned critical infrastructure. This may include: <ul style="list-style-type: none"> ◦ Vegetation management activities ◦ Fuel management prescriptions consistent with the Fuel Management Prescription Notes to Assist that meet minimum requirements set out in the example Fuel Management Prescription ◦ Burn plans completed on Burn Plan Template ◦ New fuel management treatments or maintenance activities, including activities on grasslands ◦ Prescribed burns primarily for fuel management objectives <p><i>Note: Refer to Appendix 3 for requirements for funding above activities</i></p>

Ineligible Costs & Activities

Any activity that is not outlined in Table 1 or is not directly connected to activities approved in the application by the Evaluation Committee is not eligible for grant funding. This includes:

- Development of funding application package
- Purchase of machinery, equipment and/or livestock for grazing
- For fuel management activities only:
 - Work undertaken by the FLNRORD
 - Any third party requirements to address hazard abatement under the *Wildfire Act*
 - Activities without fuel management objectives

5. Grant Maximum

Eligible applicants with a lower risk of wildfire can apply for 100% of the cost of eligible activities to a maximum of \$25,000. Eligible applicants with a demonstrated higher risk of wildfire can apply for 100% of the cost of eligible activities to a maximum of \$100,000. Information on determining risk is provided in Appendix 1.

Applications that include fuel management on Provincial Crown land primarily within administrative boundaries may exceed the funding maximum for fuel management activities only.

In order to ensure transparency and accountability in the expenditure of public funds, all other financial contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant. This includes any other grant funding and any revenue (e.g. sale of forest products) that is generated from activities that are funded by the FireSmart Community Funding & Supports program.

6. Application Requirements & Process

Application Deadline

The application deadline is December 7, 2018. Applicants will be advised of the status of their application within 90 days of the application deadline.

Required Application Contents

- Completed Application Form with all required attachments
- Completed Worksheet 1: Proposed Activities & Budget and all required attachments
- For fuel management activities only: Completed Worksheet 2: Proposed Fuel Management Activities and all required attachments
- Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management
- For regional projects only: Council, Board or Band Council resolution, from each partnering community that clearly states approval for the applicant to apply for, receive and manage the grant funding on their behalf

Submission of Applications

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: cri-swpi@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Review of Applications

UBCM will perform a preliminary review of all applications to ensure the required application contents have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

Following this, a technical review committee, including FNESS, FESBC and FLNRORD, will assess and score all eligible applications. Higher application review scores will be given to projects that:

- Demonstrate evidence of local wildfire risk and rationale for proposed activities. This can include:
 - Wildfire risk class of 1, 2 or 3 for the general area of interest. Refer to Appendix 1 for the risk framework and maps.
 - Local level plan (such as a CWPP or FireSmart plan) or other information with ground data that shows wildfire threat in proximity to values at risk within and around the community
 - Demonstrated history of repeated and/or significant interface wildfires and evacuations
- Are outcome-based and include performance measures
- Clearly increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire
- Include collaboration with one or more partners (e.g. community or resident organization, First Nation or Indigenous organization, other local governments, industry, or other levels of government)
- Demonstrate cost-effectiveness
- Include in-kind or cash contributions to the project from the eligible applicant, community partners or other grant funding

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

Following scoring by the technical review committee, the BC FireSmart Committee will review a summary of all applications in order to prioritize funding. Funding decisions will be made by UBCM.

7. Grant Management & Applicant Responsibilities

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision & Payments

All applicants will receive written notice of funding decisions, which will include the terms and conditions of any grant that is awarded. Grants are paid at the completion of the project and only when the final report requirements have been met.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of

the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Post-Grant Approval Meetings

As a condition of grant funding, all approved applicants with projects that include fuel management activities are required to meet with the BCWS Wildfire Prevention Officer or FNESS Fuel Management Liaison/Specialist, or designate, to discuss this portion of the project prior to commencing work.

Progress Payments

Grants under the FireSmart Community Funding & Supports program are paid at the completion of the project and only when the final report requirements have been met. To request a progress payment, approved applicants are required to submit:

- Description of activities completed to date
- Description of funds expended to date
- Written rationale for receiving a progress payment

Changes to Approved Projects

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from the Technical Review Committee will be required for any significant variation from the approved project.

To propose changes to an approved project, applicants are required to submit:

- Revised application package, including updated, signed application form, updated budget and an updated Council, Board or Band Council resolution
- Written rationale for proposed changes to activities and/or expenditures

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

Extensions to Project End Date

All approved activities are required to be completed within the time frame identified in the approval letter and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed one year.

8. Final Report Requirements & Process

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments
- Worksheet 1: Outcomes & Financial Summary and all required attachments
- Maps and spatial data (only required for CWPPs and fuel management activities) as outlined in Appendix 4
- Optional: any photos or media related to the funded project

Submission of Final Reports

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: cri-swpi@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

Review of Final Reports

UBCM will perform a preliminary review of all final reports to ensure the required report elements have been submitted. Following this, all complete final reports and deliverables will be reviewed by FNESS, FESBC and/or FLNRORD before grant payment is released.

All final report materials will be shared with the Province of BC and BC FireSmart Committee.

9. Additional Information

For enquiries about the application process or general enquiries about the program, please contact UBCM at cri-swpi@ubcm.ca or (250) 356-2947.

Appendix 1: Risk Framework & Risk Class Maps

The BC Flood and Wildfire Review recommended that the provincial government identify risk management strategies to guide and prioritize funding for wildfire mitigation activities based on community risk (recommendation #81).

Differing risk levels require tailored risk management to minimize negative impacts from wildfires to communities and high value resources and assets (HVRAs). The intent is to enable cost effective wildfire risk reduction strategies that will mitigate wildfire threat to communities and HVRAs at two different scales – provincial and local.

Under the FireSmart Community Funding & Supports program, applicants are required to demonstrate wildfire risk in their community. This framework and the related maps are to be used as a first step to support this requirement and applicants should locate their general area of interest on the [Wildland Urban Interface Risk Class Maps](#) in order to determine their wildfire risk class.

If applicants have a current CWPP that includes local threat information, this can also be used in to demonstrate wildfire risk in their local area.

The following sections are provided to explain how the wildfire risk classes have been developed as a means of guiding and prioritizing funding for wildfire mitigation. This information is provided for reference only and is not essential to completing the FireSmart Community Funding & Supports application process.

Wildfire Risk Framework

A risk-based framework consists of the consideration of the likelihood of an unwanted wildfire event and the consequences to communities and high value resources and assets as the measure of risk, as follows:

- Likelihood is the probability of the unwanted wildfire event occurring
- Consequence is the amount of damage occurring as a result
- Risk is measured as the product of likelihood and consequence but multiple inputs are also required in order to effectively quantify risk, including severity, value type, and vulnerability

Through the identification of risk level, priorities for mitigation as well as opportunities for increasing community resiliency are both enhanced.

Provincial Strategic Threat Analysis

At a provincial scale, the wildfire risk framework starts with an analysis of the wildland urban interface (WUI). Quantification of wildfire threat components, including likelihood (fire occurrence) and severity (98th percentile weather conditions and fuel type) at the provincial scale, is represented by the [2017 Provincial Strategic Threat Analysis \(PSTA\)](#).

The 2017 PSTA assesses and maps potential threats to values on the landscape, including communities, infrastructure and natural resources.

This identifies areas for wildfire risk reduction in order to minimize negative impacts to human life and safety including first responders, public health and the infrastructure required to maintain business continuity and support recovery efforts.

Local risk class assessments can then be planned and implemented on priority WUI areas and for isolated critical infrastructure.

WUI Risk Class Assessment & Maps

In BC, structure densities are used to define the human structure interface boundary of the wildland urban interface (WUI) for fire and risk management planning purposes. It identifies the zone of transition between unoccupied land and human development. Initially, a 2 km buffer distance is then applied to represent a reasonable distance embers can travel from a wildfire to ignite a structure.

Once defined, the WUI layer is combined with the PSTA wildfire threat layer (Crown land) to highlight a coarse scale spatial pattern of risk area using certain criteria such as density and threat ratings. The WUI risk class assessment is driven by structure location (not by administrative boundaries) to reflect the actual location of structures that exist on the land base in relation to wildfire threat. This creates WUI polygons that may include multiple jurisdictions (e.g. regional district, municipality, Treaty Settlement lands and/or First Nations reserves) that are linked by the continuation of structure density.

Currently, the province only has data available to support fire threat analysis on Provincial Crown land. There are large tracks of private land that exists within the WUI where no data is available. The amount of private land is an important component in the risk analysis due to the lack of data to inform fire risk identification across jurisdictional boundaries. Therefore, the buffer was expanded to 2.75 km around structure classes with a density of >25 for the analysis in order to create separate WUI polygons. A subsequent analysis of the PSTA data was performed to allocated polygons to one of five Risk Classes.

The resulting WUI Risk Class Map highlights patterns and trends in the WUI in a simplistic and easy to understand way. This is available as a high level analysis to support the initial identification of areas for FireSmart Community Funding & Supports applications.

Subsequent activities or inputs are required to determine the most effective risk control options, including developing a Community Wildfire Protection Plan (or update) or other plan that includes assessment of local threat on the ground, and identification of FireSmart priorities, ground truthing the area to determine local threat, and developing a site level plan for treatments.

Private Land

In some areas of the province the private land percentage is still too high for the analyses to provide a meaningful risk class rating. For the northeast area of the province around Fort St. John and Dawson Creek, extensive tracks of private land surround the smaller WUI polygons. A manual process was used to assign the risk class to these areas. In addition, additional PSTA map extents are also provided for the map sheets around the Vanderhoof, Kettle Valley and PGs area as well for information only as the RC were assigned for these additional WUI Polygons. Please contact your local Fire Centre contact for further information regarding these specific areas.

Appendix 2 – Funding Requirements for FireSmart Rebate Program

Under the FireSmart Community Funding & Supports program, approved applicants can use grant funding to offer a local rebate program to home owners on private land and First Nations land that complete eligible FireSmart activities on their own properties. To be eligible for funding, a rebate program must address the goals of FireSmart and follow the requirements outlined below.

Goals of FireSmart

The goal of FireSmart is to encourage home owners to conduct FireSmart practices on their property to reduce damages and minimize the hazards associated with wildfire. These practices should aim to:

- Reduce the potential for an active crown fire to move through private land.
- Reduce the potential for ember transport through private land and structures.
- Create landscape conditions around properties where fire suppression efforts can be effective and safe for responders and resources.
- Treat fuel adjacent and nearby to structures to reduce the probability of ignition from radiant heat, direct flame contact and ember transport.
- Implement measures to structures and assets that reduce the probability of ignition and loss.

Rebate Program Requirements

Approved applicants are required to use the following requirements:

- Rebates are limited to 50% of the total cost of the eligible activities identified above and no more than \$500 per property.
- Areas of higher wildfire risk, such as neighbourhoods adjacent to the forested edge and/or areas that fall in an overall high to extreme category, should be prioritized for rebates. Current CWPPs or other community plans should be used to decide where to offer a FireSmart rebate program.
- To qualify for a rebate, the home owner must:
 - Have a FireSmart Assessment of their property, conducted by a qualified Local FireSmart Representative, that identifies the property in a moderate, high or extreme category.
 - Please note: The only acceptable FireSmart assessment forms are the FireSmart Canada Community Recognition Program [Wildfire Hazard Assessment form](#) and the [FireSmart Home Assessment Score Card](#), both available from the FireSmart Canada website.
 - Complete activities that are recommended in the assessment and that are eligible under the FireSmart Community Funding & Supports program, limited to:
 - Roofing: remove combustible debris and overhanging branches
 - Siding: remove combustible debris, create 15 cm ground-to-siding non-combustible clearance
 - Decking: remove all combustible material from under or adjacent to deck, relocate firewood piles
 - Landscaping: ensure 1.5 metre horizontal non-combustible surface perimeter along the outer walls of the primary structure, plant low density of fire-resistant plants, remove woody debris, remove flammable plants
 - FireSmart [Priority Zone 1](#): remove material that would easily ignite, thin and prune trees, clean up accumulations of fallen branches, remove dry grass and needles
 - FireSmart [Priority Zone 2](#): plant deciduous trees, remove standing dead and coarse woody debris, remove unmaintained grasses, ensure flammable shrubs are well spaced, remove low tree branches below two metres from the ground
- The approved applicant must assess the FireSmart activities that are conducted by home owners and review costs (e.g. receipts and/or proof of labour) before approving rebates.

Appendix 3 – Requirements for Funding for Fuel Management Activities

Fuel Management Activities

A fuel management prescription is a document that identifies the objectives and strategies to lower the wildfire hazard in an identified area. Prescriptions ensure that proposed treatments include clearly defined objectives for fuel management that will result in a measurable reduction in the wildfire risk to a value while meeting all legislated and non-statutory requirements. Updating prescriptions for maintenance treatments are also eligible for funding.

Fuel management treatments are the manipulation or reduction of living or dead forest and grassland fuels to reduce the rate of spread and head fire intensity and enhance likelihood of successful suppression. This may include treatments such as thinning, spacing and pruning trees, and removal of woody debris and needles (i.e. surface fuel) from the forest floor. The intent is to reduce fuel load and reduce the potential for devastating wildfires.

Prescribed burns primarily for fuel management objectives are also types of treatments.

Maintenance treatments for areas where previous fuel management treatments have been completed are also eligible.

Note: For projects that include prescription development and fuel management treatment for the same treatment unit(s), the prescription(s) must be reviewed and supported by a BCWS Wildfire Prevention Officer or FNESS Fuel Management Liaison/Specialist prior to initiation of the fuel management treatment. Funding approvals will reflect this requirement.

Eligible Activities

Fuel Management Prescriptions	Fuel Management Treatment
Activities related to prescription or burn plan development and any required assessments (e.g. geotechnical, archaeological) or wildfire modelling	Pre-treatment activities: activities required to obtain authorizations, danger tree assessments, notification to First Nations and stakeholders and public engagement costs
Information sharing with First Nations , as required by the Land Manager	Treatments: pruning, thinning, tree falling, brushing, grazing, debris management and/or prescribed fire
Site evaluation, including field reconnaissance, threat plots and data collection, and the evaluation of site access	Post-treatment activities: completion of threat assessments (only for local government and First Nations land), signage
Lay out and traversing of proposed areas for treatments	Preparation of all final report requirements, including maps, spatial data and metadata
Preparation of all final report requirements, including maps, spatial data and metadata	

Application requirements

In addition to the required application materials for the FireSmart Community Funding & Support program, projects that include fuel management activities are required to submit:

- Worksheet 2: Proposed Fuel Management Activities and all required attachments
- PDF map, at appropriate scale, outlining the area of interest, proposed treatments units, land status and tenure overlaps
- Wildfire threat assessment information for the proposed treatment unit(s):
 - If using the 2012 Wildfire Threat Assessment Guide, include Fire Behaviour/WUI Threat Class and threat plot locations
 - If using the 2017 Wildfire Threat Assessment Guide, include Wildfire Risk and fuel assessment plot locations
- For fuel management treatments only:
 - Completed prescription and/or burn plan
 - Project boundary spatial layer as defined in Section I of Appendix 4

Final Report Requirements

In addition to the required final report materials for the FireSmart Community Funding & Support program, projects that include fuel management activities are required to submit the following.

Note: For projects that include prescription development and fuel management treatment for the same treatment unit(s), the prescription(s), maps, project boundary spatial layer and confirmation that First Nations information sharing has been completed must be submitted prior to initiation of the fuel management treatment. The prescription(s) must be reviewed and supported by a BCWS Wildfire Prevention Officer or FNESS Fuel Management Liaison/Specialist.

Fuel Management Prescriptions	Fuel Management Treatments
Copy of the fuel management prescription that is signed and sealed by a Registered Forest Professional including all ancillary assessments (e.g. terrain stability).	Post-treatment wildfire threat assessments
PDF maps, at appropriate scale, as identified in Appendix 4	PDF maps, at appropriate scale, as identified in Appendix 4
Spatial data, as identified in Appendix 4, is required for Provincial Crown land (to support Land Manager clearances) only if the approved project does not include fuel management treatments of the prescribed area.	Provincial Crown land: treatments will be required to be entered into RESULTS . Local government or First Nations land (i.e. non-Provincial Crown land): Spatial data is required, as identified in Appendix 4

Appendix 4: Requirements for Maps & Spatial Data

Large format georeferenced PDF maps that clearly represent (at a suitable scale) the following required content and spatial data submissions, including metadata, are required as part of the final report requirements for CWPPs and fuel management activities.

A. Summary of Map & Spatial Data Requirements

	Maps	Spatial Data Layers	Notes
CWPPs	<ul style="list-style-type: none"> Area of Interest (AOI) and VAR Local Fire Risk Proposed Fuel Treatment Units 	<ul style="list-style-type: none"> AOI FUEL_TYPE PROPOSED_TREATMENT FUEL_ASSESSMENT_PLOT WILDFIRE_RISK or FIRE_THREAT THREAT_PLOT 	<p>Refer to Part B and C for maps</p> <p>Refer to Part F, G, H and J for spatial data</p>
Prescriptions	<ul style="list-style-type: none"> Fuel management Prescription 	<ul style="list-style-type: none"> PRESC_PROJECT_BOUNDARY PRESC_TREATMENT_UNIT 	<p>Refer to Part B and D for maps</p> <p>Refer to Part F, I and J for spatial data</p>
Fuel Management Treatments	<ul style="list-style-type: none"> Fuel Management Treatment 	<ul style="list-style-type: none"> OP_PROJECT_BOUNDARY OP_TREATMENT_UNIT OP_STAND_TREATMENT OP_DEBRIS_MGMT 	<p>Refer to Part B and E for maps</p> <p>Refer to Part F, I and J for spatial data</p>

B. Mandatory Requirements for All Maps

- Descriptive title
- Scale (as text or scale bar)
- North arrow
- Legend
- SWPI Project number and proponent name
- Date
- Reference data such as roads, railways, transmission lines, pipelines, water bodies and rivers/creeks
- Compress map files to reduce unnecessary large file sizes

C. Required Maps for CWPPs

MAP 1: Area of Interest (AOI) and VAR

- CWPP AOI
- Land ownership and administrative boundaries (Municipal, Federal, Private, Parks, Crown etc.)
- Relevant tenures such as range, woodlots, community forests, Tree Farm
- Fire Department Boundaries
- Proposed or completed fuel treatments
- Optional: FireSmart areas, Wildfire Hazard Development Permit Areas
- Values at risk (critical infrastructure)
- High environmental and cultural values
- Hazardous values at risk

MAP 2: Local Fire Risk

2017 Wildfire Threat Assessment Guide	2012 Wildfire Threat Assessment Guide
<ul style="list-style-type: none"> • CWPP AOI • Local Wildfire Risk Polygons • Fuel Assessment Plots • WUI Zones (if applicable) • Hectares of each Local Wildfire Risk Class must be stated on the map in a table 	<ul style="list-style-type: none"> • CWPP AOI • Wildfire Behaviour Threat Class • WUI Threat Class • Threat Plots • Hectares of each Wildfire Behaviour Threat Class and WUI Threat Classes must be stated on the map in a table.

MAP 3: Proposed Fuel Treatment Units

- CWPP AOI
- Land Status and tenure overlaps e.g. range, woodlots etc.
- Proposed fuel treatment units
- Previously completed treatments (labelled by year)
- Hectares of Proposed Fuel Treatments in a table on map (PROPOSED_TREATMENT_ID, AREAHA)
- Relevant Threat plot locations / labelled by PLOT_NUMBER

D. Required Map for Fuel Management Prescriptions

- PRESC Project Boundary with land status and tenure overlaps (e.g. range, woodlots, area based tenures)
- Access including proposed roads, and stream crossings
- Values including any reserves, wildlife habitat areas, or critical infrastructure
- Streams, wetlands, lakes including the class and identification number/name
- Areas of safety concern (steep slopes).
- PRESCRIBED_TREATMENT_UNIT (labelled by PROPOSED_TREATMENT_ID)
- Access including existing/proposed roads, trails and stream crossings
- Previously completed treatments if applicable (labelled by year)
- Table with all areas identified in Treatment Unit Summary, including treatment regime and hectares
- Relevant Threat plot locations / labelled by PLOT_NUMBER

E. Required Map for Fuel Management Treatment

- OP project boundary with land status and tenure overlaps (e.g. range, area based tenures woodlots)
- OP_TREATMENT_UNIT (labelled by PROPOSED_TREATMENT_ID)
- Stand treatment and debris management activity summary by hectares of treatment unit in a table on the map
- Previously completed treatments if applicable (labelled by year)
- Relevant Threat plot locations / labelled by PLOT_NUMBER

F. Spatial Data Requirements

The Province of BC uses ArcGIS 10.3 and all spatial data submissions must be compatible with ArcGIS 10.3. In addition, some feature layers as identified in the table below, are also required in a KMZ format.

Spatial data must conform to the following general formats, naming conventions and standards.

- 1. Data Format and Naming Conventions:** Data must be submitted in a File Geodatabase (FGDB) and KMZ format and must conform to the conventions for feature dataset names, feature class names, attribute names, and attribute values as identified in the individual project sections. It is strongly recommended that you use the template FGDB in order to facilitate meeting this requirement.

FGDB and KMZ names must adhere to the following naming standard:

<Local Government/First Nation Band Number>_<ProjectTypeAndDescription>

For example: PrinceGeorge_CWPPNorthPG.gdb

PrinceGeorge_CWPPNorthPG_LocaData.gdb

PrinceGeorge_CWPPNorthPG.KMZ

FN699_CWPPNorthPG.gdb

FN699_CWPPNorthPG_LocalData.gdb

FN699_CWPPNorthPG.KMZ

- 2. FGDB Projection:** The projection standard is NAD_1983_BC_Environment_Albers (EPSG:3005), with parameters of:

Central meridian: -126.0° (126°00'00" West longitude)

Latitude of projection origin: 45.0 (45°00'00" North latitude)

First standard parallel: 50.0° (50°00'00" North latitude)

Second standard parallel: 58.5° (58°30'00" North latitude)

False easting: 1000000.0 (one million metres)

False northing: 0.0

Datum: NAD83, based on the GRS80 ellipsoid.

- 3. Data Quality:** Submitted data must meet general data quality guidelines to ensure corporate data quality standards are met. Data with slivers, gaps between adjacent polygons, and geometry errors will not be accepted.
- 4. Metadata:** Metadata must be provided for all spatial layers, referenced in the CWPP template, which are not defined in this program guide. The metadata standard is FGDC and is required to be submitted in .xml format. Metadata must document the following:
 - a. A description of what each dataset represents for all datasets provided in addition to what is outlined in the individual project sections.
 - b. A description of each attribute and the codes/values used to populate it for all attributes provided in addition to what is outlined in the individual project sections.
 - c. Data Source information including where the data came from, the currency of the information and source contact details for potential follow-up
 - d. For resultant datasets, metadata must also include the methodology and source data used in the creation of the resultant, the date of creation, and contact details for the person who created it.
- 5. Submission:** The method for spatial data submission is a file geodatabase (FGDB) compressed into a zip file and KMZ file(s)

Additional notes about CWPP submissions:

- All spatial layers in addition to those identified in this guide, that are a key component of the CWPP maps or plan, must be included as part of the spatial submission and must include metadata.
- If more than one data collection method was used, please choose the value that best represents how the information was captured.

Additional notes about Fuel Management submissions:

- The prescription_ operational project boundary represents the net operational area.
- One single or multi part polygon must be submitted for each treatment unit and/or activity.
- Project boundary, Treatment unit and spatial hectares must match the net hectares stated on the maps and in the final report.

Please note: Spatial data submissions will be evaluated against these criteria. The final report and payment of grant funding will not be approved until all of these criteria are met.

G. Specific Submission Requirements by Project Type - Community Wildfire Protection Plan

Feature Layer Name	KMZ	Feature Layer Description	Mandatory Attributes	Attribute Description	Attribute Details (Data type, length)
AOI	YES	CWPP area of interest	DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double
FUEL_TYPE	YES	Fuel Type	FUEL_TYPE	Fuel Type. See Table 2	Text, 15
			CROWN_BASE_HEIGHT	Crown base (CBH) height for C-6 Fuel type	Double
			PERCENT_CONIFER	Percent conifer (PC) for M-1/M-2 Fuel types	Short integer
			DATA_COLLECTION_DATE	Date the spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double
PROPOSED_TREATMENT	YES	Proposed gross treatment area	PROPOSED_TREATMENT_ID	Unique proposed treatment identifier	Text, 7
			DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double

H. Threat Plot Submissions

If using the 2017 Wildfire Threat Assessment Guide the following layers are also required:

Feature Layer Name	KMZ	Feature Layer Description	Mandatory Attributes	Attribute Description	Attribute Details (Data type, length)
FUEL_ASSESSMENT_PLOT	YES	Field fuel assessment plot locations to confirm site level fuel stratum of a fuel type	PLOT_NUMBER	Plot number corresponding to Fuel Assessment Worksheet	Text, 7
			ECOPROVINCE_CODE	Ecoprovince. See Table 3	Text, 5
			FUEL_ASSESSMENT_RATING	Site level Fuel Assessment Rating. See Table 4	Text, 10
			DATA_COLLECTION_DATE	Date spatial data was collected.	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
WILDFIRE_RISK	YES	Dataset indicating area and risk class as described in CWPP Template	WILDFIRE_RISK_CLASS	Wildfire Risk Class See Table 5	Text, 10
			DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double

If using the 2012 Wildfire Threat Assessment Guide the following layers are also required:

Feature Layer Name	KMZ	Feature Layer Description	Mandatory Attributes	Attribute Description	Attribute Details (Data type, length)
FIRE_THREAT	YES	Dataset indicating area and threat class as described in current Threat Rating Guide	FIRE_BEHAVIOUR_THREAT_CLASS	Wildfire behaviour threat class based on definitions in current Threat Rating Guide. See Table 6	Text, 10
			WUI_THREAT_CLASS	WUI threat class based on the definitions in of current Threat Rating Guide. See Table 7	Text, 10
			DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double

THREAT_PLOT	YES	Ground truthed threat plot locations to confirm fire threat	PLOT_NUMBER	Plot number corresponding to Wildfire Threat Worksheet	Text, 7
			THREAT_PLOT_QUALIFIER	Qualifier to indicate whether the threat assessment plot was done before or after the fuel treatments were completed. See Table 8	Text, 5
			FIRE_BEHAVIOUR_THREAT_CLASS	Wildfire behaviour threat class based on definitions in current Threat Rating Guide. See Table 2	Text, 10
			DATA_COLLECTION_DATE	Date spatial data was collected.	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45

I. Specific Submission Requirements for Fuel Management (Follow Threat Plots Guidance Above for Threat Plots)

Feature Layer Name	KMZ	Feature Layer Description	Mandatory Attributes	Attribute Description	Attribute Details (Data type, length)
PRESC OR OP_PROJECT_BOUNDARY	YES	Single or multi-part dissolved polygon layer defining the <u>net</u> area under prescription	DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double
PRESC_TREATMENT_UNIT	YES	Prescription treatment units	TREATMENT_UNIT_ID	Treatment Unit ID	Text, 10
			CURRENT_FUEL_TYPE	Current treatment unit fuel type. See Table 2	Text, 15
			CURRENT_STEMS_PER_HA	Current treatment unit density stems per hectare	Long integer
			LOCATION_NAME	Geographic description of treatment unit	Text, 50
			DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double

Feature Layer Name	KMZ	Feature Layer Description	Mandatory Attributes	Attribute Description	Attribute Details (Data type, length)
OP_TREATMENT_UNIT	YES	Operational treatment units	TREATMENT_UNIT_ID	Treatment Unit ID	Text, 10
			POST_STEMS_PER_HA	Current treatment unit density stems per hectare	Long integer
			LOCATION_NAME	Geographic description of treatment unit	Text, 50
			DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double
OP_STAND_TREATMENT	YES	Operational stand treatment area	STAND_TREATMENT_TECHNIQUE	Broad category of technique used for stand treatment activity. See Table 9	Text, 20
			STAND_TREATMENT_METHOD	Method used to perform treatment activity. See Table 9	Text, 20
			STAND_TREATMENT_END_DATE	Date stand treatment activity completed.	Date (DD/MM/YYYY)
			DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double
OP_DEBRIS_MGMT	YES	Operational debris management area	DEBRIS_MGMT_TECHNIQUE	Broad category of technique used for debris management activity. See Table 10	Text, 20
			DEBRIS_MGMT_METHOD	Method used to perform debris management activity. See Table 10	Text, 20
			DEBRIS_MGMT_END_DATE	Date debris management activity completed	Date (DD/MM/YYYY)
			DATA_COLLECTION_DATE	Date spatial data was collected	Date (DD/MM/YYYY)
			DATA_COLLECTION_METHOD	Method of spatial data collection (ex. GPS, digitized, etc.). See Table 1	Text, 45
			AREAHA	Area in hectares	Double

J. Attribute Value Reference Tables**Table 1: Data Collection Method**

DATA_COLLECTION_METHOD	DESCRIPTION
differentialGPS	The data was captured with a differential GPS unit, or was post-processed with information received from known reference stations, to improve data accuracy.
Digitizing	The data was converted from an analog map into a digital format using a digitizing tablet connected to a computer.
GISAnalysis	The data was created as a result of a GIS Analysis.
nondifferentialGPS	The data was captured with a GPS unit but was not post-processed or was captured with a GPS unit incapable of doing differential GPS.
orthoPhotography	The data was delineated from an orthophoto (aerial photography).
Photogrammetric	The data was delineated using photographs or images in stereo pairs
satelliteImagery	The data was delineated from a satellite image.
sketchMap	The data was hand sketched, either on an analog map or on-screen.
tightChainTraverse	The data was surveyed with a hand compass and chain to create a closed traverse.

Table 2: Fuel Type

FUEL_TYPE	DESCRIPTION
C-1	C-1 Spruce Lichen Woodland
C-2	C-2 Boreal Spruce
C-3	C-3 Mature Jack or Lodgepole Pine
C-4	C-4 Immature Jack, Lodgepole Pine, densely stocked Ponderosa Pine, or Douglas Fir
C-5	C-5 Red and White Pine
C-6	C-6 Conifer Plantation
C-7	C-7 Ponderosa Pine or Douglas Fir
D-1/2	D-1/2 Green or Leafless Aspen or Deciduous shrub
S-1	S-1 Jack or Lodgepole Pine slash
S-2	S-2 White Spruce, Balsam slash
S-3	S-3 Coastal Cedar, Hemlock, Douglas-Fir slash
O-1a/b	O-1a/b Matted or Standing Grass
M-1/2	M-1/2 Green or Leafless Mixedwood
M-3	M-3 Dead Balsam Fir Mixedwood – leafless
Non-fuel	Non-fuel
Unclassified	Unclassified
Water	Water

Table 3: Ecoprovinces

ECOPROVINCE_CODE	DESCRIPTION
SAL	Southern Alaska Mountains
NBM	Northern Boreal Mountains
TAP	Taiga Plains
BOP	Boreal Plains
SBI	Sub-Boreal Interior
SIM	Southern Interior Mountains
SOI	Southern Interior
COM	Coast And Mountains
GED	Georgia Depression
NEP	Northeast Pacific
CEI	Central Interior

Table 4: Site Level Fuel Assessment Rating

FUEL_ASSESSMENT_RATING	DESCRIPTION
Low	Fires may start and spread slowly. There will be minimal involvement of deeper fuel layers or larger fuels.
Moderate	Forest fuels are drier and there is an increased risk of surface fires starting. There will be involvement of the organic layer but larger dead material will not readily combust.
High	Forest fuels are very dry, new fires may start easily, burn vigorously; aerial fuel will be engaged in the flaming front. Most fuel in the organic layer will be consumed and larger dead fuel will be consumed in the smoldering combustion.
Extreme	Extremely dry forest fuel, new fires will start easily, burn vigorously; all aerial fuel will be engaged in the flaming front. Most fuel in the organic layer will be consumed and larger dead fuel will be consumed in the smoldering combustion.

Table 5: Wildfire Risk Class

WILDFIRE_RISK_CLASS	DESCRIPTION
NO DATA	No data private land
No Risk	The combination of the local fuel hazard (usually PSTA Class 0 or 1), weather influences, topography, proximity to the community, fuel (non-fuel) position in relation to fire spread patterns, and known local wildfire threat factors make it a no risk for threatening a community. These areas are non-fuel or sparsely vegetated and will not support spreading fires, and any patches of vegetation will usually self-extinguished. Low to no risk to any values at risk.
Low	The combination of the local fuel hazard, weather influences, topography, proximity to the community, fuel position in relation to fire spread patterns, and known local wildfire threat factors make it a lower potential for threatening a community. These stands will support surface fires, single tree or small groups of conifer trees could torch/ candle in extreme fire weather conditions. Fuel type spot potential is very low, low risk to any values at risk.
Moderate	The combination of the local fuel hazard, weather influences, topography, proximity to the community, fuel position in relation to fire spread patterns and known local wildfire threat factors make it possible that a wildfire in this area would threaten the community. Areas of matted grass, slash, conifer plantations, mature conifer stands with very high crown base height, and deciduous stands with 26 to 49% conifers. These stands will support surface fires, single tree or small groups of conifer trees could torch/ candle. Rates of spread would average between 2-5 meters/ minute. Forest stands would have potential to impact values in extreme weather conditions. Fuel type spot potential is unlikely to impact values at a long distance (<400m).
High	The combination of the local fuel hazard, weather influences, topography, proximity to the community, fuel position in relation to fire spread patterns, and known local wildfire threat factors make it likely that a wildfire in this area would threaten the community. This includes stands with continuous surface/ crown fuel that will support regular torching/ candling, intermittent crown and/or continuous crown fires. Rates of spread would average 6 -10 meters/ minute. Fuel type spot potential is likely to impact values at a long distance (400 -1 000m).
Extreme	The combination of the local fuel hazard, weather influences, topography, proximity to the community, fuel position in relation to fire spread patterns, and known local wildfire threat factors make it very likely that a wildfire in this area would threaten the community. Stands with continuous surface/ crown fuel and fuel characteristics that tend to support the development of intermittent or continuous crown fires. Rates of spread would average >10 meters/ minute. Fuel type spot potential is probable to impact values at a long distance (400 -1 000m or greater). These forest stands have the greater potential to produce extreme fire behaviour (long range spotting, fire whirls and other fire behaviour phenomena)

Table 6: Wildfire Behaviour Threat Class

FIRE_BEHAVIOUR_THREAT_CLASS	DESCRIPTION
NO DATA	No data private land
Very Low	These are lakes and water bodies that do not have any forest or grassland fuels. These areas cannot pose a wildfire threat and are not assessed.
Low	This is developed and undeveloped land that will not support significant wildfire spread.
Moderate	This is developed and undeveloped land that will support surface fires only. Homes and structures could be threatened.
High	Landscapes or stands that: <ul style="list-style-type: none"> • are forested with continuous surface fuels that will support regular candling, intermittent crown and/or continuous crown fires; • often include steeper slopes, rough or broken terrain with generally southerly and/or westerly aspects; • can include a high incidence of dead and downed conifers; • are areas where fuel modification does not meet an established standard.
Extreme	Consists of forested land with continuous surface fuels that will support intermittent or continuous crown fires. Polygons may also consist of continuous surface and coniferous crown fuels. The area is often one of steep slopes, difficult terrain and usually a southerly or westerly aspect.

Table 7: Wildfire Threat Class

WUI_THREAT_CLASS	DESCRIPTION
NO DATA	No data private land
NA	Wildfire behaviour threat class is not high or extreme.
Low	High or extreme wildfire behaviour threat class polygon is sufficiently distant from any development to not to have a direct impact on the community. The polygon is likely over two kilometers from any development.
Moderate	High or extreme wildfire behaviour threat class polygon is sufficiently distant from any development to not to have a direct impact on the community. The polygon is likely over five hundred meters from any development.
High	High or extreme wildfire behaviour threat class polygon is sufficiently distant from any development to not to have a direct impact on the community. The polygon is within 500 meters kilometers from a community or development.
Extreme	High or extreme wildfire behaviour threat class polygon is sufficiently distant from any development to not to have a direct impact on the community. The polygon is adjacent to a community or development.

Table 8: Threat Plot Qualifier

THREAT_PLOT_QUALIFIER	DESCRIPTION
PRE	The threat assessment plot was completed prior to the fuel treatments.
POST	The threat assessment plot was completed after the fuel treatments were finished.

Table 9: Stand Treatment Technique:

STAND_TREATMENT_TECHNIQUE	STAND_TREATMENT_METHOD
Prescribed Fire	Broadcast Burn
Pruning	Hand
Tree Felling	Hand
Tree Felling	Mechanical
Thinning	Hand
Thinning	Mechanical
Planting	NA

Table 10: Debris Management Technique:

DEBRIS_MGMT_TECHNIQUE	DEBRIS_MGMT_METHOD
Prescribed Fire	Pile Burning
Prescribed Fire	Broadcast Burn
Debris Management	NA
Debris Removal	Removal



General Government Services (Administration)

2019 Work Plan



2018

Mark Andison,
Chief Administrative Officer



General Government Services (Administration)

2019 Work Plan

Service Name: General Government Services

Service Number: 001

Committee Having Jurisdiction: Board

General Manager/Manager Responsible:
Mark Andison, CAO

Description of Service:

This service provides legislative and administrative support to the Board.

The legislative of the service include:

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

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

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

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

The corporate communications function is also included under General Government Services, however the costs of corporate communications are shared between three services (General Government Services 55%; Electoral Area Services 35%; Emergency Preparedness 10%).

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

Establishing Authority:

Local Government Act Sections 233, 234, 236, 263
RDKB Officer Establishment Bylaw No. 1050; 1999

Requisition Limit:

Not Applicable

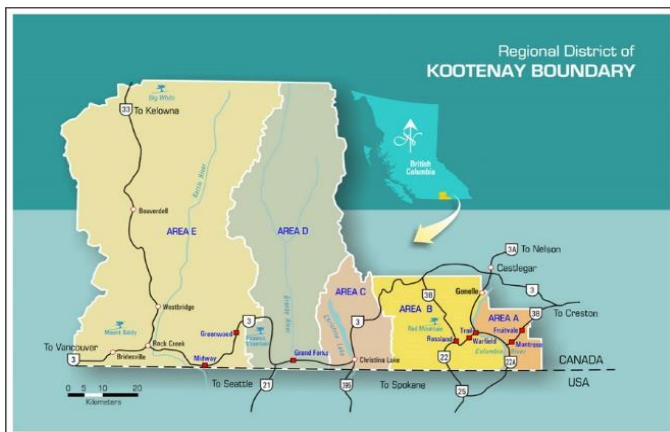
2017 Requisition / Budgeted Expenditures / Actual Expenditures:

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

Regulatory or Administrative Bylaws:

RDKB Procedure Bylaw No. 1616, 2016

Service Area Map



Service Area / Participants:

All Electoral Areas and Municipalities within the Regional District

Service Levels

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

Human Resources:**Administration:**

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

Finance:

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

Information Technology:

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

2018 Accomplishments:

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

With the recruitment of a new Corporate Communications Officer in late 2017, as a new position to the organization, communications work in 2018 was targeted at pursuing the core communications objectives of the organization, including:

- Ongoing communications and media relations in support of day-to-day operations and emergency operations;
- Work toward the development of a the Corporate Communications Plan to provide a roadmap for communications activities over the coming years;
- Work with Information Services to redesign and rebuild the RDKB website;
- Work with Emergency Management staff to develop an emergency communications plan that includes a separate web presence tied to the new RDKB website;
- Work on the 2018 RDKB Brand Refresh Project intended to ensure consistent and intentional visual representation of the RDKB to staff, the public and stakeholders;

- Work toward increasing the RDKB's capacity for online, including the development of an online engagement platform and a social media presence;
- Support to the Board and staff with ongoing internal and external communications needs ranging from media monitoring and development of plain language content to communicate about Board decisions; the 2018 Local Government Elections and Referenda; departmental projects and initiatives; and doing so using formats/media/channels suitable for a wide range of audiences

Staff turnover in the Finance Department during early 2018, with three of the five positions in the department being filled by new staff to those positions, had a significant impact on the department due to the required recruitment efforts and training. It was a significant accomplishment for Finance Department staff to be able to maintain service levels to the organization, given the staffing disruptions experienced in 2018.

There was a significant increase in the number and complexity of Freedom of Information and Protection of Privacy Act requests from the public in 2018. The Manager of Corporate Administration and associated staff were able to respond to the requests, but additional casual employee hours were required due to the volume of requests received at the time that Administration staff were otherwise occupied with the local government elections and referenda, and other work priorities.

The Emergency Operations Centre (EOC) had a number of activations in 2018, the most significant of which was flooding in the Boundary Area. The activations resulted in a significant response of personnel and equipment to flooding and wildfire incidents within the RDKB and the Province of BC. Duration of EOC activations, number of staff deployed to the EOC and provincial staff deployments resulted in delays to projects and committee work in many departments. Recovery work associated with the 2018 Boundary flood event continues to consume a significant amount of staff resources.

Staff worked with the Policy and Personnel Committee to review and update several RDKB policies.

Significant Issues and Trends:

The cost of providing the administration service is distributed to services through a Board Fee. A review of the Board Fee is expected in the 2019 Budget cycle.

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

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

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

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

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

2019 Projects:

Project: Asset Management

Project Description:

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

Project Timelines and Milestones:

Consultant has been engaged in the process 2018 and is expected to be involved into 2019.

Project Risk Factors:

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

Internal Resource Requirements:

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

Estimated Cost and Identified Financial Sources:

A budget of \$60,000 was allocated in the 2018 financial plan. Similar funding levels are proposed for 2019.

Relationship to Board Priorities:

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

Project: Big White Governance Review

Project Description:

At its July 26, 2018 meeting, the Board of Directors received a request from the Big White Community Development Association to the initiation of a municipal incorporation study for the Big White community. After reviewing subsequent staff reports on the issue and a meeting with Ministry of Municipal Affairs and Housing staff at the UBCM Convention, the Board passed a resolution stating:

That the Regional District of Kootenay Boundary Board of Directors direct staff to request that the Ministry of municipal Affairs and Housing provide it with written information and advice on how a governance review process might be designed for the community of Big White.

It is anticipated that the requested information, including example terms of reference for such a study, will be received in December 2018. If the Board decides to proceed with the study, the first step in the process will be to request that the Ministry approve funding for the work. Generally, such projects involve the local government managing funds provided by the Province to commission a consultant to undertake the Governance Review study. The work would be coordinated by RDKB Administration staff, but input would be sought from various stakeholders, including other Regional District staff, regarding the issues identified and to be addressed in the course of the study.

Project Timelines and Milestones:

Through 2019

Project Risk Factors:

The project will depend upon Provincial approval of funding to undertake the work.

Internal Resource Requirements:

Due to the number of services and stakeholders involved in the provision of Big White services, there will be a need for representation from several RDKB departments in the process of undertaking the Big White Governance Review Study.

Estimated Cost and Identified Financial Sources:

The cost of the project will consist primarily of staff time – primarily that of the Administrative staff, but also other staff will contribute to the project.

Relationship to Board Priorities:

This project advances a couple of the Board's strategic priorities: To review and measure service performance; and, To focus on good management and governance.

Project: Boundary Economic Development Service Review

Project Description:

In 2018, a service review was initiated for the Boundary Economic Development Service. An outcome of the service review has been a move to establish new local economic development services in the Boundary, while maintaining the current Boundary Economic Development Service to manage Boundary-wide economic development projects and initiatives. Under the proposed economic development service structure for the Boundary, two new economic development services would be established: one specific to Electoral Area 'E'/West Boundary; and another that would include Electoral Area 'D'/Rural Grand Forks and the City of Grand Forks as the service participants.

Project Timelines and Milestones:

The initiative to establish new local economic development services in the Boundary is anticipated to be complete by March 31, 2019.

Project Risk Factors:

The project will depend upon timely Provincial approval of the establishment bylaws and participant consent in relation to the bylaws in order for the services to be established before the March 31, 2019 deadline for adoption of the RDKB annual budget and five-year financial plan.

Internal Resource Requirements:

Considering that the service establishment process involves new service establishment bylaws and budgets for the proposed services, the process will entail continued involvement of the CAO, the Manager of Corporate Administration, and Finance staff during the service establishment process. Once the new services are established, it will be necessary for the budget to include provisions for either staff or contracted resources to manage the work generated by the new services, under the direction of the General Manager of Operations / Deputy CAO.

Estimated Cost and Identified Financial Sources:

The cost of the project will consist primarily of staff time – primarily that of the Administrative staff.

Relationship to Board Priorities:

This project advances a couple of the Board's strategic priorities: To review our internal processes to remove any barriers to economic growth; and to focus on good management and governance.

Project: Completion of Corporate Communications Plan

Project Description:

Beginning in early 2018, the RDKB embarked upon the development of a corporate communications plan to guide and prioritize the work of the new position. Work on this project is expected to be complete in the spring of 2019.

Project Timelines and Milestones:

2018 – Apr. 2019

Project Risk Factors:

The scope and nature of the work that the Corporate Communications Officer will be contingent upon budget allocations for communications initiatives in 2019.

Internal Resource Requirements:

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

Estimated Cost and Identified Financial Sources:

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

Relationship to Board Priorities:

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

Project: Board Room Audiovisual Communications Technology Refresh

Project Description:

The audiovisual (AV) technology in the Grand Forks and Trail Board rooms is due for a capital refresh. Administration has assembled a focus group of stakeholder users of the AV systems in order to identify strengths and deficiencies of the existing systems with the objective of designing in any features the users would like to have as part of the capital refresh.

Project Timelines and Milestones:

September 2018 – July 2019

Project Risk Factors:

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

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

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

Internal Resource Requirements:

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

Estimated Cost and Identified Financial Sources:

Until the system requirements have been defined by the focus group, the cost of this project can't be clearly defined. However, some preliminary proposals that provide some industry standard functionality suggest this project will be somewhere in the \$140,000-190,000 range for both rooms.

Relationship to Board Priorities:

Improved communications capacity in the Boardrooms of course provides more options for conducting Board, staff and community group collaborative functions.

Project: Infrastructure Handoff

Project Description:

With the hiring of a dedicated Network Infrastructure Analyst (NIA) comes a period of several months during which responsibility for various sections of infrastructure will be incrementally handed off to the NIA. This project will be ongoing for most of 2019, but the current NIA is proving an adept learner and has significantly improved the capacity of Information Technology to bolster infrastructure. By the end of 2019, he will have touched virtually every IT subsystem the RDKB runs and will be almost entirely self-sufficient.

Project Timelines and Milestones:

September 2017 – December 2019

Project Risk Factors:

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

Internal Resource Requirements:

This is mostly an intra-departmental project but will involve all members of the Information Technology (IT) team. This change also somewhat affects primary services like GIS and Finance, who tend to have a closer technical relationship with IT.

Estimated Cost and Identified Financial Sources:

Minimal financial impact. If any, only some vendor training to bridge any training gaps for the NIA. Estimated training costs for 2018 are around \$3000, with perhaps slightly more planned for 2019 as the NIA's training requirements become more specialized.

Relationship to Board Priorities:

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

Project: Document Management System

Project Description:

Implementation of corporate document management strategy.

Project Timelines and Milestones:

The basic framework for a DMS is in place, so the next phase over 2019 is to establish a pilot project on a very limited scale to prove the concept.

Project Risk Factors:

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

Internal Resource Requirements:

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

Estimated Cost and Identified Financial Sources:

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

Relationship to Board Priorities:

DMS supports primary services allowing them to operate more efficiently.

Project: CityView Upgrade

Project Description:

Update of the 2006 era Building Inspection (BI) software called CityView with the latest version of CityView.

Project Timelines and Milestones:

Specifying and configuring a new BI software suite will encompass enterprise considerations, so may take much of 2019. At this time, the scope and schedule of the Building Inspection module replacement project has been defined such that a fully operational, modern Building Inspection service should be in place by Q2 of 2019. However, CityView 2018 is a full-featured municipal software suite, so implementing further modules for other administrative functions like bylaw enforcement and development permit management is the logical next phase of this project to more fully leverage the core investment and diversify costs.

Project Risk Factors:

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

Internal Resource Requirements:

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

Estimated Cost and Identified Financial Sources:

\$79,000 is allocated within the Information Services Budget to cover initial implementation.

Relationship to Board Priorities:

New software will permit BI staff to operate more efficiently and mitigates the risk of running outdated software. As more CityView modules put into service, other Administration functions will operate more efficiently.

Project: Completion of rdkb.com Website Redesign

Project Description:

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

Project Timelines and Milestones:

This work is ongoing and represents a significant effort on behalf of the Web Analyst and now also the Corporate Communications Officer (CCO). At this time, the CCO is conducting an engagement project to identify a more streamlined, targeted design. Once that discovery phase is complete, the Web Analyst will execute the necessary changes.

Project Risk Factors:

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

Internal Resource Requirements:

IT and the CCO will work in close consultation with all internal RDKB stakeholders to ensure content on the new site is relevant and fresh.

Estimated Cost and Identified Financial Sources:

The services of consultants have been enlisted to help with branding and best practice principles, so far with minimal cost. Additional funding will be required in 2019 for further consulting services.

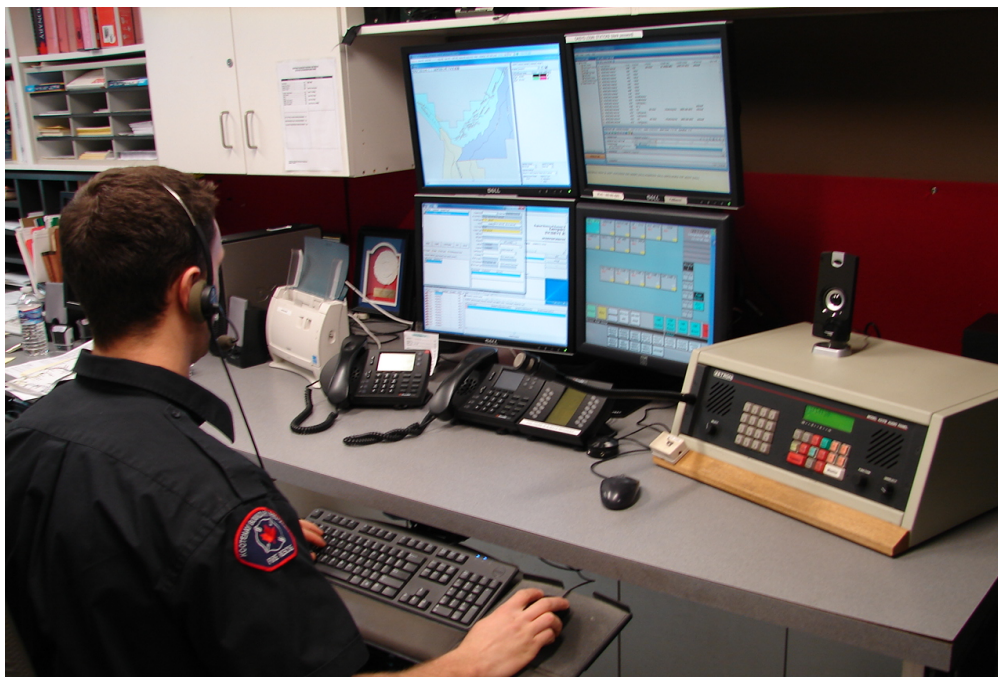
Relationship to Board Priorities:

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



9-1-1 Emergency Communications Service

2019 Work Plan



9-1-1 EMERGENCY COMMUNICATIONS SERVICE

Dan Derby, Regional Fire Chief/Fire Dispatch Manager
Service Number 015
As of November 22, 2018



9-1-1 Emergency Communications Service

2019 Work Plan

Service Name: 9-1-1 Emergency Communications Service

Service Number: 015

Committee Having Jurisdiction: Board of Directors – Protective Services Committee

General Manager/Manager Responsible:

James Chandler, General Manager Operations / Deputy CAO
Dan Derby, Regional Fire Chief / Fire Dispatch Manager

Description of Service:

The RDKB's 9-1-1 Emergency Communications service provides both public safety answering point (PSAP) and secondary service answer point services. Our PSAP service is provided by E-Comm 9-1-1 in Vancouver. They provide PSAP services for 25 regional districts and communities across British Columbia. A PSAP call center is responsible for answering calls to an emergency telephone number (9-1-1) for police, fire and ambulance services, where they are transferred to the requested agency. Our secondary service answering point services are provided by Kelowna Fire Dispatch, under contract between the City of Kelowna and the Regional District Kootenay Boundary. Their dispatchers are supported by a computer aided dispatch system that allows for swift and easy access to a wide range of information critical to efficient dispatch of fire services.

Establishing Authority:

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

Bylaw No. 1152 adopted 26th day of July, 2001

Requisition Limit: N/A

2018 Requisition / Budgeted Expenditures / Actual Expenditures:

\$514,985 (\$419,210 RDKB & 95,774 RDCK) / \$706,125 / (pending further review year end 2018)

Regulatory or Administrative Bylaws: Not Applicable

Service Area / Participants: All Electoral Areas and Municipalities within the Regional District.



Service Levels: E-COMM 9-1-1(public-safety answering point) and Kelowna Fire Dispatch (secondary safety answering point)

Human Resources:

- General Manager Operations / Deputy CAO
- Regional Fire Chief / Fire Dispatch Manager
 - 1 – Fire & Emergency Services Administrative Assistant
- Kelowna Fire Dispatch
 - Deputy Chief, Communications and Emergency Management
 - Fire Dispatch Supervisor
 - 12 Fire Dispatchers (minimum staffing of 2 at all times)

2018 Accomplishments:

In May 2018, Trail Fire Dispatch was closed and fire dispatch services were transitioned to the City of Kelowna's Fire Dispatch, under our new 5-year contract. Four of the seven departments serviced by our dispatch network were upgraded to a fibre network connection through the transition process. The other three will be upgraded to a fibre connection when fibre is available. Repeater site and network agreements have been renewed to ensure the long-term reliability of our fire dispatch network.

Preventative maintenance and repairs has been completed at all repeater sites. A new repeater site was established at Roderick Dhu to assist Grand Forks Fire Rescue in improving communications in the North Fork valley and west of Grand Forks. Staff are currently investigating to see if this location would assist Greenwood and Midway in areas that currently experience poor radio coverage.

Significant Issues and Trends:

The transition to Kelowna Fire Dispatch has taken far longer than forecasted by the City of Kelowna in their proposal. This is a result of their underestimating the scope and complexity of the services provided by Trail Fire Dispatch and management staffing changes within the Kelowna Fire Department. Transition projects are on schedule to be completed by the first quarter of 2019. Additionally, the time and effort to address operational issues with the dispatch services has continued to utilise department staff time in excess of the anticipated level of effort and this is assumed to continue into early 2019, effecting staff resource and time for other work plan projects.

Upgrades to our repeater site radio network and to Next Gen911 in dispatch centres (2022) will provide significant cost pressures moving forward.

2019 Projects:

Project: Fire Dispatch Network Radio Coverage Assessment

Project Description:

A comprehensive review of repeater site locations and equipment to determine communications coverage requirements for future improvements.

Project Timelines and Milestones:

Based on communications consultants availability and site access the project is anticipated to take four months with completion in time for the 2020 budget cycle.

Project Risk Factors:

The project timeline could be affected by external factors that include contractor availability and access to repeater sites during wildfire season.

Internal Resource Requirements: N/A**Preliminary Cost and Identified Financial Sources:**

The 2019 budget includes \$10,000 for consulting services to coordinate the technical and operational requirements of our fire dispatch repeater site network.

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

Project #2: Asset Management Planning**Project Description:**

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones: Throughout 2019.

Project Risk Factors:

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

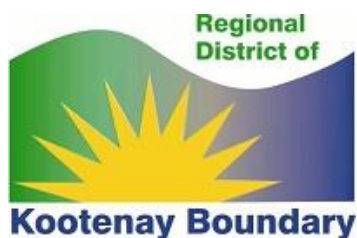
Internal Resource Requirements:

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

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:

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



STAFF REPORT

Date: 29 Nov 2018 **File**
To: Chair Russell and Board of Directors
From: Janine Dougall, General Manager of Environmental Services
Re: Rockwool Proposal for Reuse of Waste

Issue Introduction

A Staff Report from Janine Dougall, General Manager of Environmental Services which provides information regarding a proposal received from Rockwool and outlines the implications to the operations at the Grand Forks Landfill.

History/Background Factors

Over the time period from 2004 to 2011 the RDKB accepted for disposal approximately 18,264 metric tonnes of production waste from Rockwool. The waste materials were assessed a tipping fee of \$60/metric tonne for a total revenue value of \$1,095,840.

The waste material from Rockwool has not been landfilled directly. Rather, the material has been utilized in a beneficial manner and is used as daily cover for landfill operations. There is currently approximately 33,500 m³ of material stockpiled at the Grand Forks Landfill, which, if used as currently, would last the RDKB approximately 17-20 years.

The RDKB has received a proposal from Rockwool which outlines the desire to investigate the possible re-use of the previously disposed waste in their current operations. Please see attached letter for additional information.

Implications

Rockwool proposes to complete two stages of testing to determine the viability of utilization of the waste rock material. The first stage would require approximately 100 metric tonnes of material, which is equivalent to about 170 m³. Depending on the results from Stage 1, Stage 2 tests would require anywhere from 5-600 metric tonnes which equates to a maximum of 1,020 m³.

If the entire 33,500 m³ stockpile of Rockwool waste is removed from the Grand Forks Landfill, the sourcing of daily cover from an alternative location would be required. The cost to load and haul cover soil from the Christina Lake Transfer Station to the Grand Forks Landfill using a truck and pup is approximately \$8.90/m³. Based on the size of the current stock pile the cost to replace the material would equate to approximately \$300,000.

From an Environmental Services operational perspective, there are no benefits associated with supporting the proposal from Rockwool. However staff recognize that the Board may wish to consider other potential benefits including economic development in making a decision. As such, staff are seeking direction as to the provision of a response to the Rockwool proposal.

Advancement of Strategic Planning Goals

The Strategic Planning Goals that would be related to this issue are continuing to focus on organizational excellence by reviewing our internal processes to remove any barriers to economic growth, exceptional cost effective and efficient services, ensuring that we are responsible and proactive in funding our services and that we will continue our focus on waste management.

Background Information Provided

Letter from Rockwool Re: External Waste Recycling Initiative

Alternatives

1. Provide notice to Rockwool that the RDKB does not want to proceed with allowing any previously deposited waste materials to be removed from the Grand Forks Facility.
2. Provide notice to Rockwool that the RDKB would only entertain exploration of their proposal if the RDKB was fully compensated for any and all costs associated with the loss of material for use as daily cover. Further, that all costs of removal of materials from the Grand Forks Landfill will be at the sole cost of Rockwool.
3. Provide notice that the RDKB will support Stage 1 of the proposal (removal of approximately 100 metric tonnes) from the Grand Forks Landfill to allow for initial testing and evaluation with all costs to be born by Rockwool. Stage 2 of the proposal would be considered at a future date depending on the results from Stage 1.

Recommendation(s)

1. That the Board of Directors receive the report from Janine Dougall, General Manager of Environmental Services titled "Rockwool Proposal for Reuse of Waste" and dated November 29, 2018.

2. That the Board of Directors provide direction to allow Staff to provide a response to Rockwool regarding the request to utilize waste materials previously disposed at the Grand Forks Landfill.



To: Internal Distribution List

Date: 2018-1-11

From: Phil Sweeney

Ref: *Internal
Memo W3*

Subject: *External waste recycling Initiative*

Background

Rockwool (RW) have over the past decade been focused on sustainability and Environmental improvements within both its factory Operations and products. Within Operations one of the goals has been to have zero waste disposal from its production of RW process.

In respect of the Grand Forks (GRF) facility several years of development, testing and assessments have successfully resulted in the development and approval of a waste recycling process capable of recycling all production wastes being recycled back into the RW process. Ministry of Environment have been involved including emission testing and follow up assessments during the testing and commissioning phases of all developments into the internal recycling processes.

For several years, the GRF facility have been in waste balance and successfully recycle all production wastes back into the manufacturing process. The next step of the development being to investigate the use of external wastes suitable for re introduce into the RW melting process. Historically, since the conception of the insulation plant in GRF production wastes from the process were disposed of to the local landfill site. Information from the Regional District of Kootenay Boundary (RDKB) estimate a stockpile of approximately 33,000M³ deposited at the site.

RW would like to work together with RDKB to investigate the possibility of utilising the stockpiled waste and the RW recycling systems to consume this material via controlled and documented tests and trials and thus recycle all the previously disposed waste as it currently does with its present internally generated waste streams. If successful, this benefits both parties as well as extending the life expectancy of the local landfill site which is rapidly diminishing.

Conclusion

RW would like to work in co operation and together with RDKB to evaluate and confirm the possibilities of re-using the previously discarded material. Such re-use will enhance the sustainability of the RW process by converting the waste into new usable stonewool products and extending the useful life expectancy of the RDKB waste disposal site.

RW propose to remove small scale amounts of waste from the landfill site to conduct initial testing and evaluation of the material and its suitability for recycling within the process. On completion of these initial trials further larger scale tests will need to be conducted as well as environmental testing and evaluations.

Small scale trials would consist of the removal of approximately 100 Tonnes of waste from the landfill site. This would allow RW to conduct the necessary sorting, processing and melting tests required to gain sufficient information to initiate stage II testing where full



recycling tests would be conducted together with Environmental emission analyses that will ensure that further larger scale tests/trials can be successfully conducted without impacting the emissions from the plant.

Stage II would consist of the removal and recycling of materials for an extended period (possibly 3 Months) before final concluding reports and analyses are compiled to ascertain the long-term viability of re-use of this previously disposed waste.

Financial

It is clear there will be financial implications involved to:

- Remove the material from the landfill site
- Transportation of the said materials from the landfill site to the RW factory
- Costs to conduct:
 - Segregation needs
 - Processing requirements
 - Melting tests
 - Environmental measurements and assessments.

Such financial requirements will need to be fully categorized as well as agreed between all parties prior to initial testing/trialling so that any long term strategic plans for the utilization of this material can be built into a business plan for final approval.

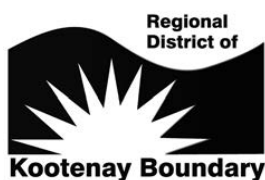
Next Steps

RW and RDKB need to meet to discuss this initial proposal and further investigate its overall financial viability. In conjunction, project time lines need to be proposed and clarified for the necessary testing and evaluation of the gained results.

Initial work will be focused on the significantly stockpiled materials including how to excavate them and transport them to the RW site. Simultaneously, RW need to allocate resources and production time for the testing to be fully conducted.

Concluding reports fully documenting all tests and trials will be circulated in order to plan and initiate the next sequential phase of the project.

P. Sweeney



STAFF REPORT

Date:	November 29, 2018	File #:	A-12
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Planner		
RE:	Front Counter Referral – Columbia Wireless		

ISSUE INTRODUCTION

We have received a Front Counter BC referral regarding a proposed communication tower in Electoral Area 'A' south of the Village of Montrose (see Site Location Map; Subject Property Map; Applicant Submission).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Crown
Applicant	Ben Leslie, Columbia Wireless
Location:	Blizzard Mountain
Legal Description:	Unsurveyed Crown Land, North of District Lot 11469, KD
Area:	72m ² (6m by 12m)
Current Use(s):	Forest
Land Use Bylaws	
OCP Bylaw No. 1410	Rural Resource 2
DP Area	NA
Zoning Bylaw No. 1460	Rural Resource 2 (RR2)
Other	
ALR:	NA
Waterfront / Floodplain	NA

Page 1 of 2

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The subject lands are approximately 3 kilometres south east of the boundary of the Village of Montrose.

Columbia Wireless is a company that offers wireless high speed internet based out of Nelson BC. The company has 21 towers that provide line of sight service for residential and commercial customers.

In October 2018 a similar referral was sent to the RDKB for a proposed Columbia Wireless communications tower north of Montrose.

PROPOSAL

The applicant is proposing to place a tower and required equipment on a 72m² pad approximately 3 kilometres south east of Montrose. This 72m² site includes:

- 1-18 metre tower with various antennas and dishes for service.
- 1-battery box.
- 1-propane backup generator with a 375 litre propane tank.
- 1-25m² undeveloped natural helicopter pad (5m by 5m) adjacent to the site.

Access to the site will be via helicopter for construction and maintenance. Road access is not required (see Applicant's Submission). A nearby electricity line will provide power with an on-site propane generator for backup. At least 2 trips a year will be made to check in on the site, provide maintenance, and refill the propane tank.

IMPLICATIONS

Internet is considered a utility, and under section 302.1,e) of the Zoning Bylaw, utility uses, structures and their accessory buildings, excluding offices and garages are permitted in all zones.

The applicant notes that the proposed clientele are Fruitvale residents. However, Electoral Area 'A' residents will also be able to utilize this service. The utility works wirelessly and can be accessed by any property with a line of sight to the tower.

ADVISORY PLANNING COMMISSION

The November Electoral Area 'A' APC meeting was cancelled due to attendance. APC members did forward comments to staff, and there were no concerns.

RECOMMENDATION

That the staff report regarding the proposed communication tower on unsurveyed crown land north of District Lot 11469, KD in Electoral Area 'A' be received.

ATTACHMENTS

Applicant Submission

Management Plan

Section A Project Overview

The purpose of the “Fruitvale Tower” is to provide true broadband internet services to the Town of Fruitvale and surrounding area. The selected tower site is approximately 2.6 km south east of Montrose town centre at an elevation of 1412 meters. The footprint for the entire communication site is 6 meters by 12 meters with a 5 meter by 5 meter helicopter landing area on an undeveloped natural area. Access to the site is by air only. Power is supplied by electrical grid, along with a Propane Backup Generator adjacent to the tower. Re fuelling of the Propane Backup Generator is done by helicopter. Any future work to the site will involve hand construction only.

Section B Project Description.

I. Background

The proposed use of this tower is to expand our High Speed Internet Service to more rural residential homes and businesses. This mountain top site provides a great view to the town of Fruitvale, home to approximately 3627 people. There are no sub-tenures of this site and we do not anticipate there being any in the near future. Since this site is far away from the town of Fruitvale, there are no zoning issues to contend with. For this rural valley of homes and businesses, we are another High Speed Internet Service option available.

II. Location

Access to the site is by helicopter only. We anticipate visiting this site once or twice a year by helicopter for general maintenance of the tower. We expect to visit the tower once in the fall, and once in the middle of winter. Since this site is remote, we are unaware of any human activity on this parcel, or any surrounding area other than the odd hiker in the summer.

We have a safety plan in place for all of our towers. We also have a personnel with first aid training who comes with us to all of our towers.

III. Infrastructure

There are facilities and infrastructure and ancillary uses near the tower site. There are third party services and utilities near the tower site. The tower is on grid. We would use a Propane Backup Generator with remote start to provide backup power production during power outages. At present all access for construction and future maintenance

would be helicopter only. There is no water supply at or near the tower site. Any hazardous material on site would be removed to a proper facility by means of helicopter.

Section C Additional Information.

V. Environmental

A. Land Impacts:

The site will have minimal impact, especially as the tower is non-guyed. Access is by air and equipment is powered by electrical grid. The site selected is exposed bedrock on a height of land in a natural opening facing south. The surrounding tree canopy varies from 10 to 50 ft resulting in minimal visual impact nor are there any atmospheric or aquatic impacts. The tower will be built to compensate for future tree growth. We don't anticipate any cutting of vegetation, however if in the future we decide we need to do this then we will consult our local B.C forestry officer before hand. There will be no need to use pesticides or herbicides at this site. We are unaware of any archaeological sites nearby.

B. Atmospheric Impacts:

The communication site does not emit any sound what so ever. There are no odours being generated by the tower. The only fuel used in the Propane Backup Generator is Propane which is contained in a CSA approved 420 lb cylinder with a 375 litre capacity, there are no gas fumes or smells coming from this system.

C. Water or Land covered by water Impacts:

Since there is no standing water or running water of any kind within 300 meters of the tower, we don't anticipate any kind of sedimentation, flood potential, water diversion, or water quality issues. We also don't anticipate any public access issues.

D. Fish and Wildlife Habitat:

Since the site will be maintained and clean of garbage at all times of the year we do not anticipate that there will be any disturbance to the local wildlife habitat or marine environment for that matter. We are unaware of any endangered species in the area.

Applicant Submission

VI. Socio-Community**A. Land Use:**

We are unaware of conflicts this project may have on existing land use initiatives, zoning or management plans. Existing community conditions will not be affected by this remote project. This communication tower is another means of delivering High Speed Internet to Fruitvale. Our existing clients on our network love our services and we have never run into any wireless radiation concerns from the public since we transmit at such low power levels. Our wireless microwave signals fall well below the health safety code 6 regulations. We are unaware of concerns or issues with public health or First Nations.

B. Socio-Community Conditions:

There are no fire protection or emergency services near this site since it is on the side of a mountain. The only instance to where we may run into a fire condition is through a forest fire running up the mountain, or a lightning strike directly to the tower. However we protect our equipment and tower using a very elaborate tower grounding system. We always keep spare equipment on hand in our shops in case a tower was to ever suffer melted equipment from a forest fire near by.

In the case of a medical emergency on site which required evacuation of the victim, we would simply halt all work and use our helicopter to fly the injured person directly to a hospital.

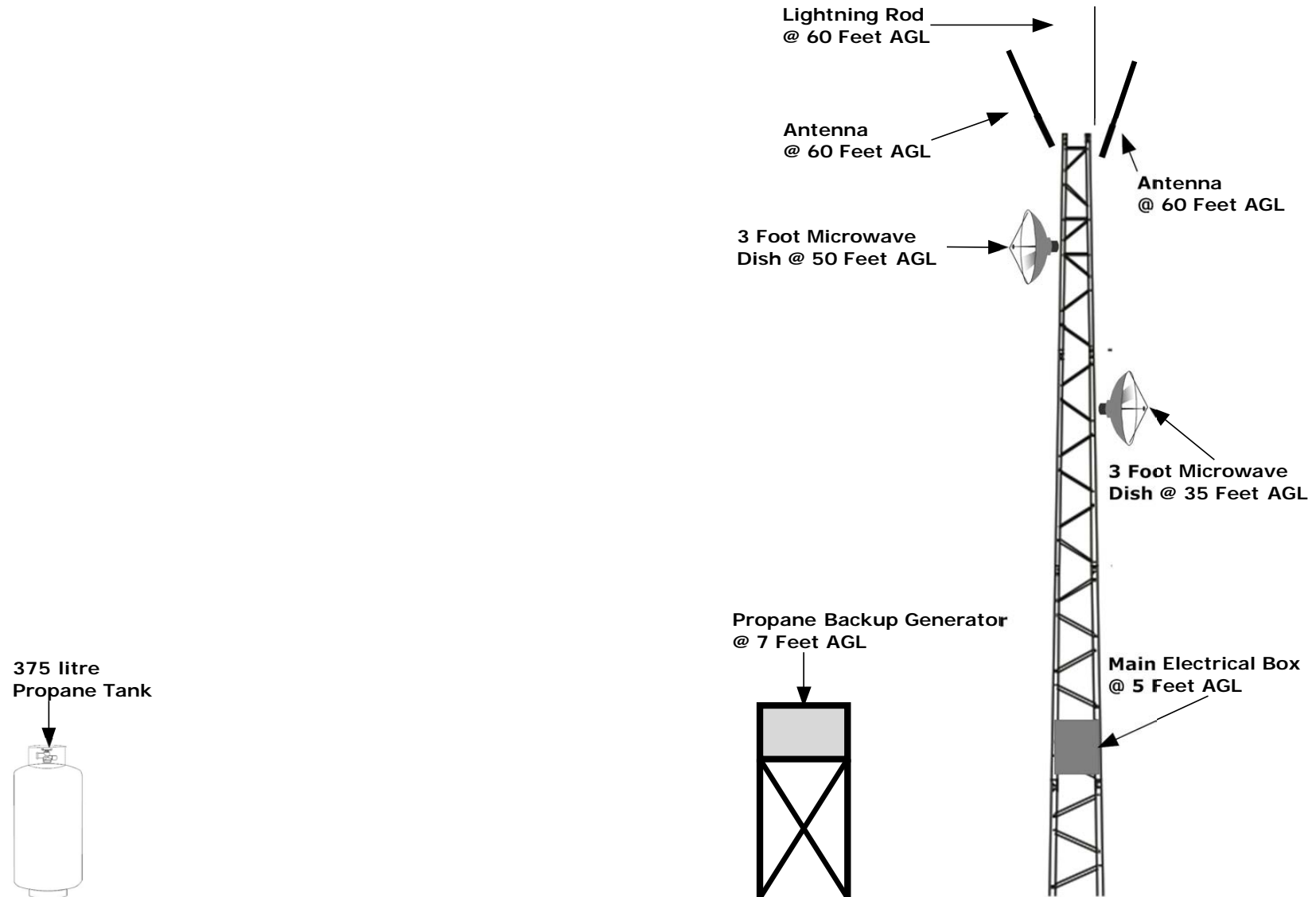


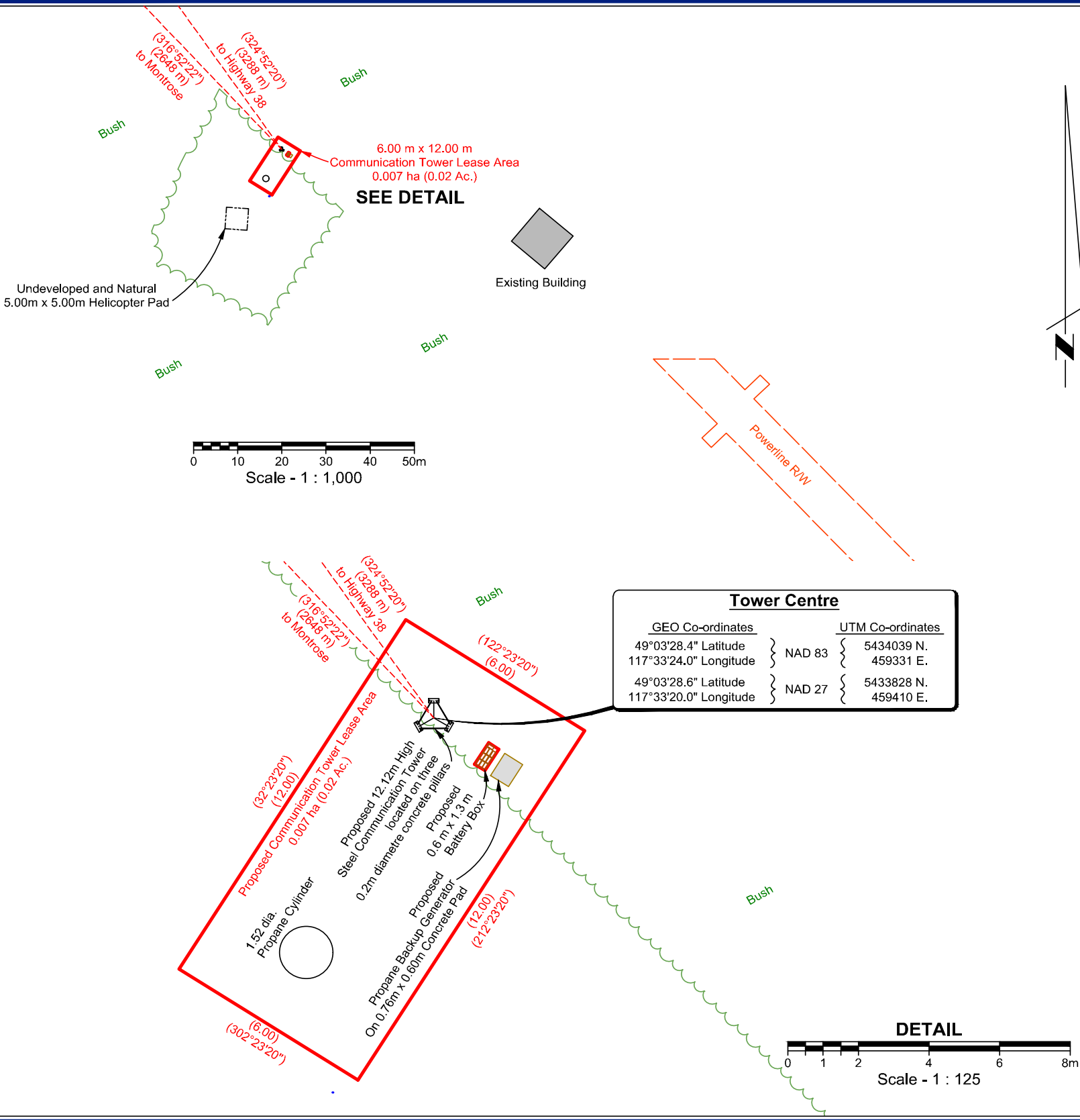
Ben Leslie
Columbia Wireless CEO

Date: August 22/2018

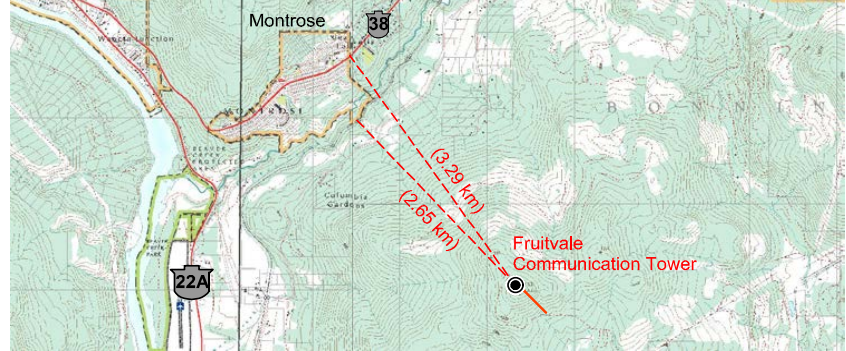
Fruitvale Communication Tower - Side View

Applicant Submission





KEY MAP



LEGEND

- BUSH LINE SHOWN THUS
- EXTENT OF HELICOPTER PAD SHOWN THUS
- CONCRETE PADS SHOWN THUS
- PERIMETER OF COMMUNICATION TOWER SITE SHOWN THUS
- AND CONTAINS 0.007 ha (0.02 Ac.)

NOTES

- The closest urban center is the Town of Montrose, 2.6 km Northwest of the communication tower centre.
- The communications tower site is rectangular (6.00 m x 12.00 m).
- Unless indicated otherwise, Bearings and Coordinates are based on the NAD 83 (Original) datum, UTM Grid projection referred to the Central Meridian 117° W. (Zone 11) and were derived by GNSS.
- Distances are ground and in metres and decimals thereof.
- Bearings and distances in parenthesis are approximate.
- Date Surveyed by Owner: Aug. 27, 2017

CLIENT

COLUMBIA WIRELESS INC.

DESCRIPTION OF PROPERTY

PLAN SHOWING SITE PLAN OF
PROPOSED COMMUNICATION TOWER SITE

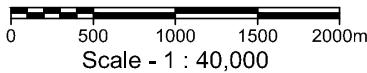
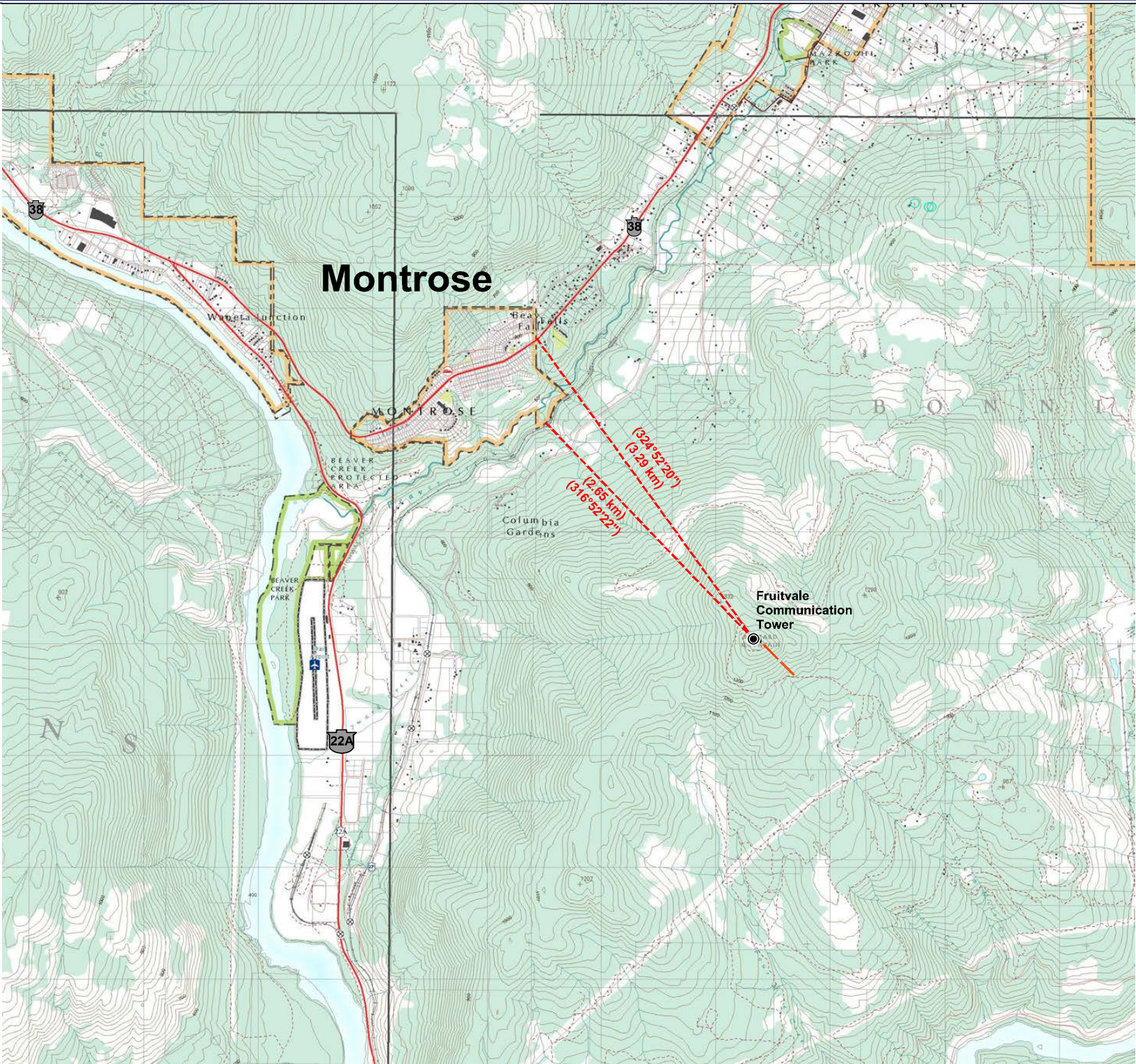
FRUITVALE COMMUNICATION TOWER
NTS C 65-A/082 F 04
COLUMBIA GARDENS, BRITISH COLUMBIA

△	Issued	Sep 18, 2017
No	Revisions	Date

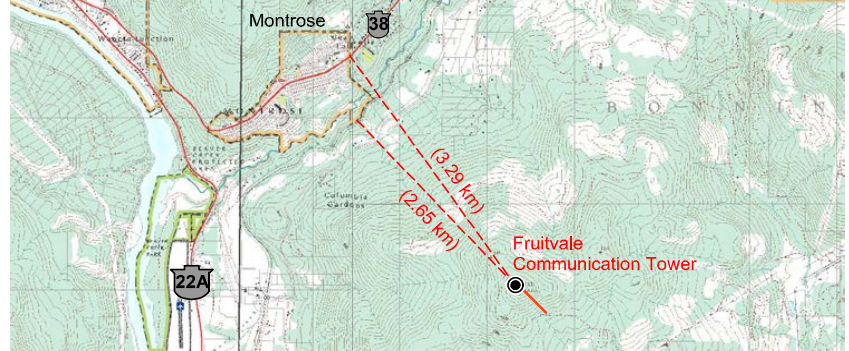
Job: 196398	Date: September 18, 2017
Drawing: 196398S-Fruitvale	Scale: 1:1000
Drawn By: SL	Page: 1 of 2



Phone (403) 234-7599 Fax (403) 261-4712
840 - 7 Avenue, S.W. Calgary, Alberta T2P 3G2
Spatial Technology • Alberta Land Surveyors • Canada Lands Surveyors • Engineers



KEY MAP



LEGEND

SITE LOCATION SHOWN THUS ●

NOTES

- The closest urban center is the Town of Montrose, 2.6 km Northwest of the communication tower centre.
- The communications tower site is rectangular (6.00 m x 12.00 m).
- Unless indicated otherwise, Bearings and Coordinates are based on the NAD 83 (Original) datum, UTM Grid projection referred to the Central Meridian 117° W. (Zone 11) and were derived by GNSS.
- Distances are ground and in metres and decimals thereof.
- Bearings and distances in parenthesis are approximate.
- Date Surveyed by Owner: Aug. 27, 2017

CLIENT

COLUMBIA WIRELESS INC.

DESCRIPTION OF PROPERTY

PLAN SHOWING KEY MAP OF
PROPOSED COMMUNICATION TOWER SITE

FRUITVALE COMMUNICATION TOWER
NTS C 65-A/082 F 04
COLUMBIA GARDENS, BRITISH COLUMBIA

△	Issued	Sep 18, 2017
No	Revisions	Date

Job: 196398	Date: September 18, 2017
Drawing: 196398S-Fruitvale	Scale: 1:40,000
Drawn By: SL	Page: 2 of 2

Altus Geomatics

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840 - 7 Avenue, S.W. Calgary, Alberta T2P 3G2



STAFF REPORT

Date:	November 29, 2018	File #:	A-16
To:	Chair Russell and members of the Board of Directors		
From:	Ken Gobeil, Planner		
RE:	Forestry Referral – Atco Wood Products: Development Area E		

ISSUE INTRODUCTION

Atco Wood Products (ATCO) has invited the Regional District to provide comments regarding 14 proposed cut blocks (E16 to E32) in ATCO's Development Area 'E'. The proposed cut blocks are north of Rossland in the vicinity of Neptune Creek and China Creek in Electoral Area 'B'/Lower Columbia-Old Glory (see Applicants' Submission).

HISTORY / BACKGROUND INFORMATION

Property Information	
Owner(s):	Crown
Applicant:	Alex Saumure, RFT (Atco Wood Products)
Location:	Un-surveyed Crown Land north of Rossland
Electoral Area:	Electoral Area 'B'/Lower Columbia-Old Glory
Legal Description(s):	Un-surveyed Crown Land
Area:	194 hectares
Current Use(s):	Forest
Land Use Bylaws	
Official Community Plan Bylaw No. 1470	Rural Resource 3
Zoning Bylaw No. 1540	Rural Resource 3
Other	
ALR:	NA
Waterfront / Floodplain	Neptune Creek Various Creeks and Tributaries

Page 1 of 3

P:\PD\General Files\A-16 ATCO\2018\2018-November-Neptune Creek Cut Blocks\BOARD\2018-11-29_ATCO_Board.docx

PROPOSAL

ATCO proposes to harvest a variety of trees from 194 hectares in 14 cut blocks. The main focus for activity is timber volume with a minor focus on forest health. The species and quantities of wood for harvest have not been provided. The cut blocks are all proposed on Crown Land.

Access to the proposed sites would be by using and expanding upon Road Permits R06515 and R13302, which includes approximately 21 kilometres of new road proposed to access cut blocks. The forest service roads connect to Neptune Creek Forest Service Road.

IMPLICATIONS

Resource use is permitted in the Rural Resource 3 Zone. Resource use is defined as:

- *the use of land providing for the conservation and management of natural resources, extraction of primary forest materials, or the extraction and grading of mineral resources, and including agriculture and grazing.*

Access roads to these cut block areas will cross into the Neptune Creek watershed area, and small streams or tributaries may be affected by vehicle and equipment traffic. The China Creek Community Watershed would not be affected.

There are several creeks and tributaries in this area, as well as existing cut blocks, and access roads. All forest operations on Crown land in BC are governed by the *Forest and Range Practices Act (FRPA)* and its regulations. Objectives with regard to carrying out primary forest activities in watersheds are outlined in the *Forest Planning and Practices Regulation* Section 59-62. It specifies that the licence holder must protect water quality and not create any source of sediments which could enter the watercourses.

To ensure development activities aren't adversely affecting watercourses ATCO has the following practices:

- Stem retention near streams
- Using designated crossings
- Designating reserve areas near special sites
- Consultation with hydrologists and engineers,
- Create riparian reserve zones and machine free zones,
- Minimize road lengths,
- Minimize skidding trails and stream crossings,
- Closely monitor the harvesting activities occurring near watercourses
 - Conduct post-harvest assessments, and follow up work as needed

ADVISORY PLANNING COMMISSION (APC)

During the November 5, 2018 APC meeting the referral was supported. The APC did note that they would like to have more information included in referrals, specifically, a

list of other agencies that have also received the referral (such as bike groups, trail societies, wildlife groups, or first nations).

RECOMMENDATION

That the staff report regarding Atco Wood Products referral on unsurveyed crown lands north of Rossland in Electoral Area 'B'/Lower Columbia-Old Glory, be received.

ATTACHMENTS

Applicants' Submission



Applicant Submission

October 2, 2018

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

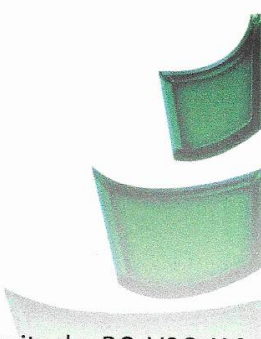
Attn: Carly Rimell

Re: Atco Wood Products, Development Area 'E' Proposed Development

This letter is to provide you with an opportunity to comment on Atco Wood Products proposed cut blocks located in geographic area letter E. Attached is a map for your reference of approximate block and road locations.

The proposed cut blocks are located in the Neptune Creek geographic area. The proposed blocks will be accessed via the Neptune Creek Forest Service Road and existing and proposed sections of Road Permit R06515 & R13302 and in-block roads. The main focus of the blocks is timber volume with some minor forest health.

The approximate amount of proposed road to be built is 21km and the approximate number of hectares to be harvested is 205ha. See the table below for the proposed blocks breakdown;



P.O. Box 460 Fruitvale, BC V0G 1L0
Main Office: P 250 / 367.9441 F 250/367.6210
Direct Line: P 250 / 367.2523 F 250/367.6210
Email: alex.saumure@atcowoodproducts.com


Applicant Submission

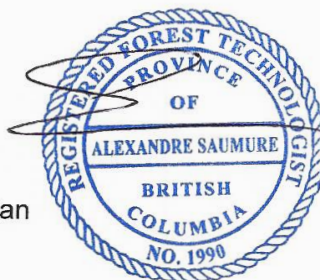
Block #	Size (ha)	Species Comp	Silviculture System	Harvest Method
E16	5.5	LwSeBIHw	Clear-cut with Reserves	Conventional
E17	18.0	LwSeBI	Clear-cut with Reserves	Conventional
E18	15.2	SeLwBI	Clear-cut with Reserves	Conventional
E20	22.5	SeBI	Clear-cut with Reserves	Conventional
E21	13.7	SeBI	Clear-cut with Reserves	Conventional
E22	6.1	SeBI	Clear-cut with Reserves	Conventional
E24	8.8	LwSeBIFd	Clear-cut with Reserves	Cable
E25	15.5	LwSeBI(HwFd)	Clear-cut with Reserves	Cable
E26	14.6	SeBI	Clear-cut with Reserves	Cable
E27	30.5	LwSeBI(FdHwCw)	Clear-cut with Reserves	Cable
E29	19.6	SeBILw(FdPI)	Clear-cut with Reserves	Cable
E30	7.5	PISeBI	Clear-cut with Reserves	Conventional
E31	6.7	LwFd	Clear-cut with Reserves	Cable
E32	9.8	SeLwBI	Clear-cut with Reserves	Conventional

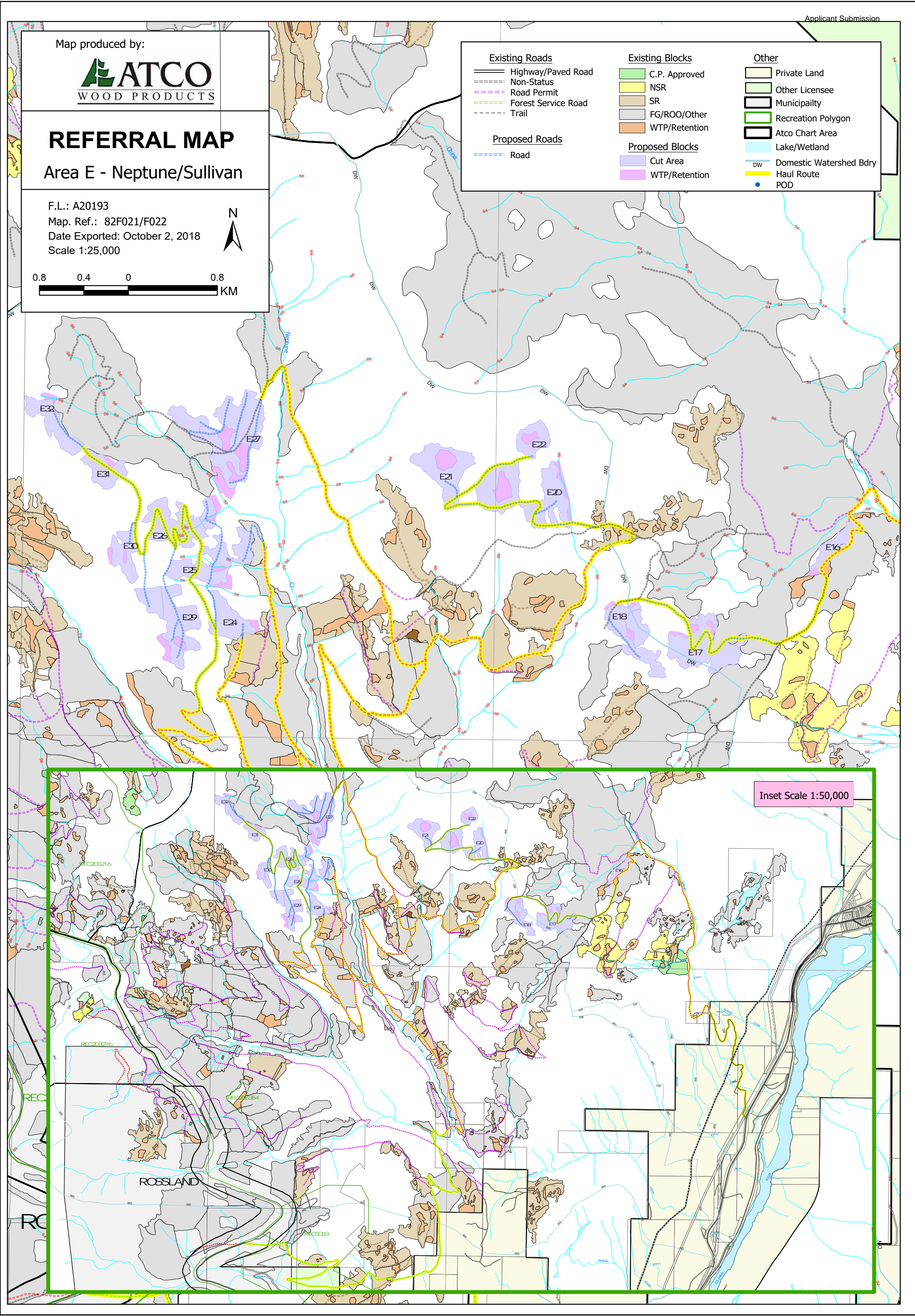
Additional details of this development can be viewed at the Atco Wood Products Forestry Office at 1846 1st Street, Fruitvale from 7 a.m. to 4 p.m. Monday to Friday. Please contact me by my direct line or email (see below) to set up a confirmed time or to make alternate arrangements. If I am unavailable, you can contact Ron Ozanne at (250) 367-2525.

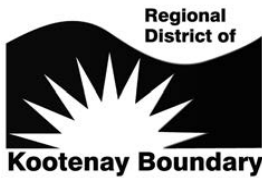
All comments should be received in writing by November 2, 2018.

Yours truly,


 Alex Saumure, RFT
 Development Technician







STAFF REPORT

Date:	November 29, 2018	File #:	B-49
To:	Chair Russell and members of the Board of Directors		
From:	Donna Dean, Manager of Planning and Development		
RE:	Boundary Area Food and Agriculture Plan Endorsement		

ISSUE INTRODUCTION

The purpose of this report is to present the Boundary Area Food and Agriculture Plan to the Board to consider endorsement of the Plan.

HISTORY / BACKGROUND INFORMATION

The Boundary Area Food and Agriculture Plan was completed in June 2018 by Upland Consultants Ltd. The Plan is an update to the 2011 plan, which did not include a food security component. The planning process included public consultation through open houses, kitchen table discussion groups and one on one meetings. The Boundary Area Food and Agricultural Advisory Council, which was created during the planning process, also contributed to the Plan through regular meetings.

Funding for creation of the Plan was provided by Investment Agriculture, Interior Health, Gas Tax and in-kind contribution of RDKB staff and Boundary Directors time.

IMPLICATIONS

The document will be used to guide policy decisions throughout the Boundary Area for years to come.

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors endorses the Boundary Area Agriculture and Food Plan (the Plan) by considering information in the Plan in relevant discussions and decision making; implementing the priority strategies and actions; and participating in partnerships and collaborative initiatives.

ATTACHMENTS

Boundary Area Agriculture and Food Plan – June 2018

Page 1 of 1

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Boundary Area Food and Agriculture Plan

Regional District of Kootenay Boundary

June 2018

Acknowledgements

The *Boundary Agriculture and Food Plan* is a strategic policy framework, resulting from a community planning initiative led by Regional District of Kootenay Boundary staff in collaboration with Ione Smith, Upland Agricultural Consulting, Abra Brynne, Peeling the Onion, and Janine de la Salle, Urban Food Strategies.

Local citizens, stakeholders, survey respondents, and participants of stakeholder meetings and open houses also provided invaluable input and feedback, for which the authors express much gratitude. In particular, members of the Boundary Area Food and Agriculture Council (BAFAAC) provided invaluable feedback on the key themes and recommended actions in this plan.

Images used in this document are used with permission from the authors, unless otherwise indicated.

This project was funded in part by Interior Health, and by the governments of Canada and British Columbia through programs delivered by the Investment Agriculture Foundation of B.C.

Disclaimer Statement:

The government of Canada, the government of British Columbia and the Investment Agriculture Foundation of B.C. are pleased to participate in the production of this publication. We are committed to working with our industry partners to address issues of importance to the agriculture and agri-food industry in British Columbia. Opinions expressed in this report are those of the authors and not necessarily those of the government of Canada, the government of British Columbia or the Investment Agriculture Foundation of B.C.

DELIVERED BY

FUNDING PROVIDED BY



BOUNDARY AREA FOOD AND AGRICULTURE PLAN
June 2018

ii

Executive Summary

The Boundary area of the Regional District of Kootenay Boundary (RDKB) is home to a wide-diversity of food and agriculture activities ranging from ranching, horticulture, and experimental grain production to regional food security networks, emergency food services, and food recovery. Despite these diverse activities, many challenges and untapped opportunities exist across the food and agriculture spectrum. For example, many producers are challenged with increasing costs of inputs and a lack of value added processing. Further, many people in the Boundary are experiencing food insecurity, many of whom are seniors and children. In 2016, in order to address these challenges and potential opportunities, the RDKB began the process to update the 2011 Agriculture Plan. This update expands the scope to include food systems and food security, to ultimately create a Boundary Area Food and Agriculture Plan (BAFAP).

The BAFAP is a 10- to 12-year plan to strengthen and increase the resiliency of food and agriculture in the Boundary. The planning area includes RDKB Electoral Areas C/Christina Lake, D/Rural Grand Forks, and E/West Boundary and the municipalities of Midway, Greenwood, and Grand Forks).

A key aspect of creating this plan was engaging stakeholders and the public in crafting a vision, describing challenges, and identifying potential opportunities for the regional food and agriculture system. Multiple engagement methods were used, including online and mail-in surveys; farm visits; public open houses; and stakeholder meetings. The Boundary Area Food and Agriculture Advisory Council (BAFAAC), an inter-sectoral advisory to the project, provided feedback at key project points and the Steering Committee, comprised of RDKB staff, elected officials, Interior Health, Community Futures and project consultants, had regular check-ins to guide project activities.

Highlights of the plan are presented below. The subsequent chapters provide context and detailed description of each of the goals, objectives, and the associated recommended actions. In total, 107 actions are included, along with a detailed implementation strategy.

This plan also contains a proposed Boundary Area Food and Agriculture Charter and Report Card to help establish common ground for plan implementation and monitor progress towards goals (Please refer to appendices A and B respectively).

Plan Vision: Sustainable agriculture and food systems in the Boundary help create thriving communities, prosperous livelihoods, and healthy environments.

Goal 1: Protect and Support Farmland For Future Generations

Goal 2: Improve Local Food and Agriculture Support Services, Infrastructure, and Emergency Preparedness

Goal 3: Steward the Connections Between Environmental Sustainability and the Regional Food and Agriculture System

Goal 4: Support Multigenerational Farms and Emerging Farmers

Goal 5: Strengthen Awareness of and Skills in the Local Food and Agriculture System

Goal 6: Invest Directly in the Local Food and Agriculture Economy

Goal 7: Encourage Food Gardening, Gleaning, and Food Recovery

Goal 8: Increase Capacity and Leadership

As a comprehensive plan that integrates agriculture and food security into a food system plan, many actions that are not fully within the role and jurisdiction of the RDKB have emerged. Overall, this plan contains 1 vision, 8 goals, 31 objectives, and 107 actions. Actions have been presented in a multi- phase work plan in the implementation section. Many of these actions will be led by local government, however support and leadership from community organizations will also be critical in the success of this plan.

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Plan Overview

The Boundary area of the Regional District of Kootenay Boundary (RDKB) is home to a wide-diversity of food and agriculture activities ranging from ranching, horticulture, and experimental grain production to regional food security networks, emergency food services, and food recovery. Despite these diverse activities, many challenges and untapped opportunities exist across the food and agriculture system. For example, many producers are challenged with increasing costs of inputs and a lack of value-added processing. Further, it is not uncommon for residents in the Boundary to experience food insecurity, many of whom are seniors and children. Although somewhat outside the scope of the Boundary Area Food and Agriculture Plan, the need to address poverty as the root cause of household food insecurity was raised repeatedly during conversations with stakeholders. In order to address these challenges and potential opportunities, the RDKB began the process to update the previous Agriculture Plan (created in 2011) in 2016, in order to expand the scope and include food systems and food security and to ultimately create a Boundary Area Food and Agriculture Plan (BAFAP). At the time of writing this report, the Boundary Area had recently experienced several regional wildfire and flooding events, which brought the issues of regional food security and community cooperation to the fore. The BAFAP is a 10-12-year plan to strengthen and increase the resiliency of food and agriculture in the Boundary.

HOW TO USE THIS DOCUMENT

There are five key sections to this plan:

- 1) The Road Here describes the research and engagement process that lead to the plan's recommendations;
- 2) The Vision, Goals, Objectives, and Recommendations propose objectives and actions for how the RDKB and other Boundary stakeholders will work to achieve the vision of the plan;
- 3) The Implementation Strategy sorts recommendations into prioritized categories while indicating roles and responsibilities;
- 4) Appendix A: Boundary Food and Agriculture Charter sets out a shared vision, values, goals and actions that signify commitment to implementing this plan. It is hoped that local governments, businesses, non-profits, and schools will participate in endorsing the Charter, signalling a collective effort to protect and support farming and increase food security in the Boundary; and
- 5) Appendix B: Food and Agriculture Report Card for Local Government will be used to measure progress towards goals over time.

PLAN FRAMEWORK

This plan contains several connected layers of information that work from an aspirational vision through to specific recommendations for how to achieve the vision (Figure 1).

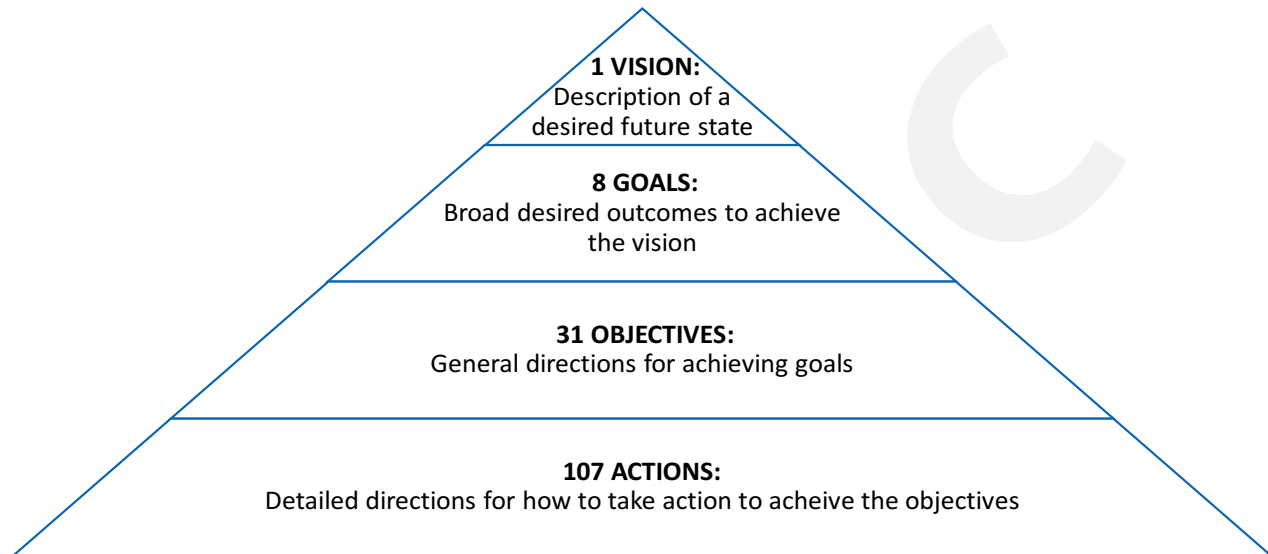


Figure 1: Boundary Area Food and Agriculture Plan Structure

PLANNING AREA

The Boundary Area Food and Agriculture Plan covers the RDKB Boundary Area, including Electoral Areas C/Christina Lake, Area D/Rural Grand Forks, and Area E/West Boundary, and the municipalities of Midway, Greenwood, and Grand Forks. A map of the planning area and the communities included in this planning process is provided in Figure 2.

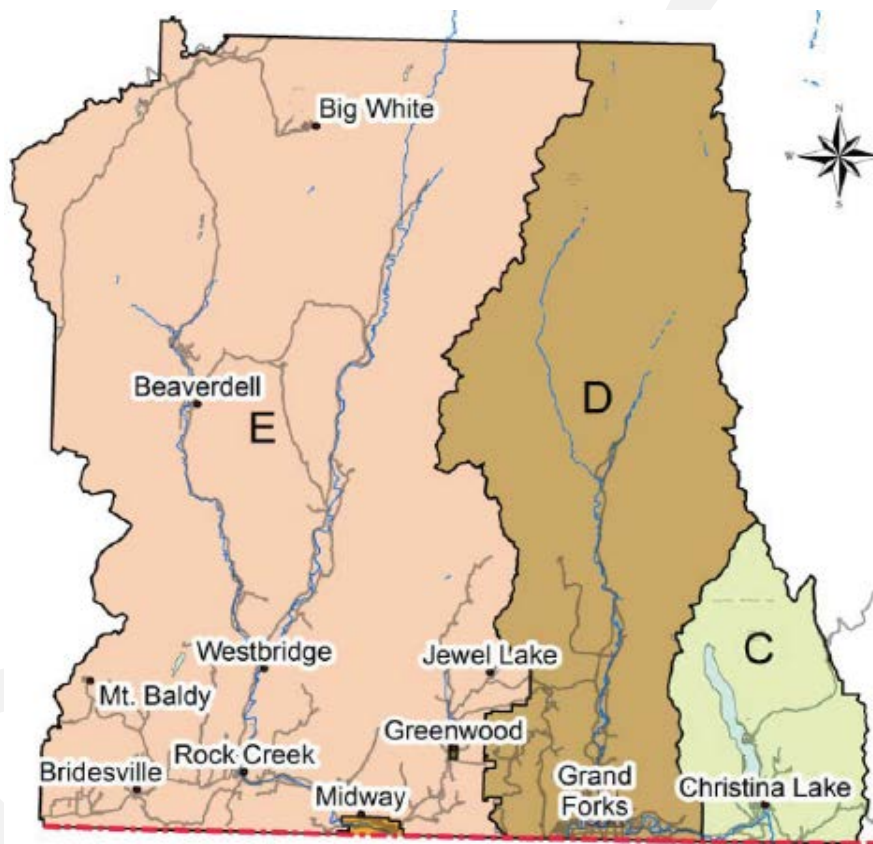


Figure 2: Boundary Area Food and Agriculture Plan Study Area

The Road Here

This section describes the project oversight, participating stakeholders, and engagement process that was undertaken through the process of developing this plan.

PROJECT OVERSIGHT

The Boundary Area Food and Agriculture Plan (BAFAP) has been developed through public and stakeholder consultation, research, and data analysis. There are many organizations and individuals that came together to create this plan.

To provide oversight to the planning process, a project Steering Committee was established. The project Steering Committee included elected officials from the Boundary, RDKB staff, and funders, who provided regular check-in points throughout the development of the plan.

To provide on-going engagement and stakeholder involvement in creating and implementing the plan, the Boundary Area Food and Agriculture Advisory Council (BAFAAC) was also established. The BAFAAC includes members from agriculture and food security sectors, local government staff, and elected officials who have provided guidance at key points in the plan development process.

Organizations and individuals participating in the Steering Committee and BAFAAC are acknowledged in Appendix C.

ENGAGEMENT PROCESS SUMMARY

The engagement events that were held as part of this planning process are summarized in Table 1. The project team sought to both speak with people and groups individually as well as bring stakeholders and the public together.

Table 1: Points and Dates of Stakeholder and Public Engagement

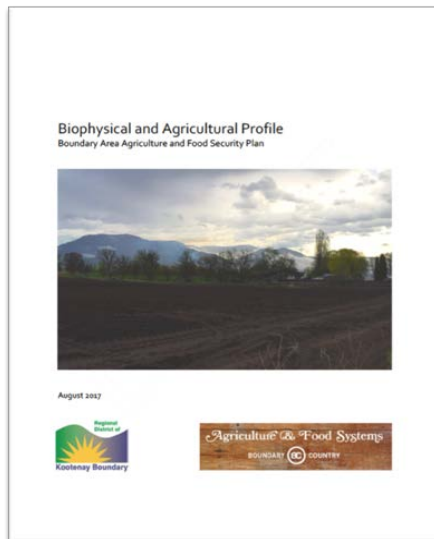
Date	Engagement Point
March-April 2017	⇒ Three Steering Committee Meetings ⇒ Developed an Engagement Strategy for the project
May 2017	⇒ Two open houses (Grand Forks and Westbridge) ⇒ 10 farm tours and kitchen table discussions with local farm and ranch operators ⇒ Three in person meetings: Kettle Valley Farmer's Co-op, Boundary Food Security Network, McMyynn's Foods.
June 2017	⇒ A survey for farmers (from beginning of May to end of June with 45 responses); and ⇒ A survey for community members (from beginning of May to end of June with 140 responses)

Table 1: Points and Dates of Stakeholder and Public Engagement

Date	Engagement Point
September 2017	<ul style="list-style-type: none"> ⇒ Steering Committee Meeting (September 20); ⇒ Boundary Area Food and Agriculture Advisory Council (BAFAAC) meeting (September 11)
October 2017	<ul style="list-style-type: none"> ⇒ Meeting with the Boundary Invasive Species Society (October 2); ⇒ Presentation to the Area 'E'/West Boundary Advisory Planning Commission (APC) meeting (October 2); ⇒ Open house in Rock Creek at the Fairgrounds (October 2); ⇒ Presentation to the Boundary Community Development Committee (BCDC) meeting, including Area 'D'/Rural Grand Forks Advisory Planning Commission (October 3); ⇒ Open house in Grand Forks at the USCC Community Hall (October 3); and ⇒ Several comments emailed directly to the consultants, RDKB staff, and Area Directors.
December 2017-February 2018	<ul style="list-style-type: none"> ⇒ Steering Committee Meeting (Jan 26) ⇒ One-on-one phone calls on food security aspects of the plan ⇒ Outreach to the Boundary Food Security Network and School District on draft food security recommendations
March-May 2018	<ul style="list-style-type: none"> ⇒ Two Steering Committee Meetings (March 19, April 10) ⇒ BAFAAC meeting (April 3) ⇒ Project completion and plan presentation to the public in Rock Creek and Grand Forks (May 26 & 27)

BACKGROUND INFORMATION

Two background documents were produced during the planning process: 1) Boundary Area Biophysical and Agricultural Profile and 2) Boundary Area Food Security Backgrounder. These documents contain detailed information and data that provide rationale for the recommendations in this plan. These reports can be accessed on the RDKB website:



Plan Vision

The Plan's Vision was developed through community input and is built upon the vision statement that was created for the 2011 plan:

Sustainable agriculture and food systems in the Boundary help create thriving communities, prosperous livelihoods, and healthy environments.

Goals, Objectives, and Recommendations

The following eight goals emerged from the vision statement, each with its own set of objectives and associated actions, which are described in the following pages. These goals are presented in no particular order as follows:

Goal 1: Protect and Support Farmland For Future Generations

Goal 2: Improve Local Food and Agriculture Support Services, Infrastructure, and Emergency Preparedness

Goal 3: Steward the Connections Between Environmental Sustainability and the Regional Food and Agriculture System

Goal 4: Support Multigenerational Farms and Emerging Farmers

Goal 5: Strengthen Awareness of and Skills in the Local Food and Agriculture System

Goal 6: Invest Directly in the Local Food and Agriculture Economy

Goal 7: Encourage Food Gardening, Gleaning, and Food Recovery

Goal 8: Increase Capacity and Leadership

GOAL 1: PROTECT AND SUPPORT FARMLAND FOR FUTURE GENERATIONS

The location of productive farmland in the Boundary, both within and outside the ALR, provides for a range of contexts for management and regulation. Trying to manage development expectations for rural residents living adjacent to or near farming operations can be a challenge, particularly where there are no local land use regulations. The isolated nature of some communities presents policy, regulatory, and enforcement challenges as well.

Goal 1 Objectives

1.1 Support and Enforce Land Use Policies and Regulations

Aligning local planning strategies and policies with provincial regulations will help minimize conflicts between producers and non-producers. For example, the Ministry of Agriculture has several guidelines and standards regarding development planning within agricultural areas that could be adopted. Regional Growth Strategies, Official Community Plans (OCP), zoning, and other land use bylaw documents can offer growth management and farmland protection policies, which help to offer clarity for landowners.

1.2 Update and Enhance Land Use Zoning

Lack of local land use policy and regulations can lead to conflicts between neighbours. Complaints of noise, odour, trespass, and vandalism are common when a lack of clarity between residential and farming areas exist. While most of the plan area has land use planning, the majority of Electoral Area 'E'/West Boundary does not. Encouraging the adoption of OCPs in all the plan area and ensuring regulatory documents, such as zoning bylaws and development permit areas, are up-to-date with best rural planning practices, can assist in reducing the amount of complaints that arise.



Figure 3. Rock Creek Fairgrounds.

1.3 Manage Agri-Tourism and Gathering Events

The BC Ministry of Agriculture has released a policy document regarding agri-tourism and gathering events. This presents an opportunity for the Boundary to develop a well-defined agri-tourism strategy to provide clarity regarding what types of activities are and are not permitted, and which specific regulations apply.

Goal I Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
1.1 Support and Enforce Land Use Policies and Regulations	1.1.1 Perform regular reviews of the OCPs and Zoning Bylaws to ensure that a commitment to agriculture and the local food system is embedded and reflected in these key documents and bylaws and create OCPs and Zoning Bylaws for those areas where they do not exist.	High	RDKB (Planning) and member municipalities.
	1.1.2 Using BC Ministry of Agriculture standards, develop home plate specifications to limit the siting and size of the home plate and residential building footprint within the ALR in the Boundary.	Medium	RDKB (Planning) and member municipalities.
	1.1.3 Develop a compliance and enforcement strategy for rural areas to address ongoing egregious land use issues over the longer term.	Low	RDKB (Planning and Administration), member municipalities and the ALC.
	1.1.4 In areas with a high potential of risk or conflict consider establishing a Development Permit Area for the protection of farmland that encompasses land on either side of the ALR boundary and requires Agricultural Impact Assessments, performed by a Professional Agrologist, to accompany development and/or subdivision applications within the DPA.	Low	RDKB (Planning) and member municipalities.
	1.1.5 Establish buffer requirements for non-ALR properties adjacent to the ALR (different criteria for different edge scenarios).	Medium	RDKB (Planning) and member municipalities

Objective	Recommended Actions	Priority	Local Government Role
	1.1.6 When updating OCPs and zoning bylaws, permit non-intensive farming on all non-ALR land.	High	RDKB (Planning) and member municipalities).
1.2 Update and Enhance Land Use Zoning	1.2.1 Minimize the negative impacts of development, transportation corridors and infrastructure networks (for example roads, trails and utility corridors) on farmland with appropriate zoning and design guidelines.	Low	RDKB (Planning) and member municipalities
	1.2.2 Report annually on the outcomes of all ALR applications in order to get a complete perspective as to how the various applications may alter (or have altered) the farming landscape.	High	RDKB (Planning) and member municipalities
	1.2.3 Develop a system to inform potential landowners near and within the ALR about normal farm practices and the <i>Farm Practices Protection (Right to Farm) Act</i> (for example liaise with Real Estate Board of Realtor's Association).	Low	RDKB (Board)
1.3 Manage Agri-Tourism and Gathering Events	1.3.1 Develop an agri-tourism strategy and include clarity around agri-tourism accommodation regulations.	Medium	RDKB (BCDC with support from Planning as required)
	1.3.2 Coordinate regionally-appropriate agri-tourism activities (e.g. trail rides) tied into other events or tourism promotion activities (e.g. harvest festivals).	Medium	RDKB (BCDC) to support tourism organizations and individuals
	1.3.3 Determine a location for a permanent fair ground in Grand Forks.	High	RDKB (BCDC) to co-lead with City of Grand Forks.

GOAL 2: IMPROVE LOCAL FOOD AND AGRICULTURE SUPPORT SERVICES, INFRASTRUCTURE, AND EMERGENCY PREPAREDNESS

Despite the demand and interest in locally grown, raised, and made products, the majority of small-scale growers are unable to sell regionally on a consistent basis. Food processing infrastructure and support services were identified as a key barrier. Similarly, the non-profit sector also requires physical infrastructure and support services to increase food security, including being prepared for emergencies. Success may be achieved by coordinating regional activities and growing, processing, skill-building, marketing, and preparing for emergencies in a collaborative manner.

Goal 2 Objectives

2.1 Extension Services for Producers and Ranchers

Opportunities exist to capitalize on the Kootenay Boundary Farm Advisors (KBFA) program being managed through a partnership between the three Kootenay regional districts and the Columbia Basin Trust. In particular, farmers will be able to access agrologist extension services to gain crop and animal husbandry advice, and farm planning.

2.2 Stabilize Supporting Processing Infrastructure

A concern raised by local ranchers is the limited supporting infrastructure for meat processing, including adequate cut & wrap services, processing facilities, cold storage and distribution opportunities.

2.3 Improve Transportation to Healthy Food Sources

Many people noted that the lack of transportation to and from healthy food sources as a key challenge for food security. Moving healthy food around and from outside the region, was also identified as a need by social service organizations in order to better access healthy food for meal programs within the Boundary and from other nearby regions like the South Okanagan.

2.4 Emergency Food Preparedness

The need for emergency food sources was magnified during the 2015 Rock Creek fire that displaced many people and dramatically increased the demand for emergency food. Some households that were previously food secure lost gardens, preserves, and freezers. Food bank use spiked and these organizations became an important part of the emergency response. Pre-planning may include community-wide livestock evacuation planning, assessing community food preparation infrastructure, and other factors. These emergencies highlight the need for local food to sustain Boundary residents during an extreme weather event. Therefore, consideration should be given to farming operations from an emergency preparedness perspective.



Figure 4. Rock Creek Market.

2.5 Anticipate Climate Change

The need for climate adaptation and mitigation measures was commonly noted by stakeholders. Climate change is also closely tied to extreme weather emergency planning - farmers are expecting to deal with emergency weather events such as drought, flooding, and wildfires more frequently. Examples of mitigation include: needed changes in farm activities to reduce the use of fossil fuels at the farm level, improved irrigation efficiency, and water storage on the farm. Re-localizing the food system generally has a net positive outcome on fossil fuel reduction at the community level, as the footprint of food transportation is minimized.

2.6 Support and Work with Social Service Organizations

Many people in the Boundary invest personally in the form of volunteer hours, food and cash donations, and in-kind contributions to support people who are experiencing emergency or chronic food insecurity. Many people may not realize that poverty and homelessness is a reality for many individuals and families living in the Boundary. Food security stakeholders identified the need for additional supports such as physical facilities, low-cost leases, website and social media communications, and letters of support for funding applications to be better prepared for emergency and longer-term use of food programs.

Goal 2 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
2.1 Expand extension Services for Producers and Ranchers	2.1.1 Continue to support the KBFA pilot program being coordinated and funded by the Kootenay/Boundary Regional Districts and Columbia Basin Trust.	High	RDKB (Board)
	2.1.2 Address the need for large animal veterinary services in the Boundary in collaboration with the coordinator(s) of the new extension services program to determine what practical solutions may exist, including direct recruitment.	High	RDKB (BCDC)
	2.1.3 Meet with representatives from provincial agencies to develop a long-term plan for expansion of extension services in the Boundary area.	Medium	RDKB (Board)

Objective	Recommended Actions	Priority	Local Government Role
2.2 Stabilize Supporting Food Storage and Processing Infrastructure	2.2.1 Seek grant and community investment opportunities to find investment and ownership solutions to the regional need for additional meat processing.	High	RDKB (BCDC)
	2.2.2 Continue to ensure that local policies and zoning facilitate the establishment of value-added processing on farmland, in alignment with ALC policies as well as off-farm in rural residential and industrial zones.	High	RDKB (Planning) and member municipalities
	2.2.3 Support pilot programs and business support services to food system infrastructure initiatives, including a review of past programs that encountered challenges.	Medium	RDKB (BCDC) to support Community Futures
	2.2.4 Establish, coordinate, and promote community-accessible food storage areas, including the existing cold storage in Grand Forks and Midway.	Med	RDKB (BCDC) to support NGOs
	2.2.5 Strengthen facilities and systems for community food processing (e.g. drying, canning, fermenting, community kitchens, juicing, packing) that serves both urban and rural people.	High	RDKB (BCDC) to support NGOs
2.3 Improve Transportation Options for Food Access	2.3.1 Support transportation options that would provide access to farmers markets, emergency food sources, and other healthy and local food. This may include adjusting transit routes, fees and schedules to match up with markets and other food programs.	Med	RDKB (BCDC)
	2.3.2 Support improvements to the distribution system for transportation of regional foods to regional markets. This may include a local distribution inventory or feasibility study.	High	RDKB (BCDC) to support NGOs and business associations

Objective	Recommended Actions	Priority	Local Government Role
2.4 Emergency Food Preparedness	2.4.1 Develop strategies for communicating emergency information, including to those without access to phones and/or internet (for example physical information boards).	High	RDKB (Emergency Management)
	2.4.2 Include food and agriculture components in the RDKB's emergency planning in two key areas: a) livestock evacuation plans and b) food access in emergencies.	High	RDKB (Emergency Management)
	2.4.3 Work with ranchers, farmers and BCCA to review RDKB emergency plans ensure to include a producer perspective.	High	RDKB (Emergency Management)
	2.4.4 Recognize the essential requirements of agriculture operators' ability to access and manage livestock and crops during emergencies. This could involve encouraging participation in the Premises ID program before an emergency arises (work with the Province, ranchers and BCCA)	High	RDKB (Emergency Management)
2.5 Anticipate Climate Change	2.5.1 Complete a Climate Change Adaptation Strategy and Implementation Plan specific to the Boundary Area that includes a focus on food systems and agriculture.	Medium	RDKB (Planning) and member municipalities
	2.5.2 Urge the Province to create a fuel management plan to reduce the risk to agriculture resources from wildfire.	Medium	RDKB (Board)
	2.5.3 Share emergency preparedness educational resources and have hard copies and digital copies of the resources, reports and maps available.	High	RDKB (Emergency Management) and member municipalities
	2.5.4 Develop flood response and relief protocols that are specific to agricultural land that may have livestock, buildings/barns, and	Medium	Producers, EFP Program, RDKB (Emergency

Objective	Recommended Actions	Priority	Local Government Role
	equipment in flood zones. Minimize risks resulting from floods (e.g. fuel leaks and spills, on-farm waste management).		Management and KBFA) to support
	2.5.5 Increase regional climate resiliency by supporting existing seed banks, and establishing a seed lending program through community libraries.	High	RDKB (KFBA) to support Boundary Seed Bank and libraries
	2.5.6 Continue to work towards the adoption of a Boundary Drought Management Plan.	High	RDKB (Planning/KRWA)
2.6 Support and work with Social Service Organizations	2.6.1 Support the operation of food programs in publicly owned facilities, with low cost leases, where appropriate.	High	RDKB (Board) and member municipalities to support NGOS
	2.6.2 Support local organizations that are working in the areas of food security, food access, and food self-sufficiency.	High	RDKB (Board) and member municipalities

GOAL 3: STEWARD THE CONNECTIONS BETWEEN ENVIRONMENTAL SUSTAINABILITY AND THE REGIONAL FOOD AND AGRICULTURE SYSTEM

The Boundary region is a well-known area for ranching, nursery production, and market gardening. However, there are environmental challenges facing farmers in the region. Water was listed as both an opportunity and a threat, with excess water causing flooding in the spring and drought conditions causing pressure on irrigation infrastructure during the summer, and risks of crop failure in emergency drought scenarios with mandated irrigation stoppages. Climate change was raised as a consideration that will have effects on nearly all the other issues in this Goal, including invasive species and water management. Objectives and actions for climate change have also been included in objective 2.5- anticipate climate change.

Goal 3 Objectives

3.1 Address Wildlife Concerns

Ungulates (deer, elk), predators (wolf, cougar, coyotes), and even waterfowl pose threats to farmers' livelihoods in the region. Interviews with cattle ranchers as well as forage and grain producers indicated that damage to crops and fencing is a significant challenge to agriculture in the region.

3.2 Minimize Impacts of Invasive Species and Noxious Weeds

Invasive species and noxious weeds have known impacts to the agriculture industry. Fallow agricultural land often helps the proliferation of invasive species in the Boundary. Some of these species are toxic to livestock and may encroach onto agricultural land from drainage ditches, roadways, trails, rights of way, and empty or neglected lots.

3.3 Manage Water Resources Sustainably

Concerns over water resource management were raised during engagement, particularly spring freshet and irrigation requirements (summer drought). Watershed needs of fish populations were also mentioned, as was the need to protect riparian areas of the Kettle River from livestock access.

3.4 Encourage Agroecological Practices

Stakeholders and survey respondents commented on the importance of the natural ecology of the land and environmentally sound farming practices to help replenish the soil, recharge water sources and provide habitat for natural pollinators, beneficial plants, and wildlife diversity. A balance of farm use and retention of the natural ecosystem can support healthy farming.



Figure 5. Mixed Vegetable Farm, Christina Lake.

Goal 3 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
3.1 Address Wildlife Concerns	3.1.1 Initiate discussions with Provincial agencies to seek management solutions to passively and actively deter wildlife populations from damaging crops, fencing, and livestock. This includes Crown rangelands.	High	RDKB (Board)
	3.1.2 Research best practices to minimizing wildlife and agriculture conflicts (for example previous IAF projects).	Medium	RDKB (KBFA)
	3.1.3 Urge the province to establish management protocols for harvesting wildlife to manage populations and protect food producing areas.	Medium	RDKB (Board)
3.2 Minimize Impacts of Invasive Species and Noxious Weeds	3.2.1 Work with BISS to set priorities for the focus of an Invasive Species & Noxious Weeds bylaw for the Boundary; draft and adopt the bylaw.	High	RDKB (Boundary Weed Service)
	3.2.2 Complete the bylaw adjudication process.	Medium	RDKB (Administration)
	3.2.3 Provide mapping of invasive species and make them publicly accessible and interactive.	Medium	RDKB (Boundary Weed Service and Planning)
	3.2.4 Support the extension of biological control programs into the Boundary area (for example the Okanagan Kootenay Sterile Insect Release program)	Low	RDKB (Boundary Weed Service)
	3.2.5 Support the work that the BISS is doing with SD51 and community	Medium	RDKB (Boundary Weed Service)

Objective	Recommended Actions	Priority	Local Government Role
	groups to plan events to remove invasive species from public areas.		
3.3 Manage Water Resources Sustainably	3.3.1. Encourage the continued development and implementation of agricultural water conservation measures by continuing the implementing of the Kettle River Watershed Management Plan.	High	RDKB (Planning/KRWA and KBFA)
	3.3.2 Include and consider agricultural needs in all drought, flooding, and groundwater management plans. See the Kettle River Agricultural Water Demand Model report for specific recommendations.	Medium	RDKB (Planning/KRWA) and member municipalities)
	3.3.3 Support efforts for producers who would like to improve water intake systems and storage of water on their property for the dual purposes of reduced water access costs and farming using principles of water conservation. This could include ensuring that necessary permits are in place.	Medium	RDKB (KBFA) to support Landowners
	3.3.4 Promote the implementation of best management practices for riparian management, irrigation, and water conservation on farms through the EFP Program and other programs.	Medium	RDKB (Planning/KRWA and KBFA).
	3.3.5 Encourage optimal water management in new builds (for example through the BC Building Code and Development Permits).	High	RDKB (Board, Building, Planning)
3.4 Encourage Agroecological Practices	3.4.1 Support honeybees, butterflies, and other pollinators through habitat preservation and	HIGH	RDKB with member municipalities to support producers

Objective	Recommended Actions	Priority	Local Government Role
	adoption of agroecological principles. ¹		and land owners; KFBA
	3.4.2 Encourage farmers, through outreach, to use environmental programs and the Scientific Research and Experimental Development Program to develop beneficial programs for the re-use of waste products.	Medium	RDKB (KBFA) to encourage

¹ Agroecology is the study of ecological processes applied to agricultural production systems.

GOAL 4: SUPPORT MULTIGENERATIONAL FARMS AND EMERGING FARMERS

The overarching theme of this Plan relates to ensuring that farmland is farmed to its fullest capacity over the long term. Whether a producer is just starting out or coming from a long family history of farming, obtaining land is challenging. Farmers may require capital to switch crop varieties, upgrade equipment and fencing, or modernize practices. These activities all entail investment costs. Many of the actions that fall within this Goal would require that the RDKB play a supporting role.

Goal 4 Objectives

4.1 Engage in Succession Planning for Farms

Succession planning and the need to support new farmers was noted by many stakeholders as a significant challenge for Boundary farmers and ranchers. Strategies can be developed to encourage young farmers and make it possible for them to earn a living as a farmer. Organizations such as Young Agrarians and FarmFolk/CityFolk are making inroads on this critical issue.

4.2 Clarify Regulations for Farm Workers and Farmworker Housing

There is a need for clarity regarding farm worker housing on farms within the Boundary. Due to the need for temporary workers (from local areas, across Canada, or outside the country), on-farm housing is often needed. Temporary rental housing for seasonal farm workers is more difficult to find. On the other hand, construction of farm worker housing on the farm opens the possibility for the structures being converted to other non-farm uses in the off-season or when land ownership changes hands. Many producers are unclear as to what options are available regarding on-farm dwellings, therefore opportunities exist to improve communications on this topic.



Figure 6. Farmworkers in the Nursery, Grand Forks.

4.3 Support Alternative Tenure Arrangements

Land tenure can be an indication of farm stability. Despite the association with long term instability, leasing (or licensing) farmland can be one of the most affordable ways for farms to become established. With appropriate policies and community initiatives in place, some of the burden of accessing land can be alleviated. In order to ensure land continues to be farmed and accessed for farming, the regional government can explore opportunities such as land trusts or zoning for the use of public land for agriculture. Local planning documents can also continue to offer support for farmland protection policies and growth management tools.

Goal 4 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
4.1 Engage in Succession Planning for Farms	4.1.1 Continue to support Boundary 4H programs.	High	RDKB (Board) to support
	4.1.2 Support the use of land-linking programs, such as the Young Agrarians U-Map that matches land with people who want to farm.	High	RDKB (BCDC and KBFA) to support
	4.1.3 Support farm families dealing with the challenge of farm succession by connecting them with professional support services and information.	Medium	RDKB (BCDC and KBFA) to support
	4.1.4 Promote and support apprenticeship and mentorship program(s) that connect new and emerging farmers with those who are transitioning into retirement.	High	RDKB (KBFA and BCDC) to support BC Agriculture Council, BCCA, BC Fruit Growers Association, educational institutions, and the Province.
	4.1.5 Work with Selkirk College to create farm apprenticeships and mentorship opportunities.	High	RDKB (KBFA) to support
4.2 Clarify Regulations for Farm Workers and Farmworker Housing	4.2.1 Develop a clear communications document outlining current ALC and local government policies for housing on farmland. The document should address differences in dwelling regulations for farmworkers and non-farmworkers.	High	RDKB (Planning)
	4.2.2 Promote programs that offer funding or other resources to farms for seasonal help (for example provide links via webpage and hard copies for producers).	Low	RDKB (KBFA and BCDC)
4.3 Support Alternative	4.3.1 Conduct a land inventory to determine the potential of publicly owned lands to accommodate food	High	RDKB (Planning) and municipalities

Objective	Recommended Actions	Priority	Local Government Role
Tenure Arrangements	production, food storage, and food processing operations.		
	4.3.2 Investigate the feasibility of an incubator farm on publicly-owned land. This could be supported through zoning and policy.	High	RDKB (Board)
	4.3.3 Support efforts to initiate a process to establish or join a regional food and farmland trust ² by convening meetings with other regional districts and levels of government.	Low	RDKB (Board)

² Farmland trusts actively protect and preserve farmlands and associated agricultural, natural, and cultural features through direct land securement, stewardship, policy research, and education.

GOAL 5: STRENGTHEN AWARENESS OF AND SKILLS IN THE LOCAL FOOD AND AGRICULTURE SYSTEM

The support for a local food system is largely based on general public knowledge and awareness of local food products and processes. The need to share knowledge and (re)introduce food skills around growing, preserving, and preparing healthy local foods was identified by stakeholders. However, communication systems are needed in order to be able to share information and knowledge. Broad-based and specific educational needs for producers, consumers, food purchasers, food donors, and elected officials are key opportunities raised by stakeholders.

Goal Five Objectives

5.1 Strengthen Online Food System Resources

Establishing a food system webpage specifically for the Boundary area would be a low-cost way to help raise the profile of the regional food system. It would also provide an effective avenue to share information with both the farming community and the general public. A webpage was developed for the Boundary Agriculture and Food Security project to share information on the progress of the update process and elicit feedback from the public. This website could be dedicated to more broadly to provide a platform for the Boundary agriculture and food system.

5.2 Refresh and Expand Road and Trail Signage for Agriculture

A food and agricultural signage program can increase visibility of the regional food system and raise awareness and appreciation for agricultural areas within the Boundary.

5.3 Support Food System Education in Schools

Stakeholders mentioned the need to reinforce primary and secondary curriculum to bolster the amount of information about the local food system in the education system. There was also interest in securing a site for a new post-secondary educational establishment focused on agriculture, such as an agricultural college. It remains challenging for the regional government to play a lead role in this area, however exploring locations and zoning to allow this type of development is an option.

5.4 Support and Strengthen Knowledge of the Boundary Food System

The need for general, community-wide food systems knowledge is a key opportunity identified by stakeholders. Topics ranging from distributing information about regional



Figure 7. Example of Agricultural Signage Program from Oregon, USA.

farmers and ranchers to learning tangible food skills were identified as key areas of interest.

5.5 Boost Agriculture and Food System Communication Channels

Building the awareness of and knowledge base in regional food and agriculture requires that existing communication methods are strengthened and expanded. These channels of information are critical to not only food and agriculture, but also the many other topics that the RDKB is increasing awareness and understanding from emergency preparedness and alerts to regional branding and messaging around agriculture and food.

Goal 5 Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
5.1 Strengthen Online Food System Resources	5.1.1 Showcase local farms, food businesses, food organizations online through RDKB-affiliated online media and in tourism based materials.	Medium	RDKB (BCDC)
	5.1.2 Encourage local businesses to show their support for local food and local producers online through social media (websites, apps, etc.).	Medium	RDKB (BCDC) to encourage
	5.1.3 Develop an App for local food resources for the region or connecting the Boundary community to existing apps and online resources.	Low	RDKB (BCDC)
	5.1.4 Encourage the development of educational materials on seed saving, native plants, pollinators, and food systems for dissemination through the community through social media.	Medium	RDKB (Board)
	5.1.5 Develop an online educational awareness program specific to the Boundary for those living on or adjacent to the ALR and of the dispute resolution process established under the <i>Farm</i>	Low	RDKB (Planning)

Objective	Recommended Actions	Priority	Local Government Role
	<i>Practices Protection Act</i> and promote this information online.		
5.2 Refresh and Expand Road and Trail Signage for Agriculture	5.2.1 Install signage along Highway 3 and 33 to remind drivers that they are traveling through active farming areas and to respect and celebrate the agricultural work.	Low	MOTI, RDKB (BCDC)
	5.2.2 Install signage along the Rail Trail and within parks bordering farming areas reminding users of rights and responsibilities. Use the opportunity to include historical agricultural information as well as indicating appropriate recreational areas for meals and picnicking.	Low	RDKB (BCDC) to support Trail Users Association, RSTBC
	5.2.3 Support the use of signs to highlight livestock and crops being raised/grown in various farm fields. This would also help to raise awareness about farming practices.	Low	RDKB (BCDC) with involvement from producers
	5.2.4 Communicate locations of physical community information boards and establish new ones where required. Communications may include food security assets and programs, emergency food sources, and volunteering opportunities.	High	RDKB (Administration)
5.3 Support Food System Education in Schools	5.3.1 Encourage food security organizations to offer school presentations on a cost-recovery basis.	High	NGOs, RDKB to support
	5.3.2 Encourage schools to continue to participate in the BC Fruit and Vegetable Nutritional Program and encourage the use of local products.	Medium	RDKB (Board) to support SD51
	5.3.3 Support schools to grow food on school grounds. This may include providing soil or compost, fencing,	High	RDKB (Board) to support SD51

Objective	Recommended Actions	Priority	Local Government Role
	or other infrastructure for these projects.		
	5.3.4 Support School District 51 and partnering organizations in providing food and agriculture programs such as food literacy, access to educational food gardens, and animal, agricultural, and plant/soil science.	Medium	RDKB (Board) to support SD51
	5.3.5 Encourage schools to apply to the BC Farm 2 School grant program to increase access to healthy local foods and to organize tours of local farms for school children.	Medium	RDKB (Board) to support SD 51 alongside local producers to support
	5.3.6 Explore opportunities to link with First Nation school initiatives and programs as well as identify shared opportunities and gaps.	High	RDKB (Board) to support SD51 and First Nations
5.4 Support and Strengthen Knowledge of the Boundary Food System	5.4.1 Help build knowledge and skills for non-profit organizations (e.g. board training, food safety and certification).	Medium	RDKB (Board), IH
	5.4.2 Provide education and learning opportunities targeted at elected officials.	High	RDKB (Board)
	5.4.3 Help to develop and promote a 'did you know' campaign geared towards dispelling myths around mental health, poverty, and use of community and/or social services.	High	RDKB (Planning) to support NGOs and Interior Health
5.5 Boost Agriculture and Food System Communication Channels	5.5.1 Establish a communication plan and systems for creating a central portal for information on food and agriculture in the Boundary and cross-promoting food and agriculture activities from the non-profit, local government, business, school, and other sectors.	Med	RDKB (BCDC)

Objective	Recommended Actions	Priority	Local Government Role
	5.5.2 Establish, enhance, and promote a volunteer database specific to food security initiatives and programs.	Med	NGOs to lead; RDKB (Board) to support
	5.5.3 Expand and strengthen existing databases of food security and meal services and eligibility (for example Fetch BC)³.	Med	RDKB (Board) to support NGOs

³ <http://kb.fetchbc.ca/index.html?t=3&page=2>

GOAL 6: INVEST DIRECTLY IN THE LOCAL FOOD AND AGRICULTURE ECONOMY

The local food and agriculture sector is a key element of the regional economy. The strength of the regional economy largely determines how many jobs there are and how much income is being generated. This economic activity is then linked to affordability of housing and food, among others. By investing in the regional food and agriculture economy, the Boundary can make dollars recirculate and generate additional value for the region.

Goal Six Objectives

6.1 Expand Marketing and Retail Opportunities for Local Food

The lack of a coordinated effort by Boundary farms to access local retailers is in part due to a lack of marketing skills and distribution options for small and medium scale producers. A permanent year-round farmers market or food hub could alleviate this pressure, as could the permitting of pop-up vendors across the region.

6.2 Build a Recognizable Brand for Boundary Food and Fiber Products

The regional district could play a role in assisting local producers with a simple exercise to create a logo and tagline that could be used collectively and consistently by Boundary farmers. This could build upon the existing *Boundary Country – Taste Unlimited* marketing. The use of a single brand to identify Boundary-grown food and food products could help solidify support from the public while enhancing their understanding of the local food system.



6.3 Enable Farm to Table Procurement

Although the RDKB budget for purchasing food and catering services is nominal, it is a potent opportunity to demonstrate leadership in finding ways to effectively buy from regional producers and food providers. By providing this leadership, other institutions and/or corporations will be encouraged to also develop farm to table procurement policies and systems. The supply-side of institutional procurement may need on-going training and support to meet health and safety standards required by food purchasers.

Goal 6: Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
6.1 Expand Marketing and Retail Opportunities for Local Food	6.1.1 Support the rebranding the Kettle Valley Food Co-op explicitly as a food hub⁴, this could include help with zoning for a year-round mobile market⁵ selling Boundary food, promotion, or in-kind support for rent.	Medium	RDKB (BCDC and Planning) and municipalities to support Kettle Valley Co-op.
	6.1.2 Explore year-round indoor farmers' market venues for selling and accessing local food. Investigate zoning requirements and conduct stakeholder engagement.	High	RDKB (BCDC and Planning) and member municipalities to support Farmers Market organizers
	6.1.3 Present the Association of Farmers' Markets guidelines (make it, bake it, grow it) to farmers' markets that are not already members, for consideration of member benefits, including the Farmers' Market Nutrition Coupon Program.	Medium	RDKB (BCDC)
	6.1.4 Support SD51 in working towards purchasing local foods for meal programs (e.g. fruit program, vegetables, salad bars, local milk, Farm to School Program).	Medium	RDKB (BCDC) to support SD51
	6.1.5 Support business / economic development opportunities towards connecting local farm products to retailers (virtually and practically).	Medium	RDKB (BCDC) to support

⁴ A Food Hub, as defined by the USDA, is "a centrally located facility with a business management structure facilitating the aggregation, storage, processing, distribution, and/or marketing of locally/regionally produced food products."

⁵ Mobile markets bring fresh, high quality, affordable fruit and vegetables to neighbourhoods with food access issues.

Objective	Recommended Actions	Priority	Local Government Role
6.2 Build a Recognizable Brand for Boundary Food and Fiber Products	6.2.1 Leverage the existing Boundary Country – Taste Unlimited logo and taglines to connect and centralize the regional food system.	High	RDKB (BCDC)
	6.2.2 Create an interactive map of the Boundary area to highlight farms and farm products and provide links to existing resources.	High	RDKB (BCDC) (provide links to existing resources)
	6.2.3 Consider supporting a regional certification program that would help identify local products.	Medium	RDKB (KBFA)
6.3 Enable Farm to Table Procurement	6.3.1 Formulate partnerships between farmers and retailers to improve communication, promote contract growing opportunities, and identify and access distribution opportunities.	Medium	RDKB (BCDC)
	6.3.2 Update procurement policies to include local purchasing targets. Ensure that healthy workplace eating policies are included, such as promoting water consumption and serving healthy local foods at local government meetings and in parks and recreation centres. This could include the Government of BC Eat Smart, Meet Smart guidelines.	High	RDKB (Finance), member municipalities, other government, NGOs, and businesses

GOAL 7: ENCOURAGE FOOD GARDENING, GLEANING, AND FOOD RECOVERY

Gardening is one of Canada's top pastimes. More than growing for a household, food gardening connects people to natural systems such as soil, water, and sun. Food gardening also gives the appreciation that growing a good tomato takes some luck and a lot of skill. This helps to increase the awareness of and appreciation of farming and ranching, creating an important link between towns and the rural areas surrounding them. Sometimes a food garden or farm will produce a surplus that can be recovered, or gleaned. Food gleaning and recovery is the practice of saving high-quality foods from being composted or otherwise wasted. Food recovery applies across the food system and also includes grocery stores and restaurants.

Goal Seven Objectives

7.1 Encourage and Promote Food Gardening

Many people in the Boundary have back and front yards large enough to have food gardens and small orchards. Although many people already have established food gardens, there is untapped potential to expand food gardening and increase opportunities for people to recreate, rehabilitate, and socialize through food gardening. Local governments can help to encourage and promote food gardening in private lands as well as public ones.

7.2 Expand Capacity for Food Gleaning

Food gleaning is the practice of capturing produce that is left unharvested. This can apply to field/greenhouse crops and fruit trees, among others. In addition to providing a healthy food source, gleaning can be a community builder by bringing volunteers together to share harvests.



Figure 8: Farmers Market Radishes

7.3 Recover High-Quality Food for Re-Distribution

The amount of food waste in North American food systems is shocking- conservative estimates indicate that over 40% of food is wasted before it gets to the consumer. Often times food is disposed of not due to its quality or nutritional content, but for a myriad of other reasons such as consumer preferences and industry standards for *perfect* looking foods. With many people going hungry every day in the Boundary, recovering high-quality food for distribution to meal and food providers is a key opportunity to increase healthy food sources

Goal 7: Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
7.1 Encourage and Promote Food Gardening	7.1.1 Create an action plan to engage the community in planting and harvesting of food producing trees and plants in public areas (for example, incrEDIBLE Trail, raised garden beds, edible landscaping).	Medium	RDKB (BCDC) and member municipalities
	7.1.2 Ensure that zoning allows gardening and food production within towns and cities and that community gardens are a key component of public land use planning.	Medium	RDKB (Planning) and member municipalities
7.2 Expand Capacity for Food Gleaning	7.2.1 Support community gleaning programs carried out by NGOs to harvest and share surplus produce with the community (for example: Fruit Tree Project).	Medium	RDKB (Board) and member municipalities to support NGOs
	7.2.2 Support the sharing of hunted meat by establishing mechanisms for the donation of meat.⁶	Medium	RDKB (BCDC)
7.3 Recover High-Quality Food for Re-Distribution	7.3.1 Examine ways to raise awareness of food retailers and producers of <u>The Food Donor Encouragement Act</u>.	Medium	RDKB (BCDC)
	7.3.2 Capture high-quality surplus product that would otherwise be disposed of (refer to BC CDC Providing Nutritious and Safe Food: <u>Guidelines for Food Distribution Organizations with Grocery or Meal Programs</u>).	High	RDKB to support NGOs

⁶ BCCDC (2012). Standards for the Donation of Culled Game Meat. Accessed March 27, 2018: <http://www.bccdc.ca/resource-gallery/Documents/Guidelines%20and%20Forms/Guidelines%20and%20Manuals/EH/FPS/Meat/StandardsfortheDonationofCulledGameMeatsFINALDec2012.pdf>

GOAL 8: INCREASE CAPACITY AND LEADERSHIP

In order to begin implementation of the recommended actions, increasing the capacity of the RDKB and municipal governments is critical. This can involve leveraging existing efforts and determining where the RDKB and member municipalities can incorporate recommended actions into what they are already doing. It requires identifying and acquiring new resources including staff time, physical infrastructure, and funding sources. It will also involve taking on an advocacy role regarding poverty reduction strategies in order to find solutions to the root causes of household food insecurity. Demonstrating leadership in implementing actions gives this plan legitimacy and contributes to the overall momentum behind food and agriculture systems in the Boundary. Monitoring and evaluating progress towards the plan vision and goals is central to building capacity to adapt to new conditions and opportunities.

Goal Eight Objectives

8.1 Foster Leadership and Collaboration within the Boundary Agriculture and Food System

Food and agriculture are cross cutting topics that often require responses that are interdisciplinary and inter-departmental and inter-sectoral collaboration. This can introduce a new level of complexity to already strapped organizations. Providing leadership in these complex discussions is critical to building momentum and normalizing new ways of working together.

8.2 Monitor and Evaluate Progress within the Food System

Stakeholders identified the need to be able to evaluate progress, or the lack-there-of, over time. This is as a key aspect of accountability and essential to building trust between sectors.

8.3 Grow Capacity to Implement the Boundary Agriculture and Food Plan

The need to develop greater capacity to implement this plan, not only within the RDKB and member municipalities, but also in non-profit, for-profit, and education sectors is critical for success.

8.4 Advocate for the Sustainability of the Boundary Food and Agriculture System

There are many aspects to this plan that are all or in-part outside of the jurisdiction of local government and other sectors in the Boundary. In these cases, developing and promoting shared advocacy positions is a way to signal to senior levels of government, industry associations, and others that changes are needed. This includes the need to



Figure 9: West Boundary ranch lands

address the root causes of food insecurity, which includes housing affordability and underlying poverty issues.

Goal 8: Objectives and Recommended Actions

Objective	Recommended Actions	Priority	Local Government Role
8.1 Foster Leadership and collaboration within the Boundary Agriculture and Food System	8.1.1 Endorse Boundary Food and Agriculture Charter.	High	RDKB (Board) , member municipalities, other government agencies, NGOs, and local businesses
	8.1.2 Facilitate the on-going role of the Boundary Area Food and Agriculture Advisory Council (BAFAAC).	High	RDKB (Board) to lead, IH to support
8.2 Monitor and evaluate progress within the food system	8.2.1 Conduct annual review of the action items in this Plan to determine progress towards plan vision and goals as well as required adjustments to priorities. This could include use of the report card and detailed review of all action items as data is available.	Medium	RDKB (BCDC)
	8.2.2 Use <i>Program Sustainability Assessment Tool</i> to monitor program sustainability over time.	Medium	RDKB (Planning)
8.3 Grow Capacity to Implement the Boundary Agriculture and Food System Plan	8.3.1 Confirm the implementation strategy for the plan including funding sources and in-kind contributions.	High	RDKB (BCDC)
	8.3.2 Allocate staff time and consider establishing a regional food and agriculture coordinator position (see	High	RDKB (Board)

Objective	Recommended Actions	Priority	Local Government Role
	implementation plan for more details).		
	8.3.3 Develop a policy around grant application decision-making and hosting including criteria regarding staff time.	Medium	RDKB (Board)
	8.3.4 Continue to reimburse BAFAAC members for mileage to attend meetings in person	High	RDKB (BCDC)
	8.3.5 Coordinate actions between departments to minimize overlap and maximize resources (e.g. planning, environmental services).	High	RDKB (Board)
8.4 Advocate for the Sustainability of the Boundary Food and Agriculture System	8.4.1 Work with all levels of government, the non-profit, for-profit, and education sectors to advocate for poverty reduction strategies as well as job creation.	Med	RDKB (Board and BCDC)
	8.4.2 Discuss regional food and agriculture system issues with other levels of government, through motions at UBCM as well as direct meetings with Interior Health, the Ministry of Agriculture, and the Ministry of Health, among others.	Med	RDKB (Planning, Board and BCDC)

Implementation Strategy

The *Boundary Area Food and Agriculture Plan* recommends policies and actions to ensure that the region is food secure, farming is protected as a profession, and farmland is productive. The implementation strategy scopes the anticipated timeline and resources required to successfully complete the actions and policies recommended in the Plan.

Of the 107 recommended actions, local government is listed as key lead for 68 and support for 34 actions.

It is anticipated that the full amount of work identified in actions where the RDKB can take a lead role will require:

- 1.0 FTE (full time equivalent) staff – With existing staff resources and workloads, additional staff would be required to implement the actions in the timeline desired. This staff person could be affiliated with one department (e.g. planning) or shared among several departments or services (e.g. planning, emergency management, Boundary weed service, administration and electoral area services, and communications). A staff-based approach will result in more focused attention on the implementation strategy and provide direct staffing resources over a number of years. The staff person will provide a central point of contact for the projects.
- 0.5 FTE bylaw officer – Several of the policies and actions have bylaw implications. Due to the current staff resourcing and workloads, a 0.5 FTE bylaw officer dedicated to agriculture will help ensure success of the implemented policies and actions.

The table also identifies some actions that require additional budget beyond staff resourcing. For these actions, funding options will be investigated and/or budget requests will be made as part of the annual budget cycle. Further, there are dozens of additional actions that would require the leadership of other key stakeholders, with the local government playing a supporting role. As the local government is not the lead in these remaining actions, a timeline has not been assigned to them

It should be noted that no commitments have been made from external organizations that have been identified to be involved with implementing this plan, however they have been identified as a first step in implementation engagement. Most of these organizations have been represented at BAFAAC meetings and/or have been involved in the engagement for the plan, therefore none of these recommendations are likely to come as a surprise. Whenever possible, leadership is further identified within the implementation strategy. It should be re-iterated that additional support (both financial support and staff support) will be required to execute all the identified actions.

The summary of RDKB lead and support actions is provided in Tables 2 and 3.

Table 2. Number of actions with RDKB proposed as the lead organization.

	High Priority	Med Priority	Low Priority	Total
Ongoing	10	6	0	16
Phase 1	16	6	1	23
Phase 2	9	14	4	27
Phase 3	0	1	4	5
Total	35	27	9	71

Table 3. Number of actions with RDKB proposed as the support organization.

	High Priority	Med Priority	Low Priority	Total
Ongoing	8	9	1	18
Phase 1	1	0	0	1
Phase 2	6	7	1	14
Phase 3	0	3	0	3
Total	14	19	3	36

A proposed implementation work plan is provided to show where local government can lead in Tables 4, 5, 6, and 7 in the following pages. Shaded actions indicate an RDKB lead, actions without a highlight indicate a support role for the RDKB.

Actions in each table are organized according to a proposed implementation timeline:

- **Ongoing:** Actions identified as ongoing are required to be addressed throughout the life of the plan. (Table 4)
- **Phase 1:** This phase tackles the short term, high and medium priority actions with a completion goal of one to two years (2018-2020) after the plan is adopted/endorsed. (Table 5)
- **Phase 2:** This phase includes medium term, medium priority actions. The goal is to be addressing them approximately 3-5 (2021 – 2024) years after the plan is adopted/endorsed. (Table 6)
- **Phase 3:** This phase addresses actions that are longer term in nature and address them approximately 5-10 (2025 – 2028) years after the plan is adopted/endorsed. (Table 7)

ONGOING ACTIONS

Table 4: Ongoing Actions

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support														
1.1.6	When updating OCPs and zoning bylaws, permit non-intensive farming on all non-ALR land.	HIGH	X									X			
1.2.2	Report annually on the outcomes of all ALR applications	HIGH	X									X			
2.2.2	Continue to ensure that local policies and zoning facilitate the establishment of value-added processing on farmland, in alignment with ALC policies as well as off-farm in rural residential and industrial zones.	HIGH	X									X			
2.4.3	Work with ranchers, farmers and BCCA to review RDKB emergency plans ensure to include a producer perspective.	HIGH				X							X		BCCA

Table 4: Ongoing Actions

Table 4: Ongoing Actions																	
Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others		
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																
2.5.6	Continue to work towards the adoption of a Boundary Drought Management Plan.	HIGH	X								X						
3.3.1.	Encourage the continued development and implementation of agricultural water conservation measures by implementing the Kettle River Watershed Management Plan.	HIGH	X							X	X						
3.3.5	Encourage optimal water management in new builds (for example through the BC Building Code and Development Permits).	HIGH	X					X	X								
6.2.1	Leverage the existing Boundary Country logo and taglines to connect and centralize the regional food system.	HIGH		X				X									

Table 4: Ongoing Actions

Action IDs	Short Description	PRIORITY																
			RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others			
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support																	
8.1.2	Facilitate the on-going role of the Boundary Area Food and Agriculture Advisory Council (BAFAAC).	HIGH	X														IH	
2.1.1	Continue to support the new Kootenay Boundary Farm Advisors (KBFA) program being coordinated and funded by the Kootenay Regional Districts and the Columbia Basin Trust.	HIGH							X									
3.4.1	Support the health of honeybees, butterflies, and other pollinators through habitat preservation and adoption of agroecological principles.	HIGH								X		X					Landowners	
4.1.1	Continue to support Boundary 4H programs.	HIGH							X									
4.1.2	Support the use of land-linking programs, such as the Young	HIGH		X						X								

Table 4: Ongoing Actions

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support														
	Agrarians U-Map that matches land with people who want to farm.														
4.1.4	Promote and support apprenticeship and mentorship program(s) that connect new and emerging farmers with those who are transitioning into retirement.	HIGH		X											BC Ag. Council, BCCA, BC Fruit Growers Association, educational institutions, and the Province
4.1.5	Work with Selkirk College to create farm apprenticeships and mentorship.	HIGH								X					
5.3.1	Encourage food security organizations to offer school presentations on a cost-recovery basis.	HIGH							X						SD51
5.3.3	Support schools to grow food on school grounds	HIGH							X						SD51

Table 4: Ongoing Actions

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support														
5.3.6	Explore opportunities to link with First Nation school initiatives and programs as well as identify shared opportunities and gaps.	HIGH						X							SD51, First Nations
3.2.2	Complete the bylaw adjudication process.	MED			X										
3.2.5	Support the work that the BISS is doing with SD51 and community groups to plan events to remove invasive species from public areas.	MED					X								
3.3.2	Include and consider agricultural needs in all drought, flooding, and groundwater management plans.	MED	X								X	X			
5.1.1	Showcase local farms, food businesses, food organizations online	MED		X											

Table 4: Ongoing Actions

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support														
	through RDKB-affiliated online media and in tourism based materials.														
8.2.1	Conduct annual review of the action items in this Plan to determine progress towards plan vision and goals as well as required adjustments to priorities.	MED	X												
8.2.2	Use Program Sustainability Assessment Tool to monitor program sustainability over time.	MED	X												
2.2.3	Support pilot programs and business support services to food system infrastructure initiatives, including a review of past programs that encountered challenges.	MED		X											
3.3.3	Support efforts for farmers who would like to improve water intake	MED								X					Landowners

Table 4: Ongoing Actions

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support														
	systems and storage of water on their property for the dual purposes of reduced water access costs and farming using principles of water conservation.														
3.3.4	Promote the implementation of best management practices for riparian management, irrigation, and water conservation on farms through the EFP and other programs.	MED	X							X	X				
3.4.2	Encourage farmers to use environmental programs and the Scientific Research and Experimental Development Program to develop beneficial programs for the re-use of waste products.	MED								X			X		

Table 4: Ongoing Actions

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support														
4.1.3	Assist farm families dealing with the challenge of farm succession by connecting them with professional support services and information.	MED		X						X					
5.1.2	Encourage local businesses to show their support for local food and local producers online through social media	MED		X											Local Businesses
5.3.2	Encourage schools to continue to participate in the BC Fruit and Vegetable Nutritional Program and encourage the use of local products. Prioritize expanding and developing youth programs.	MED							X						SD51
5.3.5	Encourage schools to apply to the BC Farm 2 School grant program to increase access to healthy local foods	MED						X					X		SD51

Table 4: Ongoing Actions

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions = RDKB Lead	Not Shaded= RDKB Support														
	and to organize tours of local farms for school children.														
6.1.5	Support business / economic development opportunities towards connecting local farm products to retailers (virtually and practically).	MED		X											Community Futures
3.4.1	Support the health of honeybees, butterflies, and other pollinators through habitat preservation and adoption of agroecological principles.	HIGH								X		X			Landowners
4.2.2	Promote programs that offer funding or other resources to farms for seasonal help.	LOW		X						X					

PHASE I SHORT TERM ACTIONS (2018-2020)

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
1.3.3	Determine a location for a permanent fair ground in Grand Forks.		HIGH		X											City of Grand Forks
2.2.1	Seek grant and community investment opportunities to find investment and ownership solutions to the regional need for additional meat processing.		HIGH		X											
2.4.1	Develop strategies for communicating emergency information.		HIGH				X									
2.4.2	Include food and agriculture components in the Boundary’s emergency planning.		HIGH				X									
2.4.4	Recognize the essential requirements of agriculture operators’ ability to access and manage livestock and crops during emergencies.		HIGH				X									Province, BCCA

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
2.5.3	Share emergency preparedness educational resources and have hard copies and digital copies of the resources, reports and maps available.		HIGH				X						X			
2.6.2	Support local organizations that are working in the areas of food security, food access, and food self-sufficiency.		HIGH							X			X			
3.1.1	Initiate discussions with Provincial agencies to seek management solutions to passively and actively deter wildlife populations from damaging crops, fencing, and livestock. This includes Crown rangelands.		HIGH							X						
3.2.1	Work with BISS to set priorities for the focus of an Invasive Species & Noxious Weeds bylaw for the Boundary; draft and adopt the bylaw.		HIGH					X								

Table 5: PHASE 1 SHORT-TERM (2018-2020)																	
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others	
Shaded Actions= RDKB Lead	Not Shaded= RDKB Support																
4.2.1	Develop a clear communications document outlining current ALC and local government policies for housing on farmland.		HIGH	X													
8.1.1	Endorse Boundary Food and Agriculture Charter.		HIGH							X			X		X	Local businesses	
8.3.1	Confirm the implementation strategy for plan implementation including funding sources and in-kind contributions.		HIGH														
8.3.2	Allocate staff time and consider establishing a regional food and agriculture coordinator position.		HIGH							X							
2.1.2	Address the need for large animal veterinary services in the Boundary		HIGH		X				X								

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead	Not Shaded= RDKB Support															
8.3.4	Continue reimburse BAFAAC members for mileage to attend meetings in person		HIGH		X											
8.3.5	Coordinate actions between departments to minimize overlap and maximize resources (e.g. planning, environmental services).		HIGH													
2.6.1	Support food programs locating in publicly owned facilities, with low cost leases, where appropriate.		HIGH							X			X		X	
1.1.2	Develop home plate specifications to limit the siting and size of the home plate and residential building footprint within the ALR in the Boundary.		MED	X									X			
2.1.3	Meet with representatives from provincial agencies to develop a long-term plan for expansion of extension services in the Boundary area.		MED							X						

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
8.4.2	Discuss regional food and agriculture system issues with other levels of government		MED	X	X					X						
3.1.2	Research best practices to minimizing wildlife and agriculture conflicts		MED								X					
7.1.2	Ensure that zoning allows gardening and food production within towns and cities and that community gardens are a key component of public land use planning.		MED	X									X			
8.3.3	Develop a policy around grant application decision-making and hosting including criteria regarding staff time.		MED							X						
1.2.3	Develop a system to inform potential landowners near and within the ALR		LOW							X						

Table 5: PHASE 1 SHORT-TERM (2018-2020)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency Mgmt	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead	Not Shaded= RDKB Support															
	about normal farm practices and the Farm Practices Protection (Right to Farm) Act															

PHASE 2 MEDIUM TERM (2021-2024)

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																	
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others	
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support															
1.1.1	Perform regular reviews of the OCPs and Zoning Bylaws.		HIGH	X									X				
1.1.4	In areas with a high potential of risk or conflict consider establishing a Development Permit Area for the protection of farmland.		HIGH	X									X				
3.1.3	Urge the province to establish management protocols for harvesting wildlife to manage populations and protect food producing areas.		HIGH							X							
4.3.1	Conduct a land inventory to determine the potential of publicly owned lands to accommodate food production, food storage, and food processing operations.		HIGH	X										X			

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																	
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs		Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support															
4.3.2	Investigate the feasibility of an incubator farm on publicly-owned land.		HIGH							X							
5.2.4	Communicate locations of physical community information boards establish new ones where required.		HIGH			X											
5.4.2	Provide education and learning opportunities targeted at elected officials.		HIGH							X							
6.2.2	Create an interactive map of the Boundary area to highlight farms and farm products.		HIGH		X												
6.3.2	Update procurement policies to include local purchasing targets. Ensure that healthy workplace eating policies are included, such as promoting water consumption and serving healthy local foods at local government meetings and in parks and recreation centres.		HIGH			X							X				NGOs, other government Businesses

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	This could include the Government of BC Eat Smart, Meet Smart guidelines.															
2.5.5	Increase regional climate resiliency by supporting existing seed banks, and establishing a seed lending program through community libraries.		HIGH								X					Boundary seed bank and libraries
5.4.3	Help to develop and promote a “did you know” campaign geared towards dispelling myths around mental health, poverty, and use of community and/or social services.		HIGH	X											X	IH
6.1.2	Explore year-round indoor farmers market venues for selling and accessing local food.		HIGH	X	X								X			Farmers Markets
2.2.5	Strengthen facilities and systems for community food processing (e.g. drying, canning, fermenting,		HIGH		X										X	NGOs

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support													
	community kitchens, juicing) that serves both urban and rural people.														
2.3.2	Support improvements to the distribution system for transportation of regional foods to regional markets. This may include a local distribution inventory or feasibility study.	HIGH		X										X	NGOs and Business associations
7.3.2	Capture high-quality surplus product that would otherwise be disposed of	HIGH	X											X	
1.1.5	Establish buffer requirements for non-ALR properties adjacent to the ALR.	MED	X									X			
1.3.1	Develop an agri-tourism strategy and include clarity around agri-tourism accommodation regulations.	MED	X	X											
2.3.1	Support transportation options that would provide access to farmers	MED		X											

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
	markets, emergency food sources, and other healthy and local food.															
2.5.1	Complete an Agricultural Climate Change Adaptation Strategy and Implementation Plan specific to the Boundary Area.		MED	X									X			
2.5.2	Urge the Province to create a fuel management plan to reduce the risk to agriculture resources from wildfire.		MED							X						
3.2.3	Provide mapping of invasive species and make them publicly accessible and interactive.		MED					X								
5.4.1	Help build knowledge and skills for non-profit organizations (e.g. board training, food safety and certification).		MED							X						IH

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)

Action IDs		Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead	Not Shaded= RDKB Support															
5.5.1	Establish a communication plan that builds in existing systems to provide templates and protocols		MED		X											
6.1.3	Present the Association of Farmers’ Markets guidelines (make it, bake it, grow it) to farmers’ markets that are not already members, for consideration of member benefits, including the Farmers’ Market Nutrition Coupon Program.		MED		X											
6.2.3	Consider supporting a regional certification program that would help identify local products.		MED								X					
6.3.1	Formulate partnerships between farmers and retailers to improve communication, promote contract growing opportunities, and identify and access distribution opportunities.		MED		X											

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
7.1.1	Create an action plan to engage the community in planting and harvesting of food producing trees and plants in public areas.		MED		X								X			
7.2.2	Support the sharing of hunted meat by establishing mechanisms for the donation of meat.		MED		X											
7.3.1	Examine ways to raise awareness of <i>The Food Donor Encouragement Act</i> and engage with food retailers who can donate high-quality recovered food.		MED		X											
2.2.4	Establish, coordinate, and promote community-accessible food storage areas, including the existing cold storage in Grand Forks and Midway.		MED		X										X	NGOs
2.5.4	Develop flood response and relief protocols		MED				X							X		EFP Program

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																
Action IDs			PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
5.1.4	Encourage the development educational materials on seed saving, native plants, pollinators, and food systems for dissemination through the community through social media.		MED							X						
5.5.2	Establish, enhance, and promote a volunteer database specific to food security initiatives and programs.		MED							X					X	
6.1.1	Support the rebranding the Kettle Valley Food Co-op explicitly as a food hub ⁷ , this could include a year-round mobile market ⁸ selling Boundary food.		MED	X	X								X			Kettle Valley Co-op

⁷ A Food Hub, as defined by the USDA, is “a centrally located facility with a business management structure facilitating the aggregation, storage, processing, distribution, and/or marketing of locally/regionally produced food products.”

⁸ Mobile markets bring fresh, high quality, affordable fruit and vegetables to neighbourhoods with food access issues.

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)																	
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others	
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support															
6.1.4	Support SD51 in working towards purchasing local foods for meal programs.		MED		X											SD51	
7.2.1	Support community gleaning programs to harvest and share surplus produce with the community (e.g. Fruit Tree Project).		MED							X					X		
1.2.1	Minimize the negative impacts of development and transportation and infrastructure networks (roads, utilities, etc.) on farmland with appropriate zoning and design guidelines.		LOW	X									X				
5.1.3	Develop an App for local food resources for the region or connecting the Boundary community to existing apps and online resources.		LOW		X												
5.1.5	Develop an online educational awareness program for those living on		LOW	X													

Table 6: PHASE 2 MEDIUM-TERM (2021-2024)

Action IDs	Short Description	PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Admin/ Finance	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support													
	or adjacent to the ALR and of the dispute resolution process established under the <i>Farm Practices Protection Act</i> and promote this information online.														
5.2.1	Install signage along Highway 3 and 33 to remind drivers that they are traveling through active farming areas and to respect and celebrate the agricultural work.	LOW		X											MOTI
5.2.2	Install signage along the Rail Trail and within parks bordering farming areas reminding users of rights and responsibilities. Use the opportunity to include historical agricultural information as well as indicating appropriate recreational areas for meals and picnicking.	LOW		X											Trail Users Association, RSTBC

PHASE 3 LONG TERM (2026-2030)

Table 7: PHASE 3 LONG-TERM (2026-2030)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
8.4.1	Work with the non-profit, for-profit, and education sectors to advocate for poverty reduction strategies, job creation, small-scale food processing, extension services for agriculture, and resources for social services, among others.		MED		X					X						
1.3.2	Coordinate regionally-appropriate agri-tourism activities (e.g. trail rides) tied into other events or tourism promotion activities (e.g. harvest festivals).		MED		X											Tourism organizations and individuals

Table 7: PHASE 3 LONG-TERM (2026-2030)

Table 7: PHASE 3 LONG-TERM (2026-2030)																
Action IDs	Short Description		PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support														
5.3.4	Support School District SD51 and partnering organizations in providing food and agriculture programs		MED							X						SD51
5.5.3	Expand and strengthen existing databases of food security and meal services and eligibility.		MED							X					X	
1.1.3	Develop a compliance and enforcement strategy for the ALR to address ongoing egregious non-farm use issues over the longer term.		LOW	X		X							X			ALC
4.3.3	Support efforts to initiate a process to establish a regional food and farmland trust. ⁹		LOW							X						
3.2.4	Support the extension of biological control programs into the Boundary area		LOW					X								

⁹ Farmland trusts actively protect and preserve farmlands and associated agricultural, natural, and cultural features through direct land securement, stewardship, policy research, and education.

Table 7: PHASE 3 LONG-TERM (2026-2030)

Table 7: PHASE 3 LONG-TERM (2026-2030)																	
Action IDs	Short Description			PRIORITY	RDKB: Planning	RDKB: BCDC	RDKB: Administration	RDKB: Emergency	RDKB: Weed Service	RDKB: Building	RDKB: Board	KBFA	RDKB: KRWA	Member Municipalities	Producers & Ranchers	Food Security Orgs	Others
Shaded Actions= RDKB Lead		Not Shaded= RDKB Support															
5.2.3	Support the use of signs to highlight livestock and crops being raised/grown in various farm fields. This would also help to raise awareness about farming practices.		LOW												X		

Appendices

Appendix A: Boundary Food and Agriculture Charter

Appendix B: Boundary Food and Agriculture Report Card

Appendix C: Committees

Appendix D: Acronyms

APPENDIX A: BOUNDARY FOOD AND AGRICULTURE CHARTER

Boundary Area Food and Agriculture Charter

This Charter is intended for the Boundary region: Electoral Areas C/Christina Lake, D/Rural Grand Forks, and E/West Boundary and the municipalities of Midway, Greenwood, and Grand Forks. The Boundary Food and Agriculture Charter recognizes Canada's commitment to global and local food security. This Charter also recognizes the critical role that Boundary farming and ranching plays in the community's economy, environment and culture. Communities and organizations are encouraged to develop specific actions that signify commitment to the charter

Our Shared Vision

Sustainable agriculture and food systems in the Boundary help create thriving communities, prosperous livelihoods, and healthy environments.

Our Collective Values

1. We have a collective responsibility to work together and be accountable to each other in achieving the vision and goals of the Boundary Area Food and Agriculture Plan.
2. There is common ground and mutually beneficial connections between food systems, agriculture and food security across the Boundary.
3. Every Boundary resident should have access to an adequate supply of nutritious, affordable and culturally-appropriate food.
4. For regional food and agriculture systems to thrive and be sustainable, they have to be a core component of our regional identity, provide desirable professions in farming, ranching, and horticulture for the next generation, and be compatible with the ecosystems they are a part of.
5. Increased food security and overall food system sustainability in the Boundary means we need to work together in new ways that foster networks that include non-profit, for-profit, educational, and government sectors.

Our Common Goals

We are committed to ensuring that the future of food and agriculture systems in the Boundary will:

- Goal 1: Protect and Support Farmland For Future Generations
- Goal 2: Improve Local Food and Agriculture Support Services, Infrastructure, and Emergency Preparedness
- Goal 3: Steward the Connections Between Environmental Sustainability and the Regional Food and Agriculture System
- Goal 4: Support Multigenerational Farms and Emerging Farmers
- Goal 5: Strengthen Awareness of and Skills in the Local Food and Agriculture System
- Goal 6: Invest Directly in the Local Food and Agriculture Economy
- Goal 7: Encourage Food Gardening, Gleaning, and Food Recovery
- Goal 8: Increase Capacity and Leadership

Local Government actions that signify commitment include:

1. Championing the importance of food security and sustainable regional agriculture to the Federal and Provincial levels of government.
2. Advocating for interventions that address the root causes of food insecurity namely increasing income and housing affordability.
3. Advocating for the support for farmers, ranchers, and horticultural sectors in areas outside the jurisdiction of local government.
4. Updating statutory policies and plans such as Official Community Plans, Zoning Bylaws, and Regional Growth Strategies to reflect the recommendations of the Boundary Food and Agriculture Plan.
5. Partnering with and supporting community organizations and social service providers in their work to provide meals, foods, and programs.
6. Engaging and providing leadership in regional advisories and working groups where food and agriculture activities are considered and implemented.

Community-, Business-, or Organization-specific actions that signify commitment include:

1.

2.

3.

4.

5.

6.

7.

Therefore, I/we, the undersigned declare my/our commitment to the vision, values, goals and actions for a sustainable future of agriculture and a food secure Boundary.

Name

Signature

Organization

Date

APPENDIX B: BOUNDARY FOOD AND AGRICULTURE REPORT CARD

The purpose of this report card is to measure progress towards goals of the BAFAP.

The use of this report card is intended to be led primarily by BCDC. Frequency of conducting the report card review should occur annually, or as new data becomes available (i.e. Vital Signs, Census, Agriculture Census, Community Profiles). Non-profit organizations and businesses are also encouraged to use the report card and share results, data, and information with local governments.

The report card is not intended to be a comprehensive evaluation of the BAFAP, but rather a snapshot indication of how the region is doing in-terms of real change on the ground. The report card is also intended to spark dialogue and support structured conversations around the quantitative and qualitative changes and activities in food and agriculture systems. This report card is expected to evolve over time as data becomes available.

DATA SOURCES


The metrics used in the report card are focused on where data is readily available or nearly attainable. This includes the Federal Census of Agriculture, Vital Signs, and Community Profiles, as well as internal reporting and information sharing from local organizations, among others. The timing of the measurements will be variable based on the frequency that data is made available (e.g. Census of Agriculture every 5 years).


SCORING AND METRICS


Scoring the report card is based on a measuring progress towards goals. This is determined by comparing progress to a baseline. For this initial report card, 2018 data provides the baseline for assessment. The scoring scheme is based on a rating system that allows for qualitative assessment of progress using quantitative metrics (e.g. sometimes a small change in the metrics can represent significant progress on the issue).

The circles below represent different stages towards completing the implementation of a recommended action in the BAFAP or an indicator of success. When considered as a whole, and each metric has been evaluated and given a rating, the average level of progress can be determined and provide a single value to indicate overall success.



RDKB FOOD AND AGRICULTURE PLAN REPORT CARD				
				
Progress Towards Goals	2018 Baseline Data	2019 Evaluation	Progress rating	Data Source(s)
Goal 1: Protect and Support Farmland For Future Generations				
There is no decrease in the total area of ALR	30,065 ha			Census of Agriculture
Amount of land with farm classification increases (Total Farm Area including ALR and non-ALR)	12,709 ha			RDKB calculations based on BC Assessment data
Number of farms with BC Assessment farm status increases	238 farms			BC Assessment
Goal 2: Improve Local Food and Agriculture Support Services, Infrastructure, and Emergency Preparedness				
Number of farms that the Kootenay Boundary Farm Advisors consults with increases	TBD			Reporting from KBFA and/or farmer survey
Emergency planning and response for food and agriculture have been updated to emergency plans	Emergency Plan is being updated			RDKB (Emergency Management)
Goal 3: Steward the Connections Between Environmental Sustainability and the Regional Food and Agriculture System				
Number of farms reporting Certified organic and transitional agriculture increases	14			Census of Agriculture and/or farmer survey
Number of farms and/or ranches reporting wildlife conflicts decreases	TBD			AGRI, MOE and/or farmer survey
Number of farms participating in the EFP program increases	TBD			EFP Planning Advisors

RDKB FOOD AND AGRICULTURE PLAN REPORT CARD				
				
Progress Towards Goals	2018 Baseline Data	2019 Evaluation	Progress rating	Data Source(s)
Goal 4: Support Multigenerational and Emerging Farmers				
Average age of farmers declines	58.5 years			Census of Agriculture
Goal 5: Strengthen Awareness of and Skills in the Local Food and Agriculture System				
The number of people learning about food and agriculture in school increases	TBD			SD51, Boundary Family Services
Number of people entering in and attending the Rock Creek Fall Fair increases	TBD			Rock Creek & Boundary Fair Association
Food and Agriculture are identified as part of what people love about living in the Boundary	Not yet mentioned in the Top 3			Vital Signs
Goal 6: Invest Directly in the Local Food and Agriculture Economy				
The use of local food for meetings and catering contracts increases	TBD			RDKB
Number of customers at farmer's markets increases	TBD			Grand Forks and Rock Creek Farm market managers and/or farmer survey, Chamber of Commerce
Number of local-food related businesses increases	TBD			Municipal business licensing departments
Number of kitchens and processing facilities increases	TBD			Interior Health

RDKB FOOD AND AGRICULTURE PLAN REPORT CARD				
				
Progress Towards Goals	2018 Baseline Data	2019 Evaluation	Progress rating	Data Source(s)
Value of farm gate sales increases	TBD			Census of Agriculture
Goal 7: Encourage Food Gardening, Gleaning, and Food recovery				
Number of community gardens, edible landscapes, and gleaning programs increases to meet projected interest and demand	4 (Grand Forks, Midway, and Big White)			RDKB and member municipalities
Number of farms and food businesses participating in food recovery programs increases to meet the demand in food security programs	TBD			Farmer/ food business and/or community survey
Goal 8: Increase Capacity and Leadership				
Organizational capacity for plan implementation is in place (1.5 FTE Recommended)	Not started			RDKB and member municipality staffing levels
Bylaw-related plan recommendations have been addressed in Official Community Plans and Zoning Bylaws	Area 'D'/Rural Grand Forks has adopted an OCP that reflects positively on agriculture			Area 'E'/West Boundary OCP and zoning bylaw Area 'C'/Christina Lake OCP and zoning bylaw
All actions in the BAFAP are reviewed and assessed for progress and level of completion				RDKB and member municipalities
Number of people spending more than 30% of income on housing decreases	1255			Vital Signs (2014)
Overall Rating				

DRAFT C

APPENDIX C: COMMITTEES

Project Steering Committee

Name	Location	Affiliation
Vicki Gee	West Boundary	Regional Director, Regional District of Kootenay Boundary
Roly Russell	Rural Grand Forks	Regional Director and Chair of the Board, Regional District of Kootenay Boundary
Tara Stark	Nelson	Public Health Dietician, Interior Health Authority
Donna Dean	Trail	Manager of Planning and Development, Regional District of Kootenay Boundary
Jennifer Wetmore	Greenwood	Community Futures

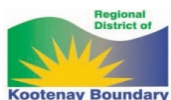
Boundary Area Food and Agriculture Advisory Council

Name	Location	Affiliation
Ahmed Amlani or Ann Wilby	Grand Forks	Market Gardener
Allan Pauls or Brittany Pauls	Granby Valley	Ranchers
Carol Mitchell	Boundary-wide	Healthy Promoting School
Christine Elsaesser	Grand Forks	Orchardist
Danna O'Donnell	Grand Forks	Market Gardener
Doug McMynn	Midway	Grocery Store Owner
Jamie Haynes	Rock Creek	Farmer
Jeremy DeVries	Grand Forks	Organic producer and processor, Dairy.
Joyce Ricioppo	Big White	
Kayla Sebastian	Grand Forks	Wooden Spoon
Pauline Terbasket, Executive Director	Westbank	ONA
Riccardo Manazza	Westbridge	Farmer and Community Volunteer

Tammy Battersby	Grand Forks	Blessings Boutique/ Whispers of Hope
Teresa Viebrock	Grand Forks	Boundary Family & Individual Services Society (BFISS)
Vern Moline	Beaverdell	Farmer
Vivien Browne	Bridesville	Food Sharing
Yelena Churchill	Grand Forks	CBAL/Alphabet Soup
Jessica Mace	Grand Forks	Kettle River Watershed Authority
Anne Skinner	Kelowna	Ministry of Agriculture

APPENDIX D: ACRONYMS

AGRI	BC Ministry of Agriculture
ALC	Agricultural Land Commission
ALR	Agricultural Land Reserve
BAFAAC	Boundary Area Food and Agriculture Advisory Council
BAFAP	Boundary Area Food and Agriculture Plan
BCCA	BC Cattleman's Association
BCDC	Boundary Community Development Committee
BISS	Boundary Invasive Species Society
CBT	Columbia Basin Trust
DPA	Development Permit Area
EFP	Environmental Farm Plan
ENV	BC Ministry of Environment
KBFA	Kootenay Boundary Farm Advisors
GFBRAS	Grand Forks and Boundary Regional Agricultural Society
GIS	Geographic Information Systems
IAF	Investment Agriculture Foundation
IH	Interior Health
IH-HC	Interior Health- Healthy Communities
KBFA	Kootenay Boundary Farm Advisors
KRWA	Kettle River Watershed Authority
MOTI	BC Ministry of Transportation and Infrastructure
NGO	Non-Government Organization
OCP	Official Community Plan
OKSIR	Okanagan Sterile Insect Release
RDKB	Regional District of Kootenay Boundary
SD 51	School District 51

**STAFF REPORT**

Meeting Date: November 29, 2018

Date:	November 19, 2018	File:	
To:	Regional District of Kootenay Boundary (RDKB) - Board of Directors		
From:	Tom Sprado, Manager of Facilities and Recreation – Grand Forks and District Recreation		
RE:	GRANT FUNDING APPLICATION FOR THE PROPOSED CHRISTINA CREEK PEDESTRIAN BRIDGE IN CHRISTINA LAKE – INVESTING IN CANADA INFRASTRUCTURE PROGRAM - RURAL AND NORTHERN COMMUNITIES		

Issue Introduction:

The Rural and Northern Communities (RNC) Program is a component of the wider investing in Canada Infrastructure Program (ICIP) which provides funding through an integrated Bilateral Agreement between Canada and British Columbia. ICIP will fund projects that improve Rural and Northern Communities; Green; Community, Culture and Recreation; and Public transit infrastructure. The deadline for submitting to the Rural and Northern Communities Program is January 23, 2019.

Reason for Report:

The Rural and Northern Communities Program requires a Board resolution indicating support for the proposed activities and willingness to provide overall grant management.

For more information please see attached Canada-British Columbia, Investing in Canada Infrastructure Program-Rural and Northern Communities program guide.

Background:

In 2015 the RDKB retained MMM Group Limited to develop and execute a public consultation program for assessing the public interest in the construction of a pedestrian bridge across Christina Creek in Christina Lake/Electoral Area 'C'. Additionally, the RDKB requested the development of concepts for the proposed bridge crossing along with estimated construction costs.

At the February 10, 2016 Christina Lake Parks & Recreation Commission meeting it was agreed to go with Concept#1 – Precast Girder Bridge, to a maximum amount of \$1,628,000.

As this original plan is approaching three years since concept, should the project move forward with grant funding a revalidation of the design and costs would be the first step in launching the project.

Implications:**Financial**

Local governments with population less than 5,000 will receive 100% funding. Regional Districts may submit one application for each settlement area within a regional district electoral area.

Considering the financial risk associated with project cost escalation over the last three years, should the project be funded and grant approved at 100%, the Regional District will have the opportunity to support potential additional costs through funds currently identified in the 2019, 5 year financial plan.

Schedule and Project Implementation Plan

At this time staff do not have clear indication of when the assessments of the grant applications will be made. A draft timeline for the project would generally follow the result of the grant application as the funding award is essential to move the project forward. It is anticipated that should the grant be awarded in 2019, planning and development would start with the validation of the design and budget. Pending the time of year that work may start in 2019, with procurement and selection of consultants the design process may extend through to 2020.

Given the probability that environmental approvals would be required as part of the project, it is not anticipated that construction would start until 2021.

The schedule of the project is not seen as a risk in the application for the grant, as this aligns with the grant requirements four year term from award. (2019-2023)

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Regional District of Kootenay Boundary's funding application to the Canada-British Columbia, Investing in Canada Infrastructure Program-Rural and Northern Communities for the development of the proposed Christina Creek Pedestrian Bridge in Christina Lake.

Respectfully submitted:



Canada



Canada-British Columbia

***Investing in Canada Infrastructure Program
Rural and Northern Communities***

Program Guide

Foreword

The British Columbia program guide provides an overview of the Investing in Canada Infrastructure Program (ICIP) - Rural and Northern Communities (RNC) Program requirements. This guide will walk you through application criteria and provide helpful information to assist in preparing and submitting an application under the ICIP - Rural and Northern Communities Program.

Canada's ICIP will create long-term economic growth, build inclusive, sustainable communities and support a low carbon, green economy. Under ICIP, the RNC Program is focused on improving the quality of life in rural communities by responding to the specific needs of these communities. Investments in rural infrastructure will help grow local economies, build stronger, more inclusive communities, and help safeguard the environment and the health of Canadians.

The program targets capital infrastructure projects in communities with a population of 25,000 or less and provides additional funding towards projects in communities with populations of 5,000 or less. Eligible applicants are Local Governments, Indigenous Ultimate Recipients (both on and off-reserve), Not-for-Profit organizations and For-Profit organizations (when partnered with a local government or Indigenous government). The Program is focused on infrastructure that will support a variety of areas including food security; reliable road, air or marine infrastructure; broadband connectivity; efficient and reliable energy; Indigenous health and educational facilities; community, culture and recreation; local public transit; improved resilience to natural disaster events; and, environmental quality.

The Program Guide contains references to the Canada-British Columbia ICIP Integrated Bilateral Agreement which can be found at <http://www.infrastructure.gc.ca/prog/agreements-ententes/2018/2018-bc-eng.html>. In the event of a conflict between the Program Guide and the ICIP Integrated Bilateral Agreement, the Agreement prevails.

Projects must meet related federal outcomes to be eligible. Eligible projects will support public infrastructure, defined as tangible capital assets primarily for public use and benefit.

Program Guide published September 12, 2018.

Amendments that have been made to the guide:

Section(s)	Date
1.1,5.4 – Adaptation, Resilience and Disaster Mitigation Outcome	September 28, 2018
1.4 – Limit on Number of Applications	September 28, 2018

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1. INTRODUCTION

1.1 ABOUT THE PROGRAM

The Rural and Northern Communities (RNC) Program is a component of the wider Investing in Canada Infrastructure Program (ICIP) which provides funding through an Integrated Bilateral Agreement between Canada and British Columbia. ICIP will fund projects that improve Rural and Northern Communities; Green; Community, Culture and Recreation; and, Public Transit infrastructure.

The governments of Canada and British Columbia are investing up to \$95 million in the initial intake of the ICIP - Rural and Northern Communities Program to support infrastructure projects in communities across the province that have populations 25,000 or less*.

**For the purpose of this program a community will be defined as a Municipality or a settlement area within a Regional District Electoral Area*

The RNC Program will fund infrastructure projects that support the unique challenges faced by rural communities. Along with outcomes specific to the Rural and Northern Communities Program, eligible outcomes under the recent Environmental Quality Program and current Community, Culture and Recreation Program, as well as the outcomes related to Public Transit and Adaptation, Resilience and Disaster Mitigation, will be open for application under the program. Allowing these additional outcomes will enable smaller, rural communities to access funding for a variety of project types and receive a larger proportion of funding from senior governments.

Projects must meet criteria that relate to federal outcomes in order to be eligible under the program. Eligible projects will support, improve or create infrastructure, specifically tangible capital assets, as defined by the General Accepted Accounting Principles (GAAP), that are primarily for public use and benefit.

In order to be eligible to apply for the RNC program, a project must meet one of the following core federal outcomes or one of the additional federal outcomes from other streams listed below.

The core outcomes specific to the RNC program are:

- Improved food security
- Improved and/or more reliable road, air and/or marine infrastructure
- Improved broadband connectivity
- More efficient and/or reliable energy
- Improved education and/or health facilities (specific to Truth and Reconciliation Commission Calls to Action)

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Additional outcomes eligible for RNC (from other specified ICIP programs):

- Community, Culture and Recreation Outcomes (CCR)
 - Improved access to and/or increased quality of cultural, recreational and/or community infrastructure for Canadians, including Indigenous peoples and vulnerable populations.
- Green Infrastructure – Environmental Quality Outcomes (EQ)
 - Increased capacity to treat and/or manage wastewater and stormwater.
 - Increased access to potable water.
 - The project will increase capacity to reduce and/or remediate air pollutants (through solid waste diversion).
 - The project will increase capacity to reduce and/or remediate soil pollutants.
- Green Infrastructure - Adaptation, Resilience and Disaster Mitigation Outcomes
 - Increased structural capacity and/or increased natural capacity to adapt to climate change impacts, natural disasters and/or extreme weather events.
- Public Transit;
 - Improved capacity of public transit infrastructure.
 - Improved quality and/or safety of existing or future transit systems.
 - Improved access to a public transit system.

Applications that address one of these additional outcomes are subject to different eligibility criteria than for core outcomes. The additional outcomes will be subject to the criteria from the original program, with the exception of population criteria and funding splits which will be taken from the RNC program. To view the criteria for the additional outcomes, please refer to sections 2 and 3. The program guides for the Community, Culture and Recreation and Environmental Quality Programs can also serve as a reference for these types of projects, found at: <http://www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program>

Information for the Environmental Quality and Community, Culture and Recreation outcomes will be found in this guide, however the original guide will take precedence in the case of a conflict.

It is anticipated that there will be more projects that qualify for funding than there are program funds available. With this in mind, eligible projects will be subject to technical evaluation and ranked according to the extent to which they meet the program's objectives and the eligibility criteria.

Projects with total estimated eligible expenditures of \$10 million or more will be subject to climate lens assessments (including a greenhouse gas emissions assessment that includes

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a cost-per-tonne calculation and a climate change resilience assessment) to be completed to British Columbia and Canada's satisfaction prior to Canada's approval of a project for funding. A climate change resilience assessment must be completed for all projects that seek funding under the Adaptation, Resilience and Disaster Mitigation Outcome.

Approved projects will be subject to reporting requirements as the projects progress. Applicants are encouraged to familiarize themselves with the requirements described in this guide.

The Program targets projects that can be completed in the five to six years following approval.

An Oversight Committee consisting of representatives from the federal and provincial governments will be responsible for administration of the Agreement.

1.2 PURPOSE

The Rural and Northern Communities (RNC) Program will develop funding partnerships between the Federal Government, Provincial Government and ultimate recipients including: Local Governments, Indigenous Ultimate Recipients (both on and off-reserve), Not-for-Profit and For-Profit (when partnered with a local government or Indigenous government). The Program is focused on improving the quality of life in rural communities through investment in infrastructure. The Program will encourage long-term economic growth to create sustainable communities and will support the implementation of climate-action strategies that promote a low carbon, green economy, as well as work towards reconciliation with Indigenous communities, both on and off-reserve.

Not all applicant types are eligible to apply for the additional outcomes from outside of the RNC program. Please refer to Section 2 of this program guide for eligible applicant information

1.3 APPLICATION DEADLINE

The deadline for the application intake is **January 23, 2019 (11:59pm PST)**.

A Business BCeID credential and password are required for all applicant types to access the online application in the Local Government Information System (LGIS). The deadline to submit your application for BCeID credentials is December 21, 2018.

See [Application Instructions](#) for more details.

1.4 LIMIT ON NUMBER OF APPLICATIONS

Municipalities may submit **one** application per intake. Applications not approved from an earlier intake may be revised and an application regarding the same project submitted to a subsequent intake. This will count towards the limit on the number of applications submitted. Please see section 2.1.1 for the definition of a Municipality.

Regional Districts may submit **one** application for each community. A community is defined as a settlement area within a regional district electoral area or an established or proposed service area. Please see section 2.1.1 for the definition of a Regional District.

Indigenous Ultimate Recipients may submit **one** application per intake. Please see Section 2.1.4 for the definition of Indigenous Ultimate recipients.

Not-for-Profit entities may submit **one** application per intake. Not-for-Profit is defined as an entity that operates and provides programs for the benefit of the community and not solely the interests of its members. Please see section 2.1.2 for the full definition of Not-for-Profit organization.

For Profit organizations may submit **one** application per intake. The application must be supported by a local government or Indigenous governing body by way of a resolution from the appropriate council or board. **This will not count as an application for the Local Government.** Please refer to section 2.1.3 for the definition of an eligible For-Profit organization.

Please note: An applicant may apply to more than one open ICIP program for the same project, however, the project will only be funded through one program. If an application submitted to more than one program (for the same project) is successful, it will be funded under the program as determined by the Ministry. This decision is final and not subject to appeal.

If a project is approved under one ICIP Program, it becomes ineligible for funding under another ICIP program. For example, if a project is approved for funding under the Environmental Quality Program, the same project will be ineligible for funding in the Rural and Northern Communities Program. If an application is submitted under the Rural and Northern Communities Program for the same project, it will still count towards the application limit for the program.

1.5 COST-SHARING, STACKING AND LIMITS TO FUNDING AWARD

The funding provided by the federal government towards infrastructure projects is cost shared by other partners. The partners include the Province and Ultimate Recipients: Local Governments, Not-for-Profit, For-Profit and Indigenous Ultimate Recipients.

The levels of federal and provincial contributions for the eligible RNC outcomes are:

Table 1: Rural and Northern Communities Program Funding Splits

Applicant Type	Government of Canada Contribution (up to)	Province of British Columbia Contribution (up to)	Total Senior Government Contribution (up to)	Ultimate Recipient Contribution
Local government applicants with a population between 5,000 and 25,000 as per the 2016 Canada Census	50%	40%	90%	10%
Local government applicants with a population less than 5,000 according to the 2016 Canada Census	60%	40%	100%	0%
Not-for Profit projects	50%	25%	75%	25%
Indigenous Ultimate Recipient off-reserve	75%	25%	100%	0%
Indigenous Ultimate Recipient on-reserve *	75%	0%	75%	25%
For-Profit/private sector projects including for-profit Indigenous applicants when applicable)	25%	15%	40%	60%

*Indigenous Ultimate Recipient applicants may, with approval from Infrastructure Canada, use other sources of federal funding as a source for the remaining 25% of eligible project costs.

Eligible project costs not funded through the Program, all ineligible projects costs and cost overruns are the responsibility of the applicant. Where applicants plan to use or have applied for funds from other federal or provincial programs, the source of these funds must be indicated on the application form. The disclosure of other funding sources must be provided by the successful recipient up to the completion of the project.

Stacking rules will come into effect when other federal government funding is utilized, and the proportion of funding will be reduced to the maximum commitments under this program (with the exception of Indigenous Ultimate recipients who may utilize other federal funding subject to approval by Canada). Funding under this program may affect funding under other senior government funding programs that include rules regarding ultimate recipient contributions.

Note: Gas Tax Community Works Funds count towards the federal contribution and will not be able to be utilized for the ultimate recipient's contribution to the project for this Program.

2. APPLICANTS

2.1 ELIGIBLE APPLICANTS

Please see below for eligible applicant information by outcome. For additional outcomes, eligible applicant criterion is established from the originating program, with the exception of Public Transit. A full list of outcomes is found in section 3.1 for reference.

Table 2: Eligible Applicants by Outcome

Outcomes	Local Governments*	Indigenous Ultimate Recipients on-reserve	Indigenous Ultimate Recipients off-reserve	Not-for-Profit	For-Profit
Core Outcomes					
Rural and Northern Communities Outcomes	x	x	x	x	x
Additional Outcomes					
Environmental Quality	x	x (off-reserve benefits required)	x		
Adaptation, Resilience and Disaster Mitigation	x	x	x		
Community, Culture and Recreation	x	x	x	x	
Public Transit	x	x	x	x	

*A Local Government is defined as the council of a Municipality or the board of a Regional District

For Local Governments and Indigenous Governments the applicant's Census 2016 population will be used to determine applicant eligibility and funding splits. For Not-for-Profit and For-Profit organizations the population where the project is being constructed will determine the funding split.

For the Environmental Quality outcomes, please note:

Applications from improvement districts or water utilities must be made by the sponsoring regional district or municipality. If the application is successful in obtaining program funding, the ownership of the infrastructure and associated assets must be transferred to the sponsoring regional district or municipality. An Improvement District Conversion Guide can be found here: https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/improvement_district_conversion_guide.pdf

Eligible applicants are as follows:

2.1.1 Local Governments

- A local government established by or under British Columbia statute that is:
 - An incorporated municipality that has a population of 25,000 persons or less
 - A regional district submitting an application for a community that has a population of 25,000 persons or less. A community, for the purpose of application to the program, is considered to be a settlement area within a regional district electoral area.
 - A local government located outside the boundaries of Metro Vancouver and the Capital Regional District, with the exceptions of communities within the Juan de Fuca Electoral Area, Salt Spring Island Electoral Area and Southern Gulf Islands Electoral Areas (as defined on the Capital Regional District website –www.crd.bc.ca)

2.1.2 Not-for-Profit

- A Not-for-Profit organization defined as:
 - An organization incorporated as a Not-for-Profit corporation or society formed under an Act of Canada or a province or territory of Canada and in good standing under the relevant Act.
 - An organization that operates primarily for community benefit.
 - An organization with a location in British Columbia and be active within the province.

2.1.3 For-Profit

- To be considered a For-Profit organization, the applicant must:
 - Work in collaboration with one or more local government as defined above or an Indigenous government as defined below
 - Be an organization located within British Columbia

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- Submit a project with broad community benefits and the completed project will not affect other businesses.

2.1.4 Indigenous Ultimate Recipients

- To be considered an Indigenous Ultimate Recipient, they applicant must be:
 - A band council within the meaning of section 2 of the Indian Act;
 - A First Nation, Inuit or Métis government or authority established pursuant to a self-government agreement or a comprehensive land claim agreement between Her Majesty the Queen in Right of Canada and an Indigenous people of Canada, that has been approved, given effect and declared valid by federal legislation;
 - A First Nation, Inuit or Métis government that is established by or under legislation whether federal or provincial that incorporates a governance structure; and
 - A Not-for-Profit organization whose central mandate is to improve Indigenous outcomes, working in collaboration with one or more of the Indigenous entities referred to above, a local government, or British Columbia.

2.2 INELIGIBLE APPLICANTS

Ineligible applicants are:

- Federal entities, including federal Crown Corporations.
- Applicants not defined in section 2.1.
- Applicants not operating within the Province of British Columbia.

3. PROJECTS

3.1 ELIGIBLE OUTCOMES

The Program reflects an outcome based approach rather than a project category approach. As such, project eligibility is based on the project's ability to meet the following outcomes set out by Infrastructure Canada. A project must meet at least one of the following core or additional outcomes to be considered eligible.

The core outcomes specific to the RNC program are:

- Improved food security

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- Improved and/or more reliable road, air and/or marine infrastructure
- Improved broadband connectivity
- More efficient and/or reliable energy
- Improved education and/or health facilities (specific to Truth and Reconciliation Commission Calls to Action)

Additional outcomes eligible under the Rural and Northern Communities Program (drawn from other funding streams under ICIP) are:

- Community, Culture and Recreation Outcomes (CCR)
 - Improved access to and/or increased quality of cultural, recreational and/or community infrastructure for Canadians, including Indigenous peoples and vulnerable populations.
- Green Infrastructure – Environmental Quality Outcomes (EQ)
 - Increased capacity to treat and/or manage wastewater and stormwater.
 - Increased access to potable water.
 - The project will increase capacity to reduce and/or remediate air pollutants (through solid waste diversion).
The project will increase capacity to reduce and/or remediate soil pollutants.
- Green Infrastructure - Adaptation, Resilience and Disaster Mitigation Outcomes
 - Increased structural capacity and/or increased natural capacity to adapt to climate change impacts, natural disasters and/or extreme weather events.
- Public Transit Outcomes
 - Improved capacity of public transit infrastructure.
 - Improved quality and/or safety of existing or future transit systems.
 - Improved access to a public transit system.

An example of how an applicant would apply for a project that meets an additional outcome under the RNC Program would be as follows: An application for a cultural centre must be for a community with a population under 25,000 and the eligible applicant would be one of a Local Government, Indigenous Ultimate Recipient and Not-for-Profit organization, as per the Community, Culture and Recreation (CCR) program criteria. The project would also meet the other CCR criteria.

3.2 ELIGIBLE PROJECTS

3.2.1 For Projects Meeting Any Eligible Outcome (All Projects)

The Rural and Northern Communities Program will target public infrastructure, which is defined as “tangible capital assets in British Columbia primarily for public use or benefit”.

To be eligible for funding under all outcomes, a project must:

- a) be situated within, and for the direct benefit of, rural and northern communities with a population of 25,000 or less based on 2016 Statistics Canada Census data;
- b) be located outside the boundaries of Metro Vancouver and the Capital Regional District, with the exceptions of communities within the Juan de Fuca Electoral Area, Salt Spring Island Electoral Area and Southern Gulf Islands Electoral Areas (as defined on the Capital Regional District website –www.crd.bc.ca);
- c) be put forward by an applicant who demonstrates that they will be able to operate and maintain the resulting infrastructure over the long term;
- d) meet one or more of the Program outcomes (see Section 3.1);
- e) be for the, construction, renewal, rehabilitation or material enhancement of infrastructure, excluding normal maintenance or operation;
- f) be supported by all requirements outlined in Section 5.;
- g) include an application and supporting documents that are comprehensive, credible, and feasible;
- h) stipulate a construction completion date of no later than March 31, 2027;
- i) be duly authorized or endorsed by a resolution from the appropriate governing body of the applicant's organization, including but not limited to:
 - in the case of a local government applicant, a resolution from its council/board; or;
 - in the case of an Indigenous Ultimate Recipient, a resolution from its appropriate council/board; or,
 - in the case of a for-profit organization a resolution from its board of directors and a resolution from the local government where the proposed project is to be located; or,
 - in the case of a not for profit organization, a resolution from its board of directors;

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- j) be for broad public use or benefit and clearly demonstrate this within the application;
- k) meet or exceed any applicable energy efficiency standards for buildings outlined in the Pan-Canadian Framework on Clean Growth and Climate Change where a building is constructed;
- l) if a publicly facing building, meet or exceed the requirement of the highest published accessibility standard in a jurisdiction, defined as the requirements in the Canadian Standards Association Technical Standard Accessible Design for the Built Environment (CAN/CSA B651-12), in addition to applicable provincial building codes and relevant local government bylaws. It is the ultimate recipient's responsibility to identify and meet these requirements;
- m) if related to increased access for a community, be highway or trade corridor infrastructure that connects communities that do not already have year round road access;
- n) if it is a health facility or a primary or secondary education facility, have specific benefit to Indigenous peoples by advancing the Truth and Reconciliation Commission's Calls to Action;
- o) be located in the Province of British Columbia; and,
- p) meet all the program criteria identified in this Guide.

3.2.2 Community, Culture and Recreation Outcomes under the Rural and Northern Communities Program

In addition to the criteria in section 3.2.1, in order to be eligible for funding under Community, Culture and Recreation outcomes, a project must:

- a) be community-oriented, non-commercial in nature and open for use to the public and not limited to a private membership;
- b) when a community hub and/or community centre, be publicly accessible, multi-purpose spaces that brings together a variety of different services, programs and/or social and cultural activities to reflect local community needs;
- c) not serve as a home facility for professional or semi-professional sports teams; and,
- d) if it is a health facility or a primary or secondary education facility, have specific benefit to Indigenous peoples by advancing the Truth and Reconciliation Commission's Calls to Action.

3.2.3 Environmental Quality Outcomes under the Rural and Northern Communities Program

In addition to the criteria in section 3.2.1, in order to be eligible for funding under Environmental Quality outcomes, a project must:

- a) demonstrate benefits extending beyond the reserve community, for First Nations projects, located partially or entirely on reserve;
- b) wastewater projects must result in wastewater effluent that meets the *Wastewater Systems Effluent Regulations*, or provincial regulations where there is a federal equivalency agreement in place;
- c) drinking water quality following completion of a drinking water project must meet or exceed provincial standards;
- d) solid waste diversion Projects must result in a measurable increase in the quantity of material diverted from disposal as measured against a baseline using the Generally Accepted Principles for Calculating Municipal Solid Waste System Flow;
- e) projects that reduce or remediate soil pollutants must be undertaken on properties that are contaminated, as confirmed by a Phase II Environmental Site Assessment.

3.2.4 Adaptation, Resilience and Disaster Mitigation Outcomes under the Rural and Northern Communities Program

No additional requirements to section 3.2.1

3.2.5 Public Transit Outcomes under the Rural and Northern Communities Program

In addition to the criteria in section 3.2.1, in order to be eligible for funding under Public Transit outcomes, a project must:

- a) ensure that public transit projects and active transportation projects that connect citizens to a public transit system are consistent with a land-use or transportation plan or strategy, and where applicable, that projects are consistent with the approved plans of regional transportation bodies.

3.3 INELIGIBLE PROJECTS

3.3.1 All Outcomes

A project will be deemed ineligible for all outcomes submitted under the Rural and Northern Community Program if:

- a) the construction began or a tender has been awarded prior to the date a Shared Cost Agreement between the Province and the Ultimate Recipient is signed;
- b) the estimated project start date is more than 2 years after the date of application;
- c) the project will be completed after March 31, 2027;
- d) the project deals with assets owned by the Government of Canada including federal Crown Corporations;
- e) it does not meet the program outcomes outlined in Section 3.1;
- f) it is an energy retrofit project, unless the energy retrofit project is on an asset that would be considered eligible for funding under the ICIP IBA or under the National Housing Strategy;
- g) it includes investment in emergency services infrastructure;
- h) it involves relocation of whole communities;
- i) it relates to seismic risks.
- j) it is housing;
- k) it is an early learning and childcare facility;
- l) it is a health facility, or a primary or secondary education facility, except to benefit Indigenous peoples by advancing the Truth and Reconciliation Commission's Calls to Action;
- m) it is a highway or trade corridor infrastructure, except for portions that connect communities that do not already have year round road access; or,
- n) it is resource development infrastructure, notably industrial resource development access roads.
- o) projects located within the boundaries of Metro Vancouver and the Capital Regional District, with the exceptions of communities within the Juan de Fuca Electoral Area, Salt Spring Island Electoral Area and Southern Gulf Islands Electoral Areas (as defined on the Capital Regional District website –www.crd.bc.ca)

The government endeavors to support projects through the program which are well planned, support local and provincial priorities, and will continue to provide community benefits over the long term supported by sustainable infrastructure management.

Projects may not be funded if they present risks to program funders, for example if any of the following are deemed likely:

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- a) a high probability of the project not being able to be completed within the program timeline;
- b) potential for the project to not proceed due to applicant funding difficulties;
- c) a high probability that the project will require a significant change in scope to proceed due to limited planning being undertaken prior to application;
- d) the project may not provide the level of service identified;
- e) the project does not have public support;
- f) the project has the potential to cause environmental or social issues; or,
- g) the applicant does not demonstrate they are able to manage, maintain and finance the project over the long term.

The applicant should clearly demonstrate within the application that risks related to the project have been considered and include mitigation measures for these.

Note: that this does not preclude the consideration of innovative concepts and technology, and inclusion of these will be viewed positively where their suitability for the purpose.

3.3.2 Community Culture and Recreation Outcomes under the Rural and Northern Communities Program

In addition to Section 3.3.1, a project utilizing the Community, Culture and Recreation outcomes will be deemed ineligible if it:

- a) is submitted by a private sector, for-profit Ultimate Recipient;
- b) is a stand-alone daycare facility, for-profit daycare facility, daycare facility associated with a school board, or a daycare facility funded under Canada's Early Learning and Child Care initiative;
- c) is a religious site that serves as a place of assembly for religious purposes, which includes among others, a site, church, mosque, synagogue, temple, chapel (e.g., within a convent or seminary), shrine or meeting house;
- d) is a professional or semi-professional sport facility that is primarily a commercial operation, such as those that serve major junior hockey leagues.
- e) within Community Infrastructure Projects that meet an outcome in the Community, Culture and Recreation Infrastructure Outcomes Table, elements of the Project that include dedicated spaces for healthcare, education or tourism purposes, provincial or local government services, or for-profit uses are ineligible for contribution funding, except for dedicated healthcare or education spaces that benefit Indigenous people by advancing the Truth and Reconciliation Commission's Calls to Action as approved by Canada.

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3.3.3 Environmental Quality Outcomes under the Rural and Northern Communities Program

In addition to Section 3.3.1, a project utilizing the Environmental Quality outcomes will be deemed ineligible if it:

- a) is submitted by a private sector, For-Profit or a Not-for-Profit Ultimate Recipient;

A project utilizing the Environmental Quality outcomes will be required to meet the stipulation below in order to be considered eligible:

- a) Applications from improvement districts, water utilities, societies or private water systems must be made by a sponsoring regional district or municipality. If the application is successful in obtaining program funding, the ownership of the infrastructure and associated assets must be transferred to the sponsoring local government.

3.3.4 Adaptation, Resilience and Disaster Mitigation Outcomes under the Rural and Northern Communities Program

In addition to Section 3.3.1, a project utilizing the Adaptation Resilience and Disaster Mitigation outcomes will be deemed ineligible if it:

- a) is submitted by a private sector, For-Profit or a Not-for-Profit Ultimate Recipient.

3.3.5 Public Transit Outcomes under the Rural and Northern Communities Program

In addition to Section 3.3.1, a project utilizing the Public Transit outcomes will be deemed ineligible if it:

- a) is submitted by a For-Profit Ultimate Recipient;
- b) involves inter-city bus, rail, port or ferry infrastructure that is not part of a public transit system. Public transit is considered to be a distinct mode of transportation conveyance that generally refers to the movement of passengers only within an urban or municipal setting.

3.4 PROJECT EXAMPLES

Examples of projects which may meet the outcomes in Section 3.1 will be made available on the [Rural and Northern Communities Program](#) website. This is not an exhaustive list and is intended as a sampling only. The Program utilizes an outcomes based approach rather than defined categories to allow for innovation and flexibility. Projects that support outcomes and align with other eligibility criteria will be considered for funding.

3.5 PROJECT SIZE AND PHASING PROJECTS

Applicants should be aware that there are reporting requirements for this Program, and should be prepared to meet them (See Section 9.5 for requirements).

There is no cap on the maximum allowable funding amount per project; however, consideration will be given to a fair distribution of funding. Applicants should consider whether phasing is an option where project funding would represent more than 10% of the total allocation for the intake. Applicants should submit the project that will give them the best value for the given cost.

Where a phase is submitted for funding consideration, the phase should independently result in outcomes which align with program objectives.

If applying for a phase of a larger project, identify how the project will be phased. This should be demonstrated in the accompanying [Detailed Cost Estimate Template](#), and the project descriptions must be organized to easily understand each of the distinct phases of the project, highlighting which phase is the subject of the funding request.

It is important to note that the approval of one phase of a project does not guarantee that other phases will receive funding.

4. COSTS

See Appendix C for examples of eligible and ineligible costs.

4.1 ELIGIBLE COSTS

Eligible costs will include the following:

- a) costs considered to be direct and necessary for the successful implementation of an eligible project, in the opinion of Canada and British Columbia, excluding those identified under Section 4.2 (Ineligible Costs);
- b) the capital costs of constructing or renovating a tangible asset, as defined and determined according to generally accepted accounting principles in Canada;

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- c) all planning (including plans and specifications), assessment and design costs specified in the agreement such as the costs of environmental planning, surveying, engineering, architectural supervision, testing and management consulting services, to a maximum of 15% of total funding award;
- d) costs related to meeting specific Program requirements, including completing climate lens assessments (as outlined in Section 6) and creating community employment benefit plans (costs for climate lens assessments can be incurred prior to project approval, but can only be paid if and when a project is approved by both the province and Canada for contribution funding);
- e) the costs of engineering and environmental reviews, including environmental assessments and follow-up programs as defined in the *Canadian Environmental Assessment Act 2012* and the costs of remedial activities, mitigation measures and follow-up identified in any environmental assessment;
- f) the costs of Aboriginal consultation, and where appropriate, accommodation;
- g) the costs directly associated with joint federal and provincial communication activities (press releases, press conferences, translation, etc.) and with federal and provincial project signage;
- h) the incremental costs of the eligible recipient's employees related to construction of the project may be included as eligible costs under the following conditions:
 - i. The recipient is able to demonstrate that it is not economically feasible to tender a contract;
 - ii. The employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
 - iii. The arrangement is approved in advance and in writing by the Province and by Canada

Note: Requests for the use of own labour and equipment will be subject to both provincial and federal approval and will only be allowed in certain circumstances. Approval must be sought prior to work being carried out.

Eligible costs are limited to the following:

- a) costs incurred between the project approval date and the project completion date set out in the Shared Cost Agreement, except for costs associated with completing climate lens assessments and creating community employment benefit plans, which are eligible before project approval, but can only be paid if and when a project is approved by the Province and Canada and a signed Shared Cost Agreement is in place.

4.2 INELIGIBLE COSTS

The following are deemed ineligible costs:

- a) costs incurred prior to the approval of the project, except for expenditures associated with completing climate lens assessments and creating community employment benefit plans as required (but can only be paid if and when a project is approved by the Province and Canada and a signed Shared Cost Agreement is in place);
- b) incurred after the project completion date set out in the Shared Cost Agreement with the exception of expenditures related to audit and evaluation requirements pursuant to the agreement;
- c) costs related to developing a funding application and application supporting documentation;
- d) costs incurred for cancelled projects;
- e) costs of relocating entire communities;
- f) land acquisition;
- g) real estate and other fees related to purchasing land and buildings;
- h) financing charges, legal fees and interest payments on loans, including those related to easements (e.g. associated surveys);
- i) costs associated with operating expenses and regularly scheduled maintenance work;
- j) leasing land, buildings and other facilities;
- k) leasing of equipment other than equipment directly related to the construction of the project;
- l) overhead costs, including salaries and other employment benefits, direct or indirect costs associated with operating expenses, administration and regularly scheduled maintenance work, and more specifically any costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by staff, except those indicated in Eligible Expenditures;
- m) costs related to furnishing and non-fixed assets which are not essential for the operation of the asset/project;
- n) any goods and services costs which are received through donations or in kind;
- o) taxes for which the ultimate recipient is eligible for a tax rebate and all other costs eligible for rebates;
- p) all capital costs, including site preparation, vegetation removal and construction costs, until Canada has been satisfied that the federal requirements under the Canadian Environmental Assessment Act, 2012 (CEAA, 2012), other applicable federal environmental assessment legislation that is or may come into force during the term of the Agreement, and other applicable agreements between Canada and Aboriginal groups have been met to the extent possible and continue to be met; and
- q) all capital costs, including site preparation, vegetation removal and construction costs, until Canada is satisfied that any legal duty to consult, and where appropriate, to accommodate Aboriginal groups or other federal consultation requirement, has been met and continues to be met.

5. GENERAL REQUIREMENTS

5.1 REQUIRED INFORMATION

Please ensure that your application addresses the following:

- Application form and mandatory documents have been filled out in full and submitted online using the Local Government Information System (LGIS)
- Application must be submitted by an "eligible applicant" (defined in Section 2).
- Application must be for an "eligible project" (defined in Section 3).
- Application includes an authorization from all appropriate authorities allowing the organization to proceed with the project.
- Application includes a commitment to pay the applicant share of the eligible costs and ongoing (operating and other) costs associated with the project.
- Project is consistent with applicable provincial, regional, municipal, or band plans (e.g., land-use, integrated watershed management plan, municipal official plans, Integrated Community Sustainability Plans).
- Major risks with a potential impact on the project during construction or once completed have been considered, and, where applicable, a mitigation plan developed.
- All applicable legislative or regulatory requirements will or have been met. This includes requirements for a Federal Environmental Assessment (FEA) process, provincial Environmental Assessment process and requirements for Aboriginal Consultation. Where a project is excluded from a review under the Canadian Environmental Assessment Act, it may require permits or approvals from local, regional or provincial government agencies. It is the applicant's responsibility to ensure that any additional approvals and permits are identified and/or obtained.
- The energy efficiency requirements of the National Energy Code of Canada for Buildings 2015 will be met for newly constructed or materially rehabilitated infrastructure intended for use by the public, where applicable (describe the variances and plans to achieve compliance).
- For newly constructed or materially rehabilitated infrastructure intended for use by the public, the project will provide appropriate access for persons with disabilities, including meeting the requirements of the Canadian Standards Association Technical Standard Accessible Design for the Built Environment (CAN/CAS B651-04) or any acceptable or similar provincial or territorial standards (describe the variances and plans to achieve compliance).

Projects that are selected for funding will be required to provide additional information as outlined in Section 5.4 to British Columbia and Canada's satisfaction prior to Canada's approval of a project.

5.2 FUNDING

The applicant must demonstrate that their share of funding has been, or is being secured, and that a plan is in place to cover any cost overruns beyond budgeted contingencies. Further, they must demonstrate that funds have been committed to operate, maintain and plan for replacement within the application. Also see the “Evidence of Secured Funds” and “Council/Board Resolution” sections under Section 6.

Additional requirements apply to demonstrate that financial commitments by ultimate recipients can be met. Please refer to the sections below for specific requirements by applicant type:

5.2.1 Local Government Recipients (Population between 5,000 and 25,000)

If a local government has accumulated funds in a statutory reserve to finance a share of project costs, please submit evidence of these funds as at application date and supporting information directing the use of reserve funds.

If a local government intends to borrow a share of its costs, a bylaw to authorize the borrowing of funds should receive third reading by a local government prior to submitting an application to the program. A copy of that bylaw should accompany the application. Municipalities that intend to borrow should also submit a Liability Servicing Limit Certificate for the amount authorized in the bylaw. Please also submit information about any sources of applicant share of project costs other than reserves or borrowing. Please note that submission of a loan authorization bylaw and supporting information as evidence under the program is separate from submission for approval by the Inspector of Municipalities. That is a separate process that must be completed when approval by the Inspector is desired. A preference may be given to funding projects that demonstrate secured funding.

A financial analysis will be completed as part of the application review. This will include a review of information submitted within the application and in addition, for local governments, a review of the periodic financial information submitted to the Ministry of Municipal Affairs and Housing (the Ministry). This required periodic financial reporting information is available on Ministry files, and thus does not need to be submitted with an application. However, local government applicants should recognize that the ranking of applications may reflect the extent to which applicants have met financial criteria such as having:

- met the deadlines for legislated financial reporting, including the financial plan, audited financial statements, Local Government Data Entry (LGDE) forms and Statement of Financial Information (SOFI);
- submitted the financial plan to the Ministry to meet requirements of s 165 of the Community Charter found in Financial Circulars 08:10 (Financial Plan: New Revenue Policy Disclosure Requirements) and 08:15 (Guide to the Amortization of Tangible Capital Assets); and

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- measures of financial stability and sustainability which include property tax structures and development costs charge structure.

5.2.2 Local Governments (population less than 5,000)

Local governments with populations less than 5,000 will receive 100% funding and will not require the borrowing bylaw, however proof of ability to fund cost overruns will still be required.

5.2.3 Indigenous Ultimate Recipients (on – reserve)

The applicant must demonstrate that their share of funding has been, or is being secured, and that a plan is in place to cover any cost overruns beyond budgeted contingencies. Further, they must demonstrate that funds have been committed to operate, maintain and plan for replacement within the application. Also see the “Evidence of Secured Funds” and “Council/Board Resolution” sections under Section 6.

In addition, if using other federal funding towards the projects, the applicant must supply the funding source/program name, amount of funding and a contact name/number from the program.

5.2.4 Indigenous Ultimate Recipients (off – reserve)

The applicant must demonstrate that a plan is in place to cover any cost overruns beyond budgeted contingencies. Further, they must demonstrate that funds have been committed to operate, maintain and plan for replacement within the application. Also see the “Council/Board Resolution” section under Section 6.

5.2.5 Not-For-Profit Recipients and For-Profit Recipients

The applicant must demonstrate that their share of funding has been, or is being secured, and that a plan is in place to cover any cost overruns beyond budgeted contingencies. Further, they must demonstrate that funds have been committed to operate, maintain and plan for replacement within the application. Also see the “Evidence of Secured Funds” and “Council/Board Resolution” sections under Section 6.

5.3 SELECTION PROCESS AND CRITERIA

The Program is merit based and projects are subject to a comprehensive technical ranking assessment and internal provincial review, with a list provided to the Oversight Committee and recommendations submitted to Canada for final approval.

Applicants must ensure that their application demonstrates how the project will be eligible for funding (Section 3.2), how the project benefits align with one or more of the outcomes (Section 3.1), how the project aligns with program criteria described in the application form and in this guide, and how the project is supported by sustainable management and planning.

In addition to consideration of the required information in Section 5.1 and 5.2, projects will be evaluated with regard to the degree to which they meet the following:

- represent good value for money;
- contribute to community objectives and is based on community need for services;
- enhance and protect public health;
- enhance and protect environmental health;
- support sustainability principles;
- are consistent with integrated long-term planning and management;
- demonstrate efficient use of resources throughout the life of the assets created;
- are situated within, and advances, the organization's capital works and financial plans;
- exhibit long-term sustainability, including operational viability, asset management for sustainable service delivery, and environmental sensitivity;
- will be able to be financially supported by the organization over the life of assets created including lifecycle and renewal costs;
- are supported by a high level of planning including identifying appropriate levels of service and demand;
- contribute towards reduction in demand for natural resources;
- consider adaptation and mitigation to climate change; and
- use the best available economically feasible technology, if applicable.

Projects that support the key actions identified as part of British Columbia's commitments under the *Pan-Canadian Framework on Clean Growth and Climate Change* may also be given additional priority.

The internal provincial review may include consideration of factors such as regional distribution of funding, previous funding, communities in need, and unmitigated project risks.

5.4 REQUIREMENTS PRIOR TO APPROVAL BY CANADA

Shortlisted projects will be given initial 'approval in principle' by the Province where additional requirements must be met prior to the project being formally accepted into the program. The following will be required to be completed to BC and Canada's satisfaction prior to Canada's approval of a project into the program:

- For all projects with total estimated eligible expenditures of \$10 million or more, a climate lens - greenhouse gas emissions assessment that includes a cost-per-tonne calculation as required by Canada* **
- For all projects with total estimated eligible expenditures of \$10 million or more, a climate lens - climate change resilience assessment* **
- For all projects that seek funding under the Adaptation, Resilience and Disaster Mitigation Outcome, a climate change resilience assessment.* **
- A federal form to determine if there are any federal environmental assessment requirements that could apply to the project and if there is a requirement to consult with Indigenous Groups
- For all projects with total estimated eligible expenditures of \$25 million or more, the expected results for community employment benefits as required by Canada, unless waived at the discretion of British Columbia (see section 9.5 for additional information)***

The following may be required on a case by case basis at the discretion of British Columbia:

- For projects with total estimated eligible expenditures of \$15 million or more and a sufficiently complex nature, a Value Engineering assessment

The intent of the Provincial "approval in principle" is to give applicants some assurance that funding will be received prior to having to complete these additional requirements.

Projects that request a contribution of more than \$50 million from federal sources, involve federal assets, or involve sole source contracting (contracts over \$25,000 or, for the acquisition of architectural and/or engineering services, over \$100,000), if shortlisted, will be subject to a request for further information to support a federal Treasury Board submission.

*Note that costs associated with greenhouse gas emissions and climate change resilience climate lens assessments will be considered as eligible as part of the funding.

**Information on the requirements for climate lens assessments can be found at:

<https://www.infrastructure.gc.ca/pub/other-autre/cl-occ-eng.html>.

***Information on the requirements for community employment benefits reporting can be found at: <http://www.infrastructure.gc.ca/pub/other-autre/ceb-ace-eng.html>.

6. APPLICATION PROCESS

All proponents must complete and submit an online application form via the Local Government Information System (LGIS). A Business BCeID is required to set up access in LGIS; this can take up to 15 business days. New users are encouraged to start the process of requesting a BCeID as early as possible. See [Application Instructions](#) for more details.

A statement by a Financial Approver and Project Manager certifying that the information contained in the application is correct and complete will be required as part of the online application submission.

Letters of support, partnership agreements, or memorandums of understanding from the other partners are recommended for projects done in partnership with others or that will have joint ownership. Letters from health officers are useful for projects that support public health objectives.

The following examples of mandatory documents may be asked to be uploaded to LGIS during the application process. Types of documentation may vary by applicant type. Please clearly label the documents at time of upload.

- Council/Board/Band Council Resolution
- Detailed Cost Estimate
- Site Plan
- List and status of required licenses, permits and approvals (or indicate if not applicable)
- Evidence of Secured Funds
- Project Study or Plan
- For all projects related to drinking water or wastewater: Water Conservation Plan (for all Drinking Water and Wastewater projects) and a copy of Council/Board/Band Council endorsement for the plan

Attached supporting documents should be clearly labelled, succinct and submitted in a searchable format where possible. Where attachments are longer in length, specific reference should be made to the sections of documents you wish to be included in the review.

Applicants are responsible for ensuring full and accurate information is submitted. Applications will not be reviewed unless all necessary information has been submitted, including mandatory documents.

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The following documents may be used to support the application; however the relevant information should be referenced within the application:

- Options Assessment
- Feasibility Study
- Business Plan
- Cost Benefit Analysis or Other Study
- Design Drawings or Details
- Letters of Support
- Asset Management Plan

6.1 COUNCIL/BOARD/BAND COUNCIL RESOLUTION

A resolution or by-law endorsing the project must be approved by the appropriate authorized governing body such as a council, board or band council and must be submitted within one month of the program application submission. The resolution or by-law will commit the proponent to contributing its share of the eligible and ineligible costs and overages related to the project.

The resolution/bylaw must identify the source of the proponent's share of the projects costs. The resolution should show support for the project from a municipality's Council, a regional district Board, or an Indigenous applicant's band council or other appropriate authorized body.

Where possible, the resolution should be submitted as part of the application package. Where the applicant is unable to submit the resolution with the application (e.g. due to timing considerations with when the Council/Board meets), it must be submitted within one month after the submission deadline. Please indicate on the application form when submission of the resolution will be expected to occur.

Projects not supported by an appropriate resolution submitted within the allowed timeframe, will not be reviewed.

6.2 DETAILED COST ESTIMATE

A [Detailed Cost Estimate Template](#) has been provided on the [Rural and Northern Communities Program website](#) and **submission of a completed cost estimate is a mandatory document.** Detailed costs estimates must include but are not limited to: an itemized description, cost per unit of measure, number of units, as well as design, engineering, contingency costs, and tax rebate breakdowns. Applicants are to identify which costs are eligible and which are ineligible and to state what class or confidence level the

estimates are (e.g., class B or the level of confidence of the proposed cost). Cost estimates must be dated.

If the project is part of a larger project, the detailed cost estimate should only include the costs for the project being applied for. If a project can be broken into phases, a separate detailed cost estimate must be submitted for each phase being applied for.

It is important to note that projects will be reviewed in the context of the Canadian Environmental Assessment Act (CEAA) 2012 and regulations as discussed in Section 7. Where applicable, project cost estimates should include costs to conduct a CEAA study.

Projects requiring climate lens assessments as outlined in Section 5.5 should include costs to complete these and have them attested to by a qualified assessor.

IMPORTANT: It is necessary to provide **up-to-date, detailed, and complete cost estimates** and identify and account for inflation, increasing construction costs and possible delays in start and completion dates. Factors that may delay construction include: the timing of the grant announcement date, fisheries window, public consent, weather and construction seasons, delays in the CEAA process, right of way negotiations, regulatory applications, etc.

6.3 SITE PLAN

A site plan should include the location and the general layout of the works to be included in the proposed project.

6.4 PROJECT STUDY OR PLAN

This study should be completed to report initial planning work and should identify what the project works will include, and why the project is being considered. It should also address capital and lifecycle expenditures, annual operating costs, emerging technologies, environmental considerations and societal impacts. This study should include more information than will be supplied in the brief project description and list of works.

This study can be completed by the organization itself or an external consultant, and existing work can be submitted in order to fulfill this requirement; a new study doesn't need to be commissioned in support of the grant application. Where no study exists, a summary of planning discussions and actions to date can be submitted.

6.5 LIST OF REQUIRED LICENSES, PERMITS AND APPROVALS

All applicants are required to investigate and submit a list of licenses, permits and approvals which are required for the project to proceed and they must advise on the status of any that have been applied for. This demonstrates that a project is on track and/or that the proponent has considered and commenced applications for these required items.

6.6 EVIDENCE OF SECURED FUNDS

When funding is necessary for the applicant, evidence that the applicant's full share of funding has been or will be secured is required. This evidence may be in the form of recent bank statements showing that the amount is on hand, a line of credit letter of approval (for non-local government entities), staff reports and/or resolutions of board/council directing the use of reserve funds, and for local governments who are recovering their share of funding through borrowing, a Liability Servicing Limit Certificate indicating that borrowing is within a local government's assent free borrowing limit, a loan authorization bylaw that has received third reading, and/or a date that borrowing has been approved through a formal public approval process and a copy of the related bylaw. Other evidence may be accepted at the discretion of the Director or program leads.

Not-for-Profit and For-Profit entities must provide a financial statement, please. Please upload:

- An internally prepared financial statement for projects with eligible costs up to \$500,000 or,
- A statement reviewed by an independent public accountant for projects with eligible costs \$500,001 and above

The applicant will be prompted for required documents through the online application process.

6.7 WATER CONSERVATION PLAN FOR ENVIRONMENTAL QUALITY OUTCOMES

A current, Council, Board, or Band Council endorsed Water Conservation Plan will be required for any project application related to Drinking Water or Wastewater. To meet the requirement, the plan will need to have been updated within the last five years. Please attach or provide a link to the plan and provide a copy of the Council or Board endorsement of the plan. The plan should be relevant to the area which will be served by the project.

Where a water or wastewater system is being transferred to a local government, a commitment should be included to extend the water conservation activities to the transferred system.

It is expected that Drinking Water or Wastewater projects which create new infrastructure will consider how water can be used efficiently or reduced as part of the project design. Advice on creating a water conservation plan can be found here: <http://www.obwb.ca/water-conservation-guide-for-bc-now-available/>. An additional tool for exploring water conservation options is: <http://waterconservationcalculator.ca>

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6.8 CONTACT INFORMATION

Applications will be submitted to the Ministry using the Local Government Information System (LGIS). Questions can be directed to:

Ministry Municipal Affairs and Housing
PO Box 9838 Stn Prov Govt
4th Floor 800 Johnson St.
Victoria, BC V8W 9T1
Phone: 250-387-4060
Email: infra@gov.bc.ca

7. Canadian Environmental Assessment ACT, 2012 Requirements

The *Canadian Environmental Assessment Act 2012* (the Act) and its regulations are the legislative basis for the federal practice of environmental assessment. A Federal Environmental Assessment (FEA) is a process to evaluate the environmental effects and identify measures to mitigate potential adverse effects of a proposed project. The Act ensures that the environmental effects of a project are carefully reviewed before a federal department/agency makes a decision to allow the proposed project to proceed.

Detailed information on the *Canadian Environmental Assessment Act* and regulations can be found at the Canadian Environmental Assessment Agency's website:
<https://www.canada.ca/en/environmental-assessment-agency.html> .

All projects that receive funding through the Agreement must comply with the Act. However, since not all projects are on federal lands or affect the environment in a significant way, many projects may not require an environmental assessment under the Act. It is the responsibility of the Proponent to determine the FEA requirements and contact the relevant Federal departments, as indicated below.

7.1 HOW TO DETERMINE IF A FEDERAL ENVIRONMENTAL ASSESSMENT (FEA) IS REQUIRED

An FEA will be required under CEAA 2012 if the project meets the definition of a designated project and or it is located on federal lands.

Is it a designated project?

Designated projects can be found on the *Regulations Designating Physical Activities*:
<http://laws-lois.justice.gc.ca/eng/regulations/SOR-2012-147/page-1.html#docCont>

Only projects on the designated project list require FEA or projects designated by the Minister due to potential for environmental effects or public concerns. Should the Project

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meet the definition of a designated project, proponents must provide to the Canadian Environmental Assessment Agency a description of their proposed project to initiate the process.

Is the project on federal lands?

Projects on federal lands are subject to an assessment of environmental effects. Information must be provided to program staff on whether or not the project will be located on federal lands. Proponents must engage with the federal lands' owner to establish the process and requirements to meet CEAA, 2012.

For more information refer to the Operation Policy Statement:

<https://www.canada.ca/en/environmental-assessment-agency/news/media-room/media-room-2015/assessing-cumulative-environmental-effects-under-canadian-environmental-assessment-act-2012.html>

7.2 TIME AND COST CONSIDERATIONS

Time and Costs involved in completing the FEA and associated studies will depend on site accessibility and the availability of local expertise, the nature and complexity of the project, potential environmental implications and the level of public/Indigenous interest. When developing the project cost estimates, please consider the potential expenses involved in preparing a FEA.

7.3 DIALOGUE WITH ENVIRONMENTAL AGENCIES

For projects that require a FEA, proponents are encouraged to contact relevant federal departments or provincial ministries (e.g., Fisheries & Oceans Canada, Environment Canada - Canadian Wildlife Service or BC Ministry of Environment). A proactive discussion with such agencies during the project-planning phase will assist in identifying potential environmental impacts and necessary mitigation measures.

IMPORTANT NOTE:

- Where necessary, ICIP funding is conditional upon completion of an environmental assessment review of the project under the Act with a satisfactory outcome.
- Starting BC and Canada environmental assessments early in the planning of a project will assist the British Columbia and the Government of Canada in discharging the legal duty to consult and, if appropriate, accommodate Aboriginal peoples when the Crown contemplates conduct that might adversely impact established or potential Aboriginal or Treaty rights.
- Successful applicants must agree to adhere to mitigation requirements as may be specified in the FEA and/or recommended by federal departments and agencies participating in the review process.

- Any changes to the scope of the project while it is underway could re-open the FEA review and cause the project to have construction delays. In addition, project scope changes need to be brought to the ICIP program staff immediately as they need the Province's approval prior to going forward with any changes to the original approved scope.

7.4 OTHER REGULATORY CONSIDERATIONS

Projects must meet all applicable federal and provincial environmental legislation and standards. Even though a project is excluded from a review under the *Canadian Environmental Assessment Act*, it may require permits or approvals from local, regional or provincial government agencies. It is the applicant's responsibility to ensure that any additional approvals and permits are obtained.

7.5 B.C. ENVIRONMENTAL ASSESSMENT PROCESS

Proposed projects or modifications to existing projects that are subject to the *British Columbia Environmental Assessment Act* (BCEAA) are specified in the Environmental Assessment Reviewable Project Regulations by project type, design capacity, and diversion or extraction rate. All applicants should review a copy of the regulations for information on projects that may be subject to the BCEAA. Information must be provided to CWWF program staff on whether or not the project will be subject to BC Environmental Assessment.

Refer to BC Environmental Assessment Office's website at www.eao.gov.bc.ca or contact their office at:

2nd Floor 836 Yates Street
PO Box 9426 Stn Prov Govt
Victoria, BC V8W 9V1
Email: eaoinfo@gov.bc.ca

8. ABORIGINAL CONSULTATION

Proponents may be required to consult with Aboriginal groups if the project is located in an area where Aboriginal communities have potential or established Aboriginal or Treaty rights. It is the responsibility of the Proponent to determine whether or not the project requires consultation with Aboriginal groups. Information must be provided to program staff on whether or not the project will be subject to Aboriginal Consultation.

If required, Canada must be satisfied that for each Project:

- Aboriginal groups have been notified and, if applicable, consulted;
- If applicable, a summary of consultation or engagement activities has been provided, including a list of Aboriginal groups consulted, concerns raised, and how

each of the concerns have been addressed, or if not addressed, an explanation as to why not;

- c) Accommodation measures, where appropriate, are being carried out by British Columbia or Ultimate Recipient at their own cost; and
- d) Any other information has been provided that Canada may deem appropriate.

No site preparation, vegetation removal or construction will occur for a Project and Canada has no obligation to pay any Eligible Expenditures that are capital costs, as determined by Canada, until Canada is satisfied that any legal duty to consult, or other federal consultation requirement, and where appropriate, to accommodate Aboriginal groups has been met and continues to be met.

For more information on British Columbia's consultation resources and consultation policy:

<https://www2.gov.bc.ca/gov/content/environment/natural-resource-stewardship/consulting-with-first-nations>

<http://www2.gov.bc.ca/gov/DownloadAsset?assetId=9779EDACB673486883560B59BEBE782E>

For more information on Aboriginal Consultation in Federal Environmental Assessment:

<http://www.ceaa-acee.gc.ca/default.asp?lang=En&n=ED06FC83-1>

9. APPROVED APPLICATIONS

Successful recipients will be notified in writing if their application is approved.

The Province of British Columbia will provide a Shared Cost Agreement* to those proponents approved for funding. The Shared Cost Agreement will outline the terms and conditions associated with the funding. Funding is conditional upon the recipient signing a Shared Cost Agreement with the Province.

Shared Cost Agreements will be prepared only after the requirements described in Section 5.4 have been deemed as met by Canada.

All projects will be expected to be substantially complete within the dates set out in their Shared Cost Agreement. The Program is designed to support projects that can be completed within five to six years of the approval. Where extenuating circumstances outside the proponent's control cause project delays, an approval for extension may be considered (with projects ultimately having to be completed before March 31, 2027).

Shared Cost Agreement or Ultimate Recipient Agreement means an agreement between British Columbia and the Ultimate Recipient under the ICIP.*

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****“Ultimate Recipient” means an entity identified under sections A.1 a) of Schedule A in Canada – British Columbia ICIP Integrated Bilateral Agreement and identified within this guide as an eligible applicant.*

9.1 ASSETS

9.1.1 Disposal of Assets

Within the Shared Cost Agreement, ultimate recipients will need to maintain ongoing operations and retain title to and ownership of an asset for at least five years after substantial completion, except when the asset is transferred to Canada, British Columbia or a municipal or regional government, or with Canada and the Province’s consent.

9.1.2 Revenue from Assets

Senior government contributions are meant to accrue to the public benefit. Within the Shared Cost Agreement, there will be a requirement that funded assets owned by a for-profit Ultimate Recipient will not generate revenues that exceed its operating expenses within the Fiscal Year during the asset disposal period. Where funding is used by a for-profit private sector body for the purpose of the ultimate recipient generating profits or increasing the value of its business, repayment of any contribution funding will be required.

For-profit entities please refer to section 24.2 REVENUE FROM ASSETS in the Canada/BC Integrated Bi-lateral Agreement found on the ICIP website
<http://www.infrastructure.gc.ca/prog/agreements-ententes/2018/2018-bc-eng.html>

9.2 SHARED COST AGREEMENT

“Shared Cost Agreement” means an agreement between the Province of British Columbia and a Recipient whereby the Province agrees to contribute financially to an approved project.

9.3 CONTRACT PROCEDURES AND PROVISIONS

“Contract” means a Contract between a Recipient and a Third Party whereby the latter agrees to contribute a product or service to a project in return for financial consideration which may be claimed as an Eligible Cost.

All contracts will be awarded in a way that is fair, transparent, competitive and consistent with value for money principles.

The following objectives for procurement activity for goods, services and construction are based on the principles of fair and open public sector procurement: competition, demand aggregation, value for money, transparency and accountability:

- proponents receive the best value for money spent on contracts;
- vendors have fair access to information on procurement opportunities, processes and results;
- acquisition opportunities are competed, wherever practical;
- proponents only engage in a competitive process with the full intent to award a contract at the end of that process;
- proponents are accountable for the results of their procurement decisions and the appropriateness of the processes followed;
- the cost of the procurement process, to both vendors and proponents, is appropriate in relation to the value and complexity of each procurement;
- contracts are awarded in accordance with the Canadian Free Trade Agreement and international trade agreements if applicable; and
- acquisitions are managed consistent with the policy of the Province of British Columbia (The Province of British Columbia Policies can be accessed at: <https://www2.gov.bc.ca/gov/content/governments/policies-for-government/core-policy/policies/procurement>).

Proponents are responsible for:

- planning, managing and fully documenting the process to acquire goods, services and construction;
- managing solicitation and contract award processes in a prudent and unbiased manner that fairly treats all potential vendors and bidders;
- ensuring that contracts for goods, services and construction are designed to provide the best value; and
- ensuring that all acquisitions are consistent with policy and applicable legislation.

It is expected that all contracts for works associated with projects that are approved for funding will be publicly tendered. Where this is not feasible or practicable, recipients must inform, in writing, the Ministry for approval before proceeding with the project.

The Province reserves the right to review a Recipient's procurement and tendering policies relating to contracts for works associated with projects funded through this program at any time from project approval to a date three years after project completion.

Two resources are available to help applicants to achieve excellence in the awarding of contracts in a way that is transparent, competitive, and consistent with value for money principles:

- The Master Municipal Construction Documents Association (MMCD) provides its members with standardized contract documents and training programs to maximize the benefits of the documents. The Province of British Columbia encourages British Columbia Municipalities to use the Master Municipal Construction Documents for the construction of municipal services. Many B.C. local governments have been, and continue to, subscribe to the MMCD documents, certification, training and procedures. For further information about MMCD access its website at: www.mmcd.net/.
- BC Bid, the e-Procurement site of the Province of British Columbia can be accessed at: www.bcbid.gov.bc.ca/open.dll/welcome.

9.4 CHANGES OR VARIATIONS TO AN APPROVED PROJECT

Applicants need to advise the Ministry, in writing, of any variation from the approved project. Before any changes are implemented they must be approved by the Ministry. Changes that require written approval are those that deviate from the Shared Cost Agreement, generally project description/scope or project completion date. Costs that are outside of the current terms of the contract may not be able to be reimbursed.

Program staff will adjust future claims and/or require the provincial government to be reimbursed if any costs that have been reimbursed are subsequently found to be ineligible.

9.5 COST OVERRUNS

The Program will be fully allocated and oversubscribed. Recipients of grant funding will be responsible for managing project risks, including cost increases, as the Program is not designed to deal with cost overruns. Any project cost increases will be the responsibility of the Ultimate Recipient.

9.6 REPORTING

A Periodic Progress Report will be required quarterly and a Budget Forecast Report will be required monthly or upon request by the Province. These reports update the federal and provincial agencies regarding timelines, percentage completion, milestones, forecasting and other information regarding the project. Progress reports are required whether or not a claim is made, or whether or not construction has begun. The reports are required for the period between project approval and project completion.

These reports must be completed and submitted online using the Local Government Information System (LGIS). To access the online reporting users must have a Business BCeID credential and password.

For more information on BCeID access requirements, see [Application Instructions](#).

Conditions will be included in the Shared Cost Agreement which will require the Ultimate Recipient of the grant to conduct activities or prepare documentation related to best practice and sustainable infrastructure management. These will be tied to the payment of interim and final claims.

Examples of condition requirements that have been included in past programs include*:

- confirmation that required permits have been received and/or that the design and construction meets associated regulatory requirements;
- a list of energy efficient features and equipment used in the project;
- for projects that develop a new groundwater source, use of best practices as detailed in the Province's Well Head Protection Toolkit, including a Wellhead Protection Plan;
- a summary of the state of asset management practice within the organization in reference to the [Asset Management BC](#) Roadmap and/or AssetSMART 2.0
- confirmation that the system and operators are or will be certified under the BCEOCP;
- completion of a council or board endorsed Water Conservation Plan;
- a plan demonstrating how the community is working towards and planning for sustainable wastewater management;
- confirmation that a new building exceeds the energy requirements under the National Energy Code for Buildings by at least 25%;
- confirmation that bylaws are in place regarding the decommissioning of on-site sewage on properties connected to the community sewage collection system and requiring community sewer for smaller properties or a Liquid Waste Management Plan that identifies decentralized wastewater management;
- a plan or strategy to manage stormwater/rainwater;
- an asset renewal profile for the asset group related to the project.

Applicants will be required to report on the following federal targets which are applicable to the project:

1. For all Outcomes

- Contribute to a national ten mega-tonne (10 mT) reduction of greenhouse gas emissions.

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- Ensure one hundred percent (100%) of federally-funded public-facing infrastructure meets the highest published applicable accessibility standard in a respective jurisdiction.

2. Rural and Northern Communities Core Outcomes

- Increase by at least five percent (5%) the number of rural households that have access to the highest broadband speed range available in British Columbia based on 2015 Canadian Radio-Television and Telecommunications Commission data. For the purpose of this program, the highest speed will be 25+ mbps.

3. Community, Culture and Recreation Outcomes

- No additional targets

4. Environmental Quality Outcomes

- Reduce by forty percent (40%) the number of long-term drinking water advisories in non-reserve communities.
- Increase the number of wastewater systems achieving compliance with federal effluent regulations: from ninety-eight percent (98%) to one hundred percent (100%) for high-risk wastewater systems, and from ninety percent (90%) to one hundred percent (100%) for medium-risk wastewater systems.

5. Adaptation, Resilience and Disaster Mitigation Outcomes

- No additional targets

6. Public Transit Outcomes

- Increase by at least twenty five percent (25%) the modal share for public transit and active transportation. This target will be reviewed by both parties and if necessary, adjusted, following the submission of British Columbia Investing in Canada Infrastructure Program Infrastructure Plan
- Maintain 97% of people in a municipality with a public transit system live within the service area of their transit system.

Projects with total estimated eligible expenditures of \$25 million or more will need to report on community employment benefits provided to at least three (3) federal target groups (apprentices, Indigenous peoples, women, persons with disabilities, veterans, youth, new

Canadians, or small- medium-sized enterprises and social enterprises). This requirement may be waived at the discretion of British Columbia for applicants with lower capacity to capture this information with specific rationale.

Applicants must ensure that they collect and are able to provide data on the applicable performance indicators related to Outcomes and associated Targets (listed in Appendix A).

A Final Report detailing project performance must be completed and submitted with the final claim upon project completion.

* This is not a comprehensive list of all potential condition requirements and others may be added or substituted at the discretion of the Province.

9.7 CLAIMS

To receive both the federal and provincial governments' contributions for approved projects, claims must be submitted for eligible costs to the Ministry. Only costs incurred, paid and consistent with and comparable to those identified in the signed shared cost agreement are eligible for reimbursement. Where multiple projects are ongoing (e.g. through different grant funding programs or through a phased approach), please ensure that claims are specific to the approved project only.

Claims must be completed and submitted online using the Local Government Information System (LGIS). The online claim form requires summary of expenditures information, including: name of payee, date paid, work rendered start/end dates, invoice number, invoice date, etc. Current progress reports must be submitted online to the Ministry via LGIS for claim reimbursement. All projects are subject to site visits and audit at any time during the project and up to the later of: the end date of the Integrated Bilateral Agreement for ICIP between Canada and British Columbia or up to three years after the final settlement of accounts.

To access LGIS, users must have a Business BCeID credential and password. For more information on BCeID access requirements, see [Application Instructions](#).

9.8 ACCOUNTING RECORDS

Applicants must maintain acceptable accounting records that clearly disclose the nature and amounts of the different items of cost pertaining to the project. These records should include both the records of original entry and supporting documents of the applicant, divisions or related parties, and any third party, named in the application or contract, as appropriate to the project. Applicants must retain accounting records for a minimum of six years after the end date of the Integrated Bilateral Agreement for ICIP between Canada and British Columbia.

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Failure to keep acceptable accounting records and tender documents may result in a cessation or interruption in funding and impact future funding.

The Province can require applicants to provide details of the types and amounts of all fees for consultants and contractors.

9.9 COMMUNICATIONS

Procedures for Communications

An important aspect of the program is to communicate its impact in helping improve the quality of life in British Columbia communities. The purpose of joint communications activities is to provide information on the Program to the public in a well-planned, appropriate, timely and consistent manner that recognizes the benefits of the initiative and the contribution of all parties.

A communications protocol will be set out within the Shared Cost Agreement. Signage recognizing funding contributions will also be required.

Timeline for Public Events

Please contact the Ministry at least **20 working days** prior to any scheduled public events. The federal and provincial Ministers, or their designated representatives, regularly participate in the events, thus need time to schedule for such an occasion.

APPENDIX A - DEFINITIONS

Accessibility - Taking appropriate measures to ensure persons with disabilities have access, on an equal basis with others, to the physical environment, to transportation, and to other facilities and services open and provided to the public.

BCeID – supplies a secure access to online government services. Applicants must register and obtain a BCeID in order to be able to log in to the LGIS system.

Contract - a Contract between a Recipient and a Third Party whereby the latter agrees to contribute a product or service to a project in return for financial consideration which may be claimed as an Eligible Cost.

Food Security - UN definition - exists when all people, at all times, have physical, social and economic access to sufficient, safe and nutritious food which meets their dietary needs and food preferences for an active and healthy life. Household food security is the application of this concept to the family level, with individuals within households as the focus of concern.

LGIS – Local Government Information System – online tool for applicants to apply, report and submit claims for the Investing in Canada Infrastructure Program.

Shared Cost Agreement - an agreement between the Province of British Columbia and a Recipient whereby the Province agrees to contribute financially to an approved project.

Vulnerable Populations – Families or individuals who would likely have to spend a substantially larger share of their income than average on the necessities of food, shelter and clothing and thus would be living in a difficult circumstance.

APPENDIX B – Federal Program Outcomes & Targets

Ultimate recipients are required to report on outcomes and associated targets through the Province to Canada for the ICIP – Rural and Northern Communities Program projects completed in BC. Below are the federal outcomes and targets that are associated with this program for ease of reference. Projects must meet at least one of the outcomes in the following tables:

RURAL AND NORTHERN COMMUNITIES OUTCOMES AND TARGETS

Rural and Northern Communities Core <u>Outcomes</u>:
Improved food security
Improved and/or more reliable road, air and/or marine infrastructure
Improved broadband connectivity
More efficient and/or reliable energy
Improved education and/or health facilities (specific to Truth and Reconciliation Commission)
Projects that meet an outcome from the Public Transit; Green Infrastructure – Environmental Quality; Adaptation, Resilience and Disaster Mitigation; or, Community, Culture and Recreation Outcomes Tables and also are for communities within the population criteria for the Rural and Northern Communities Program (Census 2016) are also eligible.

<u>Targets</u> Relevant to the Rural and Northern Community Program*:
Increase by at least five percent (5%) the number of Rural Households that have access to the highest broadband speed range available in British Columbia based on 2015 Canadian Radio-Television and Telecommunications Commission data. For the purpose of this program, the highest speed will be 25+ mbps.
Contribute to a national ten mega-tonne (10 mT) reduction of greenhouse gas emissions.
Ensure one hundred percent (100%) of federally-funded public-facing infrastructure meets the highest published applicable accessibility standard in a respective jurisdiction.

*Not all targets will be applicable to every project. Some projects that are eligible under the program outcomes may not have a corresponding target (i.e. food security).

COMMUNITY CULTURE AND RECREATION OUTCOMES AND TARGETS**CCR Outcomes for RNC applications:**

Improved access to cultural, recreational, or community infrastructure for Canadians, including Indigenous peoples and vulnerable populations.

Increased quality of cultural, recreational or community infrastructure for Canadians, including Indigenous peoples and vulnerable populations.

Targets Relevant to the CCR Outcomes for RNC Applications :

Contribute to a national ten mega-tonne (10 mT) reduction of greenhouse gas emissions.

Ensure one hundred percent (100%) of federally-funded public-facing infrastructure meets the highest published applicable accessibility standard in a respective jurisdiction.

ENVIRONMENTAL QUALITY OUTCOMES AND TARGETS**Environmental Quality Outcomes for RNC Applications for RNC Applications:**

Increased capacity to treat and/or manage wastewater and stormwater

Increased access to potable water

Increased capacity to reduce and/or remediate soil and/or air pollutants

Targets Relevant to the Environmental Quality Outcomes for RNC Applications *:

Reduce by forty percent (40%) the number of long-term drinking water advisories in non-reserve communities.

Increase the number of wastewater systems achieving compliance with federal effluent regulations: from ninety-eight percent (98%) to one hundred percent (100%) for high-risk wastewater systems, and from ninety percent (90%) to one

Investing in Canada Infrastructure Program – Rural and Northern Communities

hundred percent (100%) for medium-risk wastewater systems.

Contribute to a national ten mega-tonne (10 mT) reduction of greenhouse gas emissions.

Ensure one hundred percent (100%) of federally-funded public-facing infrastructure meets the highest published applicable accessibility standard in a respective jurisdiction.

ADAPTATION, RESILIENCE AND DISASTER MITIGATION OUTCOMES AND TARGETS

Adaptation, Resilience and Disaster Mitigation Outcomes for RNC Applications:

Increased structural capacity and/or increased natural capacity to adapt to climate change impacts, natural disasters and/or extreme weather events

Targets Relevant to the Adaptation, Resilience and Disaster Mitigation Outcomes for RNC Applications:

Contribute to a national ten mega-tonne (10 mT) reduction of greenhouse gas emissions.

Ensure one hundred percent (100%) of federally-funded public-facing infrastructure meets the highest published applicable accessibility standard in a respective jurisdiction

PUBLIC TRANSIT OUTCOMES AND TARGETS

Public Transit Outcomes Table for RNC Applications

Improved capacity of public transit infrastructure

Improved quality and/or safety of existing or future transit systems

Improved access to a public transit system

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<u>Targets Relevant to Public Transit Outcomes for RNC Applications</u>
Increase by at least twenty five percent (25%) the modal share for public transit and active transportation. This target will be reviewed by both parties and if necessary, adjusted, following the submission of British Columbia Investing in Canada Infrastructure Program Infrastructure Plan
Maintain 97% of people in a municipality with a public transit system live within the service area of their transit system.
Contribute to a national ten mega-tonne (10 mT) reduction of greenhouse gas emissions.
Ensure one hundred percent (100%) of federally-funded public-facing infrastructure meets the highest published applicable accessibility standard in a respective jurisdiction.

APPENDIX C – Examples of Eligible Costs and Ineligible Costs

Please note: The following are examples only and are based on staff knowledge of past federal-provincial programs and program criteria. The determination of whether costs are eligible will ultimately rest with program staff. If a cost is not listed below, contact program staff prior to undertaking associated work. (See Section 6.8 for contact information)

General

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> Costs paid under contract for goods or services considered to be direct and necessary to implement the project 	<ul style="list-style-type: none"> Any unpaid costs including invoices or holdbacks Accrued costs Any goods or services costs which are received through donations or in kind
<ul style="list-style-type: none"> Costs incurred after approval and on or before the project completion date stipulated in the Shared Cost Agreement and deemed properly and reasonably incurred 	<ul style="list-style-type: none"> Costs incurred prior to approval date and after project completion date as stipulated in the Shared Cost Agreement (with the exception of costs to complete climate lens assessments which are eligible prior to grant award if the project is successful in obtaining funding through the program)
<ul style="list-style-type: none"> Capital costs as defined by Generally Accepted Accounting Principles (except capital costs included in INELIGIBLE COSTS) 	<ul style="list-style-type: none"> Services or works normally provided by the Recipient, including: <ul style="list-style-type: none"> overhead costs salaries and other employment benefits of any employees of the Recipient <u>unless pre-approved by the Ministry and specifically related to the project</u> leasing of equipment except that directly related to the construction of the project purchasing equipment accounting fees incurred in the normal course of operation auditing fees incurred in the normal course of operation operating expenses and regularly scheduled maintenance
	<ul style="list-style-type: none"> Land acquisition and real estate fees: <ul style="list-style-type: none"> leasing land, buildings and other facilities and related costs

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ELIGIBLE	INELIGIBLE
	<ul style="list-style-type: none"> Financing charges, loan interest payments legal fees (including those related to easements)
	<ul style="list-style-type: none"> Taxes for which the Recipient is eligible for a tax rebate and all other costs eligible for rebates

Environmental Assessment/Aboriginal Consultation Costs

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> Environmental reviews Environmental costs Remedial activities Mitigation measures Aboriginal consultation 	

Climate Change Lens Assessment Costs

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> Greenhouse Gas Emissions Assessment when indicated required in Section 5 of the Guide Climate Resilience Assessment when indicated required in Section 5 of the Guide 	

Design / Engineering Costs

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> Fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, and engineering of a project 	
<ul style="list-style-type: none"> Accommodation costs included in consulting fees or disbursement for out of town/province professionals 	<ul style="list-style-type: none"> Any legal fees including those for land transfers (easements, Right of Way)

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Construction/Materials Costs

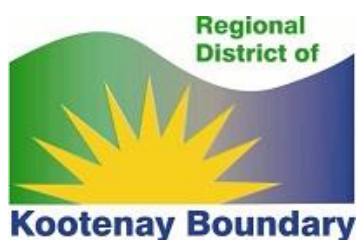
ELIGIBLE	INELIGIBLE
	<ul style="list-style-type: none"> Cost of purchasing land and associated real estate and other fees Value of donated land Interim financing and interest costs Appraisal fees Land title fees Leasing of land or facilities
	<ul style="list-style-type: none"> Building permit charged by proponent to itself Development cost charges
<ul style="list-style-type: none"> Insurance related to construction 	<ul style="list-style-type: none"> Liability insurance for directors
<ul style="list-style-type: none"> Project management fees 	
<ul style="list-style-type: none"> Material testing necessary to prove suitability of soils and specified structural elements 	
<ul style="list-style-type: none"> Fencing for the construction site Permanent fencing 	
<ul style="list-style-type: none"> Towing heavy equipment to and from the construction site 	<ul style="list-style-type: none"> Towing vehicles
<ul style="list-style-type: none"> Security guard & First Aid attendant (contracted for construction project) 	<ul style="list-style-type: none"> Ambulance for workplace accidents First aid courses
<ul style="list-style-type: none"> Furniture and/or equipment essential for operation of the project 	<ul style="list-style-type: none"> Tools (e.g. hammer, saw, shovel, rakes, gloves) Furnishing and non-fixed assets which are not essential for the operation of the asset/project
<ul style="list-style-type: none"> Utility, electrical, sanitary sewer, and storm sewer set-up/connection services to the site property line 	<ul style="list-style-type: none"> General repairs and maintenance of a project and related structures
<ul style="list-style-type: none"> Safety equipment to be kept at the project site (e.g. safety goggles, beakers, eye wash bottles, latex gloves, UV lamp, vacuum hand pump, forceps, etc.) 	
<ul style="list-style-type: none"> Fire protection equipment as required by the fire department 	
<ul style="list-style-type: none"> Third party (contractor) rental of a trailer/site office 	
<ul style="list-style-type: none"> Permanently installed 2 way radios, phone system for facility 	<ul style="list-style-type: none"> Monthly bills for utilities and phone/internet
	<ul style="list-style-type: none"> Contributions in kind
<ul style="list-style-type: none"> Fuel costs for rental equipment 	<ul style="list-style-type: none"> Vehicle maintenance and fuel costs

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ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> Temporary construction or permanent signage, specific to the project 	<ul style="list-style-type: none"> General construction signs (e.g. detour, street closed)
<ul style="list-style-type: none"> Relocation/renovation kiosk signs for public information 	<ul style="list-style-type: none"> Temporary “Hours of Business” signs
<ul style="list-style-type: none"> Surveys necessary to determine the site’s suitability for the intended purpose 	<ul style="list-style-type: none"> Any other surveys except to determine the site’s suitability
<ul style="list-style-type: none"> Demolition of unwanted structures from the site 	
<ul style="list-style-type: none"> Landscaping to restore construction site to original state following construction Installation of landscaping 	<ul style="list-style-type: none"> Maintaining landscaping
<ul style="list-style-type: none"> Newspaper/radio ads related to contract tenders and contract award notifications; or public safety, road closure or service interruption notices related to the project 	
<ul style="list-style-type: none"> Printing and distribution costs for public information materials regarding the project 	
<ul style="list-style-type: none"> Printing costs for preparing contract documents or tenders, blue prints, plans/drawings 	
<ul style="list-style-type: none"> Courier services, specific to project e.g. delivering drawings/designs 	
<ul style="list-style-type: none"> Paving of access and curb cuts 	

Communication Activities Costs

ELIGIBLE	INELIGIBLE
<ul style="list-style-type: none"> Any costs reasonably incurred to undertake joint federal and provincial communication activities, such as, but not limited to: <ul style="list-style-type: none"> - federal or provincial funding recognition signage - permanent commemorative plaques - A/V rental and set up costs - event equipment rental and set up costs, such as stage and podium for joint events - event photography 	<ul style="list-style-type: none"> Media consultant Event planners Gifts Hospitality costs, such as, but not limited to: <ul style="list-style-type: none"> - food/beverages - liquor - entertainment



STAFF REPORT

Date: 29 Nov 2018 **File**
To: Chair Russell and Board of Directors
From: Maureen Forster, Executive Assistant
Re: Appointment to the Columbia River Treaty Local Governments Committee

Issue Introduction

A staff report from Maureen Forster, Executive Assistant, regarding appointments to the Columbia River Treaty Local Governments Committee (CRTLGC) is presented.

History/Background Factors

In 2011 the Columbia Basin Trust and Local Governments in the the Columbia Basin region agreed to form the CRTLGC to facilitate collaboration as the future of the Treaty is discussed.

Since 2011 the Regional District's appointees have been Directors Linda Worley, Marguerite Rotvold and Joe Danchuk.

The appointment, which is made by the RDKB Board of Directors, is up for renewal. Regional District policy dictates that the appointment is open to any Local Government elected official in the Lower Columbia (East End).

The RDKB will be requesting expressions of interest for the position.

The Terms of Reference of the CRTLGC have also been attached for informational purposes.

Implications

The Regional District of Kootenay Boundary will be fully represented on the CRTLGC. Financial implications would include nominal costs associated with participating in this Committee i.e. meeting allowances, mileage, etc.

Advancement of Strategic Planning Goals

By ensuring that the RDKB has full representation on the CRTLGC, its strategic priority of improving and enhancing communication by continuing to advocate on issues that affect our region and continuing to focus on partnerships that advance the interests of the Region will be met.

Background Information Provided

None

Alternatives

1. Receipt
2. Receipt and appoint two representatives
3. Receipt and not appoint two representatives

Recommendation(s)

That the staff report from Maureen Forster, Executive Assistant, regarding appointments to the Columbia River Treaty Local Governments Committee be received. **FURTHER** that the RDKB will be requesting expressions of interest for the position. **FURTHER** that the Columbia River Treaty Local Governments Committee will be advised accordingly.

Columbia Basin Regional Advisory Committee

Terms of Reference

Updated: October 6, 2016

Background and Purpose

Community involvement in activities that affect the Columbia River Basin has been a long standing tradition for Columbia Basin residents. During Columbia River Treaty (CRT) community engagement activities hosted by Columbia Basin Trust (CBT) in 2011 and early 2012, and Columbia River Treaty Review consultation meetings hosted by the Province's Columbia River Treaty Review Team and the Columbia River Treaty Local Governments' Committee (LGC) in 2012 and 2013, participating Basin residents identified two areas of community interest:

1. Improved understanding of and information sharing with respect to Columbia Basin hydroelectric operations with the goal of better informed operations planning, and
2. Continued engagement of First Nations and communities throughout any future Columbia River Treaty negotiation process.

Principles

The Local Government Committee (LGC), Ministry of Energy and Mines (MEM), and BC Hydro¹ have agreed to work together to address the two interests by establishing a Columbia Basin Regional Advisory Committee (CBRAC), a Basin-wide cross-sectoral group, representing a broad range of perspectives, interests and geography. This agreement is based on the following principles:

- *Collaboration* – The LGC, MEM and BC Hydro will work openly and collaboratively together, with distinct and clearly defined roles and responsibilities.
- *CBRAC Collaboration* – CBRAC members will utilize their knowledge and expertise of the Columbia Basin and Basin interests to collaborate in a constructive and productive way to share and disseminate information with the goal of informing Columbia Basin hydroelectric operations planning, and work toward strengthening the related community awareness and knowledge.
- *Advice* – CBRAC members will advise BC Hydro on matters that are regionally important and that should be taken into consideration in BC Hydro's operation planning. BC Hydro will take this advice under consideration when balancing multiple interests in operations planning and provide feedback on its ability to accommodate the advice in operations.

¹ See Roles and Responsibilities on page 4.

- *Reasonable commitment of time and resources* – Information sharing and engagement mechanisms will be selected that do not unreasonably burden the resources, or make unrealistic demands on participants.
- *Realistic expectations* – The activities of the CBRAC will respect and not alter the responsibilities, rights and obligations of BC Hydro and other hydroelectric facility operators to make planning and operational decisions, considering the advice and input provided.
- *Adaptive approach* – This initiative will start small and build on activities as and when needed, based on learning which activities are most effective.

Membership

Members are expected to be able to take a broad perspective and work collectively to contribute positively and constructively to discussions on Columbia Basin issues and concerns, including the future of the Columbia River Treaty and Columbia Basin hydroelectric operations planning. Members will have interest in, knowledge and/or experience with hydroelectric operations planning and/or will be recognized in Columbia Basin communities (of interest or geography) as knowledgeable in one or more key areas of interest identified by Basin residents during the CBT, LGC or the Province's Columbia River Treaty Review processes. The goal is to involve representatives from each of eight to ten impacted areas who collectively span the range of interests.

Membership will consist of 30-35 members who include, but are not limited to, geographically and interest balanced representation from:

- A wide range of Columbia River Basin municipalities and regional districts;
- Columbia River Basin First Nations;
- Basin businesses and economic development agents;
- Basin recreation, environmental, tourism, business, agricultural or community organizations;
- Columbia Basin Trust;
- Ministry of Energy and Mines;
- BC Hydro and other Columbia Basin hydroelectric facility owners².

In order to develop a legacy of knowledge about hydroelectric operations and planning in the Columbia Basin, younger representatives are encouraged to become members of the CBRAC.

Member selection will be conducted as follows:

- Each of the four regional districts in the Basin will designate two local government representatives from impacted areas. The Village of Valemount will designate one representative.
- Each Basin First Nation is invited to designate two representatives.
- A public invitation will be made for interested citizen representatives from business, Chambers of Commerce, economic development, recreation, environmental, tourism, business, agriculture and

² Other Basin-based hydro owners including FortisBC, CPC, Teck, and Nelson City Hydro could also be involved.

community organizations, to apply to become a CBRAC member. MEM will evaluate applications and select CBRAC members based on clearly defined criteria.

- Agencies will appoint their representatives.

A minimum two year commitment is suggested of members selected to the CBRAC. At the discretion of MEM, members will normally be appointed to serve for an unspecified term. Replacement of members will be from an expression of interest list and will be selected by MEM to ensure equitable representation of geographical and other interests within the region covered by the CBRAC. The CBRAC Steering Committee will conduct a membership review on an annual basis to explore gaps in membership and ensure member requirements are being met.

Member Code of Conduct

CBRAC members commit to following the CBRAC Code of Conduct, approved by CBRAC on March 12, 2015.

Duties

The CBRAC will:

- Serve as a forum for dialogue between the participants, hydroelectric facility owners and community interests;
- Complement BC Hydro's public engagement in the Columbia Basin region;
- Gain community insight and input regarding current and future hydroelectric operational issues, including their impacts on residents, customers, and the environment;
- Identify positive ways for responding to community needs and concerns;
- Become familiar enough with the realities of BC Hydro and other Columbia Basin hydroelectric facilities owners;
- Advise BC Hydro on matters that are regionally important and that should be taken into consideration in BC Hydro's operation planning. BC Hydro will take this advice under consideration when balancing multiple interests and provide feedback on its ability to accommodate the advice in operations; and
- Become familiar with the Columbia River Treaty and related activities in Canada and the U.S. and provide input and advice on potential future changes and improvements to the CRT.

Meeting Frequency and Compensation

CBRAC is expected to meet two or three times a year in person and an additional two times (or as needed) via webinar or conference call. Members are expected to attend the equivalent of two out of three activities per year, except in extenuating circumstances. Members are encouraged to attend BC Hydro's and other owner's public operational update meetings and teleconferences.

Meeting agendas will be set 14 days in advance of any meeting. The CBRAC Steering Committee, participants and the Secretariat³ will jointly propose the content of the agenda and circulate for input prior to the meeting.

Meetings will be held at varying locations in communities in the Columbia Basin. Mileage, accommodations and meals for committee members will be funded by the Ministry of Energy and Mines. Where appropriate and feasible, video-conferencing and teleconferences will be utilized to minimize time commitments for members and travel costs.

CBRAC Member Responsibilities

CBRAC members are responsible for:

- a) Regularly attending scheduled meetings and preparing for meetings;
- b) Actively participating in CBRAC discussions and activities;
- c) Developing a clear understanding of the:
 - I. Principles, purpose and objectives of the CBRAC – it must be clear from the beginning what issues are, or are not, on the table; and
 - II. Member Code of Conduct and Duties
- d) Seeking input and opinion from their communities and/or interested parties and reporting to each meeting of the Committee on relevant issues;
- e) Reporting back to their community or interested parties on Committee discussions and activities;
- f) Developing practical and workable input for Local Governments, MEM, and BC Hydro's consideration;
- g) Respecting confidentiality of certain information as may be required from time to time;
- h) Participating in training that may enhance their abilities to serve on the Committee; and
- i) Submitting an expense claim form, together with applicable receipts, detailing all expenses claimed in support of Committee activities.

Roles and Responsibilities

MEM and LGC will coordinate the work of the CBRAC and consult with BC Hydro as required.

MEM will provide resources for a Secretariat for this group to convene and facilitate activities as agreed by the team.

BC Hydro and MEM will provide staff expertise and actively participate in CBRAC meetings.

The LGC will liaise with local governments when appropriate.

MEM will liaise with federal and other provincial government agencies when appropriate.

Roles and responsibilities may be revised after an initial 2 year period.

³ See Secretariat Roles and Responsibilities on page 5.

Secretariat Roles and Responsibilities

The Secretariat is responsible for:

- a) Providing CBRAC with adequate background and timely information on relevant issues;
- b) Scheduling regular meetings and ensuring appropriate representatives are present;
- c) Arranging response in a timely manner to CBRAC questions and advice;
- d) Paying all reasonable travel, meals and incidental expenses of the members;
- e) Paying an honorarium to CBRAC members who incur lost income to attend meetings: and
- f) Providing administrative support as required.

Review

These terms of reference will be reviewed annually, consistent with the principle of implementing an adaptive approach to Columbia Basin initiatives.

**Columbia River Treaty Local Governments Committee
Terms of Reference
May 2017**

Background

Whereas:

1. The Columbia River Treaty (CRT) ratified by Canada and the USA in 1964 provided benefits for Pacific Northwest region as a whole but has specific regional and local impacts to the area known as the Canadian Columbia Basin (the Region).
2. Consideration is currently being given by US and Canadian Entities based on an opportunity to renew, amend or terminate the CRT and some of its sub-agreements.
3. Local governments within the Region (Local Governments) have expressed a desire to actively and meaningfully engage in decisions around the future of the CRT on behalf of the residents of the Region (Basin Residents).

Therefore:

Local Governments have agreed to work together in creating the **Columbia River Treaty Committee** (CRT Committee) to assist Local Governments and Region residents to engage in decisions around the future of the CRT and work collaboratively with Columbia Basin Trust (CBT) on this issue.

1. Role:

The CRT Committee will provide a coordinated venue to:

- Ensure Local Governments of the region are actively engaged in CRT related issues.
- Create opportunities for dialogue and consultation with Canadian Provincial and Federal agencies around CRT related issues
- Work with CBT to create education and awareness activities in the Region to increase Local Government and Basin Residents understanding around CRT related issues.
- Work to help Canadian Provincial and Federal agencies to understand regional views, values and interests with respect to the CRT.
- Create mechanisms that consider Basin Residents' views in any discussions related to the future of the CRT and where appropriate, advocate for specific interests of the region.

CBT will provide support and expert advice to the Committee as required and agreed to between CBT and the Committee.

2. Responsibility:

- a) The CRT Committee will be responsible for developing a workplan that identifies specific actions to address the items identified in section 1 above.

- b) Members of the CRT Committee will be responsible for reporting back to the Local Government that appointed them to the Committee.
- c) Participation by Local Government representatives on the Committee does not preclude any Local Government from taking independent action with respect to any CRT matter.

3. Authority:

The CRT Committee's authority is limited to the roles identified in section 1 above and the tasks and projects outlined in the CRT Committee workplan that is to be developed.

The CRT Committee, and members of the Committee, will not represent the interests of the individual Local Governments unless explicit authority is provided by these entities.

4. Membership:

Initial CRTC membership (Members) will consist of 10 Members appointed as follows:

- 2 by Regional District of Central Kootenay
- 2 by Regional District of East Kootenays
- 2 by Regional District of Kootenay Boundary
- 2 by Columbia Shuswap Regional District
- 1 by the Village of Valemount
- 1 by the Association of Kootenay Boundary Local Government

Membership may be expanded to include other Local Governments, including First Nations, as and when determined by the Committee.

The Committee will select its own Chair and Vice Chair.

Members do not necessarily have to be elected officials.

5. Appointment and Removal Process

Appointments to the CRTC will be for a term of 4 years and may be renewed by the respective Local Governments.

Members may be removed or replaced at the discretion of each Local Government.

The CRT Committee may request to the respective Local Government that individual Members be replaced.

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6. Membership Commitment:

Members will be expected to

- a) Attend a minimum of 4 annual meetings in person (generally held in the Region).
- b) Attend teleconferences and other meetings as required and schedule permits.
- c) To the best of their abilities assist in carrying out the roles and responsibilities of the CRT Committee as identified in Sections 1 & 2 above.

7. Financial Remuneration:

Members will be reimbursed for all travel, accommodation, meal and phone/fax expenses incurred while carrying out the work of the CRT Committee by and in accordance with the policies of the Local Government that appoints the member.

Appendix I

CONFLICT OF INTEREST AND CONFIDENTIALITY POLICY

1. Definition

- 1.1 A conflict of interest is defined as an actual or perceived interest by a Committee member in an action that results in or has the appearance of resulting in, personal, organizational or professional gain. More generally, conflict of interest can be defined as any situation in which an individual is in a position to exploit a professional or official capacity to advance:
- their personal interests; or
 - the interests of a related person; or
 - the interests of their business associate, corporation, union or partnership; or
 - the interests of a person to whom the individual owes an obligation.
- 1.2 The definition of conflict of interest includes any bias or the appearance of bias in a decision-making process that would reflect a dual role played by a Committee member(s).

2. Principles

- 2.1 Committee members shall avoid conflict of interest or the appearance of conflict of interest, either directly or indirectly. Their personal interests must not be in conflict with the interests of the steering committee. For example, Committee members must be alert to such situations as:
- (a) participating in decisions which will substantially influence the probability of obtaining a contract as an administrative agent or a project of interest' being funded through the Committee.
 - (b) disclosing Committee information for personal gain; and/or
 - (c) advocating personal or organizational interests rather than the broad geographic interests of all of the Basin.
- 2.2 In addition, Committee members should recognize that their membership on the committee provides them with information, which could be used or seen to be used to the advantage of their own organizations or those they have contact with. The Committee members must respect the confidentiality of any information which could be used or seen to be used for the advantage of some individuals or organizations until that information is made public.

3. Steering Committee Member Conduct Regarding Conflict of interest

3.1 Disclosure:

A Committee member shall declare a possible conflict of interest or the appearance of a conflict of interest as soon as practicable. Committee members are required to maintain a sense of fairness, civility, ethics and personal integrity while making decisions as a Committee member.

3.2 Absent themselves from the discussion:

Following a declaration of a possible conflict of interest by a Committee member, the Committee shall consider the information regarding the conflict and determine if the member in potential conflict should leave the meeting for the duration of the discussion and any related decision-making.

Further, after having declared a conflict of interest and left the discussion, no further information pertaining to that item shall be distributed to the Committee member.

3.3 Failure to Comply:

In the event that a Committee member knowingly fails to declare a conflict of interest, they will be subject to dismissal from the Committee immediately. In addition, the Committee will consider termination of any administrative contract or project of interest awarded or considered with the participation of the Committee member in conflict.

4. Members Conduct Regarding Confidentiality

4.1 Committee members should also avoid the perception that their access to privileged Committee information might give the organizations of which they are part an unfair advantage over others.

4.2 Members can avoid this perception of unfair advantage by:

- Ensuring that the information Committee members are privy to by being part of the Committee is kept strictly confidential until such time as it is released to the public.

COLUMBIA River Treaty



To: Stuart Horn, CAO/CFO, Regional District of Central Kootenay
 Mark Andison, CAO, Regional District of Kootenay Boundary
 Shawn Tomlin, CAO, Regional District of East Kootenay
 Charles Hamilton, CAO, Columbia Shuswap Regional District
 Doug Fleming, Interim CAO, Village of Valemount

Date: Oct. 24, 2018

From: Deb Kozak, Chair
 Columbia River Treaty Local Governments' Committee

Subject: Appointments to the Columbia River Treaty Local Governments Committee and the Columbia Basin Regional Advisory Committee

In the weeks to come your Regional District (RD) and the Village of Valemount will make appointments to the Columbia River Treaty Local Governments Committee (LGC) and the Columbia Basin Regional Advisory Committee (CBRAC). We look forward to learning about these appointments as soon as possible so these committees can continue to work effectively during this important time while the Columbia River Treaty (CRT) is being negotiated.

The LGC asked that I provide the following information about the committees to you, along with their attached Terms of Reference, to share with your new Regional District and Village elected officials as they consider these appointments.

1. LGC

The LGC was created by the Association of Kootenay Boundary Local Governments (AKBLG) in 2011 to provide a coordinated venue to:

- ensure local governments of the region are actively engaged in CRT related issues
- create opportunities for dialogue and consultation with provincial and federal agencies around CRT related issues,
- work with CBT to create education and awareness activities in the Region to increase Local Government and Basin Residents understanding around CRT related issues,
- work to help Canadian Provincial and Federal agencies to understand regional views, values and interests with respect to the CRT, and
- create mechanisms that consider Basin Residents' views in any discussions related to the future of the CRT and where appropriate, advocate for specific interests of the region.

The 10 Committee members include two appointees from each of the four RDs and one from each of the Village of Valemount and the AKBLG. Appointees do not have to be elected officials.

The LGC chooses its Chair and Vice Chair. A contracted, part-time Executive Director supports the LGC.

COLUMBIA River Treaty

During 2011-2013 the Committee partnered with CBT and then the provincial CRT Review Team on community education and consultation sessions.

The LGC provided recommendations to the provincial and federal governments in December 2013 based on these consultations. The Committee is now updating these recommendations.

Since 2014 the LGC has worked with the province and BC Hydro to create and support CBRAC and on other initiatives.

More information about the LGC is available at its [webpage](#).

Currently the Committee meets for one hour telecons most months to receive updates on CRT negotiations, continue to learn about CRT related options and to work on resolution of domestic issues. A one day face-to-face strategy session is held annually in late winter. Between meetings LGC members receive regular updates, with background reading materials. As well, in recent years there have been one or two community meetings or regional events that members are expected to attend.

Existing Committee members have invested substantial time outside of these meetings and updates to become knowledgeable about the CRT and regional hydro operations. This background knowledge is especially important now that CRT negotiations are underway. It is critical that new appointees are either already knowledgeable about the CRT and regional hydro operations, or are able to set aside adequate time to quickly come up to speed on these topics to effectively contribute to LGC activities.

2. CBRAC

CBRAC was created in 2014 by the Ministry of Energy, Mines and Petroleum Resources in cooperation with the LGC and BC Hydro to address community interests for:

- Improved understanding of and information sharing with respect to Columbia Basin hydroelectric operations with the goal of better informed operations planning, and
- Continued engagement of First Nations and communities throughout any future Columbia River Treaty negotiation process.

The membership includes: 19 individuals who responded to a call for Expressions of Interest and create balanced representation of the geography, interests, age and genders of Basin residents; two appointees from each of the four RDs; two appointees from each of the three First Nations claiming traditional territory in the Basin; one appointee from the Village of Valemount; and representatives from the government of Canada, Columbia Basin Trust, Fortis, and Columbia Power Corporation.

Local government appointees do not have to be elected officials.

The CBRAC Steering Committee including two representatives from the Ministry; the LGC Chair, Vice Chair and Executive Director; and two representatives from BC Hydro. The Ministry provides secretariat services.

C O L U M B I A River Treaty

CBRAC has received extensive information about the CRT, the provincial hydroelectricity system and a range of topics that CBRAC identified as information priorities. Input has been provided to the Ministry on the Mid-Arrow Scenario, CRT topics and educational materials advocated by CBRAC.

There is more information about CBRAC's activities on its [webpage](#).

CBRAC holds two day face-to-face meetings at locations around the Basin twice a year. Webinars and telecons are held intermittently as needed between these meetings. A significant amount of pre-reading is expected of CBRAC members.

3. Links between LGC and CBRAC

Three RD appointees and the LGC Chair, Vice-Chair and Executive Director attend meetings of both committees, ensuring natural cross-communications. LGC and CBRAC members appointed by RDs and the Village of Valemount are listed in the table on the last page.

The LGC provides an update at each CBRAC meeting and recently invited input from CBRAC members to update their recommendations.

If more information is needed please contact me at 250-352-5511 or dkozak@nelson.ca before November 5 and after that at 250-352-9383 or thekozaks@telus.net. You can also contact Cindy Pearce, LGC Executive Director at 250-837-8505 or cindypearce@telus.net.

Warm regards,

On behalf of the CRT Local Governments Committee



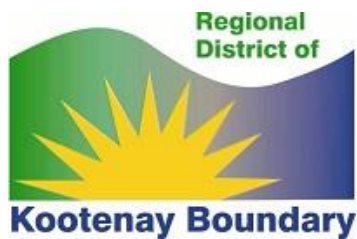
Mayor Deb Kozak, Chair
Appointed by the Association of Kootenay – Boundary Local Governments

c.c. LGC members appointed by RDs and Village of Valemount



Current LGC and CBRAC members appointed by RDs and the Village of Valemount:

Appointing Group	LGC members	CBRAC members
RDCK	Mayor Karen Hamling – Did not seek re-election Hans Cunningham, Director – Acclaimed	Rick Smith, Director – Re-elected Aimee Watson, Director - Acclaimed
RDKB	Linda Worley, Director – Acclaimed Mayor Joe Danchuk – Not re-elected	Linda Worley, Director – Acclaimed Goran Denkovski (staff)
RDEK	Stan Doehle, Director – Acclaimed Mike Sosnowski, Director – Acclaimed	Stan Doehle, Director - Acclaimed Mayor Cal MacDougall – Did not seek re-election
CSRD	Mayor Ron Oszust – Acclaimed Loni Parker, Director – Did not seek re-election	Karen Cathcart, Director – Acclaimed Loni Parker, Director – Did not seek re-election
Valemount	Mayor Jeannette Townsend – Did not seek re-election	Sandy Salt – Not elected for Mayor



STAFF REPORT

Date: 29 Nov 2018 **File**
To: Chair Russell and Board of Directors
From: Maureen Forster, Executive Assistant
Re: Continuation of Wood Stove Exchange Program for 2019

Issue Introduction

A staff report from Maureen Forster, Executive Assistant, regarding a proposal for the continuation of RDKB participation in the Provincial Wood Stove Exchange Program (WSEP) for 2019 is presented.

History/Background Factors

The Provincial WSEP is designed to encourage BC residents to upgrade their wood stoves to low-emission appliances including new CSA/EPA certified clean-burning wood stoves. Communities benefit from better air quality and individuals benefit from increased efficiency, saving money and reducing pollution.

The Program is facilitated and financially supported by the Ministry of Environment and the BC Lung Association. John Vere, RDKB WSEP Coordinator, has advised that there is enough funding left over from 2018 to carry the program into 2019. In consultation with the Province it has been proposed to continue with the program into 2019 by using up funding left from 2018 to administer the WSEP until the funds are used up at which time, due to the lack of participation, to discontinue the program for the foreseeable future.

Implications

There are no financial costs to the RDKB other than in-kind services from the Administration and Finance Departments. Most of the work is initiated and completed by John Vere as Program Coordinator.

Advancement of Strategic Planning Goals

This initiative would meet the RDKB Strategic Plan Goals of environment stewardship/climate preparedness.

Background Information Provided

Email from John Vere regarding the funding of the 2019 WSEP.

Alternatives

1. Receipt
2. Approve the proposed Agreement with BC Lung Association by utilizing leftover funds from the 2018 WSEP.
3. Not to approve the proposed Agreement with BC Lung Association.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve the proposed Agreement for 2019 with BC Lung Association by utilizing leftover funds from 2018 and authorize the RDKB's signatory to endorse the Agreement.

FURTHER that the WSEP be discontinued for the foreseeable future after the leftover funds from 2018 have been utilized.

Maureen Forster

From: johnvere@cactusmusic.ca
Sent: November 6, 2018 8:00 PM
To: markus.kellerhals@gov.bc.ca
Cc: Maureen Forster; Theresa Lenardon
Subject: RDKB proposal for 2019

RDKB proposal for 2019.

We will have the following (estimated) budget to start the 2019 year program (see below for details).
 \$127.69 for coordinator wages
 \$3,000 for exchanges (12 exchanges @ \$250)
 \$ 391.79 for other expenses

There is enough money left over from 2018 to carry on into 2019. I propose we continue until the funding (grants) are use up. We do not require any further funding for grants and other expenses for 2019. We will require a small amount of funding for coordinator wages.

Estimated costs will be:

Coordinator wages 22 hours @ \$ 20 per hour = \$ 440 **a shortfall of \$ 313.00**

Estimate 12 grants @ \$250.00 \$ 3,000

Telus Web Hosting and Phone number @ \$30.19 per month x12 = \$ 362.28

Overview of 2018 Budget:

We started the 2018 program with the following budget amounts.

Left over from 2017:

\$ 7.69 for coordinator wages
 \$254.79 for other expenses
 \$750.00 for exchanges (3@\$250)

New Grant issued for Jan 2018

\$ 1,000 for coordinator wages
 \$ 500 for other expenses
 \$4,500 total for exchanges (10x 250 4 x 400)

As of January 2018

\$1,007.69 for coordinator wages (Approx 44 hrs.)
 \$ 5,250.00 for exchanges (21 exchanges @ 250)
 \$ 754.79 for other expenses

Back in May we used the following funding

\$1,250.00 total of 5 grants

\$ 440.00 coordinator wages (22 hours @ \$20.)

balance remaining May 2018

\$ 567.69 for coordinator wages

\$ 4,000.00 for exchanges

\$ 754.79 for other expenses

the following are estimated expenses for November submission:

\$ 440.00 for coordinator wages

\$ 1,000.00 4 grants @ \$250.00 each

\$ 363.00 for other expenses (Telus)

This will leave a balance left over for 2019 of approximately:

\$127.69 for coordinator wages

\$3,000 for exchanges (12 exchanges @ \$250)

\$ 391.79 for other expenses ---

Sincerely: John Vere

RDKB Woodstove Exchange Program Coordinator

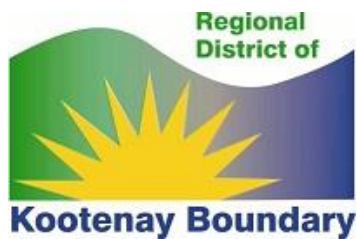
Toll Free 1-866-992-9663

Cell- 250-442-9519

7400 Danshin Village Road

Grand Forks BC V0H 1H5

web- www.cactusmusic.ca

**STAFF REPORT**

Date: 21 Nov 2018 **File**
To: Chair Russell and Board of Directors
From: James Chandler, General Manager of Operations / Deputy CAO
Re: Cancellation Building Bylaw Contravention

Issue Introduction

A staff report from James Chandler, General Manager of Operations / Deputy CAO, regarding the cancellation of a Building Bylaw Contravention for the property described below 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

A Notice on Title was registered against the above referenced property for alterations to a multi-family dwelling without first obtaining a building permit. 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

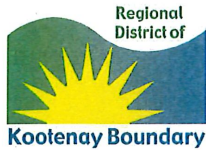
- Memo dated November 9, 2018 from Robert Silva, RBO;
- Letter from Dan Webster, 2492498 Ontario Inc., received November 1, 2018, requesting removal of Notice on Title;
- Title Search;
- Bylaw Contravention Notice CA5109797;
- Staff Report dated July 19, 2018 from Mark Andison, Chief Administrative Officer.

Alternatives

1. None.

Recommendation(s)

1. 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 Strata Lot 47, District Lot 4109S, Similkameen Division Yale District, Strata Plan KAS2516.



Memo

To: Brian Champlin, RBO, CRBO, Regional District of Kootenay
Boundary Manager of Building Inspection Services

From: Robert Silva, RBO

Date: November 9, 2018

Re: **Cancellation of Notice on Title CA5109797**
#2 – 7700 Porcupine Road, Electoral Area 'E'/Big White
Strata Lot 47, DL 4109s, Strata Plan KAS2516.
Together with an interest in common property in proportion to
the unit entitlement of the Strata lot as shown on Form V
PID: 026-135-264

Owners: **2492498 Ontario Inc**
731 Eastern Ave, Toronto, ON M4M 3H6

Please be advised that the owner **2492498 Ontario Inc.** have requested that the Board of the Regional District of Kootenay Boundary remove the Bylaw Contravention Notice **CA7020234** filed against the property.

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

Find attached:

- Title Search and Land Title Notice;
- Copy of \$200.00 Administration Fee;
- Letter from the owner on March 21, 2018, requesting removal of Notice on Title;
- Final inspection report.

I recommend that the Board of the Regional District of Kootenay Boundary consider the owner's request to remove the Notice on Title. The owner submitted the administrative fee of \$200.00 on November 6, 2018, as required.



October 22, 2018
To Whom It May Concern

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

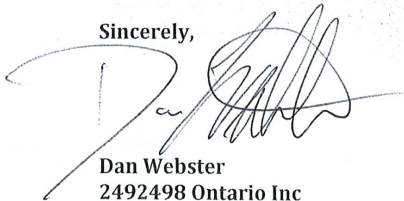
REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	NOV 01 2018
DOC #
REF. TO:
CC:

To Whom It May Concern:

I am writing to you in regards to #2-7700 Porcupine Road, Big White. I am requesting the removal of Notice on this property as the remedial work was completed as per Robert Silva. I have enclosed the inspection report as well as the title search for your information. In addition, I have enclosed a \$200 cheque to cover the administrative expenses.

If you have any questions or concerns, please don't hesitate to reach me at 705-441-0385 or danwebster@cantire108.com.

Sincerely,



Dan Webster
2492498 Ontario Inc

TITLE SEARCH PRINT

2018-10-18, 09:07:31

File Reference:

Requestor: Rosanne Tomashewsky

Declared Value \$355000

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Title Issued Under** STRATA PROPERTY ACT (Section 249)**Land Title District** KAMLOOPS
Land Title Office KAMLOOPS**Title Number** CA5109797
From Title Number CA4885975**Application Received** 2016-04-14**Application Entered** 2016-05-11**Registered Owner in Fee Simple**
Registered Owner/Mailing Address: 2492498 ONTARIO INC., INC.NO. 002492498
2 7700 PORCUPINE ROAD
BIG WHITE, BC
V1P 1P3**Taxation Authority** Penticton Assessment Area**Description of Land**

Parcel Identifier: 026-135-264

Legal Description:

STRATA LOT 47 DISTRICT LOT 4109S SIMILKAMEEN DIVISION YALE DISTRICT
STRATA PLAN KAS2516
TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT
ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V**Legal Notations**BYLAW CONTRAVENTION NOTICE, COMMUNITY CHARTER, SECTION 57
SEE CA7020234

HERETO IS ANNEXED RESTRICTIVE COVENANT X200618 OVER LOT A, PLAN 28281

HERETO IS ANNEXED RESTRICTIVE COVENANT X202225 OVER LOT 1 PLAN 38445

HERETO IS ANNEXED EASEMENT X224074 SHOWN AS PCL C ON PLAN 38901 OVER
LOT 1, PLAN 38445

Title Number: CA5109797

TITLE SEARCH PRINT

Page 1 of 2

TITLE SEARCH PRINT

File Reference:

Declared Value \$355000

2018-10-18, 09:07:31

Requestor: Rosanne Tomashewsky

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE MUNICIPAL
ACT, SEE KN73750

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
GOVERNMENT ACT, SEE KT53331

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
GOVERNMENT ACT, SEE KT84390 EXPIRES 2004/05/10

Charges, Liens and Interests

Nature:	STATUTORY BUILDING SCHEME
Registration Number:	R18687
Registration Date and Time:	1980-04-11
Remarks:	INTER ALIA SEC.216 LTA

Nature:	STATUTORY BUILDING SCHEME
Registration Number:	KJ38799
Registration Date and Time:	1995-05-23 11:29
Remarks:	INTER ALIA SECTION 216 LTA

Nature:	STATUTORY RIGHT OF WAY
Registration Number:	KN99508
Registration Date and Time:	1999-10-28 10:14
Registered Owner:	R 334 ENTERPRISES LTD. INCORPORATION NO. 539629 R 87 ENTERPRISES LTD. INCORPORATION NO. 342069 337409 B.C. LTD. INCORPORATION NO. 337409
Remarks:	INTER ALIA

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

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

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

Title Number: CA5109797

TITLE SEARCH PRINT

Page 2 of 2

Status: Registered
FORM_LGF_V7

Doc #: CA7020234

RCVD: 2018-08-24 RQST: 2018-08-29 10.41.27

KAMLOOPS LAND TITLE OFFICE
Aug-24-2018 09:28:50.001

CA7020234

PAGE 1 OF 1 PAGES

LOCAL GOVERNMENT FILING FORM

By incorporating your electronic signature into this form you are certifying:

- (a) that the requirements established by the Director in Director's Requirements for the Authorized Subscriber Register 01-13 are met,
(b) that the information contained in each notation, endorsement, statement or certification made by you and set out in this form is correct, and
(c) that a true copy or copy of the true copy of the electronic instrument is in your possession.

A true copy means a legible paper copy containing every material provision and particular contained in this original.

Each term used in this representation and certification is to be given the meaning ascribed to it in section 1 and part 10.1 of the *Land Title Act*.

Sara Bradley Digitally signed by
QDB3XT Sara Bradley QDB3XT
Date: 2018.08.24
09:21:37 -07'00'

1. APPLICATION: (Name, address and phone number of the applicant, applicant's solicitor or agent)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

ATTN: SARA

843 ROSSLAND AVENUE

TRAIL

BC V1R 4S8

FILE: E-69

PHONE: (250) 368-0222

Document Fees: \$28.63

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:
[PID] [LEGAL DESCRIPTION]

026-135-264

STRATA LOT 47 DL 4109S SDYD STRATA PLAN KAS2516 TOGETHER WITH
AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT
ENTITLEMENT OF THE STRATA AS SHOWN ON FORM V

STC? YES



3. NATURE OF INTEREST: **Bylaw Contravention Notice**

Affected Legal Notation or Charge Number:

4. NAME OF LOCAL GOVERNMENT: REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Additional Information:

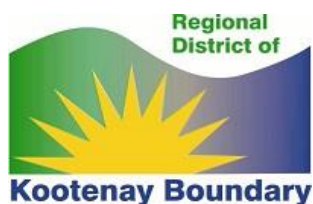
5. NOTICE DETAILS:

TAKE NOTICE that the land described above is subject to a Bylaw Contravention Notice or Resolution.

Statutory authority: Community Charter, Section 57

Further particulars of the notice may be set out in the attached schedule or obtained from the issuing authority.

Authorized Signatory: (If Applicable)
THERESA LENARDON

**STAFF REPORT**

Date: 19 Jul 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 Building Official confirmed that there have been no changes concerning the above referenced property. The owner, 2492498 Ontario Inc., has constructed alterations to a multi-family dwelling without first obtaining a building permit.

Implications

The filing of a Notice on Title against the above mentioned property pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

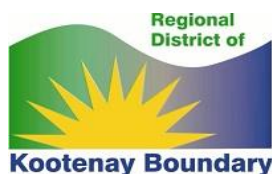
- Staff Report dated May 15, 2018 submitted to the Board regarding the building bylaw contravention;
- Letter dated June 5, 2018 inviting the Owner to the July 26, 2018 Board Meeting.

Alternatives

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

Recommendation(s)

1. That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Strata Lot 47, District Lot 4109S, Similkameen Division Yale District, Strata Plan KAS2516.

**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.

Electorate 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:	BUILDING BYLAW CONTRAVENTION 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

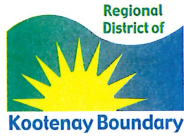
RS:rt

Attachment

Cc: Mark Ahdison, 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: gfbuilding@rdkb.com • web: www.rdkb.com





June 5, 2018

2492498 Ontario Inc.
731 Eastern Avenue
Toronto, ON M4M 3H6

**Re: Constructed Alterations to MFD without Building Permit
2-7700 Porcupine Road, Big White, B.C., Electoral Area 'E' / West Boundary
Contravention of Building Bylaw No. 449
Strata Lot 47 District Lot 4109S Similkameen Division Yale District Strata Plan KAS2516**

On May 24, 2018 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence, the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter*, you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filed. The Board has therefore, adopted the following resolution.

"That 2492498 Ontario Inc. be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Strata Lot 47, District Lot 4109S, SDYD, Strata Plan KAS2516".

This hearing before the Board of Directors is scheduled for Thursday, July 26, 2018 at approximately 6:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 2140 Central Avenue, Grand Forks, B.C. Please advise Sara Bradley at the address noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by July 19, 2018. This will provide sufficient time for your report to be distributed to the Board of Directors.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors requires a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 302 of the *Local Government Act* and Section 57 of the *Community Charter*. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

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

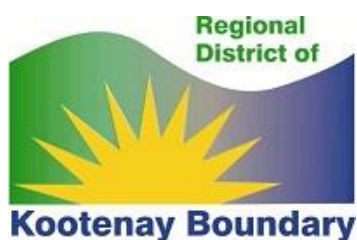
Theresa Lenardon
Manager of Corporate Administration

Attachment

TL/sb

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





STAFF REPORT

Date: 21 Nov 2018 **File**
To: **Chair Russell and Board of Directors**
From: James Chandler, General Manager of Operations / Deputy CAO
Re: Building Bylaw Contravention

Issue Introduction

A staff report from James Chandler, General Manager of Operations / Deputy CAO, regarding a Building Bylaw Contravention for the property described as:

4391 Highway 33, Westbridge, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 028-712-552

Lot 1 District Lot 619S Similkameen Division Yale District Plan KAP92479

Owners: Charles Beaudoin and Kimberly Chrystal

History/Background Factors

The owners, Charles Beaudoin and Kimberly Chrystal, have constructed a foundation without a valid 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

Should the Regional District not file a Notice on Title against the above mentioned property pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter*, future purchasers of the property would not be aware that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- History / Background Factors;
- Registered letter dated April 26, 2018;
- Photo dated April 26, 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 owners, Charles Beaudoin and Kimberly Chrystal, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 1, District Lot 619S, Similkameen Division Yale District, Plan KAP92479.

**STAFF REPORT ATTACHMENT**

Date:	November 21, 2018	File:	
To:	Chair Russell and Board of Directors		
From:	James Chandler, General Manager of Operations / Deputy CAO		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> 4391 HIGHWAY 33, WESTBRIDGE, B.C. ELECTORAL AREA 'E' / WEST BOUNDARY PARCEL IDENTIFIER: 028-712-552 LOT 1 DISTRICT LOT 619S SIMILKAMEEN DIVISION YALE DISTRICT PLAN KAP92479 OWNERS: CHARLES BEAUDOIN AND KIMBERLY CHRYSTAL		

History/Background Factors

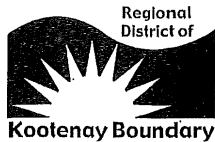
The owners, Charles Beaudoin and Kimberly Chrystal, have constructed a foundation without a valid building permit.

April 26, 2018 Stop Work Order posted;

April 26, 2018 **First registered letter** mailed to owner requesting a response by May 28, 2018;

May 2, 2018 Canada Post confirmation that the letter was unclaimed;

Nov. 21, 2018 To date, we have received no documentation or response from the owners.



April 26, 2018

REGISTERED

Charles Beaudoin & Kimberly Chrystal
395 Sakitawaw Trail
Fort McMurray, AB
T9H 4P3

**Re: STOP WORK ORDER – Construction of a building without a Building Permit
4391 Highway 33, Electoral Area 'E'/West Boundary
Plan KAP92479, Lot 1, DL619s**

This letter confirms the posting of a **Stop Work Order** on April 26, 2018 for construction of a building without a Building Permit at the above referenced property.

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 **May 28, 2018**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

A handwritten signature in cursive script, appearing to read "R Silva".

Robert Silva, RBO
Building & Plumbing Official

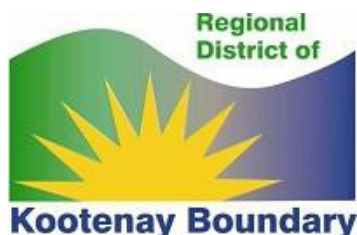
RS:rt

Attachment

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: gfbbuilding@rdkb.com • web: www.rdkb.com







STAFF REPORT

Date: November 29, 2018 **File**

To: **Chair Russell and Members,
Board of Directors**

From: James Chandler, General Manager of Operations

Re: Purchase of new Fire Pumper Engine,
Kootenay Boundary Regional District
Area 'D' Fire Protection Service

Issue Introduction

A staff report from James Chandler, General Manager of Operations, regarding purchase of 2020 Rosenbauer Triple Combination Pumper from Rocky Mountain Phoenix.

History/Background Factors

The 2007 Fire Underwriters Survey states that fire apparatus exceeding 20 years old are discredited from recognition for fire insurance grading purposes. The current 1999 International engine is scheduled to be replaced as a frontline pumper as per the fleet replacement schedule. The new engine would maintain Fire Underwriters Survey requirement of having a front-line pumper (engine under 15 years of age) to maintain the current fire grade rating for the area. Fire insurance grade rating greatly affects fire insurance costs for residents. The new engine will also allow Grand Forks Fire/Rescue to maintain Superior Tanker Shuttle Service accreditation, which recognizes the rural area as equivalent to fire hydrant supply status, and which also significantly reduces insurance costs for residents. The current engine would remain as a reserve engine and to assist with Superior Tanker Shuttle Service responses.

Staff developed a Request for Proposal (RFP) for a Triple Combination Pumper that would meet the needs of the community while also maintaining our current Fire Underwriters Insurance Grading and Superior Tanker Shuttle Accreditation. The RFP was advertised on BC Bid and closed in October 2018, with four companies providing proposals for our consideration and evaluation. The following selection criteria was included in the RFP package and evaluated by the Grand Forks Fire Department 'Truck' committee, comprising of, the Fire Chief, volunteer Assistant Chief and 2 volunteer members/driver trainers).

- Compliance with RFP requirements
 - Service & warranty
 - Price (in Canadian funds)
 - Delivery schedule
 - Customer references
 - Value for money – total estimated cost (initial purchase, servicing, maintenance, parts...) in relation to quality of product and compliance with RFP.
-

The proposal were reviewed and assessed by each committee member against the above criteria. The following table shows the proposal pricing and aggregate scoring.

Proposals Summary

Company	Price (excluding PST/GST)	Evaluation Score
Fort Garry Fire Trucks	\$509,406	72
Rocky Mountain Phoenix (Rosenbauer)	\$503,210	93
Commercial Truck (Pierce)	\$499,500	93
Hub Fire Engines	\$517,569	70

Implications

Currently after the successful Alternate Approval Process in 2017, there are provisions for replacement of the 1999 Fire Engine as per the 2017 – 2021 Five Year Financial Plan.

Following the evaluation, the Grand Forks Fire Department and RDKB staff recommend the purchase award of contract to Rocky Mountain Phoenix (Rosenbauer). Although equal in evaluation score with Commercial Truck, the department recommend award to Rocky Mountain Phoenix for reasons described below.

Award of the purchase to Rocky Mountain Phoenix (Rosenbauer) is in accordance with the purchasing policy which states:

1. The RDKB purchasing policy includes guidance *"To ensure compatibility with existing products..."*. Considering fleet consistency and benefits the following further considerations are made:
 - The recent purchase of the 2015 ladder truck was a Rocky Mountain Phoenix (Rosenbauer) engine. Consistency in the fleet increases operational efficiency and reduces training costs for firefighters and fleet maintenance staff.
 - Buying the same brand means stocking fewer spare parts for repairs and maintenance.
 - One manufacturer to deal with for warranty, parts and service, with reduction in apparatus down time due to fast delivery of replacement parts from Rosenbauer's vast inventory of parts.
 - Past warranty, service and technical support from Rocky Mountain Phoenix has been exceptional.
 - Rocky Mountain Phoenix technicians currently service and repair the Grand Forks Fire/Rescue fleet with an essential mobile servicing provided.

Financial and Budget Considerations

Cost implications of order to Rocky Mountain Phoenix.

Category	Budget/Cost
Base Contract Price	\$503,210
GST (refundable)	\$25,160.50
PST	\$35,224.70
Total costs to RDKB	\$538,434.70

2018 Budget

Category	Budget
Total Capital for 2018 – <i>per approval loan authorisation bylaw #1654</i>	\$1,805,000
Planned Engine (1) replacement	\$520,000
Planned Engine (2) replacement	\$520,000
Carson Fire Hall- building improvement/expansion	\$765,000

The total costs payable at \$538,434.70 are \$18,434.70 above what was originally anticipated. However, the loan authorisation bylaw #1654 does not stipulate specific amounts and only a total of \$1,805,000.

Future commitments for the Carson Fire Hall project and the second engine are not yet known, however the second Fire Engine purchase will be a lower specification to the current engine proposed as the service needs and demands will be different. This is confirmed with operational plans with the Fire Chief. Considering that the second engine could be less costs and the project costs for the Fire Hall are not yet known, staff recommend managing the \$1,805,000 budget as whole and proceeding with an initial commitment of \$540,000 for the purchase of the first engine.

Staff will closely monitor the overall capital commitment from 2018 through 2019 to ensure that future purchases and projects remain within the \$1,805,000 budget.

Cost savings strategies

Following the award of the contract to Rocky Mountain Phoenix, detailed design will be undertaken. During this phase the Fire Chief will be looking at options for costs saving in the final design and specifications and is targeting reducing costs where practical and without limiting the operational requirements. During this detailed review process targeting saving there may be small additional items that are found and prudent to include at the time of build. This is managed within the approved budgets.

Considering all of the above staff are recommending the award of the contract to Rocky Mountain Phoenix in the amount of \$503,210 plus all applicable taxes and that an upset budget of \$540,000 is approved by the Board of Directors.

Advancement of Strategic Planning Goals

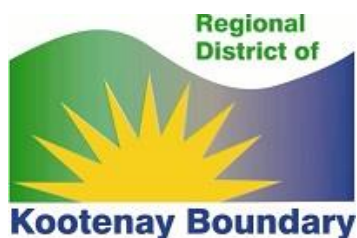
Exceptional Cost Effective and Efficient Services – Ensure responsible and proactive funding for core services.

Alternatives

1. Do not proceed with award to Rocky Mountain Phoenix or other bids at this time.
Re-assess the specifications and return to the market. This options would carry a higher risk of seeing prices escalate and any potential changes that could be made in specification reduction may not yield the saving by the time of re-quoting.
2. The Staff Report be received and provide direction to staff to supply further information.
3. Approve the recommendation to award the contract up to \$540,000 with \$520,000 committed from the 2018 capital and that the additional \$20,000 be considered for funding from reserves or through a 2019 requisition increase.
Staff could provide further options and include changes as directed in the 2019 budget.

Recommendation

That the Board of Directors approve purchasing the 2020 Rosenbauer Triple Combination Pumper from Rocky Mountain Phoenix, per the staff reported titled 'Purchase of new Fire Pumper Engine, Kootenay Boundary Regional District Area 'D' Fire Protection Service', dated November 29th, 2018, with a purchase price of \$538,434.70 excluding GST;
FURTHER, that the Board of Directors approve up to \$540,000 be allocated from the capital budget for the purchase of the new engine and this funding is associated in whole per the loan authorization bylaw #1654.



STAFF REPORT

Date: 23 Nov 2018
To: Chair Russell and Board of Directors
From: Mark Andison, Chief Administrative Officer
Re: Bell Fibre-Optic Communications Line Installation

File MoTI Applications

Issue Introduction

A staff report from Mark Andison, CAO presenting an issue raised by Vice-Chair McGregor relating to a Bell Canada's plan to install fibre optic ducting between the Grand Forks and Trail areas.

History/Background Factors

Bell Canada has submitted an application to the Ministry of Transportation and Infrastructure to authorize construction of fibre optic works within the Highway 3 right-of-way between Grand Forks and Trail. The Ministry and the proponent are currently discussing possible alternatives with respect to the routing of the telecommunications duct work. Members of the Columbia Basin Broadband Corporation's (CBBC) local government advisory committee would like an opportunity to engage with the Ministry with respect to the preferred routing of Bell Canada's telecommunications infrastructure.

Implications

It is within the jurisdiction of Ministry of Transportation and Infrastructure to authorize the construction of works within Provincial rights-of-way. The approvals process for such works does not typically involve public or stakeholder consultations. Applications are generally reviewed as follows:

Development technicians will review and consider several aspects of a proposal which may include but are not limited to the following:

- The Ministry's primary responsibility to ensure that activities or installations within the highway right-of-way do not compromise public safety
- That the proposal does not damage or put at risk existing highway facilities
- Protection of other non-highway facilities

- Any undue restriction of future highway development

In the case of development near a highway:

- Ministry staff may consider the design, location and number of access points for land use to determine the impact on through traffic movements on the highway. To ensure safe access, they consider:
 - Vertical and horizontal alignment
 - [sight distances](#)
 - The number of and separation of conflict points
 - The geometrics of access connections
- Development technicians consider the impact of land use on the capacity of existing infrastructure, with respect to base traffic and the traffic the proposed development will generate
- Ministry staff protects the functionality of the highway by assessing the following on-site aspects:
 - Building placement
 - Internal storage for vehicles
 - Internal traffic flow
 - Parking layout and capacity

Notwithstanding the Ministry's regular approvals process, considering the issues identified in the attached notes, the RDKB Board of Directors may wish to request that the Ministry of Transportation and Infrastructure consider input from the CBBC with respect to the proposed telecommunications works.

Advancement of Strategic Planning Goals

Involvement in this issue advances the Board's strategic priority to advocate on issues that affect our region.

Background Information Provided

Attached Notes from Vice-Chair McGregor

Alternatives

1. Request that the Ministry of Transportation and Infrastructure seek input from the CBBC with respect to the Bell Canada application for works in the Highway 3 right-of-way.
2. Receive the staff report and attached notes regarding the Bell Canada application for works in the Highway 3 right-of-way.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors request the Ministry of Transportation and Infrastructure to consult with the Columbia Basin Broadband Corporation regarding Bell Canada's application for works in the Highway 3 right-of-way.

The lay of the land.

- Currently Telus has a duct network and fiber cable which runs along this MoT RoW. The challenge is that Telus is not obligated to share this network except as otherwise outlined by the federal CRTC tariffs. Telus has already said no to Bell's application to place a cable through the Telus ducts.
- Several other regional players have wanted to get access to this route with dark fiber, but for various reasons the projects have not moved ahead.
- Bell is coming in and we have full funding to install this duct and cable, but we also realize that it's in everyone's interests (except Telus) to work together to complete this cabling route. The major partners would be Shaw and CBT and they would have the ability to work with (MoT, Fortis and BC Hydro) to derive more value for regional govt parties.
- Network BC is looking to potentially support the CBT portion with some provincial govt funding.

The route options

- We originally considered the Fortis transmission towers, but moved away from this option as maintenance and access would have been a nightmare, ownership would have been potentially contentious and we figured it gave Fortis too much control over our project.
- So then we looked at Hwy 3 to Hwy 3B. The downside here is that geographically it's a difficult build (not impossible) but very challenging in sections. So we have been looking at due diligence with the MoT staff to find ways to overcome the challenges (still in progress).
- From Hwy 3B we looked at the options to go to either Castlegar or Trail. It's still not 100% settled, but we are 95% certain we will be going to Trail as CBT wants this location and it's the most diverse route option.
- We also considered the Kettle Valley railway and ruled it out quickly.
- And in the process of looking at the Hwy 3 challenges MoT staff suggested looking at the old Dewdney Hwy (currently a dirt road from Christina Lake to Rossland). Our first drive of it went better than expected and our second drive was even more positive.

Hwy 3 vs Dewdney

- Local MoT staff are encouraging Bell to use the Dewdney route.
- Network BC is pushing for the Hwy 3 route.

- The discussion seems to focus on what the future might look like for a BC Hwy. People are currently referring to the newer road projects as Intelligent Hwys. Traffic cameras, electronic signage for variable speed limit projects, or emergency preparedness notifications, and then there's also talk about the future for cellular coverage on BC's road ways. And then there is the driver of open competition and how that benefits residents in a region.
- Bell is currently doing due diligence reviews of both routes until such a time as we get a clear winner for building one route over the other.

Bell and Hwy 3- Pros

- All of the Intelligent Hwy options for now and the future. In this scenario you will have set up this segment of Hwy for whatever the future of communications holds. And maybe this doesn't get used for several decades but it will potentially benefit residents for many decades to come.

Bell and Hwy 3- Cons

- Telus is already there so the MoT could get these Intelligent Hwy services from Telus. I might argue that the pricing might not be the same, but the service options are there.
- It will cost more to build along the Hwy 3 RoW then to build on a dirt road which also shortens the distance to Rossland. So all parties will pay more, but as costs are being proposed to be split the overall increase shouldn't be too significant.
- There will be impacts to the people who use Hwy 3 during the construction phase as the work progresses. It's hard to put this into metrics but there will be some negative impacts.
- Maintenance and repairs along the Hwy RoW will be more complicated due to having another structure owner in the mix. As Telus is already there it should be fairly minimal, but more complicated none the less.

Govt Discussion and the Bell Ask

- We are asking the govt to have these discussions around the cost/benefit analysis about the Intelligent Hwy so we can identify a route. Bell wants to have permits in place so we can start building when the weather clears in Spring of 2019.

- If the Dewdney route is the winner then Bell would ask that the MoT other govt parties support our discussions with MoF as it relates to RoW approvals, and any other party that we may need to negotiate with along this RoW.

Who's Who

- I'm not sure who is all involved in this discussion within the govt but I'd recommend MoT- Brigid Canil, Christine Nichol, Nelson office Management; Network BC- Howard Randell; CBT- Dave Lampron. Any others?

Jennifer Kuhn

From: is@rdkb.com
Sent: October-29-18 10:32 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Vickie Fitzpatrick , email address - vickief@telus.net

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

Electoral Area 'A' Director Ali Grieve

Applicant Information:

Applicant: Vickie Fitzpatrick

Address: 1522 Green Road Fruitvale B.C.

Phone:

Fax:

Email: vickief@telus.net

Representative: Village of Fruitvale

Make Cheque Payable To: Village of Fruitvale

Other Expenses:

Total Cost of Project: \$\$1000.00

 Amount Requested from
 RDKB Director(s):

 \$\$500.00
 *Approved Director Grieve
 October 30, 2018*

What is the Grant-in-Aid for?

Remembrance Day coffee, tea, hot chocolate, cookies, juice and muffins in the Fruitvale Hall after the ceremony

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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Jennifer Kuhn

From: is@rdkb.com
Sent: October-29-18 11:33 AM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Boundary Community Food Bank, email address - boundaryfoodbankoffice@gmail.com

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

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

Applicant Information:

Applicant: Boundary Community Food Bank

Address: 7816 Donaldson Dr. Grand Forks BC V0H 1H1

Phone: 250-442-2800

Fax:

Email: boundaryfoodbankoffice@gmail.com

Representative: Deb Billwiller

Make Cheque Payable To: Boundary Community Food Bank

Other Expenses:

Total Cost of Project: \$\$1500

Amount Requested from
RDKB Director(s):

~~\$\$1500~~

*\$250 approved Director McGregor
Oct. 29/18*

What is the Grant-in-Aid for?

After our former location was severely flooded in May, we were forced to relocate. The move to our new location brought with it many unbudgeted expenses. Hook-up fees for utilities, new signs, changes to electrical service and the reprinting of everything with our old address or location on it (brochures, letterhead, business cards, forms etc.) The larger space in our new facility also necessitates a second donation processing station with scale.

As our client numbers continues to climb, we don't want to use our cash on hand for these items, preferring to use our current resources for necessary food purchases.

The amounts requested are based on the numbers of clients in each area. We are asking for \$250. from Area 'C'/Christina Lake; \$750. from Area 'D'/Rural Grand Forks; and \$500. from Area 'E'/West Boundary.

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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Jennifer Kuhn

From: is@rdkb.com
Sent: November-14-18 4:41 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Christina Lake Recreation Commission , email address - tsprado@rdkb.com

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Christina Lake Recreation Commission

Address: Box 1486 Grand Forks BC V0H 1H0

Phone: 250-442-2202

Fax: 250-442-2878

Email: tsprado@rdkb.com

Representative: Christina Lake Recreation Commission -Trails

Make Cheque Payable To: Transfer Funds from Area C Director Grace McGregor Grant in Aid to CL Parks&Trails 11 590 159 027

Other Expenses:

Total Cost of Project: \$2000.00

Amount Requested from RDKB Director(s): \$2000.00 *Approved Director McGregor Nov. 16/18*

What is the Grant-in-Aid for?
 Christina Lake Parks and Trails - Trails Committee - to assist with Trail Development

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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Jennifer Kuhn

From: is@rdkb.com
Sent: October-24-18 1:46 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Peter Bowen, email address - cpbowen@telus.net

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Peter Bowen

Address: Box 2671 Grand Forks, BV V0H 1H0

Phone: 250 442-8335

Fax:

Email: cpbowen@telus.net

Representative: Christina Lake Stewardship Society

Make Cheque Payable To: Peter Bowen

Other Expenses:

Total Cost of Project: \$2425.40

Amount Requested from
RDKB Director(s):

\$1425.40

*Approved Director McGregor
October 24, 2018*

What is the Grant-in-Aid for?

Sign development and placement at the Texas Creek Boat Launch. Cost to be shared by RDKB, CL Stewardship Society and the CL Boat Access Society.

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?

["Texax creek signage.jpg"]

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Jennifer Kuhn

From: is@rdkb.com
Sent: October-29-18 11:33 AM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Boundary Community Food Bank, email address - boundaryfoodbankoffice@gmail.com

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

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

Applicant Information:

Applicant: Boundary Community Food Bank

Address: 7816 Donaldson Dr. Grand Forks BC V0H 1H1

Phone: 250-442-2800

Fax:

Email: boundaryfoodbankoffice@gmail.com

Representative: Deb Billwiller

Make Cheque Payable To: Boundary Community Food Bank

Other Expenses:

Total Cost of Project: \$\$1500

Amount Requested from
 RDKB Director(s):

~~\$\$1500~~ \$750 Approved Director Russell
 October 29, 2018

What is the Grant-in-Aid for?

After our former location was severely flooded in May, we were forced to relocate. The move to our new location brought with it many unbudgeted expenses. Hook-up fees for utilities, new signs, changes to electrical service and the reprinting of everything with our old address or location on it (brochures, letterhead, business cards, forms etc.) The larger space in our new facility also necessitates a second donation processing station with scale.

As our client numbers continues to climb, we don't want to use our cash on hand for these items, preferring to use our current resources for necessary food purchases.

The amounts requested are based on the numbers of clients in each area. We are asking for \$250. from Area 'C'/Christina Lake; \$750. from Area 'D'/Rural Grand Forks; and \$500. from Area 'E'/West Boundary.

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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Jennifer Kuhn

From: is@rdkb.com
Sent: November-17-18 10:06 AM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by GRAND FORKS COMMUNITY CHRISTMAS DINNER, email address - STACEYOD1979@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 COMMUNITY CHRISTMAS DINNER

Address: BOX 1046, GRAND FORKS, BC, V0H 1H0

Phone: 250-444-0713

Fax:

Email: STACEYOD1979@GMAIL.COM

Representative: STACEY O'DONNELL

Make Cheque Payable To: COMMUNITY CHRISTMAS DINNER

Other Expenses:

Total Cost of Project: \$\$5000.00

Amount Requested from RDKB Director(s): \$\$1000.00 *Approved Director Russell Nov. 19/18*

What is the Grant-in-Aid for?

Any amount is truly appreciated.

The Community Christmas Dinner has been an annual tradition for 37 years now. This dinner is organized and put on by all volunteers and is attended by 350 people. It is a free Christmas dinner on December 25th for the residence of Grand Forks and surrounding communities. This year is especially important because of the tragic flooding that has interrupted so many businesses and our neighbors lives. We would like to take this opportunity as a time for healing and showing our continued love and support for our friends, families and community through these difficult times.

The Community Christmas Dinner Committee does require and approach other organizations and businesses

for donations. Please let me know if you would like a complete list of who we will be asking.
Thank you very much for this opportunity and your consideration. Sincerely, Stacey O'Donnell

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

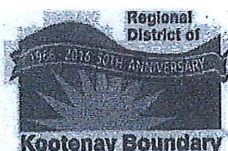
Amount Requested

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 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:	* Beaverdell Community Club & Recreation Commission				
Address:	* 5841 Highway 33, P.O. Box 114, Beaverdell, BC V0H 1A0				
Phone:	* 250-212-8368	Fax:		E-Mail:	* bernardmayer8@gmail.com
Representative:	* Bernard Mayer, President, Debbie Jackson, Treasurer				
Make Cheque Payable To:	* Beaverdell Community Club & Recreation Commission				

*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)? \$ 3,000.00

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

Funds to operate the "Friends Helping Friends" weekly meal program

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: 11/08/2018 Applicant Signature [Signature] Print Name Bernard Mayer, President

Office Use Only

Grant approved by Electoral Area Director: [Signature]

Approved by Board: _____

SUBMIT

Jennifer Kuhn

From: is@rdkb.com
Sent: October-29-18 11:33 AM
To: Theresa Lenardon; Information Services; Jennifer Kuhn
Subject: Grant-in-Aid Form submitted by Boundary Community Food Bank, email address - boundaryfoodbankoffice@gmail.com

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

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

Applicant Information:

Applicant: Boundary Community Food Bank

Address: 7816 Donaldson Dr. Grand Forks BC V0H 1H1

Phone: 250-442-2800

Fax:

Email: boundaryfoodbankoffice@gmail.com

Representative: Deb Billwiller

Make Cheque Payable To: Boundary Community Food Bank

Other Expenses:

Total Cost of Project: \$\$1500

Amount Requested from
RDKB Director(s):

\$1500

*500 Approved Director Khe
October 29, 2018*

What is the Grant-in-Aid for?

After our former location was severely flooded in May, we were forced to relocate. The move to our new location brought with it many unbudgeted expenses. Hook-up fees for utilities, new signs, changes to electrical service and the reprinting of everything with our old address or location on it (brochures, letterhead, business cards, forms etc.) The larger space in our new facility also necessitates a second donation processing station with scale.

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The amounts requested are based on the numbers of clients in each area. We are asking for \$250. from Area 'C'/Christina Lake; \$750. from Area 'D'/Rural Grand Forks; and \$500. from Area 'E'/West Boundary.

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

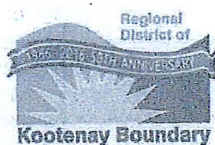
Amount Requested

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:

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Applicant:	* The Bridge Drop-in Centre				
Address:	* 629 - 8th Aven. Midway/Box 3 Midway BC V0H 1M0				
Phone:	* 250 449 1978	Fax:		E-Mail:	* kokca@shaw.ca
Representative:	* Martin Fromme				
Make Cheque Payable To:	* King of Kings New Testament Church				

*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? \$ on-going What amount are you requesting from this RDKB Director(s)? \$ 500

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

Food preparation and distribution at The Bridge Drop-in Centre.

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: \$ _____

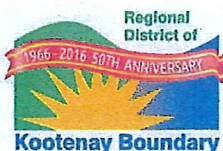
Date: 9 November 2018 Applicant Signature M. Fromme Print Name Martin Fromme

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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Applicant:	* Discover Rock Creek		
Address:	* Box 85		
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? \$300.00 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)

- backdrop	} for "Singing Kettles"
- heating	
- copying costs	
- supplies	

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: \$ _____

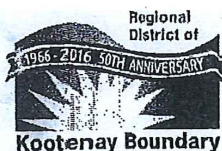
Date: 11/05/2018 Applicant Signature: Patricia Henley Print Name: PATRICIA HENLEY

Office Use Only

Grant approved by Electoral Area Director: V. Gee

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'/ Cristina 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:	* Greenwood Community Association		
Address:	* PO Box 556 Greenwood BC V0H 1P0		
Phone:	* 250 445 6511	Fax:	E-Mail: * ddurban@heritagecu.ca
Representative:	* Donna Durban		
Make Cheque Payable To:	* Greenwood 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? \$ _____ What amount are you requesting from this RDKB Director(s)? \$ 300⁰⁰

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

Christmas Day Dinner (100 people)

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

Name of Organization Community Futures
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization City of Greenwood
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

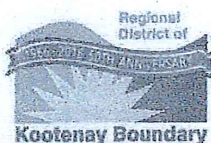
Date: Oct 31/18 Applicant Signature [Signature] Print Name Donna Durban
Secretary

Office Use Only

Grant approved by Electoral Area Director: [Signature]

Approved by Board: _____

STRICTLY CONFIDENTIAL



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:	* Greenwood Food Bank aka West Boundary Food Bank			
Address:	* Box 3			
Phone:	* Midway BC	Fax:	none	E-Mail: * kokca@shaw.ca
Representative:	* Martin Fromme			
Make Cheque Payable To:	* King of Kings New Testament Church			

*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

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

The Grant will be used to supply and deliver nutritious food boxes to people in the West Boundary on a monthly basis. This service works in partnership with the other providers of food to needy persons in the Boundary region.

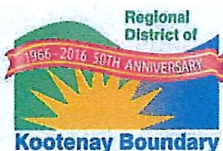
Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: 9 November 2018 Applicant Signature M. Fromme Print Name Martin Fromme

Office Use Only
Grant approved by Electoral Area Director: <u>V. Gee</u>
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:	* Kettle River Food Share Society			
Address:	* Box 1734, Rock Creek			
Phone:	* 250-449-8264	Fax:		E-Mail: * dararicke100k.ca
Representative:	* Rick Steingard (President)			
Make Cheque Payable To:	* Kettle River Food Share 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? \$ 6000 What amount are you requesting from this RDKB Director(s)? \$ 6000

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

Volunteer Co-ordinator for Food Share Program for 2019.

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: \$ _____

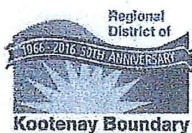
Date: Nov 12/19 Applicant Signature Richard Steingard Print Name Richard Steingard

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 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:	* Rock Creek Community Medical Society			
Address:	* 100 Cut Off Road, Box #9, Rock Creek, BC V0H 1Y0			
Phone:	* 250-449-5423	Fax:		E-Mail: * secretary@rockcreekmedical.ca
Representative:	* Gail McLean			
Make Cheque Payable To:	* RCCMS			

*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? \$ 694.62 What amount are you requesting from this RDKB Director(s)? \$ 594.62

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

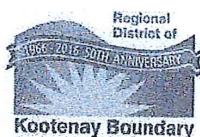
Community Barbecue for Canada Day Celebrations.

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

Name of Organization	Discover Rock Creek	Amount Requested: \$ 100.00	Amount Secured: \$ 100.00
Name of Organization		Amount Requested: \$	Amount Secured: \$
Name of Organization		Amount Requested: \$	Amount Secured: \$
Date: Oct. 24, 2018	Applicant Signature		Print Name Gail McLean

Office Use Only
Grant approved by Electoral Area Director:
Approved by Board: _____

STIRMIT



Grant-in-Aid Request

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---	--	--	---	---

Applicant:	* Rock Creek Community Medical Society			
Address:	* 100 Cut Off Road, Box #9, Rock Creek, BC V0H 1Y0			
Phone:	* 250-449-5423	Fax:		E-Mail: * secretary@rockcreekmedical.ca
Representative:	* Gail McLean			
Make Cheque Payable To:	* RCCMS			

*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? \$ 750.00 What amount are you requesting from this RDKB Director(s)? \$ 627.14 300⁰⁰

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

Rock Creek Medical Center Year End Community Open House

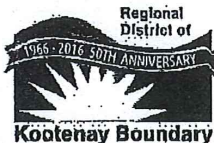
Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: March 20, 2018 Applicant Signature Gail McLean Print Name Gail McLean

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

SUBMIT



Grant-in-Aid Request

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---	--	--	---	---

Applicant:	* The Trails to the Boundary Society				
Address:	* PO Box 492 Midway BC V0H 1M0				
Phone:	* 250-584-4667	Fax:		E-Mail:	* barry.trails@theboundary@gmail.com
Representative:	* Barry Noll				
Make Cheque Payable To:	* Trails to the Boundary Society				

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

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

What is the total Cost of the Project? \$835⁸⁰ What amount are you requesting from this RDKB Director(s)? \$835⁸⁰

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

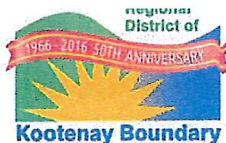
This project supports four representatives of our organization to attend the Thompson Okanagan Tourism Association General Meeting and Tourism Summit, held on November 13-14, 2018 at Osoyoos, BC	

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

Name of Organization	n/a	Amount Requested: \$	Amount Secured: \$
Name of Organization		Amount Requested: \$	Amount Secured: \$
Name of Organization		Amount Requested: \$	Amount Secured: \$
Date: Nov 13	Applicant Signature: Barry Noll	Print Name: Barry Noll	

Office Use Only
Grant approved by Electoral Area Director: [Signature]
Approved by Board: [Signature]

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:	* Trails to the Boundary Society		
Address:	* PO Box 492, Midway BC V0H 1M0		
Phone:	* 250 584-4667	Fax:	
E-Mail:	* barry@trailstotheboundary.com		
Representative:	* Barry Noll, President		
Make Cheque Payable To:	* Trails to the Boundary Society		

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

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

What is the total Cost of the Project? \$ 1,000 What amount are you requesting from this RDKB Director(s)? \$ 1,000

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

For purchase of membership shares in new West Boundary Community Services Cooperative Association. TTTBS will be a founding member. Having representation from 7 communities in the West Boundary makes TTTBS a valuable member of the new co-op.

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: \$ _____

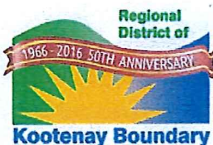
Date: Nov 16, 2018 Applicant Signature [Signature] Print Name Barry Noll

Office Use Only

Grant approved by Electoral Area Director: [Signature]

Approved by Board: _____

SUBMIT



Grant-in-Aid Request

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

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:	* W. B. Sustainable Foods and Resources Society			
Address:	Box 53 Bridesville V0H 1B0			
Phone:	250 *528-7433	Fax:		E-Mail: *foodsharing@nethop.net
Representative:	* President			
Make Cheque Pavable To:	* W. B. S. F A R S			

*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? \$250 What amount are you requesting from this RDKB Director(s)? \$250

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

Catering food at Nov 20 th Well Licensing Workshop in Midway

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: \$ _____

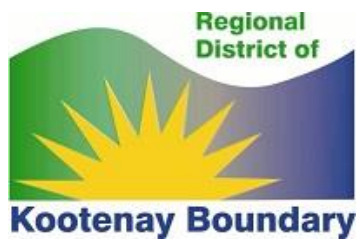
Name of Organization _____

Amount Requested: \$ _____ Amount Secured: \$ _____

Date: Nov 12 Applicant Signature Vivien Browne Print Name Vivien Browne

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

SUBMIT



STAFF REPORT

Date: 25 Oct 2018 **File**
To: **Chair and Members of the RDKB Board of Directors**
From: Gabe Wiebe, Engineering and Safety Coordinator
Re: Christina Lake Water Utility Regulation and Rates Bylaw 1700

Issue Introduction

A staff report from Gabe Wiebe, Engineering and Safety Coordinator regarding proposed RDKB Bylaw No. 1700, 2018 Christina Lake Water Utility Regulation and Rates Bylaw.

History/Background Factors

On January 23, 2014 the Christina Lake Waterworks District (CWD) sent a letter to the RDKB requesting a study be completed to review possible future administrative service delivery models. The total cost of the study was \$14,250. The Province of BC Infrastructure Planning grant covered \$10,000 of the total. \$4,250 was paid through the RDKB Feasibility Service. The study provided the following information:

1. Review of the water system.
2. A strategy for identifying and implementing water system improvements to ensure sustainable water utility infrastructure.
3. Analysis of the current deficiencies in the water system, and recommendations for infrastructure upgrades.
4. A financial review, which addresses the utility's revenue and expenditures in order to ensure a financially stable utility. The financial review includes a rate structure analysis, which compares various funding scenarios, and a recommended rate structure.
5. A financial plan that shows a phased planning approach with Phase I being the current short-term capital improvement plan (0-5 year system needs) and Phase II encompassing longer (5-20 year) planning horizons.

The study was completed in March 2015 and was provided to the CWD. RDKB staff attended an information meeting in the spring of 2016 with CWD users and board members to answer questions and discuss future administrative service delivery models.

On May 17, 2016 the Board of CWD with the support of ratepayers passed a resolution to proceed with the conversion of the Improvement District to a service area within the RDKB. In September 2016 an order in council was received indicating that the RDKB will be owner of the water system beginning January 1, 2017. 2017 will be a transition year with a focus on operations to allow for the operators to become familiar with RDKB operating standards. Further, all required bylaws, permits, easements and financial considerations need to be transferred to the RDKB.

CWD Bylaw 38, 1989 establishes how the CWD regulates the water utility. CWD Bylaw 120, 2016 establishes the rates at which users within the CWD service area are charged.

Bylaw 1700 intends to repeal CWD Bylaw 38, 1989 and CWD Bylaw 120, 2016 and bring all regulation and rates associated with the Christina Lake Water Utility into RDKB Bylaw 1700.

The clauses continued in Bylaw 38 and 120 were mostly brought forward to the RDKB Bylaw No. 1700, 2018 Christina Lake Water Utility Regulation and Rates Bylaw. Upon review the following changes are proposed:

- Define a \$50 turn on and \$50 turn off charge, and this increases to \$100 if the request is for an after hours turn off or turn on service.
- Change in ownership administration charge of \$50 has been removed.
- Cross connections and how the RDKB will respond to cross connections have been clearly defined.

Implications

The main points from Christina Waterworks District Bylaw 38 and 120 are carried forward to Bylaw No. 1700, 2018 Christina Lake Water Utility Regulation and Rates Bylaw. There is no expected change to the service budget.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services

Background Information Provided

1. Bylaw 1700 Christina Lake Water Utility Regulation and Rates Bylaw

2. Christina Waterworks District Bylaw 38
3. Christina Waterworks District Bylaw 120

Alternatives

1. That Regional District of Kootenay Boundary Christina Lake Water Utility Regulation and Rates Bylaw No. 1700, 2018 be read a First, Second and Third time. FURTHER that Regional District of Kootenay Boundary Christina Lake Water Utility Regulation and Rates Bylaw No. 1700, 2018 be Reconsidered and Adopted. FURTHER that Christina Waterworks District Bylaw 38, 1989 and Christina Waterworks District Bylaw 120, 2016 be repealed.
2. Receive staff report, take no further action and refer back to staff

Recommendation(s)

That Regional District of Kootenay Boundary Christina Lake Water Utility Regulation and Rates Bylaw No. 1700, 2018 be read a First, Second and Third time. FURTHER that Regional District of Kootenay Boundary Christina Lake Water Utility Regulation and Rates Bylaw No. 1700, 2018 be Reconsidered and Adopted. FURTHER that Christina Waterworks District Bylaw 38, 1989 and Christina Waterworks District Bylaw 120, 2016 be repealed.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW 1700

A Bylaw to regulate the operation of the Christina Lake Water Utility and to provide for the imposition of a charge against the owner or occupier of real property for the use of or ability to use the water system within the Christina Lake Water Utility Service area.

WHEREAS the Regional District of Kootenay Boundary has adopted "Christina Lake Water Utility Service Establishment Bylaw No. 1625, 2017" which establishes the Christina Lake Water Utility serving a portion of Electoral Area 'C'/Christina Lake;

AND WHEREAS the *Local Government Act* gives a Regional District the authority to establish and operate a local service for the supply, treatment, conveyance, storage and distribution of water;

AND WHEREAS the *Local Government Act* gives a Regional District all necessary power to do anything incidental or conducive to the exercise or performance of its power;

AND WHEREAS the *Local Government Act* authorizes a Regional District to recover annual servicing costs of a local service by the imposition of fees and other charges;

AND WHEREAS the *Local Government Act* authorizes a Regional District to base a fee or charge on any factor, and to set different fees and charges on different classes of persons, classes of property or types of land use and to establish terms and conditions of payment as specified by bylaw;

AND WHEREAS it is deemed desirable to fix and regulate the rates, terms and conditions under which water may be supplied and used in the Christina Lake Water Utility Service Area of Electoral Area 'C'/Christina Lake;

NOW THEREFORE BE IT RESOLVED that the Board of the Regional District of Kootenay Boundary, in open meeting assembled, enacts as follows:

1. The Christina Lake Water Utility Service shall be regulated as specified in Schedule 'A' as attached and forming part of this bylaw.
2. User charges, payment terms and conditions may be imposed as set out in Schedule 'B' as attached and forming part of this bylaw.

3. The boundary of the service area shall be in Electoral Area 'C'/Christina Lake as defined by the Christina Lake Water Utility Service Establishment Bylaw No. 1625, 2017.
4. Christina Waterworks District Bylaw 38, adopted July 17th 1989, and Christina Waterworks District Bylaw 120, adopted November 21st 2016, are hereby repealed.
5. This bylaw may be cited for all purposes as the "Christina Lake Water Utility Regulation and Rates Bylaw No. 1700, 2018".
6. This Bylaw shall come into full force and effect on _____, 2018.

Read a **FIRST** and **SECOND** time this ____ day of _____, 2018.

Read a **THIRD** time this ____ day of _____, 2018.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1700 cited as "Christina Lake Water Utility Regulation and Rates Bylaw No. 1700, 2018" as read a third time by the Regional District of Kootenay Boundary Board of Directors this ____th day of _____, 2018.

Manager of Corporate Administration

RECONSIDERED AND FINALLY ADOPTED this ____th day of _____, 2018.

Chair

Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1700 cited as the "Christina Lake Water Utility Regulation Bylaw No. 1700, 2018" as reconsidered and finally adopted this ____th day of _____, 2018.

Manager of Corporate Administration

CHRISTINA LAKE WATER UTILITY REGULATION BYLAW NO. 1700, 2018

SCHEDULE 'A'

PART 1 - DEFINITIONS

In this Bylaw unless the context other requires:

"Applicant"

Means an Owner or their agent making application for a Water Service Connection and from whom the Regional District may expect to receive revenue on a continuing basis for this service.

"Backflow"

Means the flow of water or other substances back into any plumbing system connected to the Waterworks.

"Consumer"

Means any Person to whom water is supplied by the Regional District.

"Contaminant"

Means any substance or matter in water which may render the water unfit for drinking according to guidelines and regulations of the Province of British Columbia.

"Cross Connection"

Means any device or connection to which the Waterworks is connected, directly or indirectly, which may result in Backflow or Contaminants entering into any plumbing connection to the Waterworks including bypass arrangements, jumper connections, removable sections, swivel or changeover devices, or any other temporary or permanent connecting mechanism.

"Curb Stop"

Means a shut off valve installed by the Regional District or its Operator on a Service Connection with a protective housing to the ground surface. The Curb Stop is located on the main side of the property line.

"Distribution System"

Means all Mains and appurtenances thereto including fire hydrants, pumping stations, reservoirs, pressure reducing stations, Meters and Service Connections installed within any highway, Regional District right-of-way or easement or Regional District property.

"Dwelling"

Means one or more rooms consisting of a unit of living accommodation used or intended to be used for living and sleeping purposes and containing a sink and cooking facilities.

"Main"

Means a pipe including valves, fittings and other appurtenances other than a Service Connection, pumping station, treatment plan or reservoir in the water Distribution System.

"Meter"

Means a device used to measure and indicate the volume of water passing through the device.

"Metered Accounts"

Means those accounts billed monthly or for any other period established from time to time and of which the water consumption is measured through a device commonly known as a water Meter.

"Occupant"

Means a person who is in physical possession of premises, or has responsibility for, and control over, the condition of premises, the activities conducted on those premises and the persons allowed to enter those premises. There may be more than one occupier of the same premises.

"Operator"

Means the Person or Persons, corporation or agency to whom the Regional District of Kootenay Boundary contracts, instructs, or appoints to operate the Waterworks.

"Owner"

Means a person registered in the records as owner of land or of a charge on land, whether entitled to it in the person's own right or in a representative capacity or otherwise, and includes a registered owner.

"Person"

Means and shall include not only a natural person but also a Corporation, Firm or Partnership.

"Private Service"

Means any privately owned pipes and other appurtenances on private property not installed or owned by the Regional District and is used to convey water from the Waterworks to the private property.

"Regional District"

Means the Regional District of Kootenay Boundary.

"Service Connection"

Means a pipe and the necessary valves and protective boxes, connections, thaw wires, and any other materials necessary to and actually used to connect the Waterworks to a Curb Stop.

"Sprinkling"

Means the pouring of water by means of any hose, Sprinkling device, water pot or other utensil upon or under the surface of gardens, lawns and all other grounds or upon any roof.

"Swimming Pool"

Means an artificially created body of water having a depth of 18 inches or more used for recreational or physiotherapy purposes as determined by the Regional District.

"Water Service"

Means the Regional District's provision of water pursuant to this Bylaw.

"Waterworks"

Means the entire Waterworks system of Christina Lake Water Utility Service including, but not limited to, the intake, purification and treatment, transmission and distribution, pumping and storage systems and further including subterranean and surface vessels, structures, buildings, fixtures and stationary and mobile equipment.

PART 2 - USE OF WATERWORKS SYSTEM**2.1 Tampering with the Waterworks**

- a. No Person except the Operator or the Regional District shall open, shut, adjust, draw water from, or tamper with any of the Waterworks.
- b. No Person shall in any way tamper with, operate or remove the water Meter or sealed bypass valves after installation without first obtaining the permission of the Regional District.

2.2 Liability

It is a condition of the supply of water that:

- a. The Regional District does not guarantee a specific pressure or continuous supply of water quality to meet the requirements of individual water users.
- b. The Regional District reserves the right to interrupt Water Service at any time for the purpose of making repairs or alterations to the works. If service is to be interrupted for more than four consecutive hours, due notice shall be given

to those water users affected except in the case of a water Main break or other emergency.

2.3 Termination of Water Supply

- a. The Regional District may, on twenty-four (24) hours written notice, turn off the supply of water to any Person in violation with the requirements of this bylaw. The Person in violation shall not be entitled to receive any further water from the Waterworks until such Person has remedied the violation. It shall be unlawful for any Person whose water has been turned off, pursuant to this section, to turn such water on again, or take any water from the Waterworks until the Regional District turns on the water.
- b. The Regional District may order the water to be turned off to any premises where charges have been owing to the Regional District for ninety (90) days or longer.

2.4 Sale of Water

It shall be unlawful for any Consumer to sell, waste, dispose of or give away Regional District water for use other than on their premises or permit it to be taken or carried away by any Person or Persons, or applied for the benefit of other Persons or premises except by the permission of the Regional District.

2.5 Water Use Restrictions

- a. The Regional District may, at any time, introduce regulations restricting the use of water for Sprinkling or any other purpose. Upon receiving due notice of such restriction, no Person shall use water for the purposes forbidden by, or in excess of the limits imposed by, such restrictions. Due notice of restrictions shall be given either by publication in a newspaper circulating within the District, by broadcast on local radio or television stations, or by mail.
- b. Where, in the opinion of the Operator or Regional District, the quantity of water being used, or the rate which it is being used, from time to time, through any service, is in excess of that contracted for or otherwise considered adequate, the Regional District may take such measures as are considered necessary to limit the supply to said service. These measures may include the installation of a Meter, partially closing the controlling Curb Stop or standard Waterworks valve, regulating the rate and time at which water be used, or establishing special charges for water used in excess of a stipulated quantity or rate. The cost of any measure deemed necessary by the Regional District under this section shall be paid by the Owner or Owners concerned.
 - i. The Regional District may limit the amount of water used by any service in the interests of efficient operation of the Waterworks and equitable distribution of water.

- c. No Person shall use any service as motive power for the purpose of operating machinery without the permission of the Regional District, who may terminate or withdraw such permission at any time.
- d. No occupier of land shall cause, suffer or allow irrigation water to flow onto or to be released on or to be used on the land which they occupy or any part of such land, unless the water is being lawfully supplied to the land in accordance with the provisions of this Bylaw.

PART 3 - SERVICE CONNECTIONS

3.1 Connection Application

- a. Before any Person shall install or construct any works, they shall apply to the Regional District in writing and obtain a written permit therefor, and if required by the Regional District, they shall furnish a plan and specifications which shall show:
 - i. The purpose of the size of pipes and the number of outlets related or connected thereto.
 - ii. A description of the material which the Applicant proposes to use.
 - iii. The street address and complete legal description of the premises in which the installation or connection is to be made.
- b. The Owner is responsible for the supply and installation of Service Connections with consultation with the Regional District.
- c. Immediately after the completion of any works, and before such works or any part thereof has been covered or concealed, the Regional District or Operator shall be notified that such works are ready for inspection. The works shall not be covered until they have been inspected, tested under pressure, and accepted by the Regional District or Operator.
- d. The Owner shall ensure that all Service Connections are in good working order.

3.2 Size of Service Connection

- a. The type and size of Service Connection and the arrangement of the valves and other appurtenances required to regulate the water shall be specified in writing by the Regional District.
- b. Where an application for a Service Connection requires a quantity, pressure, or type of service in excess of that which can be supplied from the Waterworks, the Regional District may require the said Applicant to pay for all or part of any works considered necessary to augment system capacity in order to meet the water requirements. Applicants considered under this section may be required

to enter into a formal agreement with the Regional District regarding the special terms and conditions under which water is supplied.

PART 4 - WATER SERVICES

4.1 Maintenance

The Owner shall be responsible for the safekeeping, maintenance (including maintaining safe access to the Waterworks Curb Stop and valves that are located on the Owner's property and keeping the Waterworks Curb Stop and valves clearly visible to Operators), repair and replacement of all service pipes and plumbing systems from the outlet of the Waterworks Curb Stop or standard Waterworks valve at their property line and shall protect them from frost or other damage, and shall promptly repair frozen, leaky or imperfect pipes or fixtures.

4.2 Initiation and Cessation of Supply

When an Owner wishes the water supply turned on or off at the Curb Stop, the Owner shall pay the prescribed turn-off charge and give fourteen (14) days notice to the Regional District or Operator. In the event of a turn off request, the service shall be cut off at the end of the month succeeding the termination notice and is subject to the turn off charge. Before the service is renewed again, the Owner or their agent shall pay the Regional District the prescribed turn on charge.

4.3 Change of Occupancy

No agreement between the Occupant of premises and the Regional District with respect to Water Service to those premises may be transferred to another Occupant. New Occupants of premises shall apply in writing to the Regional District for Water Service and receive permission before they commence to use the water.

4.4 Works Situation on Easements

When an Owner or their agent requests that any of the Regional District's works situated within an easement in favour of the Regional District be moved or relocated, the entire cost of moving or relocating the works shall be borne by the Owner unless other arrangements are agreed upon in writing by both the Owner and the Regional District.

4.5 Works on Private Property

- a. No user shall use water for watering stock, filling of Swimming Pools or reservoirs, or for any other purpose than that required for normal domestic use except with written permission of the Regional District or Operator, which shall state the time of use and quantity of water to be used and additional charges, if any, and any special works required to be altered or installed.

- i. Approved Swimming Pools shall be equipped with a recirculation and filtration system as set out in Part Five of the Swimming Pool, Spray Pool and Wading Pool regulations under the Health Act.
- b. No Person to whose premises water is supplied shall make, or permit to be made, any additional connection to their service, of either temporary or permanent nature, for the purpose of supplying water to another building, or house trailer on their, or any other property without permission of the Regional District.
- c. No change or addition to the number or type of fixtures on a premise, for the purpose of expanding a commercial or industrial enterprise, shall be made until notice thereof has been given in writing to the Regional District and written permission therefor obtained. Any extra charges payable due to the changes or addition shall be paid before the change or addition is commenced.
- d. No Person shall use or permit the use of any pump or other device for the purpose of, or having the effect of, increasing pressure in any pipe without the written permission of the Regional District, whether such pipe forms part of the Regional District's works or of the works on the said Person's premises. The Regional District may, without notice, discontinue service to any Person employing such pump or other device.
- e. No reduction in rates shall be allowed on account of any waste of water unless the Regional District is satisfied that such waste arose from an accident to the pipes or fittings on the Owner's premises arising from some cause beyond their control and that the Consumer used all reasonable diligence to stop such waste.

4.6 Cross Connection

- a. No Person shall connect; cause to be connected or allow to remain connected any pipe, fixture, fitting, container, appliance or Cross Connection, in a manner which, under any circumstances, could cause or allow any part of the Waterworks to become contaminated.
- b. If the Regional District determines that a connection or a Cross Connection exists in the Service Connection which has the potential of contaminating the Waterworks, the Regional District may give written notice to the Owner to correct the connection or Cross Connection or install a Backflow preventer at the expense of the Owner within a specified time period.
- c. Where the Regional District determines that a connection or Cross Connection prohibited by this Bylaw is an immediate risk to the Waterworks or any Person, or if the Owner fails to correct any connection or Cross Connection as required by this Bylaw, the Regional District may order and undertake the shut off of Service to the Property, at the Owner's expense, without further notice and keep the Service shut off until such time as the

risk is removed or the connection or Cross Connection is corrected, as the case may be.

- d. No Person shall interconnect any portion of works on private property which are supplied by the Regional District with an external source of water, such as a well, except with written permission of the Regional District. Wherever works on private property which are supplied by the Regional District are connected to a body of contaminated water, such as a Swimming Pool, in such a way that, if a reverse flow were to be induced, a health hazard could result, the Owner of the private property shall install and maintain a Backflow preventer on every such potentially dangerous Cross Connection to the approval of the Regional District.

PART 5 - METERS

5.1 Installation of Meters

The Regional District may substitute a metered service for an unmetered service to any premise. Notice will be given by the Regional District to the Owner of the change in service. Each Dwelling shall have a Meter separate from any other Dwelling, in a position approved by the Regional District.

5.2 Meter Size and Supply

The Regional District shall determine the size of Meter required and the Regional District shall supply the Meter and strainer, with the Meter remaining the property of the Regional District.

5.3 Access to Meter

- a. The Consumer shall supply access to the water Meter for the purpose of reading the Meter and for maintenance during the Operator's normal working hours. Failure to provide this access for Meter reading shall result in an extra charge per call.
- b. In the event convenient access cannot be supplied, the Operator shall install suitable remote reading equipment at the expense of the Owner. On failure to pay such costs within thirty (30) days of invoice, the Regional District shall recover the expense thereof with interest at a similar rate as that charged user charges in arrears.

PART 6 - WATERWORKS EXTENSIONS

6.1 Extension Application

- a. All applications for Distribution System extensions shall be made in writing to the Regional District by the Owner or Owners of the property to be served by such extensions.
- b. Notwithstanding anything in this Bylaw contained, the Regional District may refuse any application for a Waterworks extension should it consider the Regional District share of costs to be excessive, or should the existing Waterworks trunks or Mains be inadequate to supply the area in question, or if it is considered technically necessary to install a second water Main thereby causing the Regional District share of the costs to be excessive. The option, however, shall be open to the Applicant to pay whatever extra costs may be involved and, if deemed equitable by the Regional District, it may then approve such application.

PART 7 – ACCESS TO WATERWORKS

7.1 Right of Access

- a. The Owner of every parcel of land and the occupier of every premises shall, at all reasonable times allow, suffer and permit the Operator, Building Inspector or Meter Reader to enter into or upon lands and premises for the purpose of inspecting the premises and water piping system, Meter location, Meter connection and bypass facilities.
- b. The Consumer shall supply access to the water Meter for the purpose of reading the Meter and for maintenance during the Operator's normal working hours. Failure to provide this access for Meter reading shall result in an extra charge per call.
- c. In the event convenient access cannot be supplied, the Operator shall install suitable remote reading equipment at the expense of the Owner. On failure to pay such costs within thirty (30) days of invoice, the Regional District shall recover the expense thereof with interest at a similar rate as that charged user charges in arrears.

7.2 Obstruction

- a. No Person shall obstruct at any time or in any manner the access to any hydrant, valve, stop-cock, Meter, Mains or any other fixture connected to the Waterworks, and should any Person so obstruct access to any said fixture by allowing accumulation of surface water around it or by placing thereon or near thereto any structure or material, the Regional District may remove such obstruction at the expense of the offending Person.

- b. No Person shall obstruct or prevent the Regional District from carrying out any of the provisions of this bylaw.

PART 8 – FEES AND PENALTIES

8.1 Water Turn On and Turn Off Fee

The Owner shall on making application for water to be turned on or off pay to the Regional District the applicable fee prescribed in Schedule 'B' attached to and forming part of this Bylaw.

8.3 User Rates

There is hereby imposed and levied a monthly fee and yearly fee at the water user rate against the Owner or Occupant of real property connected to the water systems as set out in Schedule 'B' attached to and forming part of this Bylaw.

8.4 Penalties

A person who contravenes, violates or fails to comply with any provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or violation of this Bylaw, or who fails to do anything required by this Bylaw, commits an offence and shall be liable upon conviction to a fine of not more than \$2,000.00 (Two Thousand Dollars) and not less than \$200.00 (Two Hundred Dollars), the cost of prosecution and any other penalty or order imposed pursuant to the Local Government Act, R.S.B.C. 2015, c. 1 or the Offence Act, R.S.B.C. 1996, c. 338. Each day that an offence against the Bylaw continues or exists shall be deemed to be a separate and distinct offence.

CHRISTINA LAKE WATER UTILITY REGULATION BYLAW NO. 1700, 2018**SCHEDULE 'B'**

Schedule 'B' shall use the definitions from Schedule 'A' part 1 of Bylaw 1700.

1. Unmetered Accounts

Flat rate charges shall be as follows:

	Monthly Charge	Annual Charge
Dwelling, apartment or permanently installed mobile home	\$25.83	\$310.00
Retail store, business office, gas station, or community hall	\$25.83	\$310.00
Restaurant, lounge or bar	\$48.17	\$578.00
Motel or hotel with not more than twelve (12) units	\$53.17	\$638.00
Motel or hotel of more than twelve (12) units but not more than twenty four (24) units	\$92.25	\$1,107.00
Additional motel or hotel unit over twenty four (24)	\$4.33 / unit	\$52.00 / unit
School	\$94.50	\$1,134.00
Bowling green or sports field	\$25.83	\$310.00
Laundromat or car wash	\$67.83	\$814.00
Summer camp or campground of no more than 50 camping sites	\$49.58	\$595.00
Additional camping site over 50	\$5.83 / site	\$70.00 / site
Additional dwelling cabin, trailer mobile home pad or other accommodations on the same parcel of land utilizing one connection using water from the Waterworks	\$25.83	\$310.00

Strata lot of bare-land strata plan upon which a residence, recreation facility or other structure requiring water service has been erected,	\$25.83	\$310.00
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- a. Where a user operates a multi-occupancy commercial establishment (mall), the Regional District may negotiate a flat rate charge with the user, which will allow for vacant units. The rate charged for each unit shall be determined by the use thereof, based on the unmetered water rates for similar establishments.

2. Commencement and Cessation of Supply

A charge of \$50.00 will be imposed to turn off or turn on a service during regular working hours. The charge shall be \$100.00 when the service is performed outside of regular working hours. This charge must be paid prior to the work being performed.

3. Payment Due Date and Billing Procedure

- a. The above annual charges shall be due and payable on the 1st day of March in each and every year. No water shall be delivered to any premises where the charge and other charges remain unpaid for a period of two (2) months. In that event, the delivery of water will be suspended for non-payment. The owner or occupant of the property may make application to the Regional District for resumption of service, and on payment of the sum of \$50.00 and all fees and charges owed to the Regional District, the Regional District may resume the water service.
- b. Where the above annual charges are to be applied for a period of less than one year, they shall be pro-rated at the rate of one twelfth (1/12) of the annual rate for each remaining month. This shall only apply for new service connections.

4. Penalty

Any charges remaining outstanding thirty-one (31) days after the due date shall have added a percentage addition of six (6) per cent thereof.

5. Service Fee

Where the Regional District is required to provide service to any user, other than repairs to the service lines to the user's curb side connections or as provided for under the conditions of the initial connection to the Waterworks, there shall be a charge of \$50.00 for each hour or part thereof after the first hour.

CHRISTINA WATERWORKS DISTRICT

BYLAW NO. 38

A bylaw, to replace Bylaw No. 3, for regulating the distribution and use of water and prescribing penalties for non-compliance with the regulations.

The Trustees of Christina Waterworks District ENACT AS FOLLOWS:

1. In this bylaw, unless the context otherwise requires:
 - (a) "Trustees" shall mean the Trustees of the District or their duly authorized representatives.
 - (b) "Water" shall mean water conveyed through the works operated or maintained by the District.
 - (c) "Works" shall mean anything capable of or useful for diverting, storing, measuring, or conveying, conserving, retarding, confining or using water.
 - (d) "Swimming pool" shall mean an artificially created body of water having a depth of 18" or more used for recreational or physiotherapy purposes as determined by the Trustees.

Service Connections

2. The type and size of service connection and the arrangement of valves and other appurtenances required to regulate the water shall be specified in writing by the Trustees.
3. Where an applicant for a water service requires a quantity, pressure or type of service in excess of that which can be supplied from the works of the District, the Trustees may require the said applicant to pay for all or part of any works considered necessary to augment system capacity in order to meet the water requirements. Applicants considered under this section may be required to enter into a formal agreement with the District regarding the special terms and conditions under which water is supplied.
4. Before any person shall install or construct any works, he shall apply to the District in writing and obtain a written permit therefor, and if required by the Trustees, he shall furnish a plan and specifications which shall show:

- (a) The purpose of the size of pipes and the number of outlets related or connected thereto.
- (b) A description of the material which the applicant proposes to use.
- (c) The street address and complete legal description of the premises in which the installation or connection is to be made.

- 5. Immediately after the completion of any works, and before such works or any part thereof has been covered or concealed, the Trustees shall be notified that such works are ready for inspection. The works shall not be covered until they have been inspected, tested under pressure, and accepted in writing by the Trustees.

Change of Occupancy

- 6. No agreement between the occupant of premises and the District with respect to water service to those premises may be transferred to another occupant. New occupants of premises shall apply in writing to the District for water service and receive permission before they commence to use water.

Turn Off and Turn On

- 7. Consumers who wish to have their water service discontinued shall pay the prescribed turn-off charge, and give the Trustees fourteen (14) days notice. The service shall be cut off at the end of the month succeeding the termination of the notice. Before the service is again renewed, the tenant or occupant shall pay to the District the prescribed turn-on charge for the renewal of the service.
- 8. The Trustees may order the water be turned off to any premises where tolls have been owing to the District for ninety (90) days or longer.

Trustees Right of Access

- 9.
 - (a) The Trustees shall have right of access to all parts of a person's property or premises at all reasonable hours for the purposes of inspecting or testing any works, fittings or appliances related to the use of water, or for the purpose of installing, removing, repairing, reading or inspecting meters.
 - (b) No person shall obstruct or prevent the Trustees from carrying out any of the provisions of this bylaw.

District's Works

10. No person except the Trustees shall open, shut, adjust, draw water from or tamper with any of the District's works.
11. No person shall obstruct at any time or in any manner the access to any hydrant, valve, stop-cock or other fixture connected with the District's works, and should any person so obstruct access to any said fixture by allowing accumulation of surface water around it or by placing thereon or near thereto any structure or material, the Trustees may remove such obstruction at the expense of the offending person.
12. When a landowner requests that any of the District's works situated within an easement in favour of the District be moved or relocated, the entire cost of moving or relocating the said works shall be borne by the landowner unless other arrangements are agreed upon in writing by both parties.

Works on Private Property

13. No person to whose premises water is supplied shall make, or permit to be made, any additional connection to his service of either temporary or permanent nature, for the purpose of supplying water to another building, or house trailer on his, or any other property without permission of the Trustees.
14. No person shall interconnect any portion of works on private property which are supplied by the District with an external source of water, such as a well, except with written permission of the Trustees. Wherever works on private property which are supplied by the District are connected to a body of contaminated water, such as a swimming pool, in such a way that, if a reverse flow were to be induced, a health hazard could result, the owner of the private property shall install and maintain a back-flow preventer on every such potentially dangerous cross-connection to the approval of the Trustees.
15. No change or addition to the number or type of fixtures on a premises, for the purpose of expanding a commercial or industrial enterprise, shall be made until notice thereof has been given in writing to the Trustees and written permission therefor obtained. Any extra charge or higher toll payable due to the change or addition shall be paid before the change or addition is commenced.

16. No person shall use or permit the use of any pump or other device for the purpose of, or having the effect of, increasing the pressure in any pipe without the written permission of the Trustees, whether such pipe forms part of the District's works or of the works on the said person's premises. The District may, without notice, discontinue service to any person employing such pump or other device.
17. No device designed to introduce another substance into the water in the connection between the building and the water supply main shall be installed without written permission of the Trustees who, in consultation with the health inspector, shall ensure that the device is so designed and installed that such substance cannot be introduced into the District's works.
18. The property owner shall be responsible for the safekeeping, maintenance, repair and replacement of all service pipes and plumbing systems from the outlet of the District's curb stop or standard waterworks valve at his property line and shall protect them from frost or other damage, and shall promptly repair frozen, leaky or imperfect pipes or fixtures.
19. No reductions in rates shall be allowed on account of any waste of water unless the Trustees are satisfied that such waste arose from an accident to the pipes or fittings on the consumer's premises arising from some cause beyond his control and that the consumer used all reasonable diligence to stop such waste.

Water Use Regulations

20. Where, in the opinion of the Trustees, the quantity of water being used or the rate which it is being used from time to time, through any service is in excess of that contracted for or otherwise considered adequate, the District may take such measures as are considered necessary to limit the supply to said service. These measures may include the installation of a meter, partially closing the controlling curb stop or standard waterworks valve, regulating the rate and time at which water may be used, and establishing special charges for water used in excess of a stipulated quantity or rate. The cost of any measures deemed necessary by the Trustees under this section shall be paid by the owner or owners concerned.
 - (a) The Trustees may limit the amount of water used by any service in the interests of efficient operation of the District's works and equitable distribution of water.

21. The Trustees may, at any time, substitute a metered service for an unmetered service to any premises. Each dwelling shall have a meter separate from any other dwelling, in a position approved by the Trustees. All meters shall be the property of the District.
22. No owner or occupant of any premises supplied with water by the District shall sell, dispose of, or give away water, or permit the same to be taken away or applied for the benefit of other persons or premises, except by permission of the Trustees.
23.
 - (a) No person shall use water for watering stock, filling of swimming pools or reservoirs, or for any purpose other than that required for normal domestic use, except by written permission of the Trustees, which shall state the purpose, time of use and quantity of water to be used and additional charges, if any, and any special works required to be altered or installed.
 - (b) An approved swimming pool shall be equipped with a recirculation and filtration system as set out in Part V of the swimming pool, spray pool and wading pool regulations under the Health Act.
 - (c) No person shall use any service as motive power for the purpose of operating machinery without permission of the Trustees, who may terminate or withdraw such permission at any time.
24.
 - (a) The Trustees may, at any time, introduce regulations restricting the use of water for sprinkling or any other purpose. Upon receiving due notice of such restriction, no person shall use water for the purposes forbidden by, or in excess of the limits imposed by, such restrictions. Due notice of restrictions shall be given either by publication in a newspaper circulating within the District or by mail.

Liability of District


25. The District does not guarantee a specific pressure or a continuous supply of water quality to meet the special requirements of individual users. The District reserves the right to interrupt water service at any time for the purpose of making repairs or alterations to the works. If service is to be interrupted for more than four consecutive hours, due notice shall be given to those water users affected except in the case of water main break or other emergency.


Penalties

26. The Trustees may, on twenty-four hours written notice, turn off the supply of water to any person in default of the requirements of this bylaw. The person in default shall not be entitled to receive any further water from the District until such person has remedied the default. It shall be unlawful for any person whose water has been turned off, pursuant to this section, to turn such water on again, or take any water from the District's works until such time as the Trustees again turn on the water.
27. No occupier of land shall cause, suffer or allow irrigation water to flow onto or to be released on or to be used on the land which he occupies or any part of such land, unless the water is being lawfully supplied to such land in accordance with the provisions of this bylaw.
28. Every person who disobeys or fails to comply with any provision of this bylaw shall be guilty of an offence and liable on summary conviction to a fine not exceeding Two Thousand (\$2,000.00) Dollars or to imprisonment not exceeding sixty (60) days, or both.
29. This bylaw may be cited as the "Water Distribution Regulation Bylaw".

INTRODUCED and given first reading by the Trustees
on the 1 day of May, 1989.

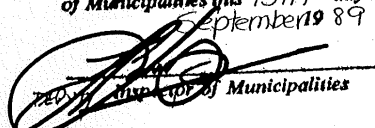
RECONSIDERED and finally passed by the Trustees on
the 17 day of July, 1989.

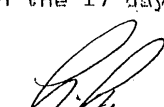

Chairperson of the Trustees


Secretary of the Trustees

I hereby certify under the seal of Christina Waterworks District that this a true copy of Bylaw No. 38 of the Christina Waterworks District, passed by the Trustees on the 17 day of July, 1989.

A true copy of By-Law No. 38
registered in the office of the Inspector
of Municipalities this 15th day of
September 1989.


Inspector of Municipalities


Secretary of the Trustees

CFHRISTINA WATERWORKS DISTRICT

BYLAW # 120

A Bylaw to repeal Bylaw # 117 for fixing tolls and other charges payable to the District and the terms of payment thereof, and providing a charge for late payments.

The Trustees of Christina Waterworks District ENACTS AS FOLLOWS that;

1.) Unmetered water rates

- a. In respect of each dwelling, apartment or permanently installed mobile home, an annual toll of \$310.00**
- b. In respect of each retail store, business office, gas station or community hall an annual toll of \$310.00**
- c. In respect of each restaurant, lounge or bar, an annual toll of \$578.00**
- d. In respect of each motel or hotels with not more than twelve (12) units an annual toll of \$638.00 and for motels or hotels of more than twelve (12) units but not more twenty (24) an annual toll of \$1,107.00. For each additional charge over twenty four (24) there shall be an additional charge of \$52.00 per unit.**
- e. In respect of each school and annual toll of \$1,134.00.**
- f. In respect of each bowling green or sports field an annual toll of \$310.00**
- g. In respect of each Laundromat or car wash an annual toll of \$814.00**
- h. In respect of each summer camp or campground of no more than 50 camping sites an annual toll of \$595.00 and an additional \$70.00 for site over 50.**
- i. In respect of each hairdressing or barbering establishment and annual toll of \$310.00**
- j. In respect of each church an annual toll of \$53.00 providing that no outside irrigation takes place and an annual toll of \$310.00 where outside irrigation is used.**

k. In respect of each additional dwelling cabin, trailer mobile home pad or other accommodations on the same parcel of land utilizing one connection using water from District Waterworks, an ANNUAL toll of \$310.00.

l. In respect of each strata lot of a bare-land strata plan upon which a residence, recreation facility or other structure requiring water service has been erected, an ANNUAL toll of \$310.00

m. Where a user operates a multi-occupancy commercial establishment (mall), the Trustees may negotiate a rate with the user, which will allow for vacant units. The rate charged for each unit shall be determined by the use thereof, based on the unmetered water rates for similar establishments.

n. The aforesaid annual tolls shall be due and payable on the 1st day of March in each and every year. No water shall be delivered to any premises whereon the tolls and other charges remain unpaid for a period of TWO (2) months. In that event, the delivery of water will be suspended for non-payment. The owner or occupant of the property may make application to the Trustees for resumption of service, and on payment of the sum of \$50.00 and all tolls and charges owed to the District, the Trustees may resume the water service.

o. Where the aforesaid annual tolls are to be applied for a period of less than one year, they shall be pro-rated at the rate of one twelfth (1/12) of the annual rate for each remaining month. This shall only apply for new2 service connections.

p. Any tolls remaining outstanding thirty-one (31) days after the due date shall have added thereto a percentage additio9n of six (6) per cent thereof.

q. Where the District is required to provide service to any6 user, other than repairs to the service lines to the user's curbside connections or as provided for under the conditions of the initial connection to the District's works, there shall be a charge of \$50.00 for each hour or part thereof after the first hour.

r. There will be an administration fee of \$50.00 per change in owner.

s. This Bylaw repeals Bylaw No. 117.

3

t. This Bylaw may be cited as the "TOLLS BYLAW, 2017"

INTRODUCED and given first reading by the Trustees on the 21st day of November, 2016.

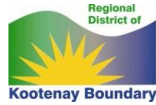
RECONSIDERED and finally passed by the Trustees on the 21st day of November, 2016.

CHAIR OF THE BOARD OF TRUSTEES

DIRECTOR OF THE BOARD OF TRUSTEES

I hereby certify under the seal of the Christina Waterworks District that this is a true copy of Bylaw No. 120 of the Christina Waterworks District passed by the Trustees on the 21st day of November, 2016.

CHAIR OF THE BOARD OF TRUSTEES



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW 1700

A Bylaw to regulate the operation of the Christina Lake Water Utility and to provide for the imposition of a charge against the owner or occupier of real property for the use of or ability to use the water system within the Christina Lake Water Utility Service area.

WHEREAS the Regional District of Kootenay Boundary has adopted "Christina Lake Water Utility Service Establishment Bylaw No. 1625, 2017" which establishes the Christina Lake Water Utility serving a portion of Electoral Area 'C'/Christina Lake;

AND WHEREAS the *Local Government Act* gives a Regional District the authority to establish and operate a local service for the supply, treatment, conveyance, storage and distribution of water;

AND WHEREAS the *Local Government Act* gives a Regional District all necessary power to do anything incidental or conducive to the exercise or performance of its power;

AND WHEREAS the *Local Government Act* authorizes a Regional District to recover annual servicing costs of a local service by the imposition of fees and other charges;

AND WHEREAS the *Local Government Act* authorizes a Regional District to base a fee or charge on any factor, and to set different fees and charges on different classes of persons, classes of property or types of land use and to establish terms and conditions of payment as specified by bylaw;

AND WHEREAS it is deemed desirable to fix and regulate the rates, terms and conditions under which water may be supplied and used in the Christina Lake Water Utility Service Area of Electoral Area 'C'/Christina Lake;

NOW THEREFORE BE IT RESOLVED that the Board of the Regional District of Kootenay Boundary, in open meeting assembled, enacts as follows:

1. The Christina Lake Water Utility Service shall be regulated as specified in Schedule 'A' as attached and forming part of this bylaw.
2. User charges, payment terms and conditions may be imposed as set out in Schedule 'B' as attached and forming part of this bylaw.

3. The boundary of the service area shall be in Electoral Area 'C'/Christina Lake as defined by the Christina Lake Water Utility Service Establishment Bylaw No. 1625, 2017.
4. Christina Waterworks District Bylaw 38, adopted July 17th 1989, and Christina Waterworks District Bylaw 120, adopted November 21st 2016, are hereby repealed.
5. This bylaw may be cited for all purposes as the "Christina Lake Water Utility Regulation and Rates Bylaw No. 1700, 2018".
6. This Bylaw shall come into full force and effect on October 26, 2018.

Read a **FIRST, SECOND** and **THIRD** time this day of 2018.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1700 cited as "Christina Lake Water Utility Regulation and Rates Bylaw No. 1700, 2018" as read a third time by the Regional District of Kootenay Boundary Board of Directors this th day of ,2018.

Manager of Corporate Administration/Corporate Officer

RECONSIDERED AND ADOPTED this th day of ,2018.

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1700 cited as the "Christina Lake Water Utility Regulation Bylaw No. 1700, 2018" as reconsidered and finally adopted this th day of ,2018.

Manager of Corporate Administration/Corporate Officer

CHRISTINA LAKE WATER UTILITY REGULATION BYLAW NO. 1700, 2018

SCHEDULE 'A'

PART 1 - DEFINITIONS

In this Bylaw unless the context other requires:

"Applicant"

Means an Owner or their agent making application for a Water Service Connection and from whom the Regional District may expect to receive revenue on a continuing basis for this service.

"Backflow"

Means the flow of water or other substances back into any plumbing system connected to the Waterworks.

"Consumer"

Means any Person to whom water is supplied by the Regional District.

"Contaminant"

Means any substance or matter in water which may render the water unfit for drinking according to guidelines and regulations of the Province of British Columbia.

"Cross Connection"

Means any device or connection to which the Waterworks is connected, directly or indirectly, which may result in Backflow or Contaminants entering into any plumbing connection to the Waterworks including bypass arrangements, jumper connections, removable sections, swivel or changeover devices, or any other temporary or permanent connecting mechanism.

"Curb Stop"

Means a shut off valve installed by the Regional District or its Operator on a Service Connection with a protective housing to the ground surface. The Curb Stop is located on the main side of the property line.

"Distribution System"

Means all Mains and appurtenances thereto including fire hydrants, pumping stations, reservoirs, pressure reducing stations, Meters and Service Connections installed within any highway, Regional District right-of-way or easement or Regional District property.

"Dwelling"

Means one or more rooms consisting of a unit of living accommodation used or intended to be used for living and sleeping purposes and containing a sink and cooking facilities.

"Main"

Means a pipe including valves, fittings and other appurtenances other than a Service Connection, pumping station, treatment plan or reservoir in the water Distribution System.

"Meter"

Means a device used to measure and indicate the volume of water passing through the device.

"Metered Accounts"

Means those accounts billed monthly or for any other period established from time to time and of which the water consumption is measured through a device commonly known as a water Meter.

"Occupant"

Means a person who is in physical possession of premises, or has responsibility for, and control over, the condition of premises, the activities conducted on those premises and the persons allowed to enter those premises. There may be more than one occupier of the same premises.

"Operator"

Means the Person or Persons, corporation or agency to whom the Regional District of Kootenay Boundary contracts, instructs, or appoints to operate the Waterworks.

"Owner"

Means a person registered in the records as owner of land or of a charge on land, whether entitled to it in the person's own right or in a representative capacity or otherwise, and includes a registered owner.

"Person"

Means and shall include not only a natural person but also a Corporation, Firm or Partnership.

"Private Service"

Means any privately owned pipes and other appurtenances on private property not installed or owned by the Regional District and is used to convey water from the Waterworks to the private property.

"Regional District"

Means the Regional District of Kootenay Boundary.

"Service Connection"

Means a pipe and the necessary valves and protective boxes, connections, thaw wires, and any other materials necessary to and actually used to connect the Waterworks to a Curb Stop.

“Sprinkling”

Means the pouring of water by means of any hose, Sprinkling device, water pot or other utensil upon or under the surface of gardens, lawns and all other grounds or upon any roof.

“Swimming Pool”

Means an artificially created body of water having a depth of 18 inches or more used for recreational or physiotherapy purposes as determined by the Regional District.

“Water Service”

Means the Regional District’s provision of water pursuant to this Bylaw.

“Waterworks”

Means the entire Waterworks system of Christina Lake Water Utility Service including, but not limited to, the intake, purification and treatment, transmission and distribution, pumping and storage systems and further including subterranean and surface vessels, structures, buildings, fixtures and stationary and mobile equipment.

PART 2 - USE OF WATERWORKS SYSTEM

2.1 Tampering with the Waterworks

- a. No Person except the Operator or the Regional District shall open, shut, adjust, draw water from, or tamper with any of the Waterworks.
- b. No Person shall in any way tamper with, operate or remove the water Meter or sealed bypass valves after installation without first obtaining the permission of the Regional District.

2.2 Liability

It is a condition of the supply of water that:

- a. The Regional District does not guarantee a specific pressure or continuous supply of water quality to meet the requirements of individual water users.
- b. The Regional District reserves the right to interrupt Water Service at any time for the purpose of making repairs or alterations to the works. If service is to be interrupted for more than four consecutive hours, due notice shall be given to those water users affected except in the case of a water Main break or other emergency.

2.3 Termination of Water Supply

- a. The Regional District may, on twenty-four (24) hours written notice, turn off the supply of water to any Person in violation with the requirements of this bylaw. The Person in violation shall not be entitled to receive any further water from the Waterworks until such Person has remedied the violation. It shall be unlawful for any Person whose water has been turned off, pursuant to this section, to turn such water on again, or take any water from the Waterworks works until the Regional District turns on the water.
- b. The Regional District may order the water to be turned off to any premises where charges have been owing to the Regional District for ninety (90) days or longer.

2.4 Sale of Water

It shall be unlawful for any Consumer to sell, waste, dispose of or give away Regional District water for use other than on their premises or permit it to be taken or carried away by any Person or Persons, or applied for the benefit of other Persons or premises except by the permission of the Regional District.

2.5 Water Use Restrictions

- a. The Regional District may, at any time, introduce regulations restricting the use of water for Sprinkling or any other purpose. Upon receiving due notice of such restriction, no Person shall use water for the purposes forbidden by, or in excess of the limits imposed by, such restrictions. Due notice of restrictions shall be given either by publication in a newspaper circulating within the District, by broadcast on local radio or television stations, or by mail.
- b. Where, in the opinion of the Operator or Regional District, the quantity of water being used, or the rate which it is being used, from time to time, through any service, is in excess of that contracted for or otherwise considered adequate, the Regional District may take such measures as are considered necessary to limit the supply to said service. These measures may include the installation of a Meter, partially closing the controlling Curb Stop or standard Waterworks valve, regulating the rate and time at which water be used, or establishing special charges for water used in excess of a stipulated quantity or rate. The cost of any measure deemed necessary by the Regional District under this section shall be paid by the Owner or Owners concerned.
 - i. The Regional District may limit the amount of water used by any service in the interests of efficient operation of the Waterworks and equitable distribution of water.
- c. No Person shall use any service as motive power for the purpose of operating machinery without the permission of the Regional District, who may terminate or withdraw such permission at any time.

- d. No occupier of land shall cause, suffer or allow irrigation water to flow onto or to be released on or to be used on the land which they occupy or any part of such land, unless the water is being lawfully supplied to the land in accordance with the provisions of this Bylaw.

PART 3 - SERVICE CONNECTIONS

3.1 Connection Application

- a. Before any Person shall install or construct any works, they shall apply to the Regional District in writing and obtain a written permit therefor, and if required by the Regional District, they shall furnish a plan and specifications which shall show:
 - i. The purpose of the size of pipes and the number of outlets related or connected thereto.
 - ii. A description of the material which the Applicant proposes to use.
 - iii. The street address and complete legal description of the premises in which the installation or connection is to be made.
- b. The Owner is responsible for the supply and installation of Service Connections with consultation with the Regional District.
- c. Immediately after the completion of any works, and before such works or any part thereof has been covered or concealed, the Regional District or Operator shall be notified that such works are ready for inspection. The works shall not be covered until they have been inspected, tested under pressure, and accepted by the Regional District or Operator.
- d. The Owner shall ensure that all Service Connections are in good working order.

3.2 Size of Service Connection

- a. The type and size of Service Connection and the arrangement of the valves and other appurtenances required to regulate the water shall be specified in writing by the Regional District.
- b. Where an application for a Service Connection requires a quantity, pressure, or type of service in excess of that which can be supplied from the Waterworks, the Regional District may require the said Applicant to pay for all or part of any works considered necessary to augment system capacity in order to meet the water requirements. Applicants considered under this section may be required to enter into a formal agreement with the Regional District regarding the special terms and conditions under which water is supplied.

PART 4 - WATER SERVICES

4.1 Maintenance

The Owner shall be responsible for the safekeeping, maintenance (including maintaining safe access to the Waterworks Curb Stop and valves that are located on the Owner's property and keeping the Waterworks Curb Stop and valves clearly visible to Operators), repair and replacement of all service pipes and plumbing systems from the outlet of the Waterworks Curb Stop or standard Waterworks valve at their property line and shall protect them from frost or other damage, and shall promptly repair frozen, leaky or imperfect pipes or fixtures.

4.2 Initiation and Cessation of Supply

When an Owner wishes the water supply turned on or off at the Curb Stop, the Owner shall pay the prescribed turn-off charge and give fourteen (14) days notice to the Regional District or Operator. In the event of a turn off request, the service shall be cut off at the end of the month succeeding the termination notice and is subject to the turn off charge. Before the service is renewed again, the Owner or their agent shall pay the Regional District the prescribed turn on charge.

4.3 Change of Occupancy

No agreement between the Occupant of premises and the Regional District with respect to Water Service to those premises may be transferred to another Occupant. New Occupants of premises shall apply in writing to the Regional District for Water Service and receive permission before they commence to use the water.

4.4 Works Situation on Easements

When an Owner or their agent requests that any of the Regional District's works situated within an easement in favour of the Regional District be moved or relocated, the entire cost of moving or relocating the works shall be borne by the Owner unless other arrangements are agreed upon in writing by both the Owner and the Regional District.

4.5 Works on Private Property

- a. No user shall use water for watering stock, filling of Swimming Pools or reservoirs, or for any other purpose than that required for normal domestic use except with written permission of the Regional District or Operator, which shall state the time of use and quantity of water to be used and additional charges, if any, and any special works required to be altered or installed.
- i. Approved Swimming Pools shall be equipped with a recirculation and filtration system as set out in Part Five of the Swimming Pool, Spray Pool and Wading Pool regulations under the Health Act.

- b. No Person to whose premises water is supplied shall make, or permit to be made, any additional connection to their service, of either temporary or permanent nature, for the purpose of supplying water to another building, or house trailer on their, or any other property without permission of the Regional District.
- c. No change or addition to the number or type of fixtures on a premise, for the purpose of expanding a commercial or industrial enterprise, shall be made until notice thereof has been given in writing to the Regional District and written permission therefor obtained. Any extra charges payable due to the changes or addition shall be paid before the change or addition is commenced.
- d. No Person shall use or permit the use of any pump or other device for the purpose of, or having the effect of, increasing pressure in any pipe without the written permission of the Regional District, whether such pipe forms part of the Regional District's works or of the works on the said Person's premises. The Regional District may, without notice, discontinue service to any Person employing such pump or other device.
- e. No reduction in rates shall be allowed on account of any waste of water unless the Regional District is satisfied that such waste arose from an accident to the pipes or fittings on the Owner's premises arising from some cause beyond their control and that the Consumer used all reasonable diligence to stop such waste.

4.6 Cross Connection

- a. No Person shall connect; cause to be connected or allow to remain connected any pipe, fixture, fitting, container, appliance or Cross Connection, in a manner which, under any circumstances, could cause or allow any part of the Waterworks to become contaminated.
- b. If the Regional District determines that a connection or a Cross Connection exists in the Service Connection which has the potential of contaminating the Waterworks, the Regional District may give written notice to the Owner to correct the connection or Cross Connection or install a Backflow preventer at the expense of the Owner within a specified time period.
- c. Where the Regional District determines that a connection or Cross Connection prohibited by this Bylaw is an immediate risk to the Waterworks or any Person, or if the Owner fails to correct any connection or Cross Connection as required by this Bylaw, the Regional District may order and undertake the shut off of Service to the Property, at the Owner's expense, without further notice and keep the Service shut off until such time as the risk is removed or the connection or Cross Connection is corrected, as the case may be.
- d. No Person shall interconnect any portion of works on private property which are supplied by the Regional District with an external source of water, such as a well, except with written permission of the Regional District. Wherever works on private

property which are supplied by the Regional District are connected to a body of contaminated water, such as a Swimming Pool, in such a way that, if a reverse flow were to be induced, a health hazard could result, the Owner of the private property shall install and maintain a Backflow preventer on every such potentially dangerous Cross Connection to the approval of the Regional District.

PART 5 - METERS

5.1 Installation of Meters

The Regional District may substitute a metered service for an unmetered service to any premise. Notice will be given by the Regional District to the Owner of the change in service. Each Dwelling shall have a Meter separate from any other Dwelling, in a position approved by the Regional District.

5.2 Meter Size and Supply

The Regional District shall determine the size of Meter required and the Regional District shall supply the Meter and strainer, with the Meter remaining the property of the Regional District.

5.3 Access to Meter

- a. The Consumer shall supply access to the water Meter for the purpose of reading the Meter and for maintenance during the Operator's normal working hours. Failure to provide this access for Meter reading shall result in an extra charge per call.
- b. In the event convenient access cannot be supplied, the Operator shall install suitable remote reading equipment at the expense of the Owner. On failure to pay such costs within thirty (30) days of invoice, the Regional District shall recover the expense thereof with interest at a similar rate as that charged user charges in arrears.

PART 6 - WATERWORKS EXTENSIONS

6.1 Extension Application

- a. All applications for Distribution System extensions shall be made in writing to the Regional District by the Owner or Owners of the property to be served by such extensions.
- b. Notwithstanding anything in this Bylaw contained, the Regional District may refuse any application for a Waterworks extension should it consider the Regional District share of costs to be excessive, or should the existing Waterworks trunks or Mains be inadequate to supply the area in question, or if it is considered technically necessary to install a second water Main thereby causing the Regional District share of the costs to be excessive. The option, however, shall be open to the Applicant to pay whatever extra costs may be involved and, if deemed equitable by the Regional District, it may then approve such application.

PART 7 – ACCESS TO WATERWORKS

7.1 Right of Access

- a. The Owner of every parcel of land and the occupier of every premises shall, at all reasonable times allow, suffer and permit the Operator, Building Inspector or Meter Reader to enter into or upon lands and premises for the purpose of inspecting the premises and water piping system, Meter location, Meter connection and bypass facilities.
- b. The Consumer shall supply access to the water Meter for the purpose of reading the Meter and for maintenance during the Operator's normal working hours. Failure to provide this access for Meter reading shall result in an extra charge per call.
- c. In the event convenient access cannot be supplied, the Operator shall install suitable remote reading equipment at the expense of the Owner. On failure to pay such costs within thirty (30) days of invoice, the Regional District shall recover the expense thereof with interest at a similar rate as that charged user charges in arrears.

7.2 Obstruction

- a. No Person shall obstruct at any time or in any manner the access to any hydrant, valve, stop-cock, Meter, Mains or any other fixture connected to the Waterworks, and should any Person so obstruct access to any said fixture by allowing accumulation of surface water around it or by placing thereon or near thereto any structure or material, the Regional District may remove such obstruction at the expense of the offending Person.
- b. No Person shall obstruct or prevent the Regional District from carrying out any of the provisions of this bylaw.

PART 8 – FEES AND PENALTIES**8.1 Water Turn On and Turn Off Fee**

The Owner shall on making application for water to be turned on or off pay to the Regional District the applicable fee prescribed in Schedule 'B' attached to and forming part of this Bylaw.

8.3 User Rates

There is hereby imposed and levied a monthly fee and yearly fee at the water user rate against the Owner or Occupant of real property connected to the water systems as set out in Schedule 'B' attached to and forming part of this Bylaw.

8.4 Penalties

A person who contravenes, violates or fails to comply with any provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or violation of this Bylaw, or who fails to do anything required by this Bylaw, commits an offence and shall be liable upon conviction to a fine of not more than \$2,000.00 (Two Thousand Dollars) and not less than \$200.00 (Two Hundred Dollars), the cost of prosecution and any other penalty or order imposed pursuant to the Local Government Act, R.S.B.C. 2015, c. 1 or the Offence Act, R.S.B.C. 1996, c. 338. Each day that an offence against the Bylaw continues or exists shall be deemed to be a separate and distinct offence.

CHRISTINA LAKE WATER UTILITY REGULATION BYLAW NO. 1700, 2018**SCHEDULE 'B'**

Schedule 'B' shall use the definitions from Schedule 'A' part 1 of Bylaw 1700.

1. Unmetered Accounts

Flat rate charges shall be as follows:

	Monthly Charge	Annual Charge
Dwelling, apartment or permanently installed mobile home	\$25.83	\$310.00
Retail store, business office, gas station, or community hall	\$25.83	\$310.00
Restaurant, lounge or bar	\$48.17	\$578.00
Motel or hotel with not more than twelve (12) units	\$53.17	\$638.00
Motel or hotel of more than twelve (12) units but not more than twenty four (24) units	\$92.25	\$1,107.00
Additional motel or hotel unit over twenty four (24)	\$4.33 / unit	\$52.00 / unit
School	\$94.50	\$1,134.00
Bowling green or sports field	\$25.83	\$310.00
Laundromat or car wash	\$67.83	\$814.00
Summer camp or campground of no more than 50 camping sites	\$49.58	\$595.00
Additional camping site over 50	\$5.83 / site	\$70.00 / site
Additional dwelling cabin, trailer mobile home pad or other accommodations on the same parcel of land utilizing one connection using water from the Waterworks	\$25.83	\$310.00

Strata lot of bare-land strata plan upon which a residence, recreation facility or other structure requiring water service has been erected,	\$25.83	\$310.00
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- a. Where a user operates a multi-occupancy commercial establishment (mall), the Regional District may negotiate a flat rate charge with the user, which will allow for vacant units. The rate charged for each unit shall be determined by the use there of, based on the unmetered water rates for similar establishments.

2. Commencement and Cessation of Supply

A charge of \$50.00 will be imposed to turn off or turn on a service during regular working hours. The charge shall be \$100.00 when the service is performed outside of regular working hours. This charge must be paid prior to the work being performed.

3. Payment Due Date and Billing Procedure

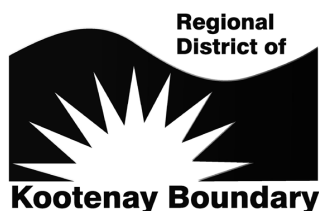
- a. The above annual charges shall be due and payable on the 1st day of March in each and every year. No water shall be delivered to any premises where the charge and other charges remain unpaid for a period of two (2) months. In that event, the delivery of water will be suspended for non-payment. The owner or occupant of the property may make application to the Regional District for resumption of service, and on payment of the sum of \$50.00 and all fees and charges owed to the Regional District, the Regional District may resume the water service.
- b. Where the above annual charges are to be applied for a period of less than one year, they shall be pro-rated at the rate of one twelfth (1/12) of the annual rate for each remaining month. This shall only apply for new service connections.

4. Penalty

Any charges remaining outstanding thirty-one (31) days after the due date shall have added a percentage addition of six (6) per cent thereof.

5. Service Fee

Where the Regional District is required to provide service to any user, other than repairs to the service lines to the user's curb side connections or as provided for under the conditions of the initial connection to the Waterworks, there shall be a charge of \$50.00 for each hour or part thereof after the first hour.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Proposed Official Community Plan Amendment Bylaw No. 1684 to amend the Electoral Area 'A' Official Community Plan Bylaw No. 1410; and
Proposed Zoning Amendment Bylaw No. 1685 to amend the Electoral Area 'A' Zoning Bylaw No. 1460.

Minutes of a Public Hearing for Regional District of Kootenay Boundary held regarding proposed Official Community Plan Amendment Bylaw No. 1684 to amend the Electoral Area 'A' Lake Official Community Plan Bylaw No. 1410; and proposed Zoning Amendment Bylaw No. 1685 to amend the Electoral Area 'A' Zoning Bylaw No. 1460 on November 13, 2018 at the Regional District of Kootenay Boundary Board Room, 202-843 Rossland Ave, Trail BC, 5:00 P.M.

Directors Present:	Ali Grieve, Electoral Area 'A'
Staff Present:	Ken Gobeil, Planner
Members of the Public Present:	1

Director Grieve introduced herself, welcomed everyone and opened the Public Hearing for proposed Bylaws, 1684, and 1685 to amend the Electoral Area 'A' Official Community Plan and Zoning Bylaw at 5:02 P.M.

Director Grieve read the Chair's Opening, which identified the purpose of the hearing and established the procedures for the hearing. Director Grieve then asked the planners to provide a summary of the bylaws.

Ken Gobeil summarized proposed bylaws 1684 and 1685 as amendments to the Official Community Plan and Zoning Bylaws to update the bylaws regarding the legalization of non-medical cannabis.

There were no written submissions.

Director Grieve then opened the hearing for comments from the members of the public and asked for comments regarding the proposed bylaws.

Paul Boden of Columbia Gardens Road, asked if the bylaw amendments would affect cement based production facilities on lands outside of the ALR, and if this bylaw would affect the conversion of existing cement based buildings in the ALR being refurbished into cannabis production facilities.

Paul Boden of Columbia Gardens Road, then asked for clarification regarding the licensing process for cannabis retail.

Director Grieve called for comments 3 times regarding bylaw 1684 and 1685. Director Grieve noted this is the last opportunity to comment before the public hearing closed, and after the hearing is closed, new comments would not be considered.

As there were no further comments from the public present, Director Grieve brought the meeting to a close. The public hearing was adjourned 5:28P.M.

I hereby certify that this is a fair and accurate record of the Public Hearing for Regional District of Kootenay Boundary regarding proposed Official Community Plan Amendment Bylaw No. 1684, to amend the Electoral Area 'A' Official Community Plan Bylaw No. 1410; and proposed Zoning Amendment Bylaw No. 1685, to amend the Electoral Area 'A' Zoning Bylaw No. 1460.

Recording Secretary,
Planner Ken Gobeil

Board Delegate,
Director Ali Grieve

REGIONAL DISTRICT OF KOOTENAY BOUNDARY**BYLAW NO. 1684**

A Bylaw to amend Electoral Area 'A' Official Community Plan Bylaw No.1410, 2011 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 Electoral Area 'A' Official Community Plan;

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 Official Community Plan Amendment Bylaw No. 1684, 2018;
2. Regional District of Kootenay Boundary Area 'A*' Official Community Plan Bylaw No. 1410, 2011 is hereby amended by:
 - a) Adding the following policy, after the policy 16.7.1.10, under Section 16.7 Agricultural Resource 1 and Agricultural Resource 2:

16.7.1.11 The **Board** does not support the placement of cement based, industrial style, cannabis production bunkers in the ALR.
 - b) Adding the following policy, after policy 16.8.7, under Section 16.8 Commercial:

16.8.8 Considerations may be given to permitting cannabis retail sales, upon application for a zoning amendment. Such applications will be evaluated on criteria that includes, but is not necessarily limited to the following:

 - a) Distance to educational, child care, community and institutional uses
 - b) Distance to other cannabis retail sale locations
 - c) Surrounding land use and impact on neighbouring property owners
 - d) Size of the retail sale space.

READ A FIRST TIME AND SECOND TIME this 25th day of October, 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Trail Times this 8th day of November, 2018 and also this 9th day of November, 2018

PUBLIC HEARING held on this 13th day of November, 2018

READ A THIRD TIME this 29th day of November, 2018.

ADOPTED this 29th day of November, 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. 1684, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1684, 2018".

Manager of Corporate Administration

REGIONAL DISTRICT OF KOOTENAY BOUNDARY**BYLAW NO. 1685**

A Bylaw to amend Electoral Area 'A' Zoning Bylaw No. 1460, 2014 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Zoning Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'A' 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 Zoning Amendment Bylaw No. 1685, 2018;
2. Regional District of Kootenay Boundary Area 'A'* Zoning Bylaw No. 1410, 2014 is hereby amended by:
 - a) Adding the following definitions after 'campground' in Section 103. Definitions with the following:
 "CANNABIS means cannabis as defined in the *Cannabis Act* (Canada);

 "CANNABIS RETAIL STORE means the use of a site for retail or wholesale of *cannabis* and includes an operation which provides referrals and facilitates access to cannabis not physically sold on the premises, but does not include sales by a British Columbia Registered Pharmacist in a British Columbia regulated Pharmacy;
 - b) Adding the following after subsection 4 in Section '303. Prohibited Uses'
 - "5) Except where specifically permitted within a zone established by this Bylaw, no parcel may be used for *cannabis retail stores*."
 - 6) The use of cement based, industrial style, *cannabis* production bunkers in the Agricultural Land Reserve are prohibited."

READ A FIRST TIME AND SECOND TIME this 25th day of October, 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Trail Times this 8th day of November, 2018 and also this 9th day of November, 2018.

PUBLIC HEARING held on this 13th day of November, 2018.

READ A THIRD TIME this 29th day of November, 2018.

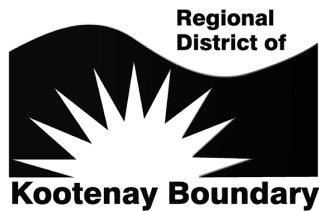
ADOPTED this 29th day of November, 2018.

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. 1685, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1685, 2018".

Manager of Corporate Administration



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Proposed Zoning Amendment Bylaw No. 1680 to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300;

Proposed Official Community Plan Amendment Bylaw No. 1688 to amend the Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No. 1250; and

Proposed Zoning Amendment Bylaw No. 1689 to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300.

Minutes of a Public Hearing for Regional District of Kootenay Boundary held regarding proposed Zoning Amendment Bylaw No. 1680 to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300; proposed Official Community Plan Amendment Bylaw No. 1688 to amend the Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No. 1250; and proposed Zoning Amendment Bylaw No. 1689 to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300 on October 24, 2018 at the Christina Lake Community Hall, 90 Park Road, Christina Lake BC, 6:00 P.M.

Directors Present:	Grace McGregor, Electoral Area 'C' / Christina Lake
Staff Present:	Carly Rimell, Senior Planner Ken Gobeil, Planner
Members of the Public Present:	27

Director McGregor introduced herself, welcomed everyone and opened the Public Hearing for proposed Bylaws 1680, 1688, and 1689 to amend the Christina Lake Official Community Plan and Zoning Bylaw at 6:00 P.M.

Director McGregor read the Chair's Opening, which identified the purpose of the hearing and established the procedures for the hearing. Director McGregor then asked the planners to provide a summary of the bylaws.

Carly Rimell summarized proposed bylaw 1680 as an updated to the Zoning Bylaw to address concerns that had been raised over time prior to the comprehensive review of the Zoning Bylaw after the review of the Official Community Plan is completed.

Ken Gobeil summarized proposed bylaws 1688 and 1689 as amendments to the Official Community Plan and Zoning Bylaws to update the bylaws regarding the legalization of non-medical cannabis.

There was 1 written submission which was read aloud by Ken Gobeil. It is attached to and forms part of these minutes.

Director McGregor then opened the hearing for comments from the members of the public and asked for comments from the public regarding proposed Bylaw 1680.

Director McGregor made a call for comments. As no comments were made Director McGregor then asked for comments specifically regarding proposed bylaw No. 1688 and 1689.

Jeff Olson, 341 2nd Avenue – stated he questioned whether this bylaw amendment would affect other agricultural operations in cement buildings. Jeff then questioned whether an existing cement building could be used.

Dennis Thome, 2451 Fife Road – stated the proposed bylaw amendments would impede the right to farm as legislated in federal, provincial, and Agricultural Land Reserve layers of government. Dennis stated that he understood why this type of bylaw amendment would be done in the lower mainland and coast but it is not applicable in Christina Lake. Dennis stated that he disagreed with the designation of ALR on his property. Dennis stated the proposed bylaws are restrictive as it limits the abilities for people to make a living by farming. Dennis stated that Electoral Area 'D' / Rural Grand Forks has bylaws that are less restrictive. Dennis stated that he feels that the bylaw amendments are a restriction on the historic use of cannabis in the region and is a form of discrimination.

Diane Thome, 2451 Fife Road – stated that she felt that the bylaw amendment is discriminatory in that it only applies to cannabis but not other forms of cement based agriculture.

Ron Liddle, 2065 Haugland Road – stated that this bylaw extends irrational policy regarding cannabis that extends over 100 years.

Diane Wales, 35 Wilson Road – stated that she is in support of the bylaw. She stated that the rights of non-cannabis users have been ignored.

Jeff Olson 341 2nd Avenue – stated that he disagrees with the proposed bylaw amendments as it is prejudicial to a specific crop.

Dave Durand, 2300 Fife Road – stated that the definition of agriculture did not permit intensive agriculture and asked for a definition of intensive agriculture.

Lorna Adams, 601 Ponderosa – stated that she would like to know more information on how someone can grow cannabis.

Dave Durand, 2300 Fife Road – stated that he wanted to know about greenhouse cultivation and whether this bylaw amendment would prohibit greenhouse cannabis cultivation.

Dennis Thome, 2451 Fife Road – stated that since this bylaw amendment only included concrete, asphalt, fiberglass, or any other building material could be used instead. Dennis stated that he was aware of an exemption process from the ALC in Electoral

Area 'D'/Rural Grand Forks. He then stated that the time and money involved to adhere to this bylaw and grow indoor cannabis is too restrictive to residents and farmers.

Director McGregor called for comments 3 times regarding bylaw 1680, 1688 and 1689. Director McGregor noted this is the last opportunity to comment before the public hearing closed, and after the hearing is closed, new comments would not be considered.

As there were no further comments from the public present, Director McGregor brought the meeting to a close. The public hearing was adjourned 6:42P.M.

I hereby certify that this is a fair and accurate record of the Public Hearing for Regional District of Kootenay Boundary regarding proposed Zoning Amendment Bylaw No. 1680, to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300; proposed Official Community Plan Amendment Bylaw No. 1688, to amend the Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No. 1250; and proposed Zoning Amendment Bylaw No. 1689, to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300.

Recording Secretary,
Planner Ken Gobeil

Board Delegate,
Director Grace McGregor

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1680

A Bylaw to amend Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300, 2007 of the
Regional District of Kootenay Boundary

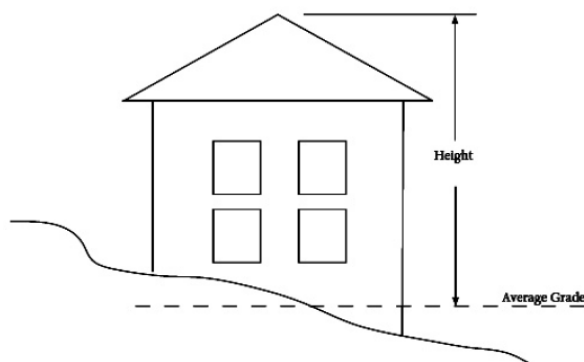
WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Zoning Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw;

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1680, 2017;
2. Regional District of Kootenay Boundary Zoning Bylaw No. 1300, 2007 is amended to:
 - a) Remove the existing definition for 'height' in Section 103, and replace it with the following definition:

"HEIGHT (of a building) means the vertical distance measured from the average grade at the perimeter of the building or structure to the highest point thereof"



- b) Remove the definition for 'finished grade' in Section 103.
 - c) Add the following definition for 'average grade' to Section 103, immediately following the definition for 'Automotive wrecking yard':

"AVERAGE GRADE means the finished level of ground averaged at the perimeter of the exterior foundation of a building or structure, as determined by the Building and Plumbing Official"
 - d) Add the following definition for 'parcel coverage' to Section 103, immediately following the definition for 'parcel':

"PARCEL COVERAGE means the total horizontal area within the vertical projection of the outside of the outermost walls of all buildings on the parcel, expressed as a percentage of the parcel;"

- e) Remove Section 308. Minimum Floor Area.
- f) Replace the table in subsection '6. Setbacks' in Section '402. Single Family Residential (R1)' Zone with the following table:

Parcel Line	Principal buildings	Accessory buildings and structures 10m² or less in size	Accessory buildings and structures >10m² in size
Front	4.5	4.5	4.5
Exterior side	4.5	4.5	4.5
Interior side	1.5	0.6	1.5
Rear	7.5	0.6	3.0
Exterior side that abuts an undeveloped highway access to Christina Lake	1.5	1.5	1.5
Natural Boundary of Christina Lake	7.5	0.6	3.0

- g) Replace the table in subsection '6. Setbacks' in Section '402A. Single Family Residential 1A (R1A)' Zone with the following table:

Parcel Line	Principal buildings	Accessory buildings and structures 10m² or less in size	Accessory buildings and structures >10m² in size
Front	4.5	4.5	4.5
Exterior side	4.5	4.5	4.5
Interior side	1.5	0.6	1.5
Rear	7.5	0.6	3.0
Exterior side that abuts an undeveloped highway access to Christina Lake	1.5	1.5	1.5

- h) Replace the table in subsection '6. Setbacks' in Section '403. Waterfront Residential 2 (R2)' Zone with the following table:

Parcel Line	Principal buildings	Accessory buildings and structures 10m² or less in size	Accessory buildings and structures >10m² in size
Front	4.5/7.5*	4.5	4.5
Exterior side	4.5	4.5	4.5
Interior side	1.5	0.6	1.5
Rear	7.5	0.6	3.0

Exterior side that abuts an undeveloped highway access to Christina Lake	1.5	1.5	1.5
Natural Boundary of Christina Lake	7.5	0.6	3.0

*for boat access only properties

- i) Replace the table in subsection '6. Setbacks' in Section '404. Rural Residential 3 (R3)' Zone with the following table:

Parcel Line	Principal buildings	Accessory buildings and structures 10m² or less in size	Accessory buildings and structures >10m² in size
Front	4.5	4.5	4.5
Exterior side	4.5	4.5	4.5
Interior side	1.5	0.6	1.5
Rear	7.5	0.6	3.0

- j) Replace subsection '4. Density' in the following zones:

- 402. Single Family Residential (R1)
- 402A. Single Family Residential 1A (R1A)
- 403. Waterfront Residential 2 (R2)
- 404. Rural Residential 3 (R3), with

"Maximum one **single family dwelling**, one **secondary suite** and one **sleeping quarter** per **parcel**."

- k) Replace subsection '4. Density' in Section '408. Rural 1 (RUR1)' Zone with the following text::

"The following maximums apply. Parcels in the Agricultural Land Reserve are also subject to the regulations of the Agricultural Land Commission:

- a) One **single family dwelling** per **parcel**, where the **parcel** is less than 20ha in area;
- b) Two **single family dwellings** per **parcel** where the **parcel** is 20ha in area or larger, provided the **single family dwellings** are sited in a manner that would allow future subdivision in conformity with Section 408(5);
- c) One **sleeping quarter** per **parcel**;
- d) One **secondary suite** per **parcel**."

- l) Remove 'single family dwelling' from subsection '2. Permitted Secondary Uses' and replace it with 'dwelling unit' in the following zones:

- 412. Highway Commercial 2 (C2)
- 413. Highway Commercial 3 (C3)
- 414. Neighbourhood Commercial 4 (C4)

- 415. Seasonal Resort Commercial 5 (C5)
- 416. Marina Commercial 6 (C6)
- 417. Campground Commercial 7 (C7)
- 418. Industrial 1 (I1)
- 419. Industrial 2 (I2)', and
- 420. Parks and Recreational 1 (P1)

m) That Schedule 1 (Index Map), Schedule 2 (South Map), Schedule 3 (English Point Map), and Schedule 4 (North Map) be amended to remove colour from the highways as shown on the attached Schedules; Schedule Z1 (Index Map), Schedule Z2 (South Map), Schedule Z3 (English Point Map), and Schedule Z4 (North Map) attached hereto and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME this 27th day of September, 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Christina Lake News this 11th day of October, 2018 and also this 18th day of October, 2018.

PUBLIC HEARING held on this 24th day of October 2018.

READ A THIRD TIME this 29th day of November 2018.

ADOPTED this 29th day of November, 2018.

Manager of Corporate Administration

Chair

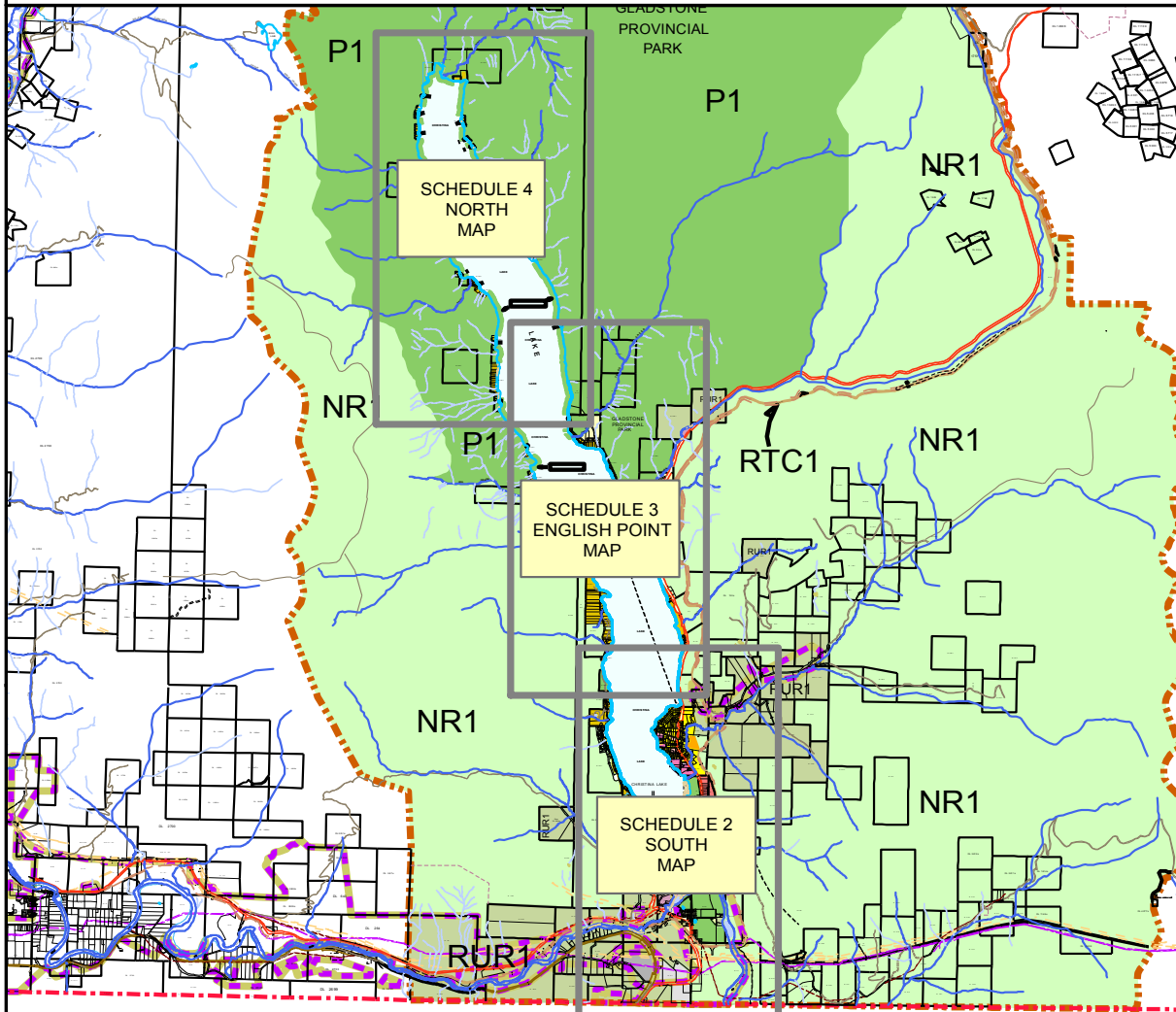
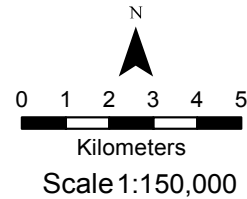
I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1680, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1680, 2018".

Manager of Corporate Administration



Schedule Z1 - Index Map Zoning Amendment

Date: 9/13/2018



I hereby certify this Schedule Z1 to be a true and correct copy and that this Schedule Z1 correctly outlines the property to be redesignated by "Regional District of Kootenay Boundary Bylaw No. 1680."

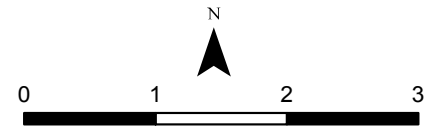
Manager of Corporate Administration

Date

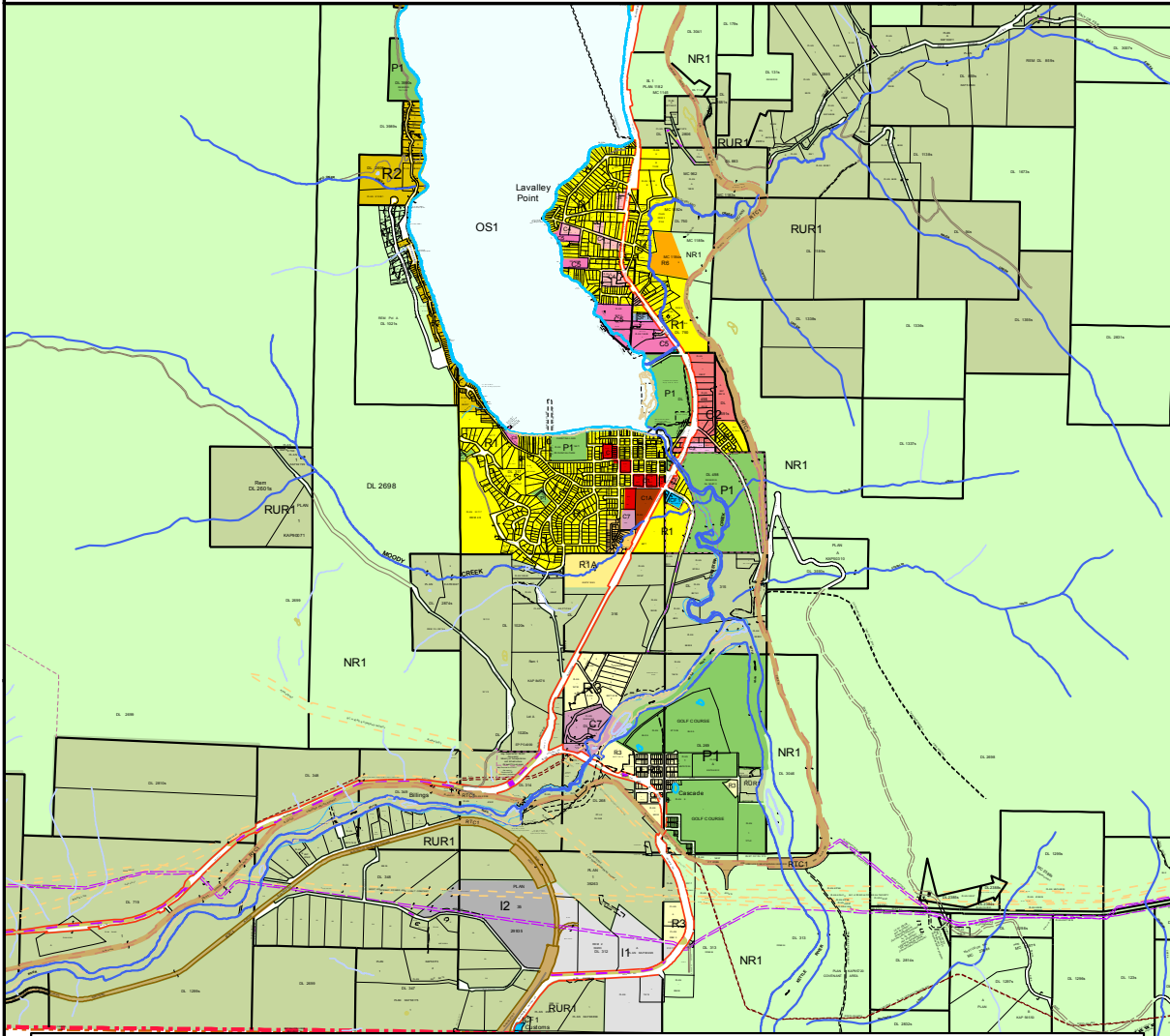


Date: 9/13/2018

Schedule Z2 - South Map Zoning Amendment



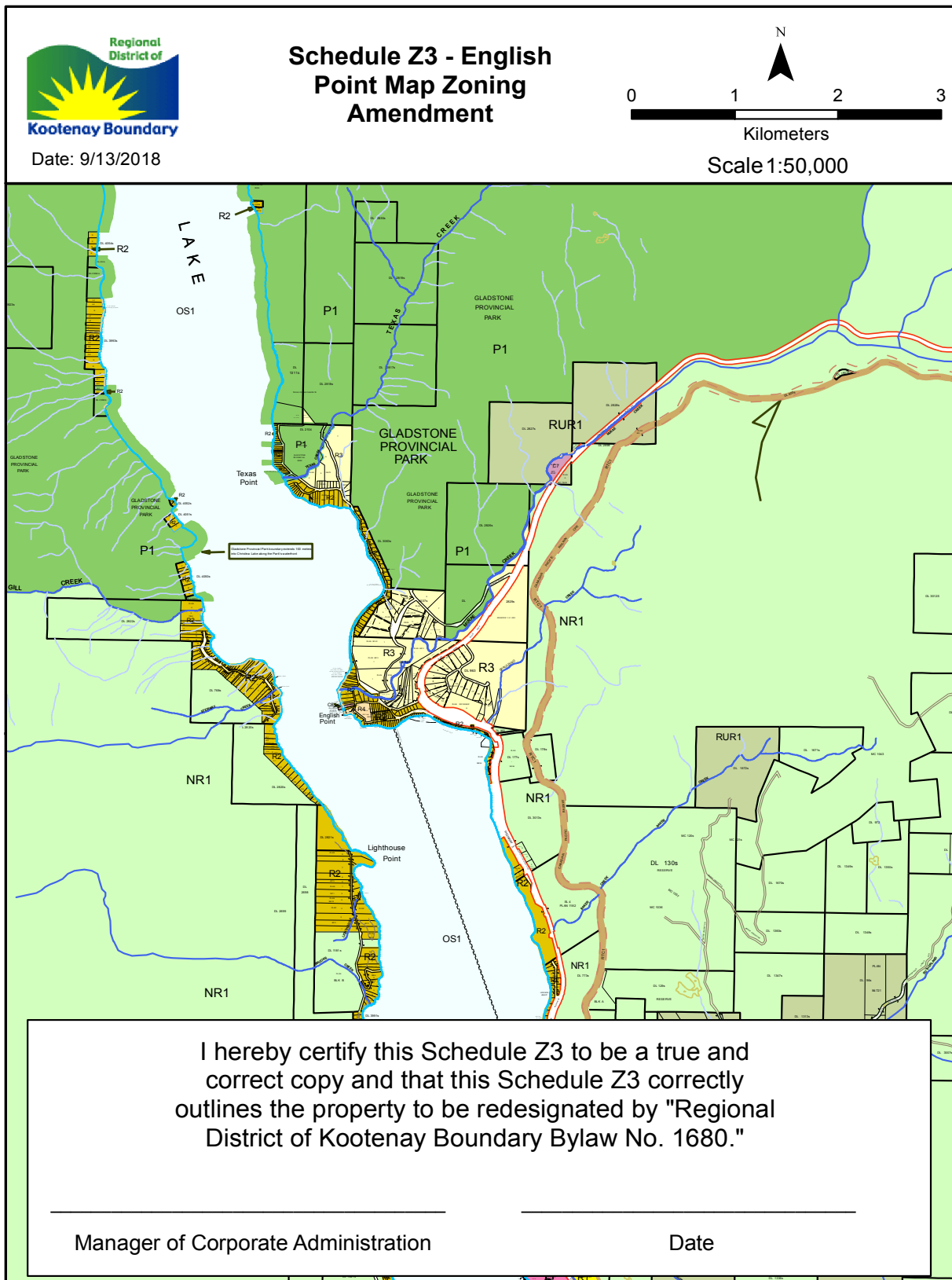
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I hereby certify this Schedule Z2 to be a true and correct copy and that this Schedule Z2 correctly outlines the property to be redesignated by "Regional District of Kootenay Boundary Bylaw No. 1680."

Manager of Corporate Administration

Date

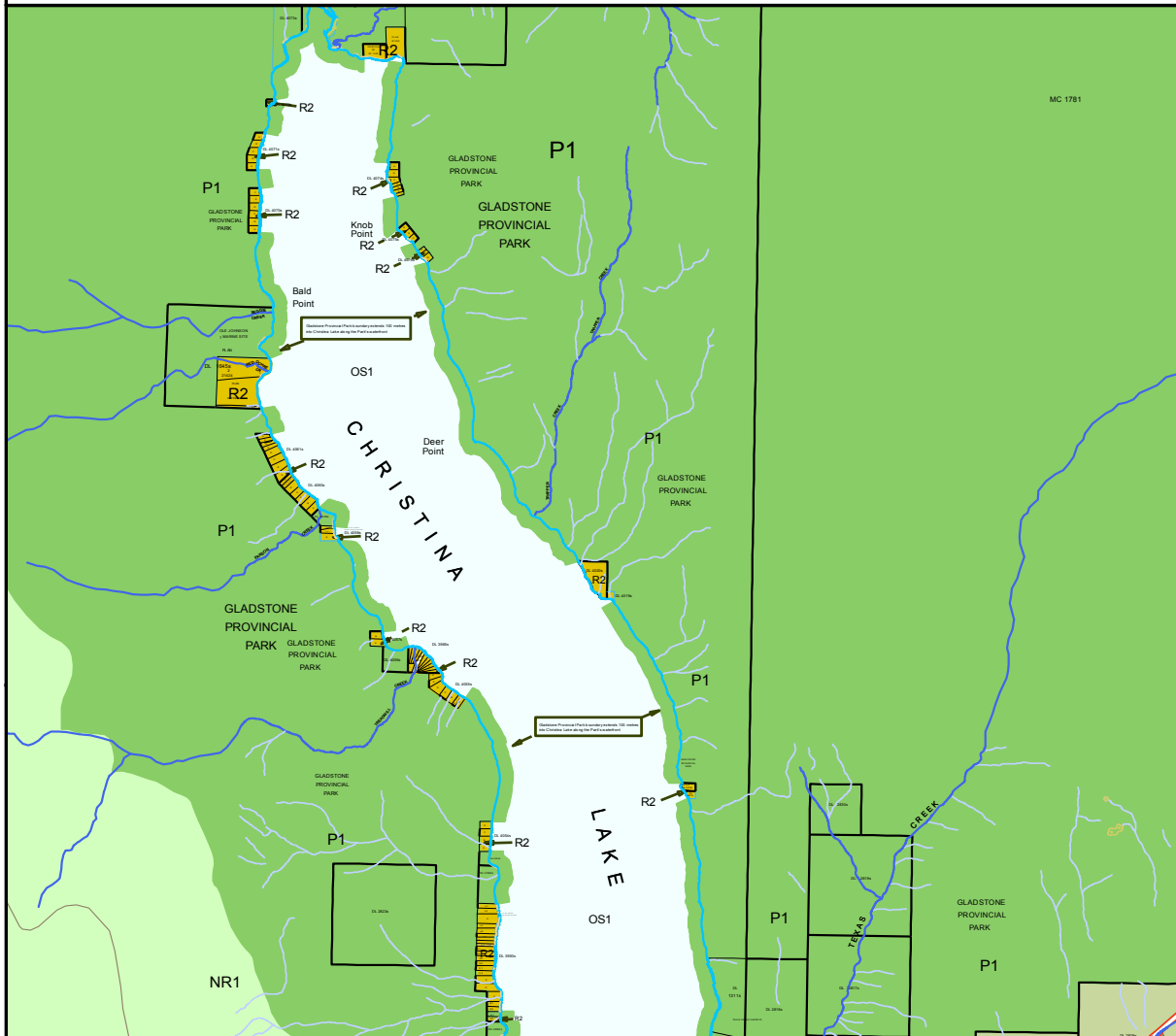
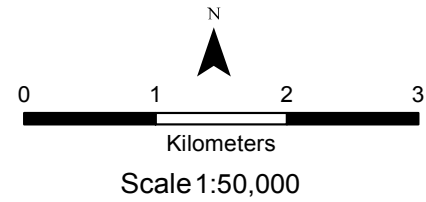


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Schedule Z4 - North Map Zoning Amendment

Date: 9/13/2018



I hereby certify this Schedule Z4 to be a true and correct copy and that this Schedule Z4 correctly outlines the property to be redesignated by "Regional District of Kootenay Boundary Bylaw No. 1680."

Manager of Corporate Administration

Date

REGIONAL DISTRICT OF KOOTENAY BOUNDARY**BYLAW NO. 1688**

A Bylaw to amend Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No.1250,
2004 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 Electoral Area 'C'/Christina Lake Official Community Plan;

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 Official Community Plan Amendment Bylaw No. 1688, 2018;
2. Regional District of Kootenay Boundary Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No. 1250, 2004 is hereby amended by:
 - a) Adding the following policy, after policy 2.5.3.5:
 - "6. The **Board** does not support the placement of cement based, industrial style, cannabis production bunkers in the ALR."

READ A FIRST TIME AND SECOND TIME this 27th day of September, 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Christina Lake News this 11th day of October, 2018 and also this 18th day of October, 2018.

PUBLIC HEARING held on this 24th day of October 2018.

READ A THIRD TIME this 29th day of November 2018.

ADOPTED this 29th day of November, 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. 1688, cited as "Regional District of Kootenay Boundary OCP Amendment Bylaw No. 1688, 2018".

Manager of Corporate Administration

REGIONAL DISTRICT OF KOOTENAY BOUNDARY**BYLAW NO. 1689**

A Bylaw to amend Electoral Area 'C'/Christina Lake Zoning Bylaw No.1300, 2007 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Zoning Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw;

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1689, 2018;
2. Regional District of Kootenay Boundary Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300, 2007 is hereby amended by:
 - a) Removing the following definition under Section 103 Definitions:
 "AGRICULTURE means any of the following activities involved in carrying on a farm business:
 - (a) Growing, producing, raising or keeping animals or plants, or the primary products of those plants or animals;
 - (b) Clearing, draining, irrigating or cultivating land;
 - (c) Using farm machinery, equipment, devices, materials and structures;
 - (d) Applying fertilizers, manure, pesticides and biological control agents, including by ground and aerial spraying;
 - (e) The ancillary sale of produce raised or grown on the same farm; or
 - (f) Conducting any other agricultural activity on, in or over agricultural land, excluding **intensive agriculture**;"
 - b) Adding the following definition under Section 103 Definitions:
 "AGRICULTURE means farm use as defined in the Agricultural Land Commission Act and BC Regulation 171/2002; and excludes **intensive agriculture**;"
 - c) Adding the following, after 303.9, under Section 303 Prohibited Uses:
 "10. The use of cement based, industrial style, cannabis production bunkers in the Agricultural Land Reserve."

READ A FIRST TIME AND SECOND TIME this 27th day of September, 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Christina Lake News this 11th day of October, 2018 and also this 18th day of October, 2018.

PUBLIC HEARING held on this 24th day of October 2018.

READ A THIRD TIME this 29th day of November 2018.

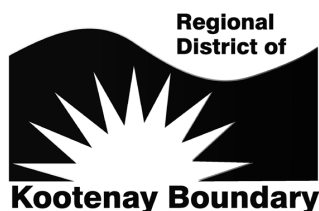
ADOPTED this 29th day of November, 2018.

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. 1689, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1689, 2018".

Manager of Corporate Administration



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Proposed Official Community Plan Amendment Bylaw No. 1693 to amend the Mount Baldy Official Community Plan Bylaw No. 1335; and
Proposed Zoning Amendment Bylaw No. 1694 to amend the Mount Baldy Zoning Bylaw No. 1340.

Minutes of a Public Hearing for Regional District of Kootenay Boundary held Proposed Official Community Plan Amendment Bylaw No. 1693 to amend the Mount Baldy Official Community Plan Bylaw No. 1335; and proposed Zoning Amendment Bylaw No. 1694 to amend the Mount Baldy Zoning Bylaw No. 1340. On October 22, 2018 at the Bridesville Community Hall, 5724 Bridesville Townsite Road, Bridesville BC, at 5:00 P.M.

Directors Present:	Vicki Gee, Electoral Area 'E' / West Boundary
Staff Present:	Carly Rimell, Senior Planner Ken Gobeil, Planner
Members of the Public Present:	1

Director Gee introduced herself, welcomed everyone and opened the Public Hearing for proposed Bylaws 1694 and 1694 to amend the Mount Baldy Official Community Plan and Zoning Bylaw at 5:11 P.M.

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

Ken Gobeil summarized that the proposed Bylaws would amend the Official Community Plan and Zoning Bylaws to update the bylaws regarding legalization of non-medical cannabis.

No written submissions were submitted regarding these proposed bylaws.

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

Sandra Smith, 155 Porcupine Road, questioned the prohibited use of retail sales and the requirements of bylaw amendment.

Planner Ken Gobeil explained the bylaw amendment policy and the criteria for considering an application for bylaw amendment.

Sandra Smith, 155 Porcupine Road noted that she is in favour of the proposed bylaw.

Director Gee called for comments 3 times, she noted this is the last opportunity to comment before the public hearing closed, and after the hearing is closed, new comments would not be considered.

As there were no further comments from the public present, Director Gee brought the meeting to a close.

The public hearing was adjourned 5:17 P.M.

I hereby certify that this is a fair and accurate record of the Public Hearing for Regional District of Kootenay Boundary Proposed Official Community Plan Amendment Bylaw No. 1693 to amend the Mount Baldy Official Community Plan Bylaw No. 1335; and proposed Zoning Amendment Bylaw No. 1694 to amend the Mount Baldy Zoning Bylaw No. 1340.

Recording Secretary,
Planner Ken Gobeil

Board Delegate,
Director Vicki Gee

REGIONAL DISTRICT OF KOOTENAY BOUNDARY**BYLAW NO. 1693**

A Bylaw to amend Mt. Baldy Ski Resort Official Community Plan Bylaw No.1335, 2007 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 Mt. Baldy Ski Resort Official Community Plan;

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 Official Community Plan Amendment Bylaw No. 1693, 2018;
2. Regional District of Kootenay Boundary Mt. Baldy Ski Resort Official Community Plan Bylaw No. 1335, 2007 is hereby amended by:
 - a) Adding the following policy, after policy 5.5.2.9, under Section 5.5 Commercial/Residential Mixed Use:
 - "10. Considerations may be given to permitting cannabis retail sales, upon application for a zoning amendment. Such applications will be evaluated on criteria that includes, but is not necessarily limited to the following:
 - a) Distance to educational, child care, community and institutional uses
 - b) Distance to other cannabis retail sale locations
 - c) Surrounding land use and impact on neighbouring property owners
 - d) Size of the retail sale space."

READ A FIRST TIME AND SECOND TIME this 27th day of September 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Oliver Chronicle this 10th day of October, 2018 and also this 17th day of October, 2018.

PUBLIC HEARING held on this 22nd day of October, 2018.

READ A THIRD TIME this 29th day of November, 2018

ADOPTED this 29th day of November, 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. 1693, cited as "Regional District of Kootenay Boundary OCP Amendment Bylaw No. 1693, 2018".

Manager of Corporate Administration

REGIONAL DISTRICT OF KOOTENAY BOUNDARY**BYLAW NO. 1694**

A Bylaw to amend Mt. Baldy Zoning Bylaw No.1340, 2010 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 Mt. Baldy 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 Zoning Amendment Bylaw No. 1694, 2018;
2. Regional District of Kootenay Boundary Mt. Baldy Zoning Bylaw No. 1340, 2010 is hereby amended by:
 - a) Adding the following definition after 'cabin multiple family residential development' under Section 103 Definitions:
"CANNABIS means cannabis as defined in the *Cannabis Act* (Canada);"
 - b) Adding the following definition after 'cannabis' under Section 103 Definitions:
"CANNABIS RETAIL STORE means the use of a site for retail or wholesale of **cannabis** and includes an operation which provides referrals and facilitates access to cannabis not physically sold on the premises, but does not include sales by a British Columbia Registered Pharmacist in a British Columbia regulated Pharmacy;"
 - c) Adding the following after 303 4.(b) under Section 303. Prohibited Uses
"c) **Cannabis retail store.**"

READ A FIRST TIME AND SECOND TIME this 27th day of September, 2018.

PUBLIC HEARING NOTICE ADVERTISED in the Oliver Chronicle this 10th day of October, 2018 and also this 17th day of October, 2018.

PUBLIC HEARING held on this 22nd day of October, 2018.

READ A THIRD TIME this 29th day of November, 2018

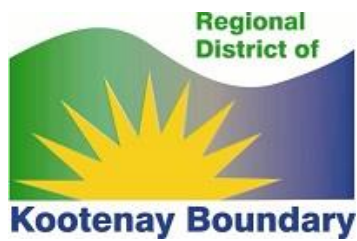
ADOPTED this 29th day of November, 2018.

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. 1694, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1694, 2018".

Manager of Corporate Administration



STAFF REPORT

Date: 22 Nov 2018 **File**
To: Chair Russell and Members of the Board of Directors
From: Beth Burget, General Manager of Finance
Re: Bylaw 1703 Revenue Anticipation Loan Authorization

Issue Introduction

A staff report from Beth Burget, General Manager of Finance, regarding Bylaw No. 1703 Revenue Anticipation Borrowing Bylaw.

History/Background Factors

The District receives tax funds in August and typically depletes operating funds by February/March of the following year. Section 404 of the Local Government Act enables the District to borrow funds required to meet current expenditures pending the receipt of taxation funds.

Implications

Bylaw is required to enable the District to borrow funds to meet financial obligations prior to receiving taxation revenue.

Advancement of Strategic Planning Goals

Not applicable

Background Information Provided

Not applicable

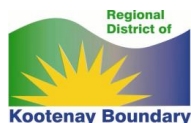
Alternatives

None

Recommendation(s)

That the Regional District of Kootenay Boundary Year 2019 Revenue Anticipation Bylaw No. 1703, 2018 be read a first, second and third time.

That the Regional District of Kootenay Boundary Year 2019 Revenue Anticipation Borrowing Bylaw No. 1703, 2018 be reconsidered and adopted.



BYLAW NO. 1703

A Bylaw to provide for the borrowing of such sums of money as may be requisite to meet current expenditures of the Regional District pending receipt of current revenue.

WHEREAS pursuant to Section 404 of the *Local Government Act*, a Regional District may provide for the borrowing of such sums of money as may be required to meet the current expenditures of the Regional District pending the receipt of current revenue;

AND WHEREAS the Board of the Regional District of Kootenay Boundary has adopted a bylaw that establishes a five-year financial plan that includes the year 2018 in the amount of **Forty-Five Million Seven Hundred Fifty-Eight Thousand One Dollars (\$45,758,001);**

NOW THEREFORE the Board of the Regional District of Kootenay Boundary in open meeting assembled, enacts as follows:

1. The Regional District of Kootenay Boundary is hereby authorized to borrow such sums of money as may be requisite to meet current expenditures, providing that the aggregate of such borrowings shall not exceed the sum of Ten Million Dollars (\$10,000,000).
2. The form of obligation or obligations to be given as security against such borrowings shall be in the form of a promissory note or by an overdraft on the current operating account bearing interest at current bank rates prevailing from time to time, signed by both the Chair of the Board and the General Manager of Finance thereof, and sealed with the Corporate Seal of the Regional District of Kootenay Boundary.
3. The promissory note or overdraft as aforesaid shall be deemed to be a first charge on current revenues and all temporary borrowings hereby authorized shall be repaid in full not later than December 31, 2019.
4. This bylaw may be cited as the "Regional District of Kootenay Boundary Year 2019 Revenue Anticipation Borrowing Bylaw No. 1703 2018".

Read the First, Second and Third time this 29th day of November, 2018.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1655 cited as the "Regional District of Kootenay Boundary Year 2019 Revenue Anticipation Borrowing Bylaw No. 1703, 2018" as read a third time the 29th day of November, 2018.

Manager of Corporate Administration

Reconsidered and Adopted this 29th day of November, 2018.

Chair

Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1703 cited as "Regional District of Kootenay Boundary Year 2019 Revenue Anticipation Borrowing Bylaw No. 1703, 2018," as reconsidered and finally adopted by the Board of Directors at a regular meeting held this 29th day of November, 2018.

Certified a true copy of Bylaw No. 1703 as adopted

Manager of Corporate Administration