



## **Regular Meeting of the Board of Directors**

**Wednesday, June 12, 2019**

**6:00 pm**

**RDKB Board Room**

**Trail, B.C**

### **A G E N D A**

**1. Call to Order**

**2. Consideration of the Agenda (Additions/Deletions)**

- 2a)** The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of June 12, 2019 is presented.

**Recommendation: Corporate Vote Unweighted**

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of June 12, 2019 be adopted as presented.

**3. Minutes**

- 3a)** The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held May 23, 2019 are presented.

[Minutes-Regular Meeting Board of Directors - 23 May-BoD June 12 19 - Pdf](#)

**Recommendation: Corporate Vote Unweighted**

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held May 23, 2019 be adopted as presented.

**4. Presentations**

- 4a)** **Rob Gay, Chair, Regional District of Central Kootenay Board of Directors and Chair, Regional Broadband Committee**  
**Dave Lampron, Chief Operating Officer, Columbia Basin Broadband Corporation, Columbia Basin Trust**

An update of priority topics for the Regional Broadband Committee will be presented.

**4b) Jodi Silva, CPA, Grant Thornton Inc.**  
**Re: Audited Financial Statements Year Ended December 31, 2018**

Ms. Silva will be in attendance to present the Financial Statements.

[Draft-Financial Statements-Ending Dec 31 2018-BoD June 12 19](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves the Draft Financial Statements Year Ended December 31, 2018.

**5. Closed (In camera) Session**

Proceed to a closed meeting pursuant to Section 90 (2) (e) of the *Community Charter*.

**6. Unfinished Business**

**6a) M. Stephens, Interim Manager of Emergency Programs**  
**Re: FireSmart Requests for Proposals (RFP)**

A staff report from Mark Stephens, Interim Manager of Emergency Programs regarding a request for approval for staff to issue an RFP for consultant services to perform FireSmart Education and Planning is presented.

[Staff Report-CRI Grant FireSmart-RFP-BoD June 12 19](#)

[Background-Staff Report - CRI FireSmart Grant-Substitution to EM Service 012 Work Plan-BoD June 12 19](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors instruct staff to issue the Request for Proposal for FireSmart consultant services to deliver FireSmart education and outreach, as described in the staff report titled "Approval to Issue an RFP for Consultant Services to Perform FireSmart Education and Planning" as presented to the RDKB Board of Directors on June 12, 2019.

**7. Communications (Information Only)**

**7a) UBCM-May 30/19**  
**Re: Community Emergency Preparedness Fund (CEPF)**

[UBCM-CEPF-EOC Facility Enhancement-May 30 19-BoD June 12 19](#)

**7b) Ministry of Agriculture-June 3/19**  
**Discussion Paper to Solicit Feedback about Class D Licences**

[MoAg-AGRI Discussion Paper-Class D Licences-BoD June 12 19](#)

**7c) UBCM-May 7/19**  
**Re: 2019 Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning Program -Review of Application**

[UBCM-Flood Risk Assessment-Mitigation-Application Review-BoD June 12 19](#)

**Recommendation: Corporate Vote Unweighted**

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

**8. Reports**

**8a) Cheque Register Summary for the Month of May 2019**

The Monthly Schedule Register Summary ending May 2019 will be provided on a future agenda.

**8b) Adopted RDKB Committee Minutes**

The following minutes of RDKB Committee meetings, as adopted by the respective Committees are presented: Boundary Community Development Committee (May 1/19), Liquid Waste Management Plan Steering Committee (May 2/19) and East End Services Committee (April 16/19).

[Minutes - 01 May-BCDC June 5-BoD June 12 19 Pdf](#)

[Minutes-LWMP Stage 3 Steering Committee - 02 May 2019 -BoD June 12 19-Pdf](#)

[Minutes - 16 Apr 2019 - EES - May 21-BoD June 12 19 Pdf](#)

**Recommendation: Corporate Vote Unweighted**

That the following minutes of RDKB Committee meetings, as adopted by the respective Committees be received: Boundary Community Development Committee (May 1/19), Liquid Waste Management Plan Steering Committee (May 2/19), and East End Services Committee (April 16/19).

**8c) Adopted RDKB Recreation Commission Minutes**

The minutes of the Electoral Area C Parks and Recreation Commission (April 10/19) and the Grand Forks and District Recreation Commission meetings (April 11/19) are presented.

[Minutes-Electoral Area C Parks & Recreation Commission April 10, 2019 - Board - June 12, 2019](#)

[Minutes-Grand Forks and District Recreation Commission -April 11, 2019 - Board - June 12, 2019](#)

**Recommendation: Corporate Vote Unweighted**

That the minutes of the Electoral Area C Parks and Recreation Commission meeting of April 10, 2019 and the Grand Forks and District Recreation Commission meeting held April 11, 2019 be received.

**8d) Chair Russell**

**Re: Municipal Finance Authority (MFA) of BC Report from the Chair and Vice-Chair**

The Municipal Finance Authority of BC Report from the Chair and Vice-Chair on activities for the period ended April 2019 is presented.

[MFA Report on Activities-Oct 18 to April 19-BoD June 12 19](#)

**Recommendation: Corporate Vote Unweighted**

That the Municipal Finance Authority of BC Report from the Chair and Vice-Chair on activities for the period ended April 2019 be received.

**9. Committee Recommendations to Board of Directors**

Recommendations to the Board of Directors, as adopted by the RDKB Committees are presented for consideration.

**9a) Education and Advocacy-May 23/19**

*Director Langman Chair / Director Morell, Vice Chair*

*AKBLG Endorsed RDKB Resolutions to UBCM*

[AKBLG Endorsed RDKB UBCM Resolutions--BoD June 12 19](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves the following 2019 RDKB Resolutions, as endorsed by the AKBLG, to the 2019 UBCM Convention: additional Provincial funding support to assist with funding staffing, compliance and standards and capital costs of BC fire departments,



additional Provincial funding for local government victims services and the development of guidance documents to better define the role of local governments in the review process and best management practices for forest management plan referrals from the forest industry and Provincial agencies.

**9b) Education and Advocacy-May 23/19**

*Director Langman Chair / Director Morell, Vice Chair*

*RDKB UBCM Ministry Meeting Requests*

[Staff Report-UBCM Ministry Meetings-E&A May 23-BoD June 12 19](#)

[UBCM Meeting Requests-Inter-Municipal-E&A May 23-BoD June 12 19](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors instructs staff to request meetings with the following Provincial ministries and agencies at the 2019 UBCM:

1. *Minister of Public Safety and Solicitor General:* provincial funding support for Victims Services,
2. *Minister of Public Safety and Solicitor General:* provincial funding support for BC fire departments,
3. *Minister of Forests, Lands and Natural Resource Operations and Rural Development:* role of local government in the review process and best management practices for forest management plan referrals,
4. *RCMP:* advocate for allocation of Federal funds for RCMP drug enforcement and organized crime resources to the Kootenay Boundary,
5. *BC Emergency Health Services:* increased funding and resources for BC Ambulance, and
6. *BC Transit:* regional transit solutions for the interior and better transit solutions for those needing medical care at the larger centres.

**9c) Boundary Community Development Committee - June 5/10**

*Director McGregor, Committee Chair / Director Russell, Committee Vice Chair*

*West Boundary Rec Grant-Boundary Women's Fastball*

[Boundary Women's Fastball - WBR application BCDC-June 5-BoD June 12 19](#)

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

That the Regional District of Kootenay Boundary Board of Directors approve the West Boundary Recreation grant application from the Boundary Women's Fastball group for the amount of \$1,000 for assistance with league and other fees.

## 10. **New Business**

- 10a) G. Denkovski, Manager of Infrastructure and Sustainability**  
**Gas Tax Application - West Boundary Community Services Co-operative Electoral Area 'E'/West Boundary** An application for the disbursement of Electoral Area 'E'/West Boundary Gas Tax funds to the West Boundary Services Co-operative is presented.

[Gas Tax Application Rock Creek Hub 06JUN2019](#)

**Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the West Boundary Community Services Co-operative and the allocation of Gas Tax funding in the amount of \$100,000 from Electoral Area 'E'/West Boundary for the costs associated with constructing a Community Hub building in Rock Creek. **FURTHER** that the Board approves the RDKB signatories to sign and enter into the agreement.

- 10b) Grants in Aid - as of June 6, 2019**

[Grant in Aid-Board-June 12 2019](#)

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

That the following grants-in-aid be approved:

BV Avalanche Hockey Club – FAIR Society – Electoral Area 'A' - \$1000  
Grand Forks ATV – GFATV-CWTS Trails of the Paulson – Electoral Area 'B'/Lower Columbia-Old Glory - \$5,000  
Boundary Girls Fastpitch – Electoral Area 'C'/Christina Lake - \$400  
Christina Lake Elementary School PAC – Swim Safety Program – Electoral Area 'C'/Christina Lake - \$3,300  
Christina Lake Ladies Golf Club – Ladies Open – Electoral Area 'C'/Christina Lake - \$500  
Christina Lake Stewardship Society – 19th Annual Lake Cleanup Day – Electoral Area 'C'/Christina Lake - \$1,500  
Christina Lake Stewardship Society – Christina Lake Northern Pike Challenge – Electoral Area 'C'/Christina Lake - \$750  
Christina Lake Stewardship Society – Christina Lake Watershed Management Plan Annual Review – Electoral Area 'C'/Christina Lake - \$2,500  
Christina Lake Tourism Society – Christina Lake Adventure Tours and Corporate Retreats – Electoral Area 'C'/Christina Lake - \$2,300  
Boundary Girls Fastpitch – Electoral Area 'D'/Rural Grand Forks - \$400  
Grand Forks Citizens on Patrol – Electoral Area 'D'/Rural Grand Forks - \$2,000  
Phoenix Foundation of the Boundary Communities – Electoral Area 'D'/Rural Grand Forks - \$1,000  
Discover Rock Creek – Rock Creek Market Insurance – Electoral Area 'E'/West Boundary - \$926.00

**11. Bylaws**

**12. Late (Emergent) Items**

**12a) Grant in Aid - as of June 10, 2019:**

[GIA - Area C - BOD - June 12, 2019](#)

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

That the following grant in aid be approved:

1. Grand Forks ATV - Electoral Area C/Christina Lake - \$5,000

**12b) Reports  
Public Hearing Minutes  
Re: RDKB Bylaw 1716**

[Public-Hearing-Minutes-Board-June 12 2019](#)

**Recommendation: Corporate Vote Unweighted**

That the minutes of the Public Hearing for RDKB Official Community Plan Amendment Bylaw No. 1716 amending the Big White Official Community Plan Bylaw No. 1125 held on May 29, 2019 be received.

**12c) Bylaws  
Bylaw No. 1716 - Amending Electoral Area E/West Boundary  
Official Community Plan Bylaw 1125**

*Third Reading and Adoption*

[Staff Report-Big WhiteGuest Services-Board-June 12 2019](#)

[Bylaw 1716 BW OCP-BoardJune12](#)

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

That the Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw 1716, 2019 be read a third time and adopted.

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

That the June 12, 2019 staff report 'Osoyoos Indian Band Requests Regarding Bylaw 1716 - To amend the Big White Official Community Plan to allow a Guest Services Building' be received.

**13. Discussion of Items for Future Meetings**

**14. Question Period for Public and Media**

**15. Adjournment**



## **Regular Meeting of the Board of Directors**

**Thursday, May 23, 2019**

**RDKB Board Room, Grand Forks, B.C**

**6:00 p.m.**

### **Minutes**

#### **Present:**

Director R. Russell, Chair  
Director G. McGregor, Vice-Chair  
Director A. Grieve  
Director L. Worley  
Director V. Gee  
Director S. Morissette  
Director M. Walsh  
Director R. Cacchioni  
Director D. Langman  
Director A. Morel  
Director B. Taylor  
Director R. Dunsdon

#### **Staff:**

M. Andison, Chief Administrative Officer  
T. Lenardon, Manager of Corporate Administration/Recording Secretary  
J. Dougall, General Manager - Environmental Services  
J. Chandler, General Manager - Operations/  
Deputy Chief Administrative Officer  
M. Stephens, Interim Manager of Emergency Programs  
F. Maika, Corporate Communications Officer

#### **Others Attending:**

S. and I. Wallis, Applicants, Development Variance Permit – Electoral  
Area D/Rural Grand Forks  
Members of the Midway Kettle Spray Park Committee  
J. Edwards, Reporter, Grand Forks Gazette

### **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 May 23, 2019 meeting of the RDKB Board of Directors was presented.

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

1. Move the application for a Development Variance Permit (Ian and Susan Wallis) in Electoral Area D/Rural Grand Forks under *Committee Recommendations to Board of Directors* up to the front of the agenda after *Minutes*, and
2. Add the Building Inspection Service (004) 2019 Workplan Update under *2019 Staff Workplan Update Reports*, and it was;

**236-18** Moved: Director Morel Seconded: Director McGregor

**Corporate Vote Unweighted**

That the agenda for the May 23, 2019 meeting of the RDKB Board of Directors be adopted as amended.

Carried.

**Minutes**

The minutes of the RDKB Board of Directors meeting held May 8, 2019 were presented.

Recommendation #224-19 on page 5 of the May 8th minutes will be revised to read that staff will send "...a letter regarding the reassessment of the taxable status of the Waneta Dam..." to K. Conroy, MLA (replacing "...BC Assessment will be invited to attend a Board meeting..." to discuss same), and it was;

**237-19** Moved: Director Dunsdon Seconded: Director Cacchioni

**Corporate Vote Unweighted**

That the minutes of the RDKB Board of Directors meeting held May 8, 2019 be adopted as amended.

Carried.

**Agenda Amendment-Item Brought Forward****Electoral Area Services Committee - May 16/19**

*Director Worley, Committee Chair / Director McGregor, Committee Vice Chair*

*Application for Development Variance Permit-Electoral Area D/Rural Grand Forks*

The Chair welcomed the applicants, Ian and Susan Wallis to the meeting and provided them an opportunity to address the Board. There were no members of the general public, or adjacent property owners opposing the application in attendance at the meeting, and it was;

**238-19** Moved: Director Worley Seconded: Director McGregor

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

That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by Ian and Susan Wallis, to allow for a reduced front parcel line setback from 7.5 m to 6.5 m – a 1.0 m variance to construct a garage on the property legally described as Lot 1, Block 10, Plan EPP86067, DL 700, SDYD, Electoral Area 'D'/Rural Grand Forks.

Carried.

**Delegation(s)**

There were no delegations in attendance.

**Unfinished Business**

**J. Dougall, General Manager - Environmental Services**

**Re: Organics Infrastructure Program**

*Director McGregor, Environmental Services Liaison*

A Staff Report from Janine Dougall, General Manager of Environmental Services regarding the Organics Infrastructure Program, the RDKB project and resolution required to submit application was presented.

*RDKB Organics Diversion Expansion Project*

**239-19** Moved: Director McGregor Seconded: Director Langman

**Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to submit an application for grant funding for the RDKB Organics Diversion Expansion Project through the B.C. Organics Infrastructure Program. **FURTHER** that the Board of Directors supports the project and commits to its share of \$1,182,008 for the project.

Carried.

**Communications-RDKB Corporate Communications Officer**

**F. Maika, Corporate Communications Officer**

**Re: 2019 Town Hall Meeting Report**

A staff report from Frances Maika, Corporate Communications Officer regarding a review of the 2019 Town Hall meetings process was presented.

**240-19** Moved: Director Dunsdon Seconded: Director Taylor

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors:

1. Revisit the actual purpose of the town hall meetings and determine whether they are in sync with the strategic and organizational objectives of the RDKB.
2. Determine whether town halls are the best tactic to present financial plan and budget information.
3. Determine whether annual town halls should continue to focus on the RDKB financial plan and budget when it is nearly completed, or whether more people may participate in an engagement process that informs the annual financial plan and budget earlier in the budgeting process.

After discussion, it was;

**241-19** Moved: Director Grieve Seconded: Director McGregor

**Corporate Vote Unweighted**

That the recommendation be amended to read:

That Regional District of Kootenay Boundary Board of Directors refer the following points respecting RDKB Town Hall meetings to the Electoral Area Services Committee for further consideration:

1. Revisit the actual purpose of the town hall meetings and determine whether they are in sync with the strategic and organizational objectives of the RDKB.
2. Determine whether town halls are the best tactic to present financial plan and budget information.
3. Determine whether annual town halls should continue to focus on the RDKB financial plan and budget when it is nearly completed, or whether more people may participate in an engagement process that informs the annual financial plan and budget earlier in the budgeting process. **FURTHER** that the recommendations regarding this matter, as adopted by the Electoral Area Services Committee, be referred to the RDKB Board of Directors for discussion at a future meeting.

Carried.

**Communications (Information Only)**

**Christina Gateway-April 25/19**

**Re: Grant-in-Aid Thank You**

**242-19** Moved: Director Langman Seconded: Director Dunsdon



**Corporate Vote Unweighted**

That the letter from Christina Gateway, dated April 25, 2019 be received.

Carried.

**Reports****Adopted RDKB Committee Minutes**

The following RDKB Committee minutes, as adopted by the respective Committees are presented: Policy and Personnel Committee (April 10/19) and Electoral Area Services Committee (April 11/19).

**243-19** Moved: Director Langman Seconded: Director Dunsdon

**Corporate Vote Unweighted**

That the following RDKB Committee minutes, as adopted by the respective Committees be received: Policy and Personnel Committee (April 10/19) and Electoral Area Services Committee (April 11/19).

Carried.

**Draft RDKB Electoral Area Advisory Planning Commission Minutes**

Draft minutes of the following RDKB Advisory Planning Commission meetings held May 6 and May 7, 2019 are presented:

Electoral Area A (May 7/19), Electoral Area B/Lower Columbia-Old Glory (May 6/19), Electoral Area C/Christina Lake (May 7/19) and Electoral Area D/Rural Grand Forks (May 7/19).

**244-19** Moved: Director Grieve Seconded: Director McGregor

**Corporate Vote Unweighted**

That the draft minutes of the following RDKB Advisory Planning Commission meetings held May 6 and May 7, 2019 be received: Electoral Area A (May 7/19), Electoral Area B/Lower Columbia-Old Glory (May 6/19), Electoral Area C/Christina Lake (May 7/19) and Electoral Area D/Rural Grand Forks (May 7/19).

Carried.

**Committee Recommendations to Board of Directors**

Recommendations to the Board of Directors, as adopted by the RDKB Committees are presented for consideration.

**Policy and Personnel Committee - May 8/19**

*Director McGregor, Committee Chair / Director Dunsdon, Committee Vice Chair*  
*Corporate Sustainability Policy*

**245-19** Moved: Director McGregor Seconded: Director Morissette

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors adopt the revised Corporate Sustainability Policy as presented to, and approved by the Policy and Personnel Committee on May 8, 2019. **FURTHER** that the Policy be distributed accordingly.

Carried.

**Board Appointments Updates**

*Southern Interior Development Initiative Trust (S.I.D.I.T.)* - Director McGregor  
 The AGM will be held in June.

*B.C. Rural Centre/Southern Interior Beetle Action Coalition (S.I.B.A.C.)* - Director McGregor  
 A meeting has been scheduled for June. This will be the first meeting in some time.

*Okanagan Film Commission* - Director Gee  
 There was nothing new to report.

*Boundary Weed Stakeholders Committee* - Director Gee  
 The AGM will be held on June 4th and will include a site tour.

*Columbia River Treaty Local Government Committee (CRT LGC)*-Director Worley and Director Langman

Directors Langman and Worley attended the Regulated Rivers Conference that was held in Nelson. Director Langman reported that Conference attendees expressed interest to know more about the activities of the CRT LGC. The Committee is presently updating recommendations that will be sent to the Government. On April 27th, the Federal Government announced that three Indigenous Nations have been granted observer status.

*Columbia Basin Regional Advisory Committee (CBRAC)* - Director Worley

A teleconference with Global Affairs Canada and the Province has been arranged for the end of June.

*West Kootenay Regional Transit Committee*-Directors Cacchioni and Worley, Alternate Director Parkinson

The RDKB representatives will be attending a BC Transit Workshop in Kamloops June 3-6. Areas of priority to be discussed (e.g. RDKB East End) include moving the transit exchange (Trail), the size of buses, and capital financing.

*Kootenay Booth* - Director Langman

An update will be provided at a future meeting.

*Rural Development Institute (R.D.I.)* - Director Worley

A meeting with the Lower Columbia Initiatives Corporation (L.C.I.C.) to discuss R.D.I. projects was held in Castlegar. A regional market housing study, a regional plan and strategy - "what do we want the region to look like in 20 years" and a Lower Columbia transportation plan were discussed as possible projects for the RDKB East End.

*Chair's Update* - Chair Russell

There was nothing new to report. A Chair's report will be presented at a future meeting.

### **2019 Staff Workplan Update Reports**

#### **Administration-Finance-Information Services-Corporate Communications**

##### **Re: 2019 General Government Service (001) Workplan Update Report**

A staff report from Theresa Lenardon, Manager of Corporate Administration, presenting the May update on the 2019 General Government / Administration Service (001) Workplan.

**246-19** Moved: Director Walsh Seconded: Director Cacchioni

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors receive the May 14, 2019 staff report from Theresa Lenardon, Manager of Corporate Administration titled "2019 General Government / Administration (001) Service Workplan Update Report" as presented to the Board of Directors on May 23, 2019.

Carried.

#### **D. Derby, Regional Fire Chief & M. Stephens, Interim Manager of Emergency Programs**

##### **Re: 9-1-1 Emergency Communications Service (015) and Emergency Preparedness Service (012) 2019 Workplan Update Report**

A staff report from Dan Derby, Regional Fire Chief and Mark Stephens, Interim Manager of Emergency Programs presenting the 9-1-1 Emergency Communications Service (015) and the Emergency Preparedness Service (012) 2019 Workplan Update Report.

**247-19** Moved: Director Worley Seconded: Director Langman

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors receive the May 9, 2019 staff report from D. Derby, Regional Fire Chief and M. Stephens, Interim Manager of Emergency Programs titled "9-1-1 Emergency Communications Service (015) and Emergency Preparedness Service (012) 2019 Workplan(s) Update as presented to the Board of Directors on May 23, 2019.

Carried.

**M. Stephens, Interim Manager of Emergency Programs**

**Re: CRI FireSmart Grant-Substitution to Emergency Preparedness Service (012) Workplan**

A Staff report from Mark Stephens, Interim Manager of Emergency Programs requesting approval to amend the 2019 Emergency Preparedness Service (012) Workplan was presented.

The Board members reviewed the draft RFP - *Consultant Services for FireSmart Strategic Plan*. Staff answered inquiries regarding wildfire prevention for agricultural properties, community outreach for homeowners on private lands, fuel burning and the importance of public education balanced with the FireSmart Strategic Plan.

Staff will revise the RFP to include the type of FireSmart activities the Board of Directors discussed and a revised RFP will be presented to the Board of Directors at the June 12, 2019 meeting.

After further review, it was;

**248-19** Moved: Director Langman Seconded: Director Morel

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the amendment of the 2019 Emergency Preparedness Service Workplan by moving the Pet and Livestock Plan Project to 2020 and include the FireSmart Strategic Plan to 2019 Workplan as presented to the Board on May 23, 2019.

Carried.

**B. Champlin, Manager of Building Inspection**

**Re: 2019 Building Inspection Service (004) Workplan Update Report**

A staff report from Brian Champlin, Manager of Building Inspection presenting the Building Inspection Service (004) 2019 Workplan Update.

**249-19** Moved: Director McGregor Seconded: Director Worley

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors receive the May 17, 2019 staff report from Brian Champlin, Manager of Building Inspection titled "2019 (004) Service Workplan Update Report" as presented to the Board of Directors on May 23, 2019.

Carried.

**New Business**

**E. Moore, Planner**

**Re: Front Counter BC Referral License of Occupation - Electoral Area D/Rural Grand Forks (City of Grand Forks Applicant)**

A staff report from Elizabeth Moore, Planner regarding a Front Counter BC referral for a proposed License of Occupation (Kettle River Revetment Project) in Electoral Area 'D'/Rural Grand Forks (as submitted by the City of Grand Forks) was presented.

**250-19** Moved: Director McGregor Seconded: Director Taylor

**Corporate Vote Unweighted**

That the staff report regarding the referral for a license of occupation for rip rap armouring of the riverbank on the Kettle River in the South Ruckle area in Grand Forks, Electoral Area 'D'/Rural Grand Forks, be received.

Carried.

**E. Moore, Planner**

**Re: Front Counter BC Referral *Mines Act* Permit - Electoral Area D/Rural Grand Forks**

A staff report from Elizabeth Moore, Planner regarding a Front Counter Referral for a proposed *Mines Act* Permit for a proposed quarry operation in Electoral Area 'D'/Rural Grand Forks was presented.

**251-19** Moved: Director McGregor 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 – *Mines Act* Permit – Lime Creek Logging, which includes

the comments and recommendations of the Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission to Front Counter BC for consideration.

Carried.

**E. Moore, Planner**

**Re: Front Counter BC Referral License of Occupation - Electoral Area B/Lower Columbia-Old Glory**

A staff report from Elizabeth Moore, Planner regarding a Front Counter BC referral for a proposed License of Occupation (Broken Goat Race) in Electoral Area B/Lower Columbia-Old Glory was presented.

**252-19** Moved: Director Worley Seconded: Director McGregor

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors directs staff to forward this staff report, Front Counter Referral – License of Occupation – Broken Goat Race, which includes recommendations of the Electoral Area 'B'/Lower Columbia-Old Glory Advisory Planning Commission to Front Counter BC for consideration.

Carried.

**E. Moore, Planner**

**Re: Exclusion from the Agricultural Land Reserve - Electoral Area B/Lower Columbia-Old Glory**

A staff report from Elizabeth Moore, Planner regarding a referral from the Agricultural Land Commission (ALC) for an exclusion from the Agricultural Land Reserve (ALR) in Electoral Area B/Lower Columbia-Old Glory was presented.

**253-19** Moved: Director Worley Seconded: Director McGregor

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors directs staff to forward, with a recommendation of support, the Agricultural Land Commission application for exclusion of the westerly portion of the subject parcel with an Agricultural Capability of 7:7TC-3:6T including the rocky outcrop proposed for the secondary suite from the Agricultural Land Reserve submitted by David and Margit Hinchcliffe for the property legally described as Parcel A, Plan NEPX63, Sublot 161, TWP 9A, KD, Electoral Area 'B'/Lower Columbia-Old Glory.

Carried.

**Grants in Aid - as of May 16, 2019****254-19** Moved: Director Grieve Seconded: Director McGregor

That the following grants-in-aid be approved:

1. Beaver Valley Golf & Recreation Society – Tee Box Advertising Sign Renewal – Electoral Area 'A' - \$210
2. Zone 6 BC 55+ Games – Seniors' Preparation and Participation in Games – Electoral Area 'A' - \$500
3. West Kootenay Smoke n Steel Car Club – Audio and Public Announcement System – Electoral Area 'B'/Lower Columbia-Old Glory - \$2,343.79
4. Boundary Woodlot Association – Community Emergency Preparedness Fair-Rock Creek – Electoral Area 'E'/West Boundary - \$1,691.21
5. Kettle Valley Golf Club – Repair and Maintenance of Heart & Stroke AED Unit – Electoral Area 'E'/West Boundary - \$672
6. West Boundary Community Services Co-operative Association – Start-up costs for BC Co-op Association Annual Membership – Electoral Area 'E'/West Boundary - \$119
7. West Boundary Community Services Co-operative Association – Start-up costs for Riverside Holdings Property Land Lease Legal Fees – Electoral Area 'E'/West Boundary - \$3,595.20.

Carried.

**Bylaws****RDKB Bylaw No. 1674 Amending Electoral Area D/Rural Grand Forks Official Community Plan****First and Second Reading and Set Up Public Hearing****255-19** Moved: Director Grieve Seconded: Director McGregor**Stakeholder Vote (Electoral Area Directors) Unweighted**

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1674, 2019 be read a First and Second time.

Carried.

**RDKB Bylaw 1675-Electoral Area D/Rural Grand Forks Zoning Bylaw****First and Second Reading and Set up Public Hearing****256-19** Moved: Director McGregor Seconded: Director Worley

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

That Regional District of Kootenay Boundary Zoning Bylaw No. 1675, 2019 be read a First and Second time.

Carried.

**Set up Public Hearing**

**Re: RDKB Bylaws 1674 and 1675**

**257-19** Moved: Director Worley Seconded: Director Grieve

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

That staff make the necessary arrangements for a Public Hearing for Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1674 and Regional District of Kootenay Boundary Zoning Bylaw No. 1675. **FURTHER** that Director Russell be appointed as Public Hearing Chair with Directors McGregor and Gee as Alternates.

Carried.

**Late (Emergent) Items**

There were no late emergent items to discuss.

**Discussion of Items for Future Meetings**

1. Responsible Conduct Guiding Principles Policy and Procedure (Code of Conduct):  
Signing the Code of Conduct (members of the Board of Directors).
2. Private property owners' removing access to publicly used roads.
3. Update on the enforcement status of the Demski property.

**Question Period for Public and Media*****Kettle Spray Park Committee***

Members of the Kettle Spray Park Committee (Midway) were introduced to the meeting. They advised that a Colour Run has been organized for Saturday June 29<sup>th</sup> in Midway. The run is in memory of former Midway Councillor and RDKB Director Marguerite Rotvold. Proceeds from the run will be put towards a spray park in Midway.

***Media***

The Chair welcomed Jensen Edwards, Reporter, Grand Forks Gazette to the meeting. Mr. Edwards noted his interest in the discussion that took place around the RDKB Organics Infrastructure Program.



Members of the public and media were excused from the meeting.

**Closed Meeting**

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

**258-19** Moved: Director Dunsdon Seconded: Director McGregor

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors proceed to a closed meeting pursuant to Section 90 (1)(e) of the *Community Charter* (time: 7:36 p.m.).

Carried.

The Board of Directors reconvened to the open meeting at 7:47 p.m.

**Adjournment**

There being no further business to discuss, the meeting was adjourned (time: 7:47 p.m.).

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**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**

**Financial Statements**

*December 31, 2018*

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## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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### TABLE OF CONTENTS

For the year ended December 31, 2018

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	Page
<b>Management's Responsibility</b>	
<b>Independent Auditor's Report</b>	
<b>Financial Statements</b>	
Statement of Financial Position.....	1
Statement of Operations and Accumulated Surplus.....	2
Statement of Changes in Net Assets.....	3
Statement of Cash Flows.....	4
<b>Notes to the Financial Statements</b> .....	5
<b>Schedules</b>	
Schedule 1: Debenture Debt.....	16
Schedule 2: Temporary Borrowing.....	17
Schedule 3: Tangible Capital Assets.....	18
Schedule 4: Segmented Information.....	19
<b>Supplementary Information (unaudited)</b>	
Statement of Reserve Fund Sources and Applications.....	22
Statement of Financial Activities: General Fund.....	24
Statement of Financial Activities: Water Fund.....	54
Statement of Financial Activities: Sewer Fund.....	58
Statement of Financial Activities: Transit Fund.....	62

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## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### MANAGEMENT'S RESPONSIBILITY

For the year ended December 31, 2018

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To the Board of Directors of the Regional District of Kootenay Boundary,

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed entirely of individuals who are neither management nor employees of the Regional District. The Board of Directors is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board of Directors fulfill these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board of Directors is also responsible for appointing the Regional District's external auditors.

Grant Thornton LLP, an independent firm of Chartered Professional Accountants, is appointed by the Board of Directors to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with, both the Board of Directors and management to discuss their audit findings.

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Mark Andison  
Chief Administrative Officer

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Beth Burget, CPA, CGA  
General Manager of Finance

June 12, 2019  
Trail, British Columbia

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**Grant Thornton LLP**  
 1440 Bay Ave  
 Trail, BC  
 V1R 4B1  
 T +1250 368 6445  
 F +1250 368 8488  
[www.GrantThornton.ca](http://www.GrantThornton.ca)

## Independent auditor's report

To the Directors of Regional District of Kootenay Boundary

### Opinion

We have audited the financial statements of Regional District of Kootenay Boundary ("the District"), which comprise the statement of financial position as at December 31, 2018, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly in all material respects, the financial position of Regional District of Kootenay Boundary as at December 31, 2018, and its results of operations, its changes in its net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District's financial reporting process.



### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Trail, Canada  
June 12, 2019

Chartered Professional Accountants

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL POSITION

As at December 31	2018	2017
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents	\$ 501,083	\$ 1,045,033
Short-term investments (Note 3)	21,061,838	21,154,816
Accounts receivable (Note 4)	4,208,213	1,931,976
Municipal Finance Authority debt reserve fund (Note 5)	2,011,336	2,058,739
Debenture debt recoverable from member municipalities (Note 6)	31,914,756	33,466,805
	<u>\$ 59,697,226</u>	<u>\$ 59,657,369</u>
<b>FINANCIAL LIABILITIES</b>		
Accounts payable	\$ 2,094,935	2,052,278
Accounts payable to other governments	858,962	814,363
Municipal Finance Authority debt reserve fund (Note 5)	2,011,336	2,058,739
Debenture debt (Note 6, Schedule 1)	41,711,494	43,675,302
Temporary borrowing (Note 7, Schedule 2)	1,202,495	1,978,983
Other long-term debt (Note 8)	70,175	92,857
Deferred revenue (Note 9)	3,068,185	3,119,885
Landfill closure and post-closure (Note 10)	5,002,124	4,873,452
Employment benefits (Note 11)	197,000	193,600
	<u>\$ 56,216,706</u>	<u>\$ 58,859,459</u>
<b>NET ASSETS (DEBT)</b>	<u>\$ 3,480,520</u>	<u>\$ 797,910</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Schedule 3)	\$ 51,641,882	50,488,826
Inventory	10,212	8,938
Prepaid expenses	171,526	108,264
	<u>\$ 51,823,620</u>	<u>\$ 50,606,028</u>
<b>Accumulated surplus (Note 12)</b>	<u>\$ 55,304,140</u>	<u>\$ 51,403,938</u>

\_\_\_\_\_  
General Manager of Finance

The accompanying notes and schedules are an integral part of these financial statements.

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS

For the year ended December 31	Budget 2018	2018	2017
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 1,990,358	\$ 2,086,777	\$ 2,004,649
Services provided to other governments	342,229	421,886	398,052
Sale of services	4,773,408	5,576,438	5,381,061
Gain on disposal of assets	-	347,165	73,650
Other revenue	1,947,295	2,164,011	1,775,399
Transfers from:	-		
Electoral area tax levy	10,561,251	10,566,766	10,065,752
Member municipalities	9,330,982	9,322,945	9,417,375
Other governments	3,070,132	4,787,061	2,102,012
	-		
	<u>\$ 32,015,655</u>	<u>\$ 35,273,049</u>	<u>\$ 31,217,950</u>
<b>EXPENSES</b>			
General government services	3,398,378	\$ 3,108,903	2,618,943
Protective services	7,519,871	\$ 10,327,382	8,022,087
Transportation services	1,841,006	1,677,004	1,638,879
Environmental health services	7,587,264	8,160,628	8,115,494
Development services	1,308,200	1,282,203	1,256,030
Recreation and cultural services	6,539,660	6,816,727	6,770,684
	<u>\$ 28,194,379</u>	<u>\$ 31,372,847</u>	<u>\$ 28,422,117</u>
<b>Annual surplus (Note 13)</b>	3,821,276	3,900,202	2,795,833
<b>Accumulated surplus, beginning of year</b>	51,403,938	51,403,938	48,608,105
<b>Accumulated surplus, end of year</b>	<u>\$ 55,225,214</u>	<u>\$ 55,304,140</u>	<u>\$ 51,403,938</u>

The accompanying notes and schedules are an integral part of these financial statements.

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF CASH FLOWS

For the year ended December 31	2018	2017
<b>OPERATING ACTIVITIES</b>		
Annual surplus	\$ 3,900,202	\$ 2,795,833
Non-cash items:		
Amortization	2,764,764	2,523,767
(Gain) loss on disposal of tangible capital assets	(347,165)	(73,650)
Actuarial reduction of debt	(176,566)	(192,385)
Landfill closure and post-closure liability	128,672	150,052
Employment benefits	3,400	9,600
Change in financial assets		
Accounts receivable	(2,276,239)	(521,419)
Change in non-financial assets		
Inventory	(1,268)	1,834
Prepaid expenses	(63,262)	123,157
Change in financial liabilities		
Accounts payable	87,256	721,774
Deferred revenue	(51,700)	385,665
	<u>\$ 3,968,094</u>	<u>\$ 5,924,228</u>
<b>FINANCING ACTIVITIES</b>		
Principal repayments of debt	\$ (1,200,265)	(2,895,997)
Advances of debt	165,904	2,768,735
Change in short-term investments	92,978	(1,820,173)
	<u>\$ (941,383)</u>	<u>\$ (1,947,435)</u>
<b>CAPITAL ACTIVITIES</b>		
Acquisitions of tangible capital assets	(4,704,988)	(3,518,407)
Proceeds on disposal of tangible capital assets	1,134,327	73,650
	<u>\$ (3,570,661)</u>	<u>\$ (3,444,757)</u>
(Decrease) increase in cash and cash equivalents	\$ (543,950)	\$ 532,036
Cash and cash equivalents, beginning of the year	1,045,033	512,997
<b>Cash and cash equivalents, end of the year</b>	<u>\$ 501,083</u>	<u>\$ 1,045,033</u>

The accompanying notes and schedules are an integral part of these financial statements.

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF CHANGES IN NET ASSETS

For the year ended December 31	Budget 2018	2018	2017
Annual surplus	\$ 3,821,276	\$ 3,900,202	\$ 2,795,833
Acquisitions of tangible capital assets	\$ (8,923,298)	\$ (4,704,988)	\$ (3,518,407)
(Gain) loss on disposal of tangible capital assets	-	(347,165)	(73,650)
Proceeds on disposal of tangible capital assets	-	1,134,327	73,650
Amortization	-	2,764,764	2,523,767
	\$ (8,923,298)	\$ (1,153,062)	\$ (994,640)
Inventory	\$ -	\$ (1,268)	\$ 1,834
Prepaid expenses	-	(63,262)	123,157
	\$ -	\$ (64,530)	\$ 124,991
Change in net assets	\$ (5,102,022)	\$ 2,682,610	\$ 1,926,184
Net assets (debt), beginning of the year	797,910	797,910	(1,128,274)
<b>Net assets, end of the year</b>	<b>\$ (4,304,112)</b>	<b>\$ 3,480,520</b>	<b>\$ 797,910</b>

The accompanying notes and schedules are an integral part of these financial statements.

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

The Regional District of Kootenay Boundary ("RDKB", "Regional District") was incorporated in 1966 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of district-wide local government services to the residents of the eight municipalities and the five unincorporated electoral areas within its boundaries.

### 1. SIGNIFICANT ACCOUNTING POLICIES

#### a) Basis of presentation

The financial statements of the Regional District are prepared in accordance with Canadian generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board ("PSAB") of CPA Canada.

#### b) Fund balances

The Regional District of Kootenay Boundary has segregated various funds used for specific activities or to meet certain objectives. The basic funds are briefly described as follows:

- *General Revenue Fund* - This fund is the main fund of the Regional District and is used to reflect the normal operating activities including collection of revenues, administering operations and servicing general debt.
- *Water and Sewer Funds* - The water and sewer system funds have been established as self-liquidating funds to cover the costs of operating these utilities. The capital funds hold the capital assets and long-term debt related to these functions.
- *Transit Fund* - This fund provide for the operation of the conventional and special needs public transit systems.
- *Capital Funds* - These funds are used to reflect capital assets and work-in-progress offset by the related long-term debt and investment in capital assets.
- *Reserve Fund* - This fund have been created to hold assets in the manner of a trust, and to provide monies for specific future capital and operational requirements.

#### c) Assets

Assets are recognized when the following criteria are met:

- A future economic benefit exists that involves a capacity, singly or in combination with other assets, to provide goods and services, to provide future cash inflows, or to reduce cash outflows.
- The Regional District controls the economic resource and access to the future economic benefit.
- The transaction giving rise to the Regional District's control has already occurred.

#### d) Cash and cash equivalents

Cash and cash equivalents consist of cash, highly liquid money market investments and investments that can be converted to cash within 90 days of inception.

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### e) Short term investments

Short term investments are recorded at cost, however when there has been a loss in value that is other than a temporary decline, the investment is written down to recognize the loss.

#### f) Inventory

Inventory is recorded at the lower of cost or replacement cost on a first in first out basis.

#### g) Tangible capital assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less the residual value, of the tangible capital asset is amortized on a straight-line basis over its estimated useful life as follows:

Type	Estimated useful life
Land	Not amortized
Building	15 - 50 years
Machinery & Equipment	3 - 40 years
Land Improvements	12 - 90 years
Water Infrastructures	25 - 80 years
Sewer Infrastructures	5 - 50 years

Contributed or donated assets are capitalized and recorded at their estimated fair value upon acquisition, with a corresponding entry to revenue in the period received. Work-in-progress are projects that are currently under planning, development, or construction that will result in a tangible capital asset at a future date. These costs are not amortized until the asset is available and ready for productive use. Interest incurred on borrowed funds used during construction is not capitalized.

#### h) Revenues

Taxes and grants in lieu of taxes are recognized as revenue in the year they are levied. Services provided to other governments, sales of services, user fees and other revenues are recognized in the year that the related service is provided. Conditional grant revenue is recognized in the year in which the imposed conditions are met. Unconditional grant revenue is recognized in the year when the monies are received. Grants for the acquisition of tangible capital assets are recognized in the period when the expenditure is made.

Government transfers are the transfer of monetary assets or tangible capital assets from other levels of government that are not the result of an exchange transaction, not expected to be repaid in the future, and not expected to generate a financial return to the transferor. Government transfers are recognized as revenue in the period that the transfer is authorized, eligibility criteria, if any, have been met, and a reasonable estimate of the amount to be received can be made.

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### i) Use of estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Significant items subject to such estimates and assumptions include the valuation of accounts receivable, accrued liabilities, valuation of the landfill closure and post closure costs, liabilities for contaminated sites, and useful lives of tangible capital assets. Actual results could differ from management's best estimates as additional information becomes available in the future.

#### j) Contaminated sites

Liabilities for remediation of contaminated sites are recognized when an environmental standard exists, contamination exceeds the standard, the Regional District has responsibility for remediation of the site, future economic benefits will be given up, and a reasonable estimate of the amount can be made.

#### k) Related parties

Related parties include (i) key management personnel, who are individuals responsible for planning, directing and controlling the activities of the Regional District, (ii) members of the Board of Directors, (iii) close family members of key management personnel and members of the Board of directors, and (iv) entities that are controlled, subject to common control, and/or subject to significant influence by any of the previously listed parties.

Transactions with a related party that occurred at a value different from that which would have been arrived at if the parties were unrelated are disclosed.

No transactions require disclosure for the two years ended December 31, 2018.

### 2. ADOPTION OF ACCOUNTING POLICIES

#### **PS 2200 Related Party Disclosures**

Effective January 1, 2018, the Regional District adopted the recommendations in PS 2200 *Related Party Disclosures*, as set out in the Canadian public sector accounting standards. Pursuant to the recommendations, the change was applied prospectively, and prior periods have not been restated.

Previously, no accounting policy existed to account for related party disclosures. Under the new recommendations, the Regional District is required to disclose information about related party transactions and the relationship underlying them when they have occurred at a value different from that which would have been arrived at if the parties were unrelated, and they have, or could have, a material financial effect on the financial statements or the notes to the financial statements, as described in Note 1, Significant Accounting Policies. There was no effect on the Regional District's financial statements from adopting the above noted change in accounting policy.



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### 2. ADOPTION OF ACCOUNTING POLICIES (Continued)

#### PS 3210 Assets

Effective January 1, 2018, the Regional District adopted the recommendations in PS 3210 *Assets*, as set out in the Canadian public sector accounting standards. Pursuant to the recommendations, the change was applied retrospectively; however, there was no change in prior periods.

Previously, no accounting policy existed to account for general assets. This section provides guidance for applying the definition of assets set out in PS 1000 *Financial Statement Concepts*.

#### PS 3320 Contingent Assets

Effective January 1, 2018, the Regional District adopted the recommendations in PS 3320 *Contingent Assets*, as set out in the Canadian public sector accounting standards. Pursuant to the recommendations, the change was applied retrospectively; however, there was no change in prior periods.

Previously, no accounting policy existed to account for contingent assets. This section establishes disclosure standards on contingent assets.

#### PS 3380 Contractual Rights

Effective January 1, 2018, the Regional District adopted the recommendations in PS 3380 *Contractual Rights*, as set out in the Canadian public sector accounting standards. Pursuant to the recommendations, the change was applied retrospectively; however, there was no change in prior periods.

Previously, no accounting policy existed to account for contractual rights. This section establishes disclosure standards on contractual rights, and does not include contractual rights to exchange assets where revenue does not arise.

### 3. SHORT TERM INVESTMENTS

	2018	2017
Short term investments	<b>21,061,838</b>	<b>21,154,816</b>

Short term investments are comprised of guaranteed income certificates of various dates not exceeding 12 months maturity, and various investment funds held with Municipal Finance Authority of British Columbia.

### 4. ACCOUNTS RECEIVABLE

	2018	2017
Local governments	<b>383,084</b>	318,722
Provincial government	<b>3,058,903</b>	816,177
Federal government	<b>209,737</b>	188,035
	<b>3,651,724</b>	1,322,934
Trade and other receivables	<b>556,489</b>	609,042
	<b>4,208,213</b>	1,931,976

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

#### 5. MUNICIPAL FINANCE AUTHORITY DEBT RESERVE FUND

The Municipal Finance Authority of British Columbia ("MFA") provides capital financing for regional districts and their member municipalities. The Authority is required to establish a debt reserve fund into which each regional district and member municipality, who share in the proceeds of debt issued through the Regional District, are required to pay certain amounts set out in the debt agreements.

These reserves consist of cash deposits and demand notes as security for default on MFA debenture debt. The cash portion of the reserves and the interest earned each year (less administration expenses) becomes an obligation of MFA to the Regional District. The Authority must then use this fund, if at any time there are insufficient funds, to meet payments on its obligations. If this occurs, the Regional District may be called upon to restore the fund. The reserves will be used or cancelled upon maturity of the related MFA debenture.

	<b>Demand notes</b>	<b>Cash deposits</b>	<b>2018</b>	<b>2017</b>
Regional District	368,540	163,192	<b>531,732</b>	590,393
Member municipalities	950,920	528,684	<b>1,479,604</b>	1,468,346
	<b>1,319,460</b>	<b>691,876</b>	<b>2,011,336</b>	<b>2,058,739</b>

#### 6. DEBENTURE DEBT

Debenture debt consists of borrowing from MFA. The details of debenture debt are provided in Schedule 1.

Pursuant to the Local Government Act, the Regional District acts as the agency through which its member municipalities borrow funds from MFA. The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the regional district is contingently liable to MFA for this debt.

	<b>2018</b>	<b>2017</b>
Debenture debt recoverable from member municipalities		
City of Grand Forks	<b>1,549,115</b>	1,693,793
City of Greenwood	<b>48,736</b>	73,622
City of Rossland	<b>9,451,794</b>	9,818,323
City of Trail	<b>17,468,222</b>	18,314,638
Village of Fruitvale	<b>2,447,452</b>	2,500,000
Village of Midway	<b>139,690</b>	158,103
Village of Warfield	<b>809,747</b>	908,326
	<b>31,914,756</b>	33,466,805
Regional District	<b>9,796,738</b>	10,208,497
	<b>41,711,494</b>	<b>43,675,302</b>

Payments of principal on issued debt of the Regional District for the following five years, excluding member municipality issuances, are as follows:

2019	<b>542,221</b>
2020	<b>458,805</b>
2021	<b>458,805</b>
2022	<b>333,869</b>
2023	<b>333,859</b>
Thereafter	<b>7,669,179</b>

Interest incurred on the issued debt of the Regional District during the year was \$423,178 (2017- \$478,192).

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

#### 7. TEMPORARY BORROWING

The Regional District has temporary borrowing for equipment financing and short-term financing through MFA. Equipment financing agreements have terms of one to five years with principal and interest payable monthly. Short-term financing agreements provide cash flow for ongoing projects, with a maximum term of five years during which regular principal payments are not required and must either repaid or converted to long term borrowing through a debenture issue at maturity, with interest at a variable rate calculated daily and payable monthly.

Payments of principal on equipment financing for the following five years are as follows:

2019	<b>432,329</b>
2020	<b>343,962</b>
2021	<b>205,518</b>
2022	<b>212,543</b>
2023	<b>8,143</b>

Interest incurred on temporary borrowing during the year was \$33,779 (2017- \$21,805). As at December 31, 2018, the interest rate for equipment financing agreements was 2.63% and the interest rate for short-term financing agreements was 2.80%.

The details of temporary borrowing are provided in Schedule 2.

#### 8. OTHER LONG-TERM DEBT

In 2010, the Regional District agreed to purchase land and buildings from the City of Grand Forks through the Regional District's Boundary Animal Control Service for \$246,138. This agreement has a term of 12 years ending in 2021, with a fixed payment of \$27,001 payable annually on August 1, including interest of 4.65%.

	<b>2018</b>	2017
Opening principal balance outstanding	<b>92,857</b>	114,532
Less principal paid during the year	<b>(22,682)</b>	(21,675)
	<b>70,175</b>	92,857

Interest incurred on other long-term debt during the year was \$4,319 (2017- \$5,326).

#### 9. DEFERRED REVENUE

	<b>2018</b>	2017
Deferred revenue	<b>605,816</b>	766,622
Gas Tax Agreement: Community Works Fund	<b>2,462,369</b>	2,353,263
	<b>3,068,185</b>	3,119,885

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### 9. DEFERRED REVENUE (Continued)

#### Gas Tax Agreement: Community Works Fund

Community Works Fund is a component of the Gas Tax Agreement funding provided by the Government of Canada, and administered through the Union of British Columbia Municipalities (UBCM).

	2018	2017
Opening balance	2,353,263	2,189,625
Add: Amounts received during the year	487,616	471,142
Interest earned	44,118	17,465
Less: Project funding disbursements	(422,628)	(324,969)
	2,462,369	2,353,263

### 10. LANDFILL CLOSURE AND POST-CLOSURE

The costs of landfill closure and post-closure have been defined in accordance with industry standards and the Canadian generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board ("PSAB") of CPA Canada.

The liability for landfill closure and post-closure costs have been based upon the estimated remaining years, the estimated total volumetric capacity of each site and the cumulative capacity used to December 31, 2018.

	2018	2017
Grand Forks landfill site	2,243,633	2,126,389
Greenwood landfill site	1,237,896	1,462,713
McKelvey Creek landfill site	1,520,595	1,284,350
	5,002,124	4,873,452

The total estimated landfill closure and post-closure care costs in the Regional District are calculated in present dollars as follows. Actual costs may vary due to future fluctuations in inflation and interest rates.

Site	Estimated remaining capacity (m <sup>3</sup> )	Estimated remaining years	Estimated total closure and post closure costs (present value)	Estimated future liability	Total recognized liability
Grand Forks landfill site	292,368	28	6,152,100	3,908,467	2,243,633
Greenwood landfill site	133,900	61	2,635,840	1,397,944	1,237,896
McKelvey Creek landfill site	901,450	63	8,582,124	7,061,529	1,520,595
			17,370,064	12,367,940	5,002,124

As at December 31, 2018, a total of \$4,600,605 has been designated for settling closure and post-closure liabilities. The estimated length of time required for post-closure care for each phase of each landfill site is 25 years.

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### 11. EMPLOYMENT BENEFITS

#### Pension liability

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2017, the plan has about 197,000 active members and approximately 95,000 retired members. Active members include approximately 39,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged.

In 2018, the Regional District paid \$783,058 for employer contributions to the plan (2017 - \$752,602).

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

#### Post employment benefits

Employees are entitled to earned benefits related to non-vested accumulating sick leave. The liability and expense for these post-employment benefits and compensated absences is recognized in the financial statements in the period in which employees render services and on the basis that the benefits are expected to be provided when the employees are no longer providing active service. A complete actuarial valuation was performed in December 2018 with the following assumptions:

	2018	2017
Discount rate	3.30%	2.90%
Inflation rate	2.50%	2.50%
Compensation increase rate	2.58%-4.63%	2.50%-4.63%

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

#### 11. EMPLOYMENT BENEFITS (Continued)

The continuity of the Regional District's employee benefit liabilities are as follows:

	2018	2017
Benefit liability, beginning of year	193,600	184,000
Current service cost	13,500	12,800
Interest cost	5,900	6,600
Benefits paid	(12,600)	(15,400)
Actuarial (gain)/loss	(3,400)	5,600
	<u>197,000</u>	<u>193,600</u>

#### 12. ACCUMULATED SURPLUS

	2018	2017
General equity	1,643,864	1,775,248
Capital assets	247,675	247,675
Reserves	12,840,126	11,172,525
	<u>14,731,665</u>	<u>13,195,448</u>
Equity in tangible capital assets	40,572,475	38,208,490
	<u>55,304,140</u>	<u>51,403,938</u>

#### 13. ANNUAL BUDGET

The budget data presented in these financial statements is based on the 2018 - 2022 Financial Plan Bylaw 1673 as approved and adopted by the Board of Directors on March 21, 2018.

Budgeted cash inflows and outflows include transfers to and from reserves and other funds, and prior year surplus/deficits carried forward and principal repayments on debt. These transactions are not recognized as revenues and expenses on the Statement of Operations as they do not meet the inclusion requirements under public sector accounting standards.

	2018	2017
Financial plan bylaw deficit	(1,276,305)	(2,097,950)
Capital expenditures	8,923,298	9,008,457
Principal repayments of debt	1,227,811	2,255,782
Transfers to reserves	2,122,361	2,405,753
Proceeds from borrowing	(2,368,000)	(2,373,658)
Transfers from reserves	(3,012,635)	(4,907,802)
Prior year net surplus	(1,795,254)	(671,522)
	<u>5,097,581</u>	<u>5,717,010</u>
Budgeted annual surplus	<u>3,821,276</u>	<u>3,619,060</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

#### 14. CONTINGENT LIABILITIES

##### Liability risk coverage

The Regional District is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by Section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any Subscriber. Under the Reciprocal Insurance Exchange Agreement the Regional District is assessed a premium and specific deductible for its claims based on population. The obligation of the Regional District with respect to the Exchange and/or contracts and obligations entered into by the Exchange on behalf of its Subscribers in connection with the Exchange are in every case several, and not joint and several. The Regional District irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other Subscribers against liability losses and costs which the other Subscriber may suffer.

##### Insurance and legal claims

From time to time, the Regional District is brought forth as defendant in various lawsuits. The Regional District reviews its exposure to any potential litigation for which it would not be covered by insurance, and assesses whether a successful claim against the Regional District would significantly affect the financial statements. At the date of the financial statements, Management, together with the Municipal Insurance Association, has determined that potential liabilities, if any, arising from these claims will not be significant to the financial statements. The Regional District's insurance deductible for any claim is \$10,000.

#### 15. CONTAMINATED SITES

The Regional District evaluated all sites for which an environmental standard exists and for which it is directly responsible, and has concluded that no contamination exists that exceeds an environmental standard. Accordingly, no amount has been accrued in the financial statements as a liability for the environmental remediation of a contaminated site.

#### 16. SUBSEQUENT EVENTS

On January 1, 2019, the Regional District disposed of tangible capital assets relating to engineered sewer structures in a transaction with a member municipality.

On January 1, 2019, the Regional District disposed of tangible capital assets relating to engineered sewer structures in a transaction with a second separate member municipality.

There was no significant financial effects to these transactions. The proceeds of disposition received in each transaction was \$1.00, and the gain on disposal in each transaction was \$1.00.

#### 17. SEGMENTED INFORMATION

The services of the Regional District are segmented as follows, with operational results in Schedule 4.

##### General government services

This segment comprises the following services: general government administration, electoral area administration, and grants-in-aid. General government includes corporate services, information systems, and financial services. Corporate services involves staff and management working closely with the Board and community partners to coordinate the delivery of a wide range of functions and services. Financial services is responsible for the requisition of tax revenues from the Province and member municipalities, and all treasury and accounting functions. Information systems includes management of computer databases and communication systems used by the Regional District.

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## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

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#### 17. SEGMENTED INFORMATION (Continued)

##### **Protective services**

This segment includes electoral area fire protection, regional fire rescue, 911 services, victims' services, building inspection, animal control, and mosquito control. These services are designed to provide a safe environment to the community.

##### **Transportation services**

This segment includes street light improvements and transit services.

##### **Environmental health services**

This segment includes effluent disposal, solid waste management services of recycling, collection, transfer stations, and management, water services, invasive species, and noise control. The mandate of these programs is to coordinate delivery of the many day-to-day services required for community living.

##### **Development services**

This segment includes planning and development, and economic development services. The planning function is responsible for developing land use policies that provide guidance to elected officials, developers, the public and other decision makers.

##### **Recreation and cultural services**

This segment includes services of community halls, recreational complexes, parks, and libraries. Facilities managed within this area include parks and playgrounds, arenas, swimming pools, as well as community centers.

#### 18. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform with the current year's presentation.



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## SCHEDULE 1 TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### SCHEDULE 1: DEBENTURE DEBT

MFA issue	Recipient	Term in years	Date of maturity	Interest rate	2018 Principal outstanding	2017 Principal outstanding
70	City of Grand Forks	20	June 1, 2019	2.10%	14,698	28,760
106	City of Grand Forks	10	October 13, 2019	4.13%	59,275	116,269
112	City of Grand Forks	15	October 6, 2025	3.73%	37,788	42,388
126	City of Grand Forks	20	September 26, 2033	3.85%	1,437,355	1,506,377
75	City of Greenwood	20	December 1, 2021	1.75%	33,324	43,392
106	City of Greenwood	10	October 13, 2019	4.13%	15,411	30,230
66	City of Rossland	25	November 5, 2022	4.82%	81,013	98,915
66	City of Rossland	25	November 5, 2022	4.82%	75,477	92,157
68	City of Rossland	25	March 24, 2023	4.65%	614,374	720,266
117	City of Rossland	20	October 12, 2031	3.25%	1,067,866	1,129,621
127	City of Rossland	30	April 7, 2044	3.30%	3,697,140	3,777,366
142	City of Rossland	30	October 4, 2047	3.15%	3,915,923	4,000,000
74	City of Trail	25	June 1, 2026	1.75%	343,936	378,238
77	City of Trail	25	June 1, 2027	1.75%	1,361,657	1,479,266
95	City of Trail	20	October 13, 2025	1.80%	942,521	1,059,580
104	City of Trail	20	November 20, 2028	5.15%	1,014,584	1,095,839
126	City of Trail	20	September 26, 2033	3.85%	2,030,714	2,128,229
137	City of Trail	25	April 19, 2041	2.60%	4,659,155	4,789,786
141	City of Trail	25	April 7, 2042	2.80%	6,115,534	6,288,000
141	City of Trail	10	April 7, 2027	2.80%	1,000,122	1,095,700
141	Village of Fruitvale	30	April 7, 2047	2.80%	2,447,452	2,500,000
81	Village of Midway	20	April 22, 2024	2.40%	67,202	76,612
95	Village of Midway	20	October 13, 2025	1.80%	72,488	81,491
112	Village of Warfield	15	October 6, 2025	3.73%	809,747	908,324
Debenture debt recoverable from member municipalities					31,914,756	33,466,806
79	Regional District	15	June 3, 2018	2.10%	-	73,404
81	Regional District	15	April 22, 2019	2.40%	165,158	322,452
104	Regional District	20	November 20, 2028	5.15%	895,221	966,915
110	Regional District	25	April 8, 2035	4.50%	167,431	174,223
116	Regional District	10	April 4, 2021	4.20%	513,215	671,300
118	Regional District	15	April 11, 2027	3.40%	234,060	255,326
137	Regional District	25	April 19, 2041	2.60%	6,823,824	7,015,147
141	Regional District	10	April 7, 2027	2.80%	666,073	729,728
145	Regional District	20	April 23, 2038	3.15%	331,756	-
Regional District					9,796,738	10,208,495
					41,711,494	43,675,301

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## SCHEDULE 2 TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### SCHEDULE 2: TEMPORARY BORROWING

Purpose	Maturity	2018	2017
Equipment Financing			
Regional Fire Rescue, Vehicle	March 31, 2021	197,197	279,467
Water Utility, Vehicle	July 31, 2021	19,112	26,026
Recreation, Vehicle	September 30, 2018	-	8,940
Regional Fire Rescue, Equipment	January 31, 2019	9,033	108,142
Recreation, Vehicle	May 31, 2019	1,978	6,531
Recreation, Equipment	August 31, 2019	16,648	40,633
Recreation, Equipment	August 31, 2019	7,250	17,694
Administration, Equipment	September 30, 2019	11,841	26,998
Administration, Equipment	October 31, 2019	10,834	23,308
Regional Fire Rescue, Vehicle	June 30, 2020	118,450	193,646
Regional Fire Rescue, Vehicle	March 31, 2022	45,395	58,328
Regional Fire Rescue, Vehicle	May 31, 2022	401,129	511,356
Environmental Services, Vehicle	December 31, 2022	56,910	70,453
Recreation, Vehicle	December 31, 2023	39,142	-
		<b>934,919</b>	<b>1,371,522</b>
Short-term financing			
Recreation, Equipment	December 11, 2018	-	38,479
Recreation, Equipment	December 11, 2019	62,000	119,226
Recreation, Equipment	December 10, 2020	59,614	94,000
Recreation, Equipment	December 20, 2022	19,200	24,000
Fire Service, Vehicle	August 1, 2018	-	331,756
Fire Service, Vehicle	December 21, 2023	126,762	-
		<b>267,576</b>	<b>607,461</b>
		<b>1,202,495</b>	<b>1,978,983</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## SCHEDULE 3 TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### SCHEDULE 3: TANGIBLE CAPITAL ASSETS

	Land	Building	Machinery & Equipment	Land Improve- ments	Work in Progress	Engineered Structures			2018 Total	2017 Total
						Water	Sewer	Work in Progress		
<b>Cost</b>										
Opening balance	4,878,038	27,837,670	24,595,236	3,741,299	454,541	10,093,727	15,648,206	780,639	<b>88,029,356</b>	84,745,270
Additions	-	611,043	1,958,064	-	263,289	1,309,905	410,618	1,079,870	<b>5,632,789</b>	12,477,418
Disposals	-	-	(1,036,875)	-	(445,370)	-	-	(482,431)	<b>(1,964,676)</b>	(9,193,332)
Closing balance	<b>4,878,038</b>	<b>28,448,713</b>	<b>25,516,425</b>	<b>3,741,299</b>	<b>272,460</b>	<b>11,403,632</b>	<b>16,058,824</b>	<b>1,378,078</b>	<b>91,697,469</b>	<b>88,029,356</b>
<b>Accumulated amortization</b>										
Opening balance	-	11,418,026	14,915,719	1,431,525	-	2,591,777	7,183,483	-	<b>37,540,530</b>	35,251,083
Additions	-	779,464	1,159,098	98,258	-	300,684	427,260	-	<b>2,764,764</b>	2,523,767
Disposals	-	-	(249,707)	-	-	-	-	-	<b>(249,707)</b>	234,320
Closing balance	-	12,197,490	15,825,110	1,529,783	-	2,892,461	7,610,743	-	<b>40,055,587</b>	37,540,530
<b>Net book value, 2018</b>	<b>4,878,038</b>	<b>16,251,223</b>	<b>9,691,315</b>	<b>2,211,516</b>	<b>272,460</b>	<b>8,511,171</b>	<b>8,448,081</b>	<b>1,378,078</b>	<b>51,641,882</b>	
Net book value, 2017	4,878,038	16,419,644	9,679,517	2,309,774	454,541	7,501,950	8,464,723	780,639		<u>50,488,826</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## SCHEDULE 4 TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### SCHEDULE 4: SEGMENTED INFORMATION

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Development Services	Recreation and Cultural Services	2018 Total
<b>REVENUE</b>							
Grants in lieu of taxes	1,722,937	323,191	4,366	15,378	3,504	17,401	\$2,086,777
Services provided to other governments	336,172	15,714	-	70,000	-	-	421,886
Sale of services	-	20,990	455,837	3,998,278	17,695	1,083,638	5,576,438
Gain (loss) on disposal of assets	-	74,523	-	273,087	-	(445)	347,165
Other revenue	222,258	433,851	31,744	663,045	85,717	727,396	2,164,011
Transfers from:	-	-	-	-	-	-	-
Electoral area tax levies and parcel taxes	591,568	3,819,897	361,592	2,008,210	926,022	2,859,477	10,566,766
Member municipalities	151,817	3,409,955	876,171	2,601,341	212,011	2,071,650	9,322,945
Other governments	240,376	2,795,657	-	1,741,048	9,980	-	4,787,061
	<b>3,265,128</b>	<b>10,893,778</b>	<b>1,729,710</b>	<b>11,370,387</b>	<b>1,254,929</b>	<b>6,759,117</b>	<b>\$35,273,049</b>
<b>EXPENDITURE</b>							
Salaries and benefits	1,448,642	4,531,517	-	2,120,446	567,656	2,191,693	\$10,859,954
Office and supplies	157,774	98,147	-	76,051	108,306	149,619	589,897
Debt charges - interest	39,590	61,283	-	323,500	-	75,358	499,731
Insurance	70,717	93,886	-	60,620	-	74,038	299,261
Director remuneration and expense	460,891	-	-	-	-	-	460,891
Board fee (recovery of)	(637,140)	225,091	53,187	175,220	56,020	127,622	-
Utilities	38,923	205,352	16,590	224,112	-	397,437	882,414
Professional fees	203,922	19,821	-	39,916	26,562	-	290,221
Equipment rentals	25,468	-	-	24,993	-	-	50,461
Repairs and maintenance	312,558	531,299	-	1,113,243	38,268	425,934	2,421,302
Vehicle	29,935	226,592	-	57,049	-	30,392	343,968
Contracted services	38,330	3,046,858	1,589,538	1,954,428	404,679	866,334	7,900,167
Travel and training	93,448	301,539	-	22,936	14,700	20,461	453,084
Grants to other programs	522,532	25,000	-	-	-	1,372,881	1,920,413
Miscellaneous	155,039	116,999	16,250	27,060	31,505	85,540	432,393
Amortization expense	148,274	653,327	1,439	1,421,482	34,507	505,735	2,764,764
Transfers to other governments	-	190,671	-	390,900	-	493,683	1,075,254
Provision for landfill closure and post closure	-	-	-	128,672	-	-	128,672
	<b>3,108,903</b>	<b>10,327,382</b>	<b>1,677,004</b>	<b>8,160,628</b>	<b>1,282,203</b>	<b>6,816,727</b>	<b>\$31,372,847</b>
<b>Annual surplus (deficit)</b>	<b>156,225</b>	<b>566,396</b>	<b>52,706</b>	<b>3,209,759</b>	<b>(27,274)</b>	<b>(57,610)</b>	<b>3,900,202</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## SCHEDULE 4 TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2018

### SCHEDULE 4: SEGMENTED INFORMATION (Continued)

	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Development Services	Recreation and Cultural Services	2017 Total
<b>REVENUE</b>							
Grants in lieu of taxes	1,941,162	22,828	5,836	19,684	1,861	13,278	2,004,649
Services provided to other governments	333,969	(5,917)	-	70,000	-	-	398,052
Sale of services	-	(26,481)	372,151	3,599,958	7,847	1,427,586	5,381,061
Gain (loss) on disposal of assets	499,885	52,750	-	15,300	-	-	73,650
Other revenue	5,600	521,800	13,560	351,335	12,217	376,601	1,775,399
Transfers from:							
Electoral area tax levies and parcel taxes	564,373	3,610,957	377,635	1,897,155	788,262	2,827,370	10,065,752
Member municipalities	130,661	3,221,951	857,247	2,960,547	105,627	2,141,342	9,417,375
Other governments	239,161	1,036,700	-	826,150	-	-	2,102,012
	<b>3,714,811</b>	<b>8,434,588</b>	<b>1,626,429</b>	<b>9,740,129</b>	<b>915,814</b>	<b>6,786,177</b>	<b>31,217,950</b>
<b>EXPENDITURE</b>							
Salaries and benefits	1,232,464	4,146,594	-	1,963,284	599,653	2,252,728	10,194,723
Office and supplies	80,623	96,297	-	53,142	99,276	164,837	494,175
Debt charges - interest	18,272	27,310	-	465,216	-	83,296	594,094
Insurance	66,288	108,020	-	66,699	-	72,776	313,783
Director remuneration and expense	466,659	-	-	-	-	-	466,659
Board fee (recovery of)	(625,753)	220,908	58,700	243,896	51,559	277,669	-
Utilities	37,841	202,282	14,539	233,947	(9,590)	402,732	881,751
Professional fees	412,687	6,748	-	21,852	16,720	6,000	464,007
Equipment rentals	26,700	-	-	28,966	-	-	55,666
Repairs and maintenance	157,478	485,785	-	916,736	17,834	431,928	2,009,761
Vehicle	4,683	274,183	-	14,309	-	(7,848)	285,327
Contracted services	43,592	664,398	1,564,201	2,232,673	444,382	941,731	5,890,977
Travel and training	76,836	296,441	-	22,705	7,735	17,122	420,839
Grants to other programs	392,079	653,360	-	15,782	-	1,194,896	2,256,117
Miscellaneous	115,683	50,797	6,461	67,595	4,864	148,059	393,459
Amortization expense	112,812	633,370	1,439	1,267,187	28,461	480,498	2,523,767
Transfers to other governments	-	155,594	-	419,047	-	452,319	1,026,960
Provision for landfill closure and post closure	-	-	-	150,053	-	-	150,053
	<b>2,618,944</b>	<b>8,022,087</b>	<b>1,637,440</b>	<b>8,115,494</b>	<b>1,256,030</b>	<b>6,770,684</b>	<b>28,422,117</b>
<b>Annual surplus (deficit)</b>	<b>1,095,867</b>	<b>412,501</b>	<b>(12,450)</b>	<b>1,624,635</b>	<b>(340,216)</b>	<b>15,493</b>	<b>2,795,833</b>

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**Supplementary Information to the Financial Statements**

*December 31, 2018*  
*(Unaudited)*

DRAFT

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget General Government Services 001	Actual General Government Services 001	Budget Electoral Area Administration 002
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 1,655,224	\$ 1,721,685	\$ 500
Services provided to other governments	-	-	250,000
Sale of services	30,153	30,003	-
Proceeds from sale of assets	-	-	-
Other revenue	183,992	256,984	-
Transfers from:	-	-	-
Electoral area tax levy	123,223	123,361	205,146
Member municipalities	128,175	128,037	-
Other governments	203,074	200,376	40,000
Reserve fund	40,000	86,762	60,000
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	148,274	-
	<b>\$ 2,363,841</b>	<b>\$ 2,695,482</b>	<b>\$ 555,646</b>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 1,509,896	\$ 1,413,137	\$ 36,342
Office and supplies	79,300	79,100	68,500
Debt charges - principal	-	-	-
Debt charges - interest	25,000	39,590	-
Debt charges - lease	-	-	-
Insurance	70,402	70,717	-
Director remuneration and expense	380,006	335,503	158,461
Board fee (recovery of)	(667,173)	(667,173)	19,206
Utilities	36,000	38,923	-
Professional fees	294,506	203,922	-
Equipment rentals	27,492	25,468	-
Repairs and maintenance	450,251	340,194	-
Vehicle	33,388	29,935	20,085
Contracted services	6,005	5,247	-
Travel and training	59,024	41,543	80,441
Grants to other programs	10,000	10,000	250,000
Miscellaneous	87,596	145,615	-
Expenditures capitalized	210,500	191,402	-
Amortization expense	-	148,274	-
Transfers to:	-	-	-
Reserve fund	1,032,968	1,058,067	-
Other governments	-	-	-
	<b>\$ 3,645,161</b>	<b>\$ 3,509,464</b>	<b>\$ 633,035</b>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(1,281,320)	(813,982)	(77,389)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	1,281,320	1,281,320	77,389
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<b>\$ -</b>	<b>\$ 467,338</b>	<b>\$ -</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Electoral Area Administration 002	Budget Electoral Area Grant-in-Aid 003	Actual Electoral Area Grant-in-Aid 003	Budget Building and Plumbing Inspection 004	Actual Building and Plumbing Inspection 004
\$ 1,109	\$ -	\$ -	\$ 1,500	\$ 2,176
453,911	-	-	-	-
-	-	-	2,500	1,692
-	-	-	-	-
-	-	-	500	22
-	-	-	-	-
205,146	240,168	240,168	529,580	529,581
-	-	-	353,780	353,780
40,000	-	-	-	-
45,000	-	-	42,000	34,947
-	-	-	-	-
-	-	-	-	-
-	-	-	-	24,132
<b>\$ 745,166</b>	<b>\$ 240,168</b>	<b>\$ 240,168</b>	<b>\$ 929,860</b>	<b>\$ 946,330</b>
\$ 35,505	\$ -	\$ -	\$ 724,273	\$ 691,617
78,674	-	-	17,830	27,268
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
125,388	-	-	-	-
19,206	9,267	9,268	27,259	27,259
-	-	-	14,500	16,724
-	-	-	5,000	46
-	-	-	3,500	-
-	-	-	69,238	61,185
20,085	-	-	20,073	20,061
34,483	-	-	-	-
51,905	-	-	16,535	12,727
419,428	301,290	210,843	-	-
-	-	-	-	-
-	-	-	62,000	34,947
-	-	-	-	24,132
-	-	-	-	-
-	-	-	269	538
-	-	-	-	-
<b>\$ 784,674</b>	<b>\$ 310,557</b>	<b>\$ 220,111</b>	<b>\$ 960,477</b>	<b>\$ 916,504</b>
(39,508)	(70,388)	20,057	(30,617)	29,826
77,389	70,388	70,388	30,617	30,617
<b>\$ 37,881</b>	<b>\$ -</b>	<b>\$ 90,445</b>	<b>\$ -</b>	<b>\$ 60,443</b>



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Planning and Development 005	Actual Planning and Development 005	Budget Feasibility Studies 006
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 1,000	\$ 2,051	\$ 100
Services provided to other governments	-	-	-
Sale of services	28,000	32,695	-
Proceeds from sale of assets	-	-	-
Other revenue	1,000	30	40,000
Transfers from:	-	-	-
Electoral area tax levy	643,873	643,975	22,877
Member municipalities	102,898	102,796	23,796
Other governments	-	-	-
Reserve fund	-	19,094	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	34,507	-
	<u>\$ 776,771</u>	<u>\$ 835,148</u>	<u>\$ 86,773</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 593,245	\$ 582,656	\$ -
Office and supplies	30,289	21,306	-
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	-	-	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	46,136	46,136	1,559
Utilities	-	-	-
Professional fees	10,000	9,312	-
Equipment rentals	-	-	-
Repairs and maintenance	66,364	67,718	-
Vehicle	12,875	12,875	-
Contracted services	43,270	41,717	-
Travel and training	13,000	14,626	-
Grants to other programs	-	-	-
Miscellaneous	2,000	2,755	100,000
Expenditures capitalized	-	19,094	-
Amortization expense	-	34,507	-
Transfers to:	-	-	-
Reserve fund	5,000	5,539	-
Other governments	-	-	-
	<u>\$ 822,179</u>	<u>\$ 858,241</u>	<u>\$ 101,559</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(45,408)	(23,093)	(14,786)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	45,408	45,408	14,786
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 22,315</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Feasibility Studies 006	Budget Police Based Victims' Services 009	Actual Police Based Victims' Services 009	Budget Area 'C' Economic Development 077	Actual Area 'C' Economic Development 077
\$ 143	\$ 150	\$ 237	\$ -	\$ 690
-	-	-	-	-
-	-	-	-	-
7,000	6,285	-	-	-
-	-	-	-	-
22,893	17,469	17,526	108,050	108,050
23,780	48,321	48,264	-	-
-	48,665	52,237	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<u>\$ 53,816</u>	<u>\$ 120,890</u>	<u>\$ 118,264</u>	<u>\$ 108,050</u>	<u>\$ 108,740</u>
\$ -	\$ 114,768	\$ 100,213	\$ -	\$ -
-	1,695	1,325	82,000	82,000
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
1,559	1,406	1,406	1,406	1,406
-	2,880	2,868	-	-
-	-	-	-	-
-	7,200	7,211	-	-
-	-	-	-	-
-	6,750	2,258	-	-
9,424	-	-	65,000	25,000
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<u>\$ 10,983</u>	<u>\$ 134,699</u>	<u>\$ 115,281</u>	<u>\$ 148,406</u>	<u>\$ 108,406</u>
42,833	(13,809)	2,983	(40,356)	334
14,786	13,809	13,809	40,356	40,356
<u>\$ 57,619</u>	<u>\$ -</u>	<u>\$ 16,792</u>	<u>\$ -</u>	<u>\$ 40,690</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Solid Waste Management 010	Actual Solid Waste Management 010	Budget Emergency Preparedness 012
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 2,000	\$ 4,410	\$ 800
Services provided to other governments	-	-	-
Sale of services	2,488,637	3,306,580	-
Proceeds from sale of assets	-	-	-
Other revenue	30,000	355,068	-
Transfers from:	-	-	-
Electoral area tax levy	615,359	616,050	115,976
Member municipalities	640,088	639,397	120,637
Other governments	50,000	34,400	100,000
Reserve fund	1,158,000	371,861	77,500
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	331,855	-
	<u>\$ 4,984,084</u>	<u>\$ 5,659,621</u>	<u>\$ 414,913</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 1,205,014	\$ 1,229,803	\$ 149,699
Office and supplies	76,019	39,169	8,500
Debt charges - principal	124,937	124,936	-
Debt charges - interest	63,000	63,000	-
Debt charges - lease	-	-	-
Insurance	18,513	19,028	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	52,580	52,580	5,401
Utilities	54,127	41,677	1,960
Professional fees	110,000	2,518	5,000
Equipment rentals	22,059	17,546	-
Repairs and maintenance	326,229	248,219	32,000
Vehicle	-	-	5,552
Contracted services	1,180,968	1,237,623	138,200
Travel and training	24,985	13,303	9,142
Grants to other programs	-	-	25,000
Miscellaneous	-	100	5,000
Expenditures capitalized	1,158,000	791,510	62,500
Amortization expense	-	331,855	-
Transfers to:	-	-	-
Reserve fund	30,000	35,000	160,350
Other governments	-	-	-
	<u>\$ 4,446,431</u>	<u>\$ 4,247,867</u>	<u>\$ 608,304</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	537,653	1,411,754	(193,391)
Provision for landfill closure and post-closure	(156,068)	(128,672)	-
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	(1,657,891)	(1,657,891)	193,391
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ (1,276,306)</u>	<u>\$ (374,809)</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Emergency Preparedness 012	Budget 9-1-1 Emergency Communications 015	Actual 9-1-1 Emergency Communications 015	Budget Greater Trail Community Centre 018	Actual Greater Trail Community Centre 018
\$ 841	\$ 750	\$ 3,115	\$ 1,700	\$ 2,592
-	-	-	-	-
-	-	-	688,288	650,328
-	-	-	-	-
173,026	-	-	512,729	401,098
-	-	-	-	-
116,112	205,476	205,681	190,095	190,707
120,501	213,734	213,529	525,815	525,203
2,642,786	95,774	100,634	-	-
59,496	182,774	182,774	146,000	31,275
-	-	-	-	-
-	-	-	-	-
29,929	-	18,943	-	146,159
<u>\$ 3,142,691</u>	<u>\$ 698,508</u>	<u>\$ 724,676</u>	<u>\$ 2,064,627</u>	<u>\$ 1,947,362</u>
\$ 523,112	\$ 139,543	\$ 139,993	\$ 533,084	\$ 529,140
5,607	750	-	18,000	16,698
-	-	-	40,169	40,169
-	-	-	5,754	6,000
-	-	-	-	-
-	173	173	32,842	33,206
-	-	-	-	-
5,401	16,799	16,799	17,107	17,107
2,750	42,240	69,003	115,747	107,991
3,850	20,000	15,925	-	-
-	-	-	-	-
17,992	72,456	75,636	102,241	115,702
5,321	-	-	6,631	5,338
2,340,767	184,177	171,388	278,500	277,072
8,438	1,000	356	2,000	2,172
25,000	-	-	599,042	484,598
7,410	91,387	91,387	17,748	17,748
59,496	137,600	87,716	310,082	45,357
29,929	-	18,943	-	146,159
-	-	-	-	-
160,350	-	-	-	-
-	-	-	-	-
<u>\$ 3,195,423</u>	<u>\$ 706,125</u>	<u>\$ 687,319</u>	<u>\$ 2,078,947</u>	<u>\$ 1,844,457</u>
(52,732)	(7,617)	37,357	(14,320)	102,905
193,391	7,617	7,617	14,320	(5,260)
<u>\$ 140,659</u>	<u>\$ -</u>	<u>\$ 44,974</u>	<u>\$ -</u>	<u>\$ 97,645</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Beaver Valley Arena 020-011	Actual Beaver Valley Arena 020-011	Budget Beaver Valley Recreation 020-013
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 500	\$ 843	\$ 250
Services provided to other governments	-	-	-
Sale of services	166,989	153,324	30,000
Proceeds from sale of assets	-	-	-
Other revenue	2,000	7,107	2,140
Transfers from:	-	-	-
Electoral area tax levy	283,177	283,561	145,813
Member municipalities	141,573	141,189	72,898
Other governments	-	-	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	62,788	-
	<u>\$ 594,239</u>	<u>\$ 648,812</u>	<u>\$ 251,101</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 298,651	\$ 347,313	\$ 172,262
Office and supplies	36,906	26,581	25,261
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	9,370	10,340	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	12,961	12,961	11,987
Utilities	87,010	83,211	4,761
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	81,916	104,503	20,150
Vehicle	11,641	9,090	6,072
Contracted services	12,942	12,404	-
Travel and training	207	2,293	-
Grants to other programs	-	-	-
Miscellaneous	-	-	-
Expenditures capitalized	-	-	-
Amortization expense	-	62,788	-
Transfers to:	-	-	-
Reserve fund	-	-	-
Other governments	-	-	-
	<u>\$ 551,604</u>	<u>\$ 671,484</u>	<u>\$ 240,493</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	42,635	(22,672)	10,608
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	(42,635)	(42,635)	(10,608)
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ (65,307)</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Beaver Valley Recreation 020-013	Budget Area 'B' Parks and Trails 014	Actual Area 'B' Parks and Trails 014	Budget Rec. Comm. Grand Forks & Area 'D' 021	Actual Rec. Comm. Grand Forks & Area 'D' 021
\$ 452	\$ 450	\$ 674	\$ 1,166	\$ 1,858
-	-	-	-	-
40,349	-	-	69,354	63,325
-	-	-	-	-
1,000	-	35,000	2,000	1,024
-	-	-	-	-
146,008	231,759	231,759	199,450	199,762
72,702	-	-	261,451	261,139
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	16,671	-	3,692
<b>\$ 260,511</b>	<b>\$ 232,209</b>	<b>\$ 284,104</b>	<b>\$ 533,421</b>	<b>\$ 530,800</b>
\$ 188,245	\$ -	\$ -	\$ 419,711	\$ 412,190
25,856	-	-	35,250	39,252
-	-	-	8,017	8,017
-	6,503	1,885	238	285
-	-	-	-	-
-	-	-	63	63
-	-	-	-	-
11,987	11,987	11,987	11,987	11,987
4,259	780	392	8,880	12,340
-	-	-	-	-
23,263	-	-	9,000	3,105
5,680	-	-	5,508	3,124
-	-	-	-	-
115	-	-	10,850	15,881
-	328,785	289,287	20,000	20,000
-	-	-	-	-
-	-	-	5,000	5,100
-	-	16,671	-	3,692
-	-	-	-	-
-	9,000	9,000	-	-
-	-	-	-	-
<b>\$ 259,405</b>	<b>\$ 357,055</b>	<b>\$ 329,222</b>	<b>\$ 534,504</b>	<b>\$ 535,036</b>
1,106	(124,846)	(45,118)	(1,083)	(4,236)
(10,608)	124,846	124,846	1,083	1,083
<b>\$ (9,502)</b>	<b>\$ -</b>	<b>\$ 79,728</b>	<b>\$ -</b>	<b>\$ (3,153)</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Rec. Comm. Greenwood, Midway & Area 'E' 022	Actual Rec. Comm. Greenwood, Midway & Area 'E' 022	Budget Rec. Comm. Area 'C' Christina Lake 023
<b>REVENUE</b>			
Grants in lieu of taxes	\$ -	\$ 232	\$ 200
Services provided to other governments	-	-	-
Sale of services	-	-	16,000
Proceeds from sale of assets	-	-	-
Other revenue	-	-	1,500
Transfers from:			
Electoral area tax levy	43,769	43,764	53,328
Member municipalities	22,854	22,859	-
Other governments	-	-	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debtenture issue	-	-	-
Equity account	-	-	-
	<u>\$ 66,623</u>	<u>\$ 66,855</u>	<u>\$ 71,028</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ -	\$ -	\$ 18,398
Office and supplies	20,100	20,190	18,061
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	-	-	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	1,406	1,406	1,406
Utilities	-	-	-
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	-	-	-
Vehicle	-	-	-
Contracted services	-	-	33,354
Travel and training	-	-	500
Grants to other programs	10,000	10,000	-
Miscellaneous	-	-	-
Expenditures capitalized	-	-	-
Amortization expense	-	-	-
Transfers to:			
Reserve fund	-	-	9,000
Other governments	35,510	35,510	-
	<u>\$ 67,016</u>	<u>\$ 67,106</u>	<u>\$ 80,719</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(393)	(251)	(9,691)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	393	393	9,691
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 142</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Rec. Comm. Area 'C' Christina Lake 023	Budget Rec. Facilities Area 'C' & Christina Lake 024	Actual Rec. Facilities Area 'C' & Christina Lake 024	Budget Grand Forks & District Arena 030	Actual Grand Forks & District Arena 030
\$ 213	\$ -	\$ 173	\$ 1,300	\$ 1,935
-	-	-	-	-
11,665	-	-	113,426	107,703
-	-	-	-	-
2,786	-	-	3,500	11,118
-	-	-	-	-
53,328	40,000	40,000	142,182	142,182
-	-	-	302,136	302,136
-	-	-	-	-
-	-	-	56,640	43,959
-	-	-	-	-
-	-	3,520	-	89,583
<b>\$ 67,992</b>	<b>\$ 40,000</b>	<b>\$ 43,693</b>	<b>\$ 619,184</b>	<b>\$ 698,616</b>
\$ 16,977	\$ -	\$ -	\$ 307,925	\$ 318,100
9,447	-	-	7,500	5,650
-	-	-	14,552	14,550
-	-	-	249	186
-	-	-	-	-
-	825	825	12,666	13,031
-	-	-	-	-
1,406	1,406	1,406	11,645	11,645
-	-	-	86,300	81,303
-	-	-	-	-
-	-	-	124,650	87,865
-	-	-	-	-
33,354	-	-	42,000	34,067
-	-	-	-	-
-	43,175	32,722	-	-
-	-	-	-	-
-	-	-	46,640	35,269
-	-	3,520	-	89,583
-	-	-	-	-
9,000	3,000	3,000	15,000	15,000
-	-	-	-	-
<b>\$ 70,184</b>	<b>\$ 48,406</b>	<b>\$ 41,473</b>	<b>\$ 669,127</b>	<b>\$ 706,249</b>
(2,192)	(8,406)	2,220	(49,943)	(7,633)
9,691	8,406	8,406	49,943	49,943
<b>\$ 7,499</b>	<b>\$ -</b>	<b>\$ 10,626</b>	<b>\$ -</b>	<b>\$ 42,310</b>



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Regional Fire Protection East End 050	Actual Regional Fire Protection East End 050	Budget Christina Lake Fire Protection 051
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 308,086	\$ 312,599	\$ 899
Services provided to other governments	129,247	130,932	-
Sale of services	7,848	9,360	-
Proceeds from sale of assets	-	-	-
Other revenue	1,151	977,447	100
Transfers from:	-	-	-
Electoral area tax levy	926,937	929,891	354,329
Member municipalities	2,563,966	2,561,012	-
Other governments	-	-	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	309,536	-
	<u>\$ 3,937,235</u>	<u>\$ 5,230,777</u>	<u>\$ 355,328</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 2,539,102	\$ 2,599,900	\$ 153,378
Office and supplies	34,661	21,969	27,096
Debt charges - principal	-	-	17,480
Debt charges - interest	401,898	401,775	11,900
Debt charges - lease	-	-	-
Insurance	40,589	40,489	44,637
Director remuneration and expense	-	-	-
Board fee (recovery of)	116,083	116,083	14,228
Utilities	92,999	62,026	15,550
Professional fees	5,000	-	-
Equipment rentals	-	-	-
Repairs and maintenance	302,844	254,188	24,703
Vehicle	65,063	82,405	41,206
Contracted services	-	-	-
Travel and training	259,120	208,663	37,300
Grants to other programs	-	-	-
Miscellaneous	5,000	16,504	10,000
Expenditures capitalized	57,500	198,612	-
Amortization expense	-	309,536	-
Transfers to:	-	-	-
Reserve fund	87,832	791,199	15,000
Other governments	87,376	85,306	-
	<u>\$ 4,095,067</u>	<u>\$ 5,188,655</u>	<u>\$ 412,478</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(157,832)	42,122	(57,150)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	157,832	157,832	57,150
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 199,954</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Christina Lake Fire Protection 051	Budget Grand Forks Rural Fire Protection 057	Actual Grand Forks Rural Fire Protection 057	Budget Kettle Valley Rural Fire Protection 058	Actual Kettle Valley Rural Fire Protection 058
\$ 2,351	\$ -	\$ 903	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	-	-	25,000	-
354,329	364,360	364,360	100,960	100,960
-	-	-	-	-
-	1,805,000	-	340,000	-
-	-	-	-	-
27,982	-	82,998	-	29,715
<u>\$ 384,662</u>	<u>\$ 2,169,360</u>	<u>\$ 448,261</u>	<u>\$ 465,960</u>	<u>\$ 130,675</u>
\$ 69,541	\$ -	\$ -	\$ -	\$ -
25,723	-	-	-	-
17,479	-	-	27,540	-
11,900	29,331	-	12,000	13,240
-	-	-	-	-
26,358	13,646	13,646	7,000	1,426
-	-	-	-	-
14,228	14,110	14,110	5,100	5,100
13,800	-	-	-	-
-	-	-	-	-
23,851	-	-	-	-
31,039	-	-	-	-
-	290,224	253,734	75,480	59,488
30,021	-	-	-	-
-	-	-	-	-
425	10,000	-	5,000	259
-	1,805,000	16,093	365,000	303,931
27,982	-	82,998	-	29,715
-	-	-	-	-
15,000	67,000	67,000	13,000	13,000
-	-	-	-	-
<u>\$ 307,347</u>	<u>\$ 2,229,311</u>	<u>\$ 447,581</u>	<u>\$ 510,120</u>	<u>\$ 426,159</u>
77,315	(59,951)	680	(44,160)	(295,484)
57,150	59,951	59,951	44,160	44,160
<u>\$ 134,465</u>	<u>\$ -</u>	<u>\$ 60,631</u>	<u>\$ -</u>	<u>\$ (251,324)</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Greenwood Rural Fire Service 056	Actual Greenwood Rural Fire Service 056	Budget Beaverdell Fire Service 053
<b>REVENUE</b>			
Grants in lieu of taxes	\$ -	\$ -	\$ -
Services provided to other governments	-	-	-
Sale of services	-	-	-
Proceeds from sale of assets	-	-	-
Other revenue	-	-	13,800
Transfers from:			
Electoral area tax levy	23,406	23,406	53,021
Member municipalities	-	-	-
Other governments	-	-	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	-	-
	<u>\$ 23,406</u>	<u>\$ 23,406</u>	<u>\$ 66,821</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ -	\$ -	\$ 1,500
Office and supplies	-	-	9,900
Debt charges - principal	-	-	5,163
Debt charges - interest	-	-	9,675
Debt charges - lease	-	-	-
Insurance	-	-	7,088
Director remuneration and expense	-	-	-
Board fee (recovery of)	1,406	1,406	1,406
Utilities	-	-	-
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	-	-	9,000
Vehicle	-	-	9,000
Contracted services	22,000	22,000	-
Travel and training	-	-	10,500
Grants to other programs	-	-	-
Miscellaneous	-	-	-
Expenditures capitalized	-	-	14,766
Amortization expense	-	-	-
Transfers to:			
Reserve fund	-	-	1,000
Other governments	-	-	-
	<u>\$ 23,406</u>	<u>\$ 23,406</u>	<u>\$ 78,998</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	-	-	(12,177)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	-	-	12,177
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Beaverdell Fire Service 053	Budget Big White Fire Service 054	Actual Big White Fire Service 054	Budget Midway/Beaverdell Emergency Response Area 'E' 055	Actual Midway/Beaverdell Emergency Response Area 'E' 055
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
15,455	18,501	87,021	-	-
-	-	-	-	-
53,021	1,023,219	1,023,219	5,303	5,303
-	-	-	5,302	5,302
-	60,000	60,000	-	-
-	-	126,762	-	-
-	-	-	-	-
13,456	-	110,832	-	-
<b>\$ 81,932</b>	<b>\$ 1,101,720</b>	<b>\$ 1,407,834</b>	<b>\$ 10,605</b>	<b>\$ 10,605</b>
\$ 342	\$ 541,538	\$ 522,017	\$ -	\$ -
2,378	21,192	12,827	-	-
5,163	-	-	-	-
9,675	-	106	-	-
-	-	-	-	-
6,238	4,080	4,080	-	-
-	-	-	-	-
1,406	13,417	13,417	-	-
-	48,800	54,875	-	-
-	-	-	-	-
9,998	122,974	106,416	-	-
8,820	79,881	78,946	-	-
-	2,500	2,457	-	-
4,268	41,150	34,808	-	-
-	-	-	-	-
-	11,891	1,014	-	-
17,111	90,000	231,929	-	-
13,456	-	110,832	-	-
-	-	-	-	-
1,000	178,396	178,396	-	-
-	94,567	105,365	-	-
<b>\$ 79,855</b>	<b>\$ 1,250,386</b>	<b>\$ 1,457,485</b>	<b>\$ -</b>	<b>\$ -</b>
2,077	(148,666)	(49,651)	10,605	10,605
12,177	148,666	148,666	(10,605)	(10,605)
<b>\$ 14,254</b>	<b>\$ -</b>	<b>\$ 99,015</b>	<b>\$ -</b>	<b>\$ -</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Refuse Collection Big White 064	Actual Refuse Collection Big White 064	Budget Animal Control East End 070
<b>REVENUE</b>			
Grants in lieu of taxes	\$ -	\$ -	\$ 155
Services provided to other governments	-	-	-
Sale of services	-	-	1,785
Proceeds from sale of assets	-	-	-
Other revenue	-	-	-
Transfers from:	-	-	-
Electoral area tax levy	255,853	255,853	22,965
Member municipalities	-	-	68,897
Other governments	-	-	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	-	-
	<u>\$ 255,853</u>	<u>\$ 255,853</u>	<u>\$ 93,802</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 7,038	\$ 4,640	\$ -
Office and supplies	-	-	306
Debt charges - principal	10,000	10,000	-
Debt charges - interest	535	584	-
Debt charges - lease	-	-	-
Insurance	690	690	569
Director remuneration and expense	-	-	-
Board fee (recovery of)	5,449	5,449	4,238
Utilities	2,485	1,511	-
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	21,500	12,331	-
Vehicle	-	-	-
Contracted services	188,479	207,757	92,855
Travel and training	-	-	-
Grants to other programs	-	-	-
Miscellaneous	200	-	816
Expenditures capitalized	25,000	-	-
Amortization expense	-	-	-
Transfers to:	-	-	-
Reserve fund	-	-	-
Other governments	-	-	-
	<u>\$ 261,376</u>	<u>\$ 242,962</u>	<u>\$ 98,784</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(5,523)	12,891	(4,982)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	5,523	5,523	4,982
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 18,414</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Animal Control East End 070	Budget Animal Control Boundary 071	Actual Animal Control Boundary 071	Budget Security Services Big White 074	Actual Security Services Big White 074
\$ 316	\$ 104	\$ 653	\$ 104	\$ -
-	-	-	-	-
1,248	10,697	8,690	-	-
-	-	-	-	-
-	-	17	-	-
-	-	-	-	-
22,965	84,079	84,149	181,458	181,458
68,896	49,345	49,275	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	5,804	-	-
<b>\$ 93,425</b>	<b>\$ 144,225</b>	<b>\$ 148,588</b>	<b>\$ 181,562</b>	<b>\$ 181,458</b>
\$ -	\$ -	\$ -	\$ 2,500	\$ 1,346
-	2,040	1,050	-	-
-	22,683	22,681	-	-
-	4,318	4,318	-	-
-	-	-	-	-
569	1,417	907	-	-
-	-	-	-	-
4,238	4,238	4,238	4,748	4,748
-	-	-	-	-
-	-	-	-	-
-	7,765	7,358	-	-
-	-	-	-	-
89,244	103,200	108,846	188,524	174,932
-	-	-	-	-
-	-	-	9,000	4,000
-	-	-	-	-
-	-	5,804	-	-
-	-	-	-	-
-	-	-	-	-
<b>\$ 94,051</b>	<b>\$ 145,661</b>	<b>\$ 155,202</b>	<b>\$ 204,772</b>	<b>\$ 185,026</b>
(626)	(1,436)	(6,614)	(23,210)	(3,568)
4,982	1,436	1,436	23,210	23,210
<b>\$ 4,356</b>	<b>\$ -</b>	<b>\$ (5,178)</b>	<b>\$ -</b>	<b>\$ 19,642</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Mosquito Control Grand Forks & Area 'D' 080	Actual Mosquito Control Grand Forks & Area 'D' 080	Budget Mosquito Control Christina Lake 081
<b>REVENUE</b>			
Grants in lieu of taxes	\$ -	\$ 222	\$ -
Services provided to other governments	-	-	-
Sale of services	-	-	-
Proceeds from sale of assets	-	-	-
Other revenue	-	-	-
Transfers from:	-	-	-
Electoral area tax levy	24,951	24,190	18,835
Member municipalities	30,192	30,953	-
Other governments	-	-	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	-	-
	<u>\$ 55,143</u>	<u>\$ 55,365</u>	<u>\$ 18,835</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 7,746	\$ 4,825	\$ 1,341
Office and supplies	-	-	-
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	-	-	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	3,226	3,226	2,018
Utilities	-	-	-
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	-	-	-
Vehicle	-	-	-
Contracted services	55,000	57,834	21,000
Travel and training	-	-	-
Grants to other programs	-	-	-
Miscellaneous	200	-	-
Expenditures capitalized	-	-	-
Amortization expense	-	-	-
Transfers to:	-	-	-
Reserve fund	20,000	20,000	10,000
Other governments	-	-	-
	<u>\$ 86,172</u>	<u>\$ 85,885</u>	<u>\$ 34,359</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(31,029)	(30,520)	(15,524)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	31,029	31,029	15,524
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 509</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Mosquito Control Christina Lake 081	Budget Noxious Weed Control Columbia Gardens 090	Actual Noxious Weed Control Columbia Gardens 090	Budget Noxious Weed Control Christina Lake 091	Actual Noxious Weed Control Christina Lake 091
\$ 132	\$ 25	\$ 80	\$ 75	\$ 1,842
-	8,200	-	-	-
-	-	-	-	-
-	-	-	-	10,494
-	-	-	-	-
18,835	21,789	21,789	288,324	288,324
-	13,000	3,000	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	10,143
<b>\$ 18,967</b>	<b>\$ 43,014</b>	<b>\$ 24,869</b>	<b>\$ 288,399</b>	<b>\$ 310,803</b>
\$ 835	\$ 1,043	\$ 649	\$ 235,320	\$ 241,252
-	-	-	-	-
-	-	-	15,000	15,000
-	-	-	-	-
-	-	-	-	-
2,018	1,406	1,406	1,922	1,922
-	-	-	-	-
-	-	-	7,587	7,447
-	-	-	22,636	23,349
-	-	-	5,857	3,894
17,968	38,977	20,447	-	-
-	-	-	6,500	888
-	-	-	-	-
-	-	-	82	129
-	-	-	-	10,143
-	-	-	-	-
10,000	-	-	32,600	32,600
-	-	-	-	-
<b>\$ 30,821</b>	<b>\$ 41,426</b>	<b>\$ 22,502</b>	<b>\$ 327,504</b>	<b>\$ 336,624</b>
(11,854)	1,588	2,367	(39,105)	(25,821)
15,524	(1,588)	(1,588)	39,105	39,105
<b>\$ 3,670</b>	<b>\$ -</b>	<b>\$ 779</b>	<b>\$ -</b>	<b>\$ 13,284</b>



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Noxious Weed Control Areas 'D' & 'E' 092	Actual Noxious Weed Control Areas 'D' & 'E' 092	Budget Street Lighting Big White 101
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 20	\$ 55	\$ -
Services provided to other governments	70,000	70,000	-
Sale of services	23,500	26,500	-
Proceeds from sale of assets	-	-	-
Other revenue	50	-	-
Transfers from:	-	-	-
Electoral area tax levy	76,002	76,002	26,445
Member municipalities	-	-	-
Other governments	54,000	52,275	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	742	-
	<u>\$ 223,572</u>	<u>\$ 225,574</u>	<u>\$ 26,445</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 5,959	\$ 3,735	\$ -
Office and supplies	-	-	-
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	-	-	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	1,406	1,406	1,406
Utilities	-	-	20,000
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	-	-	-
Vehicle	-	-	-
Contracted services	230,900	212,553	-
Travel and training	-	-	-
Grants to other programs	-	-	-
Miscellaneous	-	170	-
Expenditures capitalized	-	-	-
Amortization expense	-	742	-
Transfers to:	-	-	-
Reserve fund	10,000	10,000	5,000
Other governments	-	-	-
	<u>\$ 248,265</u>	<u>\$ 228,606</u>	<u>\$ 26,406</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(24,693)	(3,032)	39
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	24,693	24,693	(39)
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 21,661</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Street Lighting Big White 101	Budget House Numbering Areas 'A' & 'C' 120	Actual House Numbering Areas 'A' & 'C' 120	Budget House Numbering Area 'D' 121	Actual House Numbering Area 'D' 121
\$ -	\$ -	\$ 26	\$ -	\$ 7
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
26,445	5,987	5,987	2,999	2,999
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
1,439	-	-	-	-
<u>\$ 27,884</u>	<u>\$ 5,987</u>	<u>\$ 6,013</u>	<u>\$ 2,999</u>	<u>\$ 3,006</u>
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
1,406	-	-	-	-
14,071	-	-	-	-
-	4,500	4,500	2,250	2,250
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	1,500	1,500	750	750
-	-	-	-	-
1,439	-	-	-	-
5,000	-	-	-	-
-	-	-	-	-
<u>\$ 21,916</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
5,968	(13)	13	(1)	6
(39)	13	13	1	1
<u>\$ 5,929</u>	<u>\$ -</u>	<u>\$ 26</u>	<u>\$ -</u>	<u>\$ 7</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget House Numbering Area 'B' 122	Actual House Numbering Area 'B' 122	Budget House Numbering Area 'E' 123
<b>REVENUE</b>			
Grants in lieu of taxes	\$ -	\$ 9	\$ -
Services provided to other governments	-	-	-
Sale of services	-	-	-
Proceeds from sale of assets	-	-	-
Other revenue	-	-	-
Transfers from:			
Electoral area tax levy	2,996	2,996	2,999
Member municipalities	-	-	-
Other governments	-	-	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	-	-
	<u>\$ 2,996</u>	<u>\$ 3,005</u>	<u>\$ 2,999</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ -	\$ -	\$ -
Office and supplies	-	-	-
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	-	-	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	-	-	-
Utilities	-	-	-
Professional fees	2,250	2,250	2,250
Equipment rentals	-	-	-
Repairs and maintenance	-	-	-
Vehicle	-	-	-
Contracted services	-	-	-
Travel and training	-	-	-
Grants to other programs	-	-	-
Miscellaneous	750	750	750
Expenditures capitalized	-	-	-
Amortization expense	-	-	-
Transfers to:			
Reserve fund	-	-	-
Other governments	-	-	-
	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(4)	5	(1)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	4	4	1
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 9</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual House Numbering Area 'E' 123	Budget Grand Forks & Areas 'C' & 'D' Library 140	Actual Grand Forks & Areas 'C' & 'D' Library 140	Budget Greenwood & Specified Area 'E' 141	Actual Greenwood & Specified Area 'E' 141
\$ -	\$ 1,000	\$ 1,938	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
2,999	258,231	258,454	3,500	3,500
-	136,404	136,181	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<u>\$ 2,999</u>	<u>\$ 395,635</u>	<u>\$ 396,573</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	3,866	3,866	-	-
2,250	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	391,840	391,840	3,500	3,500
750	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<u>\$ 3,000</u>	<u>\$ 395,706</u>	<u>\$ 395,706</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>
(1)	(71)	867	-	-
1	71	71	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 938</u>	<u>\$ -</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Cemeteries East End 150	Actual Cemeteries East End 150	Budget Boundary Economic Development 008
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 1,000	\$ 1,703	\$ 100
Services provided to other governments	-	-	-
Sale of services	-	-	-
Proceeds from sale of assets	-	-	-
Other revenue	-	-	97,000
Transfers from:			
Electoral area tax levy	124,800	125,203	107,238
Member municipalities	345,204	344,801	51,084
Other governments	-	-	-
Reserve fund	98,000	-	12,000
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	-	-
	<u>\$ 569,004</u>	<u>\$ 471,707</u>	<u>\$ 267,422</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ -	\$ -	\$ -
Office and supplies	-	-	13,000
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	-	-	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	4,998	4,998	4,323
Utilities	-	-	-
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	-	-	-
Vehicle	-	-	-
Contracted services	-	-	255,000
Travel and training	-	-	1,500
Grants to other programs	-	-	-
Miscellaneous	-	-	-
Expenditures capitalized	-	-	-
Amortization expense	-	-	-
Transfers to:	-	-	-
Reserve fund	-	-	-
Other governments	590,900	390,900	-
	<u>\$ 595,898</u>	<u>\$ 395,898</u>	<u>\$ 273,823</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(26,894)	75,809	(6,401)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	26,894	26,894	6,401
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 102,703</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Boundary Economic Development 008	Budget East End Economic Development 017	Actual East End Economic Development 017	Budget Boundary Museum Service 026	Actual Boundary Museum Service 026
\$ 394	\$ -	\$ 327	\$ -	\$ 112
-	-	-	-	-
-	-	-	-	-
84,012	-	-	-	-
-	-	-	-	-
107,309	51,584	51,707	29,960	29,960
51,013	58,325	58,202	-	-
9,980	-	-	-	-
10,179	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<u>\$ 262,887</u>	<u>\$ 109,909</u>	<u>\$ 110,236</u>	<u>\$ 29,960</u>	<u>\$ 30,072</u>
\$ -	\$ -	\$ -	\$ -	\$ -
5,000	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
4,323	4,155	4,155	-	-
-	-	-	-	-
-	6,300	6,000	-	-
-	-	-	-	-
-	-	-	-	-
259,491	100,662	103,471	30,000	30,000
74	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
<u>\$ 268,888</u>	<u>\$ 111,117</u>	<u>\$ 113,626</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>
(6,001)	(1,208)	(3,390)	(40)	72
6,001	1,208	1,208	40	40
<u>\$ -</u>	<u>\$ -</u>	<u>\$ (2,182)</u>	<u>\$ -</u>	<u>\$ 112</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Beaverdell Community Club 028	Actual Beaverdell Community Club 028	Budget Area 'E' Parks & Trails 065
<b>REVENUE</b>			
Grants in lieu of taxes	\$ -	\$ -	\$ -
Services provided to other governments	-	-	-
Sale of services	-	-	-
Proceeds from sale of assets	-	-	-
Other revenue	-	-	-
Transfers from:			
Electoral area tax levy	19,950	19,950	81,393
Member municipalities	-	-	-
Other governments	-	-	-
Reserve fund	-	-	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	-	-
	<u>\$ 19,950</u>	<u>\$ 19,950</u>	<u>\$ 81,393</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ -	\$ -	\$ -
Office and supplies	-	-	-
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	-	-	-
Director remuneration and expense	-	-	-
Board fee (recovery of)	-	-	1,406
Utilities	-	-	-
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	-	-	-
Vehicle	-	-	-
Contracted services	-	-	20,000
Travel and training	-	-	-
Grants to other programs	19,950	19,950	-
Miscellaneous	-	-	-
Expenditures capitalized	-	-	-
Amortization expense	-	-	-
Transfers to:			
Reserve fund	-	-	60,000
Other governments	-	-	-
	<u>\$ 19,950</u>	<u>\$ 19,950</u>	<u>\$ 81,406</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	-	-	(13)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	-	-	13
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Area 'E' Parks & Trails 065	Budget Big White Noise Control 075	Actual Big White Noise Control 075	Budget Beaverdell Street Lighting 103	Actual Beaverdell Street Lighting 103
\$ 2	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
30,800	-	-	-	-
81,393	1,406	1,406	2,854	2,854
-	-	-	-	-
-	-	-	8,000	4,762
-	-	-	-	-
-	-	-	-	-
<u>\$ 112,195</u>	<u>\$ 1,406</u>	<u>\$ 1,406</u>	<u>\$ 10,854</u>	<u>\$ 7,616</u>
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
1,406	1,406	1,406	-	-
-	-	-	1,800	1,303
-	-	-	-	-
-	-	-	-	-
20,000	-	-	-	-
-	-	-	-	-
-	-	-	8,000	4,762
-	-	-	-	-
-	-	-	-	-
90,800	15,000	15,000	1,500	1,500
-	-	-	-	-
<u>\$ 112,206</u>	<u>\$ 16,406</u>	<u>\$ 16,406</u>	<u>\$ 11,300</u>	<u>\$ 7,565</u>
(11)	(15,000)	(15,000)	(446)	51
13	15,000	15,000	446	446
<u>\$ 2</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 497</u>



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Greenwood & Area 'E' Cemeteries 145	Actual Greenwood & Area 'E' Cemeteries 145	Budget Beaver Valley Parks & Trails 019
<b>REVENUE</b>			
Grants in lieu of taxes	\$ -	\$ 2	\$ 900
Services provided to other governments	-	-	-
Sale of services	-	-	-
Proceeds from sale of assets	-	-	-
Other revenue	-	-	150,000
Transfers from:			
Electoral area tax levy	12,841	12,836	484,548
Member municipalities	1,758	1,763	242,248
Other governments	-	-	-
Reserve fund	34,400	12,607	100,000
Capital fund	-	-	40,000
Debenture issue	-	-	-
Equity account	-	-	-
	<u>\$ 48,999</u>	<u>\$ 27,208</u>	<u>\$ 1,017,696</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ -	\$ -	\$ -
Office and supplies	-	-	-
Debt charges - principal	-	-	-
Debt charges - interest	-	-	8,000
Debt charges - lease	-	-	-
Insurance	-	-	568
Director remuneration and expense	-	-	-
Board fee (recovery of)	1,406	1,406	11,987
Utilities	-	-	-
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	-	-	10,732
Vehicle	-	-	-
Contracted services	52,000	30,207	340,983
Travel and training	-	-	-
Grants to other programs	-	-	35,000
Miscellaneous	-	-	-
Expenditures capitalized	-	-	213,000
Amortization expense	-	-	-
Transfers to:			
Reserve fund	-	-	12,000
Other governments	-	-	458,173
	<u>\$ 53,406</u>	<u>\$ 31,613</u>	<u>\$ 1,090,443</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(4,407)	(4,405)	(72,747)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	4,407	4,407	72,747
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 2</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Actual Beaver Valley Parks & Trails 019	Budget Heritage Conservation 047	Actual Heritage Conservation 047	Budget Area 'C' Parks & Trails 027	Actual Area 'C' Parks & Trails 027
\$ 1,522	\$ -	\$ 17	\$ 973	\$ 1,995
-	-	-	-	-
-	-	-	-	-
109,791	10,000	10,000	329,000	-
-	-	-	-	-
485,200	6,309	6,309	298,780	298,780
241,597	-	-	-	-
-	-	-	615,000	-
100,000	-	-	190,000	-
39,142	-	-	183,000	-
-	-	-	-	-
64,471	-	1,950	-	20,524
<b>\$ 1,041,723</b>	<b>\$ 16,309</b>	<b>\$ 18,276</b>	<b>\$ 1,616,753</b>	<b>\$ 321,299</b>
\$ -	\$ -	\$ -	\$ 61,865	\$ 60,932
-	-	-	-	-
-	-	-	-	-
33	-	-	1,730	-
-	-	-	-	-
1,330	1,297	1,297	990	990
-	-	-	-	-
11,987	1,406	1,406	7,625	7,625
-	1,257	1,307	-	-
-	-	-	-	-
-	-	-	-	-
36,541	-	-	32,653	29,232
-	-	-	6,509	7,160
305,774	5,000	-	153,419	106,114
-	-	-	-	-
36,500	-	-	85,106	84,717
-	12,800	11,800	-	-
173,869	-	-	1,293,000	5,995
64,471	-	1,950	-	20,524
-	-	-	-	-
12,000	-	-	-	-
458,173	-	-	-	-
<b>\$ 1,100,678</b>	<b>\$ 21,760</b>	<b>\$ 17,760</b>	<b>\$ 1,642,897</b>	<b>\$ 323,289</b>
(58,955)	(5,451)	516	(26,144)	(1,990)
72,747	5,451	5,451	26,144	26,144
<b>\$ 13,792</b>	<b>\$ -</b>	<b>\$ 5,967</b>	<b>\$ -</b>	<b>\$ 24,154</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Area 'D' Parks & Trails 045	Actual Area 'D' Parks & Trails 045
<b>REVENUE</b>		
Grants in lieu of taxes	\$ -	\$ 111
Services provided to other governments	-	-
Sale of services	-	-
Proceeds from sale of assets	-	-
Other revenue	240,000	37,500
Transfers from:	-	-
Electoral area tax levy	45,779	45,779
Member municipalities	-	-
Other governments	-	-
Reserve fund	-	-
Capital fund	-	-
Debenture issue	-	-
Equity account	-	-
	<u>\$ 285,779</u>	<u>\$ 83,390</u>
<b>EXPENDITURE</b>		
Salaries and benefits	\$ -	\$ -
Office and supplies	-	-
Debt charges - principal	-	-
Debt charges - interest	-	-
Debt charges - lease	-	-
Insurance	697	697
Director remuneration and expense	-	-
Board fee (recovery of)	1,406	1,406
Utilities	-	-
Professional fees	-	-
Equipment rentals	-	-
Repairs and maintenance	-	-
Vehicle	-	-
Contracted services	32,000	22,817
Travel and training	-	-
Grants to other programs	10,000	-
Miscellaneous	60,000	55,992
Expenditures capitalized	190,000	-
Amortization expense	-	-
Transfers to:	-	-
Reserve fund	13,500	13,500
Other governments	-	-
	<u>\$ 307,603</u>	<u>\$ 94,412</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(21,824)	(11,022)
Provision for landfill closure and post-closure		
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	21,824	21,824
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 10,802</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2018

(Unaudited)

Budget Total	Actual Total
\$ 1,982,995	\$ 2,075,479
457,447	654,843
3,841,977	4,627,031
-	-
1,684,642	2,649,012
-	-
9,841,201	9,848,209
6,869,355	6,862,347
1,219,513	3,135,688
2,273,809	1,071,211
2,368,000	165,904
-	-
-	1,686,022
<b>\$ 30,538,939</b>	<b>\$ 32,775,746</b>
\$ 10,172,443	\$ 10,483,436
638,996	553,015
383,069	355,525
675,023	643,486
-	-
280,381	258,359
538,467	460,891
(146,437)	(146,436)
752,476	717,720
467,056	252,823
60,638	50,461
1,972,702	1,721,149
329,341	323,773
4,262,692	6,318,314
580,504	444,339
2,132,688	2,038,385
518,501	398,244
6,077,876	2,274,188
-	1,686,022
-	-
1,807,915	2,572,989
1,266,526	1,075,254
<b>\$ 32,770,857</b>	<b>\$ 32,481,937</b>
(2,231,918)	293,809
(156,068)	(128,672)
1,111,681	1,091,701
<b>\$ (1,276,305)</b>	<b>\$ 1,256,838</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: WATER FUND

For the year ended December 31, 2018  
(Unaudited)

	Budget Beaver Valley Water Supply 500	Actual Beaver Valley Water Supply 500	Budget Christina Lake Waterworks 550
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 463	\$ 471	\$ -
Services provided to other governments	-	-	-
Sale of services	339,142	345,206	165,000
Proceeds from sale of assets	-	-	-
Parcel taxes	-	-	-
Other revenue	173,969	199,828	8,000
Transfers from:	-	-	-
Electoral area tax levy	137,250	137,250	201,250
Member municipalities	-	-	-
Other governments	342,000	342,000	424,322
Reserve fund	32,566	-	165,000
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	246,033	-
	<u>\$ 1,025,390</u>	<u>\$ 1,270,788</u>	<u>\$ 963,572</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 58,200	\$ 66,389	\$ 87,525
Office and supplies	-	-	-
Debt charges - principal	120,491	120,490	63,655
Debt charges - interest	51,600	50,311	20,433
Debt charges - lease	-	-	-
Insurance	10,058	10,058	2,582
Director remuneration and expense	-	-	-
Board fee	25,465	25,465	7,770
Utilities	3,017	3,065	21,500
Professional fees	-	-	70,000
Equipment rentals	-	-	-
Repairs and maintenance	15,750	12,059	31,100
Water license	2,300	118	-
Purification and treatment	233,700	219,650	-
Transmission and distribution	41,400	41,889	-
Pumping	26,500	16,745	-
Hydrant maintenance	14,500	15,735	-
Vehicle	1,993	1,993	4,000
Contracted services	28,500	18,045	-
Travel and training	-	-	5,000
Grants to other programs	-	-	-
Miscellaneous	22,250	13,153	-
Expenditures capitalized	460,469	425,660	564,322
Amortization expense	-	246,033	-
Transfers to:	-	-	-
Reserve fund	-	16,033	70,985
Other governments	-	-	-
	<u>\$ 1,116,193</u>	<u>\$ 1,302,891</u>	<u>\$ 948,872</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(90,803)	(32,103)	14,700
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	90,803	90,803	(14,700)
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 58,700</u>	<u>\$ -</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: WATER FUND

For the year ended December 31, 2018

(Unaudited)

Actual Christina Lake Waterworks 550	Budget Columbia Gardens Water Supply 600	Actual Columbia Gardens Water Supply 600	Budget Rivervale Water Supply 650	Actual Rivervale Water Supply 650
\$ -	\$ -	\$ -	\$ -	\$ -
160,497	5,002	5,154	171,215	171,589
-	-	-	-	-
4,956	32,500	12,500	-	-
-	-	-	-	-
198,728	19,752	19,752	-	-
-	-	-	-	-
387,981	50	-	27,000	25,100
102,414	10,547	-	-	-
-	-	-	-	-
-	-	-	-	-
103,450	-	52,754	-	16,510
<b>\$ 958,026</b>	<b>\$ 67,851</b>	<b>\$ 90,160</b>	<b>\$ 198,215</b>	<b>\$ 213,199</b>
\$ 90,392	\$ -	\$ -	\$ 100,138	\$ 94,986
-	-	-	-	-
63,655	-	-	-	-
20,432	-	-	7,431	7,431
-	-	-	-	-
2,582	7,713	7,713	746	746
-	-	-	-	-
7,770	2,180	2,180	7,768	7,768
23,544	7,500	8,169	6,936	2,776
-	29,000	-	29,500	15,976
-	-	-	-	-
56,459	7,000	6,882	22,850	19,306
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
3,084	-	-	8,702	8,308
-	15,500	15,500	-	-
1,532	-	-	-	-
-	-	-	-	-
-	-	-	7,100	7,226
497,897	-	-	-	-
103,450	-	52,754	-	16,510
-	-	-	-	-
70,985	-	-	18,693	18,963
-	-	-	-	-
<b>\$ 941,782</b>	<b>\$ 68,893</b>	<b>\$ 93,198</b>	<b>\$ 209,864</b>	<b>\$ 199,996</b>
16,244	(1,042)	(3,038)	(11,649)	13,203
(14,699)	1,042	1,042	11,649	11,650
<b>\$ 1,545</b>	<b>\$ -</b>	<b>\$ (1,996)</b>	<b>\$ -</b>	<b>\$ 24,853</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: WATER FUND

For the year ended December 31, 2018  
(Unaudited)

	Budget Water Supply Utility Total	Actual 2018 Water Supply Utility Total	2017 Water Supply Utility Total
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 463	\$ 471	\$ 743
Services provided to other governments	-	-	-
Sale of services	680,359	682,446	897,488
Proceeds from sale of assets	-	-	-
Parcel taxes	-	-	-
Other revenue	214,469	217,284	512,091
Transfers from:	-	-	-
Electoral area tax levy	358,252	355,730	157,002
Member municipalities	-	-	340,200
Other governments	793,372	755,081	-
Reserve fund	208,113	102,414	77,474
Capital fund	-	-	722,431
Debenture issue	-	-	-
Equity account	-	418,747	378,183
	<u>\$ 2,255,028</u>	<u>\$ 2,532,173</u>	<u>\$ 3,085,612</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 245,863	\$ 251,767	\$ 154,143
Office and supplies	-	-	-
Debt charges - principal	184,146	184,145	850,218
Debt charges - interest	79,464	78,174	160,265
Debt charges - lease	-	-	-
Insurance	21,099	21,099	22,738
Director remuneration and expense	-	-	-
Board fee	43,183	43,183	42,404
Utilities	38,953	37,554	31,148
Professional fees	128,500	15,976	11,595
Equipment rentals	-	-	-
Repairs and maintenance	76,700	94,706	243,865
Water license	2,300	118	2,091
Purification and treatment	233,700	219,650	238,898
Transmission and distribution	41,400	41,889	55,180
Pumping	26,500	16,745	21,685
Hydrant maintenance	14,500	15,735	13,308
Vehicle	14,695	13,385	-
Contracted services	44,000	33,545	-
Travel and training	5,000	1,532	-
Grants to other programs	-	-	-
Miscellaneous	29,350	20,379	33,592
Expenditures capitalized	1,024,791	923,557	517,348
Amortization expense	-	418,747	378,183
Transfers to:	-	-	-
Reserve fund	89,678	105,981	937,772
Other governments	-	-	7,905
	<u>\$ 2,343,822</u>	<u>\$ 2,537,867</u>	<u>\$ 3,722,338</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(88,794)	(5,694)	(636,726)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	88,794	88,796	725,522
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ -</u>	<u>\$ 83,102</u>	<u>\$ 88,796</u>

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**REGIONAL DISTRICT OF KOOTENAY BOUNDARY****STATEMENT OF FINANCIAL ACTIVITIES: SEWER FUND**

For the year ended December 31, 2018

*(Unaudited)*

	Budget East End Regionalized Sewer Utility 700	Actual East End Regionalized Sewer Utility 700	Budget Mill Road Sewer Collection 710
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 4,000	\$ 6,461	\$ -
Services provided to other governments	-	-	-
Sale of services	-	-	1
Proceeds from sale of assets	-	-	-
Parcel taxes	-	-	-
Other revenue	33,209	39,168	-
Transfers from:	-	-	-
Electoral area tax levy	-	-	-
Member municipalities	1,584,427	1,584,427	-
Other governments	1,057,247	896,292	-
Reserve fund	363,000	260,493	-
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	607,331	-
	<b>\$ 3,041,883</b>	<b>\$ 3,394,172</b>	<b>\$ 1</b>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 444,537	\$ 372,669	\$ -
Office and supplies	21,209	36,882	-
Debt charges - principal	184,854	184,853	-
Debt charges - interest	187,200	187,200	-
Debt charges - lease	-	-	-
Insurance	18,537	18,537	-
Director remuneration and expense	-	-	-
Board fee	46,300	46,300	-
Utilities	169,021	138,675	-
Professional fees	25,000	21,422	-
Equipment rentals	-	-	-
Repairs and maintenance	508,429	427,235	-
Water license	-	-	-
Purification and treatment	-	-	-
Transmission and distribution	-	-	-
Pumping	-	-	-
Hydrant maintenance	-	-	-
Disposal permit	18,000	20,815	-
Vehicle	30,016	39,770	-
Contracted services	-	-	-
Travel and training	18,500	7,213	-
Grants to other programs	-	-	-
Miscellaneous	15,000	-	-
Expenditures capitalized	1,693,791	1,384,640	-
Amortization expense	-	607,331	-
Transfers to:	-	-	-
Reserve fund	218,006	227,053	-
Other governments	-	-	-
	<b>\$ 3,598,400</b>	<b>\$ 3,720,595</b>	<b>\$ -</b>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(556,517)	(326,423)	1
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	556,517	556,487	(1)
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<b>\$ -</b>	<b>\$ 230,064</b>	<b>\$ -</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: SEWER FUND

For the year ended December 31, 2018

(Unaudited)

Actual Mill Road Sewer Collection 710	Budget Oasis Rivervale Sewer 800	Actual Oasis Rivervale Sewer 800
\$ -	\$ -	\$ -
-	30,510	29,827
-	-	-
-	101,127	93,343
-	30,534	30,534
-	-	-
-	40,713	20,843
-	-	-
-	-	52,664
<u>\$ -</u>	<u>\$ 202,884</u>	<u>\$ 227,211</u>
\$ -	\$ 8,925	\$ 8,925
-	-	-
-	-	-
-	1,266	1,266
-	5,172	5,172
-	5,871	4,695
-	-	-
-	52,509	24,829
-	-	-
-	-	-
-	-	-
-	-	-
-	2,500	2,282
-	126,840	122,603
-	-	52,664
-	-	-
-	6,762	6,762
-	-	-
<u>\$ -</u>	<u>\$ 209,845</u>	<u>\$ 229,198</u>
-	(6,961)	(1,987)
(1)	6,961	6,960
<u>\$ (1)</u>	<u>\$ -</u>	<u>\$ 4,973</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: SEWER FUND

For the year ended December 31, 2018

(Unaudited)

	Budget Total Sewer Utility	Actual 2018 Total Sewer Utility	Actual 2017 Total Sewer Utility
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 4,000	\$ 6,461	\$ 10,014
Services provided to other governments	-	-	-
Sale of services	30,509	29,827	68,033
Proceeds from sale of assets	-	-	-
Parcel taxes	-	-	-
Other revenue	134,336	132,511	337,294
Transfers from:	-	-	-
Electoral area tax levy	30,534	30,534	30,534
Member municipalities	1,584,427	1,584,427	1,570,067
Other governments	1,057,247	896,292	-
Reserve fund	403,713	281,336	221,860
Capital fund	-	-	-
Debenture issue	-	-	-
Equity account	-	659,995	593,148
	<u>\$ 3,244,766</u>	<u>\$ 3,621,383</u>	<u>\$ 2,830,950</u>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ 453,462	\$ 381,594	\$ 389,530
Office and supplies	21,209	36,882	-
Debt charges - principal	184,854	184,853	235,662
Debt charges - interest	187,200	187,200	214,186
Debt charges - lease	-	-	-
Insurance	19,803	19,803	18,153
Director remuneration and expense	-	-	-
Board fee	51,472	51,472	50,549
Utilities	174,892	143,370	163,473
Professional fees	25,000	21,422	-
Equipment rentals	-	-	-
Repairs and maintenance	560,938	452,064	382,163
Water license	-	-	-
Purification and treatment	-	-	-
Transmission and distribution	-	-	-
Pumping	-	-	-
Hydrant maintenance	-	-	-
Disposal permit	18,000	20,815	17,138
Vehicle	30,016	39,770	29,694
Contracted services	-	-	31,024
Travel and training	18,500	7,213	-
Grants to other programs	-	-	-
Miscellaneous	17,500	2,282	40,881
Expenditures capitalized	1,820,631	1,507,243	414,684
Amortization expense	-	659,995	593,148
Transfers to:	-	-	-
Reserve fund	224,768	233,815	147,651
Other governments	-	-	-
	<u>\$ 3,808,245</u>	<u>\$ 3,949,793</u>	<u>\$ 2,727,936</u>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(563,479)	(328,410)	103,014
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	563,477	563,446	460,432
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<u>\$ (2)</u>	<u>\$ 235,036</u>	<u>\$ 563,446</u>

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# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: TRANSIT FUND

For the year ended December 31, 2018

(Unaudited)

	Budget East End Transit 900	Actual East End Transit 900	Budget Boundary Transit 950
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 2,800	\$ 4,198	\$ 100
Services provided to other governments	-	-	-
Sale of services	407,453	444,378	9,738
Proceeds from sale of assets	-	-	-
Parcel taxes	-	-	-
Other revenue	-	-	22,945
Transfers from:	-	-	-
Electoral area tax levy	307,606	308,601	23,658
Member municipalities	850,858	849,863	26,342
Other governments	-	-	-
Reserve fund	127,000	-	-
Capital fund	-	-	-
Debt issue	-	-	-
Equity account	-	-	-
	<b>\$ 1,695,717</b>	<b>\$ 1,607,040</b>	<b>\$ 82,783</b>
<b>EXPENDITURE</b>			
Salaries and benefits	\$ -	\$ -	\$ -
Office and supplies	-	-	-
Debt charges - principal	-	-	-
Debt charges - interest	-	-	-
Debt charges - lease	-	-	-
Insurance	-	-	-
Director remuneration and expense	-	-	-
Board fee	50,273	50,273	1,508
Utilities	1,346	1,216	-
Professional fees	-	-	-
Equipment rentals	-	-	-
Repairs and maintenance	-	-	-
Water license	-	-	-
Purification and treatment	-	-	-
Transmission and distribution	-	-	-
Pumping	-	-	-
Hydrant maintenance	-	-	-
Disposal permit	-	-	-
Vehicle	-	-	-
Contracted services	1,666,173	1,509,187	81,483
Travel and training	-	-	-
Grants to other programs	-	-	-
Miscellaneous	9,017	11,488	-
Expenditures capitalized	-	-	-
Amortization expense	-	-	-
Transfers to:	-	-	-
Reserve fund	-	-	-
Other governments	-	-	-
	<b>\$ 1,726,809</b>	<b>\$ 1,572,164</b>	<b>\$ 82,991</b>
<b>EXCESS REVENUE (EXPENDITURE)</b>	(31,092)	34,876	(208)
<b>SURPLUS (DEFICIT) BEGINNING OF YEAR</b>	31,092	31,092	208
<b>SURPLUS (DEFICIT) END OF YEAR</b>	<b>\$ -</b>	<b>\$ 65,968</b>	<b>\$ -</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: TRANSIT FUND

For the year ended December 31, 2018

(Unaudited)

Actual Boundary Transit 950	Budget Total Transit Services	Actual 2018 Total Transit Services	Actual 2017 Total Transit Services
\$ 168	\$ 2,900	\$ 4,366	\$ 5,835
-	-	-	-
11,459	417,191	455,837	372,151
-	-	-	-
22,945	22,945	22,945	13,560
-	-	-	-
23,692	331,264	332,293	341,064
26,308	877,200	876,171	857,247
-	-	-	-
-	127,000	-	22,938
-	-	-	-
-	-	-	-
<b>\$ 84,572</b>	<b>\$ 1,778,500</b>	<b>\$ 1,691,612</b>	<b>\$ 1,612,795</b>
\$ -	\$ -	\$ -	\$ -
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
1,508	51,781	51,781	49,384
-	1,346	1,216	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
80,351	1,747,656	1,589,538	1,564,201
-	-	-	-
-	9,017	11,488	6,461
-	-	-	-
-	-	-	-
-	-	-	1,480
<b>\$ 81,859</b>	<b>\$ 1,809,800</b>	<b>\$ 1,654,023</b>	<b>\$ 1,621,526</b>
2,713	(31,300)	37,589	(8,731)
208	31,300	31,300	40,031
<b>\$ 2,921</b>	<b>\$ -</b>	<b>\$ 68,889</b>	<b>\$ 31,300</b>

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY****STATEMENT OF RESERVE FUND SOURCES AND APPLICATIONS**

For the year ended December 31, 2018

(Unaudited)

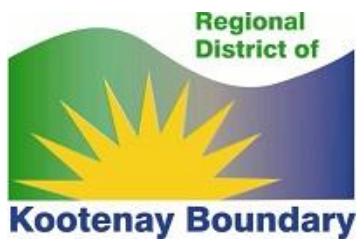
	Opening Balance	Interest Earned	Transfers from Operations	Transfers to Operations	Closing Balance
<b>General Government &amp; Others</b>					
General Government & Administration	\$ 3,050,769	\$ 66,813	\$ 1,059,144	\$ (86,762)	\$ 4,089,964
Electoral Area Administration	85,433	1,217	-	(45,000)	41,650
Boundary Economic Development	35,107	649	-	(10,179)	25,577
East End Economic Development	8,365	155	-	-	8,520
Area 'C' Economic Development	22,075	391	-	-	22,466
Planning & Development	34,390	481	5,000	(19,094)	20,777
Big White Street Lighting	21,755	385	5,000	-	27,140
Beaverdell Street Lighting	8,004	98	1,500	(4,762)	4,840
<b>Protective Services</b>					
Beaverdell Fire Protection	28,801	519	1,000	-	30,320
Big White Fire Protection	98,427	2,823	178,396	(60,000)	219,646
Building Inspection	105,980	2,266	-	(34,947)	73,299
Christina Lake Fire Protection	160,823	2,848	15,000	-	178,671
Emergency Communications (9-1-1)	182,774	1,570	-	(182,774)	1,570
Emergency Preparedness	104,078	3,306	160,350	(59,496)	208,238
Grand Forks Rural Fire Service	516,126	9,753	67,000	-	592,879
Greenwood Rural Fire Service	9,238	164	-	-	9,402
Kettle Valley Fire Protection	5,017	207	13,000	-	18,224
Police Based Victims' Assistance	47,842	847	-	-	48,689
Kootenay Boundary Regional Fire & Rescue	141,007	3,299	791,199	-	935,505
<b>Recreation &amp; Culture</b>					
Area 'B' Parks & Trails	117,019	2,155	9,000	-	128,174
Area 'C' Parks & Trails	192,939	3,417	-	-	196,356
Area 'D' Parks & Trails	48,345	980	13,500	-	62,825
Area 'E' Parks & Trails	36,843	1,364	90,800	-	129,007
Beaver Valley Parks & Trails	161,114	2,056	12,000	(100,000)	75,170
Beaver Valley Arena	19,259	341	-	-	19,600
Boundary Area Recreation	2,200	39	-	-	2,239
Christina Lake Recreation	9,242	246	9,000	-	18,488
Christina Lake Recreation Facilities	29,864	556	3,000	-	33,420
Grand Forks Aquatic Centre	131,005	2,312	1,500	(2,394)	132,423
Grand Forks Arena	204,950	3,366	15,000	(43,959)	179,357
Grand Forks Curling Rink	18,680	275	-	(6,101)	12,854
Greater Trail Community & Arts Centre	384,752	6,530	-	(31,275)	360,007
<b>Environmental Health Services</b>					
Big White Noise Control	46,610	962	15,000	-	62,572
Mosquito Control Area D & GF	35,080	804	20,000	-	55,884
Mosquito Control Area C	-	91	10,000	-	10,091
Christina Lake Milfoil Control	31,954	863	32,600	-	65,417
Noxious Weed Control Areas D & E	-	91	10,000	-	10,091
Composting Facility Operation	1,263	22	-	-	1,285
East End Cemeteries	199,330	3,531	-	-	202,861
Greenwood, Area 'E' Cemeteries	40,720	692	-	(12,607)	28,805
Regional Refuse	2,418,286	40,659	35,000	(371,861)	2,122,084
<b>Water &amp; Sewer Utilities</b>					
Beaver Valley Water Utility	434,065	7,835	16,033	-	457,933
Christina Lake Water Utility	720,758	12,339	70,985	(102,414)	701,668
Columbia Gardens Water Utility	16,625	294	-	-	16,919
East End Regionalized Sewer	541,971	8,524	225,547	(260,493)	515,549
East End Sewer - Rossland & Warfield	-	14	1,506	-	1,520
Oasis/Rivervale Sewer	40,996	599	6,762	(20,843)	27,514
Rivervale Water & Street Lighting Utility	125,880	2,230	18,963	-	147,073
<b>Transit Services</b>					
East End Transit Services	496,730	8,798	-	-	505,528
Boundary Transit	34	1	-	-	35
	<u>\$ 11,172,525</u>	<u>\$ 209,777</u>	<u>\$ 2,912,785</u>	<u>\$ (1,454,961)</u>	<u>12,840,126</u>

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11A

**STAFF REPORT****Date:** June 6, 2019**File****To:** Chair Roly Russell and Members of the  
RDKB Board of Directors**From:** Mark Stephens Interim Manager of Emergency Programs**Re:** Request for approval to issue RFP for FireSmart consultant services.**Issue Introduction**

A Staff report from Mark Stephens, Interim Manager of Emergency Programs to request approval to issue an RFP for consultant services to preform FireSmart Education and planning.

**History/Background Factors**

In May 2019 the RDKB was awarded a CRI FireSmart grant of \$86,000.00 to develop a regional FireSmart Plan and initiate community FireSmart education.

On May 23, 2019 staff presented a draft RFP for FireSmart consulting services. The Board of Directors provided feedback.

**Implications**

A revised project timeline was created after receiving comments from the Board of Directors at the May 23 2019 meeting. With an emphasis on providing FireSmart education to residents starting as soon as possible. Table 1 lays out the proposed schedule. With the current timeline public Education would start late summer and may continue into the fall depending on budget and outreach activities.

Table 1.

Activity	Target Completion Date
Award RFP	July 2019
Phase 1 – Community Outreach Plan (develop with BoD)	Late summer 2019
Phase 2 - Public Engagement/Education	Late summer / Fall 2019
Phase 3 - Regional FireSmart Guide	November 2019
Phase 4 – Final Reporting	April 2020

Phase 5 – Ongoing Public Engagement/Education	November 2020 and 2021 Pending Funding
---	--

The award of the RFP is scheduled for early July 2019. This is to allow the proponent to have enough time to complete phase one, creation of a FireSmart public education outreach plan, so that the plan may be implemented by August 2019. The progression of the schedule will be related to input from the Board of Directors, in either late July or August. Pending the feedback and development of this plan, public outreach and education may start later in August, alternately, the phase 2 work may not begin until September.

Phase two of the project will be implemented late summer, through the fall of 2019 and consist of public education and outreach with an emphasis on having a contractor deliver this in the communities.

Phase three of the project will commence in late fall and will involve preparing a plan for FireSmart activities in future years that could take advantage of future grant opportunities. Phase four is the creation of final reports and will be completed by April 2020.

If grant funds are remaining after the fall of 2019 staff will seek a grant extension to allow for the remaining funds to be spend in the spring of 2020.

Phase five is the continuation of the FireSmart program within the RDKB pending grant funding. Staff are looking to select a consultant in 2019 that can assist with the delivery in future years, this should help achieve some efficiencies by not having to onboard new consultants.

The RFP is written to keep staff involvement to contract management activities only and does not anticipate that staff will be required to be involved in the 'boots on the ground' activity. Additionally, the RFP will include language so that we may continue to roll the FireSmart program and contract with the consultant into a multi-year agreement, should further funding and grant opportunities be pursued.

The choices around our future grant applications and longer term Fire Smart goals are anticipated in the Fall of 2019 with the Board of Directors, allowing ample lead time for 2020 applications.

### **Advancement of Strategic Planning Goals**

We will ensure we are responsible and proactive in funding our services.

We will plan for climate change adaptation and mitigation.

We will ensure the messages we are delivering within our region are clear and easily understood.

### **Background Information Provided**

Staff report from May 23, 2019 Board of Directors Meeting.

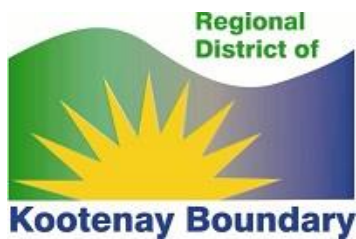
**Alternatives**

1. That the board does not support the FireSmart RFP plan and schedule as presented and provide staff with alternate direction.

**Recommendation(s)**

That the RDKB Board of Directors receive this report for information; Further, that staff issue the Request for Proposal for FireSmart consultant services to deliver FireSmart education and outreach, as described in this report.

11A

**STAFF REPORT**

**Date:** May 16, 2019 **File**

**To:** Chair Chair Roly Russell and Members of the RDKB Board of Directors

**From:** Mark Stephens Interim Manager of Emergency Programs

**Re:** Request for approval to substitute the development of a regional FireSmart Strategic Plan in the 2019 Emergency Services Work Plan, and to develop an RFP for consultant services.

**Issue Introduction**

A Staff report from Mark Stephens, Interim Manager of Emergency Programs to request approval to amend the 2019 Emergency Services work plan by moving the Pet and Livestock plan development to 2020 and add the FireSmart Strategic Plan project to the work plan for 2019. The FireSmart Strategic Plan will be developed using funds from the CRI FireSmart grant that was recently awarded to the RDKB. A consultant will be contracted to assist.

**History/Background Factors**

In March 2019 the board approved the Emergency Services work plan which did not include the FireSmart Strategic Plan. The work plan was approved with four projects as priorities: 1. Emergency Communications Plan, 2. Pet and Livestock Plan, 3. Build Community/Agency Relationships, 4. Public Education and Community Outreach.

In May 2019 the RDKB was awarded a CRI FireSmart grant of \$86,000.00 to develop a regional FireSmart Plan and initiate community FireSmart education.

**Implications**

The FireSmart Strategic Plan project was not part of the 2019 Emergency Services work plan and staff do not have time allocated in 2019 for this project. Recognizing that there is a strong desire from the Board of Directors and the public for FireSmart information, staff are making a recommendation to amend the 2019 Work Plan. The time estimated to manage this contract and provide consultant support through completion is a minimum of 25 days.

Staff have put together a rough RFP (attached). The attached draft RFP is meant to roughly layout the project timelines and deliverables. The end goal of the FireSmart Strategic Plan is to apply for grant intakes in late 2019 and early 2020 to continue the delivery of the program.

FireSmart Strategic Plan Highlights:

- The project should start in August with the final plan submitted by the end of November to allow for the time to apply for Grant intakes.
- The goal is to develop a plan for how the RDKB will deliver FireSmart to the communities and to identify specifically what FireSmart practices and projects will be under taken by RDKB staff.
- The plan will be developed in partnership with a consultant to allow staff to help guild process with the public and build relationships.

### **Advancement of Strategic Planning Goals**

We will ensure we are responsible and proactive in funding our services.

We will plan for climate change adaptation and mitigation.

We will ensure the messages we are delivering within our region are clear and easily understood.

### **Background Information Provided**

Draft RDKB FireSmart Strategic Plan RFP

### **Alternatives**

1. That the board resolve to not amended the 2019 Emergency services work plan, return the grant funds and reapply for CRI FireSmart funding in a later year.
2. That the board does not support the amendment of the 2019 Emergency Services work plan and provide staff with direction.

### **Recommendation(s)**

That the RDKB Board approve the amendment of the 2019 Emergency Services work plan by moving the Pet and Livestock Plan project to 2020 and include the FireSmart Strategic Plan to 2019 work plan.



May 30, 2019

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

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

JUN - 3 2019

REF. TO: *MS/RR/BOARD*  
CC:

**RE: 2018 CEPF: Emergency Operations Centres & Training – Facilities Enhancements**

Dear Chair Russell and Board,

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total eligible expenditure of \$14,940.34. Based on this, a payment in the amount of \$14,940.34 will follow shortly by electronic funds transfer. This transfer represents full payment of the grant and is based on 100% of the total reported expenditure.

I would like to congratulate the Regional District of Kootenay Boundary for undertaking this project and responding to the opportunity to develop EOC capacity to increase the resiliency of BC communities.

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

Sincerely,

Rebecca Bishop  
Program Officer

cc: *Mark Stephens, Interim Manager of Emergency Programs*

*The Community Emergency Preparedness Fund is funded by the Province of BC*



## Discussion Paper to solicit feedback from Local Governments about Class D Licences

June 3, 2019

### Provincial Meat Inspection

The overall objective of the provincial meat inspection program is to provide a credible regulatory system that is effective in ensuring food safety and animal welfare, while providing sufficient flexibility to enable a competitive slaughter industry with capacity for livestock producers of all sizes across B.C. The Ministry of Agriculture (Ministry) is committed to working with operators of all types and sizes to support development of cost-effective and innovative slaughter capacity solutions in all regions of the province.

Class D licences are only available in the ten regional districts that have been designated in regulation. Class D licence holders may slaughter up to 11,340 kilograms (25,000 pounds) of their own or other people's animals per year, for direct sales to consumers or to food businesses such as restaurants and meat shops in the regional district in which the meat was produced.

### Select Standing Committee on Agriculture, Fish and Food Report

In 2018, the all-party Select Standing Committee on Agriculture, Fish and Food (Committee) led a comprehensive engagement process with stakeholders on the current meat inspection system. The Committee gathered input by travelling throughout the province and speaking with local citizens to ensure opportunity for interested parties to participate.

The Committee released their report with 21 recommendations for government related to licensing and oversight, skilled labour and workforce, and industry growth and development. The Ministry is seeking further feedback on recommendation #3 related to Class D licensing:

**#3:** Help Class D and E licensed producers reach markets closer to home by investigating alternative boundary restrictions for sales, other than regional districts.

### Invite Feedback

To support rural slaughter capacity, the Ministry would like to invite input on:

- proposals for new Class D regions or sub-regions; and
- designation of new regions or sub-regions.

The Ministry has received submissions related to this topic in the past. This invitation for feedback is an opportunity to present new ideas, and for updating and consideration of previous input in the context of the Committee's report.

For more information about Class D licences please visit:

<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/food-safety/meat-inspection-licensing/class-d-e-licences>

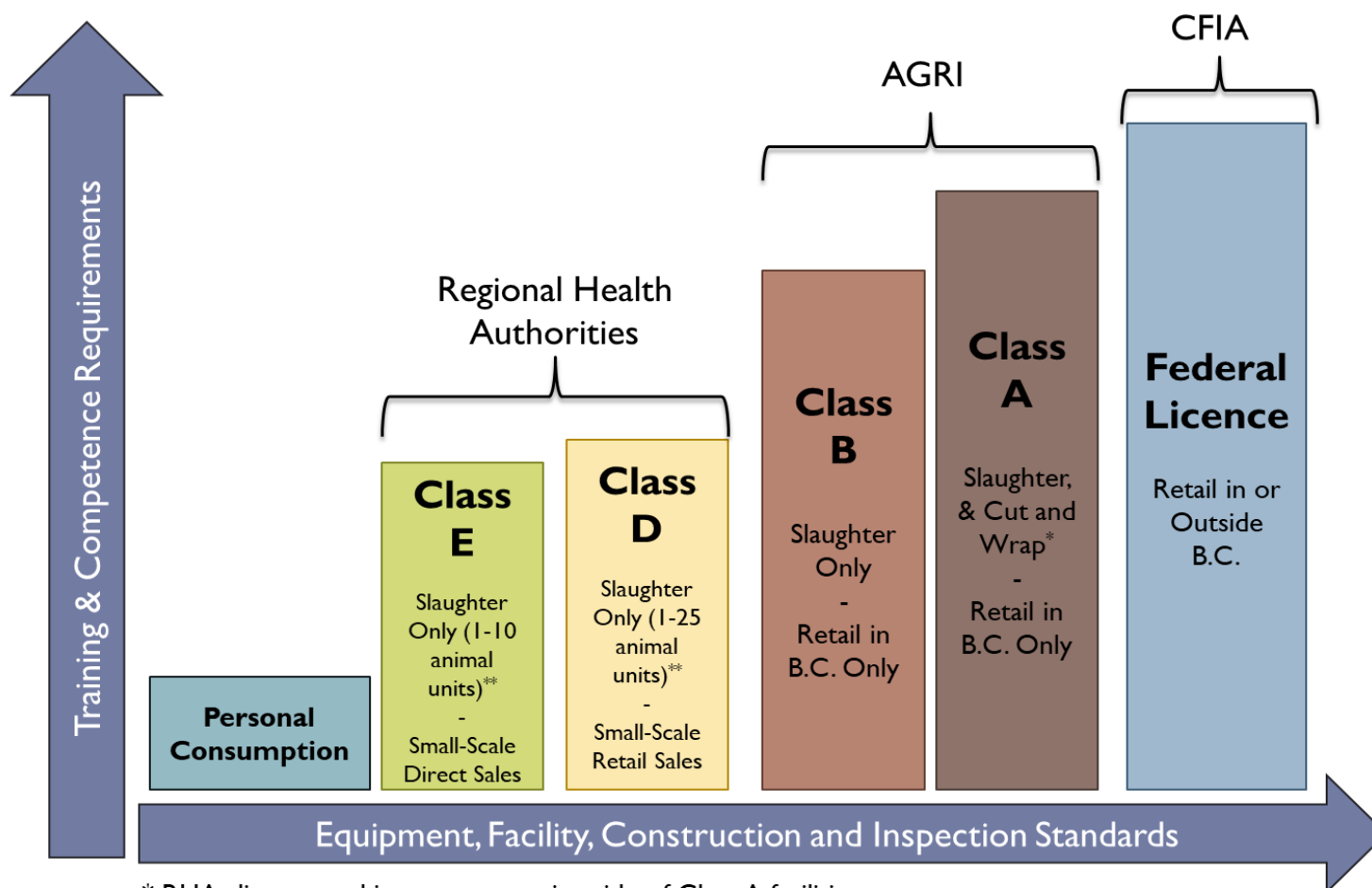
Please submit feedback by **July 19, 2019** (in Word or PDF format only) to

[bcmeatinspection@gov.bc.ca](mailto:bcmeatinspection@gov.bc.ca)

**Please note:** Only submissions from local governments will be accepted.



# Four Classes of Slaughter Licences



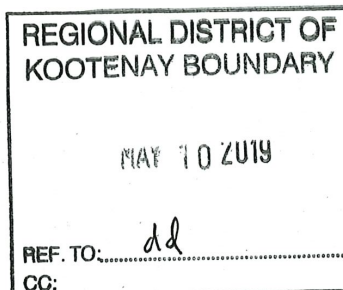
\* RHAs licence and inspect processing side of Class A facilities

\*\* One animal unit = combined weight, when measured alive, of 1,000 lbs or 454 kg of meat

May 7, 2019



Donna Dean  
Regional District of Kootenay Boundary  
202 – 843 Rossland Avenue  
Trail, BC V1R 4S8



**Re: 2019 Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning program - Review of Application**

Dear Ms. Dean,

Thank you for submitting an application under the Community Emergency Preparedness Fund for the 2019 Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning program.

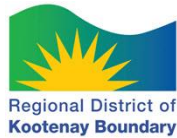
The Evaluation Committee reviewed all eligible requests and applications were scored based on alignment with the intent of the funding stream, project rationale, regional distribution and other criteria. Unfortunately, your project, *Flood Risk Assessment, Mapping & Risk Assessment of RDKB*, was not selected for funding.

For information about other funding opportunities please review the Funding Programs section of the UBCM website or refer to the grants database provided by CivicInfoBC. If you would like feedback on your application or have any questions, please contact Local Government Program Services at (250) 387-4470 or [cepf@ubcm.ca](mailto:cepf@ubcm.ca).

Sincerely,

Rebecca Bishop  
Program Officer

*The Community Emergency Preparedness Fund is funded by the Province of BC*



## **Boundary Community Development Committee**

### **Minutes**

**Wednesday, May 1, 2019**

**RDKB Board Room, Grand Forks, BC**

#### **Committee members present:**

Director G. McGregor, Chair  
Director R. Russell (9:54 am)  
Director V. Gee  
Director B. Taylor (9:54 am)  
Director R. Dunsdon  
Director G. Shaw

#### **Staff and others present:**

J. Chandler, General Manager of Operations/Deputy CAO (9:54 am)  
M. Forster, Executive Assistant/Recording Secretary  
D. Dean, Manager of Planning and Development  
T. Sprado, Manager of Facilities and Recreation  
B. Stewart, Boundary Habitat Stewards (left meeting at 10:00 am)  
J. Coleshill, Boundary Habitat Stewards (left meeting at 10:00 am)  
S. Mulkey, BC Community Forest Association (left meeting at 10:35 am)

#### **CALL TO ORDER**

The Chair called the meeting to order at 9:47 am.

#### **ADOPTION OF AGENDA (ADDITIONS/DELETIONS)**

The agenda for the May 1, 2019 meeting of the Boundary Community Development Committee was presented.

Moved: Director Dunsdon Seconded: Director Shaw

That the agenda for the May 1, 2019 meeting of the Boundary Community Development Committee be adopted as presented.

Carried

### **ADOPTION OF MINUTES**

The minutes of the April 2, 2019 Boundary Community Development Committee were presented.

Moved: Director Gee Seconded: Director Shaw

The minutes of the April 2, 2019 Boundary Community Development Committee be adopted as presented.

Carried

### **GENERAL DELEGATIONS**

#### **Barb Stewart/Jenny Coleshill - Granby Wilderness Society Re: Riparian Restoration Project Support Request**

B. Stewart and J. Coleshill, Granby Wilderness Society, attended the meeting and provided the Committee members with a presentation on a project to restore and enhance the Black Cottonwood Riparian Forests in the Kettle River Watershed. They were also seeking matching funding from BCDC for the project to move forward.

They left the meeting at 10:00 am.

#### **Susan Mulkey, BC Community Forest Association (BCCFA) Re: Presentation on Community Forests**

S. Mulkey, BC Community Forest Association, attended the meeting and provided the Committee members with a presentation on Community Forests in BC. She invited the BCDC to purchase a membership in the BCCFA for a cost of \$250.

She left the meeting at 10:35 am.

### **OLD BUSINESS**

The was no new business for discussion.

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*Page 2 of 6  
Boundary Community Development Committee  
May 1, 2019*

**NEW BUSINESS**

**J. Dougall, General Manager of Environmental Services**

**Re: Mosquito Control - Grand Forks/Area D 2019 Work Plan - May Update**

A Staff Report from Janine Dougall, General Manager of Environmental Services which provided an update on the implementation of the 2019 Work Plan for the Grand Forks/Area D Mosquito Control 080 Service was presented.

Moved: Director Shaw Seconded: Director Dunsdon

That the Boundary Community Development Committee receive the report from Janine Dougall, General Manager of Environmental Services titled "Mosquito Control - Grand Forks/Area D 2019 Work Plan – May Update" and dated May 1, 2019.

Carried

**T. Sprado, Manager of Facilities and Recreation**

**Re: Project Updates and Work Plans: 021 Recreation Program Service, 030 Grand Forks Arena Service, 031 Grand Forks Curling Rink Service and 040 Grand Forks Aquatic Centre**

Moved: Director Taylor Seconded: Director Shaw

That the Boundary Community Development Committee receives the staff report and work plans from T. Sprado, Manager of Facilities and Recreation, as presented.

Carried

**D. Dean, Manager of Planning and Development**

**Re: Boundary Integrated Watershed Service (BIWS) Work Plan**

The Committee reviewed the BIWS work plan as presented by D. Dean, Manager of Planning and Development. The Committee also discussed the funding request made by the Granby Wilderness Society for the Riparian Restoration Project.

Moved: Director Russell Seconded: Director Dunsdon

That the Boundary Community Development Committee supports the Riparian Restoration Project in principle. **FURTHER**, that financial support be considered pending receipt of a project budget.

Carried

**D. Dean, Manager of Planning and Development**  
**Re: Watershed Service Structure and BIWS Governance Structure**

Discussion was held related to the model and level of autonomy that the 'Advisory Group' may have within the structure of the new service.

It was generally agreed that, a secret ballot procedure will be used to elect a chairperson for the group on an annual basis. Agendas for any formal meetings as required for the work plans and priorities for the Watershed Service will be coordinated by the Watershed Planner and coordinated and approved by the chairperson.

Moved: Director Russell Seconded: Director Gee

That staff amend the currently proposed Terms of Reference to consider the provision of the 'Advisory Group' to be able to make autonomous recommendations to other levels of Government without the requirement for approval by the Boundary Community Development Committee. **FURTHER** that these amendments be presented back to the Boundary Community Development Committee for review.

Carried.

**Information**  
**Re: Boundary Country Tourism Monthly Report - April 2019**

Moved: Director Shaw Seconded: Director Taylor

That the Boundary Community Development Committee receive the Boundary Country Tourism Report for April 2019, as presented.

Carried

**Information**  
**Re: Boundary Animal Control Update - March 2019**

Moved: Director Russell Seconded: Director Shaw

That the Boundary Community Development Committee receive the Boundary Animal Control Summary for March 2019, as presented.

Carried

### **Information**

#### **Re: Kootenay Cannabis Symposium**

The Committee members discussed the recent Kootenay Cannabis Symposium and the economic development opportunities around the development of cannabis growth and manufacture of cannabis products in the region.

Moved: Director Russell Seconded: Director Shaw

That attraction and development of cannabis production processing and marketing be considered a strategic priority for regional economic development.

Carried

### **LATE (EMERGENT) ITEMS**

#### **Community Forests**

The Committee continued their discussion on the development of a Community Forest with all Boundary communities.

Moved: Director Gee Seconded: Director Russell

That the Boundary Community Development Committee approves the application for a membership with the BC Community Forest Association at a cost of \$250.

Carried

Moved: Director Russell Seconded: Director Shaw

That a letter be issued to the Ministry of Forests, Lands, Natural Resources and Rural Development and the Premier's office declaring BCDC's intention to pursue securing a community forest for the Boundary communities. **FURTHER** that the Boundary Community Development Committee will approach potential consultants or industry

experts to assist in the development of an initial feasibility proposal for a Community Forest with all Boundary communities as beneficiaries.

Carried

**DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

Boundary transit.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

A question period for public and media was not required.

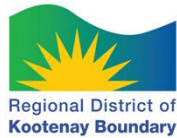
**CLOSED (IN CAMERA) SESSION**

A closed (in camera) session was not required.

**ADJOURNMENT**

The meeting was adjourned at 1:00 pm.





**LWMP Stage 3 Steering Committee  
Minutes  
Thursday, May 2, 2019  
RDKB Boardroom, Trail BC**

**Committee Members Present:**

Director R. Cacchioni-Chair  
Director L. Worley-Vice Chair  
Director D. Langman  
Director A. Morel-via teleconference

**Staff Members Present:**

M. Andison- CAO Regional District of Kootenay Boundary  
J. Dougall-General Manager of Environmental Services  
G. Denkovski-Manager of Infrastructure and Sustainability  
S. Surinak-Secretary/Clerk/Receptionist/Recording Secretary

**CALL TO ORDER**

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

**ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)**

The agenda for the May 2, 2019 Liquid Waste Management Plan Stage 3 Steering Committee meeting was presented.

Moved: Director Worley Seconded: Director Langman

That the agenda for the May 2, 2019 Liquid Waste Management Plan Stage 3 Steering Committee meeting be adopted as presented.

Carried.

### **ADOPTION OF MINUTES**

The minutes for the Liquid Waste Management Plan Stage 3 Steering Committee April 4, 2019 meeting were presented.

Moved: Director Langman    Seconded: Director Worley

That the minutes of the Liquid Waste Management Plan Stage 3 Steering Committee April 4, 2019 meeting be adopted as presented.

Carried.

### **UNFINISHED BUSINESS**

There was no unfinished business for the Committee to consider.

### **NEW BUSINESS**

#### **G. Denkovski**

#### **City of Trail Condition of Approval for Stage 3 Liquid Waste Management Plan Letter Request**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding a request from the City of Trail as a condition of approval for the Stage 3 Liquid Waste Management Plan.

The Committee discussed a letter requested by the City of Trail stating that the Regional District of the Kootenay Boundary agrees to seek concurrence from the service participants should debt financing required.

The Committee agreed to send the requested letter to all service participants and also that a copy of the said letter will be included in the Stage 3 Liquid Waste Management Plan.

A copy of the letter was presented and signed by Chair Cacchioni.

Moved: Director Langman    Seconded: Director Morel

That the Steering Committee direct Staff to draft a letter advising that Staff would seek concurrence from the East End Regional Sanitary Sewer Service participants for long-term borrowing associated with the Stage 3 Liquid Waste Management Plan prior to the loan authorization bylaw presentation to the Regional District of Kootenay Boundary Board of Directors.

Carried.

**DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

There were no items for future agendas for the Committee to discuss.

**ADJOURNMENT**

There being no further business to discuss, the Chair adjourned the meeting at 12:30 pm.



## **East End Services Committee**

### **Minutes Tuesday, April 16, 2019 Trail Board Room**

#### **Committee members:**

Director A. Grieve - Chair  
Director L. Worley (by telephone)  
Director A. Morel  
Director R. Cacchioni  
Director M. Walsh  
Director S. Morissette  
Alternate Director A. Parkinson

#### **Staff and others present:**

M. Andison, Chief Administrative Officer  
M. Forster, Executive Assistant/Recording Secretary  
M. Daines, Manager of Facilities and Recreation  
D. Derby, Regional Fire Chief  
Alternate Director L. Pasin (left meeting at 4:50 pm)  
Alternate Director K. Moore (left meeting at 4:50 pm)  
Four Firefighters

#### **Call to Order**

The Chair called the meeting to order at 3:28 pm.

#### **Acceptance of the Agenda (additions/deletions)**

The agenda for the April 16, 2019 East End Services Committee meeting was presented.

Moved: Director Walsh Seconded: Director Cacchioni

That the agenda for the April 16, 2019 East End Services Committee meeting be adopted as presented.

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*Page 1 of 5  
East End Services Committee  
April 16, 2019*

Carried

**Minutes**

The minutes of the March 19, 2019 East End Services Committee meeting were presented.

Moved: Alternate Director Parkinson Seconded: Director Morel

That the minutes of the March 19, 2019 East End Services Committee meeting be adopted as presented.

Carried

**Closed (In camera) Session**

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

Moved: Director Cacchioni Seconded: Director Walsh

That the East End Services Committee proceed to a closed meeting pursuant to Section 90 (1) (e) of the *Community Charter* at 3:30 pm.

Carried

The East End Services Committee reconvened to the open meeting at 3:46 pm.

**Delegations**

There were no delegations present for the open meeting.

**Unfinished Business**

There was no unfinished business for discussion.

**New Business**

**Director Grieve**

**Re: Discussion - Regional Trail Network and Master Plan**

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*Page 2 of 5*  
*East End Services Committee*  
*April 16, 2019*

Director Grieve informed the Committee members that she recently attended a Mayors' luncheon with CBT where discussion arose around available groups and funding to assist with master plan development if there is any regional interest and support around developing a regional trail network. She encouraged Directors to address this with their councils to see if there is any interest to join and she will take this information back to the next Mayors' luncheon for discussion.

There were no resolutions arising.

**Generation to Generation Society  
Re: 2018 Financial Statements**

The 2018 Financial Statements of the Generation to Generation Society were presented for information.

Moved: Director Cacchioni Seconded: Director Walsh

That the 2018 Financial Statements of the Generation to Generation Society be adopted as presented.

Carried

**D. Derby, Regional Fire Chief  
Re: KBRFR 2018 Statistics**

A staff report from Dan Derby, Regional Fire Chief regarding Kootenay Boundary Regional Fire Rescue 2018 statistics was presented.

Moved: Director Morel Seconded: Director Walsh

That the staff report from D. Derby, Regional Fire Chief, regarding the KBRFR 2018 Statistics be received.

Carried

**J. Chandler, General Manager of Operations/Deputy CAO  
Re: KBRFR - Long Term Strategic Planning**

A staff report addressing a KBRFR Service long term strategic plan was presented.

Discussion ensued on how to ensure that the long term delivery of the KBRFR Service is sustainable and provides best value to all member communities.

Chair Grieve invited comments from the Committee members and alternate directors who were present, on the long term KBRFR Service strategic planning:

**Director Morel:** A good start has been made. A change would be based on affordability of service. We wish to explore options of finding savings for this service. Can it be done at a reduced cost?

**Director Walsh:** Would like us to talk to everyone in the fire service and get their understanding on what we can eliminate and do and maybe consult the public. We need consultation outside of this Committee.

**Director Cacchioni:** I want public engagement through the whole process. Public needs to know what would happen to the service. I want a survey done so we can record what people say and want. Wants realistic, concrete options that are costed. Wants impacts known to all public and supports a study to do this.

**Director Grieve:** We need a neutral party and we need more information and what we are expecting.

**Alternate Director Parkinson:** I would like to see employers, fire fighters and public on the same page. The public needs to know what the cost is and what they get for the money. Public engagement should come first and what they should expect. Our own Corporate Communications Officer should do the study. Did the Board follow through on any Mitchel Report recommendations?

**Director Morissette:** We have a good existing service and we are looking for any potential for cost savings for people and at current service levels, fire station analysis, problems with staff retention, public safety and financial responsibility should be kept in mind.

**Director Worley:** I support the fire fighters and value the service as it is. It is hard to swallow spending more money on a study. I don't know how to retain the current service as is. In order to cut costs, we have to know tax and insurance levels.

**Director Grieve:** I'm not sure what the next step is. Is it possible to use public engagement with our own staff through "Join the Conversation"?

**Alternate Director Moore:** It is a wonderful effort and has been a long conversation. We need facts up front from outside expertise. What is the level of service the public needs? Stats need to go out to public and make sure it's what the public needs. What are the community needs and then match service to that. We need to find efficiency and cost savings.

**Alternate Director Pasin:** You need unbiased and impartial facts and what is in the best interest.

Moved: Director Cacchioni Seconded: Director Morel

That the East End Services Committee approve staff to prepare a request for proposal for consultant services as presented in this report and per the discussion held at the meeting on April 16th, 2019. **FURTHER**, that staff present the draft RFP for review at the next East End Services Committee meeting, scheduled for May 21, 2019.

Carried

D. Derby, Regional Fire Chief, left the meeting at 4:31 pm and returned at 4:51 pm.

**Closed (In camera) Session**

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

Moved: Director Morel Seconded: Director Morrissette

That the East End Services Committee proceed to a closed meeting pursuant to Section 90 (1) (c) of the *Community Charter* at 4:31 pm.

Carried

The East End Services Committee reconvened to the open meeting at 4:50 pm.

**Late (Emergent) Items**

There were no late (emergent) items.

**Discussion of items for future agendas**

KBRFR long term strategic planning.

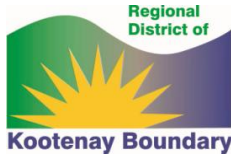
**Question Period for Public and Media**

A question period for public and media was not required.

**Adjournment**

The meeting was adjourned at 5:00 pm.





**Electoral Area "C" Parks & Recreation Commission  
Regular Meeting  
Wednesday, April 10, 2019  
Welcome Centre  
8:00 AM**

**AGENDA**

**1. CALL TO ORDER**

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

- The agenda for the April 10, 2019 Christina Lake Parks & Recreation Commission meeting is presented.

**Recommendation:** That the Agenda for the April 10, 2019 Christina Lake Parks & Recreation Commission meeting is adopted as presented.

**3. ADOPTION OF MINUTES-Pgs 1-4**

- The minutes of the Christina Lake Parks & Recreation Commission meeting held on March 13, 2019 are presented.

**Recommendation:** That the minutes for the Christina Lake Parks & Recreation Commission meeting held on March 13, 2019 be adopted as presented.

**4. DELEGATION:**

- Tai Chi- Proposal for Christina Lake Community-George Field

**5. OLD BUSINESS**

- Trail Development from Cove Bay to Brown Rd-Randy/Paul
- Christina Lake Community and Nature Park
  - Email received from BC Government- Re: Stream work application for the Construction of a Viewing Platform-Pgs5-15
- Swimming Dock at Christina Lake Provincial Park-
  - Response letter from BC Parks regarding the Swim Dock-Pg16

**6. NEW BUSINESS-N/A**

**7. INFORMATIONAL ITEMS**

**A. Financial Plan**

- 2019- Budget -TBD
- 2019 – RDKB Financial Statement – N/A

**B. Correspondence-**

- Tai-Chi- Proposal for Christina Lake Community-**Pg17**

**C. Project Updates**

- Kettle River Walk Trail
- Pickleball Court Expansion-Gas Tax Application
- Pedestrian Bridge-

**D. Sub Committee Report**

- COP Update- New Contact
- Trails – Josh Strzelec-

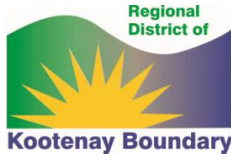
**E. Staff Monthly Report/Community Events Report**

- **Recreation Program –**
  - April Flyer-**Pgs18-19**
  - Christina Lake Triathlon Update-
- **Park Maintenance –Start Date-April 1, 2019**
- **Community Coordinator Report – Update**

**8. LATE EMERGENT ITEMS**

**9. DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

**10. ADJOURNMENT**



**Electoral Area "C" Parks & Recreation Commission  
Regular Meeting  
Wednesday, April 10, 2019  
Christina Lake Welcome Centre  
8:00 AM**

**MINUTES**

**Recreation Commission Members present:**

**Present**

Adam Moore  
Brenda Auge  
Dianne Wales  
Ericka McCluney  
Joe Sioga  
Liz Stewart  
Paul Beattie  
Tara Bobocel

**Absent**

Josh Strzelec  
Randy Gniewotta

**Area Director**

Grace McGregor

**Alternate Area Director**

Donna Wilchynski

**Staff and others present:**

**RDKB Staff**

Tom Sprado/Lilly Bryant

**1. CALL TO ORDER-**

- The Chair called the meeting to order at 8:01 a.m.

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

The agenda for the April 10, 2019 Christina Lake Recreation Commission meeting is presented.

**Additions:**

**#6 New Business: Larson Boat Launch – Water Break**

**Joe Sioga- Water fountains available throughout the  
Community**

**Recommendation:** That the Agenda for the April 10, 2019 Christina Lake Parks & Recreation Commission meeting is adopted as amended.

**12-19 Moved:** Liz Stewart

**Seconded:** Adam Moore

**Carried**

### 3. ADOPTION OF MINUTES

- The minutes of the Christina Lake Parks & Recreation Commission meeting held on March 13, 2019 are presented.

**Recommendation:** That the minutes for the Christina Lake Parks & Recreation Commission meeting held on March 13, 2019 be adopted as presented.

**13-19 Moved: Ericka McCluney Seconded: Joe Sioga**

**Carried**

### 4. DELEGATION:

- **Tai Chi- Proposal for Christina Lake Community-George Field**
  - George Field would like to offer free Tai Chi classes at the Christina Lake Community Hall for a two month trial basis. (May and June)
  - The program would move outdoors at the Community Hall ball field for the summer months
  - Christina Lake Community Association will provide free rental space for the two month trial period.
  - The program will continue in the fall if there is sufficient interest
  - Christina Lake Recreation Commission will provide advertising in the Gazette/Radio and in the May /June flyers and posters to help support the new program

### 5. OLD BUSINESS

- **Trail Development from Cove Bay to Brown Rd-Randy/Paul-N/A**
- **Christina Lake Community and Nature Park**
  - Email received from BC Government- Re: Stream work application for the Construction of a Viewing Platform- Received for Information
- **Swimming Dock at Christina Lake Provincial Park-**
  - Response letter from BC Parks regarding the Swim Dock
    - Set up online petition to support Swim dock at the Christina Lake Public beach
    - Will circulate through Gateway E-blast
    - RDKB Public announcement regarding the petition
    - Donna Wilchynski- (Gateway) will contact private company (Kelowna/Penticton) to inquire about a business opportunity to set up a Wibit at the Christina Lake Public Beach during the summer months

## 6. NEW BUSINESS- Water Break concerns at the Larson Boat Launch

- Local resident has safety concerns about the water break at Larson Boat Launch
- **Recommendation:** that RDKB write a letter to BC Parks requesting a review and inspection on the water break at the Larson Boat launch.

**14-19 Moved:** Liz Stewart

**Seconded:** Tara Bobocel

- **Water fountains installed throughout the community**
  - Fitness Park/Playground and Pickleball court area has water taps available to fill water bottles
  - Donna discussed the option to installing a fountain at the Welcome Centre

## 7. INFORMATIONAL ITEMS

### A. Financial Plan

- **2019- Budget –To be review at the May meeting**
- 2019 – RDKB Financial Statement – N/A

### B. Correspondence-

- Tai-Chi- Proposal for Christina Lake Community- Reviewed under #4 Delegations.

### C. Project Updates

- Kettle River Walk Trail-
  - OIB was contacted but no response as of meeting date
- Pickleball Court Expansion-Gas Tax Application-
  - Staff is required to update the application – final draft to be submitted by April 17<sup>th</sup>.
- Pedestrian Bridge- Grant application approvals are expected in early fall/2019.

### D. Sub Committee Report

- COP Update- New Contact-New contact for COP is: Gail Fowley: email address: gfawley@gmail.com
- Trails – Josh Strzelec- N/A

### E. Staff Monthly Report/Community Events Report

- **Recreation Program –**
  - April Flyer
  - Christina Lake Triathlon Update- will run the event regardless of the registration numbers
  - Sent out invitations to passed registrants
- **Park Maintenance –Start Date-April 1, 2019**
- **Community Coordinator Report – Update**
  - Deadwood Junction –Opened at the Welcome Centre on April 9th

- Contacting Sue Adrian to complete the mezzanine in the Welcome Centre
- Purchased a Custom Mat cover to protect the floor mural.
- Satisfied with the Parking lot repairs

## **8. LATE EMERGENT ITEMS**

- **Disc Golf course**
  - Contacted Liz Moore-RDKB Planner Department –a title search and an application for appropriate license will need to be submitted to the province
  - It appears to be adequate space available for a 9 hole course
  - The License of Occupancy identifies the site for liquid waste management as priority use. With that in mind the Disc Golf Course would need to be removed.

## **9. DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

## **10. ADJOURNMENT**

That the meeting be adjourned at 9:15am

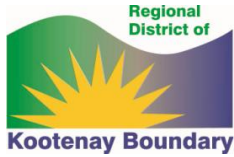
**11-19 Moved: Brenda Auge**

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Lilly Bryant, Recording Secretary

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Grace McGregor, Chairperson



**Grand Forks & District Recreation Commission  
Regular Meeting  
Thursday, April 11, 2019**

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

**AGENDA**

**1. CALL TO ORDER**

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

- The agenda for the April 11, 2019 Grand Forks and District Recreation Commission meeting is presented.

**Recommendation:** that the agenda for the April 11, 2019 Grand Forks and District Recreation Commission meeting be adopted as presented.

**3. ADOPTION OF MINUTES-Pgs 1-4**

- The minutes of the Grand Forks and District Recreation Commission meeting held on March 14, 2019 are presented.

**Recommendation:** that the minutes for the Grand Forks and District Recreation Commission meeting held on March 14, 2019 be adopted as presented.

**4. DELEGATION:**

- Flippin Fun Gymnastics Club Representatives -Vendela/Alyssa
- Learning Garden Representative

**5. CORRESPONDENCE:N/A**

**6. OLD BUSINESS**

- **Aquatic Centre**
  - **Aquatic Centre 2019 Pool Deck** –Fairbanks Architects  
Letter of Award to Igor Construction Ltd.-Pg 5
- **Learning Garden:**
  - Learning Garden Partnership Agreement-Pg 6-12

**7. NEW BUSINESS-N/A**

## **8. INFORMATIONAL ITEMS**

### **A. Financial Plan**

- **2019 Budget-TBD**
- 2019 – RDKB Financial Income Statement-N/A
- YTD-2019 Revenue Report-GFREC- **Pg13**
- YTD-2019 Arena Attendance/ Revenue Report-**Pg14**
- YTD/ 2019 -Aquatic Attendance/Revenue Report- **Pg15**
- YTD- 2019-Comparison Program Statistics Report –Aquatics-**Pg16**
- YTD-2019-Jack Goddard Memorial Arena Usage Stats-**Pg17**

### **B. Supervisor Reports**

- Aquatic Maintenance Coordinator – **Pgs18-29**
- Aquatic Program Coordinator –**Pgs 30-32**
- Arena Maintenance Chief Engineer –**Pgs33-35**
- Recreation Program Services Supervisor
  - April/May Program Update-**Pgs36-38**
  - April Flyer- **Pgs39-42**

## **9. LATE EMERGENT ITEMS**

## **10.ROUND TABLE**

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

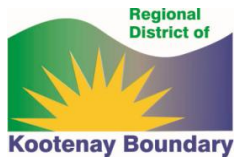
## **11.DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

## **12.QUESTION PERIOD FOR PUBLIC MEDIA**

## **13.CLOSED (IN CAMERA) SESSION**

## **14. ADJOURNMENT**





**Grand Forks & District Recreation Commission**  
**Regular Meeting**  
**Thursday, April 11, 2019**  
**David Borchelt Meeting Room**  
**8:45 AM**  
**Minutes**

Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held March 14, 2019 in the Jack Goddard Memorial Arena

**Present**

Bob MacLean  
 Chris Moslin  
 Eric Gillette  
 Nigel James  
 Roly Russell  
 Susan Routley  
 Terry Doody

**Absent**

Jaime Massey  
 Brian Noble

**Staff**

Tom Sprado/Lilly Bryant

**1. CALL TO ORDER: 8:47am**

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

- The agenda for the April 11, 2019 Grand Forks and District Recreation Commission meeting is presented.

**Recommendation:** that the agenda for the April 11, 2019 Grand Forks and District Recreation Commission meeting be adopted as Amended.

**Additions: #5. Correspondence**

Community Gaming Grants 2019 Capital Project Information.

**15-19 Moved: Nigel James**

**Seconded: Susan Routley**

**Carried**

**3. ADOPTION OF MINUTES-**

- The minutes of the Grand Forks and District Recreation Commission meeting held on March 14, 2019 are presented.

**Recommendation:** that the minutes for the Grand Forks and District Recreation Commission meeting held on March 14, 2019 be adopted as presented.

**16-19 Moved: Susan Routley**

**Seconded: Nigel James**

**Carried**

#### **4. DELEGATION:**

**• Flippin Fun Gymnastics Club Representatives –Vendela Villanueva**

- The Club was established as a non- profit organization in 2018
- Explained the benefits of Gymnastics as the foundation of sports- recreational or competitive
- The Grand Forks Curling rink will be the temporary location for the spring program
- Confirming space for the fall program (Pine Bible Camp)
- Long term goal is to establish a permanent facility
- Minimum funding for startup \$80,000
- Purchased used equipment to get the program started
- Good registration – Deadline for the spring program will be April 18, 2019

**• Learning Garden Representative- Bill Wilby**

- Learning Garden site still falls under the Agriculture Society
- 3 work parties have been completed this spring
- Next work party is planned for Sunday, April 14
- 3 goals to be completed by the end of season
  - a. Building completed
  - b. Irrigation completed – Drip Lines Etc.
  - c. Trees and shrubs planted along the fence line
- Concerns were discussed about the Learning Garden Partnership Agreement and the mandate of the agreement –
- The relocation of the Community Garden was discussed and noted it that is not part of the original Learning Garden Partnership Agreement, and that the agreement would require an amendment to include the Community Garden.

#### **5. CORRESPONDENCE- Community Gaming Grants-Received for Information**

## 6. OLD BUSINESS

- **Aquatic Centre**
  - **Aquatic Centre 2019 Pool Deck** –Fairbanks Architects Letter of Award to Igor Construction Ltd.
  - Tile test sites were completed by Igor Construction Ltd
  - Company will be onsite April 17-18 to complete the Pull test for each tile site.
  - Will determine how much grinding and time will needed to remove existing product.
- **Learning Garden:**
  - Learning Garden Partnership Agreement-**Discussed in #4**

## 7. NEW BUSINESS-N/A

## 8. INFORMATIONAL ITEMS

### A. Financial Plan

- **2019 Budget**- Distributed - Will review May 9, 2019
- 2019 – RDKB Financial Income Statement- N/A
- YTD-2019 Revenue Report-GFREC- Received for Information
- YTD-2019 Arena Attendance/ Revenue Report-Received for Information
- YTD/ 2019 -Aquatic Attendance/Revenue Report- Received for Information
- YTD- 2019-Comparison Program Statistics Report –Aquatics- Received for Information
- YTD-2019-Jack Goddard Memorial Arena Usage Stats-Received for Information

### B. Supervisor Reports

- **Aquatic Maintenance Coordinator**
  - Purchasing Pool Toys-
  - Potential sponsorship for local service groups and Clubs
- **Aquatic Program Coordinator**
  - Comments on Page #32-Incidents/Accident/First Aid Report
- **Arena Maintenance Chief Engineer**
  - Spring Maintenance in progress
- **Recreation Program Services Supervisor**
  - April/May Program Update-Received for Information
  - April Flyer-Received for Information

## 9. LATE EMERGENT ITEMS

- WiFi in the Aquatic Centre and Arena facilities- Not available at this time- Security issues with RDKB
  - Fiber Optics will be installed in 2019- to help speed up service in our facilities

## **10. ROUND TABLE**

- **School District # 51- N/A**
- **Library and Arts Societies (Culture) –**
  - The Library building will be receiving an upgrade /the basement may be renovated to accommodate the New Senior Centre
  - Insurance dollars will help offset the cost of the renovations to the existing facility
- **Recreation and Culture Committee of City Council-**
  - Trails Treasure Hunt- May to August- Posted on Grand Forks Trail's website
  - Geo Cashing concept
- **Community Members at Large –** No updates reported

## **11. DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

## **12. QUESTION PERIOD FOR PUBLIC MEDIA**

## **13. CLOSED (IN CAMERA) SESSION**

## **14. ADJOURNMENT**

**16-19- Moved: Eric Gillette**

**That the meeting be adjourned at 10:28am**  
**Carried**

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Lilly Bryant, Recording Secretary

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Terry Doody, Vice Chairperson



## **MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA**

### **REPORT FROM THE CHAIR and VICE-CHAIR ON ACTIVITIES FOR THE PERIOD ENDED APRIL 2019**

#### **PURPOSE**

This report is intended to provide a summary of the activities and performance of the Municipal Finance Authority of British Columbia ("MFA") for the period ended April 2019.

#### **MFA**

##### **Board of Trustee Meetings**

The Board of Trustees attended three meetings during the six-month period of October 2018 – March 2019.

The Investment Advisory Committee, comprising all trustees, held one meeting. The purpose of these meetings is to receive reports from management and our pooled investment fund manager Phillips, Hager & North (PH&N) and assess the performance of the pooled funds.

##### **Annual General Meeting of Members and Board of Trustee Elections for 2019**

Members and trustees attended the Annual General meeting on March 28, 2019. The 39 appointed Members elect 10 trustees each year at the MFA AGM. The following trustees were elected from the members representing Metro Vancouver: Malcolm Brodie, Jonathan Coté, Jack Froese and Brad West. Geoff Young was nominated as the trustee representing the Capital Regional District. The following were elected as the five trustees from the remaining regional districts: Al Richmond (Cariboo Regional District), Ron Toyota (Regional District of Central Kootenay), Rob Gay (Regional District of East Kootenay), Lyn Hall (Fraser-Fort George Regional District) and Andy Adams (Strathcona Regional District). Malcolm Brodie and Al Richmond were acclaimed Chair and Vice Chair, respectively.

#### **2018 IN REVIEW AND LOOKING FORWARD**

Meetings of our Members were held September 11, 2018 (SAGM) and March 28, 2019 (AGM).

The Board of Trustees met with management several times throughout the year to review operating performance, access to the financial markets, administration and other miscellaneous items. In addition, the Board of Trustees held meetings of the Investment Advisory Committee which provides oversight for our Pooled Investment Funds. The Trustees and management also made presentations on behalf of the MFA at various local government conferences during the year.

From a staffing perspective, Graham Egan has decided to take a well-deserved retirement at the

end of 2018, culminating 19 years of service to our organization. Graham's legacy includes not only the financial strength of the MFA, but also the development of our proprietary in-house software system which has been instrumental in the continued success of our organization. Matthew O'Rae joined us in October from the Island Health Authority to take on the role of Director of Finance.

During 2018, we hired four additional team members to fill vacant positions: Marina Scott, Programmer Analyst; Selina Pieczonka, Administrative Assistant; Connor Neuman, Accountant; and Kyle Derrick, Credit and Economic Analyst. Alex Berg joined us in the newly created role of Client Support Specialist in February of this year.

Despite growth of the staff complement at MFA over the last few years – we have grown from 7 to 14 full time staff – we continue to answer questions from investors and the rating agencies to explain how our organization can operate with such a lean staff complement. In our recent meeting with the rating agencies, two out of the three noted that the few organizations around the world that do a similar function to MFABC (infrastructure lenders to local government) have much higher staff complement than MFA (ranging from 50 to several hundred staff in some cases). Management suggested there were many reasons for this relating to how MFA conducts its operations relative to these other organizations including:

1. MFA is not competing with other financial institutions in our main lines of business (borrowing and on-lending) so does not need to devote an inordinate amount of time and effort on marketing efforts;
2. MFA's lending parameters (for example level of indebtedness) are clearly defined and not subject to interpretation or competitive pressures;
3. MFA's capital market operations are simpler than many of those international organizations who tend to borrow in multiple currencies and employ swap and derivatives to a large extent. MFA has focuses on Canadian dollar issuance and lending, which keeps things much simpler to manage; and
4. MFA is not a regulated financial entity (nor should it be) as it operates under clearly defined parameters as per its Act – and lends to a very conservatively fiscally managed local government sector in BC. Regulations are ever increasing in the financial services industry and lead to additional staff needs and reporting requirements for those regulated entities.

From a program perspective, 2018 marked the end of the Municipal Investment Program (MIP), which offered individual investment accounts to municipal employees and politicians. As we described during the 2018 SAGM, the significant legal, regulatory and other complexities of dealing with individual investors outweighed the marginal benefits of the program. All participants who chose to remain in the program transitioned to the new Industrial Alliance program with Apri as the sponsor.

In mid-2018, we added a second service provider for our Pooled High Interest Savings investment program. As you know, we undertook a review in 2016/2017 on the issue of creating a new 'socially responsible (SRI)' pooled investment fund for clients who expressed this need. In 2018, interest in creating such a fund has continued to be static and remains at least \$35 million short of the \$100 million in scale we require to sufficiently defray costs.

From an accounting and reporting perspective, we are very pleased to report that we have successfully adopted IFRS 9 and the new requirement to model and estimate our forward-looking credit loss expectations for all assets held by the organization. Credit losses could be sustained by the MFA if one of our investments or loans were not paid back in time or in full. While we have never experienced any credit losses in our history, we are required to estimate potential future losses, based on new accounting standards used by financial institutions. This has resulted in an Expected Credit Loss on our balance sheet of just over \$600,000 as at December 31, 2018 on a balance sheet value of over \$9 billion. This represents less than 1 basis point, or 0.01% of the balance. This remarkably small Expected Credit Loss number reflects the quality of our loan and investment portfolios, will help inform our capital target, and should be supportive of our credit ratings going forward. We expect a capital strategy – effectively a target operating level for capital to be held on our balance sheet – to be developed and approved by Trustee in 2019.

### **2018 Year End Financial Results**

#### **Income from Operating Activities, Short-Term Debt Fund, and Retention Fund**

Our retention fund grew to \$73 million at the end of 2018, a \$9.3 million increase from 2017. This was accomplished by a combination of income from operations of \$3.2 million, short-term debt fund earnings of \$4.2 million, interest earned on the fund itself of \$1.4 million and \$0.5 million fair market value gain on investment holdings for accounting purposes. The uses of the retention fund are currently technically unrestricted; however, the fund supports our AAA ratings and investors' view of the MFA's credit quality. As such, management and trustees will be developing a formal policy (Capital Target) with respect to its intended use and targeted size.

#### **Asset and Investment Management**

Assets under management were \$9.2 billion at the end of 2018. Assets comprise our loans to clients of \$4.7 billion, representing 1,689 long-term requests for financing through 28 regional districts and three other entities. Our short-term loans of \$258 million represented 123 short-term requests for financing and 331 equipment financing arrangements. Included in our assets are investments of \$3.6 billion managed internally. Of these investments, \$3.5 billion are held as sinking funds which reflect payments collected from clients and invested for the future retirement of market obligations. We also manage and invest a debt reserve fund, valued at \$108 million at the end of the year. The debt reserve fund holds assets as security for debenture payments to bondholders in the unlikely event that a client is unable to make payment to the MFA. It is a measure of protection that has never been accessed in our history.

### **LENDING**

#### **Long-term Lending**

We issued \$1,741 million of long term bonds in 2018 – an increase of about \$785 million from 2017, due to a higher amount of maturing market debt to be refinanced. We issued four debenture issues during 2018 (compared to 2017 – \$956 million raised in five issues). These issues achieved 5-year and 10-year borrowing rates of between 2.60% to 3.084% which are still very low by historical standards. Throughout 2018, MFA continued to access the lowest long-term rates in Canada when compared to our municipal peers. This borrowing program refinanced maturing debt and underpinned both existing client loans as well as 73 new loans aggregating over \$726 million to our clients.

<b>New Long-Term Loans – 2018 Full Year</b>		
Size	Number	Aggregate Amount (\$)
Less than \$1 million	38	14,225,466
Between 1 & 5 million	27	62,131,423
Between 5 & 10 million	2	15,000,000
Between 10 & 15 million	2	25,500,000
Above \$15 million...	1	89,898,990
	1	120,000,000
	1	128,787,879
	1	270,000,000
<b>Total</b>	<b>73</b>	<b>\$725,543,758</b>

#### **Short-term Lending**

At the end of 2018 we had \$675 million in commercial paper outstanding to support our current and expected growth in short-term lending. We issued \$5.7 billion in commercial paper throughout the year in weekly auctions. Short-term loans are refinanced weekly, allowing for flexibility and efficiency for our clients. This program is primarily used to provide interim financing for capital projects during construction and lending for our equipment financing program.

In 2018, advances totalled \$152.4 million. Of the 172 advances, \$12.2 million was the largest single transaction. At the end of December, we had 445 loans outstanding aggregating \$257.2 million.

<b>Short-term Outstanding Loans December 31, 2018</b>		
Size (\$)	Number	Aggregate Amount (\$)
< 50,000	213	4,525,485
50,000 < < 150,000	109	9,497,853
150,000 < < 500,000	74	20,606,973
500,000 < < 1 million	24	17,594,637
1 million < < 5 million	15	32,042,353
5 million < < 10 million	6	36,556,200
Greater than 10 million	4	136,381,000
<b>Total</b>	<b>445</b>	<b>257,204,502</b>

#### **Triple A Credit Ratings**

Annual credit rating presentations were held April 16-17, 2019. The representatives for MFA were the Chair, Vice-Chair, CAO Peter Urbanc, Shelley Hahn (Director of Business Services), Matthew O’Rae (Director of Finance), Nikola Gasic (Portfolio Manager), Phil Trotzuk (CFO of Metro Vancouver



Regional District) and Dean Rear (Director/Deputy CFO of Metro Vancouver Regional District). We are pleased to report that no issues of concern were raised in those meetings. Confirmation of our ratings will be forthcoming over the coming weeks.

#### **POOLED INVESTMENT FUNDS**

In June 2018, we launched our second Pooled High Interest Savings Accounts (PHISA). The National Bank of Canada (NBC) PHISA is currently paying 2.52% and the CIBC PHISA at 2.46% on all money deposited. This rate will adjust with any changes in the prime rate. As at the time of this report, the NBC PHISA was \$144 million and CIBC PHISA was \$412 million on deposit.

The 2018 results for the three managed funds are all positive relative to the benchmark indexes. These are Money Market Fund, 1.65% (Index 1.15%), Intermediate Fund, 1.90% (Index 1.62%), and Bond Fund, 1.76 % (Index 1.71%).

Total pooled funds at December 31, 2018 was \$1.915 billion (2017, \$2.316 billion), with the Money Market Fund at \$1.106 billion (2017, \$1.200 billion), the Intermediate Fund at \$0.265 billion (2017, \$0.340 billion), and the Bond Fund at \$0.544 billion (2017, \$0.775 billion).

As at	January 31, 2019	January 31, 2018	Change	1 Year Returns at January 31, 2019	
	\$ millions			Funds	Benchmark
Bond	541	741	-200	2.68 %	2.62 %
Intermediate	240	314	-74	2.20 %	1.74 %
Money Market	1,076	1,107	-31	1.71 %	1.20 %
Pooled High Interest Savings Account *	661	209	452	**	N/A
<b>AUM</b>	<b>2,518</b>	<b>2,371</b>	<b>147</b>		

\*\* Current Rate on CIBC and NBC PHISA's are 2.46% and 2.52%, respectively.

As previously reported, MFA staff and PH&N have been working on the development of a pooled mortgage fund (the "PMF") since 2017 and are getting ready to launch the new fund over the coming months. Staff from both organizations believe that a commercial mortgage option in a pooled fund format would offer an attractive yield and good diversification for those local government investors that have a longer time horizon for a portion of their reserves. We have spoken directly to some of our larger clients and many have expressed an interest in participating. Introducing the fund can be done at minimal cost given it would make use of two existing pooled funds managed by PH&N – a bond fund with a small exposure to mortgages, the PH&N Short Term Bond & Mortgage Fund, and a mortgage fund – the PH&N Mortgage Pension Trust. One of the main risks of investing in commercial mortgages is liquidity risk due to the lack of an active secondary commercial mortgage market. The design of an MFA Pooled Mortgage fund can provide

some liquidity despite mortgages being an illiquid asset class as the fund will not be fully invested in mortgages; it will also hold liquid securities to help permit orderly redemptions by clients. The next steps for the mortgage fund included detailed educational session with interested customers in April and May and opening the fund for subscriptions in the June/July timeframe.

#### **EDUCATIONAL SUPPORT**

Here are some specific ways we supported you, your teams, and your communities in 2018:

- The Len Traboulay Education Fund was established in 2001 and provides up to \$60,000 annually for the education of elected officials and employees in local government. \$30,000 was contributed to the Local Government Leadership Academy and \$30,000 was available for applications of interest towards providing education and training to local government staff;
- We contributed a further \$72,500 for annual conferences of UBCM, LGMA, and GFOABC, as well as the chapter and area association meetings for elected officials and officers in local government. MFA employees are requested, from time to time, to instruct or facilitate at these events;
- The Government Finance Officers' Association received \$12,000 towards their "Bootcamp" program, an Asset Management training day, and the first two Investors' Forum Webinars, a new educational offering underwritten by the MFA;
- We provided a travel bursary of \$12,000 from the James R. Craven Fund, funded annually to support local government staff from rural areas to attend the Municipal Administrators Training Institute (MATI Level 1); and
- Members of the MFA team have active representation on the Local Government Leadership Academy (LGLA) and Government Finance Officers Association of BC (GFOABC) Boards, and take an active part in CivicInfo BC committees on public sector scholarship and local government app development.

#### **2019 BUSINESS PLAN**

Our business plan is driven by our key areas of focus: people, programs, processes, partnerships, policies, and profile. As we have augmented our team to accommodate new goals and challenges, our emphasis has evolved to concentrate on organizational resilience and excellence. By adding selectively to our staff complement over the last few years, we have increased our capacity to pursue new programs and refine our existing service model, while gaining access to expanded skillsets and fresh perspectives.

#### **Top level themes for 2019:**

- Greater connectivity and communication with related agencies, stakeholders, & clients;
- Internal streamlining and refining of processes;
- Incorporation of digital solutions, both internal and external;
- Cybersecurity and data security;
- Business continuity/disaster recovery planning;
- Refinement of education and sponsorship support to reflect our mandate & client needs; and
- Reimagining our mission and vision heading into our 50th year.

**SUMMARY / CONCLUSION**

The MFA Semi-Annual Meeting of members will be held on the afternoon of Tuesday, September 24, 2019 in Vancouver, at the time of the annual convention of the Union of BC Municipalities (UBCM).

Submitted by:

A handwritten signature in black ink, appearing to read "Malcolm Brodie".

Malcolm Brodie  
Chair

A handwritten signature in blue ink, appearing to read "Al Richmond".

Al Richmond  
Vice-Chair



May 23, 2019

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

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

MAY 28 2019

REF. TO:.....

CC:.....

*R/RH*  
*MF*

Dear Chair Russell:

**Re: 2019 Resolutions**

UBCM is in receipt of the attached resolution(s) endorsed by your Board. Your resolution(s) received endorsement at the AKBLG Spring 2019 AGM.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2019 UBCM Convention in September.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Very Best Wishes,

Arjun Singh  
UBCM President

*Enclosure*

**Victims Services Funding****Kootenay Boundary RD**

Whereas the costs to local governments for providing police-based victim services continues to escalate due to increased demand and annual inflation;

And whereas the authority for providing victim services for: victims' issues; development of legislation, policies and programs; training; and delivering and funding programs that support victims and their families is the responsibility of the Community Safety and Crime Prevention Branch of the Ministry of Public Safety and Solicitor General:

Therefore be it resolved that the UBCM urge the Province of BC, through the Ministry of Public Safety and Solicitor General to increase the Ministry's funding contribution for the provision of police-based victim services within the Province of British Columbia.

**Convention Decision:**

### **Support for Fire Services**

### **Kootenay Boundary RD**

Whereas the Office of the Fire Commissioner has, over the past three years, put more requirements in place for fire departments in British Columbia;

And whereas the cost and time commitment of these increased training, risk management, and records management requirements have negatively impacted volunteer and paid-on-call fire fighter recruitment and has resulted in increased local government taxation:

Therefore be it resolved that UBCM be directed to work with the Ministry of Public Safety and Solicitor General and the Office of the Fire Commissioner to explore provincial funding support to help fund staffing, compliance with standards, and capital costs of British Columbia fire departments.

### **Convention Decision:**

**Forestry Development Plan Referral Best Practices****Kootenay Boundary RD**

Whereas local governments have actively advocated for a larger role in the review of forest management plans in the province and are now increasingly being asked to provide input into the forest management plans proposed by the forest industry and BC Timber Sales, but without a clearly defined mandate, framework, or best practices within which to consider such plans;

And whereas the authority for managing and regulating the Province's forest resources rests with the Ministry of Forests, Lands, Natural Resources Operations and Rural Development;

Therefore be it resolved that UBCM urge the Province of BC, through the Ministry of Forests, Lands, Natural Resources Operations and Rural Development to work with local governments and the forest industry to develop guidance documents intended to better define the role of local government in the review process and best practices for forest management plan referrals from the forest industry and Provincial agencies.

**Convention Decision:**

**STAFF REPORT**

**Date:** 16 May 2019 **File** UBCM Convention

**To:** **Chair Langman and Members of the Education and Advocacy Committee**

**From:** Mark Andison, Chief Administrative Officer

**Re:** 2019 UBCM Ministerial Meetings

**Issue Introduction**

A staff report from Mark Andison, Chief Administrative Officer, regarding potential meetings with Provincial cabinet ministers at the 2019 UBCM Convention.

**History/Background Factors**

At the last meeting of the Education and Advocacy Committee, the Committee discussed potential resolutions regarding issues of concern to the RDKB Board to be sent to the AKBLG for consideration to forward to the 2019 UBCM Convention. Related to the resolutions, the Committee also discussed possible meetings to be requested with Provincial cabinet ministers relating to the RDKB resolutions and other issues of concern.

RDKB resolutions regarding the following issues were approved at the 2019 AKBLG Convention:

- additional Provincial funding for local government victims services programs;
- the development of guidance documents to better define the role of local governments in the review process and best management practices for forest management plan referrals from the forest industry and Provincial agencies;
- additional Provincial funding support to help fund staffing, compliance with standards, and capital costs of British Columbia fire departments.

In addition to the resolutions related to the above-noted issues, the Committee discussed scheduling a meeting with the RCMP to advocate for the allocation of Federally funded RCMP drug enforcement and organized crime resources to Kootenay Boundary communities.



Also, it was suggested at the last meeting of the Education and Advocacy Committee that the RDKB engage with member municipalities to explore whether there might be opportunities to collaborate on the scheduling of ministerial meetings at the UBCM Convention. A request was subsequently sent to municipal CAOs requesting that they discuss possible joint advocacy issues with their respective councils.

### **Implications**

It will likely be effective to meet with the cabinet ministers responsible for the issues targeted by the three RDKB resolutions being considered at the UBCM Convention. Requests for meetings with the Minister of Public Safety and Solicitor General (victims services funding and fire service funding) and the Minister of Forests, Lands, Natural Resources Operations and Rural Development (forest development plans) would address the RDKB resolutions. A separate meeting may also be considered with the Minister of Public Safety and Solicitor General, as the Minister responsible for the Provincial Police Service Agreement with the RCMP, to discuss the allocation of Federally funded RCMP drug enforcement and organized crime resources in Kootenay Boundary communities.

With respect to collaborative meeting opportunities with member municipalities, staff has received the following input from the City of Rossland CAO:

*Below is a summary list of what I have currently heard back from Rossland Council in respect to your email below:*

1. *Further review of the RCMP additional funding request presented in early 2019*
2. *Increased funding and resources for BC Ambulance*
3. *additional sources of stable municipal revenues*
4. *provincial help for refurbishing community arenas*
5. *regional transit solutions for the interior*
6. *better transit solutions for those needing medical care at the larger centres*
7. *provincial investment to devise innovated solutions to the recycling crisis*
8. *provincial ban of single use plastics*

In addition, to the issues raised in the various RDKB UBCM resolutions and the suggested issues raised by the City of Rossland, the Steering Committee for the Tri-Regional Agriculture Project (Kootenay Boundary Farm Advisors Program) has recommended that the three regional districts jointly advocate for Provincial funding support for the program to allow it to continue beyond its three-year term. RDEK staff will be initiating the request for a joint ministerial meeting on this issue.

**Advancement of Strategic Planning Goals**

Scheduling meetings with Provincial cabinet ministers regarding the issues raised in this report advances the Board's strategic objective to: "... continue to advocate on issues that affect our region."

**Background Information Provided**

None

**Alternatives**

1. That the update from Mark Andison, Chief Administrative Officer regarding the member municipalities' responses to inter-municipal collaboration for the RDKB's requests for Minister meetings at the 2019 UBCM be received and further direction at the discretion of the Committee.
2. That the staff report be received.

**Recommendation(s)**

That the update from Mark Andison, Chief Administrative Officer regarding the member municipalities' responses to inter-municipal collaboration for the RDKB's requests for Minister meetings at the 2019 UBCM be received and further direction at the discretion of the Committee.

**From:** [Mark Andison](#)  
**To:** [CAO](#); [Larry Plotnikoff](#); [David Perehudoff](#); [Jackie Patridge](#); [Bryan Teasdale](#); [Diane Heinrich](#); [City of Greenwood](#); [Penny Feist, CAO](#)  
**Cc:** [Diane Langman](#); [Maureen Forster](#); [Theresa Lenardon](#)  
**Subject:** Inter-Municipal Collaboration on Ministerial Meetings at the UBCM Convention  
**Date:** May-01-19 2:17:16 PM

---

Hi all,

The Regional District's Education and Advocacy Committee will be meeting on May 23<sup>rd</sup> to discuss advocacy plans for the September UBCM Convention. The Committee will be discussing potential meetings with Provincial ministers that the Regional District may wish to request in the upcoming months.

Recognizing that there is likely a strategic advantage in coordinating meetings between one or more local governments in the region on issues of common concern, the Committee is interested in hearing from you as to any issues that your municipality may wish to jointly discuss with Provincial ministers at the convention.

We would appreciate if you would consult with your respective councils to determine if there are any issues for which your municipality might like to collaborate with the RDKB, and perhaps other RDKB municipalities, in requesting ministerial meetings at the UBCM Convention.

At this point, there are a number of advocacy issues for which the RDKB is considering requests for ministerial meetings, including:

- Increasing the Provincial financial contribution to Victims Services;
- Provincial financial assistance for the costs associated with local government fire protection services;
- Requesting the Ministry of Forests, Lands, Natural Resources Operations and Rural Development to develop guidance documents to better define the role of local governments in the review process for forest management plan referrals from the forest industry and Provincial agencies; and
- Advocacy for the allocation of federally funded RCMP drug enforcement and organized crime resources to Kootenay Boundary communities.

I would appreciate if you can let me if there are any issues that your municipality may wish to collaborate on by May 15<sup>th</sup>, as we'll be distributing the Committee the meeting agenda material on May 17<sup>th</sup>.

Please let me know if you have any questions about any of this.

Thanks,  
 Mark



**Mark Andison** | Chief Administrative Officer  
[mandison@rdkb.com](mailto:mandison@rdkb.com) | C: 250.231.0880 | T: 250.368.0224

**Regional District of Kootenay Boundary**

Toll-free: 1.800.355.7352

Main: 250.368.9148

[rdkb.com](http://rdkb.com)



## West Boundary Recreation Grant Application

*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 purposes 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 and Protection of Privacy Officer at 250-368-9148 or [foi@rdkb.com](mailto:foi@rdkb.com).*

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.

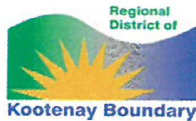
Applicant/Requesting Group		Boundary Womens Fastball	
Mailing Address:		7526 16 <sup>th</sup> - Box 872 Grand Fork, BC V0H 1H0	
Phone:	250-444-0066	Email:	celeste-d08@hotmail.com
Contact Person (Representative)		Celeste Deal	
Amount of grant request?		\$1000.00	
What is the purpose of the grant?		Help with league and other fees. - Softball BC memberships	

Who will the grant benefit?	Girls + Women who play in this sport.		
What are the other funding sources for this program/event?	Personal - individual players		
Are the participants being charged to participate?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? each team fees are different.		
Estimated # of benefiting participants?	80-90 women, 10 men		
Where will the program/event be held?	Grand Forks, Rock Creek, Midway beaverdell		
When will the program/event be held?	April - June		
Signature of Authorized Representative	Coleth K Deard	Date	may 8 / 2019

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		
<b>Approved</b>		<b>Denied</b>
Amount approved		



## Federal/Provincial Gas Tax Funding Application

Application Date

Project Title

Applicant Contact Information:

Name of Organization	West Boundary Community Services Co-operative		
Address	3990 Highway #3, Box 193 Rock Creek, BC V0H1Y0		
Phone No.	778-969-0003	Fax No.	250 495-3363
Email Address	sandymark1044@gmail.com or gsol@ocubc.com		

Director(s) in Support  
Of Project

Area

Amount Required

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

- ☐ The applicant is the owner of the property
- ☐ The property is Crown Land. Tenure/license number

Do you have the land owner's written approval to complete the works on the land(s)?

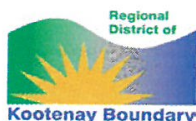
- ☒ Yes (include copies of permits)
- ☐ No

Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

Registered Owners of Land	Legal Description of land(s)
Rock Creek Riverside Holdings Ltd.	Lot 8 Plan 2033 Except Part shown as Parcel 79 on plan H1 & Lot 10 Plan 2033 Except Part shown as parcel 80 on plan H1.

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8  
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990  
Email: admin@rdkb.com · web: rdkb.com





**Application Contents – must include all of the following:**

1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

**1. Eligible Project Description including timeline:**

The West Boundary Community Services Co-operative was incorporated in February 2019 after 6 months work by the founders for the purpose of creating a facility (a Community Hub) to house a new credit union office and space for other organizations which serve the area. The Community Hub will house, support and promote art, cultural, heritage, recreation & tourism projects and activities. In addition, office space will be available for social service organizations, and local/provincial government outreach.

Building drawings are attached.

**Timeline:**

- land has been purchased
- a Project Manager has been contracted to oversee construction
- the RFP process is complete and a construction company has been selected
- funding from Osoyoos Credit Union is in place
- Osoyoos Credit Union will hold the mortgage
- projected occupancy date is Sept 1

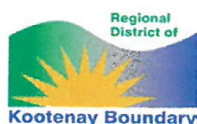
**Founding members of the Co-op are:**

- Rock Creek Farmers' Institute
- Osoyoos Credit Union
- Trails to the Boundary Society

Additional organizations will be invited to join once construction of the Hub is completed.

**Management Framework:**

- the Co-op Board meets frequently
- they have established a strategic plan and a policy framework (finance, personnel, purchasing, operational and accountability policies)
- Leon Pigott and Co. is acting as the Co-op's legal team
- a Construction Committee of Co-op directors has been formed to oversee the Project Manager
- the Electoral Area Director sits as an ex-officio member of the Board
- Osoyoos Credit Union is providing bookkeeping services, pending hiring of a bookkeeper
- Sandy Mark Consulting has been contracted to provide Corporate Secretarial and Grant-Writing services



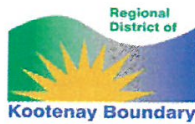
### 1.1 Project Impact:

Construction of the Community Hub building will have a major impact in the West Boundary:

1. Non-profit agencies charged with serving our region will be able to do a much better job using our building for providing services and engaging community (e.g. Boundary Family Services, Boundary Women's Coalition, CBAL). These will bring rental income.
2. Community space for local art groups, with space to store materials, produce and display their art work. Featuring local artists will bolster a sense of community and encourage new cultural activities and development.
3. Space for production & display of heritage projects being undertaken by RDKB grants to Trails to the Boundary Society.
4. Space will be available at no charge to non-profits that don't have secure sources of funding and who have challenges with affordable, available meeting, work and storage space (Rock Creek Seniors, Cemetery, Kettle River Rec, Food & Resources Society, Food Share, Riverside Artists).
5. Free WIFI and charging for Electric Vehicles will attract tourists to stop and learn more about our area and find information about local trails, attractions, events & amenities.
6. Tourist attraction will support other local organizations (Fairgrounds, Wildlife Hall, Golf course, Farmers' Market) and businesses (stores, gas stations, restaurants, accommodations)
7. Since many people do not have effective Internet access, having fiber optic internet and a bank of computers in the facility for use at no charge by community will be of great value. As well, computer training for those who are not computer literate will be possible. In time, it's our hope to have the building open to the public 5-7 days a week.
8. The Co-op plans to develop the site to include a Community Garden, outdoor recreational activities, and outdoor heritage displays (the site is at the historic town of Riverside, where 14 buildings were located in the 1860s).
9. The profile of the Regional District will be raised by housing services (Boundary Invasive Species Society, Regional Parks & Trails), providing information, allowing remote participation by residents on committees, and guaranteed availability of meeting space for APC meetings and other meetings with Electoral Area Director
10. Our Co-op, a dedicated community organization, will be able to bring citizens together to address local issues and coordinate planning & activities to respond to emerging opportunities.
11. The Co-op board is eager to develop community services and to incubate and support new business and social entrepreneurship activities in order to create jobs and to attract further investment to our area (e.g. Meat Processing Project)
12. Should there be serious issues such as fire or flooding in the future, the Community Hub will be a natural point for response and coordination of effort.

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](mailto:admin@rdkb.com) · web: [rdkb.com](http://rdkb.com)





#### 1.2 Project Outcomes:

The outcome of our project is the construction of a new building in Rock Creek which will allow the West Boundary Community Services Co-operative to serve the West Boundary, providing much needed services and activities. The Co-op will encourage a sense of community ownership through development and support of volunteerism, community planning and community coordination.

Once the community 'hub' building is completed, the co-op will focus on community development and community economic development for the West Boundary area.

This project is possible because of the investment provided by the Osoyoos Credit Union and the Rock Creek Farmer's Institute who together have purchased property for the Community Hub building.

The Osoyoos Credit Union recognizes that many of their members live in the West Boundary and their interest in providing local banking services will make a huge difference to our community. Because they are a financial co-op, with a mission to support community development, they could envision the benefits to the community from doing more than just putting in a small building but rather helping to create a much stronger contribution by becoming integral to the mission of our Co-op.

The Rock Creek Farmer's Institute recognize that their investment will help invigorate the community. Their participation in the Co-op will ensure that their organization's legacy will be recognized in the community.

## 1.3 Project Team and Qualifications:

Board of Directors: Greg Sol (CEO, Osoyoos Credit Union); Ed Fossen (Secretary of Rock Creek Farmer's Institute) ; Pat Henley (Director of Trails to the Boundary Society)  
 Contracted staff: Sandra Mark Consulting (Community Economic Development, Co-op Development and Organizational Development and Corporate Secretary for the Co-op)  
 Les Jackman: Construction Project Manager. Leon Pigott, Pigott and Co. lawyers  
 Remote Access Construction: Scott and Chris Petrie owners, have been selected after an RFP process

## 2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

Items	Details	Cost (\$)
Concrete	Footings, Foundation, Floor Slab and Exterior Decks, Concrete Pump, Material- \$	54, 107.34
Framing	Exterior/Interior Framing, Roof Framing and Steel install, Tyvek, Exterior Door and Window Installation, Crane.	86, 974.93
Interior	Insulate, Drywall, Paint, install Interior Doors, Window and Door Trim, Vinyl Flooring, Baseboard and T Bar Ceiling	118,156.90
Exterior	Hardi Plank Siding, Soffit, Fascia, Window and Door Trim.	34,162.44
Plumbing	Rough-in to Foundation Wall, Vanities, Toilets, Coffee Bar Sink, Pressure Tank, Natural Gas Hot Water Tank.	17, 430.00
Heating	Radiant Floor Heating, Room by Room Zoning, Natural Gas Boiler, HRV System and Natural Gas Connection.	36,067.50
Electrical	Permits, Rough-in Wiring, LED Lighting, Security, Fixture Install.	49,194.60
	GST of \$19,463 is included in above figures	
	Co-op is applying for a GST#	
	<b>Total</b>	<b>\$ 396,093.71</b>

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8  
 Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990  
 Email: admin@rdkb.com · web: rdkb.com

## Additional Budget Information

Co-op is applying for a GST#. GST is included in the prices

## 3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

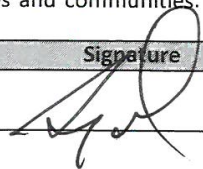
## Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31<sup>st</sup> of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
	Greg Sol, President	JUNE 6/19



## SCHEDULE B- Eligible Costs for Eligible Recipients

### 1. Eligible Costs for Eligible Recipients

#### 1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- b) the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
  - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
  - ii. training directly related to asset management planning; and,
  - iii. long-term infrastructure plans.

#### 1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

### 2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section 1.1
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs.

**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** April-03-19 4:53 PM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn  
**Subject:** Grant-in-Aid Form submitted by BV Avalanche Hockey Club, email address - thomask2@telus.net

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

Electoral Area 'A' Director Ali Grieve

**Applicant Information:**

Applicant: BV Avalanche Hockey Club

Address: 467 Barclay Rd Fruitvale, BC V0G 1L1

Phone: 250 231-7849

Fax:

Email: thomask2@telus.net

Representative: Kevin Thomas

Make Cheque Payable To: The FAIR Society (Trail Family and Individual Resource Centre Society)

**Other Expenses:**

Total Cost of Project: \$

Amount Requested from RDKB Director(s): \$1000.00 *Approved Director Grieve June 4/19*

What is the Grant-in-Aid for?

To assist and support the Trail F.A.I.R. Society in the many programs and services they provide to area families and individuals.

**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:** May-22-19 9:37 PM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn  
**Subject:** Grant-in-Aid Form submitted by Grand Forks ATV , email address - zornszoo@nethop.net

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

Electoral Area 'B' / Lower Columbia- Old Glory Director Linda Worley, Electoral Area 'C' / Christina Lake Director Grace McGregor, Electoral Area 'D' / Rural Grand Forks Director Roly Russell

**Applicant Information:**

Applicant: Grand Forks ATV

Address: Box 20-20 Grand Forks BC V0H 1H0

Phone: 2504423359

Fax:

Email: zornszoo@nethop.net

Representative: Doug Zorn

Make Cheque Payable To: Grand Forks ATV

**Other Expenses:**

Total Cost of Project: \$20,000

Amount Requested from  
RDKB Director(s): \$5,000

What is the Grant-in-Aid for?

GFATV -CWTS Trails of the Paulson

This is a strong economic opportunity for the Kootenay, Boundary Region. "Trails of The Paulson" is a joint project between GFATV, the CWTS, and many partners who wish to develop a regional recreation area. GFATV has already created a "Trails of the North Fork" map showing their many trails in the North Fork region of the Boundary. These trails go from Greenwood to Edgewood. The Salmo Seniors ATV Club is developing a map of the great trails around Salmo BC. Arrow Lake ATV club is working on a map of the Nakusp region. "Trails of The

*approved May 23/19*  
*Linda Worley*

Paulson” will be the hub for recreation enthusiasts who come to experience the Kootenay Boundary area staying a few days in each region to enjoy safe, well marked, interesting and historically rich mixed use trails. Each area will benefit economically by providing accommodation and other amenities for a wide variety of recreational users.

**List of Other Organizations Applied to for Funding**

Name of Organization    private citizen

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

["Trails of the Paulson - Proposal - May 7 2019.pdf"]

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## Columbia & Western Trail Society & Grand Forks ATV Club

Trials of the Paulson – Recreational Development and Mapping Project 2019

### Project Background and Description

Partners are coming together to establish a recreation map that will allow all users to safely access trail networks in the Paulson, Old Glory, Mt. Saint Tomas area, located in the Kootenay Boundary region. This area holds huge economic opportunities for the many communities that sit on its fringe.

Citizens of Trail, Castlegar, Rossland, Christina Lake, Genelle and other small communities in this area would benefit economically if a detailed map showing, historic sites, recreation areas, trails and areas of existing development. There is a tremendous potential for mixed-use recreation in this region along with neighboring regions. This project could lead the way in establishing such a recreation area in the Paulson that would complement other neighboring regional maps such as Trails of the North Fork (GFATV) and trail networks planned for the Salmo and Nakusp areas.

### Project Scope

The project will see a map brochure designed, printed, and placed at locations for the public. The map could include access points, trails, and points of interest (POI) in a region spanning from Grand Forks to Castlegar, from the US Border to Renata on Lower Arrow Lake.

### Requirements

1. Identify what type of partnerships we are seeking with different stakeholders
  - a. Create a form/information package to send to proposed partners to gather interest and support for the project
  - b. Gather contact information, letter of support, funds, concerns, conflicts, special Road use and maintenance agreement where required
2. Impact study on the current forest users, project cannot affect safety of forest service crews
3. Review forest stewardship plans that stakeholders may have and develop our Stewardship plan to include and address concerns around forest, environmental, invasive species impacts
4. Develop signage package for the area (some signs may already exist)
  - a. Identify locations of stop signs
  - b. Identify locations of directional signs
  - c. Locations of POI signs
  - d. Develop directional signs (map w/ "you are here")
  - e. Develop POI Signs (simply name and quick background on location)
5. Safety plans and procedures for general public, etiquette, and conflict resolution

### Implementation plan

1. Hold meetings with working group to rough out a plan
2. Create "markup map" for review and general discussion

3. Ground truth the mapping information to identify required connection trails, points of interest, areas that need maintenance/work
4. Create project package send and discuss with stakeholders
5. Identify stakeholders and gather information
6. Meet with Stakeholders to identify concerns
7. Address any concerns
8. Finalize map, ground work
9. Print map brochures and install signage
10. Staging Areas

## Stakeholders

### Government

1. City of Castlegar
  - a. Contact
  - b. Letter of support
2. City of Trail
  - a. Contact
  - b. Letter of support
3. City of Rossland
  - a. Contact
  - b. Letter of support
4. Community of Christina Lake
  - a. Christina Lake Tourism
    - i. Contact
    - ii. Letter of support
  - b. Christina Lake Stewardship Society
    - i. Letter of support
5. RDKB B – Rossland, Trail area
  - a. Contact
  - b. Letter of support
6. RDKB C – West Kootenay
  - a. Contact
  - b. Letter of support
7. RDKB D – Boundary Region
8. Ministry of Transportation (MOT)
9. RSTBC
10. MLA – Larson

11. MLA – Conroy
12. RCMP
13. BC Wildfire Services
14. BC Wild Safe
15. Aboriginal groups

### Industry

16. Atco Wood Products
17. BC Timber Sales
18. Teck
19. Big Red Cats (Heli-skiing)  
<https://www.bigredcatskiing.com/>
20. Interfor
21. Chamber of Mines
22. T.O.T.A

### User Groups

23. Castlegar Nordic Ski Club -  
<http://www.castlegarnordic.ca/>
24. Christina Lake Snowmobile Society
25. Castlegar Snowmobile Association
26. Beaver Mountain Snowmobile
27. Salmo Senior ATV
28. Arrow Lakes ATV Club
29. Columbia and Western Trail Society
30. Grand Forks ATV Club

### Environmental

31. Boundary Invasive species

### Timeline/Schedule

Preliminary work is already happening. We plan on performing ground work as soon as possible. We will contact stakeholders in a progressive manner and arrange meetings starting with Government. Once all stakeholders have been addressed, we would proceed with the project. Fall 2020 we are planning to hold official opening and on-site event.

1. Preliminary works – March/June 2019
2. Ground Work – June 2019 to August 2019
3. Material Development – September 2019
4. Meetings with Stakeholders – October 2019 to January 2020
5. Execute plan, printing, installs, trail work – February 2020 to August 2020
6. Grand Opening Event – September 2020

### Notes



## Budget

ITEM	EXTENDED	
<b>Mapping</b>		
Develop the map	\$ 3,000.00	
Printing draft maps	\$ 900.00	
<b>Sub Total</b>	<b>\$ 3,900.00</b>	
<b>Meetings</b>		
Rooms	\$ 750.00	rental of meeting rooms
Refreshments	\$ 100.00	supplied refreshments for meetings
Travel to meetings	\$ 500.00	travel for Doug and Brian
<b>Sub Total</b>	<b>\$ 1,350.00</b>	
<b>Fuel</b>		
Travel to site (truck)	\$ 1,000.00	10 trips for (2) vehicles to summit and back, CWTS and GFATV
Field Travel (ATV)	\$ 500.00	10 trips at 100kms per trip, \$0.50 per km
Field Equipment (saws, tools, etc.)	\$ 300.00	10 trips at 20L per trip
<b>Sub Total</b>	<b>\$ 1,800.00</b>	
<b>Communications</b>		
Scheduling meetings	\$ 250.00	
Stakeholder Communications	\$ 750.00	
<b>Sub Total</b>	<b>\$ 1,000.00</b>	
<b>Proposal</b>		
Req 1a	\$ 1,500.00	Create a form/information package to send to proposed partners to gather interest and support for the project.
Req 1b	\$ 1,500.00	Gather contact information, letter of support, funds, concerns, conflicts, special Road use and maintenance agreement where required
Req 2	\$ 1,500.00	Impact study on the current forest users, project cannot affect safety of crews
Req 3	\$ 2,500.00	Review forest stewardship plans that stakeholders may have and develop our Stewardship plan to include and address concerns around forest, environmental, invasive species impacts
Req 4a	\$ 200.00	Identify locations of Stop signs, 12 locations at 0.33 hrs per
Req 4b	\$ 200.00	Identify locations of Directional signs (rough for site confirmation)
Req 4c	\$ 200.00	Identify locations of POI signs (rough for site confirmation)
Req 4d	\$ 1,600.00	Develop directional signs (map w/ "you are here"), 4 types at 8 hrs per
Req 4e	\$ 2,000.00	New Signage, poi information, views based on 20 locations, 2 hrs each
Req 5	\$ 400.00	Safety information for general public, 1 day allow to gather/compile info
<b>Sub Total</b>	<b>\$ 11,600.00</b>	
<b>Budget Total</b>	<b>\$ 19,650.00</b>	
<b>In-Kind</b>		
Meeting hours	\$ 960.00	
Travel for Doug	\$ 100.00	
Travel for Brian	\$ 200.00	
Discussion & Development	\$ 640.00	
Estimated Others	\$ 750.00	estimated used by volunteers out of meetings
<b>In-Kind Total @ May 7th 2019</b>	<b>\$ 2,650.00</b>	
Estimated In-Kind Value for Project	\$ 10,000.00	Proofing and Checking information on the trails, Meetings, Discussions, Planning & Development, Administration

## Sample of Map

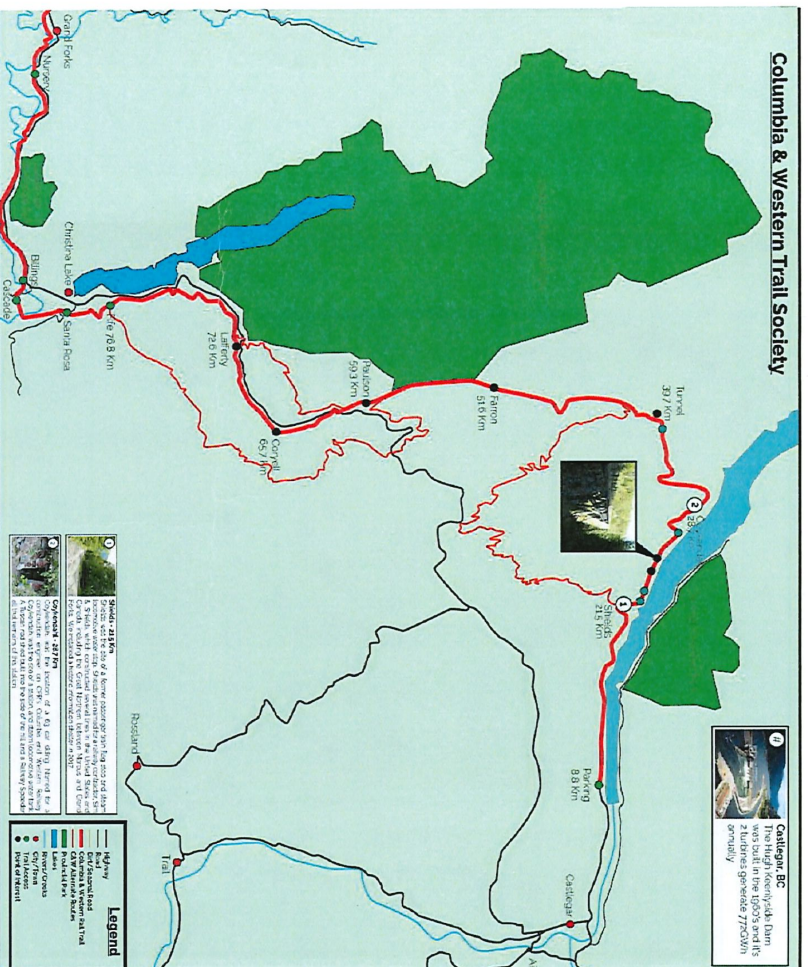


Figure 1 - Sample of Map in Brochure



## Working Map

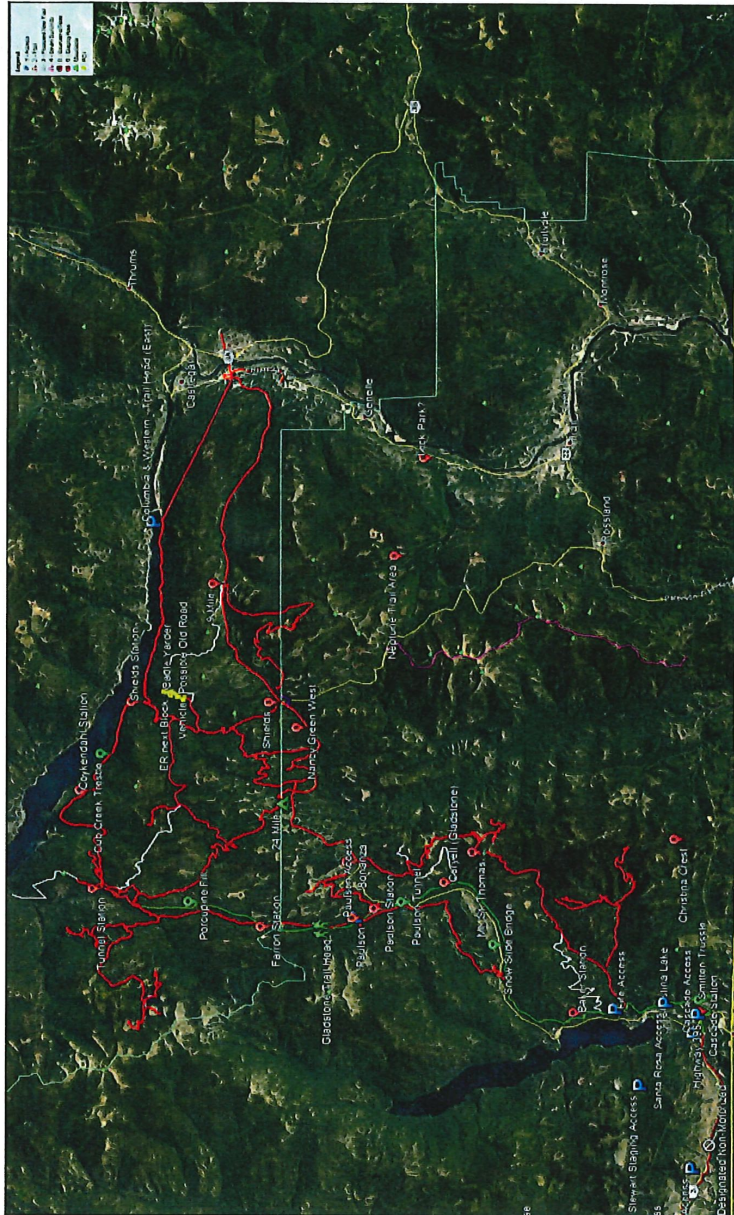
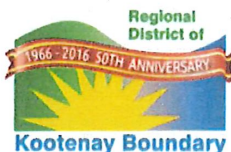


Figure 2 - Sample of Working Map



## Grant-in-Aid Request

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

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C'/ Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E'/ West Boundary Director Vicki Gee
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Applicant:	* CASSANDRA PERROT For BOUNDARY GIRLS FASTPITCH			
Address:	* 1959 78TH AVE, GRAND FORKS BC V0H1H2			
Phone:	* 250 415 7388	Fax:		E-Mail: * BOUNDARYGIRLSFASTPITCH@hotmail.com
Representative:	* CASSANDRA PERROT			
Make Cheque Payable To:	* BOUNDARY GIRLS FASTPITCH			

\*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 *Approved*  
What is the Grant-in-Aid for? (attach an extra sheet if necessary) *June 6/19*

I AM ASKING FOR YOUR SUPPORT WITH A FINANCIAL DONATION OF \$500.00. THIS MONEY WOULD HELP OUR SOFTBALL ORGANIZATION GREATLY. ALL MONEY DONATED WILL BE USED FOR THE FOLLOWING: EQUIPMENT, YEAR END ACTIVITIES, PLAYER AWARDS, SPECIAL EVENTS AND PLAYER SUBSIDY.
--

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: \_\_\_\_\_ Applicant Signature \_\_\_\_\_ Print Name \_\_\_\_\_

### Office Use Only

Grant approved by Electoral Area Director: \_\_\_\_\_



**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** May-23-19 6:11 PM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn  
**Subject:** Grant-in-Aid Form submitted by Christina Lake Elementary School PAC, email address - libertyventures@shaw.ca

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

**Applicant Information:**

Applicant: Christina Lake Elementary School PAC

Address: Box 240 49 Westlake Drive

Phone: 2504479778

Fax:

Email: libertyventures@shaw.ca

Representative: Shannon Hall

Make Cheque Payable To: Christina Lake Elementary School PAC

**Other Expenses:**

Total Cost of Project: \$3300.00

Amount Requested from RDKB Director(s): \$3300.00 *Approved Director McGregor May 27, 2019*

What is the Grant-in-Aid for?  
 See attached letter

**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

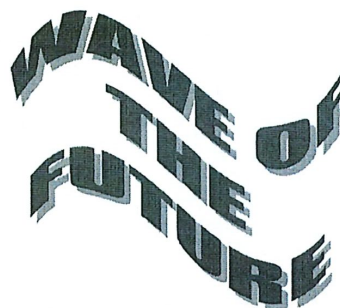
Documents uploaded with Submission?

["CLES Grant in Aid Request - May 2019.pdf"]

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## CHRISTINA LAKE ELEMENTARY SCHOOL



**DELIVERED BY EMAIL**

May 23, 2019

Grace McGregor  
Electoral Area 'C'/Christina Lake Director  
E: gem9293@gmail.com

Dear Madam;

**Re: Request for Grant In Aid Funding**

I am the Treasurer of the Christina Lake Elementary School Parent Advisory Committee (CLES PAC). In that capacity I am writing to request a grant in aid once again to assist the CLES PAC with providing its annual swim safety program to students of our school.

As parents of students in a community with ready access to the lakeshore, we place a high degree of importance on ensuring that every student has basic swim safety knowledge. To that end, each year we have swim instructors from the Grand Forks Aquatic Centre provide a special swim safety program to all our students at the pool located at the Christina Pines Campground adjacent to our school. This program comes at a considerable cost (\$3,300) and we are asking if you would consider making a grant in aid to assist us with this very worthwhile program. We are currently scheduled to run the program from June 4 – 13, 2019 for all students.

If there is any further information you require, I would be pleased to discuss this matter with you further. I can be reached at 250-447-9778 or email [libertyventures@shaw.ca](mailto:libertyventures@shaw.ca). Thank you in advance for your consideration. I look forward to the opportunity to discussing this matter with you.

Yours truly,

Shannon Hall  
CLES PAC Treasurer

---

❖ 49 West Lake Drive ❖ Box 240 ❖ Christina Lake ❖ BC ❖ V0H 1E0 ❖ Ph (250) 447-9423 ❖ Fax (250) 447-6443 ❖

❖ [www.sd51.bc.ca/cles](http://www.sd51.bc.ca/cles) ❖

**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** May-24-19 8:32 AM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn  
**Subject:** Grant-in-Aid Form submitted by Christina Lake Ladies Golf Club, email address - arlettedunbar@gmail.com

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

**Applicant Information:**

Applicant: Christina Lake Ladies Golf Club

Address: P. O. Box 268 Christina Lake, BC. V0H 1E2

Phone:

Fax:

Email: arlettedunbar@gmail.com

Representative: Arlette Dunbar

Make Cheque Payable To: Christina Lake Ladies Golf Club

**Other Expenses:**

Total Cost of Project: \$

Amount Requested from  
RDKB Director(s):

\$500.00

Approved Director McGregor  
May 24, 2019

What is the Grant-in-Aid for?

The Christina Lake Ladies Golf Club is hosting their annual Ladies Open on August 27, 2019. This grant will help provide with hosting golfers from all electoral areas in RDKB, Okanagan, Lower Mainland and our US neighbours from Washington and Idaho.

**List of Other Organizations Applied to for Funding**

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

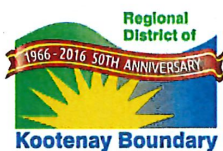
Amount Secured

Documents uploaded with Submission?

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## Grant-in-Aid Request

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

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

Applicant:	* Christina Lake Stewardship Society				
Address:	* PO Box 373, 1675 Hwy #3, Christina Lake BC				
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail:	* <a href="mailto:clss@shaw.ca">clss@shaw.ca</a>
Representative:	* Brenda LaCroix				
Make Cheque Payable To:	* Christina Lake Stewardship Society				

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

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

What is the total Cost of the Project? \$ 1,500.00 What amount are you requesting from this RDKB Director(s)? \$ 1,500.00

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

19th Annual Lake Clean Up Day - Saturday May 25th, 2019. Grace Note: I am proposing that we allocate \$1,000.00 for prizes (10 x \$100.00) and have a BBQ at the end of the event \$250.00, Materials, Supplies, Equipment and Prep. \$250.00.

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

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Date: May 10, 2019 Applicant Signature Brenda Lee LaCroix Digitally signed by Brenda Lee LaCroix  
DN: cn=Brenda Lee LaCroix, o=rdkb, email=clss@shaw.ca, c=CA  
Date: 2018.05.10 18:34:00 -0700 Print Name Brenda LaCroix

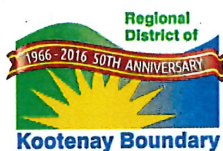
### Office Use Only

Grant approved by Electoral Area Director: \_\_\_\_\_

Approved by Board: \_\_\_\_\_

**SUBMIT**





## Grant-in-Aid Request

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---	---	--	--	---

Applicant:	* Christina Lake Stewardship Society				
Address:	* PO Box 373, 1675 Hwy #3, Christina Lake BC				
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail:	* <a href="mailto:clss@shaw.ca">clss@shaw.ca</a>
Representative:	* Brenda LaCroix				
Make Cheque Payable To:	* Christina Lake Stewardship Society				

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

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

What is the total Cost of the Project? \$ 750.00 What amount are you requesting from this RDKB Director(s)? \$ 750.00

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

Christina Lake Northern Pike Challenge 2019 - To be held late spring (date June 22 and 23). This is a great "Aquatic Invasive Species" venue to further educate the public. Anglers come out and once again this year we will bring in the Conservation Officer Service with their travelling kiosk and Fisheries Staff from Ministry of Environment and Climate Change. We are also hoping to bring in K9 Major. As discussed at our previous annual watershed review - information sent to us from Colville Confederated Tribes confirmed that Northern Pike have entered the Kettle River System are just 10 Km away (Orient WA). Maps are available on our website. Though they are not here yet our Community needs to be vigilant in helping to monitor and report. BBQ and Prizes. Learn about other aliens amongst us too!

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

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

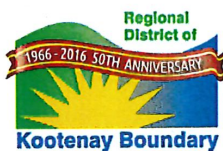
Date: May 10, 2019 Applicant Signature Brenda Lee LaCroix Digitally signed by Brenda Lee LaCroix  
DN: cn=Brenda Lee LaCroix, o=RD, email=blla@shaw.ca, c=CA  
Date: 2019.05.10 16:34:00 -0707 Print Name Brenda LaCroix

### Office Use Only

Grant approved by Electoral Area Director: \_\_\_\_\_

Approved by Board: \_\_\_\_\_

**SUBMIT**



## Grant-in-Aid Request

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

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

Applicant:	* Christina Lake Stewardship Society				
Address:	* PO Box 373, 1675 Hwy #3, Christina Lake BC				
Phone:	* 250-447-2504	Fax:	250-447-2509	E-Mail:	* <a href="mailto:clss@shaw.ca">clss@shaw.ca</a>
Representative:	* Brenda LaCroix				
Make Cheque Payable To:	* Christina Lake Stewardship Society				

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

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

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

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

Christina Lake Watershed Management Plan Annual Review - Wednesday November 27th, 2019. Our biggest educational event of the year that includes representatives from all government levels and professional guest speakers. This event allows our community members to learn more about what is being undertaken in our watershed, data compilation results, and the opportunity for the public to ask questions directly to the government agencies that have jurisdiction in our region

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

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Date: May 10th, 2019 Applicant Signature Brenda Lee LaCroix Digitally signed by Brenda Lee LaCroix  
DN: cn=Brenda Lee LaCroix, o=RD, email=blla@rdkb.com, c=CA  
Date: 2019.05.10 18:34:00 -0700 Print Name Brenda LaCroix

### Office Use Only

Grant approved by Electoral Area Director: \_\_\_\_\_

Approved by Board: \_\_\_\_\_

**SUBMIT**



**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** June-04-19 8:37 AM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn  
**Subject:** Grant-in-Aid Form submitted by Christina Lake Tourism Society, email address - cindy.christinalake@gmail.com

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

**Applicant Information:**

Applicant: Christina Lake Tourism Society

Address: 1675 Hwy 3

Phone: 250-447-6161

Fax:

Email: cindy.christinalake@gmail.com

Representative: Cindy Alblas

Make Cheque Payable To: Christina Lake Tourism Society

**Other Expenses:**

Total Cost of Project: \$4690.00

Amount Requested from  
RDKB Director(s):

\$2300.00

*Approved Director McGregor  
June 4/19*

What is the Grant-in-Aid for?

Christina Lake will host a series of 2 days throughout 2 seasons, summer June 2019 and fall September 2019 in which they will invite local and Regional Businesses, Visitor Service front line staff and volunteers, Regional and Provincial tourism stakeholders, media and local Government to Christina Lake Adventure FAM Tours and Christina Lake Corporate Retreats. Both events will familiarize them through captivating authentic, cultural, historical experiences and flavours of Christina Lake, truly inspiring them about our destination. Allowing us to expand our outreach to allow for remarkable visitor experiences that can be shared through word of mouth and social media.

The September Corporate Retreat, will be our first attempt at engaging the business world to discover

Christina Lake, as a place to go to explore teamwork strategies, and demonstrate for themselves the importance of planning, cooperation and communication. Bringing the team out of the office and into the beautiful natural surroundings of Christina Lake, where their experience will create greater bonds, inspire them, and re-engage them, at the same time discovering more about our community.

Both tours will be similar in nature, however more time will be allotted for our corporate retreats for specific team building activities we will have prepared for them, based on the company's desires. Planning an action packed getaway, will break down barriers, enabling groups to bond like never before. Opportunities, for activities/challenges on the water, golfing, disc golf, geo-caching, scavenger hunts, art exploration, yoga, forest exploration and more, will be personalized for the specific needs of the company. There will also be the opportunity for businesses to choose to rent a facility in Christina Lake, for a meeting/workshop/ banquet and/or to book accommodations following or prior to their retreat, as an add on to further enhance their event

Our starting point for both the FAM Tour and Corporate Retreat will begin with a meet and greet under our Mobile Visitor Services tent, at The Christina Lake Provincial Park. Our Visitor staff and host will be onsite to greet the FAM Tour / Corporate Retreat attendees, hand out name tags and give a program review for the day. Guests will be given time to start networking and connecting prior to the adventure beginning. Water, food and gear loaded up into the Wildways Adventure Tour Bus, seating 15 people including the driver, tour guide and host.

We will make our way along the west side of the lake, up the mountain to the new development on Sunflower Road. This is a great spot to stop and have a bird's eye view of Christina Lake, before going on a Guided Pontoon Boat ride north to Texas Creek Provincial Park.

Being on the water is where the magic of the lake is truly felt, we want our guests to experience this too. Our guests will feel nestled by the Monashee Mountain Range where the views of our natural world and are ever present on the stillness of the water, an experience which will truly capture them, along with knowledge of the ecology and history of our lake allowing for a deeper more cultural experience of the lake.

While crossing the lake our host will serve a lakeside lunch prepared by our local restaurants, allowing us to showcase further the authentic flavours of our destination and build relationships and collaboration amongst the businesses and community.

From Texas Creek Point, in Gladstone Provincial Park, they again aboard the Wildways Tour Bus, and will be driven to more amenities, where we will continue to captivate them while giving them both current and historical information of our area. This will include driving past the old Japanese Internment Camp, in addition to the local historical Kingsley Road.

A stop at our local Welcome Centre, will allow our guests a washroom break, and more snacks from our local businesses, as well as a tour of our environmentally built facility which will sure to inspire. They will have the chance to experience our Story Pole, and have the chance to stand on the 3-D floor mural, a great opportunity for a group photograph.

From the Visitor Centre we will drive up Santa Rosa to the Trans Canada Trail, where guests will either have the chance to bike to Cascade Falls, or take a hike to see the falls up close and learn about the flora and fauna and history of the area.

Awaiting at the end of the walk will be fresh water and snacks from our local businesses to keep the energy going after an exhilarating ride or hike. From here our guests will enjoy a leisure drive to the most southern part of Christina Lake, "Cascade", learn of its history and visit the local Golf Courses, Campgrounds, Restaurants, and Ranches.

This will complete their tour where they are then returned to the Christina Lake Provincial Park, where they will be asked to fill out a survey, and given a Social Media Sharing Card to encourage them to share the days experience online, as well as being gifted a #ComeHomeToTheLake gift bag from various businesses in the community. Accommodations will be offered for out of town FAM Tour attendees, and efforts will be



made to offer group rates for corporate retreats. As well as discounted vouchers to those spending the night for our various dinner and breakfast locations, as well as discounted experience packages. Building further relationships within the accommodation and service industry in our Community, Region, Province and potentially beyond.

We aim to captivate our community ambassadors and front line service staff to develop an elevated and professional level of customer service and to create a Visitor Services awareness with the local business community and local community organizations, so that they too can be community ambassadors for our visitors at all touch points. When applicable, offering their services to enhance the experience, with authentic local experiences and flavours to drive greater industry collaboration and awareness to all that Christina Lake offers. Helping to instill community pride among our local residents, seasonal staff, and business members, increasing volunteerism, responsible citizenry, and other positive and healthy community engagements. Through exploring and sharing first hand, we will create an informed public and experienced front-line service staff that gives knowledgeable information about the area as well as supporting the diversity and wellbeing of the natural ecology and business community within it.

To engage our local/regional tourism stakeholders, the media, local government and corporate businesses by enriching them with historical facts and stories of our area in an intimate way, seeing up close the culture of this area. To give guided experiences on our trail system, to bring comfort in this experience so that they may feel confident to experience more of what Christina Lake's trails offer. To bring a true water experience to our visitors, so that they may feel the warmth and culture of this lake and be inspired to share their experience through word of mouth and social media. To engage further with corporate businesses across our province to further bring awareness of Christina Lake, as a place to work and play!

Christina Lake Tourism's mission is to assist all tourism related businesses in Christina Lake to plan, market, and attract new customers. Your support of our Christina Lake Adventure Tours will help build on the strengths of our existing community groups, as well as our business community, to increase its influence region-wide. Our goal is to foster a strong business climate, a healthy quality of life, and sustainable community development, leading to increased levels of tourism and economic benefits to our Community on all levels. This application lends itself well to the next phase of our tourism plan as we grow and reach out to local ambassadors and corporate businesses within our Community, Region and Province.

Christina Lake Tourism Society will offer support to the project through general administrative services, including but not limited to book keeping and management of the project, advertising, posters, name tags, social media card, summer staff labour, hosting, telephone, website updating, onsite coordinator office space and staff and volunteer support leading up to and on the day of the event.

#### Budget Requested:

Accommodations:\$500  
 Food/Coffee/Water:\$600  
 Transportation(Boat, Tour Bus) & Bike Rentals:\$1200  
 Total Requested: \$2300

#### Tourism and Member Contributions

Administration/Management/Host: \$950  
 Labour/Set Up Clean Up:\$240  
 Advertising:\$300  
 T-shirts name tags, food accessories: \$100  
 Business Vouchers/Promotions/discounted food and experience rates:\$800  
 Total: \$2390  
 Total Project: \$4690.00

By supporting this application, you encourage diversity and inclusion and the building of common interests and relationships across our region; we are helping to engage and inspire our Community, Regional, and Provincial Ambassadors, Media and Government and corporate businesses to carry forward and share with others their knowledge of Christina Lake. Working collectively benefits the entire region and creates a vital community and destination for our visitors.

The Christina Lake Tourism Society will proudly display the RDKB Area C representative logo throughout all parts of our journey, and will give verbal acknowledgment throughout the tour, as well as on all printed materials and digital presentations pertaining to this project.

Please find attached financials for 2018, along with notes from our Treasurer.

We thank-you kindly for the consideration of financial support for the Christina Lake Adventure FAM Tours and Corporate Retreats, we hope you will be able to join us!

Sincerely,  
Christina Lake Tourism Society  
1675 Hwy #3  
Christina Lake, BC  
V0H 1E2

#### **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

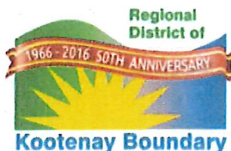
Amount Requested

Amount Secured

Documents uploaded with Submission?

["CL Tourism Society 2018StatementofRevenue-expenditure.pdf","Treasures Report 2019 AGM.docx"]





## 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](mailto: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 checked="" type="checkbox"/> Electoral Area 'C'/ Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/> Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E'/ West Boundary Director Vicki Gee
---	---	--	---	---

Applicant:	* CASSANDRA PERROT For BOUNDARY GIRLS FASTPITCH.				
Address:	* 1959 78TH AVE, GRAND FORKS BC V0H1H2				
Phone:	* 250 415 7388	Fax:		E-Mail:	* BOUNDARYGIRLSFASTPITCH@hotmail.com
Representative:	* CASSANDRA PERROT				
Make Cheque Payable To:	* BOUNDARY GIRLS FASTPITCH				

\*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)? \$ 500 400  
 What is the Grant-in-Aid for? (attach an extra sheet if necessary) Approved Director Russell June 6, 2019

I AM ASKING FOR YOUR SUPPORT WITH A FINANCIAL DONATION OF \$500.00. THIS MONEY WOULD HELP OUR SOFTBALL ORGANIZATION GREATLY. ALL MONEY DONATED WILL BE USED FOR THE FOLLOWING: EQUIPMENT, YEAR END ACTIVITIES, PLAYER AWARDS, SPECIAL EVENTS AND PLAYER SUBSIDY.
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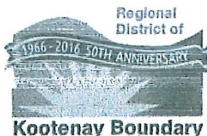
Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: \_\_\_\_\_ Applicant Signature \_\_\_\_\_ Print Name \_\_\_\_\_

### Office Use Only

Grant approved by Electoral Area Director: \_\_\_\_\_



## Grant-in-Aid Request

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

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

Applicant:	* Citizens on Patrol		
Address:	* 5655 Horkoff Rd		
Phone:	* 8045067007	Fax:	E-Mail: * cathie.leffler@hotmail.com
Representative:	* Secretary/ Cathie Leffler		
Make Cheque Payable To:	* Citizens on Patrol		

\*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)? \$ 2500.00 2000

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

VHF/UHF Radios for base communication when patrolling
Night Vision Quality Dashcam , for use during patrol
Promotional items ie Aprons(pancake breakfast), Hats, brochures, pens
Easy-Up Canopy : events ie car show, Canada Day, Fireworks ect
Advertising signage

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

Name of Organization _____	Amount Requested: \$ <u>nil</u>	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ <u>nil</u>	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ <u>nil</u>	Amount Secured: \$ _____

Date: May 23 2019 Applicant Signature Cathie Leffler Print Name Cathie Leffler

Office Use Only
Grant approved by Electoral Area Director: _____
Approved by Board: _____

**SUBMIT**



**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** May-02-19 6:53 PM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn  
**Subject:** Grant-in-Aid Form submitted by Phoenix Foundation of the Boundary Communities, email address - phoenixfoundationbdry@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: Phoenix Foundation of the Boundary Communities

Address: PO Box 1012

Phone: 250-584-4634

Fax:

Email: phoenixfoundationbdry@gmail.com

Representative: Gary Smith - President

Make Cheque Payable To: Phoenix Foundation of the Boundary Communities

**Other Expenses:**

Total Cost of Project: \$\$10,000

Amount Requested from  
RDKB Director(s):

\$\$1000

*Approved Director Russell  
June 5, 2019*

What is the Grant-in-Aid for?

In 2009 and 2014 Phoenix Foundation undertook surveying the Boundary communities through its Vital Signs report. Intended as a periodic check-up, Vital Signs provides a snapshot of our communities' vitality, gives clarity around the current, potential and perceived issues facing citizens, and identifies opportunities for action.

The report illustrates specifically how the citizenry and youth of the Boundary view ourselves and our communities' health in relation to eleven different indicators, and how these views have evolved over the last five years. These reports provided invaluable information that guides policy and funding and helps us

focus our attention on critical issues identified by Boundary area residents.

As a registered, non-profit community foundation, Phoenix Foundation is not permitted to independently fund a project of this nature, and must rely entirely on the generous support of local government, businesses and private contributions.

In 2014, the City of Grand Forks generously supported this initiative through its Healthy Communities Grant. Your support of our 2019 Vital Signs report with a sponsorship of \$1000 would be greatly appreciated. In recognition of your generous support, the City of Grand Forks will be acknowledged with its logo published in the report, as well as in all marketing of the report.

In order to meet our 2019 timeline for publication of the report, we hope to secure the necessary funding by June 1, 2019.

We thank you in advance for your ongoing support of Phoenix Foundation.

#### **List of Other Organizations Applied to for Funding**

Name of Organization    City of Grand Forks

Amount Requested    \$1000

Amount Secured

Name of Organization    City of Greenwood

Amount Requested    \$1000

Amount Secured

Name of Organization    Village of Midway

Amount Requested    \$1000

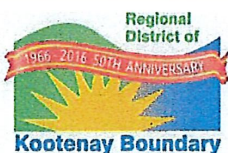
Amount Secured

Documents uploaded with Submission?

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# Grant-in-Aid Request

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

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B/' Lower Columbia-Old Glory Director Linda Worley	<input 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:	* DISCOVER ROCK CREEK				
Address:	* BOX 193, ROCK CREEK. BC V0H 1Y0				
Phone:	* (250) 528 0227	Fax:		E-Mail:	*
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? \$ \_\_\_\_\_ What amount are you requesting from this RDKB Director(s)? \$ 926.00

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

- annual insurance for the Rock Creek Market

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

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Name of Organization \_\_\_\_\_  
Amount Requested: \$ \_\_\_\_\_ Amount Secured: \$ \_\_\_\_\_

Date: May 25, 2019 Applicant Signature: Patricia Henley Print Name: PATRICIA HENLEY

Office Use Only

Grant approved by Electoral Area Director: \_\_\_\_\_

Approved by Board: \_\_\_\_\_

**SUBMIT**

**Jennifer Kuhn**

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**From:** is@rdkb.com  
**Sent:** May-22-19 9:37 PM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn  
**Subject:** Grant-in-Aid Form submitted by Grand Forks ATV , email address - zornszoo@nethop.net

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

Electoral Area 'B' / Lower Columbia- Old Glory Director Linda Worley, Electoral Area 'C' / Christina Lake  
 Director Grace McGregor, Electoral Area 'D' / Rural Grand Forks Director Roly Russell

**Applicant Information:**

Applicant: **Grand Forks ATV**

Address: Box 20-20 Grand Forks BC V0H 1H0

Phone: 2504423359

Fax:

Email: zornszoo@nethop.net

Representative: Doug Zorn

Make Cheque Payable To: Grand Forks ATV

**Other Expenses:**

Total Cost of Project: \$20,000

Amount Requested from  
RDKB Director(s):

\$5,000

*Approved Director M. Heges  
June 8, 2019*

What is the Grant-in-Aid for?

GFATV -CWTS Trails of the Paulson

This is a strong economic opportunity for the Kootenay, Boundary Region.

"Trails of The Paulson" is a joint project between GFATV, the CWTS, and many  
 partners who wish to develop a regional recreation area. GFATV has already  
 created a "Trails of the North Fork" map showing their many trails in the North  
 Fork region of the Boundary. These trails go from Greenwood to Edgewood. The  
 Salmo Seniors ATV Cub is developing a map of the great trails around Salmo BC.  
 Arrow Lake ATV club is working on a map of the Nakusp region. "Trails of The

Paulson” will be the hub for recreation enthusiasts who come to experience the Kootenay Boundary area staying a few days in each region to enjoy safe, well marked, interesting and historically rich mixed use trails. Each area will benefit economically by providing accommodation and other amenities for a wide variety of recreational users.

#### **List of Other Organizations Applied to for Funding**

Name of Organization    private citizen

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

["Trails of the Paulson - Proposal - May 7 2019.pdf"]

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## Columbia & Western Trail Society & Grand Forks ATV Club

Trials of the Paulson – Recreational Development and Mapping Project 2019

### Project Background and Description

Partners are coming together to establish a recreation map that will allow all users to safely access trail networks in the Paulson, Old Glory, Mt. Saint Tomas area, located in the Kootenay Boundary region. This area holds huge economic opportunities for the many communities that sit on its fringe.

Citizens of Trail, Castlegar, Rossland, Christina Lake, Genelle and other small communities in this area would benefit economically if a detailed map showing, historic sites, recreation areas, trails and areas of existing development. There is a tremendous potential for mixed-use recreation in this region along with neighboring regions. This project could lead the way in establishing such a recreation area in the Paulson that would complement other neighboring regional maps such as Trails of the North Fork (GFATV) and trail networks planned for the Salmo and Nakusp areas.

### Project Scope

The project will see a map brochure designed, printed, and placed at locations for the public. The map could include access points, trails, and points of interest (POI) in a region spanning from Grand Forks to Castlegar, from the US Border to Renata on Lower Arrow Lake.

### Requirements

1. Identify what type of partnerships we are seeking with different stakeholders
  - a. Create a form/information package to send to proposed partners to gather interest and support for the project
  - b. Gather contact information, letter of support, funds, concerns, conflicts, special Road use and maintenance agreement where required
2. Impact study on the current forest users, project cannot affect safety of forest service crews
3. Review forest stewardship plans that stakeholders may have and develop our Stewardship plan to include and address concerns around forest, environmental, invasive species impacts
4. Develop signage package for the area (some signs may already exist)
  - a. Identify locations of stop signs
  - b. Identify locations of directional signs
  - c. Locations of POI signs
  - d. Develop directional signs (map w/ "you are here")
  - e. Develop POI Signs (simply name and quick background on location)
5. Safety plans and procedures for general public, etiquette, and conflict resolution

### Implementation plan

1. Hold meetings with working group to rough out a plan
2. Create "markup map" for review and general discussion

3. Ground truth the mapping information to identify required connection trails, points of interest, areas that need maintenance/work
4. Create project package send and discuss with stakeholders
5. Identify stakeholders and gather information
6. Meet with Stakeholders to identify concerns
7. Address any concerns
8. Finalize map, ground work
9. Print map brochures and install signage
10. Staging Areas

## Stakeholders

### Government

1. City of Castlegar
  - a. Contact
  - b. Letter of support
2. City of Trail
  - a. Contact
  - b. Letter of support
3. City of Rossland
  - a. Contact
  - b. Letter of support
4. Community of Christina Lake
  - a. Christina Lake Tourism
    - i. Contact
    - ii. Letter of support
  - b. Christina Lake Stewardship Society
    - i. Letter of support
5. RDKB B – Rossland, Trail area
  - a. Contact
  - b. Letter of support
6. RDKB C – West Kootenay
  - a. Contact
  - b. Letter of support
7. RDKB D – Boundary Region
8. Ministry of Transportation (MOT)
9. RSTBC
10. MLA – Larson

11. MLA – Conroy
12. RCMP
13. BC Wildfire Services
14. BC Wild Safe
15. Aboriginal groups

### Industry

16. Atco Wood Products
17. BC Timber Sales
18. Teck
19. Big Red Cats (Heli-skiing)  
<https://www.bigredcatskiing.com/>
20. Interfor
21. Chamber of Mines
22. T.O.T.A

### User Groups

23. Castlegar Nordic Ski Club -  
<http://www.castlegarnordic.ca/>
24. Christina Lake Snowmobile Society
25. Castlegar Snowmobile Association
26. Beaver Mountain Snowmobile
27. Salmo Senior ATV
28. Arrow Lakes ATV Club
29. Columbia and Western Trail Society
30. Grand Forks ATV Club

### Environmental

31. Boundary Invasive species

### Timeline/Schedule

Preliminary work is already happening. We plan on performing ground work as soon as possible. We will contact stakeholders in a progressive manner and arrange meetings starting with Government. Once all stakeholders have been addressed, we would proceed with the project. Fall 2020 we are planning to hold official opening and on-site event.

1. Preliminary works – March/June 2019
2. Ground Work – June 2019 to August 2019
3. Material Development – September 2019
4. Meetings with Stakeholders – October 2019 to January 2020
5. Execute plan, printing, installs, trail work – February 2020 to August 2020
6. Grand Opening Event – September 2020

### Notes



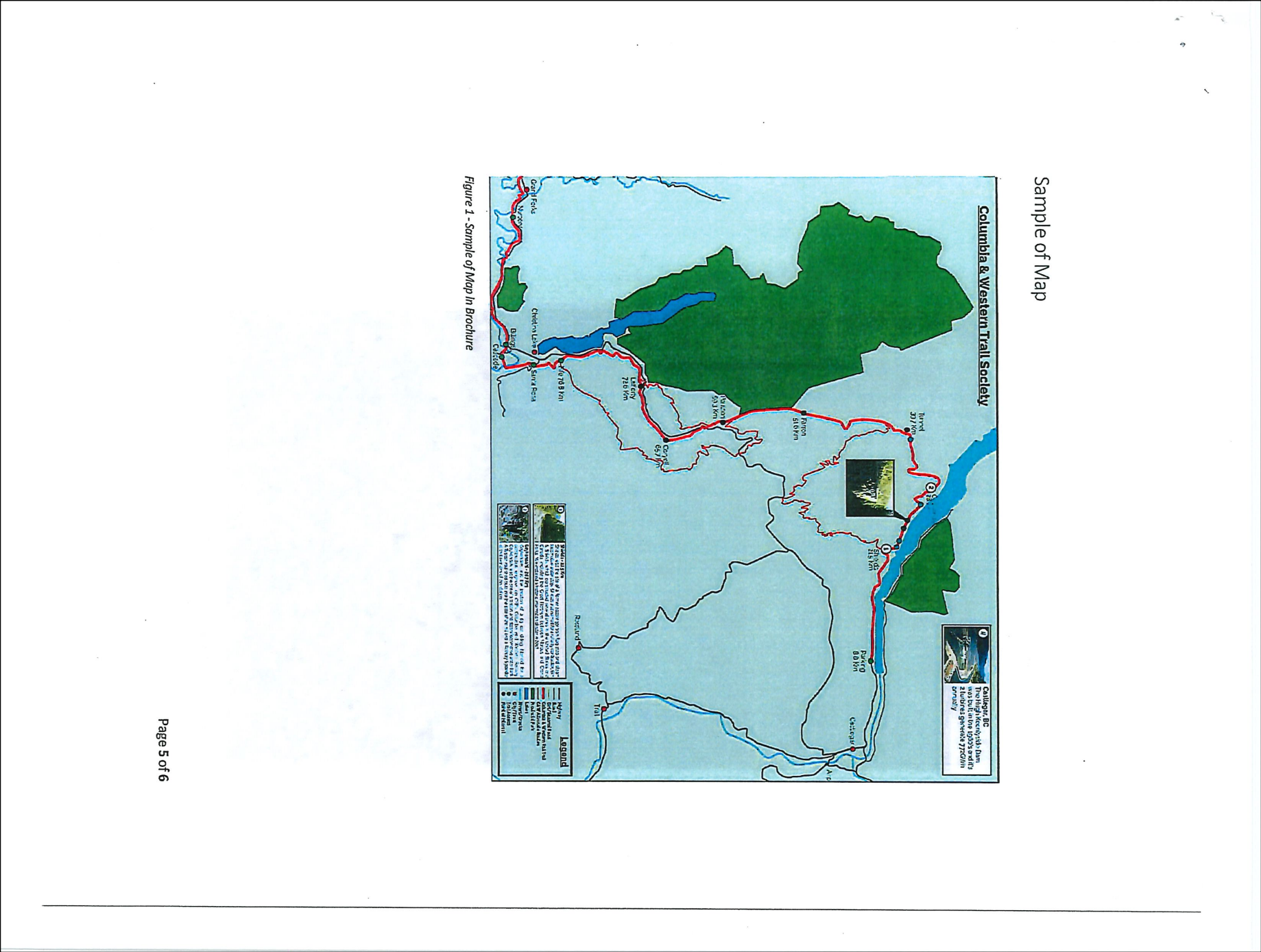
## Budget

ITEM	EXTENDED	
<b>Mapping</b>		
Develop the map	\$	3,000.00
Printing draft maps	\$	900.00
<b>Sub Total</b>	<b>\$</b>	<b>3,900.00</b>
<b>Meetings</b>		
Rooms	\$	750.00 rental of meeting rooms
Refreshments	\$	100.00 supplied refreshments for meetings
Travel to meetings	\$	500.00 travel for Doug and Brian
<b>Sub Total</b>	<b>\$</b>	<b>1,350.00</b>
<b>Fuel</b>		
Travel to site (truck)	\$	1,000.00 10 trips for (2) vehicles to summit and back, CWTS and GFATV
Field Travel (ATV)	\$	500.00 10 trips at 100kms per trip, \$0.50 per km
Field Equipment (saws, tools, etc.)	\$	300.00 10 trips at 20L per trip
<b>Sub Total</b>	<b>\$</b>	<b>1,800.00</b>
<b>Communications</b>		
Scheduling meetings	\$	250.00
Stakeholder Communications	\$	750.00
<b>Sub Total</b>	<b>\$</b>	<b>1,000.00</b>
<b>Proposal</b>		
Req 1a	\$	1,500.00 Create a form/information package to send to proposed partners to gather interest and support for the project.
Req 1b	\$	1,500.00 Gather contact information, letter of support, funds, concerns, conflicts, special Road use and maintenance agreement where required
Req 2	\$	1,500.00 Impact study on the current forest users, project cannot affect safety of crews
Req 3	\$	2,500.00 Review forest stewardship plans that stakeholders may have and develop our Stewardship plan to include and address concerns around forest, environmental, invasive species impacts
Req 4a	\$	200.00 Identify locations of Stop signs, 12 locations at 0.33 hrs per
Req 4b	\$	200.00 Identify locations of Directional signs (rough for site confirmation)
Req 4c	\$	200.00 Identify locations of POI signs (rough for site confirmation)
Req 4d	\$	1,600.00 Develop directional signs (map w/ "you are here"), 4 types at 8 hrs per
Req 4e	\$	2,000.00 New Signage, poi information, views based on 20 locations, 2 hrs each
Req 5	\$	400.00 Safety information for general public, 1 day allow to gather/compile info
<b>Sub Total</b>	<b>\$</b>	<b>11,600.00</b>
<b>Budget Total</b>	<b>\$</b>	<b>19,650.00</b>
<b>In-Kind</b>		
Meeting hours	\$	960.00
Travel for Doug	\$	100.00
Travel for Brian	\$	200.00
Discussion & Development	\$	640.00
Estimated Others	\$	750.00 estimated used by volunteers out of meetings
<b>In-Kind Total @ May 7th 2019</b>	<b>\$</b>	<b>2,650.00</b>
Estimated In-Kind Value for Project	\$	10,000.00 Proofing and Checking Information on the trails, Meetings, Discussions, Planning & Development, Administration

Sample of Map

Figure 1 - Sample of Map in Brochure

Page 5 of 6



Sample of Map

Figure 1 - Sample of Map in Brochure

Page 5 of 6

## Working Map

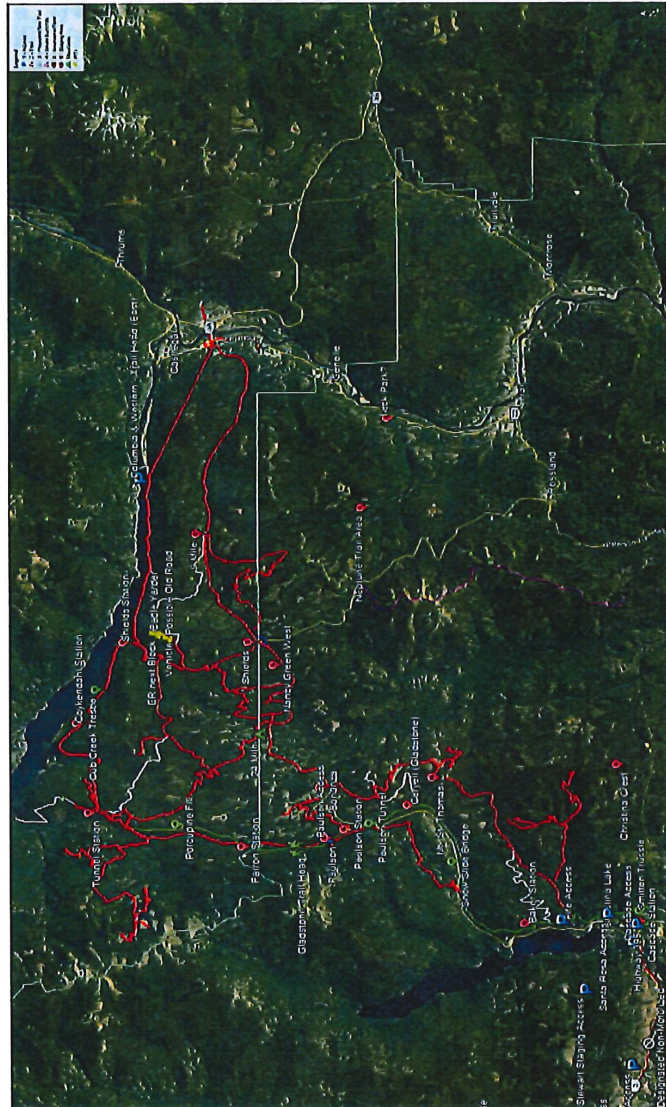
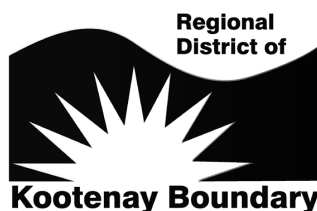


Figure 2 - Sample of Working Map



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Proposed Official Community Plan Amendment Bylaw No.  
1716 to amend the Big White Official Community Plan  
Bylaw No. 1125

Minutes of a Public Hearing for Regional District of Kootenay Boundary held for proposed Official Community Plan Amendment Bylaw No. 1716 to amend the Big White Official Community Plan Bylaw No. 1125. The public hearing was held on May 29, 2019 at the Big White Fire Hall, 7555 Porcupine Road, Big White, at 6:00PM.

<b>Director Present:</b>	Vicki Gee, Electoral Area 'E' / West Boundary
<b>Staff Present:</b>	Ken Gobeil, Planner
<b>Members of the Public Present:</b>	6

Director Gee introduced herself, welcomed everyone and opened the Public Hearing for proposed Bylaws 1716 to amend the Big White Official Community Plan at 6:03 P.M.

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

Ken Gobeil stated that the proposed Bylaws would amend the Official Community Plan for a proposed guest services and central reservations building in the Happy Valley parking lot. The building would take in guests from out of the region to check-in. Offices for reservations, a call-centre, and administration of the ski-resort are also proposed in this building. Ken Gobeil then summarized the proposed amendments.

There were no written submissions from the public regarding the proposed bylaw amendments.

Ken Gobeil noted that the Osoyoos Indian Band requested more information in order to comment on the proposed bylaw.

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

Christine Zwolak, Porcupine Rd – asked if the proposed development was a partnership of the Regional District and Big White Ski Resort, what the proposed development would look like, and for more information on the proposed use. She then asked for Big White Ski Resort to improve their distribution of information regarding events at the hill. She stated she supports the application

Bob Callahan, Whiskey Jack Rd – asked if Big White Ski Resort would eventually connect the Happy Valley and Black Forest Parking lots.

Attendees had a general discussion regarding the proposed development and future plans for the Big White Ski Resort.

Director Gee reminded attendees of the purpose of the hearing and invited everyone to stay after the hearing if they wished to discuss other items.

Director Gee called for comments 2 times, she noted this is the last opportunity to comment before the public hearing was closed, and that after the hearing is closed new comments will not be considered.

Jeremy Hopkinson, Big White Ski Resort – stated that he supported the bylaw amendment application.

Jamie Svendsen, Forest Lane –stated that he supports the bylaw amendment.

Director Gee called for comments for a third time.

As there were no further comments from the public present, Director Gee brought the meeting to a close.

The public hearing was adjourned 6:18 P.M.

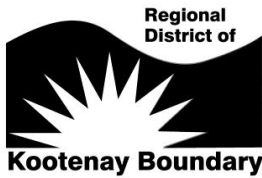
I hereby certify that this is a fair and accurate record of the Public Hearing for Regional District of Kootenay Boundary proposed Official Community Plan Amendment Bylaw No. 1716 to amend the Big White Official Community Plan Bylaw No. 1125.

---

Recording Secretary,  
Planner Ken Gobeil

---

Board Delegate,  
Director Vicki Gee



## ***STAFF REPORT***

<b>Date:</b>	June 12, 2019	<b>File #:</b>	BW-4216-Happy Valley Guest Services Temp
<b>To:</b>	Chair Russell and Members of the Board of Directors		
<b>From:</b>	Donna Dean, Manager of Planning and Development		
<b>RE:</b>	Osoyoos Indian Band Requests Regarding Bylaw 1716 – To amend the Big White Official Community Plan to allow a Guest Services Building		

### **ISSUE INTRODUCTION**

Bylaw 1716 was read a first and second time on April 24, 2019 and a public hearing was held on May 29, 2019. The minutes of the public hearing and Bylaw 1716 are on this agenda for consideration. This report provides details regarding requests by the Osoyoos Indian Band (OIB) regarding the Official Community Plan amendment.

### **HISTORY / BACKGROUND INFORMATION**

The bylaws, if adopted, would re-designate the parcel from 'Black Forest Future Growth Area' to 'Day Lodge Commercial' and include it within the 'Commercial and Multi Family Development Permit Area (DP1)' and the 'Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area (DP2)'.

The amendment bylaw was forwarded to a number of agencies for comment. The only responses received were from the Osoyoos Indian Band (OIB). Three letters were received, which are attached to this report. The letters are described below:

- Letter #1: Requested additional information including: GIS files so the property could be geo-located, a preliminary field reconnaissance assessment report and an archaeology overview assessment report;
- Letter #2: Requested that the RDKB pay an invoice to OIB of \$500 to process the referral; and
- Letter #3: Statement that OIB set a 60 day time line to review the referral, which would move the time line for receiving comments to July 7<sup>th</sup>.

### **PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS**

Letter #1 – Request for More Information

The requested GIS files were forwarded to the OIB. According to Provincial records there are no known archaeological sites recorded on the parcel, and a small area on the west side of the parcel is noted as having archaeological potential. The subject property was disturbed during construction of the Happy Valley Parking Lot.

Page 1 of 2

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In the absence of a confirmed archaeological site, the Archaeological Branch of the Province cannot require the proponent to conduct a study or obtain a permit prior to development. They do however encourage that a consulting archaeologist be consulted prior to any land altering development.

If land altering development takes place without consultation of an consulting archaeologist and a site is discovered, activities must be halted and the Archaeology Branch of the Province be contacted to obtain appropriate permits.

*Letter #2 – Request for \$500 to Process Referral*

We do not have funds available to pay the fee to process the referral. Similar to other agencies and adjacent local governments, the referral is offered as an opportunity to provide comments without payment.

*Letter #3 – New Time Line*

The new time line of receiving comments by July 7<sup>th</sup> may be irrelevant if the \$500 fee is not paid. If we do grant additional time, the bylaw amendment could not be considered by the Board until their July 10<sup>th</sup> meeting with the development and building permits being issued after that date.

Amendment Bylaw 1716 is on this agenda for consideration for adoption. If the bylaw is adopted the letter of transmittal will include information regarding their obligation to follow the *Heritage Conservation Act* if pre-contact artifacts are discovered.

## **RECOMMENDATION**

That the June 12, 2019 staff report 'Osoyoos Indian Band Requests Regarding Bylaw 1716 – To amend the Big White Official Community Plan to allow a Guest Services Building' be received.

## **ATTACHMENTS**

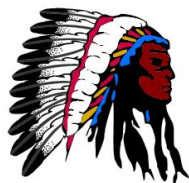
Letter #1 – Request for More Information

Letter #2 – Request for \$500 to Process Referral

Letter #3 – New Time Line



Letter #1



## OSOYOOS INDIAN BAND

1155, SEN\*POK\*CHIN BOULEVARD, OLIVER BC, V0H 1T8  
PHONE: (250) 498-3444 ~ FAX: (250) 498-6577

May-27-19

Referral ID: Big White Zoning NO. 1716  
RTS #: 1699  
Reference #: R-77-001367  
Date: May-07-19

Regional District Of Kootenay Boundary  
202-843 Rossland AVE  
Trail, BC, V1R 4S8

**Attention:** Ken Gobeil

The Osoyoos Indian Band acknowledges receipt of your referral dated May-07-19. After carefully considering all of the information you have provided as part of the above referral we write to request that we be provided with additional material for review. Specifically, could you please provide information on:

- Corresponding KML File.  
(KML is a file format used to display geographic information in an earth browser such as Google Maps or Google Earth.)
- Corresponding SHP files  
(B.C. Albers projection; Compressed zip file that includes: .shp, .shx, .dbf, .prj)
- Preliminary Field Reconnaissance Assessment Report
- Archaeology Overview Assessment Report

Without this information, we cannot make an informed decision and we would have no other alternative but to reject the proposed activity / development. We look forward to your response.

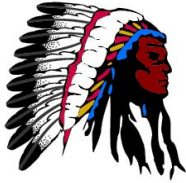
Acceptance of payment by the Osoyoos Indian Band does not affirm or confirm agreement with the proposed project, nor does it waive any Rights and Title we have held, continue to hold or may hold relative to the Administrative Area this proposed project is resting within on behalf of the Syilx peoples.

liimlæmt,

Amanda Anderson  
Referrals Officer  
Osoyoos Indian Band  
cc:



Letter #2



## OSOYOOS INDIAN BAND

1155, SEN\*POK\*CHIN BOULEVARD, OLIVER BC, V0H 1T8  
PHONE: (250) 498-3444 ~ FAX: (250) 498-6577

May-27-19

**Invoice: 5100-77-733**

Referral ID: Big White Zoning NO. 1716

Reference #: R-77-001367

RTS #1699

Date: May-07-19

Regional District Of Kootenay Boundary  
202-843 Rossland AVE  
Trail, BC V1R 4S8

**Attention:** Ken Gobeil

We are in receipt of the above referral. This proposed activity is within the Osoyoos Indian Band's Area of Interest within the Okanagan Nation's Territory, and the lands and resources are subject to our unextinguished Aboriginal Title and Rights.

The Supreme Court of Canada in the *Tsilhqot'in* case has confirmed that the province and Canada have been applying an incorrect and impoverished view of Aboriginal Title, and that Aboriginal Title includes the exclusive right of Indigenous People to manage the land and resources as well as the right to benefit economically from the land and resources. The Court therefore concluded that when the Crown allocates resources on Aboriginal title lands without the Indigenous peoples' consent, it commits a serious infringement of constitutionally protected rights that will be difficult to justify.

The Osoyoos Indian Band has specific referral processing requirements for both government and proponents which are integral to the exercise of our management right and to ensuring that the Crown can meet its duty to consult and accommodate our rights, including our Aboriginal title and management right. According to this policy, proponents are required to pay a \$500.00 processing fee for each referral. This fee must be paid within 30 days. Please make cheque payable to Osoyoos Indian Band re: RTS **Invoice 5100-77-733**. Proper consultation and consideration of potential impacts cannot occur without the appropriate resources therefore it is only with payment that proper consultation can begin and the proposed activity/development can be reviewed.

Upon receipt of the processing fee, we will commence our review. You may then expect to receive a letter from us notifying you of the results of our review of potential impacts of the project within 30 to 90 days.


If the proposed activity requires a more in-depth review, the Osoyoos Indian Band will notify you and all parties will negotiate a Memorandum of Agreement regarding a process for review of the proposed activity.

Regional District Of Kootenay Boundary  
May-27-19  
Page 2

Please note that our participation in the referral and consultation process does not define or amend the Osoyoos Indian Band's Aboriginal Rights and Title, or limit any priorities afforded to Aboriginal Rights and Title, nor does it limit the positions that we may take in future negotiations or court actions.

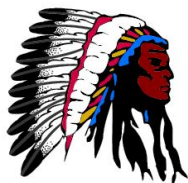
If you require further information or clarification, please do not hesitate to contact me.

limlæmt,

  
J.R. Linkevic  
Lands Directorate  
Per:  
Chief Clarence Louie  
Osoyoos Indian Band

cc:

Letter #3



## OSOYOOS INDIAN BAND

1155, SEN\*POK\*CHIN BOULEVARD, OLIVER BC, V0H 1T8  
PHONE: (250) 498-3444 ~ FAX: (250) 498-6577

May-27-19

Referral ID: Big White Zoning NO. 1716

RTS #: 1699

Date: May-07-19

**Reference#: R-77-001367**

Regional District Of Kootenay Boundary

202-843 Rossland AVE

Trail, BC V1R 4S8

**RE: 60 (sixty) day extension**

Thank you for the above application that was received on May-08-19.

This letter is to inform you that due to current levels of internal capacity, we are unable to review your referral in your proposed timeline. With additional time, the Osoyoos Indian Band will be able to ensure that an informed review process will occur. We are setting the new timeline to be 60 days from the existing timeline.

Most recently, the Supreme Court of Canada in the *Tsilquot'in* case confirmed that the province has been applying an incorrect and restrictive test to the determination of Aboriginal Title. Aboriginal Title includes the exclusive right of a First Nation to decide how that land is used and the right to benefit economical from those uses.

Please note that *not* receiving a response regarding a referral from the Osoyoos Indian Band in the pre-application, current or post-application stage does not imply our support for the project.

We appreciate your co-operation.

limlæmt,

Amanda Anderson  
Referrals Officer  
Osoyoos Indian Band  
cc: