



**Board of Directors**  
**Wednesday, March 11, 2020**  
**1:00 pm**

**RDKB Board Room-Trail, BC**

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

**1. Call to Order**

**2. Acknowledgement**

- 2.a)** We acknowledge and appreciate that the land on which we gather is the converging ancestral, traditional and unceded territory of the Syilx, Secwepemc, Sinixt and Ktunaxa peoples.

**3. Consideration of the Agenda (additions/deletions)**

- 3.a)** The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of March 11, 2020 is presented.

**Recommendation: Corporate Vote Unweighted**

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of March 11, 2020 be adopted as presented.

**4. Draft Minutes**

- 4.a)** The draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held February 27, 2020 are presented.

[Draft Minutes-Board of Directors-27 Feb-BoD Mar 11 20- Pdf](#)

**Recommendation: Corporate Vote Unweighted**

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held February 27, 2020 be adopted as presented.

**5. Delegation(s)**

- 5.a) J. Strilaeff, President/CEO Columbia Basin Trust**  
**Re: Annual Overview of Activities & Update on Future Plans**  
[Delegation-J. Strilaeff-CBT Update-BoD-March 11 20](#)

**Recommendation: Corporate Vote Unweighted**

That the information presented by J. Strilaeff, President and CEO, Columbia Basin Trust, to the Board of Directors on March 11, 2020, be received.

**6. Unfinished Business**

**6.a)** There is no unfinished business to discuss.

**7. Communications-RDKB Corporate Communications Officer**

**7.a)** Staff is currently working on Work Plan projects and will provide a communications update at a future meeting.

**8. Communications (Information Only)**

**8.a) UBCM-March 4/20**

**Re: Review of Resolution Process**

[UBCM-Review of Resolutions Process-BoD Mar 11 20](#)

**Recommendation: Corporate Vote Unweighted**

That Communications (Information Only Item 8.a) be received and direction at the discretion of the Board.

**9. Reports**

**9.a) Monthly Cheque Register Summary**

*Director Cacchioni, Finance Liaison*

The Monthly Cheque Register Summary for the month of February 2020 will be provided at a future meeting.

**9.b) Minutes of RDKB Committee Meetings as adopted by the respective Committees are presented.**

Boundary Community Development Committee (Feb. 11/20)

Liquid Waste Management Plan Stage 3 Steering Committee (Jan. 31/20)

[Minutes BCDC - 11 Feb - BCDC 4 Mar-BoD Mar 11 20](#)

[LWMP Stage 3 Steering-Jan 31-LWMP Steering Mar 5 20-BoD Mar 11 20- Pdf](#)

**Recommendation: Corporate Vote Unweighted**

That the minutes of the Boundary Community Development Committee meeting held February 11, 2020 and the minutes of the Liquid Waste Management Plan Stage 3 Steering Committee meeting held January 31, 2020 be received.

**9.c) Recreation Commission Minutes**

Electoral Area C/Christina Lake Parks & Recreation (Nov. 19/20)

[Minutes- Electoral Area C Parks & Recreation November 19 - Board - March 11, 2020, 2019](#)

**Recommendation: Corporate Vote Unweighted**

That the minutes of the Electoral Area C/Christina Lake Parks and Recreation Commission meeting held November 19, 2020 be received.

**9.d) Advisory Planning Commission (APC)-Draft Minutes**

Draft minutes of APC meetings held in March will be presented at a future meeting.

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

Recommendations to the Board of Directors referred by the respective RDKB Committees are presented for consideration.

**10.a) Boundary Community Development Committee (March 4/20)**

**Re: West Boundary Recreation Grant**

**Kettle Valley Golf Club-Support for the Jr. Golf Program**

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

[West Boundary Grant Application KV Golf Club 7Feb20](#)

[KVGC.jUNIOR GOLF bUDGET 2020](#)

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

That the Regional District of Kootenay Boundary Board of Directors approve an application for a West Boundary Recreation Grant from the Kettle Valley Golf Club for \$800 to assist with the costs for the Junior Golf Program, as presented to the Board on March 11, 2020.

**11. Board Appointments Updates**

**11.a)** The Board Appointment Updates will be provided at the next meeting.

## **12. New Business**

### **12.a) F. Phillips, Senior Energy Specialist**

#### **Re: RDKB Electric Vehicle Infrastructure Design Study**

*Director Russell, Environmental Services Liaison*

A Staff Report from Freya Phillips, Senior Energy Specialist regarding the RDKB electric vehicle infrastructure design study is presented.

[Staff Report - RDKB Electric Vehicle Infrastructure Study - Board - March 11 2020 - Pdf](#)

#### **Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to:

- Proceed with the Electric Vehicle infrastructure assessment and design study once the FCM grant application has been submitted prior to grant approval,
- Transfer up to \$30,000 from the 'RDKB Climate Action Reserve Fund (2013)' (001) to General Administration Services (001) to support the RDKB Electric Vehicle Infrastructure Assessment and Design study and include into the 2020-2024 Financial Plan,
- Reduce the CARIP allocation as required if the FCM grant is successful.

### **12.b) M. Stephens, Interim Manager of Emergency Programs**

#### **Re: UBCM 2020 Community Emergency Preparedness Fund (CEPF)-Emergency Operations Centre (EOC) & Training Grant**

*Director Worley, Emergency Preparedness Liaison*

A staff report from Mark Stephens, Interim Manager of Emergency Programs regarding the UBCM 2020 CEPF Emergency Operations Centre and Training grant is presented.

[Staff Report on CEPF EOC Grant](#)  
[CEPF-2020-EOC-Program-Guide](#)  
[CEPF-2020-EOC-Application-Form](#)

#### **Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors support the UBCM CEPF Emergency Operations Centre (EOC) and Training grant application from Mark Stephens, Interim Manager of Emergency Programs as presented on March 11, 2020. **FURTHER** that staff be directed to submit the application.

### **12.c) C. Scott, Planner**

#### **Re: Special Event Permit for Local Significance Electoral Area E/West Boundary Big-White**



A staff report from Corey Scott, Planner regarding a new special event at Big White Ski Resort and the request from AltiTunes for a designation of “municipal [local] significance” for a Special Event Permit application to the Liquor and Cannabis Regulation Branch (LCRB) is presented.

[Staff Report AltiTunes Board-March 11 2020](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors support the request to designate the 2020 “AltiTunes” event at Big White Ski Resort, for the land legally described as DL 4220, lease 338494 (exp.10/31/2039), as municipally significant for Big White.

**12.d) B. Ihlen, General Manager of Finance**

**Re: Five Year Financial Plan Approval**

*Director Cacchioni, Finance Liaison*

A staff report from Barb Ihlen, General Manager of Finance regarding the proposed 2020-2024 Five Year Financial Plan is presented.

[Staff Report-5 Yr Financial Plan Approval-BoD Mar 11 20](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Five Year Financial Plan as presented to the Board on March 11, 2020 with minor variations due to final 2019 financial numbers.

**12.e) G. Denkovski, Manager of Infrastructure and Sustainability**

**Re: Kootenay Clean Energy Transition Pilot Project - East Kootenay, Central Kootenay and Kootenay Boundary Regional District Initiative**

*Director Russell, Environmental Service Liaison*

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the Board supporting the Kootenay Clean Energy Transition Pilot Project is presented.

[Staff Report - Kootenay Clean Energy Transition Pilot Project - Board, March 11, 2020 - Pdf](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors support the Community Energy Association application for FCM funding through their Signature Project grant for \$500,000 for the Kootenay Clean Energy Transition Pilot Project. **FURTHER** that the Board direct Staff to allocate \$15,000 per year for 2020 and 2021 from the CARIP reserve fund to the General Administration (001) budget if the grant is successful.

**12.f) Grants in Aid - as of March 5, 2020**

[Grants-in-Aid-Board-March 11 2020](#)

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

That the following grants-in-aid be approved:

1. JL Crowe Senior Boys Basketball – Provincial Championship  
Transportation – Electoral Area 'A' - \$500
2. JL Crowe Senior Boys Basketball – Provincial Championship  
Transportation – Electoral Area 'B'/Lower Columbia-Old Glory - \$500
3. West Kootenay Smoke N Steel Auto Club – Electoral Area 'B'/Lower  
Columbia-Old Glory - \$800
4. Christina Lake Stewardship Society – Aquatic Invasive Species  
Billboard – Electoral Area 'C'/Christina Lake - \$2436
5. Grand Forks ATV – Trails Reconstruction – North Fork – Electoral  
Area 'D'/Rural Grand Forks - \$5,000
6. West Boundary Community Services Co-operative Association –  
Start-up Legal Costs – Electoral Area 'E'/West Boundary - \$537.60
7. West Boundary Community Services Co-operative Association –  
Destination BC Tourism Training – Electoral Area 'E'/West Boundary  
- \$805.35
8. West Boundary Community Services Co-operative Association –  
Destination BC Visitor Centre Training – Electoral Area 'E'/West  
Boundary - \$1,502

**13. Bylaws**

**13.a)** There are no bylaws to consider.

**14. Late (Emergent) Items**

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

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

**17. Closed Meeting**

**18. Adjournment**



## **Board of Directors**

**Thursday, February 27, 2020  
Grand Forks, BC - RDKB Boardroom**

### **Minutes**

#### **Board Members Present:**

Director G. McGregor, Board Vice-Chair and Meeting Acting Chair  
Director A. Grieve  
Director L. Worley  
Director R. Russell  
Director V. Gee  
Director S. Morissette  
Director M. Walsh  
Director R. Cacchioni  
Director A. Morel  
Director C. Korolek  
Director G. Shaw  
Director R. Dunsdon  
Alternate Director A. Parkinson

#### **Staff Present:**

M. Andison, Chief Administrative Officer  
T. Lenardon, Manager of Corporate Administration/Recording Secretary  
J. Chandler, GM of Operations/Deputy Chief Administrative Officer  
J. Dougall, GM of Environmental Services  
D. Green, Manager of Information Services  
M. Stephens, Interim Manager of Emergency Services

#### **Staff Present via Video Conference:**

Barb Ihlen, General Manager of Finance  
Frances Maika, Corporate Communications Officer  
Goran Denkovski, Manager of Infrastructure and Sustainability

#### **Others Present:**

D. Thibeaut, Applicant, Development Variance Permit-Electoral Area D/Rural Grand Forks  
Lake Life Cannabis Co., Liquor and Cannabis Regulation Branch Referral (non-medical  
cannabis retail store licence) Electoral Area C/Christina Lake  
J. Edwards, Grand Forks Gazette

**1. Call to Order**

- 1.a) The Acting Chair called the meeting to order at 1:00 p.m.

**2. Land Acknowledgement**

- 2.a) We acknowledge and appreciate that the land on which we gather is the converging ancestral, traditional and unceded territory of the Sylix, Secwepemc and Sinixt Peoples.

**3. Consideration of the Agenda (additions/deletions)**

- 3.a) The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of February 27, 2020 was presented.

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

1. move item 12.a); application for Development Variance Permit in Electoral Area C/Christina Lake to the front of the agenda after Item 5; Delegations,
2. receive Items 7.a) to 7.h) and Items 12.a) to 12.c) as a block, and
3. add Solid Waste Management Plan Steering and Monitoring Committee appointments to Late Emergent Items as Item 16.a).

**90-20** Moved: Director Grieve Seconded: Director Cacchioni

**Corporate Vote Unweighted**

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of February 27, 2020 be adopted as amended.

Carried.

**4. Minutes**

- 4.a) The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held on February 12, 2020 were presented.

**91-20**

Moved: Director Walsh Seconded: Director Dunsdon

**Corporate Vote Unweighted**

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held February 12, 2020 be adopted as presented.

Carried.

**5. Delegation(s)**

- 5.a) There were no scheduled delegations in attendance.

## **6. Item Moved to the Front of Agenda**

### **6.a) Application for Development Variance Permit Electoral Area D/Rural Grand Forks-Thibeault**

#### **Electoral Area Services Committee (Feb. 13/20)**

*Director Grieve, Committee Chair - Director McGregor Vice Chair*

A letter opposing the application proposal was distributed to the Board members. M. Andison, Chief Administrative Officer reviewed the concerns expressed in the letter.

The applicant, D. Thibeault was given an opportunity to comment on her proposal. Director Russell, Electoral Area D/Rural Grand Forks noted his support for the application, and it was;

**92-20** Moved: Director Grieve Seconded: Director Worley

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

That the Regional District of Kootenay Boundary Board of Directors approve the application for a Development Variance Permit submitted by Donna Thibeault, to allow for a reduction in the required rear parcel setback from 4.5m to 0.26m, a variance of 4.24m, for the construction of a single family dwelling on the property legally described as Parcel C (Being a consolidation of Lot 9 to Lot 16, see CA7847542), Block 9, DL 1261, SDYD, Plan 53, Electoral Area D/Rural Grand Forks, subject to receiving confirmation that the Ministry of Transportation and Infrastructure has issued a permit for the same variance.

Carried.

## **7. Unfinished Business-2020 Work Plans**

### **7.a) Boundary Community Development Committee (BCDC) Draft 2020 Kettle Valley Fire Protection Service (058) Work Plan**

*Director Worley, Emergency Preparedness Liaison*

### **7.b) Boundary Community Development Committee (BCDC) Draft 2020 Grand Forks Rural Fire Protection Service (057) Work Plan**

*Director Worley, Preparedness Services Liaison*

### **7.c) Utilities Committee Draft 2020 Big White Street Lighting Service (101) Work Plan**

### **7.d) Utilities Committee Draft 2020 Beaverdell Street Lighting Service (103) Work Plan**

### **7.e) Utilities Committee Draft 2020 East End Regional Sewer Service (700) Work Plan**

7.f) **East End Services Committee (EES)**  
**Draft 2020 East End Regional Transit Service (900) Work Plan**

7.g) **East End Services Committee (EES)**  
**Draft 2020 Victim Services (009) Work Plan**

7.h) **Electoral Area Services Committee (EAS)**  
**Draft 2020 Beaverdell Fire Protection Service (053) Work Plan**  
*Director Worley, Emergency Preparedness Liaison*

**93-20** Moved: Director Grieve Seconded: Director Worley

### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors adopt the Draft 2020 Work Plans for RDKB Services (058), (057), (101), (103), (700), (900), (009), (053) as presented to the Board on February 27, 2020 as Agenda Items 7.a) to 7.h).

Carried.

## **8. Unfinished Business-2020-2024 Five Year Financial Plans**

8.a) **East End Services Committee Recommendation**  
**Re: Allocation of Grant-in-Lieu Revenue from Dams, Feb. 18, 2020**  
*Director Worley, Committee Chair / Director Grieve Vice Chair*

Revenue Impact on General Administration (001) and Kootenay Boundary Regional Fire Service (050) 2020 Budgets and Five-Year Financial Plans.

The Board discussed the recommendation from the East End Services Committee to support an additional \$200,000 per year from the Area A dam revenues for 2020-2021 to the Kootenay Boundary Regional Fire Rescue Service (KBRFR) and to include \$500,000 in the Fire Service budgets from 2021 forward.

Directors Gee, McGregor and Russell expressed concerns about the impact this recommendation has in limiting revenue opportunities for Boundary services. It was noted that they would have preferred to have had more time to review this proposal.

Directors Grieve, Worley, Cacchioni and Morissette explained the discussions around this matter that have taken place at East End Services Committee meetings, which have been ongoing for some time. They noted their views on the KBRFR Service stating they believe it is a regionally shared service and discussed the impact the dam has had on nearby residents, property and wildlife, and it was;

**94-20** Moved: Director Worley Seconded: Alternate Director Parkinson

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the East End Services Committee's recommendation to support an additional \$200,000 per year from the Area A dam revenues for the 2020 and 2021 budget years to the Kootenay Boundary Regional Fire Service. **FURTHER** that the increased amount be included in the current 5 Year plan. **FURTHER** that the amount of \$500,000 be included in all Kootenay Boundary Regional Fire Service budgets from the 2021 date forward and be included in subsequent 5 Year Plans.

Carried.

Directors McGregor, Russell, Gee, Korolek, and Dunsdon opposed.

8.b) **M. Andison, Chief Administrative Officer****Re: Staff Report on Highlighted Changes to the General Administration Service (001) 2020 Budget and Five-Year Financial Plan**

*Director Cacchioni, Finance Liaison*

A staff report from Mark Andison, Chief Administrative Officer, identifying highlighted changes associated with the Draft General Administration Service (001) 2020 budget and Five-Year Financial Plan was presented.

**95-20** Moved: Director Cacchioni Seconded: Director Walsh

**Corporate Vote Unweighted**

That the staff report from Mark Andison, CAO regarding the General Administration Service (001) draft 2020 budget and five-year financial plan change highlights be received.

Carried.

8.c) **M. Andison, CAO****B. Ihlen, General Manager of Finance****Re: Proposed General Government/Administration Service (001) 2020-2024 Five Year Financial Plan**

*Director Cacchioni, Finance Liaison*

**96-20** Moved: Director Grieve Seconded: Director Cacchioni

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the General Government Service (001) 2020-2024 Five Year Financial Plan, including minor changes for adjustments to year-end totals. **FURTHER** that an additional \$200,000 be transferred from reserves to smooth the requisition and that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

Directors Russell, Korolek, Morissette, Dunsdon, Gee and McGregor opposed

8.d) **M. Stephens, Interim Manager of Emergency Programs**  
**Re: Options for the 2020-2024 Emergency Services (012) Five Year Financial Plan**

*Director Worley, Emergency Preparedness Liaison*

A staff report from Mark Stephens, Interim Manager of Emergency Programs presenting options for the proposed 2020-2024 Emergency Services Five Year Financial Plan.

**97-20** Moved: Director Worley Seconded: Director Cacchioni

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the allocation of reserve funds in the amount of \$143,679 to the proposed Emergency Preparedness Service (012) 2020-2024 Five Year Financial Plan as presented to the Board on February 27, 2020 as Option 1.

Carried.

**98-20** Moved: Director Worley Seconded: Director Walsh

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Emergency Preparedness Service (012) 2020-2024 Five Year Financial Plan, including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

8.e) **J. Dougall, General Manager of Environmental Services**  
**Re: Proposed Regional Solid Waste Service (010) 2020-2024 Five Year Financial Plan**

*Director Russell, Environmental Services Liaison*

**99-20** Moved: Director Russell Seconded: Director Cacchioni

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Regional Solid Waste Service (010) 2020-2024 Five Year Financial Plan, including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.



- 8.f) **J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: Proposed Boundary Economic Development Service (008) 2020-2024**  
**Five Year Financial Plan**

**100-20** Moved: Director Gee Seconded: Director Dunsdon

**Stakeholder Vote (Boundary Directors) Unweighted**

That the Regional District of Kootenay Boundary Board of Directors refer the Boundary Economic Development Service (008) 2020-2024 Five Year Financial Plan to the next meeting of the Boundary Community Development Committee.

Carried.

- 8.g) **J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: Proposed Kettle Valley Fire Protection Service (058) 2020-2024 Five**  
**Year Financial Plan**

*Director Worley, Emergency Preparedness Liaison*

Director Gee noted changes to the requisition, previous year's surplus, insurance, capital, contribution to reserves, contracted fire service and contingency.

**101-20** Moved: Director Worley Seconded: Director Gee

**Corporate Vote Unweighted-Single Participant Service**

That the Regional District of Kootenay Boundary Board of Directors approve the Kettle Valley Fire Service (058) 2020-2024 Five Year Financial Plan, including minor changes for adjustments to year-end totals and including changes as presented to the Board on February 27, 2020. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

- 8.h) **J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: Proposed Greenwood Rural Fire Service (056) 2020-2024 Five Year**  
**Financial Plan**

**102-20** Moved: Director Worley Seconded: Director Gee

**Corporate Vote Unweighted-Single Participant Service**

That the Regional District of Kootenay Boundary Board of Directors approve the Greenwood Rural Fire Service (056) 2020-2024 Five Year Financial Plan, including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

8.i) **J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: Proposed Beaverdell Specified Area Fire Protection Service (053)**  
**2020-2024 Five Year Financial Plan**

Director Gee noted changes to be made include reducing the tax requisition and reducing vehicle equipment maintenance.

**103-20** Moved: Director Worley Seconded: Director Korolek

**Corporate Vote Unweighted-Single Participant Service**

That the Regional District of Kootenay Boundary Board of Directors approve the Beaverdell Specified Area Fire Protection Service (053) 2020-2024 Five Year Financial Plan, including minor changes for adjustments to year-end totals and including changes as presented to the Board on February 27, 2020. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

8.j) **J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: Proposed Electoral Area E/West Boundary Economic Development**  
**Service (079) 2020-2024 Five Year Financial Plan**

Director Gee noted changes to the requisition and contracted services.

**104-20** Moved: Director Dunsdon Seconded: Director Gee

**Corporate Vote Unweighted-Single Participant Service**

That the Regional District of Kootenay Boundary Board of Directors approve the Electoral Area E/West Boundary Economic Development Service (079) 2020-2024 Five Year Financial Plan, including minor changes for adjustments to year-end totals and including changes as presented to the Board on February 27, 2020. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**9. Unfinished Business-Regular**

9.a) **Appointment to the Rural Development Institute (RDI)**  
**Annual Board Appointment to Dec. 31/20**

Director Worley, current Appointee

Director Cacchioni had expressed an interest in this appointment, however he withdrew his name advising he and Director Worley had recently discussed her continuing with this appointment until December 31, 2020.

**105-20** Moved: Director Cacchioni Seconded: Director Russell

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors appoint Director Worley to represent the RDKB on the Rural Development Institute (RDI) for the Year 2020.

Carried.

**10. Communications-RDKB Corporate Communications Officer**

10.a) There weren't any Corporate Communications items to consider.

**11. Communications (Information Only)**

11.a) **Agricultural Land Commission (Jan. 28/20)**  
**Re: Reconsideration of Non-Farm Use Application**  
**Electoral Area D/Rural Grand Forks**

**106-20** Moved: Director Russell Seconded: Director Morel

**Corporate Vote Unweighted**

That Communications-Information Only Item 11a) be received.

Carried.

**12. Reports**

12.a) **RDKB Committee Minutes and Draft Minutes of APC Meetings**

Minutes of RDKB Committee Meetings as adopted by the respective Committees and Draft Minutes of Advisory Planning Commission (APC) meetings held during February 2020 were presented.

**107-20** Moved: Director Grieve Seconded: Director Russell

**Corporate Vote Unweighted**

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

Education & Advocacy (May 23/19), Boundary Community Development (BCDC) (Jan. 8/20), Utilities (Jan. 15/20), Electoral Area Services (Jan. 16/20), Beaver Valley Regional Trails and Regional Parks (Jan. 21/20) and East End Services (Jan. 21/20). **FURTHER** that the following minutes of the Electoral Area Advisory Planning Commission meetings held in February 2020 be received:

Electoral Area A (Feb. 4/20), Electoral Area B/Lower Columbia-Old Glory (Feb. 3/20), Electoral Area C/Christina Lake (Feb. 4/20), Electoral Area D/Rural Grand Forks (Feb. 8/20), Electoral Area E/West Boundary (Feb. 3/20), Electoral Area E/West Boundary-Big White (Feb. 4/20).

Carried.

#### 12.b) **Recreation Commission Minutes**

Minutes of the Grand Forks and District Recreation Commission and the Christina Lake Recreation Commission will be provided at a future meeting.

### 13. **Committee Recommendations to Board of Directors**

#### 13.a) **Item Moved to the Front of the Agenda**

Electoral Area Services Committee (Feb. 13/20)

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

### 14. **New Business**

#### 14.a) **B. Ihlen, General Manager of Finance/Chief Financial Officer**

##### **Re: Finance Plan Comparison/Requisition Summary**

A staff report from Barb Ihlen, General Manager of Finance/Chief Financial Officer presenting the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projections.

**108-20** Moved: Director Worley Seconded: Director Morel

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors receive the staff report from Barb Ihlen, General Manager of Finance/Chief Financial Officer regarding the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projection.

Carried.

#### 14.b) **M. Andison, CAO**

##### **Re: Kootenay Boundary Farm Advisors Program**

A staff report from Mark Andison, CAO providing an update on the status of the Kootenay Boundary Farm Advisors Program was presented.

**109-20** Moved: Director Morel Seconded: Director Russell

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary commit to continued participation in the Kootenay Boundary Farm Advisors Program with RDEK, RDCK, and CBT for a further three-year period, with the budget commitments to be determined based upon possible future Provincial partnership and future program costing, to be determined through the procurement process.

Carried.

14.c) **C. Scott, Planner**

**Re: BC Timber Sales Referral re. Amendment to Forest Stewardship Plan-Electoral Areas B, C, D and E**

A staff report from Corey Scott, Planner presenting information respecting a referral from BC Timber Sales on proposed amendments to the 2017-2022 Forest Stewardship Plan in Electoral Areas B, C, D and E.

**110-20** Moved: Director Worley Seconded: Director Russell

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report, "BC Timber Sales Draft Amendment #5 to the BCTS 2017-2022 Forest Stewardship Plan", which includes the recommendations of the Advisory Planning Commissions to BC Timber Sales for consideration.

Carried.

14.d) **C. Scott, Planner**

**Re: Atco Wood Products Proposed Cut Blocks-Electoral Area A**

A staff report from Corey Scott, Planner regarding Atco Wood Products proposed cut blocks North of the City of Trail and the Columbia River in Electoral Area A was presented.

**111-20** Moved: Director Grieve Seconded: Director Korolek

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors receive the staff report titled the "Atco Wood Products: Development Area 'I' (Bear Creek)" referral on various pieces of unsurveyed Crown land in Electoral Area A.

Carried.

14.e) **C. Scott, Planner**

**Re: Front Counter BC-Crown Land Tenure  
Electoral Area B/Lower Columbia-Old Glory**

A staff report from Corey Scott Planner, regarding a Front Counter referral for an Adventure Tourism/Commercial Recreation application in Electoral Area B/Lower Columbia-Old Glory was presented.

**112-20** Moved: Director Worley Seconded: Alternate Director Parkinson

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors directs staff to forward this staff report, Front Counter Referral – Adventure Tourism/Commercial Recreation – Trans BC Event, which includes comments from the Electoral Area 'B'/Lower Columbia-Old Glory Advisory Planning Commission to Front Counter BC for consideration.

Carried.

14.f) **C. Scott, Planner**

**Re: BC Timber Sales Logging Plans in Electoral Areas C, D and E**

A staff report from Corey Scott, Planner regarding a referral from BC Timber Sales and their logging plans for Electoral Areas C, D and E was presented.

Concerns respecting the size of the proposed cut blocks were noted. Director Russell advised that the members of the Electoral Area D/Rural Grand Forks Advisory Planning Commission have inquired as to whether the results of a hydrological assessment on the watershed are taken into account.

After further discussion, it was;

Moved: Director Shaw Seconded: Director Worley

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report, "Forestry Referral: BC Timber Sales (BCTS) Operating Plan 15", which includes the recommendations of the Advisory Planning Commissions to BC Timber Sales for consideration. **FURTHER** that the Board direct staff to coordinate meetings with the Electoral Area D/Rural Grand Forks and Electoral Area E/West Boundary APCs and BCTS to discuss the APC's concerns.

**113-20** Moved: Director Gee Seconded: Director Morel

**Corporate Vote Unweighted**

That the recommendation be amended by adding the following to the last sentence:

*and that staff send a letter to the District Manager and Minister of Forests, Lands, Natural Resource Operations and Rural Development stating the Board's concerns respecting the excessively large size of the cut blocks associated with the BCTS Operating Plan 15.*

Voting on the original recommendation as amended - Carried.

14.g) **C. Scott, Planner**

**Re: Application for Subdivision in the Agricultural Land Reserve  
Electoral Area E/West Boundary**

A staff report from Corey Scott, Planner regarding a subdivision application for property located in the Agricultural Land Commission (ALC) in Electoral Area E/West Boundary was presented.

**114-20** Moved: Director Shaw Seconded: Director Gee

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors directs staff to forward, without a recommendation, the application to the Agricultural Land Commission for a two-lot subdivision submitted by Brad Schmunk for the property legally described as Lot A, DL 797s, SDYD, Plan KAP64012, Electoral Area E/West Boundary.

Carried.

Director Gee asked that the staff report be modified to provide clarity regarding which comments are from the applicant and which are from staff.

14.h) **C. Scott, Planner**

**Re: Application for Proposed Non-Medical Cannabis Retail Store Licence Electoral Area C/Christina Lake**

A staff report from Corey Scott, Planner regarding an application for a Non-Medical Cannabis Retail Store Licence in Electoral Area C/Christina Lake was presented.

**115-20** Moved: Director Worley Seconded: Director Dunsdon

Be it resolved that the Regional District of Kootenay Boundary Board of Directors recommend the Non-Medical Retail Cannabis Retail Store licence for Lake Life Cannabis Co. on the property legally described as Lot 1, Plan KAP6204, DL 750, SDYD, Electoral Area C/Christina Lake be supported for the following reasons:

- 1.The Board's consideration to the location of the proposed store are as follows:
  - a. The Electoral Area C/Christina Lake Official Community Plan (OCP) Bylaw No. 1250 and Zoning Bylaw No. 1300 consider the retail sale of non-medical cannabis to be a 'retail' use, which is permitted on the subject property.
- 2.The Board's consideration of the general impact on the community are as follows:
  - a. It is anticipated that the proposal would not negatively affect the Christina Lake community.
    - i. The subject property is adjacent to Highway 3 and is designated for Neighbourhood Commercial land use.
    - ii. Upon community consultation for the legalization of cannabis in 2018, it was determined that non-medical retail sales would be considered suitable as a retail use. This direction did not receive concern or opposition from the community.
- 3.The Board's comments on the views of residents are as follows:
  - a. The Regional District solicited the views of residents by providing the applicant with a 'Notice of Proposal' sign for the property to inform the community.
  - b. Additionally, the RDKB sent a mailout notification to all residents within 60m of the property.
  - c. One letter was received expressing concerns about:
    - i. the proximity of the proposed business to a School District 51 bus stop;

- ii. the appearance of the building to be associated with "Smoochies Brewing Co."; and,
- iii. mitigating the consumption and odour associated with cannabis on the property.

d. In consideration of these comments, the Board of Directors respectfully requests that the LCRB:

- i. prohibit the consumption of cannabis within a prescribed distance from the adjacent bus-stop and businesses on the subject property, subject to the provisions of Sections 64(3) and 66(b) of the *Cannabis Control and Licensing Act*;
- ii. ensure that the non-medical cannabis retail store demonstrates that it is a separate business from "Smoochies Brewing Co." and that cannabis consumption in shared common spaces of the two buildings be strictly prohibited; and,
- iii. require signage to be placed on the property by the business owner to clearly demonstrate that cannabis consumption is not permitted on the subject property or near the adjacent bus stop.

Carried.

14.i) **J. Dougall, General Manager of Environmental Services**

**Re: Results of Procurement for Mosquito Control Programs in Electoral Areas C/Christina Lake and D/Rural Grand Forks**

A Staff report from Janine Dougall, General Manager of Environmental Services regarding the results from the procurement process for the services associated with mosquito control programs for Area 'C' – Christina Lake and Area 'D' – Rural Grand Forks/Grand Forks was presented.

**116-20** Moved: Director Russell Seconded: Director Korolek

**Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors award the Contract for Services Associated with the Mosquito Control Programs in Area 'C' – Christina Lake and Area 'D' Grand Forks Rural/Grand Forks for a three-year term (April 1, 2020 – December 31, 2022) to Morrow BioScience Ltd. at the following rates (excluding applicable taxes):

Area 'C' – Christina Lake  
 Annual Base Price - \$10,800  
 Variable Pricing – Aerial - \$66.40/ha, Ground - \$54.40/ha  
 Area 'D'/Grand Forks  
 Annual Base Price - \$26,800  
 Variable Pricing – Aerial - \$66.40/ha, Ground - \$54.40/ha.

Carried.

14.j) **Tim Dueck, Solid Waste Program Coordinator**

**Re: Awarding of Recycling Collection Services Contract**



A staff report from Tim Dueck, recommending contract award arising from a Request for Proposal process for the provision of recycling collection services for small businesses in the McKelvey Creek Wasteshed was presented.

There was a review of the Board's discussion from the previous Board meeting held on February 12th when the Board considered phasing out the provision of small business recycling services provided only in the East End of the RDKB. It was noted that the Board has not reviewed or endorsed a long-term strategy regarding the provision of different services to different RDKB jurisdictions, and it was;

**117-20** Moved: Director Russell Seconded: Director Morel

**Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors refer the matter of awarding the Recycling Collection Services Contract for business recycling, presented to the Board on February 27, 2020, to the Solid Waste Management Plan Steering and Monitoring Committee meeting which, if possible, be held in advance of the March 11, 2020 Board meeting.

Carried.

**14.k) West Boundary Recreation Grant  
Boundary Minor Hockey-Midway, BC**

**118-20** Moved: Director Dunsdon Seconded: Director Shaw

**Stakeholder Vote (Electoral Area E, Greenwood and Midway) Weighted**

That the Regional District of Kootenay Boundary Board of Directors approve the application for a West Boundary Recreation Grant from the Boundary Minor Hockey Association for \$250 as presented to the Board on February 27, 2020, to cover costs for the purchase of Game Day healthy and nutritional food choices.

Carried.

**14.l) Grants in Aid - as of February 20, 2020**

**119-20** Moved: Director Grieve Seconded: Director Worley

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

That the following grants-in-aid be approved:

1. Beaver Valley Thrift Shop – Shop Window Replacement – Electoral Area 'A' - \$1,000
2. Kidney Walk, Kootenay West – Event Costs – Electoral Area 'A' - \$100
3. Village of Fruitvale – Candy Cane Lane Event – Electoral Area 'A' - \$1,500
4. Village of Fruitvale – Remembrance Day Programs and Refreshments – Electoral Area 'A' - \$500
5. West Kootenay Rebels U14B Girls Fastball Team – Electoral Area 'A' - \$500

6. Zone 6 BC Seniors Games – Athlete Training and Participation – Electoral Area 'A' - \$500
7. Kidney Walk, Kootenay West – Event Costs – Electoral Area 'B'/Lower Columbia-Old Glory - \$400
8. West Kootenay Rebels U14B Girls Fastball Team – Electoral Area 'B'/Lower Columbia-Old Glory-\$500
9. Zone 6 BC Seniors Games – Athlete Training and Participation – Electoral Area 'B'/Lower Columbia-Old Glory - \$750
10. Grand Forks ATV – Stewart and Gilpin Area Trail Reconstruction – Electoral Area 'C'/Christina Lake - \$10,000
11. Boundary Girls Fastpitch – Ongoing Costs – Electoral Area 'D'/Rural Grand Forks - \$250
12. Zone 6 BC Seniors Games – Athlete Training and Participation – Electoral Area 'D'/Rural Grand Forks - \$300

Carried.

#### 14.m) **Board Appointments Updates**

*Southern Interior Development Initiative Trust (S.I.D.I.T.) and B.C. Rural Centre/Southern Interior Beetle Action Coalition (S.I.B.A.C.)-Director McGregor:* There is no new business to report. S.I.D.I.T. will meet during March.

*Okanagan Film Commission-Director Gee:* There is no new business to report.

*Boundary Weed Stakeholders Committee-Director Gee:* The members of the Committee have moved into new office space at the Riverside Centre in Rock Creek.

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

*Columbia Basin Regional Advisory Committee (CBRAC)-Director Worley & Goran Denkovski, Manager of Infrastructure & Sustainability:* Director Worley provided updates regarding the joint meeting of the CRT LGC and CBRAC, a BC Hydro Governance Seminar with the Ministry and the Columbia Basin Trust. Strategic planning will begin the first week of March.

CBRAC - there was a teleconference on February 26th and a tour of the Kinbasket area planned for first week in May.

*West Kootenay Regional Transit Committee (Directors Cacchioni & Worley, Alternate Director Parkinson):* Director Cacchioni updated the Board members on the preferred option for locating a transfer station in the City of Trail. A written transit report will follow in the future.

*Kootenay Booth-Director Langman:* Staff advised that the RDKB is in receipt of funds from the Regional District of Central Kootenay. The account will be closed and this Board appointment will no longer be necessary in the future.

*Rural Development Institute-Director Worley:* Director Worley provided a summary of discussions held at a recent RDI meeting and a brief review of the RDI grant process.

*Chair's Update-Chair Langman:* Chair Langman briefly reviewed her written report as attached to the agenda, including information regarding the various sessions she attended at the recent Local Government Leadership Forum and the Electoral Area Directors Forum.

The Chair reminded the RDKB Board appointees to submit written reports that can be included on the Board agenda. She suggested the other Board Appointees could use her report as a template.

**120-20** Moved: Director Morel Seconded: Director Dunsdon

**Corporate Vote Unweighted**

That the written and verbal Board Appointment reports as presented to the Board on February 27, 2020 be received.

Carried.

**15. Bylaws**

There were no bylaws to consider.

**16. Late (Emergent) Items**

**16.a) Solid Waste Management Plan Steering and Monitoring Committee  
Chair Appointments**

Staff briefly reviewed the requirements for Committee membership as set out in the Committee Terms of Reference (ToR). It was noted that although there are 8 Directors interested in sitting on the Committee, only 6 Directors are permitted. Six members are more manageable and are less than a majority of Board members overall.

It was agreed to discuss this matter further at the next meeting of the Solid Waste Management Plan Steering and Monitoring Committee.

**16.b) Ministry of Environment and Climate Change Strategy-Feb 26/20  
East End Regional Sewer Service and Liquid Waste Management Plan**

Director Worley referred to a letter from the Ministry of Environment and Climate Change Strategy advising that the RDKB Liquid Waste Management Plan, and the public consultation and First Nation consultation has been approved by the Ministry of Environment and Climate Change Strategy.

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

17.a) A discussion was not necessary.

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

Jensen Edwards, Grand Forks Gazette inquired about the transfer of funds from the Electoral Area A dam grant in lieu revenues to the Kootenay Boundary Regional Fire Rescue Service as well as the motion to transfer an additional \$200,000 from reserves to smooth the requisition.

Mr. Edwards also inquired as to the timeline for asset management planning and timeline for the publication of the Housing Needs Study.

**Closed Meeting**

A closed meeting was not required.

**Adjournment**

There being no further business to discuss, the meeting was adjourned (time: 3:12 p.m.).

TL



## Committee/Board Delegation and Presentation Form

<b>Names of all persons who will be speaking &amp; position titles (if relevant) must be included.</b> <b>Name of organization you are representing is also required.</b>		<b>Name(s):</b> _____ Johnny Strilaeff, CEO _____ Columbia Basin Trust	
<b>Subject of delegation (What information will be presented?)</b>		Annual overview of Trust activities in past fiscal and update on future plans of interest to the RDKB Board. _____ _____	
<b>What is the purpose of delegation? (Please check where appropriate):</b>		<b>Information Only</b>	<input checked="" type="checkbox"/>
		<b>Letter of Support Request</b>	<input type="checkbox"/>
		<b>Funding Request</b>	<input type="checkbox"/>
		<b>Other (please provide details):</b> _____ _____ _____	
<b>Contact Person</b>		Jane Medlar, Corporate Secretary & Executive Assistant	
<b>Telephone:</b>	250.304.1620	<b>Email:</b>	jmedlar@ourtrust.org
<b>Meeting Date Requested:</b>		March 11 2020 - for Board Meeting held in Trail	
<b>Technical Requirements:</b> Will you be using a power-point presentation?	<b>YES</b> <input checked="" type="checkbox"/>	<b>NO</b> <input type="checkbox"/>	<b>If yes, you are required to submit the presentation before the meeting as well as bringing it to the meeting on a memory stick.</b>
The Regional District is not responsible for software incompatibility. The Regional District utilizes Microsoft Office products. If you will be using power-point, <b>you are requested to bring your own laptop and a VGA/9-pin or HDMI connection.</b> If you do not have a laptop, contact the Manager of Corporate Administration to make alternative arrangements.			
<b>For more information, please contact:</b> Manager of Corporate Administration 202-843 Rossland Avenue Trail, BC V1R 4S8 Phone: 250-368-9148      Toll Free: 1-800-355-7352 Fax: 250-368-3990      Email: <a href="mailto:tlendaron@rdkb.com">tlendaron@rdkb.com</a>			
<b>To facilitate effective delegations:</b>			

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

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

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

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

\_\_\_\_\_  
Name of Delegate/Group Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**For Office Use Only**

**Attending at request of the Board** \_\_\_\_\_

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

**Referred to Chair:**

01/03/20

\_\_\_\_\_  
Date

**Approved**

**Declined**

**If declined provide explanation:**

**Date of delegation (if applicable):** 03/11/20

**Applicant informed of decision:**

Theresa Lenardon  
**Manager of Corporate Administration**

01/03/20

\_\_\_\_\_  
Date

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

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



March 4, 2020

To: Chair and Board  
Chief and Council  
Mayor and Council

**Re: UBCM Resolutions Process**

In response to member feedback, the UBCM Executive is undertaking a review of the resolutions process. This will include consultation with members at Area Association spring conferences, and a subsequent report to the membership at the 2020 Annual Convention. While the review progresses, the Executive has committed to exercise their existing authority more fully, and apply greater rigour to the screening and vetting of resolutions submitted to UBCM for 2020.

With the understanding that a resolutions process review is already underway, the Resolutions Committee of the UBCM Executive has identified measures that UBCM can implement in the immediate term to streamline the process and address the number and repetitiveness of resolutions. In 2020, the Committee will seek to:

- Identify more directly the resolutions that address issues of priority to the membership, and ensure that debate of these priority issues takes place early on.
- Be more firm in sending resolutions back to the sponsor if resolutions do not meet UBCM criteria for format, clear writing, factual information, or relevance to local government administration or operations.
- Standardize language to be gender neutral and, where applicable, refer to local governments or First Nations rather than municipalities or regional districts. The goal is to avoid using debate time to make such amendments.
- Combine similar resolutions, without losing or changing their intent.
- Offer further education and support to members on writing clear, effective resolutions.
- Work more closely with Area Associations to improve the quality of resolutions debated at their spring conventions.

These streamlining measures could affect resolutions that your community submits to Area Associations or to UBCM this year.

Please feel free to contact Reiko Tagami, Policy Analyst ([rtagami@ubcm.ca](mailto:rtagami@ubcm.ca) or 604 270 8226 ext. 115), with questions about resolutions streamlining, or the resolutions process review.

Sincerely,

A handwritten signature in dark ink, appearing to read "Maja Tait".

Maja Tait  
UBCM President

A handwritten signature in dark ink, appearing to read "Claire Moglove".

Claire Moglove  
Chair, Resolutions Committee



## **Boundary Community Development Committee**

### **Minutes Tuesday, February 11, 2020 RDKB Board Room, Grand Forks, BC**

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

Director G. McGregor, Chair  
Director R. Russell  
Director V. Gee  
Director C. Korolek  
Director R. Dunsdon  
Director G. Shaw

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

J. Chandler, General Manager of Operations/Deputy CAO  
M. Forster, Executive Assistant/Recording Secretary  
B. Ihlen, General Manager of Finance  
P. Keys, Manager of Facilities and Infrastructure  
K. Anderson, Watershed Planner  
J. Wetmore, Community Futures Boundary  
S. Elzinga, Community Futures Boundary  
One member of the media

#### **CALL TO ORDER**

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

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

The agenda for the February 11, 2020 Boundary Community Development Committee was presented.

The agenda was amended by a change in order of agenda items: Item 6f was moved to the beginning of Old Business. Two late items were added:  
Director Gee: Poverty Reduction App and Rock Creek Visitors Centre.



Moved: Director Shaw Seconded: Director Dunsdon

That the agenda for the February 11, 2020 Boundary Community Development Committee be adopted as amended.

Carried.

### **ADOPTION OF MINUTES**

The minutes of the January 8, 2020 Boundary Community Development Committee meeting were presented.

Moved: Director Dunsdon Seconded: Director Gee

That the minutes of the January 8, 2020 Boundary Community Development Committee meeting be adopted as presented.

Carried.

### **ELECTION OF VICE CHAIR**

Committee Chair McGregor called a first time for nominations for the position of Vice-Chair of the Boundary Community Development Committee for the year 2020.

Moved: Director Dunsdon

That Director Russell be nominated as Vice-Chair of the Boundary Community Development Committee for the year 2020.

Director Russell accepted the nomination.

Committee Chair McGregor called a second time for the position of Vice-Chair of the Boundary Community Development Committee for the year 2020.

Committee Chair McGregor called a third and final time for the position of Vice-Chair of the Boundary Community Development Committee for the year 2020.

Hearing no further nominations, Director Russell was declared, by acclamation, Vice-Chair of the Boundary Community Development Committee for the year 2020.

**GENERAL DELEGATIONS**

There were no delegations present.

**OLD BUSINESS**

**J. Chandler, General Manager of Operations/Deputy CAO**

**Re: 2020 Boundary Economic Development Service (008) Budget**

**J. Wetmore and S. Elzinga, Community Futures Boundary**

**Re: Imagine Kootenay Contract to December 2020 Proposal**

The 2020 Boundary Economic Development Service (008) draft budget was attached for information.

J. Wetmore and S. Elzinga, Community Futures Boundary, attended the BCDC meeting to discuss the Imagine Kootenay contract to December 2020 and an update to current projects and activities. J. Wetmore also spoke to the Boundary Country app.

J. Wetmore and S. Elzinga left the meeting at 10:30.

Discussion ensued on the Boundary Economic Development Service (008) budget. The Agriculture Plan Update line will be reduced to \$4,000. \$2,000 will be removed from Contingencies. The Tri-Regional Ag project will be reduced to \$30,000. There will be more discussion around this budget.

Moved: Director Shaw Seconded: Director Dunsdon

That the report from Community Futures Boundary be received as presented.

Carried.

**P. Keys, Manager of Facilities and Recreation**

**Re: 2020 Grand Forks Aquatic Centre Service (040) Budget**

The 2020 Grand Forks Aquatic Centre Service (040) draft budget was attached for information.

Moved: Director Russell Seconded: Director Korolek

That the Regional District of Kootenay Boundary Board of Directors approve the Grand Forks Aquatic Centre Service (040) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**P. Keys, Manager of Facilities and Recreation**  
**Re: 2020 Grand Forks Arena Service (030) Budget**

The 2020 Grand Forks Arena Service (030) draft budget was attached for information.

Moved: Director Russell Seconded: Director Korolek

That the Regional District of Kootenay Boundary Board of Directors approve the Grand Forks Arena Service (030) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**P. Keys, Manager of Facilities and Recreation**  
**Re: 2020 Recreation Program Service (021) Budget**

The 2020 Recreation Program Service (021) draft budget was attached for information.

Moved: Director Russell Seconded: Director Korolek

That the Regional District of Kootenay Boundary Board of Directors approve the Recreation Program Service (021) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

P. Keys left the meeting at 11:10 am.

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

**Re: 2020 Mosquito Control Service - Grand Forks and Area D (080) Budget**

The 2020 Mosquito Control Service - Grand Forks and Area D (080) draft budget was attached for information.

Moved: Director Russell Seconded: Director Korolek

That the Regional District of Kootenay Boundary Board of Directors approve the Mosquito Control Service - Grand Forks and Area D (080) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**J. Dougall, General Manager of Environmental Services**  
**Re: 2020 Mosquito Control Service - Christina Lake (081) Budget**

The 2020 Mosquito Control Service - Christina Lake (081) draft budget was attached for information.

Moved: Director Dunsdon Seconded: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors approve the Mosquito Control Service - Christina Lake (081) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2020 Boundary Animal Control Service (071) Budget**

The 2020 Boundary Animal Control Service (071) draft budget was attached for information.

Moved: Director Shaw Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors approve the Boundary Animal Control Service (071) 2020-2024 Five Year Financial Plan

including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2020 Boundary Transit Service (950) Budget**

**F. Maika, Corporate Communications Officer**  
**Re: Transit Public Engagement/Join the Conversation Demo**

The 2020 Boundary Transit Service (950) draft budget was attached for information.

The Committee members were informed that staff has met with BC Transit and that BC Transit's goal is to post their RFP by the end of February. Staff will work on having the IHA attend a future BCDC meeting. Discussion ensued on the need for a question and answer profile so that Directors are asking their residents the same questions.

Moved: Director Russell Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors approve the Boundary Transit Service (950) 2020-2024 Five Year Financial Plan, in principle, including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2020 Regional Library Services - Grand Forks/Areas C and D (140) Budget**

The 2020 Regional Library Services - Grand Forks/Areas C and D (140) draft budget was attached for information.

Moved: Director Russell Seconded: Director Korolek

That the Regional District of Kootenay Boundary Board of Directors approve the Regional Library Services - Grand Forks/Areas C and D (140) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end

totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2020 Economic Development Services - Area C - Christina Lake (077) Budget**

The 2020 Economic Development Services - Area C - Christina Lake (077) draft budget was attached for information.

Moved: Director Russell Seconded: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors approve the Economic Development Services - Area C - Christina Lake (077) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2020 Economic Development Services - Grand Forks/Area D (078) Budget**

The 2020 Economic Development Services - Grand Forks/Area D (078) draft budget was attached for information.

Director Russell requested that the description on line 2 of E.D.C. Projects be revised as the projects are not unique to Area D only.

Moved: Director Russell Seconded: Director Korolek

That the Regional District of Kootenay Boundary Board of Directors approve the Economic Development Services - Grand Forks/Area D (078) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**

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*Page 7 of 11*  
*Boundary Community Development Committee*  
*February 11, 2020*

Page 7 of 11

**Re: 2020 Recreation Commission (West Boundary Recreation) - Greenwood/Midway/Area E (022) Budget**

The 2020 Recreation Commission (West Boundary Recreation) - Greenwood/Midway/Area E (022) draft budget was attached for information.

Discussion ensued on the budget. A 2% increase was requested to both the Midway Arena grant and the Greenwood Pool grant. The surplus will be increased so the total surplus will be 12,000.

Moved: Director Shaw Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors approve the Recreation Commission (West Boundary Recreation) - Greenwood/Midway/Area E (022) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2020 Grand Forks Rural Fire Service (057) Work Plan and Budget**

The 2020 Grand Forks Rural Fire Service (057) draft work plan and budget were attached for information.

Moved: Director Russell Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors adopt the Grand Forks Rural Fire Service (057) 2020 Work Plan as presented to the Board on February 27, 2020.

Carried.

Moved: Director Russell Seconded: Director Korolek

That the Regional District of Kootenay Boundary Board of Directors approve the Grand Forks Rural Fire Service (057) 2020-2024 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2020-2024 Five Year Financial Plan.

Carried.

**NEW BUSINESS****K. Anderson, Watershed Planner****Re: Boundary Integrated Watershed Service (BIWS) Monthly Update**

The February 2020 report on activities of the BIWS was presented.

K. Anderson reported out on recent meetings with various groups:

**Okanagan Nation Alliance (ONA)** - met with ONA regarding a potential grant through the First Nation Adapt Program to support the Flood and Geohazard Risk Assessment and also discussed Traditional Ecological Knowledge. As RDKB worked with Ebbwater Consulting to conduct the assessment, ONA provided support to RDKB as they conducted a similar assessment in the Okanagan. The Committee was asked if there was an interest in investigating grant opportunities designed to include Traditional Ecological Knowledge in the Watershed Plan, KRWAC and Flood and Geohazard Risk Assessment as it would involve a great deal of staff resources. There was general consensus to move forward in this regard. Committee members directed staff to bring back a report on what it would look like taking staff time into consideration.

**KRWAC** - the Council was requesting feedback on whether it's work is still focused on meeting RDKB's expectations. Terms of Reference are being circulated among the members of the Council to know what the priorities for individual members are. The results will be circulated in April.

**Work Plan** - the work plan will be presented on a monthly basis for review.

**Well Owners Workshop** - Members of the Committee expressed interest in attending a workshop from the Provincial Governments. Dates will be circulated to the Committee.

Discussion ensued on how the Geohazard Assessment ties into the topic of Community Forests. The Committee discussed the BC Timber Sales operating plan. There was general consensus to invite T. DeCoursey to attend the April BCDC meeting to discuss issues around the operating plan. K. Anderson will send an email to T. DeCoursey to have her identify others who should attend the meeting.

Moved: Director Korolek Seconded: Director Shaw



That the staff report regarding the BIWS progress for February be received as presented.

Carried.

**S. Carlisle-Smith, TOTA**  
**Re: Boundary Country Update**

A tourism update from TOTA was attached for information.

The Committee agreed that the MRDT reps should come to a future meeting to present the 2020 MRDT Project Plan.

Director Gee would like more discussion around the visitor services activities in the future. She suggested that all visitor services centres and TOTA be invited to a future meeting to discuss everyone's roles.

Discussion ensued on affordable housing.

Director Gee spoke to trails signage and to have TOTA meet with Boundary people who are working on trail signage to ensure that signage is consistent throughout the area.

Moved: Director Korolek Seconded: Director Dunsdon

That the Boundary Community Development Committee receive the TOTA Tourism Update as presented.

Carried.

**LATE (EMERGENT) ITEMS**

**Director Gee**  
**Re: Poverty Reduction App**

The Committee was informed that RDKB has not received a letter of support from the City of Greenwood for the Poverty Reduction application.

**Director Gee**  
**Re: Visitors Centre - Rock Creek**

It was suggested that if the Rock Creek Visitors Centre does not want to provide this service, its sign should be removed.

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**Page 10 of 11**  
**Boundary Community Development Committee**  
**February 11, 2020**

Page 10 of 11

**DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

The following people/groups will be invited to attend a future meeting:

1. The MRDT reps.
2. Rock Creek Visitors Centre reps.
3. S. Carlyse-Smith, TOTA.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

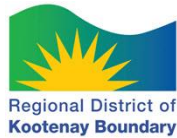
A question period for public and media was not required.

**CLOSED (IN CAMERA) SESSION**

A closed (in camera) session was not required.

**ADJOURNMENT**

The meeting was adjourned at 1:40 pm.



**LWMP Stage 3 Steering Committee Meeting  
Minutes  
Friday, January 31, 2020  
RDKB Boardroom, Trail BC**

**Committee Members Present:**

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

**Staff Members Present:**

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 January 31, 2020 Steering Committee meeting was presented.

Moved: Director Worley    Seconded: Director Morel

That the agenda for the January 31, 2020 Steering Committee meeting be adopted as presented.

Carried.

**ADOPTION OF MINUTES**

The minutes for the Steering Committee January 9, 2020 meeting were presented.

Moved: Director Morel    Seconded: Director Worley

That the minutes of the Steering Committee January 9, 2020 meeting be adopted as presented.

Carried.

**UNFINISHED BUSINESS**

**LWMP Steering Committee Memorandum of Action Items - Ending January 27, 2020**

The LWMP Steering Committee Memorandum of Action Items for the period ending January 27, 2020 was presented.

This list of Action Items will be attached to the 700 Workplan.

All items will be started in February 2020 and should be completed by the end of March 2020.

Moved: Director Langman    Seconded: Director Morel

That the LWMP Steering Committee Memorandum of Action Items for the period ending January 27, 2020 be received as presented.

Carried.

**G. Denkovski**

**Re: Columbia Pollution Control Center Upgrade Permits**

A verbal report from Goran Denkovski, Manager of Infrastructure and Sustainability on the permits required for the Columbia Pollution Control Center Upgrade was presented.

The two outstanding items that are needed for the CPCC Upgrade grant application are a district wide asset management plan and approval of the Stage 3 Liquid Waste Management Plan.

Page 2 of 4

**Liquid Waste Management Plan Steering & Monitoring Committee Meeting  
January 31, 2020**

The Liquid Waste Management Plan has been submitted for approval to the authority having jurisdiction and an asset management plan is being developed.

MP Richard Cannings will be in the area during the 2nd week of February. Director Langman and G. Denkovski will contact him and attempt to set up a meeting and a tour of the CPCC facility with him. If the meeting occurs, G. Denkovski will also prepare updated briefing notes for Mr. Cannings.

Director Langman stressed the point that our message needs to be consistent, professional, positive and on point.

Moved: Director Worley   Seconded: Director Morel

That the Steering Committee receive the report.

Carried.

### **NEW BUSINESS**

**G. Denkovski**

**Re: Letter of Support City of Rossland**

The Committee has also received the requested letter of support from Trail and a water conservation plan.

A signed and certified resolution letter and water conservation plan from the Village of Warfield will be completed by February 10, 2020.

Moved: Director Langman   Seconded: Director Morel

That the Steering Committee receive the Letter of Support.

Carried.

**DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

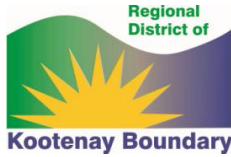
Letters of Support for the CPCC Upgrade grant application to be submitted to the Committee at the March 2020 meeting.

**CLOSED (IN CAMERA) SESSION**

A Closed (In Camera) Session was not required at this meeting.

**ADJOURNMENT**

There being no further business for the Committee to discuss, the Chair adjourned the meeting at 12:24 pm.



**Electoral Area “C” Parks & Recreation Commission  
Regular Meeting  
Tuesday, November 19 2019  
Welcome Centre  
8:00 AM  
AGENDA**

**1. CALL TO ORDER**

**2. WELCOME:** Manager of Facilities and Recreation: Paul Keys

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

- The agenda for the November 19, 2019 Christina Lake Parks & Recreation Commission meeting is presented.

**Recommendation:** That the Agenda for the November 19, 2019 Christina Lake Parks & Recreation Commission meeting is adopted as presented.

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

- The minutes of the Christina Lake Parks & Recreation Commission meeting held on October 9, 2019 are presented.

**Recommendation:** That the minutes for the Christina Lake Parks & Recreation Commission meeting held on October 9, 2019 be adopted as presented.

**5. DELEGATION: N/A**

**6. OLD BUSINESS:**

- **Trail Development from Cove Bay to Brown Rd-**
  - To invite a staff member from the RDKB planning department to attend January's meeting.
- **Christina Lake Community and Nature Park- N/A**
- **Ministry of Transportation: Kingsley Road End-Received for Information**
  - The RDKB board has posted a message in the Board Highlights that the Kingsley Rd end will no longer be maintained by RDKB-

**7. NEW BUSINESS-**

**8. INFORMATIONAL ITEMS**

**A. Financial Plan**

- September 2019 – RDKB Financial Statement –
- Draft Copy of the 2020 Budget-

**B. Correspondence- Donna Wilchynski, Christina Gateway-****C. Project Updates-**

- **Kettle River Walk Trail-**
- **Pickleball Court Expansion-2019 Project Complete**
- **Pedestrian Bridge-N/A**
- **Disc Golf Course-Staff Report –Pgs 73 to 75**
  - Christina Lake Disc Golf Course Design Proposal –Prepared by Kootenay Rockies Disc Golf Society

**D. Sub Committee Report**

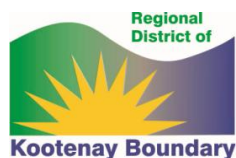
- **COP Update- Dan Marcoux: Monthly Report-N/A**
- **Trails – Josh Strzelec- Presentation**

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

- **Recreation Program**
  - November Flyer- **Pgs 76 to 78**
  - Christina Lake Triathlon Update-Working with MOT to approve Permit for Bike route- Email was sent to Ministry of Transportation on November 6, 2019 – No response received as of
  - Christmas Party date and location- Dueling Oaks on Wednesday, December 4<sup>th</sup> at 6pm.
- **Park Maintenance –YTD Report-Pgs 79 to 80**
- **Community Coordinator Report – Update**

**9. LATE EMERGENT ITEMS:****10.DISCUSSION OF ITEMS FOR FUTURE MEETINGS****11. ADJOURNMENT**





**Electoral Area "C" Parks & Recreation Commission**  
**Regular Meeting**  
**Wednesday, November 19, 2019**  
**Christina Lake Welcome Centre**  
**8:00 AM**  
**Minutes**

**Recreation Commission Members present:**

**Present**

Brenda Auge  
 Ericka McCluney  
 Joe Sioga  
 Josh Strzelec  
 Paul Beattie  
 Randy Gniewotta  
 Tara Bobocel

**Absent**

Adam Moore  
 Dianne Wales

**Area Director**

Grace McGregor

**Alternate Area Director**

Donna Wilchynski

**Staff and others present:**

**RDKB Staff**

Paul Keys/Lilly Bryant

- 1. CALL TO ORDER: at 8:00am**
- 2. WELCOME: Manager of Facilities and recreation: Paul Keys**

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

- The agenda for the November 19, 2019 Christina Lake Parks & Recreation Commission meeting is presented.
- **ADDITION;#9: Late Emergent Item:**
  - Park & Recreation Commission member attendance
  - Requiring a new member from the Community Hall Association

**Recommendation:** That the Agenda for the November 19, 2019 Christina Lake Parks & Recreation Commission meeting is adopted as amended.

**26-19 Moved: Brenda Auge**

**Seconded: Josh Strzelec**

**Carried**

**4. ADOPTION OF MINUTES-**

The minutes of the Christina Lake Parks & Recreation Commission meeting held on October 9, 2019 are presented.

**Recommendation:** That the minutes for the Christina Lake Parks & Recreation Commission meeting held on October 9, 2019 be adopted as presented.

**27-19 Moved: Paul Beattie**

**Seconded: Tara Bobocel**

**Carried**

## **5. DELEGATION: N/A**

## **6. OLD BUSINESS:**

- **Trail Development from Cove Bay to Brown Rd-**
  - To invite a staff member from the RDKB planning department to attend January's meeting.
- **Christina Lake Community and Nature Park- N/A**

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

## **8. INFORMATIONAL ITEMS**

### **D. Financial Plan**

- September 2019 – RDKB Financial Statement –Received for Information
- Draft Copy of the 2020 Budget-Reviewed

### **E. Correspondence- Donna Wilchynski, Christina Gateway-**

- Permission to use the Pickleball court fencing for advertising sponsorship opportunities  
Permission to use the Pickleball court fencing for advertising sponsorship opportunities

**Recommendation,** That the Recreation Commission grant permission for the Pickleball Club to use the Pickleball court fencing to sell advertising space for fundraising purposes. Invite the Pickleball club to the Recreation Commission meeting to approve fundraising opportunities.

**28-19 Moved: Paul Beattie**

**Seconded: Josh Strzelec**

**Carried**

### **F. Project Updates-**

- **Kettle River Walk Trail-**
  - Rerouting Trail to include the Cascade Road as part of the trail system
  - Remapping the trail in the spring
  - Josh will speak to the Trail maintenance contractor to discuss the applying under the Trail building section 57 to develop the trail to avoid doing an Archeological study
  - Randy Gniewotta and Josh Strzelec will remap the trail in the spring
- **Pickleball Court Expansion-2019 Project Complete**
- **Pedestrian Bridge-N/A**

- **Disc Golf Course-Staff Report**

- Christina Lake Disc Golf Course Design Proposal –Prepared by Kootenay Rockies Disc Golf Society

**Recommendation**, that Al Stanley, from Kootenay Rockies Disc Golf Society be invited to attend a future meeting to discuss the Disc Golf Course plans.

**29-19 Moved: Paul Beattie**

**Seconded: Randy Gniewotta**

**Carried**

**D. Sub Committee Report**

- **COP** Update- Dan Marcoux: Monthly Report-N/A
- **Trails** – Josh Strzelec- **Presentation** – To be presented at the Christmas Dinner on December 4<sup>th</sup>

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

- **Recreation Program**
  - November Flyer-
  - Christina Lake Triathlon Update-Working with MOT to approve Permit for Bike route- Email was sent to Ministry of Transportation on November 6, 2019 – No response received as of
  - Christmas Party date and location- Dueling Oaks on Wednesday, December 4<sup>th</sup> at 6pm.
- **Park Maintenance –YTD Report-Received for Information**
- **Community Coordinator Report – Update**
  - Reviewed involvement in the Boundary Community Corporation

**9. LATE EMERGENT ITEMS:**

- **Park and Recreation Commission Members**
  - A representative from the Community Hall Association will need to be appointed to the Recreation Commission

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

**11. ADJOURNMENT**

**30-19 Moved: Brenda Auge**

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Lilly Bryant, Recording Secretary

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Grace McGregor, Chairperson

TO THERESA LENARDON, MANAGER OF CORPORATE ADMINISTRATION/

RE: KETTLE VALLEY GOLF CLUB'S (KVGC), WEST BOUNDARY  
RECREATION GRANT APPLICATION

PLEASE FIND ATTACHED: WEST BOUNDARY RECREATION GRANT  
APPLICATION, 2019 FINAL REPORT, AND LESSON PLANS, (4)

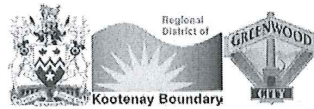
THE JUNIOR GOLF PROGRAM WAS INITIATED BY THE KVGC AND IS  
LARGELY FUNDED BY THE KVGC. IN 2019 A GRANT IN THE AMOUNT OF  
\$400.00 AS RECEIVED FROM "GOLF B.C."

THE KVGC PROVIDES THE PROGRAM FREE OF CHARGE AND PROVIDES THE  
YOUNG GOLFERS WITH; GOLF TEES, GOLF BALLS, TEE SHIRTS,  
REFRESHMENTS, PRIZES AND A WRAP UP AWARDS LUNCHEON. ALSO IN  
2019 THERE WERE 8 SETS OF GOLF CLUBS PURCHASED FROM LOCAL  
THRIFT STORES AND GIVEN TO PARTICIPANTS WHO DID NOT HAVE ANY  
GOLF EQUIPMENT. THESE WERE PURCHASED AT A COST OF \$25.00 TO  
\$ 30.00 EACH FOR A TOTAL COST OF JUST OVER \$200.00.

THE PROGRAM IS RUN ON FRIDAY MORNINGS DURING THE MONTH OF  
MAY SINCE THERE IS NO SCHOOL ON FRIDAYS IN THE DISTRICT. A SMALL  
GOLF TOURNAMENT IS HELD THE FIRST FRIDAY IN JUNE ALONG WITH THE  
WRAP UP LUNCHEON HOSTED BY THE KVGC. CONTACT WITH POTENTIAL  
PARTICIPANTS IS MADE WITH NOTICES POSTED AT THE WEST BOUNDARY,  
MIDWAY AND GREENWOOD ELEMENTARY SCHOOLS AND BY WORD OF  
MOUTH.

THE GOLF FACILITIES, INCLUDING THE PRACTICE PUTTING GREEN,  
PRACTICE DRIVING FACILITY AND THE GOLF COURSE ITSELF ARE ALL  
AVAILABLE TO THE YOUNG GOLFERS DURING THE LESSONS. THE YOUNG  
GOLFER MAY PLAY GOLF FREE OF CHARGE DURING THE GOLF SEASON  
PROVIDING THEY ARE ACCOMPANIED BY AN ADULT GOLFER.

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## 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).*

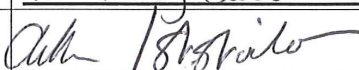
The purpose of this grant is to facilitate and foster recreation programs, with a focus on physical activity, for the residents of the West Boundary.

Applicant/Requesting Group	KETTLE VALLEY GOLF CLUB (KVGC)		
Mailing Address:	3280 HWY #3 ROCK CREEK, B.C. V0H 1Y0		
Phone:	250-446-2826	Email:	kvgc@gmail.com
Contact Person (Representative)	WAYNE WICKENS - 250-449-2636 - coordinator. AARON REXIN - 250-449-1714 - general manager		
Amount of grant request?	\$ 800 <sup>00</sup>		
What is the purpose of the grant?	to support the KVGC "Junior GOLF PROGRAM" - learn the basics of golf.		

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	<hr/> <hr/>	
Who will the grant benefit?	<u>young golfers in the West</u> <u>Boundary region ages 6-14 yrs</u> <u>of age</u>	
What are the other funding sources for this program/event?	<u>Fiscal support has been provided by</u> <u>the KVG.C. A \$400 grant was</u> <u>received from BC Golf</u>	
Are the participants being charged to participate?	<div style="display: flex; justify-content: space-around;"> <div> <hr/> Yes </div> <div> <hr/> No </div> </div> If yes, how much? <hr/>	
Estimated # of benefiting participants?	<u>20-25</u>	
Where will the program/event be held?	<u>at the KVG.C golf course</u>	
When will the program/event be held?	<u>Friday mornings (2 hrs each day)</u> <u>in May 2020</u>	
Signature of Authorized Representative		Date <u>JAN 27/2020</u>

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

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

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Year End  
Report to  
KVGC Board of  
Directors  
WV

### KETTLE VALLEY GOLF CLUB'S JUNIOR PROGRAM WRAPS UP

Twenty young golfers took part in the final event of the 2019 Junior Golf Program sponsored by the Kettle Valley Golf Club, (KVGC) on June 7<sup>th</sup>. The golfers ranged in age from 6 years old to 14 years old.. This was the fourth year the KVGC has sponsored the event and was assisted with a grant from Golf B.C. The program and use of the facilities and golf course are provided free of charge courtesy of the KVGC.

The Junior Program started in early May with four 2 hour lessons and cumulated with a mini-tournament and wrap up luncheon. The goal of the program is to introduce the basics of the game of golf to the young people of the Kettle Valley. The first lesson covered the equipment, parts of the golf club, rules, etiquette, sections of the golf course and how to hold the golf clubs.. The second lesson focused on putting on the green including the putting stroke, stance while putting and practice drills. The aspects of the "Short Game", the pitch shot, chipping, sand or bunker shots and playing from the rough were all covered and practiced. The final lesson featured "The Drive", teeing up the ball to begin the hole, the stance, swinging the club or driver for accuracy and distance, gripping the club and finally, how to keep score. After each lesson the participants were provided opportunity to practice what they had learned.

The final event for the young golfers was a three hole mini-tournament. Four teams of 5 golfers each were made up with adult leaders to help them along. The tourney used the best ball approach so that each team member was given an opportunity to use their newly acquired skills. Additionally a team putting contest was held with each player putting the 4 holes on the practice green, The number of putts by each team member were added together to obtain the grand total for the contest. The low score for the tourney was 20 strokes for the 3 holes and the low number of putts was 62 for 4 holes by a team. Immediately following the tournament the wrap up luncheon was provided and included; chicken fingers with tater tots, juice boxes, and a specially decorated cake from McMynds of Midway. Following the lunch the young golfers received T-shirts, practice golf balls and certificates from the KCGC.

The 2019 KVGC Junior Program was a outstanding success and it is hoped the young people will "Keep On Golfing". Any of the young golfers without golf equipment were provided the opportunity to select a used golf bag and set of clubs free of charge, courtesy of the KVGC, This equipment were purchased from Thrift stores in the area and by donation from KVGC members. It is hoped to repeat the Junior Program again next year.

Submitted by Wayne Wickens, Junior program Coordinator.

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## KVGC's BOUNDARY YOUTH GOLF PROGRAM --

## LESSON # 1 -- STARTING OUT/EQUIPMENT

CLUBS -- A normal set of golf clubs is 14 clubs, but as a beginner seven clubs is enough.

A full set of golf clubs includes:

- Driver or #1 Wood
- #3 & #5 Wood and possibly a # 7 Wood
- Irons\* - # 3, 4, 5, 6, 7, 8 & 9
- Pitching Wedge
- Sand Wedge
- Putter

A beginner's golf club set could include:

- #3 Wood
- #3, 5, 7, & 9 Irons
- Sand Wedge
- Putter

\*As the number of each iron goes up, the loft increases 4 degrees and the length increases ½ inch allowing the ball to go higher.

NOTE: Modern day "Woods" may not have wood shafts, but may be made of other material, like light hollow metal, or graphite. These hollow shaft clubs are called "Hybrids".

PARTS OF THE CLUB -- Toe, Heel, Face, Leading Edge, Loft, Shaft, Grip

Balls -- Some are softer, others harder for distance & control -- need to test for preference.

TEES -- Holds the ball up off turf for driving with Woods.

SHOES -- spiked or non-spiked, designed to grip the ground when swinging the club

GLOVES -- left hand for right hand golfers. Helps to hold a constant grip on club.

GOLF BAG/KIT -- Holds everything you need to enjoy the game of golf including:  
- clubs, balls, tees, water bottle, sun screen, bug spray, energy bars, towel, brush, umbrella, rain gear, head covers, pitchforks for repairing ball marks etc.

PULL CARTS -- Carry your club bag, score card, pencil

STARTING OUT -- Stretch your muscles, swing the golf club, loosen up.

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**BASIC RULES AND ETIQUETTE OF GOLF:**

- Toss a coin to see who tees off first on the first Tee. After that the player with the lowest score on the previous hole tees off first.
- On the fairway & greens the person farthest from the flag hits first.
- Play the ball where it lies
- Dead leaves & twigs can be moved, but don't move the ball.
- Practice swings are okay, but don't hit the ground or turf.
- Do not hold up play – Play Ready Golf !
- Make sure you hit your own ball.
- Lost balls – you have 5 minutes to look for them, then drop a new ball and add one penalty stroke.
- Out of bounds balls – the same as lost balls.

**ETIQUETTE**

- Be on time for your Tee time.
- Take care of the golf course.
- Never take your golf cart or bag onto the Greens.
- Never walk across the line of another golfer's ball on the green.
- Mark your ball if asked or if in the way of another golfer's ball.
- rake footprints in the sand
- retrieve & replace divots.
- Keep the Greens clean – remove indentations.
- Lay Flag down, don't drop or throw it.
- Be quiet while others are putting or swinging.
- Be courteous – let faster players play through.
- Watch out that others are not too close when swinging.
- Pick up broken Tees, gum wrappers, butts etc.
- Have Fun!

**PARTS OF A GOLF COURSE**

- Tee Box
- Fairway
- Bunkers
- Rough
- Out of Bounds
- Greens

**GRIP – The grip controls the height, length, & direction of your shots**

- let your hands hang loosely in your stance
- rest the clubhead on the ground facing your ball
- fold the left hand over the club & put the heel of your hand on top
- the line between the thumb & index finger points to your shoulder
- the left thumb should be slightly to the right side of the club
- add the right hand with the palm behind the club & thumb on top
- both hands should always be close together
- wrist should be hinged like you are hitchhiking, (90 degrees)

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## LESSON #2 – THE SHORT GAME – PITCHING, CHIPPING, & PROBLEM SHOTS

- THE PITCH** – is used when you need the ball to fly high in the air, over a hazard
- a lofted club such as a sand or pitching wedge is used to give the ball lift
  - the ball is placed back in the stance, with your left foot slightly back
  - use a normal grip with your hands placed ahead of the ball
  - keep your head and shoulders square to your target
  - the head is kept still and your weight moves to your left side
  - swing slowly backwards & then in a downward motion just behind the ball with a short, firm finish
  - for short shots reduce the backswing slightly & slow down the forward swing accelerating through the ball
  - don't try to scoop the ball

- CHIPPING** – is used when you are close to the green & want a low, running ball
- use a narrow stance with the ball in the middle or slightly back
  - square the shoulders to the target
  - put the butt end of the club against your left leg & keep your hands in front of the ball
  - use a downward stroke, keeping the clubhead close to the ground
  - keep the head & lower body still, move your hands, arms & club together
  - the forward swing goes as far as the backswing goes back
  - use a little wrist action

- SAND SHOTS** – used when you are in a bunker
- widen the stance a bit and squish your feet into the sand with your left foot back slightly & shoulders square to the flag or target
  - the ball is in the center of the stance
  - make a swing with more wrist action than usual
  - skim through the sand just under the ball hitting about one inch behind the ball
  - keep your hands low, knees flexed and head still
  - don't look up until after you have hit the ball

### PLAYING FROM THE ROUGH

- used when your ball lands off of the fairway
- use a heavy club to cut through the grass
- take the shortest route back to the fairway
- the ball is back in your stance, hands forward and weight on the left foot
- use a wider stance and keep your head still
- grip the club tightly & use a smooth, slow swing back & through
- make sure to keep the clubhead moving through the impact

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KOOTENAY BOUNDARY

### LESSON #3 – THE DRIVE: - STANCE, CLUB GRIP, SWINGING THE CLUB.

#### STANCE – preparing your body to move as you swing

- key points are the feet, knees, shoulders & hips.
- feet should be shoulder width for men and hip width for ladies.
- left foot pointed out, right foot almost straight.
- knees bent slightly and knocked in with weight on inside of feet
- bend from the hips, not the waist
- stand up straight with butt out
- don't sit or sag!
- the ball should be in the center of your stance or slightly to the left
- shoulders, hips, knees and feet should be square to the ball
- stand as close to the ball as comfortable to swing past your hips

#### SWINGING THE CLUB

- stand tall, relaxed & balanced on both feet
- your hands & arms should hang down
- the back swing should be slow & a single smooth movement
- cock your wrists at waist height & make a full shoulder turn
- fold your right arm with the elbow pointing down to the ground
- at the top of your backswing your wrists are at shoulder height
- move your weight on to the left side & keep arms together
- bend your right leg at the knee & turn your shoulders forward
- hit the ball in the center with the face of the club
- hold your head steady
- at the end of your follow through your body should be face the target
- maintain a even steady grip on the club throughout the swing.

#### SCORING

- for each hit you add one point & total for each hole
- hits or strokes include all drives, fairway shots and putts
- Par is the adult's score set for each hole & totaled for the golf course
- lost or out of bound balls cost one stroke
- score cards are used to keep track of your score on each hole

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## LESSON #4 – PUTTING

### STANCE FOR PUTTING

- the putter club should be short and cut down to your size. It should be at hands level when you hang your hands and arms down in front of you while in the putting stance
- your posture should be relaxed, feet apart about shoulder width, bent at the waist with hands and arms hanging down naturally
- the grip has both hands close together with both thumbs up on top and the right index finger pointing down the shaft
- eyes should be directly over the ball
- feet and shoulders should be parallel or square to the line to your hole
- the line of your putt is decided by you squatting down low & looking from all directions
- keep your grip pressure even & constant

### PUTTING STROKE

- the stroke is a slow, smooth, pendulum swing with no wrist or elbow movement, bending or flexing
- the pendulum comes from rocking the shoulders
- you want a slow, “tick/tock” swing with a light grip
- the distance the putter goes back depends on how long the distance is to the hole
- the back swing & through swing should be roughly the same length
- swing the putter head upwards into & through impact with the ball
- don’t swing down onto the ball when putting
- place the ball opposite the left heel with your eyes directly over the ball.
- hold your head up & still & keep your eyes on the ball
- aim to hit the back of the ball in the center or middle
- don’t look up until the putter head stops moving
- the putter head must move in a straight path above the grass
- aim to hit the ball about a foot past the hole if you were to miss

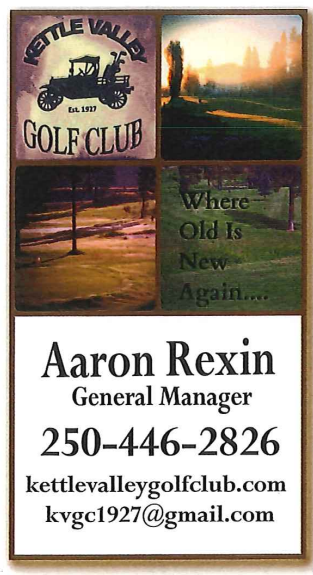
### PRACTICE DRILLS

- practice aiming your putts
- draw a straight line on your ball & line it up pointing to the hole
- start with 2 or 3 foot putts and repeat several times for a constant stroke
- gradually increase the distance to the hole
- roll your putts so they don’t bounce – hit the middle of the ball
- practice putting before every game
- keep the tick/tock pendulum movement going

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FEB 07 2020

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY



## KVGC's 2020 JUNIOR GOLF PROGRAM BUDGET

25 GOLFERS, AGES 6 TO 14 YEARS

LESSONS – MAY 1, 8, 15, &amp; 29

TOURNAMENT & AWARDS LUNCHEON - JUNE 5<sup>th</sup>


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GIFT PACKAGES – (GOLF BALLS & TEES)	\$50.00
TEE SHIRTS (25 @ \$20.00 EACH)	\$500.00
SNACKS & DRINKS	\$150.00
USED GOLF CLUB SETS (5 @ \$20.00 EACH)	\$100.00
AWARDS & PRIZES	\$125.00
WRAP UP LUNCHEON	\$250.00

TOTAL BUDGET	\$1,175
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## STAFF REPORT

**Date:** 11 Mar 2020 **File**  
**To:** **Chair Langman and Members of the RDKB Board of Directors**  
**From:** Freya Phillips, Senior Energy Specialist  
**Re:** RDKB Electric Vehicle Infrastructure Design Study

### Issue Introduction

A Staff Report from Freya Phillips, Senior Energy Specialist regarding the RDKB electric vehicle infrastructure design study.

### History/Background Factors

The Regional District of Kootenay Boundary (RDKB) has made a voluntary commitment to work towards becoming carbon neutral across its services, facilities and operations. In 2018, 33% of RDKB greenhouse gas (GHG) emissions came from transportation (excluding contracted services). This is one of the key areas that RDKB can reduce its GHG emissions and to demonstrate leadership in how communities, businesses and other rural local governments can reduce emissions.

RDKB is currently focused on reducing its fossil fuel usage within the fleet through converting parts of its general and building inspection fleet to zero emissions vehicles as part of the vehicle replacements cycle.

RDKB was one of the few rural Regional Districts in the British Columbia to purchase an electric vehicle (EV). RDKB currently has a level 2 charging station at its headquarters in Trail however was unable to install a charging station at the Grand Forks office due to lack of electrical capacity at the office. The Grand Forks existing electrical panel is at maximum capacity and the Trail office charging station electrical panel has limited capacity to install additional charging stations.

RDKB is proposing to engagement a consultant to complete an electrical assessment, design and costing for the installation of level 2 EV charging



infrastructure at two of the RDKB's office buildings - RDKB Headquarters in Trail and RDKB Grand Forks Office.

This work would include:

1. Review of the existing building/site electrical design/drawings to confirm existing available capacity for each site.
2. Determine the potential additional capacity required to support the EV infrastructure requirement and future proofing requirements for each site.
3. Confirmation with FortisBC of additional available capacity at each site.
4. Recommendation of potential solution for electrical upgrade and installation of EV infrastructure for both sites with future-proofing for Phase 2 at Trail.
5. Installation costs for the potential electrical upgrade and installation of EV infrastructure solution for each site.

#### 2020 Workplans and Budget

RDKB Electric Vehicle infrastructure assessment and design project forms part of the 2020 General Administration workplan and has been incorporated in the 2020 budget. A budget of \$30,000 has been allocated with revenue split of 50:50 from Federation of Canadian Municipalities (FCM), Green Municipal Fund and originally Columbia Basin Trust (CBT). After discussion with CBT, their energy and sustainability program focuses on public use and community wide EV infrastructure rather than fleet. It is proposed this 50% comes from RDKB Climate Action Reserve Fund (CARIP).

RDKB has allowed for the purchase of two vehicles in the 2020 budgets, one for the building inspection service (004) and one in general fleet (001). The above infrastructure is an enabler for replacement of existing light duty passenger fossil fuel fleet vehicles with battery electric vehicles.

There are additional electric vehicles included in RDKB 5 year plan as part of the fleet replacement.

#### Grant Funding

RDKB is proposing to submit funding application to FCM, Green Municipal Fund – Study: Reduce fossil fuel use in fleets. If successful, the grant would cover 50% of eligible study costs. The application assessment and approval takes four months from date submitted however work on the study can commence once the application has been received by FCM.

The application also requires:

- Letter from the RDKB confirming the amount of its cash contributions to the initiative.
- Letter from BC Provincial government providing evidence of consultation.

- Detailed cost breakdown and budget.

### **Implications**

#### Timeline and Sequence of Activities

There is a 6 to 8 month lead time to purchase of new battery electric vehicles. To ensure that RDKB has the EV charging infrastructure in place for these vehicles it is proposed that work commences on the electrical infrastructure assessment and design prior to approval of the FCM grant application to avoid a four month delay.

Below is the proposed timeline and sequence of activities.

- Board approval – March 11.
- Request for Proposal – released the week commencing March 16, award by May 8.
- FCM grant application submission – by May 4.
- EV Infrastructure Assessment and Design – after May 18.

#### Proposal

It is proposed that:

- RDKB staff proceed with the Electric Vehicle infrastructure assessment and design study once the FCM grant application has been submitted, prior to grant decision / approval.
- Up to \$30,000 from the RDKB Climate Action Reserve Fund be allocated to the Electric Vehicle infrastructure assessment and design.
- RDKB apply of the FCM, Green Municipal Fund – Study: Reduce fossil fuel use in fleets grant for 50% of EV infrastructure assessment and design study cost.
- If the grant is successful, the CARIP allocation is reduced to 50% of the costs.

#### Do nothing

If funding is not allocated for the EV infrastructure assessment and design study, RDKB will not be able to undertake the study and will not be able to purchase additional electric vehicles for the fleet as there will be no ability to charge the vehicles.

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

Environmental Stewardship/Climate Preparedness

- We will plan for climate change adaptation and mitigation

### **Background Information Provided**

#### **Alternatives**

1. The Regional District of Kootenay Boundary Board of Directors direct staff to:
  - Proceed with the Electric Vehicle infrastructure assessment and design study once the FCM grant application has been submitted prior to grant approval,
  - Transfer up to \$30,000 from the 'RDKB Climate Action Reserve Fund' (001) to General Administration Services (001) to support the RDKB Electric Vehicle Infrastructure Assessment and Design study and include into the 2020-2024 Financial Plan,
  - Reduce the CARIP allocation as required if the FCM grant is successful.
2. The Regional District of Kootenay Boundary Board of Directors do nothing further.

**Recommendation(s)**

The Regional District of Kootenay Boundary Board of Directors direct staff to:

- Proceed with the Electric Vehicle infrastructure assessment and design study once the FCM grant application has been submitted prior to grant approval,
- Transfer up to \$30,000 from the 'RDKB Climate Action Reserve Fund (2013)' (001) to General Administration Services (001) to support the RDKB Electric Vehicle Infrastructure Assessment and Design study and include into the 2020-2024 Financial Plan,
- Reduce the CARIP allocation as required if the FCM grant is successful.



## Staff Report

**Date:** 05 Mar 2020

**File:**

**To:** Chair Langman and Board of Directors

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

**Re:** Request for resolution to seek grant opportunity – UBCM 2020 Community Emergency Preparedness Fund (CEPF) Emergency Operations Centre (EOC) and Training Grant – EOC training schedule and exercise.

### Issue Introduction

A staff report from Mark Stephens, Interim Manager of Emergency Programs presenting the opportunity presented by the UBCM 2020 CEPF Emergency Operations Centre (EOC) and Training grant.

### History/Background Factors

The Union of British Columbia Municipalities has opened a grant intake with the intent is to support the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises across Local Governments of BC.

The Emergency Preparedness Service wishes to submit an application in accordance with the 2020 Work plan to the CEPF for this opportunity totaling \$25,000. These funds would be used to contract a consultant to develop a training an exercise plan that will help guide the Emergency Management (EM) service in preparing training and exercise events that are relevant to the EOC Staff and help train up new employees. This will also help the EM service meet the recommended minimum training as laid out by the Auditor General for Local Government. The consultants work will conclude with a tabletop exercise in the Fall of 2020 or Spring of 2021.

### Implications

The assistance of the Finance staff will be required to help administer these funds.

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

This project will advance the Board's strategic priorities regarding:

- Environmental stewardship and climate preparedness,
- Exceptional cost effective and efficient services, and

### **Background Information Provided**

2020 CEPF EOC and Training Application Form

2020 CEPF EOC and Training Program Guide

### **Alternatives**

1. That the board does not support the grant application as presented and that the board provide staff with direction.

### **Recommendation(s)**

That the RDKB Board resolve to support the UBCM CEPF Emergency Operations Centre (EOC) and training grant application from Mark Stephens, Interim Manager of Emergency Programs as presented on March 11, 2020.

**FURTHER** that staff be directed to submit the application.



## Community Emergency Preparedness Fund

# Emergency Operations Centres & Training

## 2020 Program & Application Guide

### 1. Introduction

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The [Community Emergency Preparedness Fund](#) (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities (UBCM).

Starting in May 2019, the funding streams include:

- Indigenous cultural safety and cultural humility training
- Emergency operations centres and training
- Emergency support services
- Evacuation route planning
- Flood risk assessment, flood mapping and flood mitigation planning
- Structural flood mitigation
- Volunteer and composite fire departments equipment and training

### Background

An Emergency Operations Centre is a physical location where representatives come together during an emergency to coordinate response and recovery actions and resources, support emergency response personnel in the field, and coordinate all official communications regarding the emergency.

Under the *Emergency Program Act*, municipalities and regional districts are responsible for responding to emergencies in their area. In April 2017, Emergency Management BC entered into a 10 year service agreement with Indigenous Services Canada in order to be able to provide equivalent emergency management services to First Nations.

### Emergency Operations Centres & Training Funding Stream

The intent of this funding stream is to support eligible applicants to build local capacity through the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises. Ongoing operational costs are not eligible.

### 2. Eligible Applicants

---

All local governments (municipalities and regional districts) and all First Nations (bands and Treaty First Nations) in BC are eligible to apply.

Eligible applicants can submit one application per intake, including regional applications or participation as a partnering applicant in a regional application.



### 3. Eligible Projects

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In order to qualify for funding, applications must demonstrate the extent to which proposed projects will maintain or improve EOCs and/or enhance EOC capacity.

In addition, to qualify for funding, projects must be:

- A new project (retroactive funding is not available)
- Capable of completion by the applicant within one year from the date of grant approval
- In alignment with [Emergency Operations Centre Operational Guidelines](#)

#### Regional Projects

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible, collaborative projects. In this case, the maximum funding available would be based on the number of eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The primary applicant submitting the application for a regional project is required to submit a resolution as outlined in Section 6 of this guide. Each partnering applicant is required to submit a resolution that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

### 4. Eligible & Ineligible Costs & Activities

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#### Eligible Costs & Activities

Eligible costs are direct costs that are approved by the CEPF Evaluation Committee, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Eligible activities must be cost-effective and may include:

- *Updated November 2019* - Purchase and installation of equipment and supplies to maintain or improve EOCs (e.g. information technology, communication systems, generators, trailers, etc.)
- Training and exercises to increase EOC capacity
- Establishing public emergency communications systems or programs

The following expenditures are also eligible provided they relate directly to the eligible activities identified above:

- Consultant costs
- Incremental applicant staff and administration costs
- Public information costs

#### Ineligible Costs & Activities

Any activity that is not outlined above or is not directly connected to activities approved in the application by the CEPF Evaluation Committee is not eligible for grant funding. This includes:

- Routine or ongoing operating costs (i.e. heating and lighting; security; software subscriptions or other subscription fees)
- Use of an EOC during an emergency
- Training offered through the [Provincial Emergency Management Training Program](#)
- Major capital improvements or renovations to existing facilities and/or construction of new, permanent facilities
- Purchase of vehicles

- Costs related to developing or submitting the application package

## 5. Grant Maximum

The Emergency Operations Centres & Training funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$25,000.00.

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant.

## 6. Application Requirements & Process

### Application Deadline

The application deadline is **March 13, 2020**. Applicants will be advised of the status of their application within 90 days of the application deadline.

### Required Application Contents

- Completed Application Form
- Local government Council or Board resolution, Band Council resolution or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- Detailed budget for each component identified in the application. This must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- For regional projects only: local government Council or Board resolution, Band Council resolution or Treaty First Nation resolution from each partnering applicant that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

**Resolutions from partnering applicants must include the language above**

### Submission of Applications

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8

### Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application elements (identified above) have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

Following this, the CEPF Evaluation Committee will assess and score all eligible applications. Higher application review scores will be given to projects that:

- Were not funded as part of the 2018 or 2019 Emergency Operations Centres & Training intake
- Clearly demonstrate how EOCs will be maintained or improved and/or demonstrate that EOC capacity will be enhanced
- Consider large scale Emergency Support Services scenarios
- Support recommendations or requirements identified in the local Emergency Plan



- Demonstrate transferability to other local governments and First Nations in BC
- Include in-kind or cash contributions to the project from the eligible applicant, partnering applicant(s), community partners or other grant funding
- Are cost-effective

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding. The CEPF Evaluation Committee will consider the provincial and regional distribution of all proposed projects. Funding decisions will be made on a provincial priority basis.

All application materials will be shared with the Province of BC
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## **7. Grant Management & Applicant Responsibilities**

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

### **Notice of Funding Decision**

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM. Grants are paid at the completion of the project and only when the final report requirements have been met.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

### **Changes to Approved Projects**

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from the CEPF Evaluation Committee will be required for any significant variation from the approved project.

To propose changes to an approved project, approved applicants are required to submit:

- Revised application package, including updated, signed application form, updated budget and an updated Council or Board resolution
- Written rationale for proposed changes to activities and/or expenditures

The revised application package will then be reviewed by the CEPF Evaluation Committee at the next scheduled meeting.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

### **Extensions to Project End Date**

All approved activities are required to be completed within one year of approval. Under exceptional circumstances, an extension beyond this date may be requested in writing and is subject to approval by the CEPF Evaluation Committee.

## 8. Final Report Requirements & Process

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All funded activities must be completed within one year of notification of funding approval and the final report is due within 30 days of project completion.

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form
- Financial summary
- Copies of any training or capacity building materials that were produced with grant funding
- Optional: photos and/or media directly related to the funded project

### Submission of Final Reports

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8

All final report materials will be shared with the Province of BC.
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## 9. Additional Information

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For enquiries about the application process or general enquiries about the program, please contact:

Union of BC Municipalities  
525 Government Street  
Victoria, BC, V8V 0A8

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Phone: (250) 387-4470



**Community Emergency Preparedness Fund**  
**Emergency Operations Centres & Training**  
**2020 Application Form**

Please complete and return the application form by March 13, 2020. All questions are required to be answered by typing directly in this form. If you have any questions, contact [cepf@ubcm.ca](mailto:cepf@ubcm.ca) or (250) 387-4470.

<b>SECTION 1: Applicant Information</b>	<b>AP</b> <i>(for administrative use only)</i>
Name of Local Government or First Nation:	Date of Application:
Contact Person*:	Position:
Phone:	E-mail:

\* Contact person must be an authorized representative of the applicant.

<b>SECTION 2: For <u>Regional Projects Only</u></b>
<p><b>1. Identification of Partnering Applicants.</b> For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 2 in the Program &amp; Application Guide for eligibility.</p>
<p><b>2. Rationale for Regional Projects.</b> Please provide a rationale for submitting a regional application and describe how this approach will support cost-efficiencies in the total grant request.</p>

<b>SECTION 3: Project Summary</b>
<p><b>3. Name of the Project:</b></p>
<p><b>4. Project Cost &amp; Grant Request:</b></p> <p>Total Project Cost:                      Total Grant Request:</p> <p>Have you applied for, or received funding for, this project from other sources?</p>

**5. Project Summary.** Provide a summary of your project in 150 words or less.

**6. Emergency Plan.** Describe the extent to which the proposed project will specifically support recommendations or requirements identified in the local Emergency Plan.

#### **SECTION 4: Detailed Project Information**

**7. Proposed Activities.** What specific activities will be undertaken as part of the proposed project? Refer to Section 4 of the Program & Application Guide for eligibility.

**8. Capacity Building.** Describe how the proposed project will increase emergency response capacity (i.e. having the physical resources and the skills to respond to emergencies) in your community.

**9. Emergency Support Services.** Describe the extent to which the proposed project will consider large scale emergency support services scenarios.

**10. Transferability.** Describe the extent to which the proposed project may offer transferable resources and supplies to other local governments and/or First Nations (i.e. trained staff and/or equipment that will be made available to other communities, training resources and exercise plans other communities will be invited to utilize, etc.).

**11. Partnerships.** In addition to Question 1, if applicable, identify any partners you will collaborate with on the proposed project and specifically outline how you intend to work together.

**12. Evaluation.** How will the project be evaluated? How will performance measures and/or benchmarks be used to measure outcomes (i.e. tracking number of training events and exercises, external evaluators, etc.)?

**13. Progress to Date.** If you received funding under the 2018 or 2019 Emergency Operations Centres & Training funding stream, please describe the progress you have made in increasing EOC capacity.

**14. Additional Information.** Please share any other information you think may help support your submission.

#### SECTION 5: Required Application Materials

Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- ☐ Local government Council or Board resolution, Band Council resolution or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- ☐ Detailed budget for each component identified in the application. This must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- ☐ For regional projects only: local government Council or Board resolution, Band Council resolution or Treaty First Nation resolution from each partnering applicant that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

#### SECTION 6: Signature

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our local authority's jurisdiction (or appropriate approvals are in place).

Name:

Title:

Signature:

*An electronic or original signature is required.*

Date:

Submit applications to Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8



Regional District of  
Kootenay Boundary

## Staff Report

<b>RE:</b>	Special Event Permit Request for Local Significance – AltiTunes, Electoral Area E/West Boundary-Big White		
<b>Date:</b>	March 11, 2020	<b>File #:</b>	BW-4220-10293.275
<b>To:</b>	Chair Langman and members of the Board of Directors		
<b>From:</b>	Corey Scott, Planner		

### Issue Introduction

The organizers of 'AltiTunes', a new special event at Big White Ski Resort, have requested a designation of "municipal [local] significance" from the Regional District of Kootenay Boundary. The designation is for their Special Event Permit application to the Liquor and Cannabis Regulation Branch (LCRB).

### Purpose

Special Event Permits (SEP) are issued by the LCRB and do not require a referral to local government for comment. All aspects of an event related to safety and security are managed through the SEP.

An applicant for a SEP can request an endorsement from a local government to designate an event as "municipally significant". The designation can be given through either a resolution from the Board of Directors or a letter from a delegated municipal official. The LCRB has a *Special Event Liquor Policy Manual* that outlines the characteristics for a municipally significant event. It states that:

"Municipally significant events are of unique importance to a specific municipality. For example, a municipally significant event may have historical value to the particular region or provide benefit to the community at large. While support and approval from the municipality is required, the applicant must also apply for a SEP through the LCRB."

The purpose of this report is to provide information on AltiTunes to help determine whether the Regional District of Kootenay Boundary should endorse a designation of "municipal significance" for the event.

### History / Background Information

This will be the first year of AltiTunes at Big White Ski Resort. It is an all-ages single-day event that incorporates various activities, local food and beverage suppliers and musical acts. It will run from 2:00PM-11:00PM.

Thick As Thieves Entertainment Inc. are the organizers for the event. They host a similar event in Kelowna, BC called "Denim on the Diamond" ('Denim') and anticipate a

Page 1 of 4

P:\PD\EA\_'E'\_Big\_White\BW-4220-10293.275 Happy Valley Lodge\2020 Happy Valley Event Request\Board\2020-03-11\_AltiTunes\_Board.docx

similar structure and turnout. The organizers anticipate upwards of 4500 attendees. Given the anticipated attendance, the organizers have been working closely with Big White Ski Resort to select the most appropriate location and date for the event.

AltiTunes will be held on April 4<sup>th</sup>, 2020 adjacent to Happy Valley Day Lodge, where the skating rink is located. The rink will be ploughed over with snow and graded to create the space for the venue. The layout for the event is included in the attached security plan.

The organizers have also been in contact with the Big White Fire Department and RCMP to create a security plan that meets both their and the LCRB's requirements.

### **Proposal**

The organizers are seeking our designation of the event as locally significant for the purposes of submitting their Special Event Permit application to the LCRB.

Having a designation of local significance exempts the organizers from having to donate the profits that exceed the cost recovery price of an alcoholic beverage. The LCRB has set cost recovery for alcoholic beverages at \$5.00 for this event. The organizers are seeking the locally significant designation to increase the maximum drink price from \$5.00 to \$7.00.

### **Implications**

Although Big White is not a municipality, the LCRB still requires a designation of municipal significance from the local government in order to raise alcoholic drink prices above the cost recovery rate. The organizers have noted that raising drink prices has a number of benefits, including:

- increased feasibility for having the event and hosting it annually;
- more opportunities for local producers who have higher overhead production costs to sell their products; and,
- increased drink prices can be a preventative measure to deter patrons from overconsumption.

### Economic Impacts

The organizers have provided details, based on their experience with Denim, to rationalise why the event may be considered significant for Big White:

"One major difference between Denim and AltiTunes is that Big White will be considered destination travel for the majority of the guests. Right now less than 2% of our ticket buyers are from the Kootenay Boundary region (this number is taken from the Postal Code used by ticket purchasers through our online platform).

Therefore, it is estimated that >95% of the guests attending will not be from the Kootenay Boundary area. These 4,500+ guests will be required to stay up at the hill in a hotel, eat, drink and buy from local businesses at Big White during a

statistically slower time of year. This will result in a significant positive economic impact in year one and for many years to come”.

The organizers have also noted the following additional factors:

- “We use local food suppliers (we are meeting with the various restaurants and food trucks up at Big White as part of the Chamber of Commerce meetings);
- We use local drink suppliers (Elevation 57); and others from the Kelowna region;
- We will be hosting a fundraiser (50/50; recycling returns; etc) for Powder Hounds Adaptive Snow Sports (People in Motion) to help give people who do not typically have the opportunity to experience a day at Big White;
- Another charity we contribute to is Music Heals – which provides music therapy to vulnerable people in the region;
- Approximately \$10,000 in donations to charitable organizations will be provided from the event;
- The weekend of April 4th was selected by the management of Big White Ski Resort because it is an “off-peak” season; therefore we are bringing people from across Canada to Big White Ski Resort to contribute to the economy at a slower time of year. This will benefit the hotels, restaurants and retail businesses. The businesses at Big White Ski Resort are eager and excited about this event, we meet formally with the Chamber of Commerce February 3<sup>rd</sup>; and,
- We will be working with local businesses to hire as many people from Big White Ski Resort area as possible.”

The organizers provided the following information, which summarizes the economic benefits to Kelowna from the Denim event. They anticipate similar benefits provided 4000 people attend.

- \$1.6 Million in industry output for BC
- \$1.3 Million in industry output for Kelowna
- \$960,000 Total net economic activity for BC
- \$723,000 Total net economic activity for Kelowna
- \$271,000 in taxes supported across BC
- \$116,000 federal tax
- \$125,000 provincial tax
- \$29,000 municipal tax, with \$22,400 in City of Kelowna

An Economic Impact Assessment for Denim is attached for reference.

Big White Ski Resort has provided a letter of support<sup>1</sup> for the event and they feel that it will have a positive economic impact and bring more visitors to Big White at a time of

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<sup>1</sup> The letter mentions a Temporary Use Permit (TUP) application. It was determined that a TUP would not be necessary when we received additional information demonstrating that the event is consistent with the zoning regulations.



year that is typically quiet (see attachments). Additionally, the Big White Chamber of Commerce has also provided a recommendation of support for the event.

### **Advisory Planning Commission (APC)**

The request was considered by the APC at their March 3, 2020 meeting. The APC provided the following points in their discussion:

- “Organizers need to recover costs;
- Local businesses benefit; and,
- We have no concerns with the price change.”

The APC provided a recommendation of support, adding that “events bring people to the mountain. This is significant at this time of the year as it is traditionally quiet. Making sure the event organizers and local producers are able to recover costs is important to its success and to the event becoming an annual affair.”

### **Recommendation**

That the Regional District of Kootenay Boundary Board of Directors support the request to designate the 2020 “AltiTunes” event at Big White Ski Resort, for the land legally described as DL 4220, lease 338494 (exp.10/31/2039), as municipally significant for Big White.

### **Attachments**

Security Plan

Letter of Support from Big White Ski Resort

Denim on the Diamond 2019 Economic Impact Assessment

## **Big White - Thick as Thieves Event Security Plan**

**Proposed Location:** Happy Valley Skating Rink

**Proposed Capacity:** 5,000

**Big White Sleeping Capacity:** 16,000 (per Big White management)

Note: RCMP are aware of the pricing for hotel rooms, and shuttle transportation to suggest to guests who are under influence to be safe.

### **Transportation to / from Kelowna:**

- Busses and shuttles have been contacted and secured for this events
  - Bluestar Coaches
  - Cheers Okanagan
  - Okanagan Concierge
- People will be encouraged to sign up to book their shuttle service prior to the event
- People will be reminded at the event via emcee that shuttle services are available to transport people back to Kelowna.

### **Roads:**

- We have been provided the contact information to AIM; and the RCMP has suggested they will contact them as well.

**Security Team:** International Crowd Management Inc

**Number of Staff:** 33+, depending on final attendance (see attached quotation)

**RCMP:** 6-8 Deployment to be determined by the RCMP.

- On-site.
- Off site in parking lot.
- Off site at entrance / exit of parking lot.
- On the highway exiting Big White

**Note:** we have met and discussed safety protocols with team members from RCMP: Duncan Dixon, Joel Glen, Bonnie Iverson; and Kevin England of the Liquor and Cannabis Regulation Branch.

**Entry Protocol**

Entrance will be available only through one main entrance.

**Process will be as follows:**

- There will be a box office at the main entrance well visible with signage;
- Ticket scanners will be at the entrance;
- Front Gate Security: 4-6 security staff will be at the main entrance with TATE staff who have ticket scanners and manual counters. All security staff will have walkie-talkies;
- Entry point will include 'Rules & Regulations' attendees will have time to read while they are in the line;
- At the front of the crowd control, ALL guests (including VIP, Vendors & Media) will be required to present 2 pieces of valid ID, no exceptions;
- Guests who have had a successful ID check will proceed towards bag checks and then ticket scan.
- Guests under 19 will be directed towards the under 19 entrance.
- Bag checks will be mandatory as well as a ticket printout or proof of purchase on phone which will be scanned to ensure validity;
- Once ID has been cleared and ticket has been successfully scanned, they will receive a wristband;
- There are no dogs allowed on site for any reason with the exception of registered service animals. This information is provided online before purchasing tickets as well printed on the physical tickets;
- Security will monitor exits to stop anyone from leaving site with alcohol;
- Signage regarding the right to remove intoxicated persons as well as anyone displaying signs of known gang affiliation (tattoos, clothing, etc) will be present at all entrances;

**Security Personnel**

Responsible for monitoring condition and safety of all guests, protecting the perimeter, monitoring vendors for any over-service, overall guest experience as well as tactful removal of any patrons showing signs of over-intoxication to the nearest exit and assuring no re-entry by removal of wristband.

**RCMP**

- 6-8 x Roaming RCMP will be on site for the duration of the event

**International Crowd Management (total 33):**

- 1 Supervisor – Main Access

- 1 Supervisor – admin/dispatch
- 1 Supervisor – stage/backstage
- 1 Site Manager
- 3 Emergency Exits
- 1 Artist entrance
- 2 Stage Wing
- 2 Stage Front
- 1 Front of House
- 4 Alcohol Service Area
- 1 Backstage Access
- 1 dressing Room
- 6 Rovers
- 6 Main Access
- 1 Parking Lot loading area
- 1 Washroom area

#### **Responsible Service - Event Liquor Control**

- Alcohol service locations, and staff members will be managed by TATE employees
- Tokens will be sold by TATE staff, with team members who have Serving It Right certification;
- All alcohol service providers will possess valid Serving It Right certification;
- Patrons may purchase a maximum of 5 tokens at a time;
- Patrons can have a maximum of two drinks in hand at a time;
- All patrons require 2 pieces of ID as required by BC provincial law which will be checked at the front gates and at drink booths. ID people under 25. If a ticket holder comes to the festival without proper identification they will not be allowed to drink.
- Staff will not serve patrons who are overly / visibly intoxicated. Staff will refuse the patron, and if needed will involve bar management and the Alcohol Area Security team to ensure the intoxicated patron is removed from the event and handled properly with Security and RCMP;

#### **Emergency Personnel**

- 6-8 RCMP on site
- 4-6 Medical Staff
  - St. John's or Interior Health Ambulance on site with Ambulance
- Big White Fire Department

- We have inquired to the Big White Fire team regarding the event and their participation in ensuring a safe event.

### **Emergency Plan**

This plan will be used as a 'living document' to set out the following:

- The potential emergencies that may arise
- The written procedures developed in response to the potential emergencies
- The staff members responsible for particular actions in an emergency situation
- The ongoing education and training proposed as part of the overall strategy.
- 

### **Emergency Exits**

- The main entrance will be used as an emergency exit, plus three more will be made along the fence (location TBD).
- Signs will be posted for Emergency Exits.
- Emergency Exits will have Security Staff present to open the gate in case of emergency.

### **Event Description**

#### **A detailed description of the area**

- Takes place in a fenced in area on a parking lot at Big White
- The fence will be 6-8 feet high around the perimeter.
- There is one building "Happy Valley Lodge" which may be used for artists rooms and staff office area; plus area for RCMP to set up.
- The buildings will have security team members to keep the area blocked off;

**Operating Hours:** 2:00 to 11:00pm

**Description of activities taking place at the event/venue:** Guests will be playing outdoor games, listening to music, eating from food trucks and consuming alcoholic beverages.

**Demographic of attendees:** Predominantly 25-45+ year olds; with approx 200 under 19 who will be in an area that is for under 19 years ol.

**Liquor Service:** 2:00pm until 11:00pm. Service of beer, wine, cider and alcoholic soda beverages. No hard liquor served.

**Level of Attendance:** TBD. 4,000 to 5,000.

**Scope-** This plan applies to Thick as Thieves at Big White relating to the following Emergency Event Scenarios including:

- Medical emergency
- Fire or Explosion
- Hazardous Material Spill/Gas Leak
- Bomb Threat
- Intruder/s
- Suspicious Items
- Electrical Failure
- Person Entrapment

#### **Response Actions**

The above-mentioned emergencies may require one or more of the following responses:

- Evacuation of the area/building
- Containment of the threat (i.e. chemical spill, gas leak)
- First Aid Treatment and/or Medical Emergency Response
- Emergency Services Response

**Training Requirements** - All personnel working in any of the areas identified in this plan shall be trained in the following emergency management information:

- The general information contained within this document
- The Key personnel, their contact information as well as their roles and responsibilities
- Emergency Exit locations and paths
- Muster point locations
- Fire fighting equipment locations
- Any written procedures applicable to the building/venue regarding emergency management

**Exercise Drills** – will comprise of a walk through by the event organiser who will ensure that all staff attending the event are aware of the evacuation procedure requirements.

There will be 6-10+ TATE management staff with headsets to communicate clearly throughout the event. The security team will have their own headsets to communicate as well.

### **Emergency Planning Committee**

The Emergency Planning Committee consists of the following personnel

- Kurt Jory
- Mitch Carefoot
- Gary Brucker - Site Manager
- ICM Security Site Manager
- Medical Team Lead
- RCMP Staff Lead
- Fire Department staff lead

This Committee will review the Emergency Plan, evaluate the response to emergency situations and revise the plan as required.

### **Chief Warden**

Name: Gary Brucker (To be confirmed)

- Evaluate the need for evacuation as required
- Initiate evacuation if required
- Announce situation over speaker system if required (relayed to emcee/production team to announce)
- Contact Emergency Services – i.e. 9-1-1 if required
- Account for all staff and patrons/customers in liaison with area wardens and Emergency Services
- Evaluate, in conjunction with Emergency Services, if building /area is safe prior to re-entry
- Document the emergency situation inclusive of actions taken and outcomes

### **Area Wardens**

Name: Mitch Carefoot

Name: Kurt Jory

Name:

- Receive directions from the Chief Warden
- Ensure that all personnel have been alerted
- Clear all areas as required
- Provide direction to the emcee to make announcement on stage as required

### **Medical Team**

- Collect First Aid kit and proceed to assembly area;
- Administer first aid as required;

### **Evacuation**

The Chief Warden will take the following into consideration when determining if and when to evacuate:

- The severity of the incident
- The likelihood of escalation
- The incident becoming uncontrollable beyond the resources available

### **Generic process of evaluation is shown below:**

- Reason for evacuation realized
- Appropriate staff assess situation
- Notification given to staff and patrons to evacuate to assembly points (via emcee on stage)
- Staff to render assistance as required under direction of Event Organiser/Chief Warden
- Emergency Services notified of the emergency; call 9-1-1
- Staff to ensure venue is vacated including public areas, toilets etc.
- Await Emergency Services assessment.

### **Evacuation Incidents**

The following emergency procedures shall be carried out in response to the specific emergency situations:

- Fire and Explosion
- Medical Emergency
- Hazardous Materials Spill/Leak
- Bomb Threat
- Threatening Intruder/s

### **Evacuation Incidents**

Should someone discover smoke or fire, Medical Emergency, Hazardous Materials, Bomb Threat, Threatening Intruder:

- Assess the situation and potential for evacuation
- Remove anyone in the immediate vicinity if it is safe to do so
- If trained – attempt to extinguish the fire with appropriate fire extinguisher
- Turn off gas and electricity supply if able
- Notify the Chief Warden
- Chief Warden to assess the situation and commence evacuation if deemed necessary



- Chief Warden Notify RCMP, Fire staff and medical team on site
- Call 9-1-1 (Emergency Services)
- Notify all patrons via emcee to leave the venue calmly and proceed to assembly points
- Identify injured persons (if present)
- Staff to ensure that all patrons are moved to assembly points
- Await arrival of Emergency Services and await further instruction
- Only re-enter the area/building when advised by Emergency Services or the Chief Warden that it is safe to do so.

#### **Location of Fire Extinguishers**

- Stage, front entrance, canteen, all food vendors

#### **Medical Emergency**

Medical staff will be on site. TBD whether it is St. Johns or otherwise.

**Location of Medical Tent:** The tent location TBD, typically near the front entrance. There will also be a location inside Happy Valley Lodge to provide heat and warmth.

#### **Should a medical emergency occur:**

- The first staff member on the scene should assess the situation and if they do not have first aid training immediately notify the Event Organiser and or Medical Team, RCMP and FD .
- Call Emergency Services – 9-1-1 to let them know.
- Administer First Aid as trained
- Remain with the injured person until the Emergency Services personnel arrive
- Assist Emergency Services personnel as required
- Complete an Incident Report form as soon as possible after the event.

#### **Load Out & Clean Up**

##### **Patrons**

- After the final act, the emcee will announce the festival is ending and all patrons will be encouraged to find their way to the exits which will be the main entrance and south entrance on Gaston. Emergency exits will not be used;
- Patrons will be reminded by emcee that Cheers Okanagan and other shuttles will be on site for transportation back to Kelowna (TBD).
- No one will be allowed to leave with alcohol in their cup

**Transportation to / from Kelowna:**

- Busses and shuttles have been contacted and secured for this events
  - Bluestar Coaches
  - Cheers Okanagan
  - Okanagan Concierge
- People will be encouraged to sign up to book their shuttle service prior to the event
- People will be reminded at the event via emcee that shuttle services are available to transport people back to Kelowna.

**Vendors & Service Providers**

- Once patrons have left, vendors will safely removed themselves from any power supply and will load out as per the loading schedule provided. Most service providers will be leaving Sunday, April 5th (tent rentals, fencing, portable washrooms, etc).

**Service Providers**

To ensure a good experience for guests, and that the grounds are returned back to normal we will be contracting various service providers.

**Managing the site area:**

- Big White Ski Resort was contracted to ensure the site is ready for guests;

**Washrooms:**

- Contracted Interior portables to bring 60-70 portable washrooms for guests to use.
- Interior portables will pick up the washrooms Sunday and/or Monday.

**Fencing:**

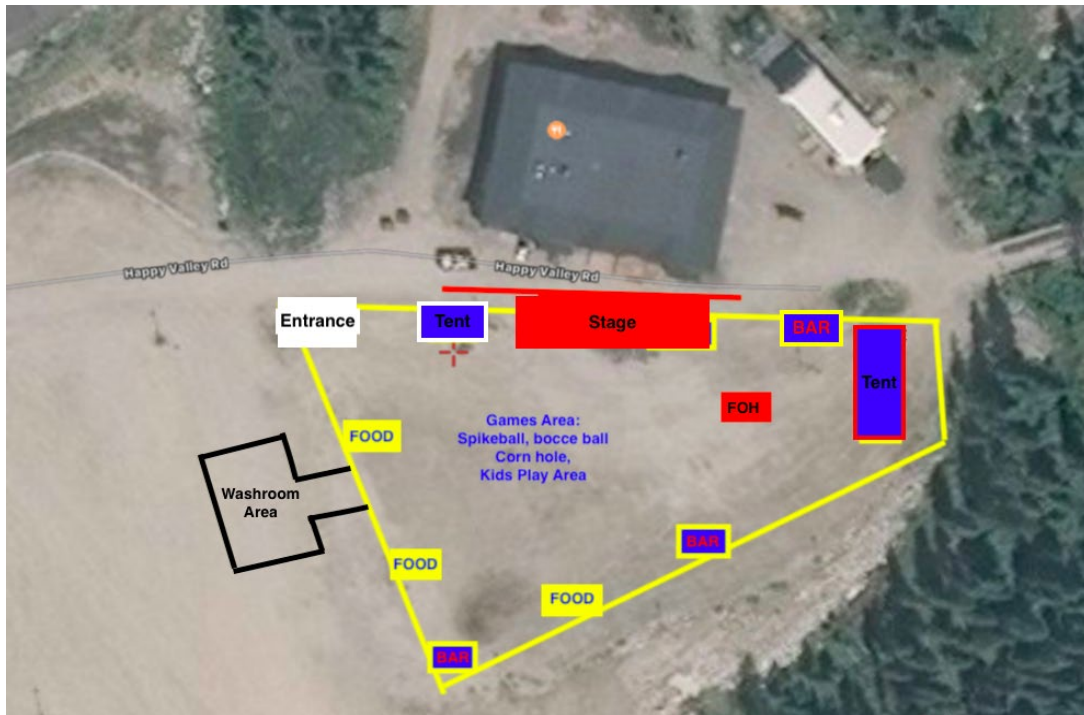
- Moduloc will provide fencing to ensure the site is self-contained, and the under 19 area is set up to limit potential of sharing alcoholic beverages (build a moat).
- Moduloc will pick up the fence Sunday and/or Monday.

**Garbage:**

- Waste Connections has been contracted to provide waste and recycling bins for garbage and recycling.
- There will be approximately 80-100 small bins on site for recycling and garbage. We will have a team who walks the grounds to pick up waste and put in the bins on site.

- Once a bin is full they will take it to the large waste bins on the exterior of the fenced in site.
- Waste Connections will pick up the bins Sunday and/or Monday.

#### Tentative Site Footprint



## Corey Scott

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**From:** Jacky Martin <jmartin@jetsitters.com>  
**Sent:** February 18, 2020 9:37 AM  
**To:** Corey Scott  
**Cc:** Vicki Gee - Area 'E'/West Boundary Director; Mitch carefoot; Trevor Hanna  
**Subject:** Letter of Support for Altitunes from the Big White Mountain Chamber of Commerce

Dear Corey and RDKB,

I am writing on behalf of the Big White Mountain Chamber of Commerce regarding the application for AltiTunes at Big White to receive Municipal Significance.

The Chamber of Commerce believes this event will provide a positive economic impact for the businesses at Big White and a positive impact on the taxes to the municipality.

This event has engaged, connected and asked Chamber business members to be involved and therefore we support this application as it will have a benefit to the community at large.

Please call or email with any questions.

Sincerely,

Jacky Martin, President  
Big White Mountain Chamber of Commerce  
778-214-9744  
[jmartin@jetsitters.com](mailto:jmartin@jetsitters.com)  
[www.jetsitters.com](http://www.jetsitters.com)



January 22, 2020

**To Whom It May Concern:**

I am writing on behalf of Big White Ski Resort Ltd regarding the application for a Temporary Use Permit in the Happy Valley Skating Rink area on April 4<sup>th</sup>.

Big White Ski Resort believes this event will provide a positive economic return for the businesses at Big White, a positive impact on the taxes to the municipality, and not have a negative impact on the surrounding area.

Therefore, we support this application and hope the RDBKB recognizes the importance of working with businesses who are investing in ways to bring more visitors to the area during non-peak season.

Please feel free to call or email with any questions.

Kind Regards,  
**BIG WHITE SKI RESORT LTD**

Peter Plimmer  
President and CEO

***Big White Ski Resort Ltd.***

**Mountain Address:** 5315 Big White Road, Kelowna, B.C. V1P 1P3 • Telephone 250.765.3101 • Fax 250.491.6122

**Kelowna Office:** 1894 Ambrosi Road, Kelowna, B.C. V1Y 4R9 • Telephone 250.491.6262 • Fax 250.491.6261

**BIGWHITE.COM**



# 2019 DENIM ON THE DIAMOND

Economic Impact  
Assessment

October 2019

## 2019 Denim on the Diamond Economic Impact Assessment



### Contact

**Tony Fisher**  
Paradigm Consulting Group  
[tony.fisher@paradigmconsultinggroup.ca](mailto:tony.fisher@paradigmconsultinggroup.ca)



# Summary: Denim on the Diamond 2019

- The second edition of Denim on the Diamond was hosted on Saturday August 31 at King Stadium in Downtown Kelowna. The concert featured the James Barker Band, Madeline Merlo, Leaving Thomas, The Harpoonist & The Axe Murderer and Lucky Monkey and attracted a sold-out crowd of 4,000 music fans, including hundreds of out of town visitors.
- The combined spending of out of town attendees in combination with the expenditures made by the organizers in hosting Denim on the Diamond totaled \$1.1 million, supporting \$1.6 million in economic activity in British Columbia with \$1.3 million in economic activity taking place in Kelowna. These expenditures supported \$655,000 in wages and salaries in the province through the support of 12.3 jobs, of which 10.2 jobs and \$512,000 in wages and salaries were supported in Kelowna. The total net economic activity (GDP) generated by the event was \$960,000 for British Columbia and \$723,000 for the City of Kelowna.
- Considerable tax revenues were also produced by Denim on the Diamond 2019, totaling \$271,000. The event supported federal government tax revenues of \$116,000 with an additional \$125,000 in taxes accruing to the Province of British Columbia. Moreover, \$29,900 in municipal taxes were supported in communities throughout British Columbia, of which \$22,400 was in the City of Kelowna.

## Denim on the Diamond 2019 – by the Numbers

<b>4,000</b> attendance	<b>1,026</b> visitors from outside Kelowna
<b>172</b> number of people employed at Denim on the Diamond	<b>\$653,200</b> in visitor spending directly attributable to Denim on the Diamond
<b>10.2</b> Kelowna jobs supported by the Denim on the Diamond	<b>\$960,000</b> boost to provincial GDP
<b>\$1.6 million</b> in economic activity supported in British Columbia	<b>\$271,000</b> in taxes supported across B.C.





# Methodology

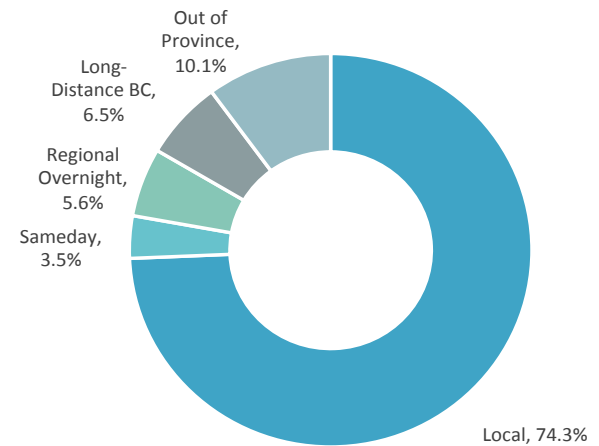
The visitor statistics used in this study were derived from an on-site survey using Samsung tablet computers running electronic survey software. The survey instrument was developed and programmed by Paradigm Consulting Group in consultation with the organizers of Denim on the Diamond. A total of 240 parties completed the survey,<sup>1</sup> which asked a variety of questions regarding the origin of Denim on the Diamond audience members, the composition of their party and some questions about their experience at the event. Out of town respondents to the survey also asked their expenditures and activities while in Kelowna.

## Visitor Origin

The origin of visitors was based on both the survey results and an analysis of the ticket sales information. The two sources were in very close agreement with each other (+/- 2% on all visitor categories). The statistics used in this report represent the average of the two. Combining the visitor origin statistics with the attendance shows that Denim on the Diamond attracted more than 1,000 out of town visitors to Kelowna.

## Denim on the Diamond 2019 Visitor Origin

	Origin	Attendance
Local (up to 40km)	74.3%	2,973
Sameday Visitors	3.5%	139
Regional Overnight (40km – 200km)	5.6%	226
Long-Distance BC (over 200km)	6.5%	258
Out of Province	10.1%	403
<b>Total</b>	<b>100.0%</b>	<b>4,000</b>
<i>Visitors</i>	<i>25.7%</i>	<i>1,026</i>



<sup>1</sup> The total of 248 responses to the survey representing 1,115 people out of a total of 4,000 individuals gives a statistically valid confidence interval of +/- 2.5%, 19 times in 20 for responses representing all spectators.

# Attendee Information

Denim on the Diamond was attended by a relatively young audience, with nearly half (45%) of all respondents being aged 34 and under (rising to 60% for out of town respondents).

## Respondent Age

	All	Local	Visitors
19-24	10%	10%	10%
25-34	35%	31%	50%
35-44	20%	21%	18%
45-54	21%	22%	17%
55-64	13%	15%	5%
65 and over	1%	1%	0%

## 2018 Household Income

	All	Local	Visitors
Under \$25k	5%	6%	2%
\$25k to \$50k	12%	13%	8%
\$50k-\$100k	27%	22%	42%
\$100k to \$150k	19%	17%	24%
Over \$150k	15%	16%	11%
No Response	23%	27%	13%

Friends and Family along with Social media were the main ways in which Denim on the Diamond attendees heard about the event.

## Denim on the Diamond Information Sources

Information Sources	All	Local	Visitors
Friends / Family	47%	48%	47%
DotD Social Media	39%	37%	45%
Radio Ads	21%	23%	16%
Attended Previously	14%	15%	11%
DotD Website	8%	8%	6%
Out of home / venue ads	2%	2%	0%
TV ads	1%	2%	0%
Don't recall seeing any ads	1%	1%	2%

# Attendee Information

Survey respondents were asked about their favourite genre of music, with country being the most popular. Other responses included metal, dance, hip-hop, pop and 'everything'. There was no difference between locals and visitors.

	All
Country	69%
Rock / Blues	14%
Indie / Alternative	7%
Electronic	4%
Other*	6%

How many live music events have you been to in the past 12 months (not including this one)?

0	11%
1-2	41%
3-5	28%
More than 5	19%

The survey asked how much respondents were willing to spend on 2020 Denim on the Diamond tickets. Most indicated \$60-\$70 was their preferred range, with out of town visitors revealing that they would be willing to spend more than local attendees.

How much would you be willing to spend on a ticket to Denim 2020 assuming a solid musical line-up?

	All	Local	Visitors
\$60-\$70	53%	57%	42%
\$70-80	19%	20%	17%
\$80-90	12%	8%	25%
\$90+	16%	15%	17%

# Visitor Information

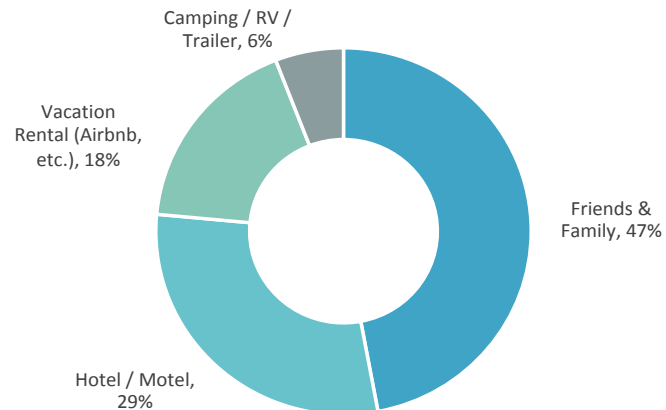
## Kelowna Activities

Out of town visitors were asked about their activities outside of Denim on the Diamond. Almost half of visitors (45%) included a wine or food tour on their trip. More than a third (39%) went to night clubs and bars while just under one-third went golfing or boating.

Activity	Participation (%)
Wine / Food Tour	45%
Nightclubs / bars	39%
Golf	29%
Boating	29%
Hiking / Cycling	19%
Other*	13%
Museums	2%

## Kelowna Accommodation

Nearly half (47%) of out of town visitors stayed with friends and family while an additional one-third (29%) stayed with friends and family. Vacation rentals (18%) and camping (6%) were also used.



# Visitor Spending – Per Person

Out of town visitors were asked about their spending while in Kelowna. For the purposes of this study, visitors were divided into four categories: sameday, regional overnight (40km – 200km), BC long-distance (over 200km) and out of province. Accommodation spending was dampened due to the high proportion of people staying with friends and family. However spending at restaurants and bars, along with spending on recreation and entertainment was higher than for other events leading to a comparatively high level of spending per person.

Spending Per Person	Sameday	Regional Overnight	BC Long-Distance	Out of Province	Average
<i>Party Size</i>	2.8	2.4	3.3	3.9	3.3
<i>Day Trips / Nights</i>	n/a	1.5	2.9	4.0	3.0
On-site Vendors	\$44.69	\$94.36	\$101.20	\$92.74	\$88.71
Accommodation	\$0.00	\$91.47	\$216.82	\$132.44	\$126.69
Restaurants & Bars	\$53.93	\$90.59	\$283.80	\$147.84	\$156.70
Grocery & Other Food & Beverages	\$13.78	\$67.60	\$56.30	\$74.62	\$60.22
Recreation & Entertainment	\$5.99	\$137.94	\$195.29	\$110.58	\$123.74
Shopping	\$17.98	\$100.88	\$199.09	\$157.15	\$136.45
Transportation in Kelowna	\$18.10	\$36.72	\$102.72	\$44.67	\$53.92
Transportation to Kelowna	\$10.91	\$57.81	\$131.88	\$190.81	\$122.32
<b>Total</b>	<b>\$165.38</b>	<b>\$677.36</b>	<b>\$1,287.11</b>	<b>\$950.85</b>	<b>\$868.75</b>

# Visitor Spending – Aggregate

Combining the attendance figures with the spending per person shows that out of town visitors spent a total of \$891,300 in Kelowna during their trip that included Denim on the Diamond 2019.

Aggregate Spending	Sameday	Regional Overnight	BC Long-Distance	Out of Province	Total
<i>Party Size</i>	139	226	258	403	1,026
On-site Vendors	\$6,211	\$21,326	\$26,108	\$37,373	\$91,018
Accommodation	\$0	\$20,672	\$55,940	\$53,373	\$129,985
Restaurants & Bars	\$7,497	\$20,473	\$73,222	\$59,581	\$160,772
Grocery & Other Food & Beverages	\$1,916	\$15,277	\$14,527	\$30,071	\$61,790
Recreation & Entertainment	\$833	\$31,175	\$50,385	\$44,563	\$126,956
Shopping	\$2,499	\$22,799	\$51,366	\$63,330	\$139,995
Transportation in Kelowna	\$2,516	\$8,298	\$26,501	\$18,004	\$55,318
Transportation to Kelowna	\$1,516	\$13,064	\$34,026	\$76,897	\$125,503
<b>Total</b>	<b>\$22,987</b>	<b>\$153,084</b>	<b>\$332,075</b>	<b>\$383,191</b>	<b>\$891,338</b>

## Visitor Spending – Attributable to Denim on the Diamond

In order to determine the amount of spending that is directly attributable to Denim on the Diamond, out of town respondents were asked about the importance of the event in their decision to travel to Kelowna. The overall level of attribution moderate at 62%. Applying the attribution factor to the overall expenditure figure shows that the tourism spending in Kelowna that was directly attributable to Denim on the Diamond 2019 reached \$653,200.

Attributable Spending	Sameday	Regional Overnight	BC Long-Distance	Out of Province	Average
<i>Importance (%)</i>	93%	85%	68%	72%	73%
On-site Vendors	\$5,768	\$18,045	\$17,801	\$26,908	\$68,522
Accommodation	\$0	\$17,492	\$38,141	\$38,428	\$94,061
Restaurants & Bars	\$6,961	\$17,323	\$49,924	\$42,898	\$117,106
Grocery & Other Food & Beverages	\$1,779	\$12,927	\$9,904	\$21,651	\$46,261
Recreation & Entertainment	\$773	\$26,379	\$34,353	\$32,086	\$93,591
Shopping	\$2,320	\$19,292	\$35,022	\$45,598	\$102,232
Transportation in Kelowna	\$2,336	\$7,021	\$18,069	\$12,963	\$40,389
Transportation to Kelowna	\$1,408	\$11,054	\$23,200	\$55,366	\$91,028
<b>Total</b>	<b>\$21,345</b>	<b>\$129,533</b>	<b>\$226,415</b>	<b>\$275,898</b>	<b>\$653,191</b>

Respondents were asked to rate the importance of Denim on the Diamond in their decision to travel to Kelowna using the following scale, with the relative attribution factors included in parenthesis: primary reason for travel to Kelowna(100%); part of the reason for travel to Kelowna (50%); and not at all important or in the decision to travel to Kelowna or not aware of Denim on the Diamond before leaving home(0%).

# Thick as Thieves - Operational Expenditures

Denim on the Diamond is produced by the Thick of Thieves entertainment, and they invested considerably to host a high-quality event. The majority of budget is devoted to hiring entertainers, rental of equipment and the provision of other services. These expenditures have been included as part of the economic impact study.





# Economic Impact Results

The combined spending of out of town attendees in combination with the expenditures made by the organizers in hosting Denim on the Diamond totaled \$1.1 million, supporting \$1.6 million in economic activity in British Columbia with \$1.3 million in economic activity taking place in Kelowna. These expenditures supported \$655,000 in wages and salaries in the province through the support of 12.3 jobs, of which 10.2 jobs and \$512,000 in wages and salaries were supported in Kelowna.<sup>1</sup> The total net economic activity (GDP) generated by the event was \$960,000 for British Columbia and \$723,000 for the City of Kelowna.

Considerable tax revenues were also produced by Denim on the Diamond 2019, totaling \$271,000. The event supported federal government tax revenues of \$116,000 with an additional \$125,000 in taxes accruing to the Province of British Columbia. Moreover, \$29,900 in municipal taxes were supported in communities throughout British Columbia, of which \$22,400 was in the City of Kelowna.



	Kelowna	British Columbia
Initial Expenditure	\$1,142,479	\$1,142,479
GDP	\$722,882	\$960,039
Wages & Salaries	\$511,679	\$655,074
Employment	10.2	12.3
Industry Output	\$1,317,258	\$1,622,143
Total Taxes	\$217,345	\$270,827
Federal	\$92,034	\$116,198
Provincial	\$102,914	\$124,759
Municipal	\$22,396	\$29,869

<sup>1</sup> Jobs reported in this study refer to the number of jobs, vs. full time equivalent (i.e.: two people working half time in a job that typically features half time employment would represent two jobs or one FTE). Additionally, the direct employment effects are generally extra shifts or overtime for existing workers rather than new employment. Economic Impact figures provided by Regional Economic IO model from Pacific Analytics.

# Open Ended Responses *What did you like about the Denim on the Diamond?*

Music (11)	Country	Good people and good music
Outside (8)	Country atmosphere	Good summer vibe games
Atmosphere (6)	Country music	Good time
Venue (6)	Country music and food!	Great music
The People (5)	Country music here in Kelowna!	Great venue love sitting on the grass
Local event (5)	Cranking beers	Headliners
1st time local fun	Denim and the diamonds	Hip hop
A great night with great people on lawn chairs watching great bands	Dont know yet	Hot dudes in denim
Activities	Drinking with friends	Hot guys
Activities	Drinking...girls. .music	Hot women
All day festival	Drinks and women	It is in my home town and I love country music.
Atmosphere and the music!!!	Everything	Its a casual back yard bar bbq fun day at the park event.
Atmosphere liquor	Everything	Its outside
Atmosphere plus the organizers are cute	Exit privilege, variety of drinks	Its outside and theres things to do
Atmosphere. The lightning	Festival atmosphere	James barker band
Atmospheres	First time	Jean shorts
Ax Murderers, fun to be here	First time here, new experience, love dance and outside venues	King stadium
Beer	Food	Lawn games
Beer and music	Food	Lawn games and coun
Being outdoors	Food trucks	Like the vip little sitting areas
Being outside and the environmental choices	Free water	Line up, close to home, easy to attend
Being with friends	Friendly people	Live music
Casual atmosphere	Friends	Live music and mabelaka
Casual vibe	Friends and bevies	Live music. Great that there are more bathrooms this year. Good variety of drinks
Chill	Fun times	Location and games
Community involvement	Girls	Lots of local artists and the variety
Community supporting community	Good crowd	Love the denim
Cool atmosphere	Good layout well organized	More low key outdoor on grass
Cool venue	Good music and dancing.	Multiple bands
Cops, & cowboys	Good people	Multiple Bands

## Open Ended Responses cont. *What did you like about the Denim on the Diamond?*

Multiple bands	Outside music	Outdoors, variety o music
Music , people and the delicious food cool atmosphere love it	Outside open atmosphere	Outside atmosphere friendly people
Music and atmosphere	Party	The community vibe!
Music and ball field	Party and people	The community vibe
Music and booze	Party!	The crowds
Music and drinks	People and atmosphere	The denim and setting
Music choice	People getting together	The friends
Music food friends being on grass	People, vibe , good ,usic	The girls
Music food party	Renegade and live music duh	The good looking women
Music outside	Reonss to my questions by email	The good vibe
Music well organized	Seeing f riends	The lkcation
My friend runs it	Set up is good lots of activities	The music and atmosphere
My partner!	Small venue, outdoors. Up and coming artists.	The music and ball park
Need more games double them	So far the music	The music the people
Night out with my wife and no kids lol	Socializing	The music!
Not horrible lines for washrooms or drinks.	Stage set up	The party
One of the groups leaving thomas	Super great service	Themed party and the mix of ppl
Open air, good grass	Survey guys	Trucks and drinks
Outdoor and local	That its local and you can reenter	Tug 6 coffee
Outdoor concert	That its one day and many bands and that they are Canadian VIP is amazing!!! Love this concert!!!!!! Thank you!	Variety of games and the venue
Outdoor country music	The amazing atmosphere and being with friends	Venue, good location, music
Outdoor country music	The atmosphere	Vibe
Outdoor event	The atmosphere	Vip
Outdoor event	The atmosphere and the good Times and all the fun it brings to this city	Vip bathroom
Outdoor party atmosphere , live music	The atmosphere music food	Wine and music
Outdoor! Music peple fun vibe	The atmosphere Supporting local talent	Women and music and friends
Outdoors downtown kelowna	The atmosphere.	Yard games and good wine
Outdoors music foird and drinks	The beer tastes like piss, but the music is awesome, thought the competition for the opener was great	
The boys who asked for the survey	The chance to talk to people that id normally not talk to, as well as a chance to bond with my buddy	
Usually the music line up and being outside however we just listened to that non country band called monkey bla bla and they are not country and really bad choice for this event		
Great atmosphere and good music. Very very surprised and disappointed that you do not sell any Denim on the Diamond merchandise. Hope that changes in the future.		

# Open Ended Responses

*What do you dislike / how can we make the Denim on the Diamond better next year??*

Nothing (28)	First time and just arrived	More lawn space	Readmittance
No re-entry (6)	First time here	More lights some areas were dark	Re-entry!
Rain (5)	Food trucks, vip sitting on bails	More shade and covered areas	Seating
A bigger venue	Get better beer	More signs	Seating arrangements lack of seating for cost of ticket prices
A. Too many rules B. No healthy food	Getting in and out	More space for a bigger party	Shelter in vip area
All good	Gross bathrooms	More tables for drinking with umbrellas	Signage for washrooms
All good	Hate porta potties	More then one stage small for one day event	Slow unorganized sdcurity at the entrance
Allowed to leave	Have a dancing area only	More variety of beer	So far so good
Athrooms	Have ice for drinks	Music	Some of the entrance policies are silly
B etter beer. Would like to come and go whenever	Have seats available for ppl on bleachers wgpho r not vip	Need more space	Stay focused on country music like how it all started
Bathrooms	Have yo pay for everything	Need to allow people to re enter at an all day event	Stfonger music lineup
Bathrooms	Havent been here long enough	No chad Brownlee or Erin Prichett	That it ends
Be able to leave and return	Heavy metal band is no good	No difference in vip or not. Should be able to leave and come back	That you cant re enter
Be allowed to leave	Hold off the rain	No entry commutation	The beer
Beer could be better, sorry im a bud light girl dont like ale beers	I dont know yet	No hard rock more country	The beer
Beer selection	I love it	No idea	The lack of seating chairs the band selection so far is the shits
Better beer	I love the emails that tell people to cozy up... keeps the asshole moves to a minimum.	No in or out	The no reentry factor
Better drink options	Im not sure, this is my first time coming	No merchandise. Sell denim on the diamond merchandise.	The sounds compared to last year are poor unless youre at centre stage. Not good
Bigger beer selection	In and out allowed	No prize on survey no beer pong table	The survey wasnt longer
Bigger hoops and horseshoes	Its dandy	No seating unless you bring lawn chairs	The ticket price
Cant go in and out	Its solid as is	No shade	The weather informers should tell us more
Cant go in and out of event.	Lack of denim and diaminds	Not a tbing	There should be more covering
Cant go in and out when so close to home	Lack of grass space	NOT all cou try, advertsiwd as a country event. And no t being able to leave and get waemer clothes, efc	The weather wasnt great, bit of rain
Cant leave	Lack of washrooms	Not allowed to exit sucks	This year so far is fantastic!
Cant think of anything we didnt like.	Line ups	Not being able to get out once inside	I would like yo be able to come & go.
Cheaper drink	Mabe chair rental. Also ability to leave and come back	Not being able to leave and come back in	Ticket said no blankets and chairs
Cheaper drinks	Mitch and kurt dont drink with me	Not enough selestiom4 of alcohol	Too busy
Reentry for spare clothes etc	More alcohol choices wish i could come and go	Not enough su s tantial food for a entire afternoon and dvening.	Too expensive
Community	More beer selftion	Not enuf food options	Too w
Country	More chairs :)))	Orgaization	Early to tell
Country music	More drink choices and healthier food	Outdoor music	Umbrella areas
Designated blanket/low chair/high chzirs seating	More drink options and bathrooms	Parking	Umbrellas more shade
Different types of music	More drink station ..too longlinenup	Parking	Vip bathroom
Dont have a feel for it yet	More drinks stations	Perfect	Vip bathrooms improved.not enogh food trucks. More substantial food for the lengthh of time.
Dont know	More food	Price	Waiting for food and bathrooms
Dont know yet	More food options	Rain no cover ex tables with umbrella	Was raining
Dont know yet just got here	More food trucks	Rain, lightning, delays	Washroom situation
Drink lines are long.... but people seem well drankn	More games	Re entry	Washrooms
Drinks	More hot dudes in denim	Readmission is nice since the event is so long	We love the vip seating this year, and toilets. Rain is great to
Expensive and long linenup for drinks	Still think you should have a separate beer gardens and people who want to drink can drink themselves silly and the rest of us don't have to watch the antics. Doesn't look like there is much more for food choices.		Weather, but unfortunately that cannot be controlled.
Still think you should have a separate beer gardens and people who want to drink can drink themselves silly and the rest of us don't have to watch the antics. Doesn't look like there is much more for food choices.			With vip a cup includedd with tkt price
			Would like to see more drink selection



## STAFF REPORT

**Date:** 11 Mar 2020 **File**  
**To:** Chair Langman and Members of  
the RDKB Board of Directors  
**From:** Goran Denkovski, Manager of  
Infrastructure and Sustainability  
**Re:** Kootenay Clean Energy Transition  
Pilot Project

### Issue Introduction

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the Board supporting the Kootenay Clean Energy Transition Pilot Project.

### History/Background Factors

Kootenay Employment Services (KES) and Community Energy Association (CEA) have created a partnership in the development of an innovative and high-impact initiative with the following key objectives:

- Reduce GHG emissions throughout the 44 communities of the Kootenay region of B.C., targeting the two highest emitting sectors: Built Environment (heating & cooling of buildings) and transportation (60 % of community wide emissions in the Kootenays)
- Address key barriers to low carbon technology adoption: knowledge, cost and local access
- Provide training and capacity building in the workforce to support a transition toward the low carbon and clean energy sectors
- Increase local climate and emissions literacy
- Aggregate the procurement of key low carbon technologies
- Evaluate the success of the pilot to inform expansion and scaled up delivery

The overarching purpose of the Kootenay Clean Energy Transition Pilot is to expedite the adoption of greenhouse gas emission reduction actions by Kootenay residents, organizations, governments and First Nations, while supporting broad market transformation.

CEA and KES will be seeking FCM funding through their Signature Project grant for \$500,000. They have been invited to submit, and require local government seed funding to leverage that amount, and additional funding for the full \$1.2 Million initial budget. Much like Accelerate Kootenays, \$15,000 each year for two years is requested from the Regional Districts of East Kootenay (RDEK), Central Kootenay (RDCK) and Kootenay Boundary. RDEK and RDCK have already committed this contribution, allocated from their CARIP funds. This commitment is subject to a successful FCM application.

This project is designed to support broad market transformation – to support economic and job diversification and resilience so as to position the Kootenays to benefit from a clean energy transition. CEA has conducted preliminary focus groups and interviews with contractors and trades to better understand the gaps and needs of industry to support energy retrofits and low carbon technology adoption. This work will continue in order to inform the priority capacity building and implementation actions as part of this pilot.

This initiative will directly support the region to be ready for the Province of BC's Retrofit Step Code, expected to be enforced by 2024. Market transformation through 'ground up' capacity building and access to training has been proven successful through the facilitation of 'Building A Legacy' in the East Kootenay – an initiative that has transformed the knowledge and awareness of the building industry around the BC Energy Step Code.

### **Implications**

The funds would be allocated from the CARIP reserve. \$15,000 per years for the years 2020 and 2021 and is conditional on receiving the FCM grant.

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

Environmental Stewardship / Climate Preparedness

- Managing impacts of climate change

### **Background Information Provided**

1. Background - Kootenay Clean Energy Transition Pilot Final

### **Alternatives**

1. That the Regional District of Kootenay Boundary Board of Directors support the Community Energy Association application for FCM funding through their Signature Project grant for \$500,000 for the Kootenay Clean Energy Transition Pilot Project. Further, that the Board direct Staff to allocate \$15,000 per year for 2020 and 2021 from the CARIP reserve fund to the General Administration (001) budget if the grant is successful.

2. Not receive the report.

**Recommendation(s)**

That the Regional District of Kootenay Boundary Board of Directors support the Community Energy Association application for FCM funding through their Signature Project grant for \$500,000 for the Kootenay Clean Energy Transition Pilot Project . Further, that the Board direct Staff to allocate \$15,000 per year for 2020 and 2021 from the CARIP reserve fund to the General Administration (001) budget if the grant is successful.

## MEMO

### Kootenay Clean Energy Transition Pilot Project

#### Overview

Kootenay Employment Services (KES) and Community Energy Association (CEA) have created a partnership in the development of an innovative and high-impact initiative with the following key objectives:

- Reduce GHG emissions throughout the 44 communities of the Kootenay region of B.C., targeting the two highest emitting sectors: Built Environment (heating & cooling of buildings) and transportation (60 % of community wide emissions in the Kootenays)
- Address key barriers to low carbon technology adoption: knowledge, cost and local access
- Provide training and capacity building in the workforce to support a transition toward the low carbon and clean energy sectors
- Increase local climate and emissions literacy
- Aggregate the procurement of key low carbon technologies
- Evaluate the success of the pilot to inform expansion and scaled up delivery

The overarching purpose of the Kootenay Clean Energy Transition Pilot is to expedite the adoption of greenhouse gas emission reduction actions by Kootenay residents, organizations, governments and First Nations, while supporting broad market transformation.

#### The 'Why'

The Paris Climate Agreement, the International Panel on Climate Change (IPCC), and numerous global organizations have established the imperative for significant emission reductions and a transition to a low carbon economy. British Columbia's CleanBC Plan commits the Province to reducing 40% of our annual GHG emissions by 2030 and 80% by 2050 (based on 2007 GHG emissions). Since 2007, BC has only reduced its GHG emissions by 2.1% indicating that new, innovative approaches to driving GHG emission reduction is necessary.

All Kootenay local governments are signatories to the Climate Action Charter, committing them to work towards carbon neutrality in corporate operations, and support community-wide emission reductions. Some communities have gone further, adopting a resolution to work towards 100% renewable energy by 2050. The Regional District of Central Kootenay declared a Climate Imperative (similar to a Climate Emergency, which over 30 other local governments in the Province of BC have also declared). Communities are interested in supporting initiatives that respond to climate change through locally relevant low carbon solutions.

Jurisdictions across North America have explored the barriers and opportunities for deep emission reductions in the building and transportation sectors. Reaching the emission targets that are necessary to avoid the catastrophic impacts of climate change in the future require creative, collaborative and innovative solutions. The Kootenay Clean Energy Transition Pilot Project will inspire energy resilience, stability and affordability.

#### The 'How'

Preliminary engagement with both residents and the trades sector will identify and confirm some of the key barriers and challenges associated with low carbon options when it comes to the built environment and transportation. Through other research and market studies, some of the key barriers to adoption of low carbon alternatives include:

- Financial – incremental upfront cost over traditional technologies
- Awareness – lack of trusted information or time/knowledge to do sufficient research
- Complexity – navigating processes, scope of work, business case, etc.
- Capacity and Training – primarily among the trades and contractors for new technologies





## MEMO

### Kootenay Clean Energy Transition Pilot Project

The intent of this Pilot Project is to address and eliminate these barriers through three key activities:

**1. Communications and Messaging around Clean Energy Alternatives:**

- a) Develop strong brand and shareable marketing materials
- b) Provide consistent messaging, actions, and consolidated resources on central website
- c) Leverage existing relationships for regional, strategically-timed, collaborative marketing

**2. Address cost and access to low carbon technologies:**

Develop bulk purchase packages (created through Requests for Proposals/Partnerships), installed by pre-qualified contractors. Pre-qualified contractors will have engaged in trade-specific training and education. The products proposed for coordination of bulk purchases and/or product specific discounts will include:

- a) Energy Efficiency Audits
- b) Electric Vehicles
- c) Level 2 Chargers
- d) Air Source Heat Pumps
- e) Solar PV Arrays
- f) Electric Bicycles

Further, the Pilot will identify opportunities to develop new and leverage existing rebate programs. New financing options will be explored with local financiers.

**3. Workforce and business sector development:**

Identified as a potential key player in driving the adoption of low carbon options for retrofits, contractors/trades have a direct connection with the consumer, and are therefore well suited to be the avenue for provision of energy efficiency and low carbon retrofit solutions. The Pilot project will aim to deliver training for contractors, job seekers and students including:

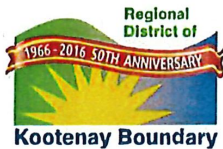
- a) Deliver new solar installer courses
- b) Deliver BC Solar Installation Specifications to existing installers
- c) Explore Project Based Labour Market Training (PBLMT) opportunities with WorkBC Centres
- d) Develop Clean Energy training modules for secondary and post-secondary trades students

#### Next Steps

KES and CEA are seeking more funding partners and hope to begin work on the project in September 2020. The full project scope is anticipated to be a 2-year, \$1.2 Million project that will provide two opportunities to engage in a time-limited bulk purchase of one or more of the products listed under the low carbon technologies above. To prepare for the delivery of this project, CEA will be conducting interviews, community engagement and focus groups to better understand the opportunities and barriers to trades and contractors engaging in the delivery of this program, as well as the specific needs and barriers to homeowners.

*Through the Clean Energy Transition Pilot, the Kootenays will lead BC in reaching CleanBC's 2030 and 2050 GHG emission reduction targets, and will provide an approach that can be replicated in other regions across BC and Canada. The Pilot will develop a trained and capable workforce, creating capacity to support the promotion and installation of low carbon technologies beyond the project timeline. The project will support the growth of the clean energy industry, creating economic resilience and strength.*





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

Applicant:	* JL Crowe Senior Boys Basketball			
Address:	* 1300 Francis Moran Rd, Trail BC			
Phone:	* 250.921.8713	Fax:		E-Mail: * <a href="mailto:Scpiccolo@yahoo.ca">Scpiccolo@yahoo.ca</a>
Representative:	* Stephen Piccolo			
Make Cheque Payable To:	* JL Crowe School			

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

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

What is the total Cost of the Project? \$ \$5000 What amount are you requesting from this RDKB Director(s)? \$ 1000 ~~\$500~~

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

*Approved Director Grieve Feb. 29/2020*

Last week the senior boys basketball team faced some stiff competition and beat out everybody push them forward to the provincial basketball championship next week. We are requesting some financial aid to help support the cost of hiring and paying for the bus to take the kids back-and-forth to Vancouver. The kids will be leaving on 3 March returning 7 March. Thank you for your support.

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: \$ _____
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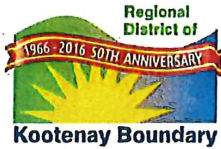
Date: 28 Feb 202 Applicant Signature \_\_\_\_\_ Print Name Stephen Piccolo

### Office Use Only

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

Approved by Board: \_\_\_\_\_

**SUBMIT**



# Grant-in-Aid Request

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

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Applicant:	* JL Crowe Senior Boys Basketball				
Address:	* 1300 Francis Moran Rd, Trail BC				
Phone:	* 250.921.8713	Fax:		E-Mail:	* Scpiccolo@yahoo.ca
Representative:	* Stephen Piccolo				
Make Cheque Payable To:	* JL Crowe School				

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Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: 28 Feb 202 Applicant Signature \_\_\_\_\_ Print Name: Stephen Piccolo

## Office Use Only

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

Approved by Board: \_\_\_\_\_

**SUBMIT**



**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** February 24, 2020 7:44 AM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by West Kootenay Smoke N Steel Auto Club, email address - gram2002@telus.net

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

Electoral Area 'B' / Lower Columbia- Old Glory Director Linda Worley

**Applicant Information:**

Applicant: West Kootenay Smoke N Steel Auto Club

Address: 254 2nd. Ave., Trail, B.C.

Phone: 250-368-3127

Fax: 250-368-3128

Email: gram2002@telus.net

Representative: Bill Edwards

Make Cheque Payable To:

**Other Expenses:**

Total Cost of Project: \$\$4000.00

Amount Requested from  
RDKB Director(s): \$\$800.00

What is the Grant-in-Aid for?

To assist in the costs involved for trophies for "Cruisin' the Columbia" Car Show in June, 2020

*Linda Worley Approve*  
*\$800.00*  
*(eight hundred dollars)*

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

Name of Organization    N/A

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

[]

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

**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** March 3, 2020 1:42 PM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by Christina Lake Stewardship Society, email address - clss@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 Stewardship Society

Address: BO Box 373, 1675 Highway 3, Christina Lake, BC, V0H 1E0

Phone: 250-447-2504

Fax:

Email: clss@shaw.ca

Representative: Suzanne Adrain-Vincent

Make Cheque Payable To: Christina Lake Stewardship Society

**Other Expenses:**

Total Cost of Project: \$4872.00

Amount Requested from  
 RDKB Director(s): \$2436.00 *Approved Director McGregor March 3, 2020*

What is the Grant-in-Aid for?

Annual Sponsorship of the Aquatic Invasive Species (invasive mussel education) full size billboard. The 10 ft x 20 ft billboard displays the "CLEAN, DRAIN, DRY" message (attached) which helps to educate water users on how they can prevent the spread of invasive mussels to our waters. The sign was installed in the

spring of 2018, at a location 0.5 km west of Whitehall Road on the left hand side heading east. All traffic travelling this corridor heading to Christina Lake and beyond can see the sign. The GIA funds that we are requesting are to pay for half of the cost of the billboard rental. The other half will be paid for by Boundary Invasive Species Society (BISS) and Central Kootenay Invasive Species Society (CKISS). We are grateful that our Area C director Grace McGregor supported this project in 2018 & 2019 and that the BISS & CKISS have invested their funds to help us spread this very important message.

#### **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?

["GF Billboard.jpg"]

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



**STOP Aquatic Invasive Species**

**CLEAN + DRAIN + DRY**

All watercraft & gear



lakesteward.ca



**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** February 4, 2020 11:48 AM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn  
**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 'D' / Rural Grand Forks Director Roly Russell

**Applicant Information:**

Applicant: Grand Forks ATV

Address: Box 2020 Grand Forks BC

Phone: 250 442 3359

Fax:

Email: zornszoo@nethop.net

Representative: Doug Zorn President

Make Cheque Payable To: Grand Forks ATV

**Other Expenses:**

Total Cost of Project: \$\$20,000

Amount Requested from  
RDKB Director(s):

~~\$\$10,000~~

*\$5,000 Approved Director Russell  
March 3, 2020*

What is the Grant-in-Aid for?

Trails in the North Fork have been effected from early snowfall and water run off. These funds will be used to reconstruct trails in the that area.

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

Name of Organization    RDKB area C for trails in areaC

Amount Requested    10,000

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

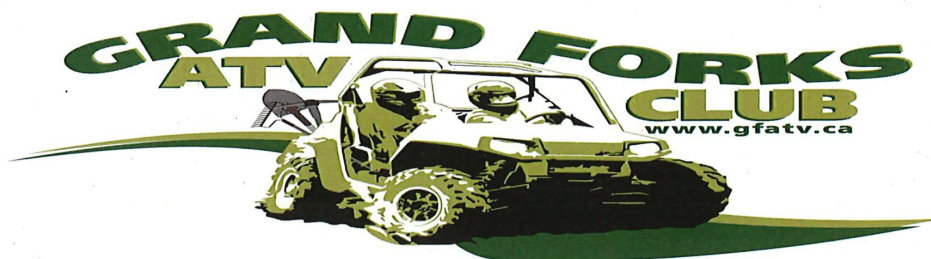
Amount Requested

Amount Secured

Documents uploaded with Submission?

☐

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



Attention RDKB Area D Roly Russell

Feb 12, 2020

Please consider this an estimate of Recreation Trails to be reconstructed in the North Fork recreation area.

Mixed Use Recreation Trails to be cleared in the North Fork area.

Spring 2020 when weather permits GFATV would like to hire Lime Creeks rubber-tired excavator c/w brush cutter to clear the following mixed-use recreation trails.

The estimate from Lime Creek (attached) shows their machine in ideal conditions can clear 3-4 km per day. The cutter brusher is a good cutter and mulcher keeping debris under control.

With daily costs, for 8 hours of work and averaging moving costs equally 1700 dollars a day, our grant in aid of 10,000 will allow 5-6 days work. At 3-4 Km per day (ideal conditions) this allows approximately 18 km to be cleared. The estimated distances should all be cleared to a reasonable width and last for several years allowing all users a great safe trail experience. GFATV volunteers should be able to maintain these great trails for many years.

Travers to Boulder (Howe Creek area). Estimated distance to be brushed 10 km, terrain could be a factor.

Knappen Creek to Deadeye (28 Mile area). Estimated distance to be brushed 6 km

Franklin Loop. (Bluejoint Creek Area). Estimated distance to be brushed 10 km. GFATV has applied for Heritage Status on this trail, brushing to be controlled to a higher standard.

Nicole FSR (Burrell FSR 29 km area, estimated distance to be brushed 7 km.

Please be assured we will be taking many detailed photos of before and after trail conditions.

GFATV appreciates your support!

Doug Zorn

GFATV

President



Ph: 250-442-5536 Fax : 250-442-0260  
Email : [lcl.general@outlook.com](mailto:lcl.general@outlook.com)  
P.O. Box 158  
425 Hwy 3, Grand Forks, B.C.  
Canada V0H 1H0

Lime Creek logging

Machine to cut, clear trails of growth and snow push down.

Machine is a rubber tire excavator c/w cutter and mulcher.

Machine in lighter conditions should do 3-4 km per day.

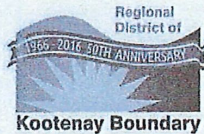
Machine is \$184.77 per hour.

Machine is transferred by Lowbed. Mob --Demob cost depends on distance.

Hourly rate for lowbed is \$157.08

A handwritten signature in blue ink, consisting of several fluid, connected strokes.





## 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 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:	* West Boundary Community Services Co-operative Association			
Address:	* 3990 Highway #3, Rock Creek, BC V0H 1Y0			
Phone:	* 778-969-0003	Fax:		E-Mail: * <a href="mailto:info@riversidecentre.coop">info@riversidecentre.coop</a>
Representative:	* Sandy Mark, Executive Director			
Make Cheque Payable To:	* West Boundary Community Services Co-operative Association			

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

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

What is the total Cost of the Project? \$537.60 What amount are you requesting from this RDKB Director(s)? \$537.60

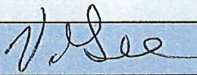
What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Legal costs associated with start-up to produce an office lease format for ongoing use

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: 2020-03-05	Applicant Signature	Print Name Sandra L. Mark

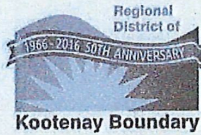
### Office Use Only

Grant approved by Electoral Area Director: 

Approved by Board: \_\_\_\_\_

**SUBMIT**





## Grant-in-Aid Request

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Applicant:	* West Boundary Community Services Co-operative Association		
Address:	* 3990 Highway #3, Rock Creek, BC V0H 1Y0		
Phone:	* 778-969-0003	Fax:	E-Mail: * info@riversidecentre.coop
Representative:	* Sandy Mark, Executive Director		
Make Cheque Payable To:	* West Boundary Community Services Co-operative Association		

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

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

What is the total Cost of the Project? \$805.35 What amount are you requesting from this RDKB Director(s)? \$805.35

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

To support training for West Boundary tourism through a 2 day workshop offered by Destination BC

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

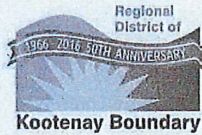
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: 2020-03-05 Applicant Signature \_\_\_\_\_ Print Name Sandra L. Mark

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 type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
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Applicant:	* West Boundary Community Services Co-operative Association			
Address:	* 3990 Highway #3, Rock Creek, BC V0H 1Y0			
Phone:	* 778-969-0003	Fax:		E-Mail: * <a href="mailto:info@riversidecentre.coop">info@riversidecentre.coop</a>
Representative:	* Sandy Mark Executive, Director			
Make Cheque Payable To:	* West Boundary Community Services Co-operative Association			

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

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

What is the total Cost of the Project? \$ 1502.00 What amount are you requesting from this RDKB Director(s)? \$ 1502.00

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

Visitor Centre Training at Destination BC conference in Vancouver to support our development as an official 'Visitor Centre Info Booth'.

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: 2020-03-05      Applicant Signature \_\_\_\_\_      Print Name Sandra L. Mark

### Office Use Only

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

Approved by Board: \_\_\_\_\_

**SUBMIT**