



Board of Directors

Thursday, July 30, 2020 - 1:00 pm

Via Zoom Online Video Conferencing

AMENDED AGENDA

1. Call to Order

2. Land Acknowledgement

2.a) We acknowledge and appreciate that the land on which we gather is the converging, traditional and unceded territory of the Syilx, Secwepemc, Sinixt and Ktunaxa Peoples as well as the Metis Peoples whose footsteps have also marked these lands.

3. Consideration of the Agenda (additions/deletions)

3.a) The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of July 30, 2020 is presented.

Recommendation: Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of July 30, 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 June 25, 2020 are presented.
[Minutes-Board of Directors-25 Jun-BoD July 30 20-Pdf](#)

Recommendation: Corporate Vote Unweighted

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held June 25, 2020 be adopted as presented.

5. Presenter(s)

6. Delegation(s)

6.a) Dan Buffett, CEO of Habitat Conservation Trust Foundation (HCTF)

Steve Kozuki, Executive Director of Forest Enhancement Society of BC (FESBC)

Re: HCTF & FESBC in Kootenay Boundary

[RDKB Board and Committee Delegation Request Form HCTF&FESBC](#)

[Delegation-Human Grizzly Bear Coexistence Prjct-BoD July 30 20](#)

[FESBC Region District Presentations - BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the information regarding the Human Grizzly Bear Coexistence Project in the Kootenays as presented to the Board of Directors on July 30, 2020 by Dan Buffett, CEO Habitat Conservation Trust Fund and Steve Kozuki, Executive Director, Forest Enhancement Society of BC.

6.b) Ingrid Liepa, Contract Researcher - RDI

Tara Howse, Research Assistant (Alternate) - RDI

Re: RDKB Rural Housing Research Project

[BoardDelegationRequestForm-RDI-BOD - July 30 2020](#)

[RDI-RDKB Housing Project- BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the information regarding the RDKB Rural Housing Research Project in the Kootenays as presented to the Board of Directors on July 30, 2020 by Ingrid Liepa, Contract Researcher - RDI and Tara Howse, Research Assistant (Alternate) - RDI.

7. Applicants & Others Attending to Speak to Agenda Items

7.a) L. Moore, Senior Planner

**Re: Development Permit - Martech Motor Winding Ltd.
Electoral Area B/Lower Columbia-Old Glory**

Director Grieve, Chair EAS Committee/Director McGregor, Vice Chair

[Staff Report DiBella DP Board-July 30 2020](#)

[Garthe response to DV- BOD - July 30 2020](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the staff report regarding the Development Permit application submitted by Jan Piorecky, General Manager of Martech Motor Winding Ltd. on behalf of Mario DiBella to construct two pre-engineered fabric structures in the Industrial Development Permit area on the parcel legally described as Lot B, Plan EPP91512, DL 7187, Genelle, Electoral Area B/Lower Columbia-Old Glory, be received.

7.b) L. Moore, Senior Planner

Re: Development Variance Permit - Dennis-Anthony

Dennis left at 2:00

A staff report from Liz Moore, Senior Planner, regarding an application from Glen Dennis for a development variance permit to vary the front parcel line setback in Electoral Area C/Christina Lake.

[Staff Report Dennis DVP Board-July 30 2020 \(1\)](#)

[Nye response to DVP - BOD - July 30 2020](#)

[Grant response to DVP - BOD - July 30 2020](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors denies the Development Variance Permit application submitted by Glen Dennis, to allow for a variance in the front parcel line setback from 4.5m to 2.8 m - a variance of 1.7 m, to construct an accessory building on the property legally described as Lot 4, Block 9, DL 268, SDYD, Plan KAP8, Electoral Area C/Christina Lake.

7.c) Public Hearing Minutes

Re: RDKB Bylaw No. 1724 Amending Electoral Area C/Christina Lake Official Community Plan and

RDKB Bylaw No. 1726 Amending Electoral Area C/Christina Lake Zoning Bylaw

The minutes of the Public Hearing for OCP amendment Bylaw No. 1724 to amend the Electoral Area C/Christina Lake OCP Bylaw No. 1250 and Zoning amendment Bylaw No. 1726 to amend the Electoral Area C/Christina Lake Zoning Bylaw No. 1300 held on July 21, 2020 are presented.

[Public Hearing Minutes1724-1726 DD signed - BOD - July 30 2020](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the minutes of the Public Hearing for RDKB Official Community Plan Amendment Bylaw No. 1724 and RDKB Electoral Area C/Christina Lake Zoning Bylaw No. 1726, held on July 21, 2020 be received.

7.d) RDKB Bylaw No. 1724, Amending Area C/Christina Lake Official Community Plan Bylaw No. 1250

Third Reading & Adoption

[Bylaw 1724 OCP Amend Hicks-Board-July 30 2020](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1724, 2020 be read a Third Time.

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1724, 2020 be read Reconsidered and Adopted.

7.e) RDKB Bylaw No. 1726-Amending Electoral Area C/Christina Lake Zoning Bylaw No. 1300

Third Reading

[Bylaw 1726 Zoning Amend Hicks -Board-July 30 2020](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1726, 2020 be read a Third Time.

8. Closed Meeting

- 8.a)** Proceed to a closed meeting pursuant to Section 90 (2)(e) of the *Community Charter*.2:03

9. Unfinished Business

- 9.a) M. Stephens, Interim Manager of Emergency Programs
Re: Update COVID-19 Emergency Operations**

**M. Andison, Chief Administrative Officer
Re: Impacts of the Wage Continuation COVID-19
Pandemic Policy**

- 9.b) M. Andison, Chief Administrative Officer
Re: Compliance with Ministerial Order Regarding Open
Meetings During COVID-19 Pandemic**

A staff report from Mark Andison, CAO regarding compliance with the open meeting provisions of Ministerial Order 192, an order of the Minister of Public Safety and Solicitor General.

[Ministerial Order No. 192 Compliance - Pdf](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary continues to provide web link and phone access to members of the public wishing to attend electronic meetings of the Board of Directors and committees. Further, that the RDKB Board of Directors approves access to the Trail RDKB Boardroom for members of the public to view and participate in Board and committee meetings if those members of the public are not able to otherwise access the meetings electronically and subject to adherence to physical distancing guidelines. **FURTHER**, that Board of Directors electronic meetings be recorded and meeting recordings be posted on the RDKB website.

10. Communications-RDKB Corporate Communications Officer

- 10.a)** An update report from the Corporate Communications Officer will be presented at the August meeting.

11. Communications-Information Only

- 11.a) Agricultural Land Commission-July 14/20**
Re: Reasons for Decision-ALC Application Electoral Area D/Rural Grand Forks
[ALC-DecisionLtr-DAHL-Board-July 30 2020](#)
- 11.b) City of Rossland-June 18/20**
Re: Global Covenant of Mayors for Climate & Energy Change
[Rossland Resolution-GlobalCovenant-MayorsforClimate & EnergyChange-BoD July 30 20](#)
- 11.c) M. Farnworth, Minister of Public Safety and Solicitor General**
S. Robinson, Minister of Municipal Affairs
Re: COVID-19 Related Measures Act (Bill 19)
[256068 Joint Letter Signed Final - BOD - July 30 2020](#)
- 11.d) Dayle Hopp, BC Hydro Community Relations Manager - Thompson/Okanagan/Columbia**
Re: BC Hydro Meetings Prior to 2020 UBCM Convention
[BC Hydro Meeting Request - BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That Communication Information Only Items 11.a) - 11.d) be received and direction at the discretion of the Board.

12. Refreshment Break

13. Reports

13.a) Monthly Cheque Register Summary

Director Cacchioni, Finance Liaison

The Monthly Cheque Register Summary ending June 2020 is presented.

[2020 06 June Vendor Payments BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the Monthly Cheque Summary ending June 2020 in the amount of \$731,931.76 be received.

13.b) RDKB Committee Minutes

Minutes of RDKB Committee Meetings as adopted by the respective Committees are presented: Liquid Waste Management Plan Steering Committee (March 5/20), Boundary Community Development Committee (June 3/20), Policy and Personnel Committee (May 28/20) and Electoral Area Services Committee (May 14/20).

[Minutes -LWMP Stage 3 Steering Committee - 05 Mar 2020 - BOD - July 30 2020](#)

[Minutes - BCDC - 03 Jun 2020 - BOD - July 30 2020](#)

[Minutes - P&P - 28 May 2020 -BOD - July 30 2020](#)

[Minutes - EAS - 14 May 2020 -BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the minutes of the following Committee meetings be received:

LWMP Stage 3 Committee (March 5/20), Boundary Community Development Committee (June 3/20), Policy and Personnel Committee (May 28/20) and Electoral Area Services Committee (May 14/20).

13.c) Recreation Commission Minutes

Electoral Area C Parks and Recreation Commission (June 10/20)

[Minutes-Area Area C-Parks Recreation Commission June 10-BoD July 30 20](#)

Recommendation: Corporate Vote Unweighted

That the minutes of the Electoral Area C Parks and Recreation Commission meeting held June 10/20 be received.

13.d) Draft Advisory Planning Commission (APC) Minutes

Electoral Area A, Electoral Area B/Lower Columbia-Old Glory, Electoral Area C/Christina Lake, Electoral Area E/West Boundary and Electoral Area E/West Boundary-Big White

[APCMinutes-Area A-Board-July 30 2020](#)

[APC Minutes-Area B-Board-July 30 2020](#)

[APC Minutes-Area C-Board-July 30 2020](#)

[APC Minutes-Area E-Board-July 30 2020](#)

[APC Minutes-Big White-Board-July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the draft minutes of the following Advisory Planning Commission meetings held during July 2020 be received: Electoral Area A (July 7/20), Electoral Area B/Lower Columbia-Old Glory (July 6/20), Electoral Area C/Christina Lake (July 7/20), Electoral Area E/West Boundary (July 6/20) and Electoral Area E/West Boundary-Big White (July 7/20).

14. Committee Recommendations to Board of Directors

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

14.a) Policy & Personnel Committee-June 25/20

Director McGregor, Committee Chair/Director Grieve, Committee Vice Chair

[FINAL - Policy - Alcohol in RDKB Firehalls - BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the Alcohol in Fire Halls Policy as presented to, and approved by the Policy and Personnel Committee on June 25, 2020. **FURTHER**, that the Policy be distributed accordingly.

14.b) Policy & Personnel Committee-June 25/20

Director McGregor, Committee Chair/Director Grieve, Committee Vice Chair

[Staff Report-Director Travel Expense Reimbursement Policy June 19 2020 - BOD - July 30 2020](#)

[FINAL - Policy-Director Trvl Expnse Reimburse- BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the Director Travel Reimbursement Policy with the changes approved by the Policy and Personnel Committee on June 25, 2020. **FURTHER**, that the Policy be distributed accordingly.

14.c) Liquid Waste Management Plan Stage 3 Steering Committee -July 2/20

*Director Cacchioni, Committee Chair/Director Morel,
Committee Vice Chair*

Committee Terms of Reference

[LWMP Steering Committee-Terms of Reference-BoD July30 20](#)
[Excerpt-LWMP Steering Committee-July 2 Minutes-TORS-BoD](#)
[July 30 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve in principle the terms of reference for the Liquid Waste Management Plan Steering and Monitoring Committee with the matter of the election of the Chair to be investigated further.

14.d) Boundary Community Development Committee - July 7, 2020

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

[July 2020 FN Engagement - BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to submit an application for Plan H Healthy Community Engagement Grant to support First Nations engagement. **FURTHER** if the grant application is successful, that the revenue to the integrated watershed account as miscellaneous revenue.

14.e) Boundary Community Development Committee - July 7, 2020

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

[Staff Report Snowmobile Board- July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding the Crown land tenure application from Outback Snowmobile Tours Inc., on unsurveyed Crown land in Big White and Electoral Area E/West Boundary is supported subject to the area be confined to existing trails identified. **FURTHER**, that

the area be limited to the trail network and that it would be non-exclusive. **FURTHER**, that the initial tenure be limited to tenure and not included whole area short-term.

15. New Business

15.a) Discussion-Director Grieve

Re: Richard Cannings, MP, South Okanagan-West Kootenay,

Opinion, Trail Times, July 7, 2020-Wealth Tax-How to Pay for COVID-19 Moving Forward

Discussion and consideration of correspondence to local MLAs, MPs, FCM, UBCM and the Prime Minister of Canada expressing concerns around the widening wealth gap in Canada and also expressing RDKB Board support for legislation that going forward would implement a wealth tax as a means to fund an economic recovery from COVID-19.

[Discussion-How to Pay for COVID-19-R. Cannings Trail Times-BoD July 30 20docx](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the opinion article by Richard Canning, MP, South Okanagan-West Kootenay, published in the Trail Times, July 7, 2020 regarding the widening wealth gap in Canada and the implementation of a wealth tax as a means to fund an economic recovery after the COVID-19 as presented to the Board on July 30, 2020.

15.b) Columbia River Treaty Heritage Project Steering Committee-July 8/20

Re: Columbia River Treaty Local Government Committee (CRT LGC)

Columbia River Treaty Heritage Project

[CRT Heritage Prjct-Letter to Chair Langman-BoD July 30 20](#)

[CRT Heritage Project Plan-09 June 2020-BoD July 30- 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the correspondence and project information from the Columbia River Treaty Heritage Project Steering

Committee regarding the Columbia River Treaty Heritage Project and direction at the discretion of the Board.

**15.c) M. Stephens, Interim Manager of Emergency Programs
Re: Emergency Management BC (EMBC) Funding for
Formal After Action Review**

A staff report from Mark Stephens, Interim Manager of Emergency Programs, regarding funding for a formal after action review is presented.

[Staff Report - Freshet 2020 After Action Review - BOD - July 30 2020](#)

[Task 210396 EAF F-030 After Action Review - BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to accept the EAF -030 approval for \$5000 and proceed with the planned AAR for \$10,000. **FURTHER**, that the Regional District of Kootenay Boundary Board of Directors approve a budget amendment of \$5,000 from reserves from the Emergency Management service 012 budget to fund the remaining portion of the AAR. **FURTHER**, that the Regional District of Kootenay Boundary 2020-2024 Five Year Financial Plan Bylaw No. 1735, 2020 be amended accordingly.

15.d) B. Ihlen, General Manager of Finance/Chief Financial Officer

**Re: Municipal Finance Association (MFA) Short Term
Borrowing Resolutions**

Liabilities Under Agreements-Capital Financing

A staff report from Barb Ihlen, General Manager of Finance/Chief Financial Officer regarding short-term borrowing from the MFA via Liabilities Under Agreements is presented.

[Staff Report - Liability Under Agreement - Service 040 Grand Forks District Aquatic Centre - BOD - July 30 2020](#)

[Staff Report - Liability Under Agreement - Environmental Services Excavator - BOD - July 30 2020](#)

[Staff Report - Liability Under Agreement - KBRFR Command Vehicle \(DFC\) updated - BOD - July 30, 2020](#)

Recommendation: Corporate Vote Weighted

That the Board of Directors of the Regional District of Kootenay Boundary (RDKB) authorizes up to \$214,577.59 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of installing pool decking at the Grand Forks and District Aquatic Centre. **FURTHER** that the loan be repaid within five (5) of years, with no rights of renewal.

Recommendation: Corporate Vote Weighted

That the Board of Directors of the Regional District of Kootenay Boundary (RDKB) authorizes up to \$186,000 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the purchase of a t200LC Excavator for the RDKB Regionalized Waste Management Service. **FURTHER** that the loan be repaid within five (5) of years, with no rights of renewal.

Recommendation: Corporate Vote Weighted

That the Board of Directors of the Regional District of Kootenay Boundary (RDKB) authorizes up to \$70,000 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the purchase of a Rescue and Command Vehicle for the RDKB Kootenay Boundary Regional Fire Rescue Deputy Fire Chief. **FURTHER** that the loan be repaid within five (5) of years, with no rights of renewal.

**15.e) T. Dueck, Solid Waste Program Coordinator
Re: Changes to the BC Recycling Regulation**

A staff report from T. Dueck, Solid Waste Program Coordinator on the effect of amendments to the *BC Recycling Regulation* on RDKB programs resulting from the *Clean BC - Plastics Action Plan Policy* consultation.

[Staff Report - Updates to BC Recycling Regulation - BOD - July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the RDKB Board of Directors receive the staff report from Tim Dueck, Solid Waste Program Coordinator regarding the changes to the BC Recycling Regulation.

**15.f) B. Champlin, Manager of Building Inspection Services
Re: Building Bylaw Contraventions**

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

6475 Highway 33, Carmi, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 030-104-858

Lot 2 District Lot 2360 Similkameen Division Yale District Plan EPP63586

Owners: Daniel and Michelle Kaufman

[Staff Report-Bylaw Contravention Kaufman-Board-July 30, 2020 - Pdf](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 2, District Lot 2360, Similkameen Division Yale District, Plan EPP63586.

15.g) L. Moore, Senior Planner

Re: FLNRORD Referral - Trails and Recreation Facility - Kettle River Mountain Bikers' Association

A staff report from Liz Moore, Senior Planner, regarding a referral for a proposed trail on crown land in Electoral Area C/Christina Lake.

[StaffReport KRMBBA referral Board-July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the staff report regarding the proposed mountain bike trail on unsurveyed crown land north of Stewart Creek Rd. in Electoral Area C/Christina Lake, be forwarded with a recommendation of support.

15.h) L. Moore, Senior Planner

Re: MOTI Referral - Proposed Subdivision Near Beaverdell

A staff from Liz Moore, Senior Planner, regarding a referral from MOTI for a proposed subdivision near Beaverdell.

[Staff Report 1165048BC MOTI Board-July 30 2020](#)

Recommendation: Corporate Vote Unweighted

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, for the parcel legally described as DL 1208s, SDYD, except Plan DD 21998, Electoral Area E/West Boundary, be received, and further require that the park land dedication be provided in the form of land, and direct staff to work with the applicant to determine a suitable location for the park land. FURTHER, request that the park land dedication be provided in the form of land, and direct staff to work with the applicant to provide a linear park dedication along the rail trail.

15.i) L. Moore, Senior Planner
Re: LCRB Referral -5 Point 9 Cannabis

A staff report from Liz Moore, Senior Planner, regarding a referral from LCRB for a Non-Medical Cannabis Retail Store application from Taylor Hamm, on behalf of 5 Point 9 Cannabis.
[Staff Report 5Point9 LCRB Board-July 30 2020](#)

Recommendation: Corporate Vote Unweighted

Be it resolved that the Regional District of Kootenay Boundary Board of Directors recommend the Non-Medical Retail Cannabis Retail Store license for 5 Point 9 Cannabis in Unit A on the property legally described as Lot 23, Plan NEP2016, DL 8392, KD, Electoral Area A be supported for the following reasons:

1. The Board's consideration to the location of the proposed store are as follows:

A non-medical cannabis retail store was permitted on the subject property through a Temporary Use Permit with a three-year term, valid through to June 25, 2023.

2. The Board's consideration of the general impact on the community are as follows:
 - a. *The potential for noise:*
 - i. The subject property is adjacent to Highway 3B and is designated Commercial 1 and Manufactured Home Park. Further to this, the impacts of noise on the community would be

mitigated by the business maintaining operating hours from Monday to Friday, 10am to 6pm, closed Saturday and Sunday.

b. *The impact on the community:*

It is anticipated that the proposal would not negatively impact Electoral Area A.

3. The Board's comments on the views of the residents are as follows:

- a. The Regional District solicited the views of residents through the Temporary Use Permit process. A 'Development Proposal' sign was posted on the property and letters were sent to adjacent property owners within 60m of the subject property. Comments received included concerns with the number of non-medical cannabis retail stores already in the area, traffic pulling on and off of the highway, what the potential operating hours may be considering a potential increase in noise, damage to property values and impacts to a rural family area.

The Board considered that these concerns would be adequately addressed through provisions provided for by the applicant, including proposed hours of operation, as outlined above, and the discrete nature of the operations design, including frosted windows and not permitting product to be consumed on the premises.

15.j) L. Moore, Senior Planner

Re: Development Permit - Mallis and Zeman

A staff report from Liz Moore, Senior Planner, regarding an application from Conrad Wiker, on behalf of Ragnar Mallis and Stacy Zeman for an Alpine Environmentally Sensitive Development Permit in Big White.

[Staff Report Mallis-Zeman DP Board-July 30 2020](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the staff report regarding the Development Permit application submitted by Conrad Wiker, on behalf of owners Ragnar Mallis and Stacy Zeman to construct a single family dwelling in Big White on the parcel legally described as Strata

Lot 4, DL 4222, SDYD, Plan KAS3398, Big White, Electoral Area E/West Boundary, be received.

15.k) L. Moore, Senior Planner
Re: Development Permit - Kimcho Pty Ltd. - Todd and Natalie Casten

A staff report from Liz Moore, Senior Planner, regarding an application from Ernie Hurd, on behalf of Natalie and Todd Casten for an Alpine Environmentally Sensitive Development Permit in Big White.

[Staff Report Casten-Kimcho DP Board-July 30 2020](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the staff report regarding the Development Permit application submitted by Ernie Hurd, on behalf of owners Kimcho Pty Ltd. to construct a single family dwelling in Big White on the parcel legally described as Strata Lot 28, DL 4222, SDYD, Plan KAS3134, Big White, Electoral Area E/West Boundary, be received.

15.l) West Boundary Recreation Grant Application
Re: Greenwood Municipal Swimming Pool

A West Boundary Grant application from the Greenwood Municipal Swimming Pool in the amount of \$3,500 to be put towards the cost of instructor wages in running Red Cross Swim Kids swimming lessons for the 2020 season is presented for the Regional District of Kootenay Boundary Board of Directors' approval.

[WB Rec Grant-Greenwood Pool - BOD - July 30 2020](#)

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

That the Regional District of Kootenay Boundary Board of Directors approve the West Boundary Recreation Grant application from the Greenwood Municipal Swimming Pool in the amount of \$3,500 to be put towards the cost of instructor wages in running Red Cross Kids swimming lessons for the 2020 season.

15.m) Grants in Aid - as of July 23, 2020

[Grants in Aid-Board-July 30 2020](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

Rivervale Recreation – Rivervale Park Awning – Electoral Area 'B'/Lower Columbia-Old Glory - \$2,500

Christina Lake Boat Access Society – Annual Dump Day – Electoral Area 'C'/Christina Lake - \$400

Boundary Historical Society – Phoenix Pioneer Cemetery – Electoral Area 'D'/Rural Grand Forks - \$2,000

Kettle Valley Food Co-op – Local Food Producer Profiles – Electoral Area 'D'/Rural Grand Forks - \$1,500

16. Board Appointments Updates

- 16.a)** The Board Appointments Updates will be provided at the next meeting.

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

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

Okanagan Film Commission-Director Gee

Boundary Weed Stakeholders Committee-Director Gee

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

Columbia Basin Regional Advisory Committee (CBRAC)-
Director Worley & Goran Denkovski, Manager of Infrastructure
& Sustainability

West Kootenay Regional Transit Committee (Directors
Cacchioni & Worley, Alternate Director Parkinson)

Rural Development Institute (RDI)-Director Worley

Chair's Update-Chair Langman

17. Bylaws

- 17.a) B. Ihlen, General Manager of Finance**
Bylaw No. 1737-Security Issuing (Rural Grand Forks
Fire Hall and Fire Engine)

**First, Second and Third Readings
Reconsideration and Adoption**

[Staff Report - Security Issuing Bylaw #1737 - Grand Forks Rural Fire Protection \(Engine Hall Expansion\) complete - BOD - July 30, 2020](#)

[Bylaw 1737 Service 057 - Grand Forks Fire Protection - Carson Hall Reno Fire Engine - BOD - July 30, 2020](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Security Issuing (Rural Grand Forks Fire Hall and Fire Engine) Bylaw No. 1737, 2020 be read a First, Second and Third Time.

Recommendation: Corporate Vote Weighted

That the Regional District Security Issuing (Rural Grand Forks Fire Hall and Fire Engine) Bylaw No. 1737, 2000 be Reconsidered and Adopted.

- 18. Late (Emergent) Items**
- 19. Discussion of Items for Future Meetings**
- 20. Question Period for Public and Media**
- 21. Adjournment**



Board of Directors
Thursday, June 25, 2020
Zoom Online Video Conferencing
Minutes

Board Members Present:

Director D. Langman, Chair
Director G. McGregor, Vice-Chair
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

Staff Present:

M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Admn. Corporate Officer/Recording Secretary
J. Chandler, General Manager of Operations/Deputy Chief Administrative Officer
B. Ihlen, General Manager of Finance
J. Dougall, General Manager of Environmental Services
B. Champlin, Manager of Building Inspection Services
M. Stephens, Interim Manager of Emergency Programs
D. Derby, Regional Fire Chief
D. Dean, Manager of Planning & Development (3:10 p.m.)
F. Maika, Corporate Communications Officer
G. Denkovski, Manager of Infrastructure & Sustainability
K. Anderson, Watershed Planner (2:54 p.m.)
L. Moore, Senior Planner

Other Individuals Attending the Meeting:

T. Hamm, Applicant
J. Philipzyk
S. McKeddie, Applicant
G. Mazur, Adjacent Property-owner

D. McMaster, ILMA, Presenter
D. Battistella, ILMA, Presenter
K. Kalesnikoff, ILMA, Presenter
B. Menzies, ILMA, Presenter
C. Allen, Landform Architecture Ltd., Agent, Item 6.d)
M. McQuarrie, Property-owner
J. Edwards, Grand Forks Gazette

1. Call to Order

1.a) The 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, traditional and unceded territory of the Syilx, Secwepemc, Sinixt and Ktunaxa Peoples as well as the Metis Peoples whose footsteps have also marked these lands.

3. Consideration of the Agenda (additions/deletions)

3.a) The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of June 25, 2020 was presented.

The Corporate Officer advised that Item 13.k), Application for a Development Variance Permit, Electoral Area E/West Boundary-Big White would be moved from Item 13 to the front of the agenda as Item 6.d), and it was;

276-20 Moved: Director Dunsdon Seconded: Director Korolek

Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of June 25, 2020 be adopted as amended.

Carried.

4. Draft Minutes

4.a) The draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held June 10, 2020 were presented.

277-20 Moved: Director McGregor Seconded: Director Dunsdon

Corporate Vote Unweighted

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held June 10, 2020 be adopted as presented.

Carried.

5. Delegations/Presentations**5.a) Presentation****Interior Lumber Manufacturing Association (ILMA)**

Dan McMaster, ILMA Executive, Dan Battistella, President, ILMA, Ken Kalesnikoff, Chairman, ILMA

The Chair welcomed the representatives from the Interior Lumber Manufacturing Association to the meeting.

Dan McMaster thanked the Board for the invitation to attend the meeting to present their concerns regarding Mercer Celgar's request of the RDKB Board to sign a letter supporting a proposal regarding Mercer Celgar's concerns with the declining supply of woodchips and the increased cost of sourcing whole logs to replace those woodchips.

The Presenters discussed Mercer Celgar's request that the Province consider the following proposal:

1. temporarily designate all logs harvested and delivered to a pulp facility as well as in inventory as "pulp wood" with a fixed stumpage rate of \$0.25 per m³,
2. allow a 10% weight increase to trucks, and
3. extend the Power Purchase Agreement with BC Hydro for at least one year.

The ILMA representatives noted their support for Mercer Celgar's request for higher transportation loads, but noted their concerns with the proposed initiative to "temporarily designate all logs harvested and delivered to a pulp facility with a fixed stumpage rate of \$0.25 per m³".

Through a power-point presentation, the Presenters illustrated and explained options for the Province to consider respecting how the industry could access more fibre including "getting the right log to the right mill for the right price" and advised that access to affordable wood fibre is a problem for all of BC's forest industry companies. It was noted that ILMA companies feel it is possible to access affordable fibre without placing a fixed \$0.25 per m³ stumpage rate that would benefit pulp mills, but have negative impacts on other wood producing businesses.

The challenges with competing with larger forest companies, transportation costs and the limited tenure of wood and access to fibre were discussed. Should the Province implement the \$0.25 per m³ stumpage rate, local sawmills would be restricted in access to saw-log fibre. The Presenters noted they cannot support Mercer Celgar's proposal at the risk of the ILMA mills.

The Presenters answered questions from the Board and noted they would also be speaking with other local governments in the area. They requested the Board members to consider supporting ILMA's proposal to, and options for the BC Government to improve access to fibre so that all forest producing facilities can survive.

The Chair thanked the ILMA representatives for the information and presentation and they left the meeting.

6. Applicants and Others Attending to Speak to Agenda Item

6.a) L. Moore, Senior Planner

Re: Temporary Commercial Use Permit for a Non-Medical Cannabis Retail Store Highway 3B-Electoral Area A

Director Grieve, Chair EAS Committee/Director McGregor, Vice Chair

A staff report from Liz Moore, Senior Planner regarding an application for a Temporary Commercial Use Permit (TCUP) for a Non-Medical Cannabis Retail Store (NMCRS) in Electoral Area A was presented.

Ms. Hamm provided an overview of her application and she addressed inquiries and concerns regarding: the number of non-medical cannabis retail stores in the local area, noise, odour, parking, safety issues related to increased traffic and vehicles turning into and out of the store property, which is on the southeast side of Highway 3B. She also addressed concerns regarding the impacts business operations may have on the rural family area.

Ms. Hamm advised that she spoke with the Beaver Valley Nursery School Board of Directors regarding the proximity of the proposed business to the school. She reviewed the correspondence from the Nursery School Board of Directors, which states that "at this time, they have no concerns with the proposed store's location near the school".

The Chair opened the floor to the public for comments. No comments were noted.

Director McGregor thanked Ms. Hamm for the information noting that she has worked hard to address the various issues and concerns, and it was;

Moved: Director McGregor Seconded: Director Russell

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the application for a Temporary Commercial Use Permit submitted by Taylor Hamm, on behalf of 0963072 BC Ltd., to allow for a non-medical Cannabis Retail Store to operate on the property legally described as Lot 23, Plan NEP2016, DL 8392, KD, Beaver Valley, Electoral Area A. **FURTHER** that the Permit be issued only for a term of one (1) year as a trial period.

As RDKB Directors representing the neighbouring communities of Fruitvale and Montrose, Directors Morissette and Walsh stated that they have no concerns with the application as submitted. There was general agreement from the Board that Ms. Hamm has taken time to address the various concerns and that some of them may be based on a lack of information and or misinformation, in general, and it was;

278-20 Moved: Director Russell Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors), Fruitvale & Montrose Fringe Area Unweighted

That the motion be amended to approve the issuance of a Temporary Commercial Use Permit (TCUP) to Taylor Hamm on behalf of 0963072 BC Ltd., for a non-medical cannabis retail store for a term of three (3) years.

Voting on the Amendment-Carried.

279-20 Moved: Director Russell Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the application for a Temporary Commercial Use Permit submitted by Taylor Hamm, on behalf of 0963072 BC Ltd., to allow for a non-medical Cannabis Retail Store to operate on the property legally described as Lot 23, Plan NEP2016, DL 8392, KD, Beaver Valley, Electoral Area A. **FURTHER** that the Permit be issued for a term of three (3) years.

Voting on the original motion as Amended-Carried.

6.b) L. Moore, Senior Planner

**Re: Application for Development Variance Permit
Electoral Area C/Christina Lake**

Director Grieve, Chair, Electoral Area Services Committee/Director McGregor, Vice Chair

A staff report from Liz Moore, Senior Planner, regarding an application for a Development Variance Permit from Steven McKeddie for the construction of a deck addition in Electoral Area C/Christina Lake was presented.

The Chair welcomed Mr. and Mrs. McKeddie to the meeting.

Mr. McKeddie thanked the Board for their review of the application and he answered inquiries from the Board regarding their proposal to reduce the minimum rear parcel setback and which if approved, would allow for the construction of an addition to their deck.

The Chair opened the floor for comments from the public and or adjacent property-owners. Mr. McKeddie answered inquiries from neighbour, Mr. Gary Mazur, 60 Sandner Road, Christina Lake, B.C., regarding the variance. Mr. Mazur noted his support for the application.

280-20 Moved: Director McGregor Seconded: Director Russell

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by Steven McKeddie, to allow for a decrease in the rear parcel line setback from 7.5m to 2.1m – a variance of 5.4m to construct the proposed deck addition on the property legally described as Parcel A (KM27500), Block 17, DL 317, SDYD, Plan 50, Electoral Area C/Christina Lake.

Carried.

6.c) B. Champlin, Manager of Building Inspection Services

Re: Building Bylaw Contravention-Electoral Area C/Christina Lake

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

1664 Westlake Drive-Electoral Area C/Christina Lake

Parcel Identifier: 025-988-697

Lot 1 District Lot 317 Similkameen Division Yale District Plan KAP75840

Owners: Sean, Megan and Susan McQuarrie

The Chair welcomed Megan McQuarrie to the meeting.

Ms. McQuarrie introduced herself and provided history regarding the alterations made to their deck on their dwelling located on Westlake Drive, Christina Lake, without first obtaining the required permits. She advised that the alterations were made due to safety concerns for their neighbours and themselves.

Ms. McQuarrie explained their lack of response to the RDKB's communications regarding the building bylaw infraction noting that the communications were delivered to a previous owner and that she was not aware, nor understood, that a response was required. She stated that they want to follow the regulations and apply for the proper permits and do the right thing, but that they need time and she requested an extension to obtain the required permitting. Applications for, and the issuance of an approved development variance permit and approved site specific exemption to the floodplain bylaw are required before the issuance of a building permit.

After further discussion, it was;

281-20 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors provide the owners of 1664 Westlake Drive, property legally described as Lot 1, District Lot 317, Similkameen Division Yale District, Plan KAP75840 Westlake Drive, Christina Lake, 12 months (1 year-to June 25, 2021) to apply for, and be issued: a development variance permit, a site specific exemption to the floodplain bylaw and a building permit in order to replace the deck.

Carried.

6.d) Item Moved to the Front of the Agenda**L. Moore, Senior Planner****Re: Application for Development Variance Permit
Electoral Area E/West Boundary***Director Grieve Chair Electoral Area Services Committee/Director McGregor Vice Chair*

A staff report from Liz Moore, Senior Planner regarding an application for a Development Variance Permit from Landform Architecture Ltd., on behalf of the owners of 130 Cougar Road, Mt. Baldy, Electoral Area E/West Boundary, to permit a decrease in the interior parcel line setback, was presented.

Chris Allen, Landform Architecture Ltd, provided the Board with the history of the application explaining the proposed reconstruction of exit canopies on the west and east entrances of the building. The proposal for the exit canopy at the east-end requires a development variance permit.

Mr. Allen explained the concerns that the adjacent strata property owners expressed in their letter attached to the agenda. The letter notes that the east-end exit has been used as both an exit and entrance with people using the adjacent owner's property. He reviewed the suggestions that would assist in preventing people from crossing the adjacent property.

Mr. Allen stated that he feels the neighbouring condo-owners are flexible with the proposed development of the east-end exit canopy as submitted and which satisfies their requests to restrict occupants of 130 Cougar Road from crossing the property-line.

After further review, it was;

282-20

Moved: Director Gee

Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Development Variance Permit application submitted by Landform Architecture Ltd, on behalf of Mount Baldy Estates Ltd, to allow for a decrease in the setback from the interior parcel line from 3.0m to 0.0m – a variance of 3.0m, to construct an exit canopy on the property legally described as SL 3, DL 100s, SDYD, Strata Plan KAS1840, Mount Baldy, Electoral Area E/West Boundary.

Carried.

7. Unfinished Business**7.a) Verbal Updates****M. Stephens, Interim Manager of Emergency Programs****Re: COVID-19 and Freshet**

M. Andison, Chief Administrative Officer**Re: Impacts of the Wage Continuation COVID-19 Pandemic Policy**

Mark Stephens, Interim Manager of Emergency Programs advised that the COVID-19 and Freshet EOCs are both at Level 1 and that the flooding assets in Grand Forks and area have been demobilized. Staff are preparing the claims for the flooding events for submission to the Province. Staff are also working with property owners to clarify miscommunications regarding property damage that occurred during the prep-work undertaken by residents, but which was not authorized by the RDKB EOC.

Mark Andison, Chief Administrative Officer advised that the impacts of the RDKB Wage Continuation COVID-19 Pandemic Policy have not changed since the last update provided on June 10, 2020. The cost-impact is service-based so those services where employees are compensated as per the Policy, pay the cost.

283-20 Moved: Director Cacchioni Seconded: Director Morel

Corporate Vote Unweighted

That the verbal updates on COVID-19, freshet and the impacts of the RDKB Wage Continuation COVID-19 Pandemic Policy be received as presented on June 25, 2020.

Carried.

8. Communications-RDKB Corporate Communications Officer**8.a) F. Maika, Corporate Communications Officer****Re: Update on RDKB Corporate Communications**

Frances Maika, Corporate Communications Officer provided an update on the website redesign project and the work that is ongoing with the project consultant and the RDKB Information Services Department. She also advised that given her duties as EOC Information Officer have lessened, she will be able to resume work on Board Highlights and other regular communications publications.

284-20 Moved: Director Morel Seconded: Director Walsh

Corporate Vote Unweighted

That the verbal update on RDKB corporate communications, presented to the Board on June 25, 2020, be received.

Carried.

9. Communications-Information Only**9.a) K. Krishna, Deputy Minister, Ministry of Municipal Affairs & Housing**

June 18/20

Re: Ministerial Order M192-Public Presence at Meetings

Mark Andison, Chief Administrative Officer reviewed the correspondence from the Province which provides guidance for open meetings, electronic meetings and the timing requirements for bylaw passage (during the COVID-19 Pandemic) under the new Ministerial Order 192. He answered inquiries regarding the requirements for holding open public meetings for Advisory Planning Commissions and Official Community Plan Steering Committees. The requirements had been suspended, but the new Order now requires local governments to ensure that they hold meetings which allow the public to attend. The Chief Administrative Officer explained how staff are currently providing public access to the RDKB's open virtual zoom meetings. Further information regarding public access to RDKB open meetings will be provided at a future meeting.

9.b) Citizens for Safe Technology-June 14 & June 19/20

Re: What You Need to Know-Telecommunications-5G

There was agreement to refer the information regarding "Creating a Proactive Antenna Siting Protocol and Small Cell Licensing Agreements" and the matter of local governments understanding the "practical, policy and logistical implications of 5G", as submitted by the Citizens for Safe Technology to the Board on June 25, 2020, to the Education and Advocacy Committee for further review, and it was;

285-20 Moved: Director Cacchioni Seconded: Director McGregor

Corporate Vote Unweighted

That Information (Communications Only) item 9.a) be received. **FURTHER** that Item 9.b)-correspondence from the Citizens for Safe Technology regarding antenna siting protocols and implications of 5G Technology be referred to the Education and Advocacy Committee for review.

Carried.

10. Reports

10.a) Monthly Cheque Register Summary

Director Cacchioni, Finance Liaison

The May 2020 Monthly Cheque Register Summary was presented.

286-20 Moved: Director Cacchioni Seconded: Director Walsh

Corporate Vote Unweighted

That the May 2020 Monthly Cheque Register Summary for \$586,225.99 be received.

Carried.

10.b) RDKB Committee Minutes

The minutes of the following RDKB Committee meetings as adopted by the respective Committees were presented: Education & Advocacy Committee (May 5/20), Beaver

Valley, Regional Trails and Regional Parks Committee (May 19/20) and East End Services Committee (May 19/20).

287-20 Moved: Director McGregor Seconded: Director Walsh

Corporate Vote Unweighted

That the minutes of the following RDKB Committee meetings be received: Education & Advocacy Committee (May 5/20), Beaver Valley Regional Trails and Regional Parks Committee (May 19/20) and East End Services Committee (May 19/20).

Carried.

10.c) Recreation Commission Minutes

The minutes of the following RDKB Parks and Recreation Commission meetings were presented: Christina Lake Parks and Recreation Commission (May 13/20) and Grand Forks and District Recreation Commission (May 13/20).

288-20 Moved: Director McGregor Seconded: Director Russell

Corporate Vote Unweighted

That the minutes of the following Recreation Commission meetings held on May 13, 2020 be received: Christina Lake Parks and Recreation Commission and Grand Forks and District Recreation Commission.

Carried.

10.d) Draft Advisory Planning Commission (APC) Minutes

The draft minutes of the following Advisory Planning Commission meetings were presented: Electoral Area A, Electoral Area C/Christina Lake, Electoral Area E/West Boundary, and Electoral Area E/West Boundary-Big White.

289-20 Moved: Director McGregor Seconded: Director Russell

Corporate Vote Unweighted

That the draft minutes of the following Advisory Planning Commission meetings be received: Electoral Area A (June 2/20), Electoral Area C/Christina Lake (June 2/20), Electoral Area E/West Boundary (June 1/20) and Area E/West Boundary-Big White (June 2/20).

Carried.

11. Refreshment Break

11.a) The Chair adjourned the meeting for a short break (time: 2:35 p.m.).

The Chair reconvened the meeting (time: 2:41 p.m.).

Director Cacchioni left the meeting at 2:43 p.m.

12. Committee Recommendations to Board of Directors

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

12.a) Education & Advocacy Committee-June 18/20

Director Russell, Committee Chair/Director Dunsdon, Committee Vice Chair

Energy Conservation Incentives-Amended Advocacy Strategy Resolution

290-20 Moved: Director Russell Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the amendments to the original RDKB *Energy Conservation Incentives Advocacy Strategy* resolution as recommended by the Education & Advocacy Committee and presented to the Board on June 25, 2020. **FURTHER** that the intent to equalize incentives across energy providers for all residential customers be recognized.

Carried.

Due to technical difficulties, Director Morissette left the meeting (time: 2:47 p.m.).

12.b) Education & Advocacy Committee-June 18/20

Director Russell, Committee Chair/Director Dunsdon Vice Chair

UBCM Meeting Requests

291-20 Moved: Director Russell Seconded: Director Morel

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve submission of the following advocacy issues to the relevant Provincial Ministries and/or Agencies requesting meetings at the 2020 UBCM Convention:

1. *Moratorium on Commercial Water Bottling*-Ministry of Forests, Lands, Natural Resource Operations and Natural Development (FLNROND).
2. *Incentives for Use of High Efficiency Electrical Appliances*-British Columbia Utilities Commission (BCUC)/Ministry of Energy, Mines & Petroleum Resources (EMPR).
3. *More Sustainable Funding Model for Ongoing Local Government Programs*-Ministry of Municipal Affairs & Housing (MAH).
4. *Public Transportation to Medical Appointments*-Ministry of Health, Interior Health, BC Transit.
5. *TeleHealth*-Ministry of Health.

Carried.

Director Morissette returned to the meeting (time: 2:51 p.m.).

12.c) Education & Advocacy Committee-June 18/20*Director Russell, Committee Chair/Director Dunsdon, Vice Chair**Ministry Meetings in Victoria***292-20** Moved: Director Russell Seconded: Director McGregor**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the following advocacy issues for requesting meetings with the Province to be held in Victoria, BC:

1. *Columbia Pollution Control Centre (CPPC)*-Ministry of Municipal Affairs & Housing (MAH).
2. *Boundary Community Forests*-Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD).
3. *Expanded Cell Coverage (Paulson/Nancy Greene Summit Areas)*-Ministry Responsible for Cell Coverage.

Carried.

12.d) Education & Advocacy Committee-June 18/20*Director Russell, Committee Chair/Director Dunsdon, Vice Chair**Written Process to Determine Referral of Advocacy Issues from Board***293-20** Moved: Director McGregor Seconded: Director Worley**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to draft a policy that sets out a written process clarifying a practice for referring advocacy matters and discussions on issues which may take staff time, to the Board of Directors for consideration and direction.

Carried.

12.e) Education & Advocacy Committee-June 18/20*Director Russell, Committee Chair/Director Dunsdon, Committee Vice Chair**Refer Expanded Cell Coverage Advocacy to Highway 3 Mayors & Chairs Coalition***294-20** Moved: Director Morel Seconded: Director Korolek**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors refer the matter of expanded cell coverage advocacy to the Highway 3 Mayors and Chairs Coalition for consideration. **FURTHER** that the RDKB collaborate with, and provide the Highway 3 Mayors and Chairs Coalition support for any efforts it may take to enhance cell phone coverage.

Carried.

13. New Business**13.a) B. Champlin, Manager of Building Inspection Services****Re: Building Bylaw Contravention-Electoral Area A**

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

1981 Old Salmo Road, Fruitvale, B.C.-Electoral Area A'

Parcel Identifier: 010-233-636

Lot B District Lot 1236 Kootenay District Plan 4481 Except Plan 17227

Owner: Katerina Manolis

295-20 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot B, District Lot 1236, Kootenay District, Plan 4481, Except Plan 17227.

Carried.

13.b) B. Champlin, Manager of Building Inspection Services**Re: Building Bylaw Contravention-Electoral Area C/Christina Lake**

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

4485 Boat Access East Side-Electoral Area C/Christina Lake

Parcel Identifier: 019-059-329

Block A District Lot 4075S Similkameen Division Yale District

Owner: Janet Arnell

296-20 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Block A, District Lot 4075S, Similkameen Division Yale District.

Carried.

13.c) B. Champlin, Manager of Building Inspection Services**Re: Building Bylaw Contravention-Electoral Area E/West Boundary**

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

6870 Christian Valley Road, Westbridge, B.C.-Electoral Area E/West Boundary
Parcel Identifier: 009-371-885
Lot 1 District Lot 3637 Similkameen District Yale District Plan 12818
Owner: Thomas Stoffel

297-20 Moved: Director Gee Seconded: Director McGregor

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 1, District Lot 3637, Similkameen Division Yale District, Plan 12818.

Carried.

13.d) B. Champlin, Manager of Building Inspection Services
Re: Building Bylaw Contravention-Electoral Area E/West Boundary

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

6475 Highway 33, Carmi, B.C.-Electoral Area E/West Boundary
Parcel Identifier: 030-104-858
Lot 2 District Lot 2360 Similkameen Division Yale District Plan EPP63586
Owners: Daniel and Michelle Kaufman

298-20 Moved: Director Gee Seconded: Director Russell

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors invite the owners, Daniel and Michelle Kaufman, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 2, District Lot 2360, Similkameen Division Yale District, Plan EPP63586.

Carried.

13.e) J. Dougall, Manager of Environmental Services
RE: Service Truck Purchase Authorization

Director Russell, Environmental Services Liaison

A staff report from Janine Dougall, General Manager of Environmental Services regarding the results from the procurement process for the purchase of a service truck for use in Environmental Services (Solid Waste) was presented.

299-20 Moved: Director Russell Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors authorize staff to proceed with the purchase of a 2020 Ford F350 Crew Cab with a Work Truck West Warner aluminum service body from Metro Motors Ltd. for a total cost of \$102,210 (including applicable taxes).

Carried.

13.f) K. Anderson, Watershed Planner**Re: Boundary Integrated Watershed Service-Grant Applications**

Director Russell, Chair, Boundary Community Development Committee/Director McGregor, Vice Chair

A staff report from Kristina Anderson, Watershed Planner presenting a list of potential grant recipients related to the grant opportunity provided by Boundary Integrated Watershed Service (BIWS) to support the implementation of Boundary Watershed Management Plans.

300-20 Moved: Director Russell Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the following two projects, for a combined total of \$20,000, using funds from the BIWS Project Fund - account # 12 610 235: Christina Lake Stewardship Society's request for \$10,000 in support of the project entitled "Christina Creek Fish Barrier Feasibility Study-Phase 1 (Northern Pike Prevention)"; and Granby Wilderness Society's request for \$10,000 in support of the project entitled "Restoring Black Cottonwood Riparian Ecosystems for Species at Risk in the Kettle River Watershed".

Carried.

13.g) L. Moore, Senior Planner**Re: Application for Development Variance Permit
Electoral Area C/Christina Lake**

Director Grieve, Chair, Electoral Area Services Committee/Director McGregor, Vice Chair

A staff report from Liz Moore, Senior Planner regarding an application for a Development Variance Permit from Rod Bergum, Bergum Contracting Ltd., on behalf of Susan Sander, for the construction of a detached garage with a secondary suite in Electoral Area C/Christina Lake was presented.

301-20 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Development Variance Permit application submitted by Rod Bergum, Bergum Contracting Ltd., on behalf of Susan Sandner, to allow for an increase in the maximum height of an accessory building from 4.6m to 7.5m – a variance of 2.9m to construct a detached two-storey garage and secondary suite on the property legally described as Parcel A, Plan

KAP50, DL317, SDYD (Being a consolidation of Lots 4, 5, & 6, see LB378272), Electoral Area C/Christina Lake.

Carried.

13.h) L. Moore, Senior Planner
Re: Application for Development Permit
Electoral Area E/West Boundary-Big White

Director Grieve, Chair, Electoral Area Services Committee/Director McGregor, Vice Chair

A staff report from Liz Moore, Senior Planner regarding an application from the purchasers of 7390 Porcupine Road, Joseph Gagnon and Sheri Anne Doyle, for an Alpine Environmentally Sensitive Development Permit in Electoral Area E/West Boundary-Big White was presented.

302-20 Moved: Director Worley Seconded: Director Gee

Corporate Vote Unweighted

That the staff report regarding the Development Permit application submitted by Joe Gagnon and Sheri Anne Doyle to construct a new covered staircase in the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area on the parcel legally described as Lot 10, DL 4109s, SDYD, Plan KAP23322, Big White, Electoral Area E/West Boundary, be received.

Carried.

13.i) L. Moore, Senior Planner
Re: Atco Lumber Referral-Proposed Cut Blocks-Electoral Area A

Director Grieve, Chair, Electoral Area Services Committee/Director McGregor, Vice Chair

A staff report from Liz Moore, Senior Planner regarding a referral from Atco Wood Products (ATCO) inviting the RDKB to provide comments on their proposal for 4 cut blocks (O15-O18) in Development Area 'O' (Linnie/Webster), Electoral Area A was presented.

303-20 Moved: Director Worley Seconded: Director Morissette

Corporate Vote Unweighted

That the staff report regarding ATCO Wood Products proposed harvest of a variety of trees from 4 cut blocks on DL 1236, DL12700, DL 12463 and portions of unsurveyed Crown Land in Electoral Area A be received.

Carried.

Director Morissette asked if ATCO Wood Products has reviewed the location in proximity to the recreational trail. Staff will follow up and provide Atco with comments on this matter.

13.j) L. Moore, Senior Planner**Re: FrontCounter BC Crown Land Tenure Referral
Electoral Area E/West Boundary/Big White***Director Grieve, Chair, Electoral Area Services Committee/Director McGregor, Vice Chair*

A staff report from Liz Moore, Senior Planner regarding a referral from FrontCounter BC for a Crown Land Tenure application from Steve Powell, on behalf of Outback Snowmobile Tours Inc., in Electoral Area E/West Boundary and surrounding Big White Ski Resort to use existing snowmobile trails for guided snowmobile tours.

Director Gee noted that the Electoral Area E/West Boundary APC members have several concerns regarding the proposal, some of which include the lack of clarity on the size of the area applied for, no commitment to stay on the trails, and the lack of an assessment on the potential impacts to wildlife and ungulate winter ranges.

After further review, it was;

304-20 Moved: Director Gee Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors defer further discussion and decision regarding the Front Counter BC referral regarding the Crown land tenure application from Outback Snowmobile Tours Inc., on unsurveyed Crown land in Big White and Electoral Area E/West Boundary. **FURTHER** that the applicant, Steve Powell, on behalf of Outback Snowmobile Tours Inc. be invited to attend a Boundary Community Development Committee meeting to further explain his proposal and to address questions and concerns.

Carried.

Director Russell left the meeting (time: 3:09 p.m.).

13.k) L. Moore, Senior Planner**Re: Regional District of Okanagan-Similkameen (RDOS) Referral
Bylaw Amendments-Adjacent to Electoral Area E/West Boundary***Director Grieve, Chair, Electoral Area Services Committee/Director McGregor, Vice Chair*

A staff report from Liz Moore, Senior Planner presenting a referral from the Regional District of Okanagan-Similkameen (RDOS) providing the RDKB an opportunity to provide comments on the RDOS proposed Official Community Plan (OCP) and Zoning Bylaw amendments for water and dock-related policy and regulation changes.

305-20 Moved: Director McGregor Seconded: Director Korolek

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise the Regional District of Okanagan-Similkameen that the Regional District of Kootenay Boundary

supports the amendments to the Official Community Plans and Zoning Bylaws for RDOS's Electoral Areas 'A', 'C', 'D', 'E', 'F' and 'I' as outlined in the Bylaw Referral.

Carried.

13.I) L. Moore, Senior Planner

**Re: Interfor Referral Tree Farm Licence 8
Management Plan #11 Information Package
Electoral Area E/West Boundary-Big White**

Director Grieve, Chair, Electoral Area Services Committee/Director McGregor, Vice Chair

A staff report from Liz Moore, Senior Planner regarding a referral from Interfor providing the RDKB with an opportunity to provide comments on their Information Package for Tree Farm License 8 – Management Plan #11 in Electoral Area E/West Boundary was presented.

The Chair introduced the item to the meeting, and it was;

Moved: Director Gee

Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report Interfor Referral – Tree Farm License 8 – Management Plan #11 Information Package, dated June 25, 2020, which includes the recommendations of the Electoral Area E/West Boundary and Big White Advisory Planning Commissions to Interfor Corporation for consideration.

Director Gee noted the comments from the Electoral Area E/West Boundary APC made in January 2019 after another version of the Management Plan was referred to the RDKB. At that time, the APC expressed several concerns. Director Gee noted that although this current version of the Plan appears to include more analysis respecting previous APC comments, some concerns still remain.

Director Gee requested an amendment to the current staff report to include Board concerns regarding clear cutting-only modelling for a 300-year projection and input from the RDKB Watershed Planer regarding the potential for drought. After further discussion, it was;

306-20

Moved: Director Gee

Seconded: Director McGregor

Corporate Vote Unweighted

That the recommendation be amended so that the staff report *Interfor Referral-Tree Farm Licence 8-Management Plan #11*, as presented to the Board of Directors on June 25, 2020 be revised to include Board concerns regarding the limited silviculture variety for a 300-year projection and comments from the RDKB Boundary Watershed Planner respecting the implications of drought in the Boundary.

Voting on the Amendment-Carried.

307-20

Moved: Director Gee

Seconded: Director McGregor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward to Interfor Corporation the staff report titled, *Interfor Referral – Tree Farm License 8 – Management Plan #11 Information Package*, as presented to, and amended by, the Board on June 25, 2020. **FURTHER** that the amendments to the staff report be compiled into an addendum and include the Board concerns regarding the limited silviculture variety for a 300-year projection and comments from the RDKB Boundary Watershed Planner respecting the implications of drought in the Boundary.

Voting on the original recommendation as Amended-Carried.

13.m) Grants in Aid - as of June 18, 2020:**308-20**

Moved: Director McGregor

Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. Beaver Valley X-Country Ski Club – Renovating Sno-Cat Garage and replacing Sno-Cat tracks – Electoral Area A - \$1,500.
2. Christina Lake Tourism Society – Supporting Student Hours – Electoral Area C/Christina Lake - \$2,482.
3. Joan Hiram (On Behalf of Cops for Kids) – Refreshments and Donation for RCMP Cops for Kids Bicycle Tour – Electoral Area C/Christina Lake - \$1,000.

Carried.

14. Board Appointments Updates**14.a) Southern Interior Development Initiative Trust (S.I.D.I.T.)****Director McGregor**

The AGM will be held in the near future.

14.b) B.C. Rural Centre/Southern Interior Beetle Action Coalition (S.I.B.A.C.)**Director McGregor**

At the recent meeting, members discussed the health and wellness of First Nations and members stood for their Executive positions.

14.c) Okanagan Film Commission-Director Gee (Reports Attached)

Director Gee advised that the Film Commission received notice that it will not receive funding from Enderby. Other funding is secure.

14.d) Boundary Weed Stakeholders Committee-Director Gee

The Committee is busy with a lot of activity taking place at the Riverside Centre.

14.e) Columbia River Treaty Local Government Committee (CRT LGC)**Directors Worley & Langman (Reports Attached)**

Director Worley provided an update on the CRT LGC activities noting that she will participate in a webinar with the Provincial Team regarding flood risk management.

14.f) Columbia Basin Regional Advisory Committee (CBRAC)-Director Worley & Goran Denkovski, Manager of Infrastructure & Sustainability

There will be webinars with First Nations July 28th and 29th.

14.g) West Kootenay Regional Transit Committee-Directors Cacchioni & Worley, Alternate Director Parkinson

Director Worley advised that there will be a Committee meeting next month and she gave an update on the paving work at Rivervale stop exchange. James Chandler, General Manager of Operations/Deputy Chief Administrative Officer noted that the Ministry of Transportation and Infrastructure is grading and paving this week at the Rivervale exchange and that the installation of the shelter cover will be installed soon. The installation of the canopy for the Trail exchange is moving ahead and will be completed by a representative from the City of Trail.

14.h) Rural Development Institute (RDI)-Director Worley

Work on the Housing Project report continues. Donna Dean, Manager of Planning and Development advised that the consultants have developed a table of contents and that a rough draft of the report has been developed. The RDKB GIS technicians will support this project as it moves forward. There will be a presentation to RDKB Board of Directors at the July meeting.

14.i) Chair's Update-Chair Langman

Chair Langman updated the Board on the bi-weekly COVID-19 meetings with the Province. The next Provincial update will focus on economic recovery and will be shared with the RDKB Board at the July meeting.

There is a Columbia Basin Broadband Committee meeting at the end of June.

The Chair noted her attendance at bi-weekly COVID-19 meetings with the Chairs of RDCK and RDEK. She provided information respecting the different approaches each Regional District is taking to manage pandemic issues and their restart plans.

309-20

Moved: Director Morel

Seconded: Director Morissette

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the Board Appointment Updates as presented to the Board on June 25, 2020.

Carried.

15. Bylaws**15.a) J. Dougall, General Manager of Environmental Services****Re: RDKB Solid Waste Management Facilities Regulatory Bylaw No. 1729, 2020
First, Second, Third Readings and Adoption***Director Russell Environmental Service Liaison*

A staff report from Janine Dougall, General Manager of Environmental Services regarding RDKB Bylaw No. 1729, 2020 was presented.

310-20 Moved: Director Shaw Seconded: Director Morel

Corporate Vote Weighted

That Regional District of Kootenay Boundary Solid Waste Management Facilities Regulatory Bylaw No. 1729, 2020 be read a First, Second and Third time.

Carried.

311-20 Moved: Director Morel Seconded: Director Korolek

Corporate Vote Weighted

That Regional District of Kootenay Boundary Solid Waste Management Facilities Regulatory Bylaw No. 1729, 2020 be Reconsidered and Adopted.

Carried.

15.b) B. Ihlen, General Manager of Finance**RDKB Board of Directors Remuneration Bylaw No. 1736, 2020
First, Second, Third Readings & Adoption***Director Cacchioni, Finance Liaison*

A staff report from Barb Ihlen, General Manager of Finance regarding RDKB Bylaw No. 1736, 2020 was presented.

312-20 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Board of Directors Remuneration Bylaw No. 1736, 2020 be read a First, Second and Third time.

Carried.

313-20 Moved: Director Morissette Seconded: Director Korolek

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Board of Directors Remuneration Bylaw No. 1736, 2020 be read Reconsidered and Adopted.

Carried.

314-20 Moved: Director McGregor Seconded: Director Morel

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the application of the 2020 remuneration rates to the members of the RDKB Board of Directors retroactive to January 1, 2020.

Carried.

**15.c) T. Lenardon, Manager of Corporate Administration/Corporate Officer
Re: Adoption of Proposed RDKB Procedure Bylaw No. 1720, 2020**

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer presenting the final draft of RDKB Procedure Bylaw No. 1720, including final updates as per feedback received from Directors after April 30, 2020 was presented.

315-20 Moved: Director McGregor Seconded: Director Morel

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the final updates to the proposed RDKB Procedure Bylaw No. 1720 as presented to, and discussed by the Board on June 25, 2020.

Carried.

316-20 Moved: Director McGregor Seconded: Director Worley

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Procedure Bylaw No. 1720, 2020 be read a First, Second and Third time.

Carried.

317-20 Moved: Director Morel Seconded: Director Korolek

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Procedure Bylaw No. 1720, 2020 be Reconsidered and Adopted.

Carried.

**15.d) Bylaw No. 1724-Amending Electoral Area C Official Community Plan
Bylaw No. 1250, 2004-Rescind Second Reading & Second Reading as Amended**

318-20 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1724, 2020 Second Reading be rescinded.

Carried.

319-20 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1724, 2020 be read a Second time as amended.

Carried.

15.e) RDKB Bylaw No. 1726-Amending Electoral Area C Zoning Bylaw No. 1300, 2007-Rescind Second Reading & Second Reading as Amended

320-20 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1726, 2020 Second Reading be rescinded.

Carried.

321-20 Moved: Director McGregor Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1726, 2020 be read a Second time as amended.

Carried.

16. Late (Emergent) Items

There were no late emergent items to consider.

17. Discussion of Items for Future Meetings

A discussion was not necessary.

18. Question Period for Public and Media

A question period was not required.

19. Closed Meeting

A closed meeting was not required.

20. Adjournment

There being no further business to discuss, the meeting was adjourned at 3:43 p.m.

TL



Committee/Board Delegation and Presentation Form

Names of all persons who will be speaking & position titles (if relevant) must be included. Name of organization you are representing is also required.		Name(s): Dan Buffett, CEO of Habitat Conservation Trust Foundation Steve Kozuki, Executive Director of Forest Enhancement Society of BC	
Subject of delegation (What information will be presented?)		HCTF CEO Dan Buffett and FESBC Executive Director Steve Kozuki would like to share with the District a high level look at some of the HCTF and FESBC funded projects around your specific area to talk about ideal outcomes and current project milestones.	
What is the purpose of delegation? (Please check where appropriate):	Information Only	YES	
	Letter of Support Request		
	Funding Request		
	Other (please provide details): _____ _____ _____		
Contact Person		Aleece Laird, Communications Liaison, FESBC	
Telephone:	250-574-0221	Email:	communications@FESBC.ca
Meeting Date Requested:	Thursday, July 30 @ 1pm		
Technical Requirements: Will you be using a power-point presentation?	YES Yes	NO	If yes, you are required to submit the presentation before the meeting as well as bringing it to the meeting on a memory stick.
The Regional District is not responsible for software incompatibility. The Regional District utilizes Microsoft Office products. If you will be using power-point, you are requested to bring your own laptop and a VGA/9-pin or HDMI connection. If you do not have a laptop, contact the Manager of Corporate Administration to make alternative arrangements.			
For more information, please contact: Manager of Corporate Administration 202-843 Rossland Avenue Trail, BC V1R 4S8 Phone: 250-368-9148 Toll Free: 1-800-355-7352 Fax: 250-368-3990 Email: tlendaron@rdkb.com			
To facilitate effective delegations:			

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

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

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

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

Aleece Laird, Communications Liaison, FESBC

Name of Delegate/Group Representative

June 30, 2020

Aleece Laird

Date

Signature

For Office Use Only

Attending at request of the Board _____

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

Referred to Chair:

Date

Approved

Declined

If declined provide explanation:

Date of delegation (if applicable):

Applicant informed of decision:

Manager of Corporate Administration

Date

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

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

From: [Kimberlee Baggio](#)
To: [Theresa Lenardon](#)
Subject: Delegation Request to present to the RDKB
Date: June 25, 2020 4:15:42 PM
Attachments: [PRESS RELEASE Human Grizzly Bear Coexistence Project in the Kootenays Gets Funding Plus 180 Conservation Projects Across BC June 18 2020.pdf](#)

Good afternoon,

I am reaching out on behalf of HCTF CEO Dan Buffett and FESBC Executive Director Steve Kozuki as they would like to share with the District a high level look at some of the HCTF and FESBC funded projects around your specific area to talk about ideal outcomes and current project milestones.

1. The topic on which the delegation wishes to speak; [HCTF CEO Dan Buffett and FESBC Executive Director Steve Kozuki would like to share with the District a high level look at some of the HCTF and FESBC funded projects around your specific area to talk about ideal outcomes and current project milestones.](#)
2. An executive summary or outline of the presentation to be made; [Improving the conservation outcomes of BC's fish, wildlife, and the habitats in which they live, is important to British Columbians. The Habitat Conservation Trust Foundation \(HCTF\), together with cooperation from the Forest Enhancement Society of BC \(FESBC\), make a difference by funding conservation projects and by educating and engaging the public about BC's natural assets. HCTF recently announced \\$9.2 million in funding for more than 180 individual wildlife, freshwater fish, and habitat conservation projects across British Columbia this year, including projects in your region. HCTF CEO Dan Buffett and FESBC Executive Director Steve Kozuki would like to share with the District a high level look at some of the HCTF and FESBC funded projects around your specific area to talk about ideal outcomes and current project milestones. Directors will learn about the economic, environmental, and social benefits of HCTF and FESBC-funded projects with an opportunity for Q&A.](#)
3. The name of the designated speaker(s); [HCTF CEO, Dan Buffett and FESBC Executive Director, Steve Kozuki](#)
4. The specific action which is being requested of the Board or Committee - [No action from the committee. HCTF CEO Dan Buffett and FESBC Executive Director Steve Kozuki would like to share with the District a high level look at some of the HCTF and FESBC funded projects around your specific area to talk about ideal outcomes and current project milestones.](#)
5. Whether or not you will require use of audio / visual equipment. [We will have a PowerPoint presentation to share](#)

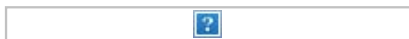
Contact Person:

Aleece Laird, Communications Liaison FESBC

Ph: 250.574.0221

E: communications@fesbc.ca

Thank you kindly for your time and consideration,



Kimberlee Baggio | Executive Assistant

Amplify Consulting Inc.

C: 250.581.1829

amplifyinc.ca | [LinkedIn](#) | [Facebook](#) | [Instagram](#)



Forest Enhancement
Society of British Columbia



HABITAT CONSERVATION
TRUST FOUNDATION

Human/Grizzly Bear Coexistence Project in the Kootenays Gets Funding Plus 180 Conservation Projects Across BC

For Release June 18, 2020

Cranbrook, BC: the Habitat Conservation Trust Foundation (HCTF) has announced \$9.2 million in funding for more than 180 individual wildlife, freshwater fish, and habitat conservation projects across British Columbia this year.

"This is no small feat," said Dan Buffett, CEO of HCTF. "It reflects a diversity of funding from our core contributors [hunters, anglers, trappers and guides], court awards, provincial government contributions and endowments, and our partners such as the Forest Enhancement Society of BC (FESBC)."

Through cooperation with conservation groups like FESBC, HCTF is able to support projects such as the Ministry of Forests, Lands, Natural Resource Operations and Rural Development's study of grizzly bear mortality in the Kootenay region. This project builds upon a large base of research to provide recommendations on how best to solve pressing conservation concerns in a region with one of the highest rates of human caused grizzly bear mortality in the province.



Project lead Clayton Lamb is working with researchers and local authorities in the Elk Valley to track bear populations and implement precautionary measures designed to limit human/bear conflict.

"Our project blends scientific rigour and a large group of collaborators to achieve on-the-ground conservation for grizzly bears and the people who coexist with them. Through HCTF and FESBC's funding, we have been successful in monitoring over 50 grizzly bears in south eastern BC," says Lamb.

To date, the project has achieved a number of meaningful conservation actions, including removing uncontrolled roadkill dumping sites near communities where bears were feeding, breaking ground on roadkill-reducing underpasses along Highway 3 near Fernie, and reducing resource road densities throughout the Elk Valley. This project is an excellent example of how conservationists across the province are taking in-depth scientific research and applying it to practical conservation solutions to the benefit of both BC's wildlife and the human populations that coexist with them.

Other HCTF funded projects taking place in the Kootenay region:

- \$68,000 for invasive plant management and forage improvement on bighorn sheep, elk, mule deer and white-tailed deer winter ranges, co-funded by FESBC
- \$122,800 for habitat enhancement and connectivity improvement for the Bull River bighorn sheep population
- \$147,500 to support the Kootenay Region River Guardian Program which provides a compliance presence, collects angler survey data, and educates the public about sport fish populations across the region.

FESBC's Executive Director Steve Kozuki is "thrilled to partner with the trusted and respected Habitat Conservation Trust Foundation to improve wildlife habitat. With their first-in-class management of funds and projects by talented and professional staff, we know that we are maximizing benefits for wildlife in British Columbia."



Forest Enhancement
Society of British Columbia



HABITAT CONSERVATION
TRUST FOUNDATION

Each project funded through HCTF is reviewed by a multi-level, objective technical review process prior to final Board review and decision. HCTF's Board of Directors ensures that species important to BC anglers and hunters are supported but also place a great deal of importance on conserving whole ecosystems, species-at-risk and investing in environmental education across the province.

To see the complete list of HCTF funded projects or explore the conservation work being done near you view the [2020-21 Approved Project List](#) or our [2020-21 Project Map](#).

For Interviews:

Habitat Conservation Trust Foundation

Craig Doucette, Communications Officer

Direct: 250 940 3012 | Toll-free: 1 800 387 9853 ext. 212

Craig.Doucette@hctf.ca

Forest Enhancement Society of BC

Aleece Laird, Communications Liaison

Direct: 250 574 0221

communications@fesbc.ca

HCTF Quick Facts

It is the mission of HCTF to improve the conservation outcomes of BC's fish and wildlife, and the habitats in which they live. We make a difference by funding conservation projects and by educating and engaging the public about BC's natural assets.

- Since 1981, HCTF has provided over \$189 million in grants for almost 3,000 conservation projects across BC.
- HCTF began as an initiative by BC anglers, hunters, trappers, and guide outfitters.

FESBC Quick Facts

In February 2016, the Government of British Columbia announced the formation of FESBC with initial funding of \$85 million and a five-member Board of Directors to oversee the establishment of the Society and the delivery of its purposes. An additional \$150 million was announced in early 2017.

- The purposes of FESBC are to advance environmental and resource stewardship of BC's forests by: 1) preventing and mitigating the impact of wildfires; 2) improving damaged or low value forests; 3) improving habitat for wildlife; 4) supporting the use of fibre from damaged and low value forests; and 5) treating forests to improve the management of greenhouse gases.
- As of January 30, 2020, FESBC has supported 250 projects valued at \$233 million, in partnership with the Province of BC and the Government of Canada.



HCTF & FESBC in Kootenay Boundary



Dan Buffett & Steve Kozuki
July 30th, 2020

Who We Are:

- Habitat Conservation Trust Foundation
 - HCTF funds conservation projects and provides education about BC's freshwater fish and wildlife
 - Chief Executive Officer : Dan Buffett
- Forest Enhancement Society of BC
 - FESBC advances environmental and resource stewardship of B.C.'s forests
 - Executive Director: Steve Kozuki



HCTF Background



- A non-profit charitable Foundation
- Founded in 1981 by anglers, hunters, trappers and guide outfitters willing to pay a surcharge on licenses to improve conservation outcomes in BC
- More than **\$189 million** in grants for over **2980 projects**



HCTF Projects & Education



- \$9.2M in funding for 180 projects across BC in 2020-21
 - Okanagan & Kootenay Regions: 53 projects, \$1.8 million
- Projects in Kootenay Boundary:
 - Restoring Black Cottonwood Ecosystems along the Kettle River
 - Mission Creek Restoration Initiative
 - Invasive Mussel Monitoring
 - Education Go Grants



HCTF Fish & Wildlife Projects (2020-21)



FESBC Funding & Priorities



FESBC Purpose	Approved (\$ millions)	Number of Projects
Wildfire risk reduction	\$58	123
Stand rehabilitation	\$25	30
Wildlife habitat improvement	\$8	15
Fibre recovery	\$4	10
Forest carbon management	\$138	72
TOTAL	\$233	250

FESBC Projects: Regional District of Kootenay Boundary



- 7 projects have been approved by FESBC
- \$1.1 million has been approved
- \$364,000 has been paid to date

District of Kootenay-Boundary Projects

Red Mountain Resort	Recovering Residual Fibre from Run Glading
BC Parks - Kootenay	Champion Lakes Park Forest Fuels Management
Big White Ski Resort	Big White Interface Fuel Break Treatments
West Boundary Community Forest	Jewel Lake Fuel Wildfire Risk Reduction Project
West Boundary Community Forest	Midway Fire Risk Reduction Project
West Boundary Community Forest	Rock Creek Ecosystem Restoration Prescription Development
West Boundary Community Forest	May Creek Wildfire Risk Reduction and Habitat Improvement Treatment

FESBC / HCTF Partnership

- Partners since 2016
- Both organizations have a mandate to improve wildlife habitat
- Utilizes HCTF's well respected grant application and technical review process
- FESBC committed \$3 million for shared conservation objectives



CoFunded Projects

- Mule deer response to wildfire and habitat change
- Boundary Restoration and Enhancement Program
- Got Bats? B.C. Community Outreach, Conservation and Citizen Science Project



QUESTIONS?



skozuki@fesbc.ca
www.fesbc.ca



dan.buffett@hctf.ca
www.hctf.ca



Committee/Board Delegation and Presentation Form

Names of all persons who will be speaking & position titles (if relevant) must be included. Name of organization you are representing is also required.		Name(s): Rural Development Institute (Selkirk College) Ingrid Liepa - Contract Researcher Tara Howse - Research Assistant (Alternate)	
Subject of delegation (What information will be presented?)		RDKB Rural Housing Research Project Presentation will cover project goals, deliverables and timelines	
What is the purpose of delegation? (Please check where appropriate):		Information Only	<input checked="" type="checkbox"/>
		Letter of Support Request	<input checked="" type="checkbox"/>
		Funding Request	<input checked="" type="checkbox"/>
		Other (please provide details): 	
Contact Person		Ingrid Liepa	
Telephone:	250-919-6658	Email:	ingridliepa@gmail.com
Meeting Date Requested:	July 30, 2020		
Technical Requirements: Will you be using a power-point presentation?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	If yes, you are required to submit the presentation before the meeting as well as bringing it to the meeting on a memory stick.
The Regional District is not responsible for software incompatibility. The Regional District utilizes Microsoft Office products. If you will be using power-point, you are requested to bring your own laptop and a VGA/9-pin or HDMI connection. If you do not have a laptop, contact the Manager of Corporate Administration to make alternative arrangements.			
For more information, please contact: Manager of Corporate Administration 202-843 Rossland Avenue Trail, BC V1R 4S8 Phone: 250-368-9148 Toll Free: 1-800-355-7352 Fax: 250-368-3990 Email: tlenardon@rdkb.com			
To facilitate effective delegations:			

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

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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:

Ingrid Liepa

Name of Delegate/Group Representative

July 16, 2020

Date

Signature

For Office Use Only

Attending at request of the Board

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

Referred to Chair:

Date

Approved

Declined

If declined provide explanation:

Date of delegation (if applicable):

Applicant informed of decision:

Manager of Corporate Administration

Date

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



RDKB Housing Project

**Local Government Economic Development Research &
Capacity Building Program**

April 1, 2019 to March 31, 2021



*We gratefully acknowledge the financial
support of the Province of British Columbia and
Columbia Basin Trust.*



APPLIED & INNOVATION
RESEARCH CENTRE

Selkirk College selkirk.ca/aric

Overview of Basin-wide Ec Dev project

Two-year economic development initiative (and collaborative partnership) focused on:

- Business attraction
- Land development
- Disaster response and economic recovery.

Purpose: Build the region's economic development capacity through the provision of research, training and internships.

Funding:

- Province of BC's Rural Dividend Fund (\$500k)
- Columbia Basin Trust and RDEK, RDCK, RDKB and Town of Golden (\$250k)

Steering committee:

- Appointed local government representative from each RD & Town of Golden,
- Supported by the regional district CAOs, the colleges, and the Province of BC.

Selkirk College's [Rural Development Institute](#) administers the program.

Direct Support for Economic Development in RDKB

Applied Research on Housing:

Project Team: Ingrid Liepa (lead) Tara Howse (researcher) and Blake Glassford (student researcher).

Rural market housing strategies – review leading practices and initiatives to facilitate market housing development in RDKB

Re-housing in disaster recovery – report on successful models and strategies for long-term housing solutions after a disaster

Developer guide/toolkit – prepare collateral targeted at developers that consolidates and clarifies development processes in RDKB

Direct Support for Economic Development in RDKB – cont'd

2. Economic Resilience Assessment and Plans

- Delivered for Trail-Rossland-Warfield and Grand Forks. **Project team: Jeremy Stone - Simon Fraser University (Lead), Community Futures (support), Selkirk College (support)**

3. Internships:

- 4-month and 15-month local government and student internships

4. Training:

- To be determined

RDKB Housing Project – Needs and Drivers

- Understanding barriers, challenges and solutions to the development of needed, appropriate and attainable market housing in RDKB communities
- Learning from the market and mixed housing successes in other rural and regional communities in North America
- Addressing the challenge of timely and effective long-term re-housing solutions when residents are displaced by disasters
- Providing information to developers about RDKB's housing development processes and requirements

Rural Market Housing Report

1. Rural Housing Landscape
2. National & Provincial Overviews
3. Federal & Provincial Resources/Strategies
4. Legal & Regulatory Framework
5. Models & Ownership
6. Community & Area Consideration
 - Community profiles
 - Housing needs
 - Case studies
7. Genelle Land Case Study
8. Recommendations



Occupancy Models	Housing Models
Freehold	Mixed-use
Strata	Multi-unit
Shared	Cohousing
Equity	Pocket neighborhoods
Cooperative	Tiny homes
Rental	Single detached
	Detached accessory
	Secondary
	Seniors

Housing Continuum



Selected Case Studies

1. Targeted case studies:

- Grandview Heights (Castlegar)
- Sunkatchers RV (Keremeos)
- Mountain Village (Sea to Sky)
- Catherine Gardens (Vernon)
- Fruitvale Middle School (Fruitvale)
- Veneto Place (Fernie)
- Seniors housing (Greenwood)

2. Genelle Parcel

- Recommended options

Disaster Re-housing Report

1. Research disaster re-housing solutions from across Canada and US
2. Interview RDKB and BC local government officials, stakeholders and experts to understand barriers & challenges of “lived experience” and possible alternatives, drawing on disaster communities outside BC as relevant.
3. Analysis & recommendations of applicable regional and community-specific models

Developer Guide

1. Scope of research

- Existing toolkits
- Communities' OCPs, zoning bylaws, DCCs, and housing development processes
- GIS land mapping inventory of vacant and underutilized land that could be purposed to housing.

2. Developer engagement

Interview developers to understand current needs and challenges in the development process.

3. Report

'One-stop' guide for developers on housing development requirements

Project workplan and timelines

Timeframe	Task
May-August 2020	<ul style="list-style-type: none">• Primary research of rural market housing and post-disaster re-housing solutions• Interview RDKB planning & development staff• Interview housing experts and developers• Collect, select and finalize case studies• Document RDKB development processes• Incorporate priorities identified through RDKB Housing Needs Assessments
September-November 2020	<ul style="list-style-type: none">• Prepare draft market housing report, disaster re-housing report and developer guide for RDKB staff review/input
December 2020	<ul style="list-style-type: none">• Completion and delivery of all project deliverables

Thank you and questions

RDI Team:

Ingrid Liepa ingridliepa@gmail.com

Tara Howse howsebusinesssolutions@gmail.com

APPLIED & INNOVATION
RESEARCH CENTRE

Selkirk College selkirk.ca/aric



Regional District of
Kootenay Boundary

Staff Report

RE:	Development Permit with Variance – Martech Motor Winding Ltd.		
Date:	July 30, 2020	File #:	B-7187-08838.460 (642-20D)
To:	Chair Langman and members of the Board of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

We have received an Industrial Development Permit application from Jan Piorecky, on behalf of Martech Motor Winding Ltd. (MMW), for the construction of two new structures and associated property improvements in Electoral Area B/Lower Columbia-Old Glory (see attachments).

Property Information	
Owner(s):	Mario DiBella
Agent:	Jan Piorecky, General Manager MMW
Location:	1135 Lower China Creek Rd.
Electoral Area:	Electoral Area B/Lower Columbia-Old Glory
Legal Description(s):	Lot B, Plan EPP91512, DL 7187
Area:	0.609 ha
Current Use(s):	Vacant
Land Use Bylaws	
OCP Bylaw No. 1470	Industrial
DP Area	Industrial
Zoning Bylaw No. 1540	Light Industrial 2 (IN2)
Other	
ALR:	NA
Waterfront / Floodplain:	NA
Service Area:	Genelle Improvement District
Planning Agreement Area:	NA

History / Background Information

The subject property is located on Lower China Creek Road. The property is adjacent to the Star Transfer Ltd facility, which is located to the northwest of the proposed development. The east is adjacent to the Columbia Western Rail corridor, which is an active rail line. Beyond the rail line, there are residential properties, approximately 45 m beyond the subject properties parcel line. To the south and west of the subject property there is another industrial property where Chinook Scaffold Systems Ltd. Operates.

Page 1 of 6

C:\Users\MCiardullo\Desktop\VPN Uploads\Board Items\July 30 2020\2020-04-06_DiBella_DP_Board.docx

MMW has offices based in Castlegar, Cranbrook and Sparwood and provide electrical, motor winding and steel fabrication services.

Proposal

The applicant proposes to build two pre-engineered fabric structures with an attached service building to one of the structures on the subject property in order to operate an assembly facility for steel structures that will be fabricated at their operations in Castlegar. They are applying for an Industrial Development Permit with a variance to the zoning regulation that requires industrial activity must occur in a wholly enclosed building.

Implications

The Industrial Development Permit Area in Genelle is in place as a number of residential areas are in close proximity to industrial land uses. In addition, many of the industrial designated properties are visible from Highway 22. It is important that development of industrial designated properties occurs in such a way as to minimize the potential impacts of those land uses on the use and enjoyment of other lands in the general area. It is also important that development present a reasonably orderly and neat appearance to those travelling on Highway 22 and local roads.

The guidelines for this development permit area include a number of considerations including:

- re-establishment of vegetation following construction for dust control;
- screening of storage, garbage, loading areas and areas adjacent to roadways;
- dust control for accesses and high activity areas;
- permanent nature to buildings and structures;
- single tone for fencing and natural, earth tones for buildings are preferred;
- lighting should be oriented so as not to cause glare onto neighbouring buildings and roadways;
- mitigation of noise and vibration on adjacent lands are encouraged.

Screening considerations for the proposed development includes a plan to fence the perimeter of the parcel with 7 foot galvanized chain link fence. The portion of the fence facing Lower China Creek Road is planned to have dark brown privacy slats to screen the yard from the road. The applicant does not intend to landscape within the fenced area.

The height of the proposed fenced and the setback where it was proposed to sit do not meet the setbacks required for fences and landscape screening over 1.3m in height as outlined in the Zoning Bylaw. The required setback for the proposed seven foot-high fence with slats would be 7.5m from Lower China Creek Road. In conversation with the applicant, staff informed them of

the required setback and they plan to build the fence in line with the setback.

Access to and from parking and loading areas will be primarily for employees arriving on site, the occasional visit from clients and the 1-tonne, 2-tonne and 5-tonne trucks that MMW uses for transporting fabricated metal structures. It is not expected that traffic on Lower China Creek Road will be impeded by this level of access to the property. However, a highway access permit from the Ministry of Transportation and Infrastructure will need to be obtained for this property prior to the facility becoming operational. The applicant has been informed of this requirement.

The applicant states that dust will be minimized through their use of paving and crushed rock for access lanes and parking areas.

The proposed structures will have cement pads to which they will be anchored. Online information suggests that fabric buildings, if installed correctly, have a two to three decade life span. A picture of a similar structure installed at their current facility is included below to give a sense of the exterior finish to their proposed structure. The applicant indicated that their proposed structure has a different shape to the one in the picture and is produced by a different manufacturer, however it will be a similar fabric on the exterior.



Figure 1: Tensile fabric structure at MMW's Castlegar Facility

The structures will likely have white tensile fabric for its exterior, which does not follow the guidelines that encourage natural tones. It may be acceptable considering that the fencing will be in natural tones. These structures also do not meet the requirement in the zoning bylaw for manufacturing to occur in a wholly enclosed building.

The applicant states that outdoor lighting will be pointed away from roads and the rail line and will be directed into the yard itself. There will be building egress lighting over doors which will follow the same guidance.

With regard to measures to mitigate the impact of noise and vibration on adjacent lands, staff identified that the manufacturing processes associated with assembling steel structure could be quite loud, in particular if assembly involves drilling steel or impact drivers. The proposed structure was not designed to provide sound insulation and would not meet the zoning requirement that manufacturing must occur in a fully enclosed building. The concern stemmed from the proximity to residential properties on the other side of the rail line. Staff visited the current facility in Castlegar and communicated with the applicant to gain a better understanding of the noise levels that can be expected.

During the site visit, staff witnessed some of the assembly processes. It would appear that sound associated with the assembly of their typical steel structures will not be intrusive on adjacent properties. Assembly is mostly done by welding, bolting and banging components into place with rubber mallets. The building at the Castlegar location is wholly enclosed, however large doors to the assembly area were open to the outside. The noise on site of their facility was not loud and barely audible at the boundary of their property, typically not much louder than passing traffic.

The applicants normally keep work hours of 7:00am to 3:00pm. They mentioned that due to distancing considerations for COVID-19, they have started a shift at 6:00 am. Their workdays normally include a morning meeting that runs during the first hour of work.

The need to mitigate noise and vibration from their work site was addressed by the applicant in a couple of ways. The separation of the subject property from residential properties by the train track is one main point that the applicant asserts will mitigate any noise or vibration that comes from their work on the residential properties to the east. Also, the applicant described how the impact of noise on the residential neighbourhood from their operations would be lessened by the small earthen berm located between their property and the railroad, as well as two lines of trees on either side of the railroad. The presence of industrial properties on all other sides is another element the applicants presented for the limits on how their work may impact adjacent properties.

The Development Permit guidelines allow for a variance of a few regulations in the Zoning Bylaw. The applicant requests to vary the requirement to have manufacturing occur in a wholly enclosed building. The following factors may be taken into consideration in reviewing a variance request:

- The proposed variance is consistent with the Development Permit guidelines;
- The proposed variance is shown to enhance the proposal;
- The proposed variance is necessary due to an unavoidable physical constraint; and
- The proposed variance does not adversely impact an adjacent property.

The applicant has stated that their proposed activity will not impact the adjacent properties. They have considered visual impacts and noise impacts with their development permit application, as outlined above.

Advisory Planning Commission (APC)

The Electoral Area B/Lower Columbia-Old Glory APC discussed this application at their July 6, 2020. The APC provided a recommendation of non-support for this application and provided the following comments:

- Feel that the structures are already halfway through the 20-year life span quoted, a building with no permanent structure other than the floor seems like a poor choice for this type of work.

Planning and Development Comments

Staff received a phone call from a neighbouring property owner following the APC meeting. This neighbour owns the property to the west of the train tracks and was calling in response to seeing the Development Proposal sign on the subject property. They inquired about the hours that the facility would operate and was told what had been relayed to staff. They seemed unconcerned by the quoted hours and stated that they would have been concerned if operations ran into the night. They did not provide these comments in writing.

Staff also received an email from a Genelle resident expressing concerns with the potential congestion and the proximity to the residential neighbourhood (see Attachments). The resident expresses concern about congestion on China Creek Road between the train tracks and the subject property creating a safety hazard and delays for residents and emergency vehicle access, stating that access to and from the proposed site is poor for industrial truck traffic.

Recommendation

That the staff report regarding the Development Permit application submitted by Jan Piorecky, General Manager of Martech Motor Winding Ltd. on behalf of Mario DiBella to construct two pre-engineered fabric structures in the Industrial Development Permit area on the parcel legally described as Lot B, Plan EPP91512, DL 7187, Genelle, Electoral Area B/Lower Columbia-Old Glory, be received.

Attachments

Site Location Map
Subject Property Map
Applicant Submission
Resident's Letter

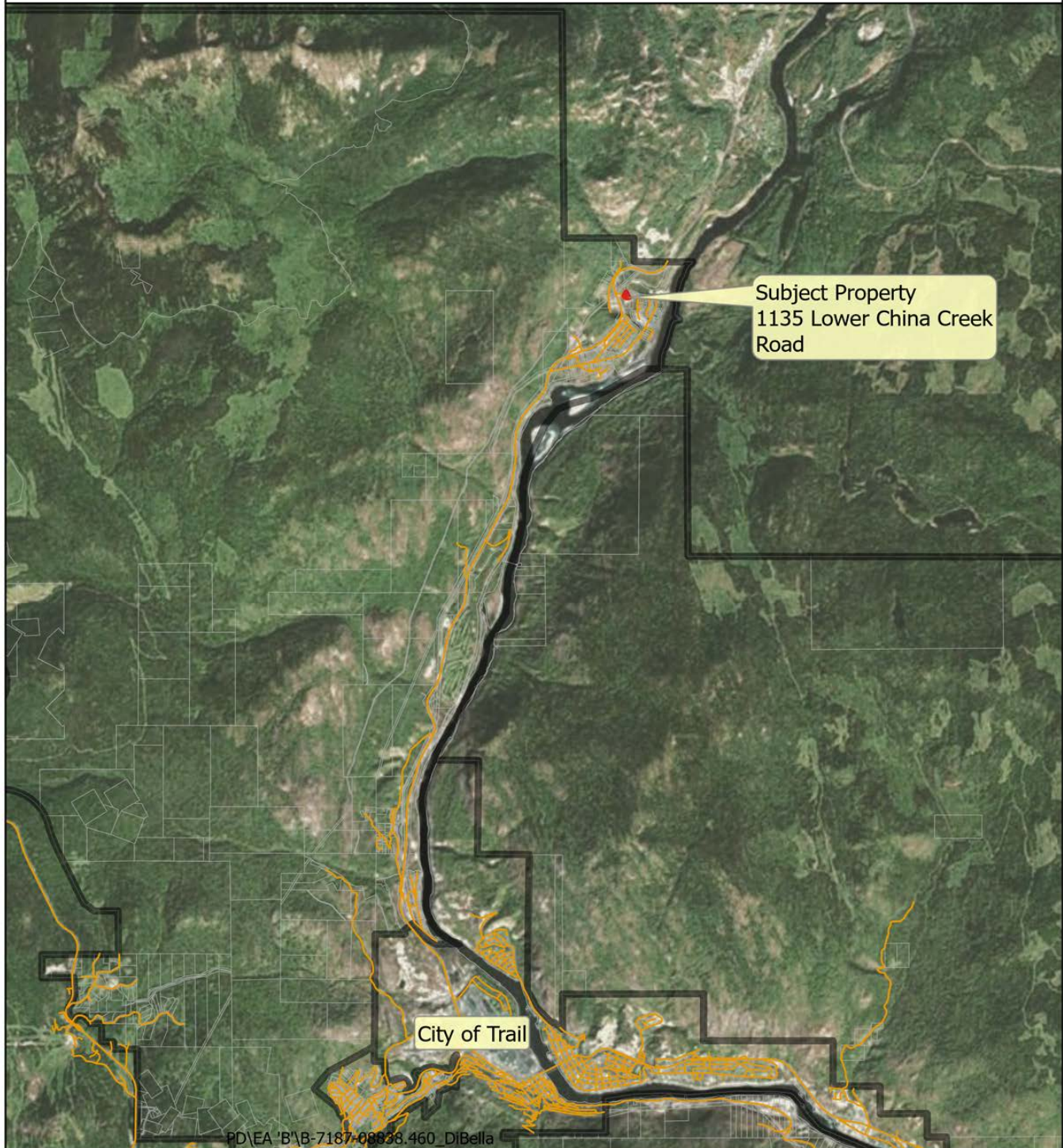
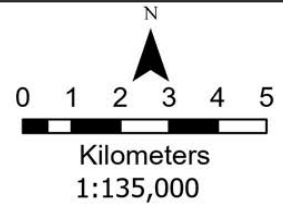


Regional District of
Kootenay Boundary

2020-06-25

Site Location Map

Lot B, Plan EPP91512,
District Lot 7187,
Kootenay Land District

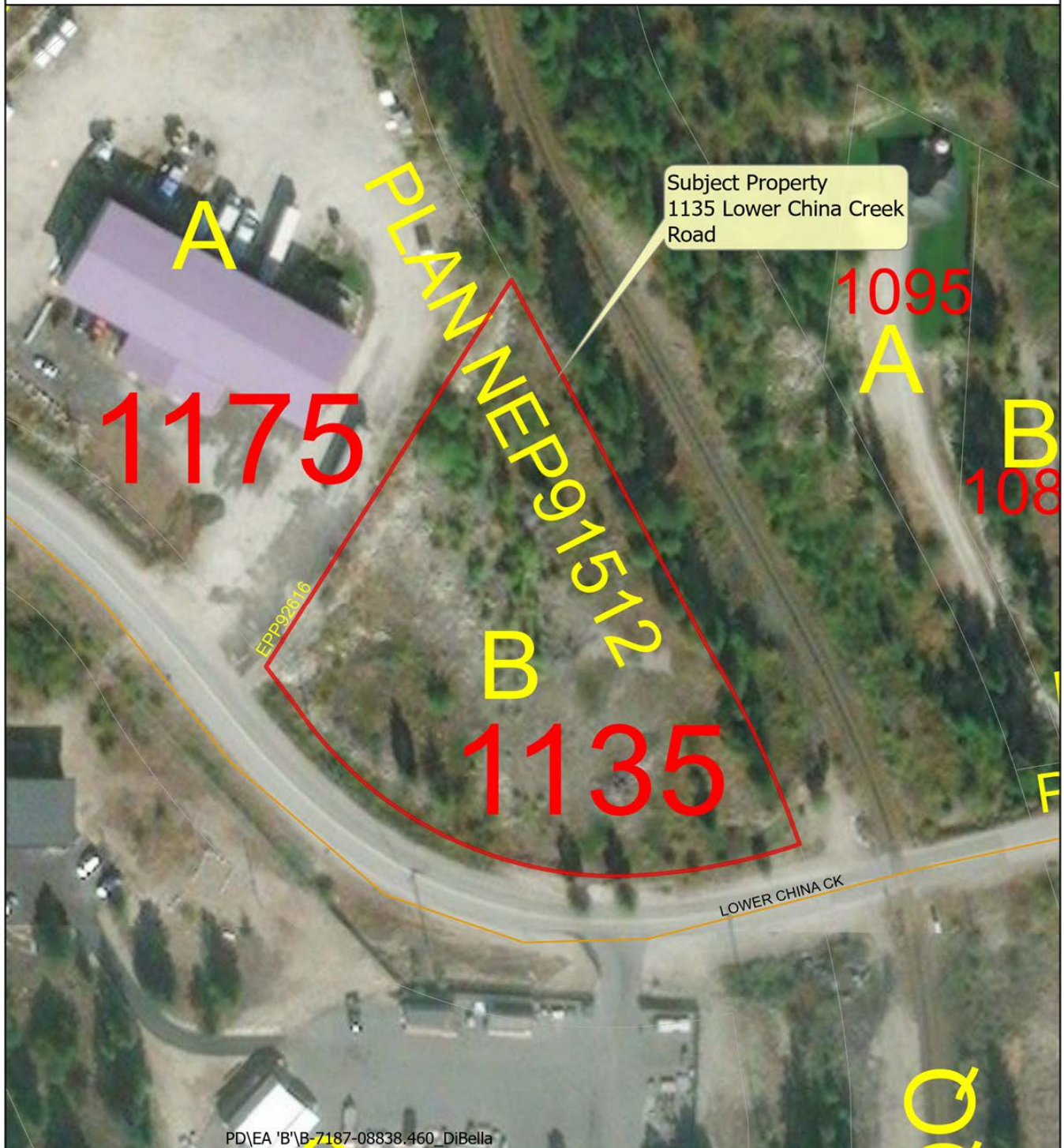
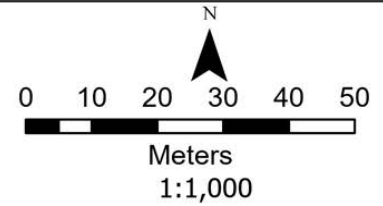


202-843 Rossland Ave, Trail BC V1R 4S8 | T: 250.368.9148 | T/F: 1.800.355.7352 | rdkb.com



Subject Property Map

Lot B, Plan EPP91512,
District Lot 7187,
Kootenay Land District



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



Applicant Submission

1700 Woodland Drive
 Castlegar, BC V1N 4J4
 Telephone: 250.365.2115
 Fax: 250.365.2102
 TOLL FREE: 800.407.8090

RE: Proposed Development of 1135 Lower China Creek Rd, Genelle BC

Martech Motor Winding Ltd (MMW) is applying for an industrial development permit for land recently purchased by our President/Owner, Mario DiBella. MMW is looking to develop the property and setup two pre-engineered fabric structures on the property as we expand our metal fabrication division. It's important to note that MMW is still maintaining its existing fabrication location at our main yard in Castlegar, BC and that this new lot is intended to be a coatings and assembly expansion of our company and not a relocation.

Pre-engineered fabric structure #1 (will be open floor space used for assembly of materials) – 30.48m x 19.81m with a permanent service building on the backside of this structure (We initially submitted a plan with our building permit applications that outlined using an office trailer behind fabric structure #1. As this is a lot we're wanting to develop for the long term, the decision was made to build a permanent service building instead.)

Pre-engineered fabric structure #2 (will house a self-contained pre-manufactured coating structure) – 18.29m x 19.51m

Service Building, located behind structure #1 (Office, Washroom, Lunchroom, Mechanical/Electrical Room) – 19.81m x 3.66m

The intended use for this property is to utilize Structure #1 as an assembly facility for steel structures we fabricate at our main yard in Castlegar, BC. The floor space will be left completely open in order to maneuver material and connect. The pre-engineered structure will have a concrete foundation with hydronic piping in floor heating. Structure #2 will house a Global Finishing Solutions Crossdraft Booth which is a self-contained pre-manufactured coating structure that is built to Occupational Safety & Health Administration (OSHA) and National Fire Prevention Association (NFPA) regulations. This will be used to coat any required projects our team has constructed. Structure #2 will also have a concrete foundation but will not have in floor heating. The intended use of this lot is not to be a place of storage or to amalgamate garbage. With the work we produce for high profile customers like Teck Metals, Fortis BC and others, we often have conducted site visits to view the progress of projects. It's critical we maintain a clean and organized facility and yard. The service building will be designed as a space for employees to take breaks/lunches and have access to washrooms. We will have an office area and a portion of the service building will have an electrical/mechanical room. Surface water will be drained onsite and MMW has already submitted a septic plan to the IHA. Onsite employee parking will be provided on the property. The exterior colors of the pre-engineered fabric structures are off white and cannot be changed at this time. The exterior of the permanent addition will be one of natural earth tones to follow conformity with the fabric structures and provide a consistent visual amongst the property structures and other developments in the area.



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As outlined in our attached site plan, a fence will be built around the perimeter of the property line. These efforts are to ensure MMW is adding to the overall esthetics of the electoral area and not detracting from it.

If there are any further questions, please do not hesitate to reach out.

Thank you

Jan Piorecky
General Manager



1700 Woodland Drive,
Castlegar, BC V1N 4J4
PH: 250.365.2115 (Ext. 329)
Fax: 250.365.2102
Cell: 250.687.4181
Toll Free: 1.800.407.8090
Email: Jan.Piorecky@Martechelectrical.com
Web: www.martechelectrical.com



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As requested by Corey Scott, please see our answers to the below questions:

- Your description mentions structure #1 will be an assembly facility for prefabricated steel structures. I'm just wondering if you could provide some examples of steel structures that would be getting assembled on the site? What sorts of machinery and equipment would be required for their assembly?

Truck/Trailer chassis, structural steel assemblies, electrical apparatus assemblies, safety guarding assemblies (handrail, access ladders, fire escapes), aluminum truck decks, walkway grating etc. These items are structures we fabricate components for at our main facility and then would assemble in the main pre-engineered fabric structure. The equipment/machinery that would be involved with the assembly's portion would be forklifts, gantry or overhead cranes, welding machines and hand tools.

- Is any landscaping going to be completed on the property? I know for most industrial operations it's not the most practical but a few trees along the perimeter can go a long way in enhancing industrial developments.

The lot is going to be fenced around the entire perimeter using a chain link galvanized fence on 7' posts. There will be a rolling gate on the entrance of the lot. The portion of the fencing that faces Lower China Creek Rd will have dark brown privacy slats to reduce visibility inside the yard. Trees can be planted along the fence perimeter on the side facing Lower China Creek Rd as well to assist in the esthetics of the electoral area.

- Are any outdoor storage areas being proposed? If they are, landscaping to screen these areas in addition to the proposed fencing would be great.

At this time, any materials coming to the facility for assembly are planned to be stored indoors in the assembly structure. There is minimal outdoor storage planned at this point and if it's to occur it would be covered via tarps or placed on



Applicant Submission

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a rack to be kept organized. With the addition of fence slats/trees facing the roadway, this should minimize any visual impact to the area.

- Is any paving proposed for the site? Paving of major travel areas is ideal but in recognizing that sometimes it isn't the most practical, surfacing of these areas with a material that minimizes dust is a minimum requirement in Industrial areas.

Yes, paving and crushed rock will be used to access both facilities.

- Would it be possible to show/ describe where lighting/signage will be on the property? It should be oriented away from the residential area across the railway to minimize potential conflicts with residential areas.

Outdoor lighting will comprise of poles and luminaires pointed away from roads and the rail line and into the yard itself. We will also have building egress lighting over man doors. Signage will follow the same methodology and be positioned to face the highway and not toward any residential facing areas.

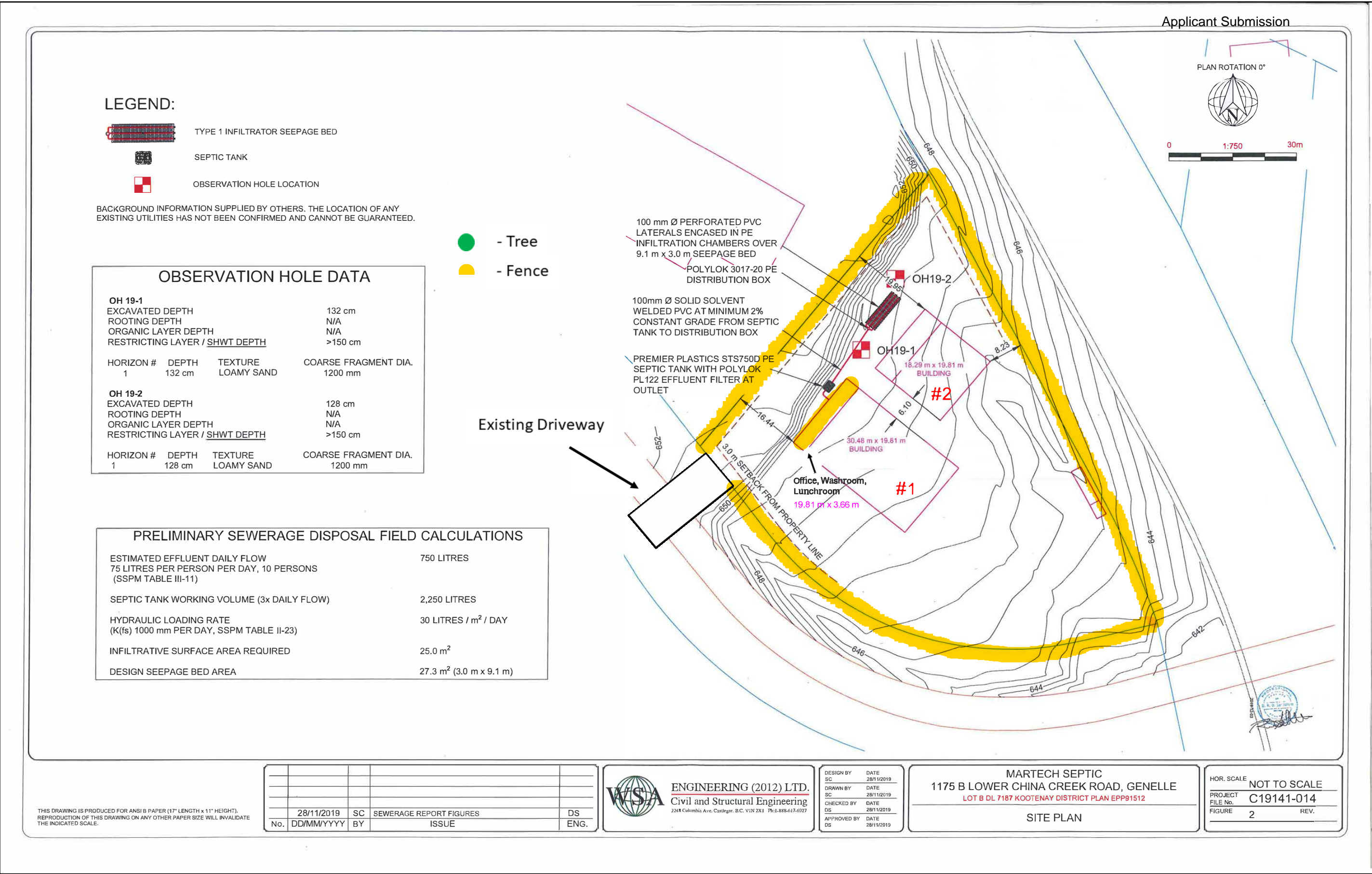
If there are any further questions, please do not hesitate to reach out.

Thank you

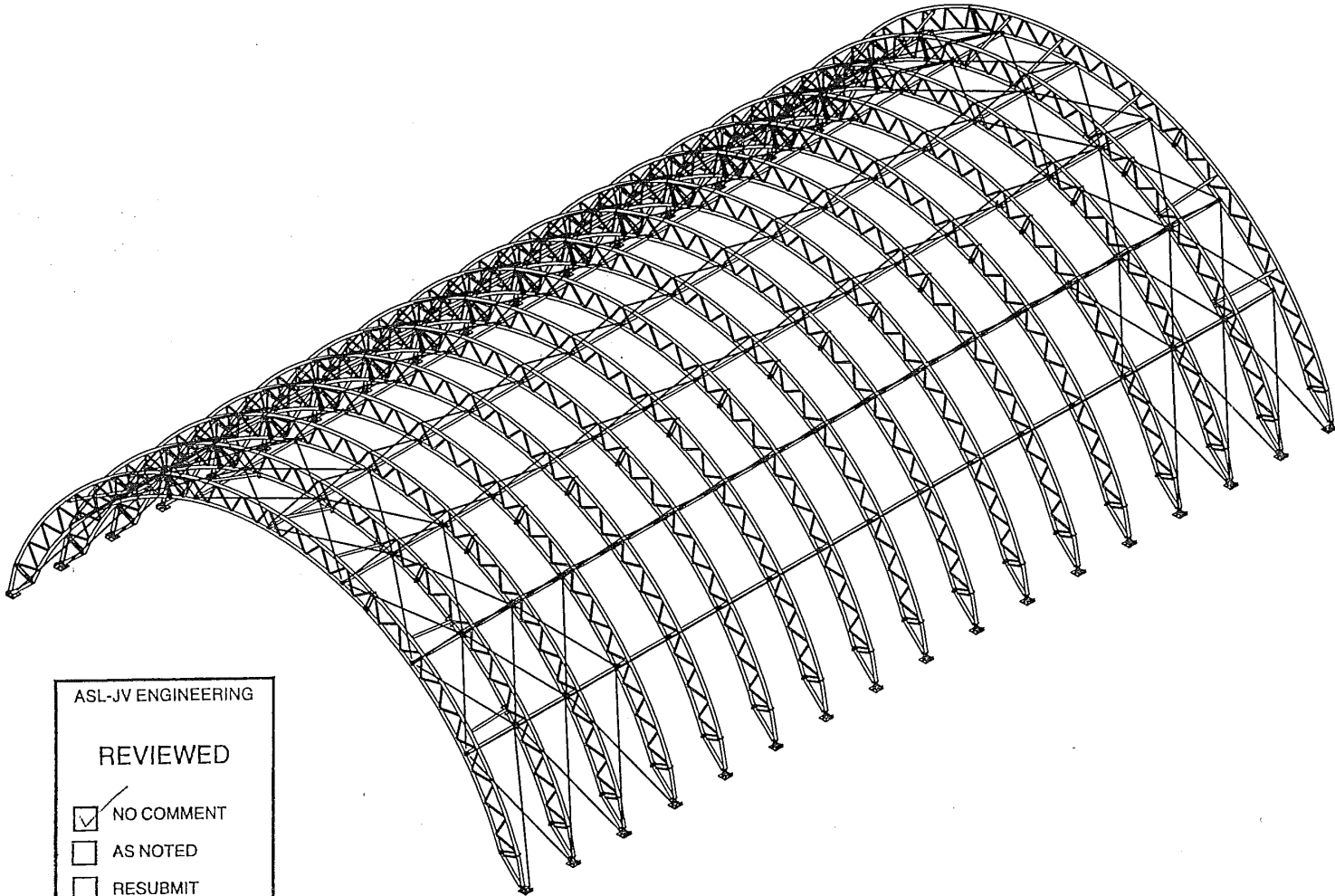
Jan Piorecky
 General Manager



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 Email: Jan.Piorecky@Martechelectrical.com
 Web: www.martechelectrical.com



T065RDG003100WF
65' X 100' RDG TRS 12.5WHT 6'3"OC 24"GFLP



ASL-JV ENGINEERING

REVIEWED

☒ NO COMMENT

☐ AS NOTED

☐ RESUBMIT

DATE 22 April '11

CUSTOMER DESIGN APPROVAL

CUSTOMER SIGNATURE _____
DATE 22 April '11

COVER COLOR WHITE ☐ SAMPLE APPROVED (CHECK BOX)
WEIGHT OF MATERIAL 12.5 OZ. CSG APPROVAL _____ (INITIAL)
FIRE-RATED OR NON FIRE-RATED FIRE RATED
TERMINATION OF FABRIC GROUND FLAP W/ J CHANNEL

Building Content Guide:

- [A1-1.0]COVER SHEET
- [B1-1.0]GENERAL NOTES
- [C1-1.0]BUILDING PLAN VIEW
- [D1-1.0]MATERIAL SPECIFICATIONS
- [E1-1.0]FRONT PROFILE (GRID)
- [E2-1.0]FRONT PROFILE (END RAFTERS)
- [E3-1.0]FRONT PROFILE (MIDDLE RAFTERS)
- [E4-1.0]FRONT PROFILE (OVER-THE-TOP)
- [F1-1.0]SIDE PROFILE (LEFT SIDE VIEW)
- [F2-1.0]SIDE PROFILE (RIGHT SIDE VIEW)
- [G1-1.0]DETAIL LOCATION CALL-OUTS
- [G2-1.0]RAFTER CONNECTION DETAILS
- [G3-1.0]BRACE CONNECTION DETAILS
- [G4-1.0]BASE/WINCH CONNECTION DETAILS
- [G5-1.0]CABLE CONNECTION DETAILS
- [G6-1.0]CABLE LENGTH DETAILS
- [G7-1.0]SWAY CABLE DETAILS
- [G8-1.0]END BRACE PLATE/COUPLER DETAILS
- [H1-1.0]FOUNDATION DETAILS (BASE PLATES)
- [H2-1.0]FOUNDATION DETAILS (ANCHOR HOLES)
- IOMITTED FOR CLARITY
- [J1-1.0]PROTOTYPICAL REACTIONS
- [K1-1.0]ADDITIONAL INFORMATION
- [L1-1.0 - L5-1.0]FRONT END WALL (EW065RDS1031DWF)
- [M1-1.0 - M5-1.0]BACK END WALL (EW065RDS1040DWF)

Developed By

A Division of
Engineering Services & Products Co.
1440 18th Ave. SW
Dawson, B.C. V9A 5G6
P: 563.875.6113
F: 563.875.2317
www.espcoco.com

Order Number:
4727643

Customer Number:
6171762

Structure SKU #: T065RDG003100WF	Structure Size: 65' W X 100' L X 25'-4 1/16" H	Structure Description: 65' X 100' RDG TRS 12.5WHT 6'3"OC 24"GFLP
Customer Information: AECOM CONSTRUCTION 9120 HWY 22A TRAIL, BC V1R 9W6 CANADA	Customer Contact Phone: 250-364-5656 EXT 230	Customer Contact: FRANK TRAUZZI
Page Title: COVER SHEET		

PDMWorks Project:
AECOM CONSTRUCTION (4727643)

Drawings

Drawn By: KMP Creation Date: 4/25/2011

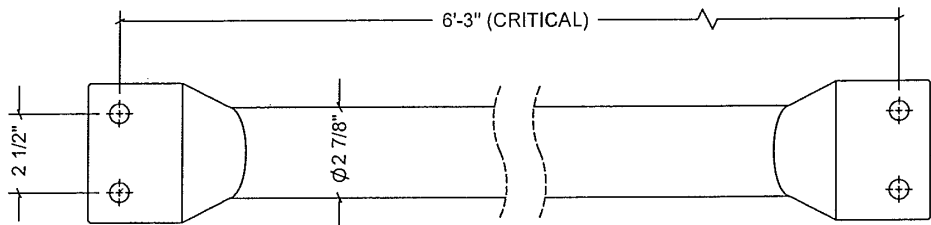
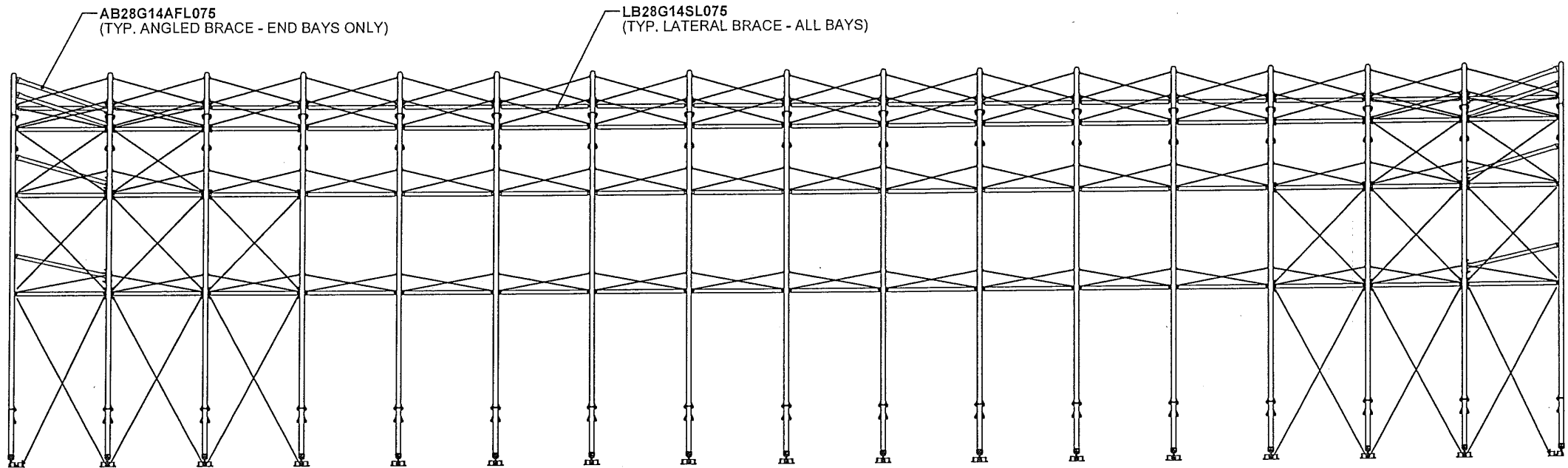
Revisions:

No.	By:	Revision Date:
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2	—	—
3	—	—

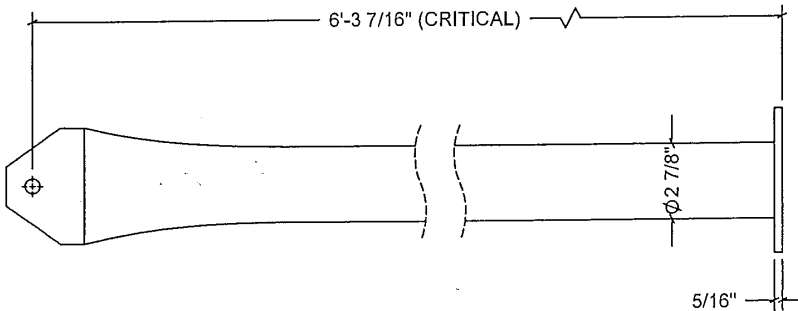
Sheet:
A1-1.0

NOTE: REFER TO SHEET [E2-1.0] & [E3-1.0] FOR FRONT
PROFILE OF BRACE LOCATIONS & SHEET [C1-1.0] FOR TOP VIEW OF BRACE LOCATIONS.

- SIDE PROFILE (LEFT SIDE VIEW)
- LATERAL BRACING
 - ANGLED BRACING
 - CABLE LOCATION
 - SWAY CABLE PATTERN



LB28G14SL075
2.875" DIA. LATERAL BRACE
TYP. LATERAL BRACE - ALL BAYS



AB28G14AFL075
2.875" DIA. ANGLED BRACE
TYP. ANGLED BRACE - END BAYS ONLY

ASL-JV ENGINEERING

REVIEWED

- ☒ NO COMMENT
☐ AS NOTED
☐ RESUBMIT

DATE 28 Dec 11

Developed By
ClebrSpan
A Division of
Engineering Services & Products Co.
1440 16th Ave. SW
Dyersburg, TN 37640
P: 563.875.2317
F: 563.875.2317
www.clebrspan.com

Order Number:
4727643

Customer Number:
6171762

Customer Information: AECOM CONSTRUCTION 2500-364-5656 EXT 230 TRAIL, BC V1R 9W6, CANADA	Structure SKU #: T065RDG003100WF	Structure Size: 65' W X 100' L X 25'-4 1/16" H
Customer Contact: FRANK TRAUZZI	Customer Contact Phone: 250-364-5656 EXT 230	Structure Description: 65' X 100' RDG TRS 12.5WHT 63"OC 24"GFLP
Page Title: SIDE PROFILE (LEFT SIDE VIEW)		

PDMWorks Project: Atlas/ExxonMobil 1072843		
Drawings		
Drawn By: KMP	Creation Date: 4/23/2011	
Revisions:		
No.	By:	Revision Date:
1	—	—
2	—	—
3	—	—
Sheet: F1-1.0		

MARK	DESCRIPTION	MATERIAL
COLUMNS		
C1	EWC1P185G08	4"X4" 8 GAUGE 1-PLY SQUARE TUBE - 185" LONG
C2	EWC2P254G08	4"X4" 8 GAUGE 2-PLY SQUARE TUBE - 254" LONG
TELESCOPING PURLINS		
A1	200TP07775	2.000" OD ROUND PIPE - 9 GAUGE
B1	2375TP085	2.375" OD ROUND PIPE - 14 GAUGE
B2	2375TP120	2.375" OD ROUND PIPE - 14 GAUGE
INSERTS		
T1	107456	3.5" SQ TUBE X 16" / 1/8" STEEL PLATE
T2	108151	3.5" SQ TUBE X 18" / 1/8" STEEL PLATE
F1	106762	3.5" SQ TUBE X 16" / 1/16" STEEL PLATE
BRACKETS		
PB	106755	1/8" STEEL PLATE

BOX BOLT HOLE SIZES & INSTALLATION TORQUE ¹		
BOX BOLT DIA.	HOLE DIA.	INSTALLATION TORQUE
1/4"	1/2"	14 FT-LB
5/16"	5/8"	18 FT-LB
3/8"	3/4"	33 FT-LB
1/2"	13/16"	59 FT-LB
5/8"	1-1/8"	140 FT-LB
3/4"	1-3/8"	221 FT-LB
1. REFER TO BOX BOLT TECHNICAL DATA FOR MORE INFORMATION IF USING BOX BOLTS		

MATERIAL SPECIFICATIONS

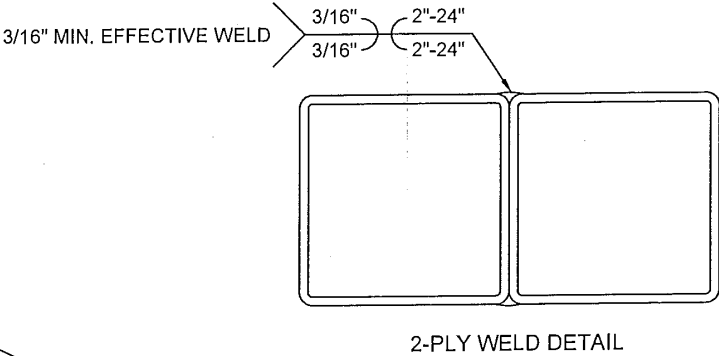
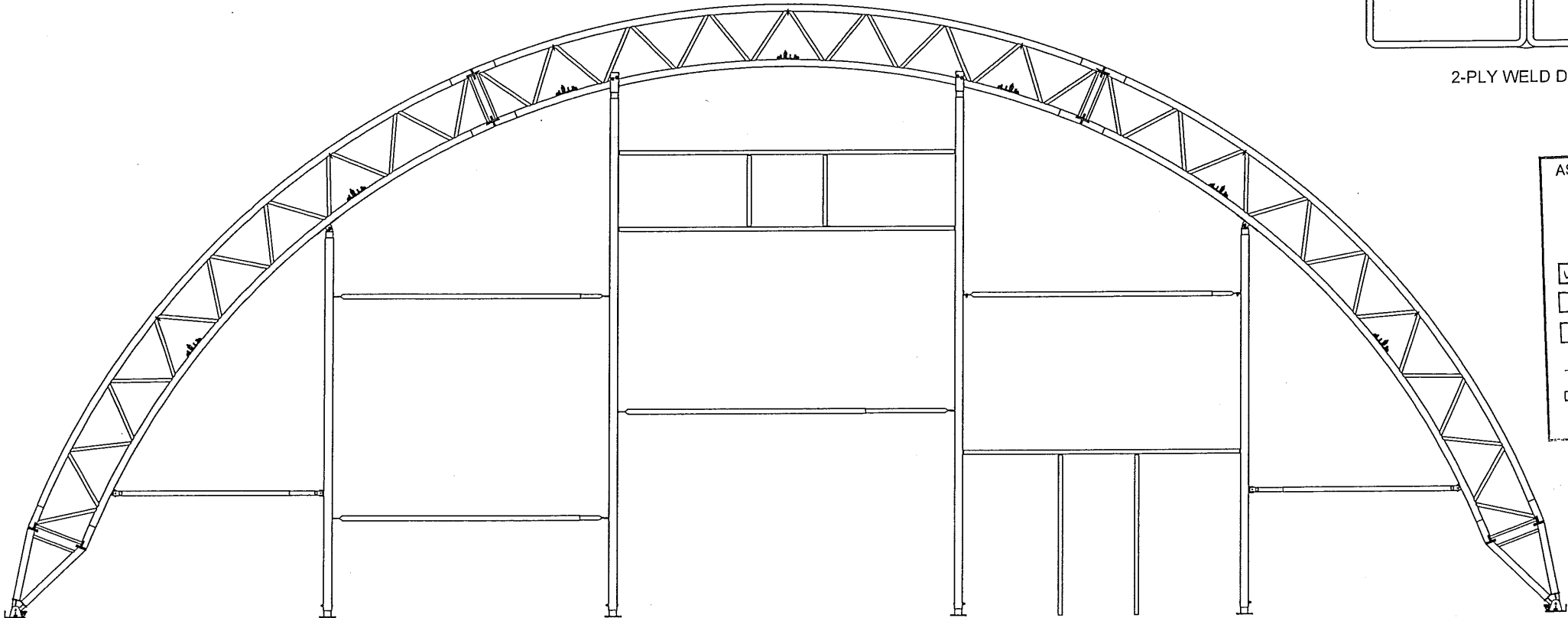
Developed By


A Division of
Engineering Services & Products Co.
1440 18th Ave. SW
Derry, NH 03040
P: 603.875.8113
F: 603.875.2317
www.asl-jv.com

Order Number:
4727643

Customer Number:
6171762

PLEASE REFER TO SHEET [M3-1.0] FOR PART LOCATIONS.



ASL-JV ENGINEERING

REVIEWED

☒ NO COMMENT

☐ AS NOTED

☐ RESUBMIT

DATE 28 April '11

Customer Information: AECOM CONSTRUCTION TRAIL, BC V1R4W6 (CANADA)	Structure SKU #: EW065RDS1040DWF	Structure Size: 65' RD END WALL	Structure Description: END WALL 65' 12FR WHT WLK RT 1VNT 24"GF
Customer Contact: FRANK TRAUZZI	Customer Contact Phone: 250-364-5656 EXT230	Sheet Title: MATERIAL SPECIFICATIONS	

PDMWorks Project:
AECOM CONSTRUCTION (107145)

Drawings

Drawn By: JS Creation Date: 4/28/2011

Revisions:

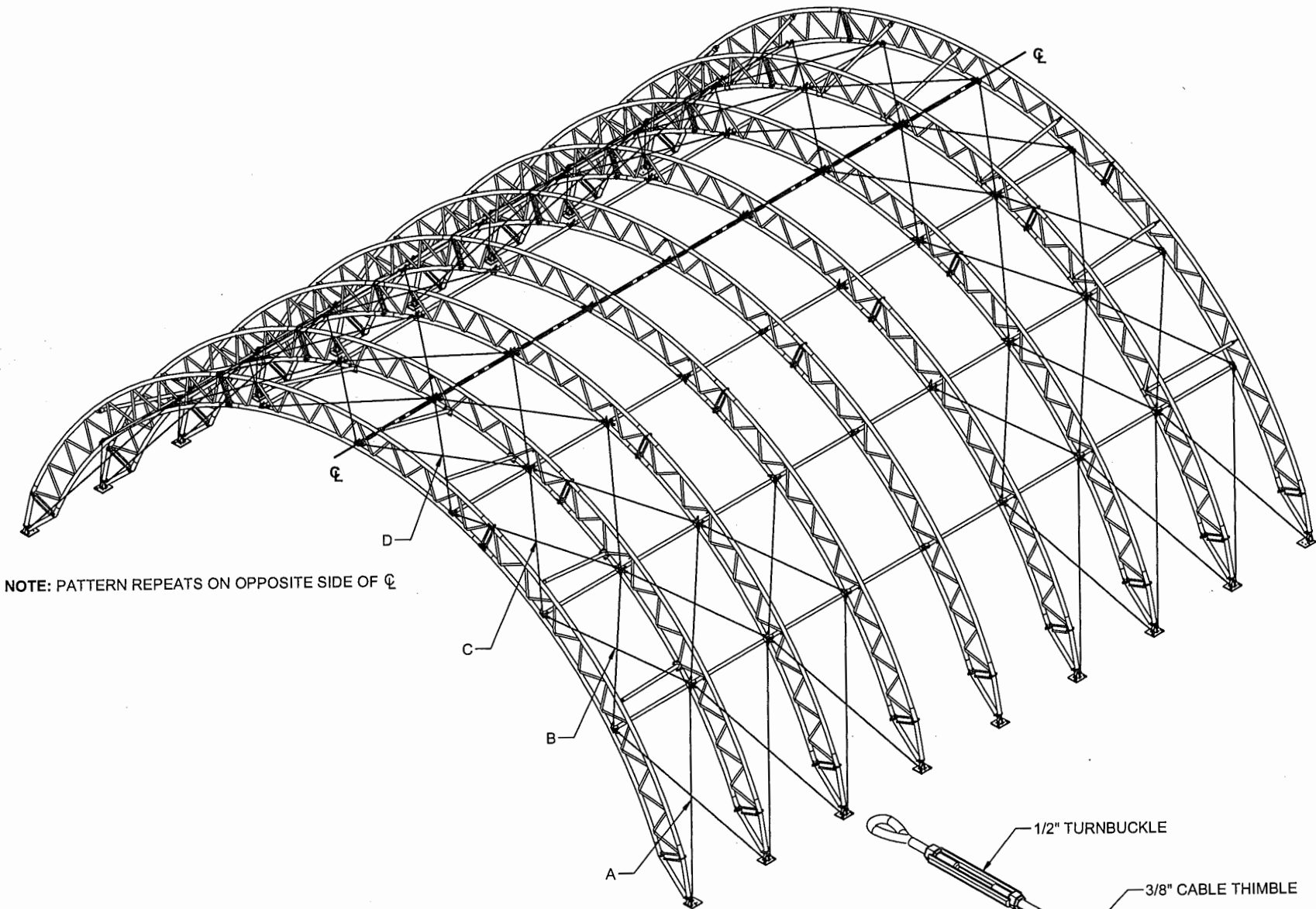
No.	By:	Revision Date:
1		
2		
3		

Sheet:
M2-1.0

Building #2

REFER TO SHEETS [A1-1.0], [C1-1.0], & [F1-1.0] FOR COMPLETE CABLE PATTERN.

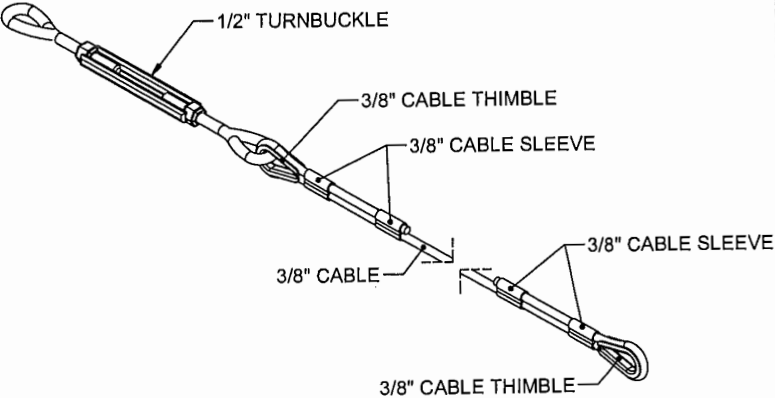
CABLE LENGTH DETAILS



NOTE: PATTERN REPEATS ON OPPOSITE SIDE OF C

T065RDM : 7'-6" RAFTER SPACING CABLE SKU'S		
SPAN	SKU	ACTUAL DISTANCE
A	CAB38T1C1407	14'-4 15/16"
B	CAB38T1C1101	10'-10 3/16"
C	CAB38T1C1105	11'-2 5/16"
D	CAB38T1C1101	10'-10 3/16"

[G5-1.0] VIEW 1 - CABLE SKU PER SPAN



[G5-1.0] VIEW 2 - TYPICAL CABLE ASSEMBLY

ASL-JV ENGINEERING

REVIEWED

☒ NO COMMENT

☐ AS NOTED

☐ RESUBMIT

DATE 12/10/13

DEVELOPED BY

DIVISION OF
ENGINEERING SERVICES & PRODUCTS CO.
1442 18TH AVENUE SW
OVERSEASVILLE, LA 50940
P: 663.878.8113
F: 663.878.2317
WWW.EBAPCO.COM

ORDER #:
5372984

CUSTOMER #:
6171762

STRUCTURE SKU #: T065RDM041060WF	STRUCTURE SIZE: 65' X 60'	STRUCTURE DESCRIPTION: 65x60 RDM TRS 12oz FR WHI 24"GFLP
CUSTOMER INFORMATION: AECOM CONSTRUCTION 9120 HWY 22A TRAIL, BC V1R4W	CONTACT PHONE: 250-384-5656	SHEET TITLE: CABLE LENGTH DETAILS
CUSTOMER CONTACT: FRANK TROUZZI		

DRAWING DETAILS

DRAWN BY:
BAK

CREATION DATE:
3/8/2013

REVISIONS:

NO.	BY:	REVISION DATE:
1	BAK	3/14/2013
2		
3		
4		

NOT TO SCALE

SHEET SIZE: 11X17

SHEET:
G5-1.0

Building #2

NOTE: REFER TO SHEETS [E2-1.0] & [E3-1.0] FOR FRONT
PROFILE OF BRACE LOCATIONS & SHEET [C1-1.0] FOR PLAN VIEW OF BRACE LOCATIONS.

- SIDE PROFILES
- LATERAL BRACING
 - ANGLED BRACING
 - CABLE PATTERN
 - SWAY CABLE PATTERN

DEVELOPED BY


A DIVISION OF
ENGINEERING SERVICES & PRODUCTS CO.
1440 18TH AVENUE SW
DYERSVILLE, IA 52040
P: 563.875.2113
F: 563.875.2317
WWW.ESAPCO.COM

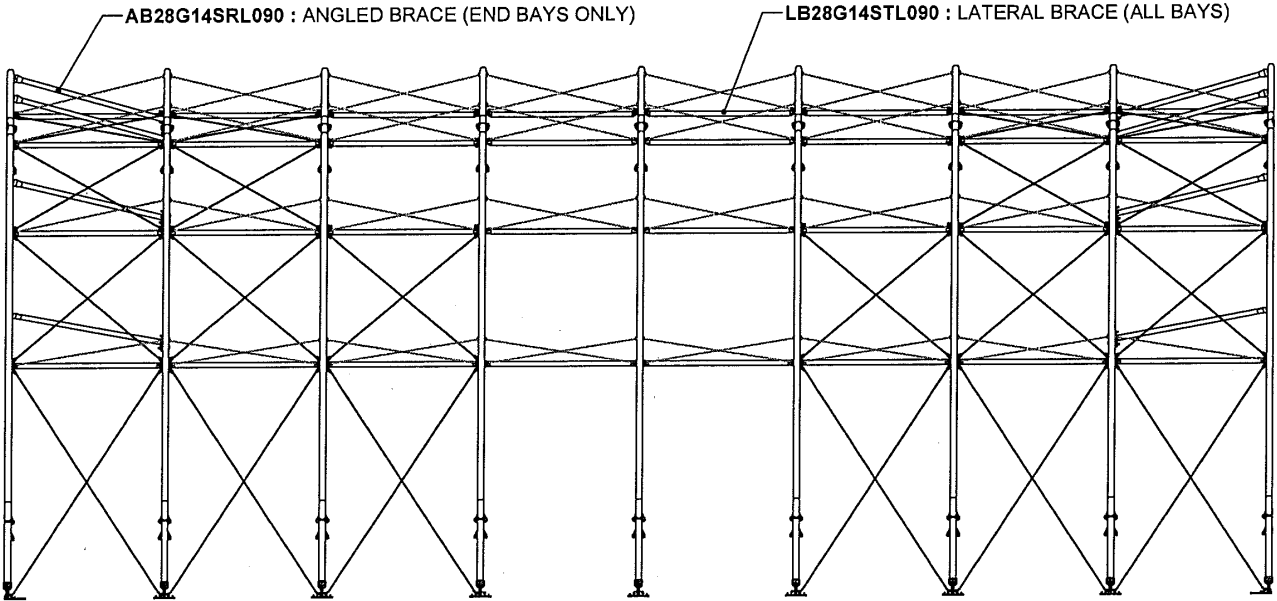
ORDER #:

5372984

CUSTOMER #:

6171762

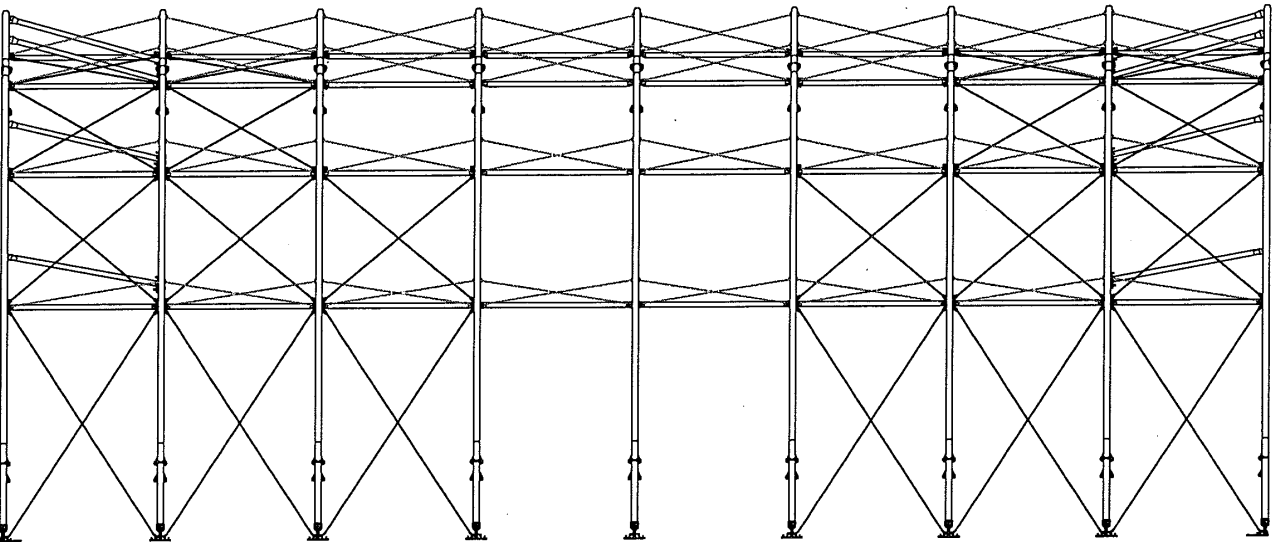
BACK OF STRUCTURE



LEFT SIDE VIEW

FRONT OF STRUCTURE

FRONT OF STRUCTURE



RIGHT SIDE VIEW

BACK OF STRUCTURE

ASL-JV ENGINEERING

REVIEWED

☒ NO COMMENT

☐ AS NOTED

☐ RESUBMIT

DATE: 12 Mar '13

CUSTOMER INFORMATION: ALCON CONSTRUCTION 2122 HWY 22A TRAIL, BC V1R4W6	STRUCTURE SKU #: T065RDM041060WF		STRUCTURE DESCRIPTION: 6560 RDM TRS 12x2 FR WHT 24"GFLP
	CUSTOMER CONTACT: FRANK TRAUZZI	CONTACT PHONE: 250-364-5656	
SHEET TITLE: SIDE PROFILES			

DRAWING DETAILS	
DRAWN BY: BAK	CREATION DATE: 3/8/2013
REVISIONS:	
NO.	BY: REVISION DATE:
1	BAK 3/14/2013
2	
3	
4	
NOT TO SCALE SHEET SIZE: 11X17	
SHEET: F1-1.0	

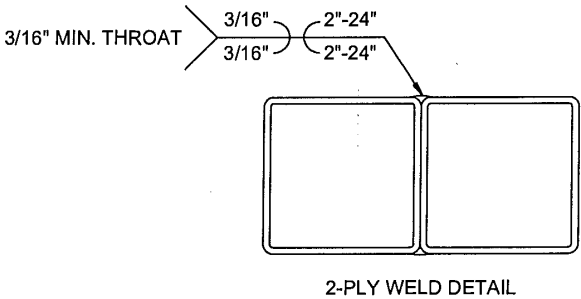
Building #2

Applicant Submission

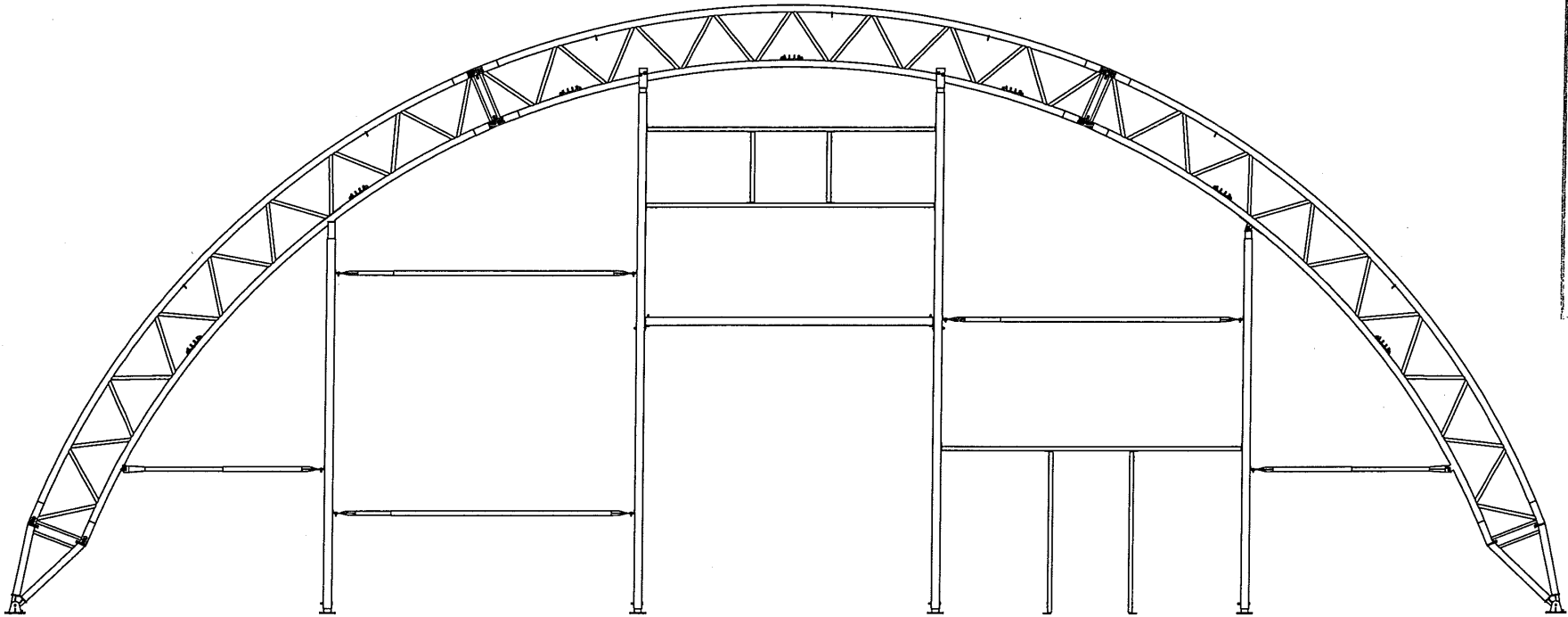
MARK	DESCRIPTION	MATERIAL
COLUMNS		
C1	EWC1P185G08	4" X 4" 8 GAUGE 1-PLY SQUARE TUBE - 185" LONG
C2	EWC2P258G08	4" X 4" 8 GAUGE 2-PLY SQUARE TUBE - 258" LONG
HEADERS		
H1	EWHP214275G08	4" X 4" 8 GAUGE 2-PLY SQUARE TUBE - 142 3/4" LONG
TELESCOPING PURLINS		
A1	200TP07775	2.000" OD ROUND PIPE - 11 GAUGE
A2	200TP060	2.000" OD ROUND PIPE - 11 GAUGE
B1	2375TP050	2.375" OD ROUND PIPE - 14 GAUGE
B2	2375TP120	2.375" OD ROUND PIPE - 14 GAUGE
INSERTS		
T1	108151SA/108151SB	3.5" SQ TUBE X 18" / 1/4" STEEL PLATE
T2	107456	3.5" SQ TUBE X 16" / 3/16" STEEL PLATE
F1	106762	3.5" SQ TUBE X 16" / 3/8" STEEL PLATE
BRACKETS		
HB	EWHB2P	3/16" STEEL PLATE
PB	106755	1/8" STEEL PLATE

BOX BOLT HOLE SIZES & INSTALLATION TORQUE.		
BOX BOLT DIA.	HOLE DIA.	INSTALLATION TORQUE
1/4"	1/2"	14 FT-LB
5/16"	5/8"	18 FT-LB
3/8"	3/4"	33 FT-LB
1/2"	13/16"	59 FT-LB
5/8"	1 1/8"	140 FT-LB
3/4"	1 3/8"	221 FT-LB
1. REFER TO BOX BOLT TECHNICAL DATA FOR MORE INFORMATION IF USING BOX BOLTS		

MATERIAL SPECIFICATIONS



PLEASE REFER TO SHEET [L3-1.0] FOR PART LOCATIONS.



ASL-JV ENGINEERING

REVIEWED

☒ NO COMMENT

☐ AS NOTED

☐ RESUBMIT

DATE 12/10/13

DEVELOPED BY

ADVANCED
ENGINEERING SERVICES & PRODUCTS CO.

1440 18TH AVENUE SW
DYERSBURG, TN 37040
P: 662.875.6113
F: 662.875.2317
WWW.EBAPCO.COM

ORDER #:

5372984

CUSTOMER #:

6171762

STRUCTURE SKU #:	EW069RDSZ751DWF
STRUCTURE SIZE:	65' X 60'
CONTACT PHONE:	258-364-5656
CUSTOMER CONTACT:	FRANK TRAUZZI
SHEET TITLE:	MATERIAL SPECIFICATIONS
STRUCTURE DESCRIPTION:	END PNL 65' 12FR WH 12x12CT MN-RT 2GF

DRAWING DETAILS

DRAWN BY: DVP

CREATION DATE: 3/8/2013

REVISIONS:

NO.	BY:	REVISION DATE:
1	BAK	3/14/2013
2		
3		
4		

NOT TO SCALE

SHEET SIZE: 11X17

SHEET:

L2-1.0

From: Paul Garthe
Sent: July 23, 2020 10:12 AM
To: Maria Ciardullo <mciardullo@rdkb.com>
Subject: Re: Development proposal, Genelle

Maria,

Thank you for the reply. Please send me the zoom meeting invite. We will be away, so I don't know if I can attend the virtual meeting.

Could you please confirm if this email with our concerns will be passed and submitted to the committee meeting on July 30, or let me know how to submit it?

How will the decision be made? I would like more info on the process to ensure that there is sufficient community feedback if that is what is required to affect the decision.

I would like to request an extension on public input for this proposal to Sept 30, 2020. Many of our neighbors who would be affected by this are on vacation or away. This would give us a chance to ensure all of the stakeholders have a chance to review the proposal for input.

We feel there are serious concerns over access and proximity to the residential neighborhood.

There are recurring problems with trucks blocking access to the China Creek road in the winter. The access for the proposed development is around a blind corner, on a hill, and near the train crossing. It has the potential to block the road in the winter and cause serious accidents involving other trucks, vehicles, and trains. Even in the summer, it is likely that trucks coming out of the property will need to cross into oncoming traffic coming down the hill. China Creek Road is the main access to the China creek residential areas. Blockage results in delays for residents and emergency vehicle access. The access to and from the proposed site is poor for industrial truck traffic.

There is potential for 24/7 emergency work at the site, which could create noise during residential quiet times in a mostly residential area.

The site is too small to accommodate a lot of parking area. Currently Martech uses their Castlegar office for training during Celgar shutdown work, resulting in employee vehicles being parked on the public roads. Doing training at the Genelle site for Teck shutdowns could result in significant congestion on China Creek road, which would be an inconvenience and a traffic hazard. Chinook also has a lot of vehicle traffic at their Genelle site at times when they do training. The Chinook site across the road has better access and has a large amount of parking. There would be a lot of congestion if both provided training at the same time at the Genelle locations.

Martech and MarWest share resources, opening the potential for excavators and other heavy equipment from being stored at the site. If the zoning change variance is approved on the basis of current plans, it would leave the door open for future changes in use on the site with no input by residents of the area.

We have been living in the area for 20 years, and are concerned that this will affect our quality of life and property values. A more suitable location for their proposed development would be the Genelle industrial park to the South.

Thank You,

L2 Engineering Ltd.
Mechanical Design and Project Engineering

Paul Garthe, P.Eng.

From: [Maureen Forster](#)
To: [Maureen Forster](#)
Date: July 24, 2020 2:04:48 PM

Thank you for the reply. Please send me the zoom meeting invite. We will be away, so I don't know if I can attend the virtual meeting.

Could you please confirm if this email with our concerns will be passed and submitted to the committee meeting on July 30, or let me know how to submit it?

How will the decision be made? I would like more info on the process to ensure that there is sufficient community feedback if that is what is required to affect the decision.

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Thank You,

L2 Engineering Ltd.
Mechanical Design and Project Engineering

Paul Garthe, P.Eng.



Maureen Forster | Executive Assistant
mforster@rdkb.com | C: 250.231.7792 | T: 250.368.0235

Regional District of Kootenay Boundary
Toll-free: 1.800.355.7352
Main: 250.368.9148
rdkb.com



Staff Report

RE:	Development Variance Permit – Dennis-Anthony		
Date:	July 30, 2020	File #:	C-268-00189.030
To:	Chair Langman and members of the Board of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

We have received an application from Glen Dennis for a development variance permit to vary the front parcel line setback in Electoral Area C/Christina Lake (see attachments).

Property Information	
Owner(s):	Glen Dennis and Lisa Anthony
Location:	185 1 st Ave, Cascade
Electoral Area:	Electoral Area C/Christina Lake
Legal Description(s):	Lot 4, Block 9, DL 268, SDYD, Plan KAP8
Area:	0.6 ha (0.138 acr)
Current Use(s):	Accessory building
Land Use Bylaws	
OCP Bylaw: 1250	Rural Residential
DP Area:	NA
Zoning Bylaw: 1300	Rural Residential 3 (R3)
Other	
Waterfront / Floodplain:	NA
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

The subject property is located on 1st Avenue in Cascade in Electoral Area C/Christina Lake. The properties to the east and west are Crown owned and are vacant. The property to the south is addressed, but with no assessed improvements.

The applicant built an accessory building on the property earlier this year close to the road in order to facilitate the connection to power. However,

they built prior to ascertaining the proper position of the property line and built into the setback.

Proposal

The applicant is proposing to vary the front parcel line setback from 4.5m to 2.8 m, a variance of 1.7 m, to bring the accessory building on the subject property into compliance with zoning bylaw (see attachments).

Implications

For Development Variance Permit applications, the RDKB considers whether the proposed variance will:

- a) Resolve a hardship;
- b) Improve the development;
- c) Cause negative impacts to the neighbouring properties.

The applicant has submitted a letter outlining the request. To summarize their rationale:

- They built based on incorrect information with the intention of meeting the setback requirements;
- They were also trying to build close enough to the closest power pole across the street, so as to not have to install a new power pole on their side of the street.

The applicant has not stated how this variance would resolve a hardship or help improve the development.

The applicant has also applied for a Ministry of Transportation and Infrastructure (MOTI) permit for building in the setback, as the building is closer than 4.5 m to the front parcel line. Our development variance permit cannot be approved until we have received confirmation that MOTI has approved this permit.

Advisory Planning Commission (APC)

The Electoral Area C/Christina Lake APC considered this application at their July 7, 2020 meeting. The APC provided a recommendation to deny this application and provided the following comments:

- It was felt that applicants were aware of the setback misinformation however built into the setback to avoid having to install a new power pole on their side of the street and in the APC's view this would not be considered a hardship.

Planning and Development Comments

Staff received communications from a neighbouring property owner, including an email (attached), responding to the posted Development Proposal sign at the Subject Property. The letter cites several areas of concern for the neighbour including ones around potential future actions of the subject property owners and stated intentions of the applicant to not obtain a building permit prior to construction.

We are not able to anticipate what future infractions of the bylaw on this property may be. However, the onus lies on applicants to understand what their obligations are under the local bylaws prior to development.

Recommendation

That the Regional District of Kootenay Boundary Board of Directors denies the Development Variance Permit application submitted by Glen Dennis, to allow for a variance in the front parcel line setback from 4.5m to 2.8 m - a variance of 1.7 m, to construct an accessory building on the property legally described as Lot 4, Block 9, DL 268, SDYD, Plan KAP8, Electoral Area C/Christina Lake.

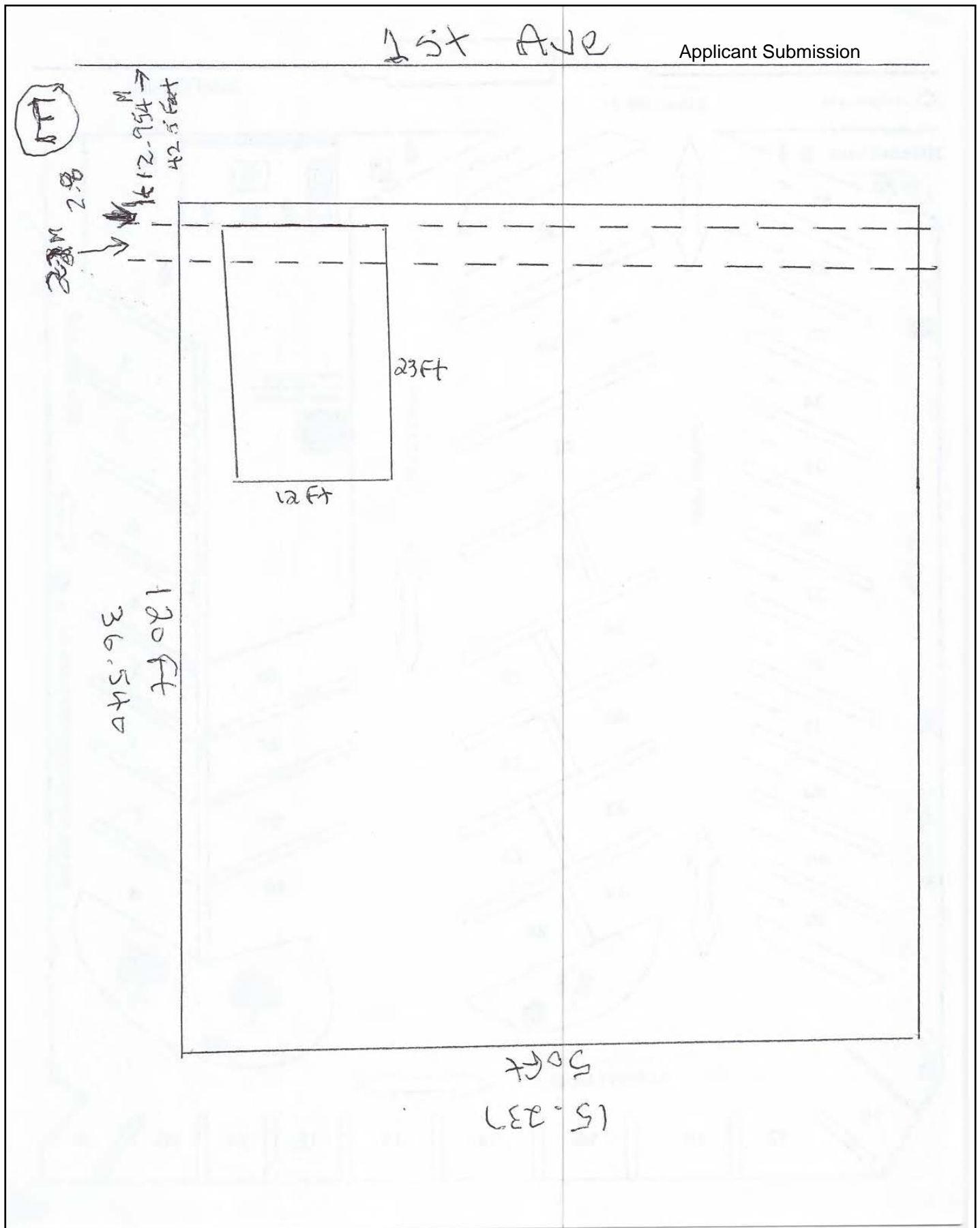
Attachments

Site Location Map
Subject Property Map
Applicant Submission

Applicant Submission

The space below is provided to describe the proposed development. Additional pages may be attached.

When deciding where to place the Accessory Building we were unable to find the corner pins. The neighbour showed us the approximate location & we attempted to be as accurate as possible & then actually added more distance to be within setback guidelines. We also had to keep within West Kootenay Power guidelines to bring power from across the street to the Accessory Building as that was the only way power could be brought on to the property without having to have a power pole put on the other side of the street.



Letter Responding to Development Proposal Sign

Property owner of 1261 Main Street
Parcel A, Block 9, Plan KAP8, DL 268, SDYD

From: [Joni Griffin](#)
To: [Elizabeth Moore](#)
Subject: Lot 4, Block 9, Plan KAP8, DL 268, SDYD Christina Lake
Date: July 9, 2020 11:24:47 AM

Would you pass this on to the appropriate Board?

Since Glen Dennis purchased the above lot last year, he has ignored every By-Law and Building Regulation that Christina Lake has. When he first came out here he told me that he wasn't going to bother getting a building permit because he was just building a shop.

He said he wasn't going to have a survey done and he came out with a tape measure and put in tent pegs for the property he was claiming.

He also stated that he was going to build an enclosure for his three dogs on the District land at the back of his lot (south end).

He built his shop close to 1st Avenue so that he didn't have to put in a power pole. He has an electrical wire strung from the power pole on the far side of the avenue, across the Ave, across the back of his lot and attached to the roof of the shop. If we get a bad wind storm, the wire could break free and start a fire.

He also built his shop close to the property line on the west side of the property.

A building inspector was out here earlier this summer and since then he has bought a building permit and had his lot surveyed.

Glen Dennis has also stated that he is bringing his trailer out and putting it on the lot but he has no septic tank, nor field system. My concern is that he will be running grey water out on the ground and maybe even sewage. His lot is on the west side of ours.

What can be done about this?

Joni Griffin, [REDACTED]

July 24, 2020 7:56 am

Subject: 185-1st Ave. Development Variance Permit, Christina Lake/Electoral Area C


Hi Maria,

We are writing in response to RDKB's letter of July 16, 2020 regarding the above Variance Permit Application seeking a variance in the front parcel line setback of 1.7 m to construct an accessory building. Our opinion is that a variance permit application should have been submitted before the building was constructed and a variance of 1.7 m brings the building too close to the road.

We do not support the variance request and therefore agree with the recommendation of the RDKB Board of Directors.

Lisa and Garth Nye





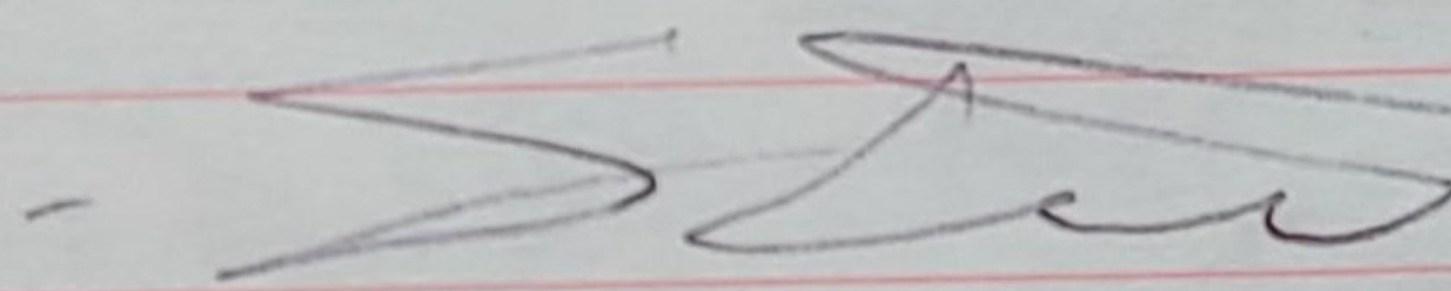
July 25, 2020

Regional District of Kootenay Boundary

In respect to the application for development
Variance permit at 185-1st Avenue, Lot 4,
Blk 9, DL 268, SDYD, Plan KAP8. Electoral
Area C / Christina Lake. It is our opinion
that the application should be denied.

All rules set out by the District of
Kootenay Boundary should be strictly
followed when developing ones property.
There are enough junk yards in the
neighbourhoods of Christina Lake.

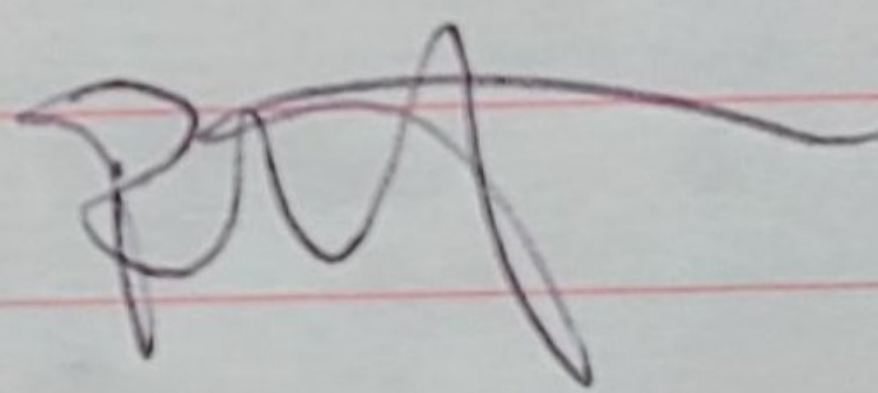
Shirley Grant



Brian Grant

190 - 1st Avenue

Christina Lake, BC





**Regional District of
Kootenay Boundary**

Public Hearing Minutes

OCP Amendment Bylaw No. 1724 to amend the Electoral
Area C/Christina Lake OCP Bylaw No. 1250
and
Zoning Amendment Bylaw No. 1726 to amend the
Electoral Area C/Christina Lake Zoning Bylaw No. 1300

Minutes of a public hearing for OCP amendment Bylaw No. 1724 to amend the Electoral Area C/Christina Lake OCP Bylaw No. 1250 and Zoning amendment Bylaw No. 1726 to amend the Electoral Area C/Christina Lake Zoning Bylaw No. 1300 held on Tuesday, July 21st, 2020 via the Zoom webinar platform at 6:00 p.m.

Director Present:	Director Grace McGregor
Staff Present:	Elizabeth Moore, Senior Planner Donna Dean, Manager of Planning and Development, recorder
Others present:	3 members of the public

Director McGregor opened the public hearing for Bylaws 1724 and 1726 at 6:00 p.m. She read the Chairperson's address and asked the Senior Planner to explain the purpose of the bylaws. Ms. Moore provided a summary of the map changes purposed by the bylaws. The hearing was opened for comments.

Jon Nesmith (1906 Setterland Road) asked about the number of dwellings proposed for the Single Family Residential 1 parcels. Mr. Nesmith also inquired whether the proposed mobile home park parcel would include a backup area for a second septic field should the existing one fail.

Debbie Biggs (1931 Setterland Road) asked about the reasoning behind the zoning amendments and the number of lots that could be created with the amendments.

There being no further comments, Director McGregor adjourned the public hearing at 6:22 p.m.

I hereby certify that this is a fair and accurate record of the nature of representations made at the July 20, 2020 public hearing for Bylaw No. 1724 and Bylaw No. 1726.

Recording Secretary

Director Delegated to Preside over the
Public Hearing



**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1724**

A Bylaw to amend Electoral Area 'C' Official Community Plan
Bylaw No.1250, 2004 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Official Community Plans pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors intends to amend the Official Community Plan to re-designate two portions of the property legally described as Lot 5, Plan KAP2164, DL 750, SDYD from 'Natural Resource' to 'Rural' and from 'Residential' to 'Rural';

AND WHEREAS the Regional District of Kootenay Boundary has considered the requirements under Section 475 of the *Local Government Act* with respect to early and ongoing consultation;

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1724, 2020.
2. That Schedule B (Land Use Map) of the Electoral Area 'C' Official Community Plan Bylaw No. 1250, 2004 be amended to re-designate two portions of the following property from the current 'Natural Resource' to 'Rural' and one portion of the following property from the current 'Residential' to 'Rural':

Lot 5, Plan KAP2164, DL 750, SDYD as shown outlined in red on the attached Schedule X attached hereto and forming part of this bylaw.

READ A FIRST AND SECOND TIME this 30th day of January, 2020.

SECOND READING RESCINDED this 25th day of June, 2020.

READ A SECOND TIME AS AMENDED the 25th day of June, 2020

PUBLIC HEARING held on this 21st day of July, 2020.

READ A THIRD TIME this 30th day of July, 2020.

I, Theresa Lenardon, Manager of Corporate Administration hereby certify the foregoing to be a true and correct copy of Bylaw No. 1724, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1724, 2020" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 30th day of July, 2020.

Manager of Corporate Administration

RECONSIDERED AND FINALLY ADOPTED this 30th day of July, 2020.

Manager of Corporate Administration

Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1724, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1724, 2020".

Manager of Corporate Administration

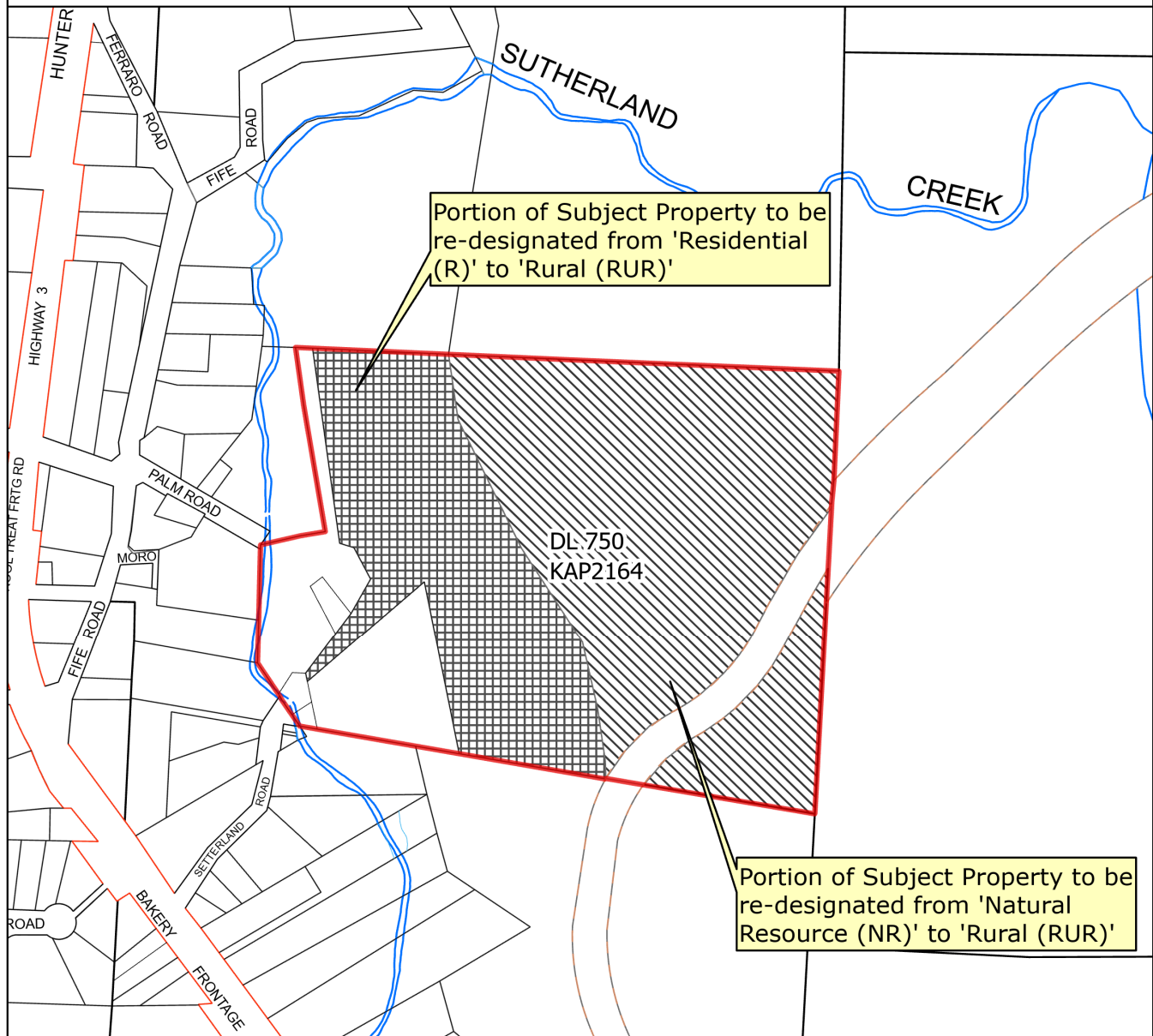
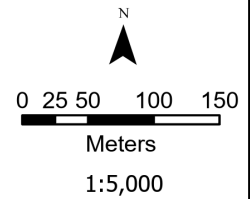


Regional District of
Kootenay Boundary

2020-06-12

Schedule X

Lot 5,
Plan KAP2164,
DL 750, SDYD



I hereby certify this Schedule X to be a true and correct copy and that this Schedule X correctly outlines the property to be re-designated by "Regional District of Kootenay Boundary Bylaw No. 1724."

Manager of Corporate Administration

Date



**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1726**

A Bylaw to amend Electoral Area 'C' Zoning
Bylaw No.1300, 2007 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Zoning Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors intends to rezone three portions of the property legally described as Lot 5, Plan KAP2164, DL 750, SDYD from 'Manufactured Home Park 6' to 'Single Family Residential 1'; from 'Manufactured Home Park 6' to 'Rural 1'; and from 'Natural Resource 1' to 'Rural 1';

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Zoning Bylaw Amendment No. 1726, 2020.
2. That Schedule 2 (South Map) of the Electoral Area 'C' Zoning Bylaw No. 1300, 2007 be amended to rezone two portions of the following property from the current 'Natural Resource 1' to 'Rural 1', one portion from the current 'Manufactured Home Park 6' to 'Rural 1'; and one portion from the current 'Manufactured Home Park 6' to 'Single Family Residential 1':
3. **Lot 5, Plan KAP2164, DL 750, SDYD** as shown outlined in red on the attached Schedule Z attached hereto and forming part of this bylaw.

READ A FIRST AND SECOND TIME this 30th day of January, 2020.

SECOND READING RESCINDED this 25th day of June, 2020.

READ A SECOND TIME AS AMENDED the 25th day of June, 2020

PUBLIC HEARING held on this 21st day of July, 2020.

READ A THIRD TIME this 30th day of July, 2020.

I, Theresa Lenardon, Manager of Corporate Administration hereby certify the foregoing to be a true and correct copy of Bylaw No. 1726, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1726, 2020" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 30th day of July, 2020.

Manager of Corporate Administration

APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE

APPROVING OFFICER this ____ day of _____, 2020.

Approving Officer

RECONSIDERED AND FINALLY ADOPTED this ____ day of _____, 2020.

Manager of Corporate Administration

Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1726, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1726, 2020".

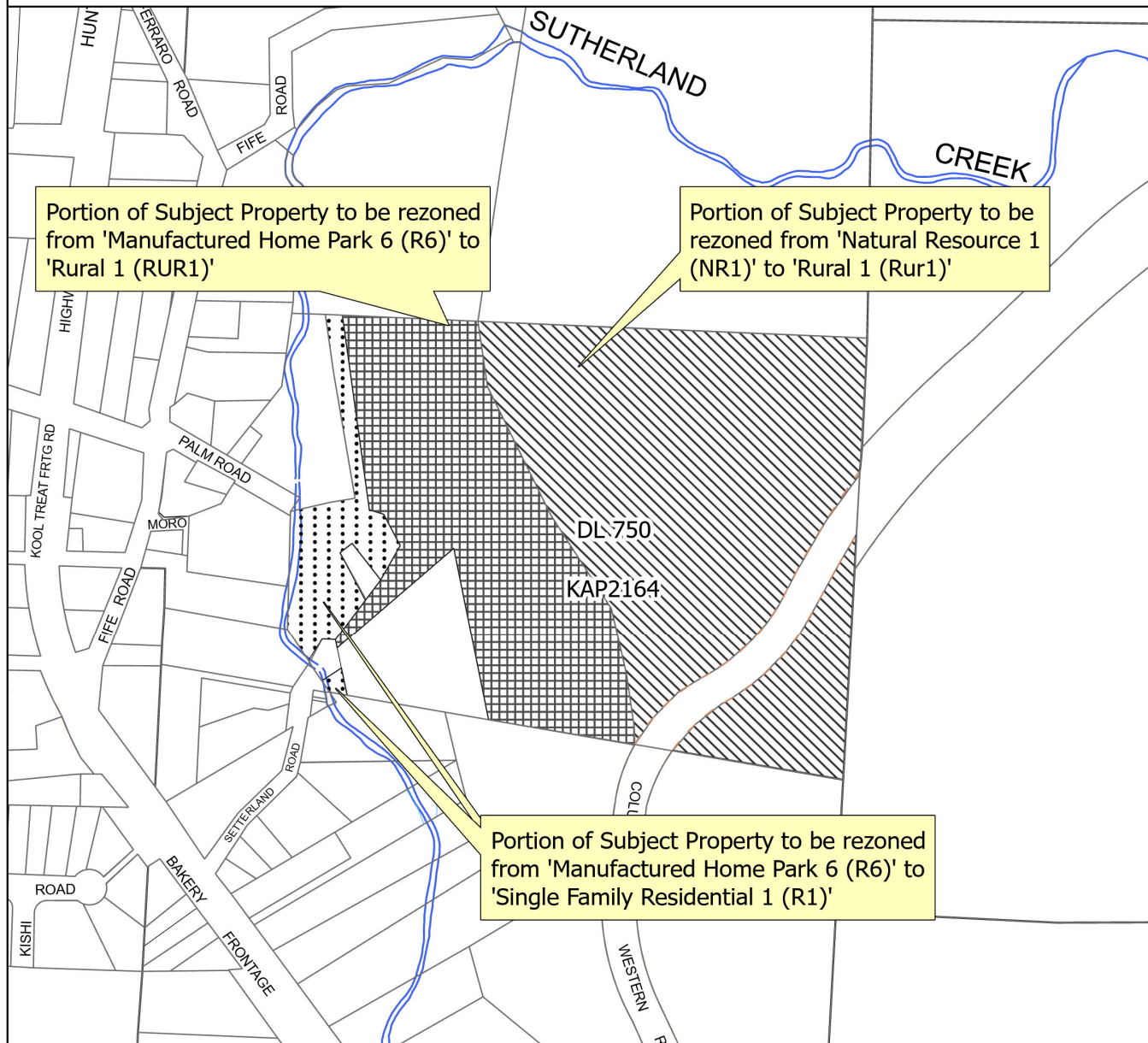
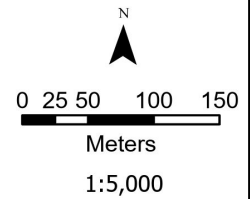
Manager of Corporate Administration



2020-06-18

Schedule Z

Lot 5,
Plan KAP2164,
DL 750, SDYD



I hereby certify this Schedule Z to be a true and correct and that this Schedule Z correctly outlines the property to be rezoned by "Regional district of Kootenay Boundary Bylaw No. 1726."

Manager of Corporate Administration

Date

**STAFF REPORT**

Date: 23 Jul 2020 **File** COVID-19
To: **Chair Langman and Board of Directors**
From: Mark Andison, Chief Administrative Officer
Re: Ministerial Order 192 Regarding Open Meetings

Issue Introduction

A staff report from Mark Andison, CAO regarding compliance with the open meeting provisions of Ministerial Order 192, an order of the Minister of Public Safety and Solicitor General.

History/Background Factors

On June 17th, Ministerial Order 192 replaced the earlier Ministerial Order 139, both are orders of the Minister of Public Safety and the Solicitor General related to the COVID-19 provincial state of emergency. Most of the provisions of the earlier ministerial order continue to apply under the new order, such as allowing public hearings to be conducted electronically and allowing Boards to meet electronically. However there are some significant changes under the new order regarding the ensuring public access to board and committee meetings. The previous order made it possible for local governments to meet without the public being physically present. The new ministerial order moves to ensure an opportunity for the public to have a presence at local government meetings where appropriate for both in-person and electronic meetings. Ministerial Order 192 requires local governments to make "best efforts" to allow an opportunity for the public to be present at in-person and electronic meetings while continuing to adhere to public health orders and recommendations.

Local governments that have made best efforts but continue to face challenges having the public present at meetings due to things like facility size or technological limitations will continue to be able to limit in person attendance at electronic and physical meetings under the Order. In that case, under Ministerial Order 192, local

governments are required to pass a resolution to provide a rationale of the reasons why the public cannot be present, as well as a description of the means by which the local government is meeting openness, transparency and accountability principles.

A guidance document on the topic prepared by the Ministry of Municipal Affairs and Housing is attached, along with the Ministerial Order

Implications

Ministerial Order 192 continues to contain provisions enabling board and committee meetings to be held either in person or electronically. The RDKB's Procedure Bylaw also contains provisions allowing meetings to be held electronically. Under the RDKB's COVID-19 Services Restoration Plan, board and committee meetings are anticipated to continue to be held electronically throughout the period of the pandemic, given the challenges associated with meeting physical distancing guidelines in the RDKB boardrooms for directors, staff, delegations, and the public that may wish to attend.

The Ministry of Municipal Affairs and Housing guidance document outlines what constitutes local governments' best efforts to ensure the public is able to hear, or watch and hear, meetings if they are held electronically. According to the guidance document, "best efforts" from local governments include:

- Electronic meetings should attempt to resemble the in-person public meeting as much as possible, adhering to rules of procedural fairness. This means making best efforts to follow existing procedures and to allow members of the public to be heard;
- Explore alternative facilities that provide the means for the public to hear, or watch and hear, the electronic meeting (e.g. a larger venue or a venue that provides technology for the public to hear, or watch and hear the meeting);
- Explore available technology that will enable the public to hear, or watch and hear, the meeting (e.g. livestream, record and provide an archived copy on the local government website, or provide a telephone at the facility for the public to hear the meeting); and,
- Anticipate technology issues and consider allowing additional time on the agenda to resolve technical issues, including the possible lag when live-streaming.

Currently, staff feel that the RDKB is ensuring access to most members of the public by providing anyone that wishes to attend a meeting of the Board or a committee with the information required to attend the electronic meeting (Zoom web link or phone number). The RDKB website provides members of the public with an invitation to attend meetings electronically, stating: "*Want to attend an RDKB*

meeting? Contact us to receive a Zoom Meetings link to attend virtually. Want to present information? Contact our Corporate Officer to register in advance. Meetings include a question period for public and media."

However, there are two further considerations identified in the guidance document that could be implemented to ensure that the RDKB is making all "best efforts" to allow the public to access meetings. First, for those that are not able to access an electronic meeting using either the Zoom web link or the phone link, the RDKB could as an alternative option, provide for those individuals access to the RDKB Board room to view the meeting electronically subject to meeting physical distancing requirements. Staff don't feel there will be many members of the public that have neither web nor phone capabilities who will be required to pursue this option, but the option would make meetings accessible to those that aren't able to connect electronically themselves. Second, the guidance document suggests that recordings of electronic meetings be made available, along with meeting agendas and minutes, to allow the public to better understand what has occurred at Board and committee meetings. The RDKB's recently adopted Procedure Bylaw allows for the recording of meetings. Meeting recordings could be posted on the RDKB website, along with the agendas and minutes for meetings that are already being posted. If the RDKB adopts these two additional measures, staff feel that the RDKB will have made all best efforts to allow the public to hear, or watch and hear, meetings as per the requirements of Ministerial Order No. 192.

Advancement of Strategic Planning Goals

Consideration of measures that the RDKB can undertake to comply with Ministerial Order No. 192 advances the Boards strategic objective of improving and enhancing communication.

Background Information Provided

1. Guidance for Opens Meetings, Electronic Meetings and Timing Requirements for Bylaw Passage under Ministerial Order 192
2. Ministerial Order No. 192: Local Government Meetings and Bylaw Process (COVID-19) Order No. 3

Alternatives

1. That the RDKB continues to provide web link and phone access to members of the public wishing to attend electronic meetings of the Board of Directors and Committees. Further, that the RDKB Board of Directors approves access to the Trail RDKB Boardroom for members of the public to view and participate in Board and committee meetings if those members of the public are not able to access the meetings electronically and subject to adherence to physical distancing guidelines. And further, that Board of Directors meetings be recorded and meeting recordings be posted on the RDKB website.

2. That the RDKB continues to provide web link and phone access to members of the public wishing to attend electronic Board and Committee meetings. Further, that the RDKB Board of Directors approves access to the Trail RDKB Boardroom for members of the public to view and participate in Board and committee meetings if those members of the public are not able to access the meetings electronically and subject to adherence to physical distancing guidelines. And further, that Board of Directors and committee meetings be recorded and meeting recordings be posted on the RDKB website.
3. That the RDKB continues to provide web link and phone access to members of the public wishing to attend electronic meetings of the Board of Directors and Committees. Further, that the RDKB Board of Directors approves access to the Trail RDKB Boardroom for members of the public to view and participate in Board and committee meetings if those members of the public are not able to access the meetings electronically and subject to adherence to physical distancing guidelines.
4. That the RDKB continue to provide web link and phone access to members of the public wishing to attend electronic meetings of the Board of Directors and Committees and that public access to Boardroom facilities continue to be restricted due to the challenges associated with adhering to COVID-19 public health guidelines in those facilities.

Recommendation(s)

That the Regional District of Kootenay Boundary continues to provide web link and phone access to members of the public wishing to attend electronic meetings of the Board of Directors and committees. Further, that the RDKB Board of Directors approves access to the Trail RDKB Boardroom for members of the public to view and participate in Board and committee meetings if those members of the public are not able to access the meetings electronically and subject to adherence to physical distancing guidelines. And further, that Board of Directors meetings be recorded and meeting recordings be posted on the RDKB website.



Guidance for Open Meetings, Electronic Meetings and Timing Requirements for Bylaw Passage under Ministerial Order 192

Introduction

This document provides guidance to local governments on open meetings, electronic meetings and the timing requirements for bylaw passage as outlined in Ministerial Order 192 (replaces M139).

http://www.bclaws.ca/civix/document/id/mo/mo/2020_m192

Order 192 repeals and replaces M139, moves local governments towards normal operations as they move through the restart process. The guidance below provides practical advice to local governments while operating under Order M192 and measures that support recommendations of the Provincial Public Health Officer (PHO) and the principles of local government openness, accountability, accessibility and transparency.

This document focuses on the primary changes set out in Order M192. However, all other previous provisions under M139 such as conducting public hearings electronically, allowing for Council, Boards and the Islands Trust Body to meet electronically and deferring improvement district annual general meetings, remain in effect under Order M192. Other rules such as those provided for in legislation or local government procedure bylaws such as: notice requirements; voting rules; and, minutes also continue to apply.

Order M192 continues to provide local governments flexibility in their meeting procedures while moving towards increased public presence at local government meetings where appropriate, for both “in person” and electronic meetings. Order M192 also transitions local governments to more standard rules in relation to bylaw adoption, limiting the previous Order’s broad authority to read and adopt a bylaw on the same day it has been given to third reading to now only apply to the types of bylaws specified in Order M192.

Guidance for Ministerial Order 192

As local governments transition back towards more normal operations as part of [BC’s Restart Plan](#) -- including holding meetings with the public in attendance -- new or amended policies and procedures are needed to support elected officials, local government staff and the public.

Open Meetings

Order M192 requires local governments to undertake “best efforts” to meet the legislative requirements for open meetings so the public can continue to participate and understand local government decision-making in a way that is meaningful for them.

Local governments that are unable to meet the PHO recommendations and requirements and hold open meetings where the public can attend in person are now required to adopt a resolution to provide a

Ministry of Municipal Affairs
and Housing

Governance and Structure Branch
Local Government Division

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Fax: 250 387-7972

Location:
4th Floor, 800 Johnson Street
www.gov.bc.ca/mah

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rationale for the continued need to meet without the public present. They must also describe what local measures are being taken to meet the principles of openness, transparency and accessibility. The resolution may be in reference to a specific meeting or, if the same circumstances apply, more than one meeting.

Best efforts from local governments include:

- Provide information to the local government staff, elected officials and the public on how the local government is meeting the PHO requirements and recommendations at open meetings:
 - how many members of the public can safely be accommodated at the meeting location while meeting physical distancing guidelines;
 - whether another meeting location has been considered to provide better space for public attendance (and what, if any, are the limitations of that space); and,
 - how public attendance at meetings will be managed if there is limited space; (e.g. restricting numbers of attendees; ensuring no crowds at entranceways).
- Offer alternative means by which the public can provide input on agenda topics before or during a meeting to increase accessibility (e.g. via email, online submission form, phone or written letter);
- If in-person presence will not be physically possible in the meeting room, consider technology for enabling the public to be present by electronic means (e.g. livestream proceedings in a space made available in other facilities where people can watch and hear the open meeting);
- Adjust the agenda and meeting schedules so that matters that are likely to be controversial or attract high public interest are the subject of a separate meeting held in a larger facility;
- Provide draft agendas, minutes and archived video of meetings (if available) to the public to facilitate public understanding of local government decision making; and,
- Document and be able to provide information to the public about what efforts have been made and considered if the local government needs to continue to meet without the public physically present.

For more information on legislative open meeting requirements please see:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/councils-boards/meetings/rules>

Electronic Meetings

Order M192 requires that local governments undertake best efforts to provide facilities that enable the public to hear, or watch and hear, meetings if the meeting is held electronically or council members are attending by means of electronic communication.

If after best efforts, local governments are unable to provide the facilities where the public can hear, or watch and hear a meeting held electronically, they must provide, by resolution, the reasons for not providing facilities that allow the public to hear, or watch and hear, the meeting. The resolution must also describe the means by which they are ensuring openness, transparency, accessibility and accountability in respect of the meeting. The resolution may be in reference to a specific meeting or, if the same circumstances apply, more than one meeting.

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Best efforts from local governments include:

- Electronic meetings should attempt to resemble the in-person public meeting as much as possible, adhering to rules of procedural fairness. This means making best efforts to follow existing procedures and to allow members of the public to be heard;
- Explore alternative facilities that provide the means for the public to hear, or watch and hear, the electronic meeting (e.g. a larger venue or a venue that provides technology for the public to hear, or watch and hear the meeting);
- Explore available technology that will enable the public to hear, or watch and hear, the meeting (e.g. livestream, record and provide an archived copy on the local government website, or provide a telephone at the facility for the public to hear the meeting); and,
- Anticipate technology issues and consider allowing additional time on the agenda to resolve technical issues, including the possible lag when live-streaming.

For more information on electronic meetings please see:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/councils-boards/meetings/electronic>

Timing Requirements for Bylaw Passage

Order M192 repeals the authority for the expedited passage of bylaws under M139 which authorized bylaw adoption in the same day as third reading for regional districts and the Islands Trust and narrows the eligibility for the expedited single-day bylaw adoption of certain financial bylaws by municipalities. This recognizes that the number and scope of very time-sensitive emergency-focused decisions needed diminish as local governments move into transition and restart, while providing targeted flexibility for certain municipal financial bylaws.

Allowing for at least a single day between third reading and adoption creates an opportunity for both reflective critical thought and other necessary actions, such as conditions, approvals, and further public input. Providing this time contributes to the principles of good governance, fairness and public process. However, it is critical that the Province continue to provide municipalities with the tools to quickly and effectively manage their cash flow issues. Many municipal financial bylaws also often have an annual requirement, meaning that they must occur within a specific timeframe, and if not adopted when necessary, could carry significant financial risk for a community.

The following bylaws regarded as important to the financial health and operation of have been authorized for expedited process where adoption can occur on the same day as third reading. These bylaws do not require approval, electoral consent or electoral assent. Bylaw making powers under the *Community Charter*, include:

- Financial Plan (s.165);
- Revenue Anticipation Borrowing (s.177);
- Municipal Fees (s.194);
- Annual Property Tax Bylaw (s.197);
- Parcel Tax Bylaw (s.200);
- Parcel Tax Roll for the Purpose of Imposing Tax (s.202);

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- General Authority for Permissive exemptions (s.224);
- Revitalization Tax Exemptions (s.226); and,
- Alternative Municipal Tax Collection Scheme (s. 235).

Bylaw making powers *under the Local Government Act*:

- Tax sales, as referred to in Divisions 4 [Annual Tax Sales] and 5 [Tax Sale Redemption Periods] of the Local Government Finance (COVID-19) Order made by MO 159/2020, or otherwise under Division 7 [Annual Municipal Tax Sale] of Part 16 [Municipal Provisions] of the *Local Government Act*.
The authority for expedited bylaw passage timing is not provided to regional districts as they have the existing authority under LGA s.228 to pass certain bylaws on the same day if there are 2/3 votes cast. It is also not provided to the Islands Trust as it is primarily a land use planning body and have limited involvement in emergency services and therefore are less likely to need the streamlined bylaw passage moving forward.

For more information on the bylaw adoption process please see:

<https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/bylaws/bylaw-adoption-process>

Further Guidance on Best Practices and Operational Considerations for Local Government Open Meetings

Order M192 requires that local governments make best efforts to hold open meetings with the public in attendance. The guidelines below are to help reduce the risk of person-to-person transmission of COVID-19 during open meetings and to assist local governments to create policies and procedures that follow the PHO requirements and recommendations and support the principles of local government openness, transparency and accessibility.

Training for Elected Officials and Local Government Staff

- Establish safe meeting policies and procedures based on the recommendations of the PHO;
- Identify areas of risk for holding open meetings and develop policies and procedures to address risks using the [WorkSafeBC COVID-19 Safety Plan template](#);
- Provide training for elected officials and local government staff including review of amended policies and procedures for open meetings, available technologies, changes to occupancy limits, meeting room flow/setup and how tasks are completed;
- Keep a record of who has completed and attended training and provide a way for elected officials, staff and the public to bring forward health and safety concerns for open meetings;
- Have a plan in place that considers what to do if someone falls ill at an open meeting or starts to feel unwell; and,
- Revisit open meeting procedures and policies every few weeks to ensure best efforts are continuing to be met and to review questions/concerns from the public.

Public Notice

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- Provide public notice that meetings of council or board are now open to the public;
- Create a robust communication plan so members of the public understand how to continue to be involved with their local government;
- Include a contact (e.g., corporate officer) in the public notice for the public to contact if they wish to attend remotely, call-in or provide comment on agenda items (*this will depend on technological capabilities of each local government*);
- Include information on the local government website, public notice posting place, social media and other community notice boards that outline the health and safety measures in place for open meetings (e.g., physical distancing; limit on number of people; attendance only if well);
- Include where draft meeting minutes and archived recordings of meetings (if available) may be found on the local government website;
- Include information on how the public can hear, or watch and hear the meeting either online or if another facility is provided for this purpose;
- Provide an e-mail subscription service where the public can sign up to receive notice of upcoming meetings, agendas and minutes or a newsletter with links to these items on the local government website;
- Provide regular updates to the public on changes that are made to procedures and policies for council or board meetings; and,
- If the community newspaper has shut down, notice may be given by alternative means per s.94(4) of the *Community Charter*.

Meeting Location

- Post signage, including occupancy limits and effective hygiene practices at the main entrance to the building and meeting room. Signage should also be posted indicating who is restricted from entering the premises (including visitors and staff with symptoms of COVID-19 or those who feel unwell);
- PHO has developed guidance for the retail food and grocery store sector that requires at least five square metres of unencumbered floor space per person;
- Have a greeter at the front entrance to explain safety procedures;
- Create separate entrance and exit doors and one-way walkways in the meeting space;
- Implement cleaning and sanitizing protocols for the meeting space before, during and after the meeting (e.g., multiple speakers using the same podium) particularly for high touch surfaces;
- Consider leaving doors open so there is no need to touch doors handles;
- Arrange the space in such a way as to meet physical distancing requirements for council or board members, local government staff and the public (e.g., members of the public moving in the space before, during and after the meeting and location of chairs and aisles);

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- Post directional signage at the entrance to the meeting room (e.g., that the public may not move chairs or other furniture and no food or drink except closed mugs/water bottles);
- Created designated seating areas for the public and any delegations; and,
- Consider alternative venues if the space can't accommodate the public at all due to physical distancing requirements and if it won't pose challenges for the technology being used. Local governments may by bylaw or resolution provide that meetings be held outside of the municipal boundaries (s.134.1 *Community Charter* and s.224 *Local Government Act*) Typically, this provision is in the local government procedure bylaw.

Elected Officials Attendance at Meeting Location

- If some members of council or board choose to attend by means of electronic communication, ensure that if quorum is lost there is a procedure in place to either suspend proceedings until quorum is achieved or cancel or postpone the meeting;
- Ensure council or board members can hear those members attending by electronic means;
- Amend the procedure bylaw to allow for electronic special meetings and electronic participation at regular meetings by some members (if this is not already provided for);
- In the procedure bylaw, develop guidelines to assist with electronic meeting process including how the presiding member will take a vote on a motion or bylaw adoption; and,
- Outline the process for how members attending electronically can participate in the debate.

Local Government Staff at Meeting Location

- Provide an option for local government staff presenting on agenda topics to present remotely or call-in to the meeting; and,
- Ensure physical distancing is in place for local government staff at the meeting.

Public Attendance at Meeting Location

- Provide space for the public to physically attend the meeting, but also encourage members of the public to attend remotely if this is option is available;
- Create a local government webpage with a picture of the public gallery showing the meeting space, how physical distancing requirements are being met and outline cleaning and sanitizing protocols;
- Provide information on how many members of the public can reasonably be accommodated in the meeting space, while meeting physical distancing requirements;
- Outline how in-person attendance at meetings will be managed at the start, during and after the meeting;
- Provide access to hand sanitizer before members of the public enter the building or meeting room and post signage indicating those who are unwell must stay home;

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- Have a staff member act as a greeter to explain the new protocols in place as the public enters the building (e.g. how to fill the public seating area – left to right or what to do if they must leave during the meeting or attend the washroom);
- Provide a designated seating area for delegations to limit how far they have to move through the space to present to council or board; and,
- Clearly mark how the public may enter and exit the space.

Agendas

- Provide agendas early if possible and make them available online and at the public notice posting place for the public to review what is coming up (this may help the public make an informed decision as to whether they wish to attend the meeting);
- At the top of the agenda or in some other way clearly state how the public may provide comment on agenda items both at the meeting and via email, online submission form, phone or written letter prior to the meeting and how these will be addressed at the meeting;
- Consider bunching agenda topics that may be of greater public interest at the beginning so a break can be provided afterwards if people wish to leave the meeting or consider controversial topics at different meetings;
- Provide opportunities for the public to leave at different points during the meeting;
- Move the consent agenda to the end of the meeting;
- Provide opportunities in the agenda to allow people to leave the meeting room safely; this may assist in not having everyone leave at the same time;
- If possible, postpone controversial agenda topics or consider using other engagement tools so the public can provide input outside of a meeting; and,
- Provide information to the public on how comments received via other mechanisms (email; letter; public engagement tool) will be presented at a council or board meeting or incorporated into the agenda.

Provide Opportunities for the Public to Watch and Hear Electronically (if technology is available)

- Provide easy to understand information on the local government website, public notice posting place and in other community spaces for the public to understand how they can attend electronically (if available) including:
 - how to call in and listen if this option is available;
 - where to view a livestream or archived version of the meeting; and,
 - how to ask questions during question period if this is an option;
- Make archived versions of recorded meetings and meeting minutes available to the public as soon as possible after the meeting; and,

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- Ensure the chair advises participants that the meeting is being recorded and include a statement to this effect in the agenda.

Opportunities for the Public to Provide Input on Meeting Topics

- Actively promote other means for the public to participate in council or board meetings;
- Ensure the process for the public to submit comments on agenda topics is well understood and there are several options available to support accessibility (e.g., by email, letter, phone, drop-box);
- If only limited seating is available for the public and there is a public question period, consider how questions from those in attendance and those attending electronically (if available) will be managed;
- Explore options for expanded on-line or in-person public engagement opportunities for specific projects and issues (particularly those that may be potentially controversial); and,
- Consider ways in which questions not answered at the meeting may be made public.

Delegations at Open Meetings

- Outline a clear method for delegations to participate in the meeting on the local government website;
- Continue to accept in-person delegations if physical distancing requirements can be met and the item is on the agenda;
- Provide alternative methods for delegations to present (e.g., written; electronic; drop-box; pre-recorded video or real-time presentation);
- Provide a reserved spot for a delegation to sit if they are presenting at the meeting location; and,
- Schedule delegations at the beginning of the meeting or stagger them so there are fewer people at the meeting location.

Minutes

- Post draft minutes of open meetings on the local government website and at the public notice posting place or other designated places after the meeting; and,
- If council or board members or local government staff attend electronically, reflect disconnections and connections in the meeting minutes.

Technical Difficulties

- Create a plan for when technical difficulties arise, including the process if a technical failure does not allow for the meeting to continue;
- Do a trial run with volunteers if using new technology or in a new location;
- Have a staff member on standby who is the contact for participants with technical issues;

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- Ensure accessibility considerations have been made for people with hearing or visual impairments;
- Solidify roles and responsibilities should there be technology issues or a technology failure;
- Practice organizing and incorporating public comments into the meeting;
- Provide etiquette guidelines for those attending online or by phone (e.g., muting themselves unless speaking, stating full name, behavior expectations or they may be dropped from the meeting);
- If the public is able to participate in a live streamed meeting, consider what controls the moderator has and consider a chat option where questions can be asked; and,
- Consider privacy and security of the platform being used.

Background

Open Meetings

The *Community Charter* (CC), Division 3 – Open Meetings s.89 and *Local Government Act* (LGA) s.226(1)(a) provide that council and regional district board meetings must be open to the public unless the subject matter relates to one of the items listed in the closed meetings section of the legislation.

Under legislation all meetings of local government elected (councils and boards) and appointed bodies (such as committees, commissions and other subsidiary bodies) must be open to the public. Discussion and decisions must occur in properly called meetings, where the public can review the agenda and listen to the debate to understand how and why a council or board is making decisions. The requirement for open meetings is broad, in keeping with the principles of openness, transparency and accountability.

The previous Orders under the *Emergency Program Act* recognized the need for local governments to make necessary decisions and provided an override to existing open meeting rules and waived the requirement for councils (including the City of Vancouver), regional district boards and the Islands Trust to hold meetings in a venue that is open to the public.

Electronic Meetings

Section 128 of the CC and s.226 of the LGA provide that local governments may hold special meetings electronically and allow council or board members to attend regular meetings by means of electronic communication if it is authorized in their procedure bylaw. The legislation provides that except for any part of the meeting that is closed to the public, the facilities must enable the public to hear, or watch and hear, the meeting at the meeting location.

The previous Orders under the *Emergency Program Act* recognized the need for local governments to continue to be able to hold meetings while following physical distancing guidelines and provided an override to existing rules and procedure bylaws and allowed councils (including the City of Vancouver), regional district boards and the Islands Trust to hold all or part of any meeting electronically. It also waived the requirement to provide facilities that enable to public to hear, or watch and hear, the meeting.

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Timing Requirements for Bylaw Passage

Section 135(3) of the CC requires municipal councils to leave one day between third reading of a bylaw and final adoption. Section 228 of the LGA provides that regional districts may adopt a bylaw in the same meeting if the bylaw receives at least 2/3 votes cast and it does not require approval, consent, or assent under any Act. Bylaws for the Islands Trust are subject to section 11 of the Islands Trust Regulation [application of CC and LGA] where trust bodies are subject to the bylaw timing requirements under the *Community Charter* and *Local Government Act*.

The previous Orders under the Emergency Program Act provided authority for municipalities, regional districts, and the Islands Trust to adopt bylaws on the same day as third reading with some limitations. It relaxed the requirements under s.135(3) of the CC and allowed municipalities to pass bylaws on the same day as third reading. It further relaxed the requirement for regional district bylaws by allowing for same day adoption if the motion for adoption received the majority of the votes cast (rather than 2/3 votes cast), provided that the bylaw did not require approval, consent, or assent under an Act before adoptions.

Additional Resources:

BC Centre for Disease Control

- [Event Planning](#)
- [General COVID-19 Information](#)

WorkSafeBC

- [Municipalities and COVID-19 safety](#)
- [WorkSafeBC Safety Plan Template](#)
- [WorkSafeBC Signs and Templates](#)
- [General Guide to Reducing Risk](#) <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation>

BC Municipal Safety Association

- [Pandemic Exposure Control COVID-19](#)

Government of Canada

- [Risk assessment for mass gatherings](#)

World Health Organization

- [Planning recommendations for mass gatherings](#)
- [Getting workplace ready for COVID-19](#)

[Ombudsperson's Guide to Open Meetings](#)

[AMTCO Electronic Council Meeting Resources](#)

Electronic Participation Procedure:

https://amcto.com/Resources-Publications/Resources/Electronic-Council-Meetings/Electronic_Meeting_Procedure_2020.aspx

M192 – Guidance, June 17, 2020

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Procedure for Electronic Participation in City Council Meetings:

https://amcto.com/Resources-Publications/Resources/Electronic-Council-Meetings/Procedures_for_City_Council_Participation_in_Elect.aspx

PROVINCE OF BRITISH COLUMBIA

**ORDER OF THE MINISTER OF PUBLIC SAFETY AND
SOLICITOR GENERAL**

Emergency Program Act

Ministerial Order No. M192

WHEREAS a declaration of a state of emergency throughout the whole of the Province of British Columbia was declared on March 18, 2020;

AND WHEREAS local governments, including the City of Vancouver, and related bodies must be able to conduct their business in accordance with public health advisories to reduce the threat of COVID-19 to the health and safety of members and employees of local government and related bodies and members of the public;

AND WHEREAS it is recognized that public participation in local governance is an essential part of a free and democratic society and is important to local governments' purpose of providing good government to communities;

AND WHEREAS the threat of COVID-19 to the health and safety of people has resulted in the requirement that local governments and related bodies implement necessary limitations on this public participation;

AND WHEREAS section 10 (1) of the *Emergency Program Act* provides that I may do all acts and implement all procedures that I consider necessary to prevent, respond to or alleviate the effects of any emergency or disaster;

I, Mike Farnworth, Minister of Public Safety and Solicitor General, order that

- (a) the Local Government Meetings and Bylaw Process (COVID-19) Order No. 2 made by MO 139/2020 is repealed, and
- (b) the attached Local Government Meetings and Bylaw Process (COVID-19) Order No. 3 is made.

17/06/2020
Date


Minister of Public Safety and Solicitor General

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *Emergency Program Act*, R.S.B.C. 1996, c. 111, s. 10

Other: MO 73/2020; MO 139/2020; OIC 310/2020

page 1 of 11

**LOCAL GOVERNMENT MEETINGS AND BYLAW PROCESS
(COVID-19) ORDER NO. 3**

Division 1 – General

Definitions

- 1 In this order:
- “**board**” has the same meaning as in the Schedule of the *Local Government Act*;
 - “**council**” has the same meaning as in the Schedule of the *Community Charter*;
 - “**improvement district**” has the same meaning as in the Schedule of the *Local Government Act*;
 - “**local trust committee**” has the same meaning as in section 1 of the *Islands Trust Act*;
 - “**municipality**” has the same meaning as in the Schedule of the *Community Charter*;
 - “**municipality procedure bylaw**” has the same meaning as “procedure bylaw” in the Schedule of the *Community Charter*;
 - “**regional district**” has the same meaning as in the Schedule of the *Local Government Act*;
 - “**regional district procedure bylaw**” means a procedure bylaw under section 225 of the *Local Government Act*;
 - “**trust body**” means
 - (a) the trust council,
 - (b) the executive committee,
 - (c) a local trust committee, or
 - (d) the Islands Trust Conservancy,
 as defined in the *Islands Trust Act*;
 - “**Vancouver council**” has the same meaning as “Council” in section 2 of the *Vancouver Charter*;
 - “**Vancouver procedure bylaw**” means a bylaw under section 165 [*by-laws respecting Council proceedings and other administrative matters*] of the *Vancouver Charter*.

Application

- 2
- (1) This order only applies during the period that the declaration of a state of emergency made March 18, 2020 under section 9 (1) of the *Emergency Program Act* and any extension of the duration of that declaration is in effect.
 - (2) This order replaces the Local Government Meetings and Bylaw Process (COVID-19) Order No. 2 made by MO 139/2020.

Division 2 – Open Meetings

Open meetings – municipalities

- 3 (1) A council, or a body referred to in section 93 *[application of rule to other bodies]* of the *Community Charter*, must use best efforts to allow members of the public to attend an open meeting of the council or body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A council or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the council or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If a council or body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
- (a) the council or body must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) for the purposes of Division 3 *[Open Meetings]* of Part 4 *[Public Participation and Council Accountability]* of the *Community Charter*, the meeting is not to be considered closed to the public.
- (4) The council or body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) This section applies despite
- (a) Division 3 *[Open Meetings]* of Part 4 *[Public Participation and Council Accountability]* of the *Community Charter*, and
 - (b) any applicable requirements in a municipality procedure bylaw of a council.

Open meetings – regional districts

- 4 (1) A board, a board committee established under section 218 *[appointment of select and standing committees]* of the *Local Government Act*, or a body referred to in section 93 *[application of rule to other bodies]* of the *Community Charter* as that section applies under section 226 *[board proceedings: application of Community Charter]* of the *Local Government Act*, must use best efforts to allow members of the public to attend an open meeting of the board, board committee or body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A board, board committee or body is not required to allow members of the public to attend a meeting if, despite the best efforts of the board, board committee or body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.

- (3) If a board, board committee or body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
 - (a) the board, board committee or body must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the board, board committee or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) for the purposes of Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter* as that Division applies to a regional district under section 226 of the *Local Government Act*, the meeting is not to be considered closed to the public.
- (4) The board, board committee or body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) This section applies despite
 - (a) Division 3 [*Open Meetings*] of Part 4 [*Public Participation and Council Accountability*] of the *Community Charter*,
 - (b) section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, and
 - (c) any applicable requirements in a regional district procedure bylaw of a board.

Open meetings – Vancouver

- 5 (1) The Vancouver council, or a body referred to in section 165.7 [*application to other city bodies*] of the *Vancouver Charter*, must use best efforts to allow members of the public to attend an open meeting of the Vancouver council or the body in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) The Vancouver council or a body is not required to allow members of the public to attend a meeting if, despite the best efforts of the Vancouver council or the body, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If the Vancouver council or a body does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
 - (a) the Vancouver council or the body must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the Vancouver council or the body is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) for the purposes of section 165.1 [*general rule that meetings must be open to the public*] of the *Vancouver Charter*, the meeting is not to be considered closed to the public.

- (4) The Vancouver council or a body may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) This section applies despite
 - (a) section 165.1 of the *Vancouver Charter*, and
 - (b) any applicable provision in the Vancouver procedure bylaw.

Open meetings – trust bodies

- 6 (1) A trust body, or a board of variance established by a local trust committee under section 29 (1) [*land use and subdivision regulation*] of the *Islands Trust Act*, must use best efforts to allow members of the public to attend an open meeting of the trust body or board of variance in a manner that is consistent with any applicable requirements or recommendations made under the *Public Health Act*.
- (2) A trust body or board of variance is not required to allow members of the public to attend a meeting if, despite the best efforts of the trust body or board of variance, the attendance of members of the public cannot be accommodated at a meeting that would otherwise be held in accordance with the applicable requirements or recommendations under the *Public Health Act*.
- (3) If a trust body or board of variance does not allow members of the public to attend a meeting, as contemplated in subsection (2) of this section,
 - (a) the trust body or board of variance must state the following, by resolution:
 - (i) the basis for holding the meeting without members of the public in attendance;
 - (ii) the means by which the trust body or board of variance is ensuring openness, transparency, accessibility and accountability in respect of the meeting, and
 - (b) For the purposes of section 11 [*procedures to be followed by local trust committees*] of the *Islands Trust Act*, the meeting is not to be considered closed to the public.
- (4) A trust body or board of variance may pass a resolution under subsection (3) (a) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (5) This section applies despite
 - (a) section 11 [*application of Community Charter and Local Government Act to trust bodies*] of the *Islands Trust Regulation*, B.C. Reg. 119/90, and
 - (b) any applicable requirements in a procedure bylaw of a trust body.

Division 3 – Electronic Meetings

Electronic meetings – municipalities

- 7 (1) A council, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter*, may conduct all or part of a meeting of the council or body by means of electronic or other communication facilities.

- (2) A member of a council or body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), a council or body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If a council or body does not use electronic or other communication facilities as described in subsection (3), the council or body must state the following, by resolution:
 - (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the council or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) A council or body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) Section 128 (2) (c) and (d) [*electronic meetings and participation by members*] of the *Community Charter* does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section unless a council or body proceeds as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) This section applies despite
 - (a) section 128 of the *Community Charter*, and
 - (b) any applicable requirements in a municipality procedure bylaw of a council.

Electronic meetings – regional districts

- 8 (1) A board, a board committee established under section 218 [*appointment of select and standing committees*] of the *Local Government Act*, or a body referred to in section 93 [*application of rule to other bodies*] of the *Community Charter* as that section applies under section 226 [*board proceedings: application of Community Charter*] of the *Local Government Act*, may conduct all or part of a meeting of the board, board committee or body by means of electronic or other communication facilities.
- (2) A member of a board, board committee or body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), a board, board committee or body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If a board, board committee or body does not use electronic or other communication facilities as described in subsection (3), the board, board committee or body must state the following, by resolution:

- (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the board, board committee or body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) A board, board committee or body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) Section 2 (2) (d) and (e) [*electronic meetings authorized*] of the Regional District Electronic Meetings Regulation, B.C. Reg. 271/2005, does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section unless a board, board committee or body proceeds by using electronic or other communication facilities as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) This section applies despite
- (a) section 221 [*electronic meetings and participation by members*] of the *Local Government Act*,
 - (b) the Regional District Electronic Meetings Regulation, and
 - (c) any applicable requirements in a regional district procedure bylaw of a board.

Electronic meetings – Vancouver

- 9 (1) The Vancouver council, or a body referred to in section 165.7 [*application to other city bodies*] of the *Vancouver Charter*, may conduct all or part of a meeting of the Vancouver council or the body by means of electronic or other communication facilities.
- (2) A member of the Vancouver council or of a body who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), the Vancouver council or a body must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If the Vancouver council or a body does not use electronic or other communication facilities as described in subsection (3), the Vancouver council or the body must state the following, by resolution:
- (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the Vancouver council or the body is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) The Vancouver council or a body may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.

- (6) Section 2 (2) (c) and (d) [*electronic meetings authorized*] of the City of Vancouver Council Electronic Meetings Regulation, B.C. Reg. 42/2012, does not apply in respect of a meeting conducted by means of electronic or other communication facilities under this section unless the Vancouver council or a body proceeds by using electronic or other communication facilities as described in subsection (3) of this section, in which case those paragraphs apply.
- (7) This section applies despite
 - (a) section 164.1 [*meeting procedures*] of the *Vancouver Charter*,
 - (b) the City of Vancouver Council Electronic Meetings Regulation, and
 - (c) any applicable provision in the Vancouver procedure bylaw.

Electronic meetings – improvement districts

- 10 (1) An improvement district board, or a committee of an improvement district board appointed or established under section 689 [*appointment of select and standing committees*] of the *Local Government Act*, may conduct all or part of a meeting of the improvement district board or committee of an improvement district board, other than an annual general meeting, by means of electronic or other communication facilities.
- (2) A member of an improvement district board or committee of an improvement district board who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), an improvement district board or committee of an improvement district board must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If an improvement district board or committee of an improvement district board does not use electronic or other communication facilities as described in subsection (3), the improvement district board or committee of an improvement district board must state the following, by resolution:
 - (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the improvement district board or committee of an improvement district board is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) An improvement district board or committee of an improvement district board may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) This section applies despite
 - (a) section 686 [*meeting procedure – improvement district board*] of the *Local Government Act*, and
 - (b) any applicable requirements in a procedure bylaw of an improvement district board.

Electronic meetings – trust bodies

- 11** (1) A trust body, or a board of variance established by a local trust committee under section 29 (1) [*land use and subdivision regulation*] of the *Islands Trust Act*, may conduct all or part of a meeting of the trust body or board of variance by means of electronic or other communication facilities.
- (2) A member of a trust body or board of variance who participates in a meeting by means of electronic or other communication facilities under this section is deemed to be present at the meeting.
- (3) When conducting a meeting under subsection (1), a trust body or board of variance must use best efforts to use electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public.
- (4) If a trust body or board of variance does not use electronic or other communication facilities as described in subsection (3), the trust body or board of variance must state the following, by resolution:
- (a) the basis for not using electronic or other communication facilities that allow members of the public to hear, or watch and hear, the part of the meeting that is open to the public;
 - (b) the means by which the trust body or board of variance is ensuring openness, transparency, accessibility and accountability in respect of the meeting.
- (5) A trust body or board of variance may pass a resolution under subsection (4) in reference to a specific meeting or, if the same circumstances apply, more than one meeting.
- (6) This section applies despite
- (a) section 2 [*electronic meetings authorized*] of the *Islands Trust Electronic Meetings Regulation*, B.C. Reg. 283/2009, and
 - (b) any applicable requirements in a procedure bylaw of a trust body or applicable to a board of variance.

Division 4 – Timing Requirements**Timing requirement for bylaw passage – municipalities**

- 12** Despite section 135 (3) [*requirements for passing bylaws*] of the *Community Charter*, a council may adopt a bylaw on the same day that a bylaw has been given third reading if the bylaw is made in relation to
- (a) the following sections of the *Community Charter*:
 - (i) section 165 [*financial plan*];
 - (ii) section 177 [*revenue anticipation borrowing*];
 - (iii) section 194 [*municipal fees*];
 - (iv) section 197 [*annual property tax bylaw*];
 - (v) section 200 [*parcel tax bylaw*];
 - (vi) section 202 [*parcel tax roll for purpose of imposing tax*];
 - (vii) section 224 [*general authority for permissive exemptions*];

- (viii) section 226 *[revitalization tax exemptions]*;
- (ix) section 235 *[alternative municipal tax collection scheme]*, and
- (b) tax sales, as referred to in Divisions 4 *[Annual Tax Sales]* and 5 *[Tax Sale Redemption Periods]* of the Local Government Finance (COVID-19) Order made by MO 159/2020, or otherwise under Division 7 *[Annual Municipal Tax Sale]* of Part 16 *[Municipal Provisions]* of the *Local Government Act*.

Division 5 – Public Hearings

Public hearings – Local Government Act

- 13 (1) A public hearing under Part 14 *[Planning and Land Use Management]* or 15 *[Heritage Conservation]* of the *Local Government Act*, including a public hearing under section 29 (1) (b) *[land use and subdivision regulation]* of the *Islands Trust Act*, may be conducted by means of electronic or other communication facilities.
- (2) For the purposes of providing notice of a public hearing to be conducted under subsection (1),
- (a) any notice of the public hearing must include instructions for how to participate in the public hearing by means of electronic or other communication facilities,
 - (b) any material that is to be made available for public inspection for the purposes of the public hearing may be made available online or otherwise by means of electronic or other communication facilities, and
 - (c) a reference to the place of a public hearing includes a public hearing that is conducted by means of electronic or other communication facilities.
- (3) This section applies to delegated public hearings.
- (4) This section applies despite the following provisions:
- (a) section 124 *[procedure bylaws]* of the *Community Charter*;
 - (b) section 225 *[procedure bylaws]* of the *Local Government Act*;
 - (c) section 11 *[application of Community Charter and Local Government Act to trust bodies]* of the *Islands Trust Regulation*, B.C. Reg. 119/90;
 - (d) section 2 *[electronic meetings authorized]* of the *Islands Trust Electronic Meetings Regulation*, B.C. Reg. 283/2009;
 - (e) any applicable requirements in a procedure bylaw made under the *Community Charter*, the *Local Government Act* or the *Islands Trust Act*.

Public hearings – Vancouver Charter

- 14 (1) A public hearing under Division 2 *[Planning and Development]* of Part 27 *[Planning and Development]* of the *Vancouver Charter* may be conducted by means of electronic or other communication facilities.
- (2) For the purposes of providing notice of a public hearing to be conducted under subsection (1),
- (a) any notice of the public hearing must include instructions for how to participate in the public hearing by means of electronic or other communication facilities,

- (b) any material that is to be made available for public inspection for the purposes of the public hearing may be made available online or otherwise by means of electronic or other communication facilities, and
- (c) a reference to the place of a public hearing includes a public hearing that is conducted by means of electronic or other communication facilities.
- (3) This section applies despite
 - (a) section 566 [*amendment or repeal of zoning by-law*] of the *Vancouver Charter*, and
 - (b) any applicable provision in the Vancouver procedure bylaw.

Division 6 – Deferral of Annual Requirements

Annual general meeting and requirements – improvement districts

- 15
- (1) An improvement district may defer an annual general meeting that is required under section 690 [*annual general meeting – improvement districts*] of the *Local Government Act* to a date not later than December 31, 2020.
 - (2) An improvement district may defer the preparation of financial statements required under section 691 [*annual financial statements*] of the *Local Government Act* to a date not later than December 31, 2020.
 - (3) Despite the date referred to in section 691 (5) of the *Local Government Act*, an improvement district may submit to the inspector the audited financial statements of the improvement district for the preceding year and any other financial information required by the inspector at the time of the annual general meeting of the improvement district.
 - (4) If an annual general meeting of an improvement district is deferred under subsection (1) of this section and the term of an improvement district trustee would be expiring and the vacancy filled at that meeting, the term of the improvement district trustee is extended until the annual general meeting is held.
 - (5) This section applies despite
 - (a) Division 3 [*Governance and Organization*] of Part 17 [*Improvement Districts*] of the *Local Government Act*, and
 - (b) any applicable provisions in a letters patent for an improvement district.



Agricultural Land Commission
 201 – 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
www.alc.gov.bc.ca

July 14, 2020

ALC File: 60368

Theresa Carson
DELIVERED ELECTRONICALLY

Dear Theresa Carson:

Re: Reasons for Decision: ALC Application 60368

Please find attached the Reasons for Decision for the above noted application (Resolution #322/2020). As agent, it is your responsibility to notify the applicant accordingly.

Under section 33 of the ALCA, a person affected by a decision (e.g. the applicant) may submit a request for reconsideration. Please be advised however that on March 12th, 2020 the ALC Amendment Act ([Bill 15 – 2019](#)) was brought into force and effect, changing the reconsideration process.

A request to reconsider must now meet the following criteria:

- No previous request by an affected person has been made, and
- The request provides evidence not available at the time of the original decision that has become available, and that could not have been available at the time of the original decision had the applicant exercised due diligence, or
- The request provides evidence that all or part of the original decision was based on evidence that was in error or was false.

The amendments also propose to limit the time period for requesting a reconsideration to 90 days from the date of this decision – this change has not been brought into force and effect yet. As a result, a person affected by this decision will have one year from the date of this decision's release as per [ALC Policy P-08: Request for Reconsideration](#) to request reconsideration of the decision or 90 days from the date the legislative change takes effect (date unknown at this time), whichever comes sooner.

Please refer to the ALC's [Information Bulletin 08 – Request for Reconsideration](#) for more information. Please direct further correspondence with respect to this application to ALC.Kootenay@gov.bc.ca

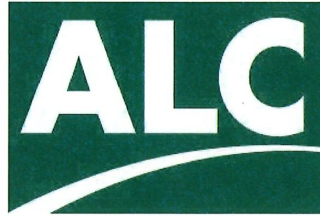
Yours truly,

Mike Bandy, Land Use Planner

Enclosure: Reasons for Decision (Resolution #322/2020)
Schedule A: Decision Map

cc: Regional District of Kootenay Boundary, Attn: Corey Scott (File: D-1624-04884.000)

60368d1



AGRICULTURAL LAND COMMISSION FILE 60368

REASONS FOR DECISION OF THE CHIEF EXECUTIVE OFFICER

Subdivision Application Submitted Under s. 21(2) of the *Agricultural Land Commission Act*

Applicant: Woldemar Dahl

Agent: Theresa Carson

Property: Parcel Identifier: 014-945-673
Legal Description: District Lot 1624, Similkameen
Division, Yale District
Civic: 4850 Hardy Mountain Road, Grand Forks,
BC
Area: 126.8 ha (34.6 ha in ALR)

Chief Executive Officer: Kim Grout
(the "CEO")



OVERVIEW

- [1] The Property is located partially within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA). The Property contains two separate areas of ALR: a 32.5 ha ALR area in the northwest corner and a 2.1 ha ALR area in the southeast corner. The ALR portions of the Property are separated by a large area of Class 6T non-ALR land, comprised of a steep hillside and Hardy Mountain Road.
- [2] Pursuant to s. 21(2) of the ALCA, the Applicant is applying to the Agricultural Land Commission (the "Commission") to subdivide the Property into three lots, resulting in a 47.2 ha lot, a 43.3 ha lot, and a 32.3 ha lot (the "Proposal"). The two ALR areas of the Property would remain intact but would be separated onto different lots.
- [3] The Proposal along with related documentation from the Applicant, Agent, local government, and Commission, is collectively referred to as the "Application". All documentation in the Application was available on the ALC Application Portal to the Agent in advance of this decision.
- [4] Under Section 27 of the Agricultural Land Commission Act the ALC, by resolution, may establish criteria under which the CEO may approve applications for exclusion, subdivision, non-farm use, non-adhering residential use, and soil or fill use applications. By resolution, the Commission as specified that the following applications may be decided by the CEO:
14. Exclusion, subdivision, non-farm use, non-adhering residential use and soil or fill use that are not consistent with any of the existing approved criteria (Criteria 1 – 13) but nonetheless are minor in nature and in the opinion of the CEO, the interests of the Commission would be unaffected by an approval of the application.
- [5] The Proposal was considered in the context of the purposes and priorities of the Commission set out in s. 6 of the ALCA:
- 6 (1) The following are the purposes of the commission:
- (a) to preserve the agricultural land reserve;



- (b) to encourage farming of land within the agricultural land reserve in collaboration with other communities of interest; and,
- (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of land within the agricultural land reserve and uses compatible with agriculture in their plans, bylaws and policies.

(2) The commission, to fulfill its purposes under subsection (1), must give priority to protecting and enhancing all of the following in exercising its powers and performing its duties under this Act:

- (a) the size, integrity and continuity of the land base of the agricultural land reserve;
- (b) the use of the agricultural land reserve for farm use.

BACKGROUND

- [6] At its meeting of March 31, 2020, the Regional District of Kootenay Boundary Board resolved to forward the Application to the Commission with support.

FINDINGS

- [7] The CEO finds that the utility of the Property's ALR areas will not be affected by the Proposal as they cannot be used concurrently in the existing configuration. For this reason, the CEO finds that the Proposal will not negatively impact the size, integrity, or continuity of the ALR, or the agricultural use of the ALR portion of the Property.

DECISION

- [8] After reviewing the Application, I am satisfied that the Proposal is consistent with Criterion #14 and approve the Proposal to subdivide the Property into three lots, resulting in a 47.2 ha lot, a 43.3 ha lot, and a 32.3 ha lot.
- [9] The Proposal is approved subject to the following conditions:
- a. the submission of a survey plan delineating the area to be subdivided;
 - b. the survey plan to be in substantial compliance with Schedule A of this decision;



ALC File 60368 Reasons for Decision

c. the survey plan be submitted within five years from the date of release of this decision;

[10] When the Commission confirms that all conditions have been met, it will authorize the Registrar of Land Titles to accept registration of the subdivision plan.

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

[12] A decision of the CEO is a decision of the Commission pursuant to s. 27(5) of the ALCA.

[13] Resolution #322/2020
Released on July 14, 2020

A handwritten signature in black ink, appearing to read "Kim Grout", is positioned above the printed name.

Kim Grout, Chief Executive Officer

[illegible]

Page 142 of 407



June 18, 2020

Via E-mail

Dear Mayor and Council:

**Re: City of Rossland Resolution – Global Covenant of Mayors for Climate & Energy
Change**

At the Regular meeting of June 1, 2020, Rossland City Council endorsed the following motions in support of joining the Global Covenant of Mayors for Climate and Energy, as put forth by the District of Saanich:

*THAT the Mayor Joins the Global Covenant of Mayors for Climate and Energy
by Submitting the commitment letter to the Global Covenant of Mayors
Secretariat;*

*THAT Council directs staff to deliver on the commitments made within the
letter and outlined in the report from the District of Saanich;*

*THAT Council directs staff to prepare correspondence to all local
municipalities in the province of British Columbia advising of Rossland's
support of the global covenant of mayors for climate and energy and
encourage all municipalities to support the initiative.*

The City of Rossland encourages you to join in this collective potential and work together in combating climate change in hopes that these actions will aid in reducing our ecological footprint, while working towards a sustainable future to safeguard the health and prosperity of our residents. Please find attached a copy of the signed letter submitted to the Global Covenant of Mayors Secretariat for your reference.

Sincerely,

Kathy Moore
Mayor



June 18, 2020

Global Covenant of Mayors
c/o Global CoM Secretariat
Sent via e-mail to: info@IUC-NA.EU

Re: Global Covenant of Mayors for Climate and Energy Submission Letter

I, Kathy Moore, Mayor of the City of Rossland commit to the Global Covenant of Mayors for Climate & Energy (GCoM), joining thousands of other cities and local governments around the world currently engaged in climate leadership.

GCoM envisions a world where committed mayors and local governments - in alliance with partners - accelerate ambitious, measurable climate and energy initiatives that lead to an inclusive, just, low-emission and climate resilient future, helping to meet and exceed the Paris Agreement objectives.

Whatever the size or location, the mayors and local leaders committed to GCoM stand ready to take concrete measures with long-term impact to tackle the interconnected challenges of climate change mitigation and adaptation, as well as access to sustainable energy.

To implement this vision, we pledge to implement policies and undertake measures to (i) reduce/ avoid greenhouse gas (GHG) emissions, (ii) prepare for the impacts of climate change, (iii) increase access to sustainable energy, and (iv) track progress toward these objectives.

Specifically, within three years of this commitment, we pledge to develop, adopt, use and regularly report on the following:

- A community-scale GHG emission inventory, following the recommended guidance;
- An assessment of climate risks and vulnerabilities;
- Ambitious, measurable and time-bound target(s) to reduce/avoid GHG emissions;
- Ambitious climate change adaptation vision and goals, based on quantified scientific evidence when possible, to increase local resilience to climate change;
- An ambitious and just goal to improve access to secure, sustainable and affordable energy; and
- A formally adopted plan(s) addressing climate change mitigation / low emission development, climate resilience and adaptation, and access to sustainable energy.

The targets and action plans for mitigation / low emission development must be quantified and consistent with or exceed relevant national unconditional commitments defined through the UNFCCC (Intended) Nationally Determined Contribution (NOC). The targets and action plans should be in line with National Adaptation Plans, where these exist; and should be consistent

with the principles around energy access and urban sustainability embodied in the Sustainable Development Goals (SDGs).

We will explore the allocation of adequate staff resources and institutional arrangements. This includes governance processes, municipal structures and budget allocations to deliver on this commitment and secure continuity.

We acknowledge that there may be additional regional or country-specific commitments or requirements that we commit to follow, and that may be agreed through our city networks or through our direct engagement with local partners of GCoM.

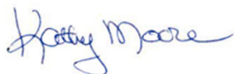
The City of Rossland acknowledges that continued engagement in GCoM and associated Regional or National Covenants, as established, is contingent on complying with the above requirements within established timeframes.

Name and title of person signing this commitment

Mayor Kathy Moore
City of Rossland
2196 LeRoi Avenue
Rossland BC V0G 1Y0
Canada
www.rossland.ca

Municipal Contact:

Bryan Teasdale, Chief Administrative Officer
cao@rossland.ca

A handwritten signature in blue ink that reads "Kathy Moore". The signature is written in a cursive, flowing style.

Mandated by the Rossland Council on June 1, 2020



July 17, 2020

Ref: 256068

Dear Mayors, Regional District Chairs and Chief Administrative Officers:

Re: COVID-19 Related Measures Act (Bill 19)

We are writing to advise you that the above-captioned Bill was introduced by the Attorney General in the Legislative Assembly on June 22, 2020, and received Royal Assent on July 8, 2020.

The Act will ensure that the Province has a smooth transition to manage the effects of the COVID-19 pandemic beyond the end of the provincial state of emergency and to support BC's Restart Plan. This includes ensuring continuity for authorities provided by Ministerial Orders that allow local governments to continue to conduct their business in accordance with orders and guidance of the Provincial Health Officer.

The Act does the following:

1. Enacts Ministerial Orders made under the Emergency Program Act (EPA) in response to the COVID-19 pandemic and allows them to be extended beyond the end of the provincial state of emergency for 45 days or 90 days after the Act comes into force on July 10, 2020;
2. Establishes authority for the Lieutenant Governor in Council (LGIC) to make regulations to provide for a different expiry date for the Ministerial Orders, either immediately, at the end of the provincial state of emergency, or for a longer duration up to one year after the Act is brought into force. Ministerial Orders may only be extended if the LGIC is satisfied it is necessary to respond to or alleviate the effects of the COVID-19 pandemic;
3. Establishes authority for the LGIC to make regulations that provide protection from civil liability for COVID-19-related damages in circumstances to be defined by regulation;
4. Amends the EPA to provide clarity that the list of the Minister's powers under Section 10(1) is not exhaustive;
5. Amends the EPA to provide a limited authority for the LGIC to temporarily suspend or modify the application of provisions of enactments by regulation during a provincial state of emergency; and

.../2

**Ministry of Municipal Affairs
and Housing**

Office of the Minister

Mailing Address:
PO Box 9056 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 387-2283
Fax: 250 387-4312

Location:
Room 310
Parliament Buildings
Victoria BC V8V 1X4

<http://www.gov.bc.ca/mah>

Mayors, Regional District Chairs and Chief Administrative Officers
Page 2

6. Requires the Attorney General and Solicitor General, respectively, to provide a report to the Speaker of the Legislative Assembly on regulations made under the COVID-19 Related Measures Act and regulations or Ministerial Orders made under the EPA, within five days of them being made.

Nothing in the Act affects Orders or guidance issued by the Provincial Health Officer.

The intent is that all Ministerial Orders impacting local governments will initially be extended for 90 days. During that time, those Orders will be reviewed to determine whether they should be extended for an additional period, up to one year after the proposed Act comes into force.

It is expected that MO192, the Local Government Meetings and Bylaw Process Order No.3, will be continued for some months to come to ensure local governments have the appropriate authorities to govern their communities while ensuring continued compliance with Provincial Health Officer orders and guidance. MO159, the Local Government Finance Order, is also expected to be continued for some months to provide local governments with needed continuity for the financial measures that have been put in place during the emergency.

MO82, the Bylaw Enforcement Officer Order, will be reviewed in conjunction with the Office of the Provincial Health Officer and the Ministry of Health to determine whether it should continue beyond the 90-day extension. MO84, the Local Authorities and Essential Goods and Supplies Order, will be reviewed by Emergency Management BC to determine which provisions should be extended for a further period (for example, the requirement that local authorities seek approval of the Minister of Public Safety and Solicitor General before declaring a state of local emergency in relation to the COVID-19 pandemic), and which could be terminated (for example, the setting aside of earlier declarations of states of local emergency). We will keep you apprised as those reviews are done. Additional information is available in the online news release at: <https://news.gov.bc.ca/releases/2020AG0043-001126>

This is an unprecedented situation, and we want to recognize the extraordinary efforts of you and your staff in supporting British Columbia's all-of-society approach to managing the COVID-19 pandemic.

Sincerely,



Mike Farnworth
Minister of Public Safety
and Solicitor General



Selina Robinson
Minister of Municipal Affairs
and Housing

pc: Silas Brownsey, Acting Deputy Minister, Ministry of Municipal Affairs and Housing
Lori Halls, Deputy Minister, Emergency Management BC
Ministry of Public Safety and Solicitor General
Her Worship Mayor Maja Tait, President, Union of BC Municipalities
Gary MacIsaac, Executive Director, Union of BC Municipalities

From: [Maureen Forster](#)
To: [Maureen Forster](#)
Date: July 24, 2020 11:40:38 AM

From: Dayle Hopp <dayle.hopp@bchydro.com>
Sent: Wednesday, July 22, 2020 9:22 AM
To: Mark Andison <mandison@rdkb.com>
Subject: BC Hydro Meetings Prior to 2020 UBCM Convention

Dear Chair, CAO and Directors:

BC Hydro is pleased to offer local government officials with the opportunity to meet with our senior leadership in the week prior to this year's virtual 2020 UBCM Convention.

If you would like to arrange a virtual meeting, please fill out the attached form and return it with your email request to Adil Zaheer (adil.zaheer@bchydro.com) by **Tuesday, August 4th**.

Due to the unprecedented time we are in with the COVID-19 pandemic, we acknowledge that we are sending out these invites later than usual with a shorter time frame to respond. We thank you for your understanding and note that we may not be able to accommodate meeting requests received after this date.

Meetings will be scheduled for the week of September 14th. We will provide full details when we confirm your meeting date and time.

If you have any questions, please don't hesitate to contact me at 250-308-7633.

Sincerely,

Dag Sharman
 Community Relations Manager
 Thompson/Okanagan/Columbia



Maureen Forster | Executive Assistant
mforster@rdkb.com | C: 250.231.7792 | T: 250.368.0235

Regional District of Kootenay Boundary
 Toll-free: 1.800.355.7352
 Main: 250.368.9148
rdkb.com



UBCM 2020 Meeting Request with BC Hydro

Municipality:
Attendees:
Topic: (Please pose as a question):
Background:
Key Contact:

Regional District of Kootenay Boundary
Cheque Register-Summary for month of June 2020

Cheque Date	Supplier	Name	Amount
19-Jun-20	ALB040	ALBERT'S MECHANICAL LTD.	\$ 798.01
26-Jun-20	ALB040	ALBERT'S MECHANICAL LTD.	\$ 3,265.46
11-Jun-20	ARL010	THE ARLINGTON HOTEL	\$ 552.62
19-Jun-20	BEA650	BEAVER VALLEY GOLF & RECREATION	\$ 3,750.00
19-Jun-20	BEL070	BELL MEDIA RADIO GP	\$ 218.48
26-Jun-20	BOU240	BOUNDARY SEPTIC SERVICE	\$ 317.50
26-Jun-20	CAN049	CANADIAN SAFETY SUPPLIES	\$ 280.57
26-Jun-20	CAN110	CANADIAN RED CROSS SOCIETY	\$ 796.32
1-Jun-20	CHA020	CHAMPION CHEVROLET	\$ 51,014.88
19-Jun-20	CHA030	CHALLENGER AUTO DETAILING	\$ 215.25
11-Jun-20	CIE020	CI EXCAVATING	\$ 22,942.50
26-Jun-20	CIE020	CI EXCAVATING	\$ 630.00
11-Jun-20	CIT050	CITYVIEW A DIVISION OF N HARRIS	\$ 620.67
19-Jun-20	CIT050	CITYVIEW A DIVISION OF N HARRIS	\$ 504.01
26-Jun-20	CLE020	CLEAN-SCENE ENTERPRISES LTD.	\$ 381.36
19-Jun-20	COL026	COLUMBIA WIRELESS INC.	\$ 610.40
5-Jun-20	COR135	CORMACK, MARLENE	\$ 1,850.00
11-Jun-20	COU030	COUSINS, KRISTIE	\$ 500.00
11-Jun-20	DAI001	DAINES, MARK	\$ 16.46
1-Jun-20	DEL070	DELL CANADA INC	\$ 11,027.44
5-Jun-20	DEL070	DELL CANADA INC	\$ 825.27
19-Jun-20	DEL070	DELL CANADA INC	\$ 2,356.87
26-Jun-20	DEL070	DELL CANADA INC	\$ 1,060.38
1-Jun-20	DER040	DEREK'S AUTO REPAIR	\$ 750.27
11-Jun-20	DIT001	DITTRICH, DAVE	\$ 1,000.00
1-Jun-20	DLE010	D&L ENVIRONMENTAL LTD	\$ 1,433.25
11-Jun-20	EST010	ESTA TRADING CO. INC.	\$ 1,564.08
5-Jun-20	FED001	FEDERAL EXPRESS CANADA LTD.	\$ 39.10
5-Jun-20	FER001	FERRARO FOODS	\$ 73.50
19-Jun-20	FER001	FERRARO FOODS	\$ 75.00
26-Jun-20	FLU010	FLUENT INFORMATION MANAGEMENT	\$ 1,344.00
19-Jun-20	FRU020	FRUITVALE CO-OP	\$ 331.53
26-Jun-20	FRU020	FRUITVALE CO-OP	\$ 154.58
26-Jun-20	GEA001	GEARY, JOEY	\$ 174.53
5-Jun-20	GIL180	GILL, COLIN	\$ 20.00
1-Jun-20	GRA055	GRAND FORKS RENOVATION CENTRE	\$ 103.76
5-Jun-20	GRA055	GRAND FORKS RENOVATION CENTRE	\$ 40.40
11-Jun-20	GRA055	GRAND FORKS RENOVATION CENTRE	\$ 104.22
26-Jun-20	GRA055	GRAND FORKS RENOVATION CENTRE	\$ 6.34
1-Jun-20	GRA650	GRANBY GRAVEL & SAND	\$ 1,905.68

Regional District of Kootenay Boundary
Cheque Register-Summary for month of June 2020

Cheque Date	Supplier	Name	Amount
5-Jun-20	GRE037	GREENWOOD SAW TO TRUCK REPAIRS	\$ 603.75
26-Jun-20	GRE037	GREENWOOD SAW TO TRUCK REPAIRS	\$ 210.00
19-Jun-20	HAM003	HAMPF MASONRY	\$ 3,790.50
19-Jun-20	HEN140	HENDERSON, DEREK	\$ 176.96
26-Jun-20	HOM010	HOME DEPOT CREDIT SERVICES	\$ 381.94
11-Jun-20	HUC020	HUCKLEBERRY MOUNTAIN MARKET	\$ 39.68
11-Jun-20	INL080	INLAND KENWORTH	\$ 974.93
1-Jun-20	INL090	INLAND KENWORTH CASTLEGAR	\$ 54.30
5-Jun-20	INL090	INLAND KENWORTH CASTLEGAR	\$ 453.60
19-Jun-20	KAN003	KAN-WEST ROADS LTD.	\$ 11,474.43
26-Jun-20	KAN003	KAN-WEST ROADS LTD.	\$ 6,418.19
1-Jun-20	KEN090	KENNY WHITE CONTRACTING	\$ 27,168.75
5-Jun-20	KET080	KETTLE RIVER MECHANICAL	\$ 787.25
19-Jun-20	KOO017	KOOTENAY TECHNICAL SURVEYS INC.	\$ 231.00
5-Jun-20	KOO054	KOOTENAY CONTAINERS	\$ 8,176.00
11-Jun-20	KOO250	KOOTENAY PAINT PROTECTION	\$ 1,114.40
1-Jun-20	KOO600	KOOTENAY COLUMBIA HOME MEDICAL	\$ 1,100.00
5-Jun-20	LAK060	LAKESIDE GENERAL STORE	\$ 1,241.92
3-Jun-20	LAN030	BC LAND TITLE & SURVEY AUTHORITY	\$ 1,000.00
24-Jun-20	LAN030	BC LAND TITLE & SURVEY AUTHORITY	\$ 2,000.00
19-Jun-20	LES005	LES HALL FILTER	\$ 1,158.61
1-Jun-20	MEH010	MEHMAL, LEONARD	\$ 172.60
26-Jun-20	MEH010	MEHMAL, LEONARD	\$ 35.00
1-Jun-20	MIN040	MINISTER OF FINANCE	\$ 5.89
19-Jun-20	MIN040	MINISTER OF FINANCE	\$ 141.78
26-Jun-20	MIN040	MINISTER OF FINANCE	\$ 304.17
5-Jun-20	MIN190	MINISTRY OF ENVIRONMENT AND	\$ 1,423.80
12-Jun-20	MUN002	MUNICIPAL PENSION PLAN 50151-	\$ 22,618.06
26-Jun-20	MUN002	MUNICIPAL PENSION PLAN 50151-	\$ 22,313.79
12-Jun-20	MUN003	MUNICIPAL PENSION PLAN 00151-	\$ 37,128.39
26-Jun-20	MUN003	MUNICIPAL PENSION PLAN 00151-	\$ 36,788.48
11-Jun-20	OTT020	OTTING, KIM	\$ 69.30
26-Jun-20	OWL020	OWL LABS INC.	\$ 2,937.90
5-Jun-20	PER015	PERFECT SURFACES	\$ 4,344.90
19-Jun-20	PET010	PETRO CANADA	\$ 5,220.96
19-Jun-20	PLA100	PLANET CLEAN	\$ 65.53
19-Jun-20	POU001	POURBOYS MECHANICAL LTD.	\$ 1,561.00
11-Jun-20	POW030	POWER PAVING LTD.	\$ 9,240.00
19-Jun-20	PUR020	PUROLATOR INC.	\$ 180.39
11-Jun-20	RAD030	RADIUS INDUSTRIAL WORKS INC.	\$ 2,493.22

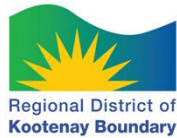
Regional District of Kootenay Boundary
Cheque Register-Summary for month of June 2020

Cheque Date	Supplier	Name	Amount
1-Jun-20	RAN010	RANDYS DECKS AND DIGGERS	\$ 4,725.00
5-Jun-20	RAN010	RANDYS DECKS AND DIGGERS	\$ 1,050.00
1-Jun-20	REC002	RECEIVER GENERAL	\$ 736.21
11-Jun-20	REC002	RECEIVER GENERAL	\$ 1,720.22
26-Jun-20	REC002	RECEIVER GENERAL	\$ 749.30
1-Jun-20	REC010	RECEIVER GENERAL FOR CANADA	\$ 102,635.22
11-Jun-20	REC010	RECEIVER GENERAL FOR CANADA	\$ 132,065.06
26-Jun-20	REC010	RECEIVER GENERAL FOR CANADA	\$ 96,746.43
1-Jun-20	ROB007	ROBERTSON'S CLOTHING & SHOES INC.	\$ 1,528.73
11-Jun-20	ROT060	ROTARY CLUB OF ROSSLAND	\$ 2,700.00
26-Jun-20	SAS001	SASO CONSULTING	\$ 6,177.30
1-Jun-20	SAV040	SAVE-ON-FOODS	\$ 21.04
19-Jun-20	SAV040	SAVE-ON-FOODS	\$ 44.26
19-Jun-20	SCO005	SCOUTS CANADA-2ND ROSSLAND	\$ 302.00
19-Jun-20	SEL010	SELECT OFFICE PRODUCTS	\$ 746.90
1-Jun-20	SHA030	SHAW CABLE	\$ 443.67
5-Jun-20	SHA030	SHAW CABLE	\$ 123.20
11-Jun-20	SHA030	SHAW CABLE	\$ 529.91
26-Jun-20	SHA030	SHAW CABLE	\$ 566.87
19-Jun-20	SOL001	THE SOLID WASTE ASSOC. OF NORTH	\$ 289.90
19-Jun-20	SPC010	SOCIETY FOR PREVENTION OF CRUELTY	\$ 7,437.00
26-Jun-20	SPE030	SPEEDPRO SIGNS PLUS	\$ 455.28
26-Jun-20	SPI010	SPI HEALTH & SAFETY INC	\$ 6,058.56
1-Jun-20	STA007	DESJARDINS CARD SERVICES	\$ 395.25
26-Jun-20	STA007	DESJARDINS CARD SERVICES	\$ 134.06
26-Jun-20	STE130	STERICYCLE COMMUNICATION	\$ 888.82
19-Jun-20	SUB030	SUBWAY (GRAND FORKS)	\$ 981.75
26-Jun-20	SUN020	SUNWEST CARPET & UPHOLSTERY	\$ 593.25
19-Jun-20	SUR040	SURRIDGE, CLINT	\$ 473.90
19-Jun-20	TAS050	TASTIE TREAT	\$ 591.50
5-Jun-20	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$ 2,626.73
5-Jun-20	TEL002	TELUS MOBILITY	\$ 4,480.41
19-Jun-20	TEL050	TELUS COMMUNICATIONS CO. C/O	\$ 1,433.05
26-Jun-20	TER010	TERUS CONSTRUCTION LTD DBA	\$ 4,522.47
19-Jun-20	THO140	THORIMBERT, CHERYL	\$ 22.00
11-Jun-20	TRA051	TRAIL RINK COMPANY & FOUNDATION	\$ 3,150.00
1-Jun-20	UBC020	UBCM	\$ 540.22
19-Jun-20	UNI010	UNITED RENTALS OF CANADA INC.	\$ 1,110.50
19-Jun-20	UPS010	UPS CANADA	\$ 57.18
26-Jun-20	URB030	URBAN SYSTEMS	\$ 1,429.68

Regional District of Kootenay Boundary
Cheque Register-Summary for month of June 2020

Cheque Date	Supplier	Name	Amount
5-Jun-20	VIC007	VICOM DESIGN INC.	\$ 420.00
19-Jun-20	VIS050	VISTA RADIO LTD.	\$ 885.15
19-Jun-20	WES100	WESCO DISTRIBUTION CANADA LP	\$ 8,137.64
11-Jun-20	WHI090	WHITLOCK INSURANCE SERVICES	\$ 1,781.00
5-Jun-20	ZOO010	ZOOM VIDEO COMMUNICATIONS INC	\$ 169.08
Total Accounts Paid			\$ 731,931.76

NB: Payments greater than \$100,000 related to Provincial Emergency Program (service 012) are marked with an asterisk.



**LWMP Stage 3 Steering Committee
Minutes
Thursday, March 5, 2020
RDKB Boardroom, Trail BC**

Committee Members Present:

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

Staff Members Present:

J. Dougall, General Manager of Environmental Services
G. Denkovski, Manager of Infrastructure & Sustainability
S. Surinak, Secretary/Clerk/Receptionist/Recording Secretary

CALL TO ORDER

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

CLOSED (IN CAMERA) SESSION

Closed meeting pursuant to section 90 (1) (k) Community Charter

Moved: Director Langman Seconded: Director Morel

That the Liquid Waste Management Plan Steering and Monitoring Committee proceed to a closed meeting pursuant to section 90 (1) (k) of the Community Charter.

Carried.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the March 5, 2020 Steering Committee meeting was presented.

Moved: Director Morel Seconded: Director Langman

That the agenda for the March 5, 2020 Steering Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes for the Steering Committee January 31, 2020 meeting were presented.

Moved: Director Langman Seconded: Director Morel

That the minutes of the Steering Committee January 31, 2020 meeting be adopted as presented.

Carried.

UNFINISHED BUSINESS

LWMP Steering Committee Memorandum of Action Items - Ending March 2, 2020

The LWMP Steering Committee Memorandum of Action Items for the period ending March 2, 2020 was presented.

The Committee discussed the progress on each of the Action Items and the list was received as presented.

Moved: Director Morel Seconded: Director Langman

That the LWMP Steering Committee Memorandum of Action Items for the period ending March 2, 2020 be received as presented.

Carried.

NEW BUSINESS**G. Denkovski****Re: Liquid Waste Management Plan Approval**

A report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding liquid waste management plan approval.

Frances Maika, Corporate communication Officer, sent out a news release regarding ministry approval of the RDKB's Liquid Waste Management Plan.

The CPCC Upgrade and Stage 3 Liquid Waste Management Plan Steering and Monitoring Committee is being dissolved and a Liquid Waste Management Plan Steering and Monitoring Committee is being created.

Moved: Director Worley Seconded: Director Morel

That the Steering Committee receive the BC Government Minister approval letter for the RDKB Liquid Waste Management Plan. **Further**, that the Steering Committee dissolve the CPCC Upgrade and Stage 3 Liquid Waste Management Plan Steering Committee. **And further**, that the Steering Committee direct Staff to create a Terms of Reference for the Liquid Waste Management Plan Steering and Monitoring Committee.

Carried.

G. Denkovski**Re: Project Briefing Material for Advocating**

The items that the Committee would like to see included in the briefing notes are:

1. The Columbia River is an important international waterway.
2. A maps showing the location of the RDKB.
3. Show the cost to RDKB residents if the grant is not received.
4. Show housing values and stress that the RDKB is a rural area.
5. Use percentages rather than dollar amounts to explain tax increases.
6. Add that the RDKB now has an approved Liquid Waste Management Plan.

Goran Denkovski indicated that he could ask Frances Maika to produce an info graphic.

Page 3 of 4

**Liquid Waste Management Plan Steering & Monitoring Committee Meeting
March 5, 2020**

Director Langman indicated that she needs the briefing notes by the week of March 16-20 as she has a meeting scheduled with MLA Katrine Conroy that week.

The larger info package should be available prior to Director Langman's trip to Victoria.

Moved: Director Langman Seconded: Director Morel

That the Steering Committee receive the briefing notes with changes.

Carried.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

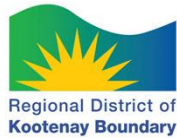
The Terms of Reference for the current Liquid Waste Committee.

Draft Terms of Reference for the new Committee.

Suggestions from Committee and Staff for Terms of Reference.

ADJOURNMENT

The being no further business to discuss, the Chair adjourned the meeting at 12:50 pm.



Boundary Community Development Committee

Minutes

Wednesday, June 3, 2020

Held by Zoom Online Video Conferencing

Committee members present:

Director G. McGregor, Chair
Director R. Russell
Director V. Gee
Director R. Dunsdon (joined at 10:30 am)
Director G. Shaw
Director C. Korolek

Staff and others present:

M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Chandler, General Manager of Operations/Deputy CAO
B. Ihlen, General Manager of Finance
P. Keys, Manager of Facilities and Recreation
S. Elzinga, Community Futures Boundary
J. Wetmore, Community Futures Boundary
D. Williamson, Cascade Environmental
L. Olson, Regional Manager-Ministry of Jobs, Tourism and Skills Training

CALL TO ORDER

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

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the June 3, 2020 Boundary Community Development Committee meeting was presented.

The agenda was amended by a change in order. Item 6c: Trails Master Plan Update and Schedule, was moved to item 4a: Delegations.

Moved: Director Russell Seconded: Director Korolek

That the agenda for the June 3, 2020 Boundary Community Development Committee meeting be adopted as amended.

Carried.

ADOPTION OF MINUTES

The minutes of the May 6, 2020 Boundary Community Development Committee meeting were presented.

Director Shaw was not in attendance at the May 6, 2020 meeting. His name will be removed from the roll call.

Moved: Director Korolek Seconded: Director Gee

That the minutes of the May 6, 2020 Boundary Community Development Committee meeting be adopted as amended.

Carried.

GENERAL DELEGATIONS

Dave Williamson, Cascade Environmental Trails Master Plan Update and Schedule

D. Williamson provided the Committee with a suggested approach to initiate phase 2 of the Trails Master Plan.

Discussion ensued on moving forward with the creation of a strategic/steering committee for the Trails Master Plan delivery and holding in person, open house type meetings via Zoom or Skype. The Committee was informed that Cascade Environmental would host surveys, which could be reached online through links on the RDKB website.

D. Williamson left the meeting at 10:23 am.

OLD BUSINESS

There was no old business for discussion.

NEW BUSINESS**S. Elzinga/J. Wetmore - Community Futures Boundary (CFB)
Re: Economic Development and Imagine Kootenay Update**

S. Elzinga and J. Wetmore provided a verbal update on Community Futures Boundary current activity and projects highlighting:

1. Working on enhancing the community profile of the City of Grand Forks and Area D and to be completed by the end of June;
2. CFB is acting as the first point of contact on investment inquiries;
3. Working on a community economic resiliency plan because of the pandemic;
4. Acting as a coordinator for the Economic Development Practitioners Network (funded through the CBT) involving over 30 economic development practitioners across the Kootenay Boundary region, which focuses on a regional economic recovery strategy; and
5. Invited to participate in the Tourism Resiliency Program through TOTA.

J. Wetmore spoke to being a recipient of capital available through the Federal government to lend out to businesses during COVID-19. The funding is disbursed based on need where businesses have been affected by the pandemic and able to demonstrate sustainability as of March 1, 2020. The Committee was provided with an update on the Community Centre Program, which is in the final stages. Discussion ensued on the availability of regionalized or Boundary data from the provincial COVID-19 survey. The Committee also discussed the freshet impacts on the business community in Grand Forks.

S. Elzinga and J. Wetmore left the meeting at 10:50 am.

**P. Keys, Manager of Facilities and Recreation
Re: Reopening of Recreation Facilities Following the COVID-19
Shutdown Period**

P. Keys provided the Committee members with information on how recreation facilities have been impacted during the pandemic and the protocols for re-opening facilities as directed by the BC Restart Plan, the Lifesaving Society, the BC Recreation and Parks sector, WorkSafe BC and Interior Health during Phases 2 and 3.

Moved: Director Shaw Seconded: Director Russell

That the Boundary Community Development Committee receive the staff report titled, 'Reopening of Recreation Facilities following the COVID Shutdown Period' for information.

Carried.

J. Chandler, General Manager of Operations/Deputy CAO
Re: Trails Master Plan Update and Schedule

This item was discussed under "Delegations".

S. Carlysle-Smith
Re: TOTA Tourism Monthly Update - May 2020

A tourism monthly update from S. Carlysle-Smith, TOTA, was provided for information.

Discussion ensued on a guideline that would provide clarity around what the MRDT funds could and could not be spent on.

Moved: Director Shaw Seconded: Director Korolek

That the monthly update from S. Carlysle-Smith, TOTA, be received as presented.

Carried.

K. Anderson, Watershed Planner
Re: Verbal Update on Freshet Activities

M. Andison and J. Chandler provided a verbal report on the freshet activities in the Boundary area.

Information
Re: FLNRORD Letter to D. Langman

A letter from FLNRORD to Director Langman regarding BC Timber Sales' forest management practices was presented.

The Committee members discussed the Kootenay Boundary Land Use Plan and the fact that the Plan has not been updated for some time.

Moved: Director Korolek Seconded: Director Shaw

That the Regional District of Kootenay Boundary directs staff to send a letter to FLNRORD inquiring as to when the Ministry will conduct a review of the Kootenay-Boundary Land Use Plan.

Carried.

LATE (EMERGENT) ITEMS

Director Gee

Re: Meat Processing in Rock Creek

Director Gee provided the Committee members with an update on the meat processing in Rock Creek. The Committee was informed that the Ministry has been asked whether the project can be changed from the original plan given the recent developments at Magnum Meats in Rock Creek and to make the project more feasible. A positive response was received from the Ministry that there could be some flexibility to the plan.

Director Gee

Re: Food Lab Work

Director Gee informed the Committee that Sandy Mark is looking to the Ministry of Agriculture to provide a grant to develop the business plan. Director Russell requested a one page executive summary on the food lab and what it would look like.

Director Gee

Re: Paving Update

Director Gee gave a brief update on paving in the region.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

Discussion on what MRDT funds can and cannot be spent on.

The July BCDC meeting will go on as scheduled and the scheduling of the August meeting is pending.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 12:06 pm.



Policy and Personnel Committee

**Thursday, May 28, 2020
RDKB Board Room, Trail, BC**

Minutes

Committee Members Present:

Director G. McGregor, Chair
Director A. Grieve, Vice Chair
Director V. Gee
Director L. Worley
Director S. Morissette
Director D. Langman
Director R. Dunsdon

Staff Present

M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration Corporate Officer/Recording Secretary
B. Ihlen, General Manager of Finance
J. Dougall, General Manager of Environmental Services

CALL TO ORDER

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

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the May 28, 2020 Policy and Personnel Committee meeting was presented.

Moved: Director Grieve

Seconded: Director Dunsdon

That the agenda for the May 28, 2020 Policy and Personnel Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the April 30, 2020 Policy and Personnel Committee meeting were presented.

Moved: Director Worley

Seconded: Director Morissette

That the minutes of the April 30, 2020 Policy and Personnel Committee meeting be adopted as presented.

Carried.

GENERAL DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

M. Andison, Chief Administrative Officer

Re: Chair and Board Appointments Policy

The Chair and Board Appointments Policy was presented to the P&P Committee on February 27, 2020 for discussion and review. It was subsequently sent to the Board of Directors for comments on May 4, 2020. No comments were received.

Moved: Director Grieve

Seconded: Director Morissette

That the Regional District of Kootenay Boundary Board of Directors adopt the Chair and Board Appointments Policy as presented to, and approved by the Policy and Personnel Committee on February 27, 2020. **FURTHER**, that the Policy be distributed accordingly.

Carried.

M. Andison, Chief Administrative Officer

Re: Closed Meeting Agendas and Information Policy

The Closed Meeting Agendas and Information Policy was presented to the P&P Committee on February 27, 2020 for discussion and review. It was subsequently sent to the Board of Directors for comments on May 5, 2020. No comments were received.

Moved: Director Worley

Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors adopt the Closed Meeting Agendas and Information Policy as presented to, and approved by the Policy and Personnel Committee on February 27, 2020. **FURTHER**, that the Policy be distributed accordingly.

Carried.

M. Andison, Chief Administrative Officer
Re: Board Communication Protocol Policy

The Board Communication Protocol Policy was presented to the P&P Committee on February 27, 2020 for discussion and review. It was subsequently sent to the Board of Directors for comments on May 5, 2020. No comments were received.

Moved: Director Grieve Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Board of Directors adopt the Board Communication Protocol Policy as presented to, and approved by the Policy and Personnel Committee on February 27, 2020. **FURTHER**, that the Policy be distributed accordingly.

Carried.

J. Dougall, General Manager of Environmental Services
Re: Contaminated Soils Policy

The Contaminated Soils Policy was presented to the P&P Committee on February 27, 2020 and April 30, 2020 for discussion and review. It was subsequently sent to the Board of Directors for comments on May 20, 2020.

Moved: Director Morissette Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors adopt the Contaminated Soils Policy as presented to, and approved by the Policy and Personnel Committee on February 27, 2020 and April 30, 2020. **FURTHER**, that the Policy be distributed accordingly.

Carried.

B. Ihlen, General Manager of Finance/CFO
Re: Director Remuneration

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding Director remuneration and the related remuneration increase with the removal of the one-third tax exemption was presented.

Staff presented the 2018 SOFI information added to the Regional District Director Remuneration comparison as per the Committee's request. Staff also explained that the related Director remuneration increases and information used to determine the 2018 and 2019 increases were adequate so that after tax compensation did not decrease with the elimination of the one-third tax exemption.

Staff answered inquiries regarding taxable and non-taxable benefits, personal tax exemptions, tax brackets and the TD1 forms. There was a discussion regarding the T2200-Declaration of Conditions of Employment, a Canada Revenue Agency (CRA) form. Staff explained that T2200 forms have not been distributed to the Board Members, given a past Board resolution that was defeated in 2018. It was agreed that T2200 forms that detail the expense allowances received by Directors will be issued to all Directors effective 2020 and moving forward.

There was a discussion regarding the Directors the "travel" expense form and the online expense "claim" form. For a future meeting, staff will provide information regarding expenses listed on the travel expense form to identify which expenses are taxable and which are non-taxable. Staff was directed to review and revise the current online expense "claim" form to include, if necessary, what expenses are taxable and non-taxable and potentially a spreadsheet for miscellaneous expenses ensuring that there is adequate space available for the list of meetings. Discussion also took place around updating and including an explicit list of meetings eligible for the meeting allowance stipend and that this list be updated annually to include meetings approved by a Board motion in the prior year.

After further review, it was;

Moved: Director Grieve

Seconded: Director Dunsdon

That the Regional District of Kootenay Boundary Policy & Personnel Committee recommend the following to the Board of Directors while redesigning the Director Remuneration Bylaw:

- Simplify the calculation of Director remuneration and allowances by making it as straightforward as possible, easy to explain, and easy to understand;
- Define what meetings are core to the role of a Director (i.e. Board Meetings, Committee meetings) and include in the base remuneration (all non-core as supplemental);
- Maintain a distinction between base remuneration and expense allowances for eligible expenses such as travel, office and technology and/or those that are specific to the role and reflect the unique local conditions;
- Ensure all stipends and allowances have an annual increase based on the December BC CPI and be increased starting January 1 the following year; and
- Review stipends and allowances one year prior to the election using comparable regional district data similar to the Management Compensation policy and/or retain a consultant to provide recommendations.

After additional discussion, it was;

Moved: Director Grieve

Seconded: Director Worley

That the recommendation be amended by removing the second bullet and by adding the following:

- Include an explicit list of the different meetings RDKB Directors attend over and above the RDKB Committee and Board meetings, such as Recreation Commission, APC etc. that includes the compensation to be provided.
- That effective 2020 and moving forward, T2200-Declaration of Conditions of Employment forms be issued to all Directors.

Carried.

Moved: Director Dunsdon

Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors adopt the following recommendation regarding Director Remuneration as approved by the Policy and Personnel Committee on May 28, 2020:

- Simplify the calculation of Director remuneration and allowances by making it as straightforward as possible, easy to explain, and easy to understand;
- Maintain a distinction between base remuneration and expense allowances for eligible expenses such as travel, office and technology and/or those that are specific to the role and reflect the unique local conditions;
- Ensure all stipends and allowances have an annual increase based on the December BC CPI and be increased starting January 1 the following year; and
- Review stipends and allowances one year prior to the election using comparable regional district data similar to the Management Compensation policy and/or retain a consultant to provide recommendations.
- Include an explicit list of the different meetings RDKB Directors attend over and above the RDKB Committee and Board meetings, such as Recreation Commission, APC etc. that includes the compensation to be provided.
- That effective 2020 and moving forward, T2200-Declaration of Conditions of Employment forms be issued to all Directors.

Carried.

Voting on the original recommendation as amended-Carried.

Moved: Director Morissette Seconded: Director Gee

That the findings with respect to Director Remuneration, as provided by staff to the Policy and Personnel Committee during 2019 and 2020, be presented to the Regional District of Kootenay Boundary Board of Directors for consideration.

Carried.

NEW BUSINESS

M. Andison, Chief Administrative Officer Re: Policy Review - Alcohol in Fire Halls Policy

A staff report from Mark Andison, Chief Administrative Officer, presenting for review the Regional District of Kootenay Boundary Alcohol in Fire Halls Policy.

Moved: Director Grieve Seconded: Director Morissette

That the RDKB Alcohol in Fire Halls Policy be referred to directors for comment as per the Policy Development and Review Policy.

Carried.

LATE (EMERGENT) ITEMS

There were no latte emergent items to consider.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

- Discussion on the community's use of RDKB fire halls.
- Discussion on how staff and Directors can better use technology (e.g. Outlook, Zoom) and discussion around staff providing training to Directors when new technology is introduced.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period was not necessary.

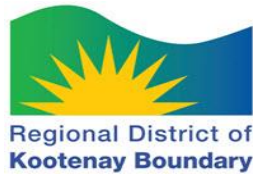
CLOSED (IN CAMERA) SESSION

A closed meeting was not required.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned (time: 11:02 a.m.)

TL



**Electoral Area Services Committee
Minutes**

Thursday, May 14, 2020
Via Zoom Video Conference

Directors Present:

Director Ali Grieve
Director Linda Worley
Director Grace McGregor
Director Roly Russell
Director Vicki Gee

Staff Present:

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

CALL TO ORDER

Chair Grieve called the meeting to order at 11:04 a.m.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

May 14, 2020

Moved: Director McGregor

Seconded: Director Russell

That the May 14, 2020 Electoral Area Services Agenda be adopted as presented.

Carried.

MINUTES

April 16, 2020

Moved: Director McGregor

Seconded: Director Russell

That the April 16, 2020 Electoral Area Services Minutes be adopted as presented.

Carried.

DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS

Bylaw Enforcement Officer - Brandy Rafuse

Chair Grieve welcomed Brandy Rafuse who is the new Bylaw Enforcement Officer for the RDKB. Brandy gave an update on the work she's been doing and foresees doing. There was interest in inviting Brandy to Electoral Areas APC meetings. Also discussed were the bylaw adjudication system and press release on the new position.

Moved: Director Russell

Seconded: Director McGregor

That Brandy Rafuse, RDKB Bylaw Enforcement Officer, attend future APC meetings.

Carried.

Rowland Phillips and Marnie Jacobsen

RE: Development Variance Permit

RDKB File: C-1021s-04517.000

Moved: Director McGregor

Seconded: Director Worley

That the Development Variance Permit application submitted by Rod Bergum of Bergum Contracting Ltd., on behalf of Rowland Phillips and Marnie Jacobsen, to reduce the front parcel boundary setback from 4.5m to 1.5m, a variance of 3.0m, and to increase the maximum height of an accessory building from 4.6m to 6.5m, a variance of 1.9m, for the construction of a detached garage on the parcel legally described as Lot 3, DL 1021s, SDYD, Plan KAP7440, Electoral Area C/Christina Lake, be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support, conditional upon the issuance of a permit from the Ministry of Transportation and Infrastructure for the same variance.

Carried.

Village of Midway
RE: OCP Bylaw Review
 RDKB File: M-2

Moved: Director McGregor

Seconded: Director Russell

That the referral of the Village of Midway's Draft Official Community Plan be received and FURTHER that the staff report including the comments from RDKB staff and the Electoral Area E/West Boundary Advisory Planning Commission be forwarded to the Village of Midway for their review.

Carried.

Commercial Water Bottling Facilities

RE: Direction from the Education and Advocacy Committee - January 2020

This discussion item was a follow-up to a January 2020 recommendation of the Education and Advocacy Committee that the EAS Committee consider amendments to the region's zoning bylaws to restrict in all zones the use of land for commercial water bottling facilities. It was suggested that each Advisory Planning Commission consider this matter as a discussion item.

COVID 19

RE: Challenges to non-profit organizations

(Director Gee discussion)

Director Gee expressed her concern regarding non-profit organizations being affected by COVID-19 and a discussion followed on ways they can be supported.

Community Resiliency Initiative**RE: Grant for Electoral Areas**

(Director Gee discussion)

There was discussion regarding the benefits of initiatives such as the Wood Stove program and Firesmart program for property owners. Mark Andison, Chief Administrative Officer, suggested researching options and models for administering grants.

Development Variance Permit Applications**RE: Notification Process**

(Chair Grieve discussion)

The procedures for notifying adjacent property owners of a request for a variance was discussed. The committee members did not feel there is a need to change our procedures.

Grant in Aid Report

Moved: Director McGregor

Seconded: Director Worley

That the Grant in Aid report be received.

Carried.

Gas Tax Report

Moved: Director McGregor

Seconded: Director Russell

That the Gas Tax report be received.

Carried.

Planning and Development (005) Work Plan Update

Moved: Director McGregor

Seconded: Director Russell

That the Electoral Area Services Committee receive the May 14, 2020 staff report titled 'Planning and Development Department 2020 Work Plan Update'.

Carried.

Parks & Trails - Electoral Area 'B' (014) Work Plan Update

Moved: Director Worley

Seconded: Director McGregor

That the Regional District of Kootenay Boundary Electoral Area Services Directors receive the May 6th staff report titled '2020 Work Plan Update'.

Carried.

Area 'D'/Rural Grand Forks – Regional Parks and Trails Service (045) Workplan Update

Moved: Director Russell

Seconded: Director Gee

That the Regional District of Kootenay Boundary Electoral Area Services Committee receive the 2020 Area 'D'/Rural Grand Forks – Regional Parks and Trails Service (045) Workplan Update Report.

Carried.

Fire Protection - Christina Lake (051) Work Plan Update

Moved: Director McGregor

Seconded: Director Worley

That the Regional District of Kootenay Boundary Electoral Area Services Committee receive the April 30, 2020 staff report titled 'Christina Lake Fire Rescue'.

Carried.

Fire Protection - Beaverdell (053) Work Plan Update

Moved: Director Gee

Seconded: Director McGregor

That the Regional District of Kootenay Boundary Electoral Area Services Committee receive the May 6, 2020 staff report titled '2020 Work Plan update – Beaverdell Fire Protection Service'.

Carried.

Big White Fire - Specified Area (054) Work Plan Update

Moved: Director Gee

Seconded: Director McGregor

That the Regional District of Kootenay Boundary Electoral Area Services Committee receive the 6th May 2020 staff report titled '2020 Work Plan update – Big White Fire Department'.

Carried.

Weed Control - Christina Lake Milfoil (091) Work Plan Update

Moved: Director McGregor

Seconded: Director Worley

That the Electoral Area Services Committee receive the May 14, 2020 staff report titled 'May 2020 Work Plan Update – Noxious Weed Control – Christina Lake Milfoil Service (091)'

Carried.

LATE (EMERGENT) ITEMS

There were no late items to discuss.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

Director Russell would like to discuss Grants in Aid.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

There being no further business to discuss, Chair Grieve adjourned the meeting at 12:23 p.m.

4. Draft Minutes

- A. The draft minutes of the Christina Lake Parks & Recreation Commission meeting held on May 13, 2020, were presented and it was;

17-20

Moved: Joe Sioga

Seconded: Randy Gniewotta

That the draft minutes for the Christina Lake Parks & Recreation Commission meeting held on May 13, 2020, be adopted as presented.

Carried

5. Delegation

- A. BC Parks Representative Invitation- Jonathan Finlay, unable to attend
- B. Rick Hansinger, Acrylic Paving System
Mr. Hansinger gave a detailed presentation of the acrylic paving system currently marketed in the United States. He is actively seeking Canadian corporate business partners. The Chair provided the Committee an opportunity for comments and questions. There were no questions. The Chair thanked Mr. Hansinger for attending the meeting and providing the information. Mr. Hansinger left the meeting.

6. Unfinished Business

- A. Christina Sands Resort / Nature Park Triangle Property
On behalf of the Christina Lake Parks & Recreation Commission, Administration wrote a letter to the Provincial Government in regards to the purchase of Christina Sands Resort / Nature Park Triangle property. Return correspondence has not yet been received.
- B. Christina Creek Pedestrian Bridge funding
The Christina Creek Pedestrian Bridge Concept Definition Report-Final was included in the agenda package. A discussion was had in regards to acquiring the finances to move forward with this project.

7. Communications-Information Only

There were no communications for information to consider.

8. Reports**8.a) Financial Report**

No revenue to report. A financial report will be available for July 9, 2020.

8.b) Project Reports

On June 4th, 2020 a small group of volunteers cleared the Sandner Creek Trail up to Benniger Creek. Randy Gniewotta acquired the Chainsaw Safety Training Course Online and submitted an application to Jonathan Finlay for the purpose of using a chainsaw on the trail following BC Parks Guidelines. The trail is quite thick and needs more work beyond this point. Donna will submit this information into the e-Blast and recruit potential volunteers for potential future trail maintenance by volunteers through the Recreation Department.

8. c) Sub Committee Report

The Christina Lake Community Hall (CLCH) Funding Options Report was included in the agenda package highlighting three funding options (Grant in Aid, Unallocated Recreation Grant, Reallocation of Capital Projects funding) presented to financially support the CLCH revenue shortfalls in 2020 related to cancelled events due to Covid-19.

It was recommended that Administration contact the Christina Lake Community Hall Association to discuss reallocation of remaining capital dollars up to the budgeted total of \$25,000, and it was;

18-20

Moved: Paul Beattie

Seconded: Erica McCluney

That Administration contact the Christina Lake Community Hall Association to discuss reallocation of remaining capital budget dollars to financially support the CLCH revenue shortfalls in 2020 related to cancelled events due to Covid-19, following the recommendation of the Christina Lake Parks & Recreation Commission meeting held on June 10, 2020

Carried

8.d) Staff Monthly Report

- **Staff Report**
A verbal report was provided by Administration.
- **COVID-19 Update**
 - A verbal report was provided by Administration based on a similar report provided to the BCDC committee.
 - Regional District Recreation Staff are developing the plans to reopen facilities and provide outdoor programming. They are currently waiting on the release of new guidelines from Red Cross Canada to implement summer swim lessons at Christina Lake.

8.e) Community Events Report

The Christina Lake Welcome Centre is now open following the legislated guidelines for reopening during COVID-19.



**Regional District of
Kootenay Boundary**

ELECTORAL AREA 'A'
ADVISORY PLANNING COMMISSION
MINUTES

Tuesday, July 7, 2020 via tele-conference, commencing at 4:30 p.m.

PRESENT: Fred Buckley, Linda Green, Rob Ironmonger, Shelley Levick, Craig Stemmler

ABSENT: Tyleen Underwood

RDKB Ali Grieve

DIRECTOR:

RDKB

STAFF:

GUESTS:

1. CALL TO ORDER

The meeting was called to order at 4:30 PM

2. ADOPTION OF AGENDA

It was moved and seconded that the July 7, 2020 Electoral Area 'A' APC agenda be adopted with addition of item 6: APC application process.

3. ADOPTION OF MINUTES

It was moved and seconded that the June 2, 2020 Electoral Area 'A' APC minutes be adopted.

4. DELEGATIONS

None

Electoral Area A APC Agenda Items
July 7, 2020
Page 1 of 2

5. NEW BUSINESS

A) 0963072 BC Ltd.

RE: Temporary Use Permit

1106 Highway 3B

RDKB File: A-8392-09351.000

Discussion/Observations:

The application was reviewed by the committee as to the process and the licensing requirements. It was noted that the application was approved by the board at the June 25th, 2020 meeting after a presentation by the applicant.

After a discussion by the committee the majority of members supported the application.

One member stated their approval was conditional on the concerns of the adjacent neighbour being addressed.

It was moved, seconded and resolved that the APC recommend to the Regional District that the application be supported.

6. FOR DISCUSSION:

APC applications

The committee discussed the Advisory Planning Committee application process. It was noted that the application RDKB File: A-8392-09351.000 had been brought to the committee prior to having input from neighbouring properties. For the committee to make an informed decision, having the affected neighbours input prior to being presented to the APC is imperative. Responses from the applicant can then be heard by the committee. The committee requests that staff and the board review the process.

7. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 5:20 PM



ELECTORAL AREA 'B'/LOWER COLUMBIA-OLD GLORY

ADVISORY PLANNING COMMISSION

MINUTES

Monday July 6, 2020 met at Grants home in Genelle socially distancing, commencing at 7:00 p.m.

PRESENT: Grant Sapruff, Mary MacInnis, Fern Acton, Henk Ravestien, Graham Jones, Darlene Espenhain

ABSENT:

RDKB DIRECTOR: Linda Worley Regrets, Bill Edwards Regrets, Alternate.

RDKB STAFF:

GUESTS:

1. **CALL TO ORDER**

The meeting was called to order at 7:00 pm. We met at the location of the of the development permit—1135 Lower China Creek prior to start of meeting.

2. **ADOPTION OF AGENDA (Additions/Deletions)**

It was moved and seconded that the July 6, 2020 Electoral Area B'/Lower Columbia-Old Glory APC agenda be adopted. Done and done.

3. **ADOPTION OF MINUTES**

It was moved and seconded that the May 4, 2020 Electoral Area B'/Lower Columbia-Old Glory APC minutes be adopted. Done and done.

4. **DELEGATIONS**

5. **UPDATES TO APPLICATIONS AND REFERRALS**

6. NEW BUSINESS**A. DiBella****RE: Development Permit**

1135 Lower China Creek Road

RDKB File: B-7187-08838.460

Discussion/Observations: We had a lengthy discussion about this application. As a group we don't understand why they would not be building a permanent structure. All of the other structures in the area are permanent. We have concerns about the product they will be spraying, will the spray booth be long enough to accommodate items to be sprayed. What are the chances of odour etc. being released from this structure? It states that industrial activity must be done in a fully enclosed building. Could they not apply for a temporary variance then go back to neighbors and see how this is working out? It looks like these are already used structures and halfway through their 20-year lifespan?? Dates on drawing 2011 and 2013. This is a site that is visible from the highway and we feel a more permanent structure would be more pleasing.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the application be: *(Please select one of the following options)*

- . Not Supported (with stated reasons if appropriate): for the above reasons- feel that the structures are already halfway through the 20-year life span quoted, a building with no permanent structure other than the floor seems like a poor choice for this type of work.

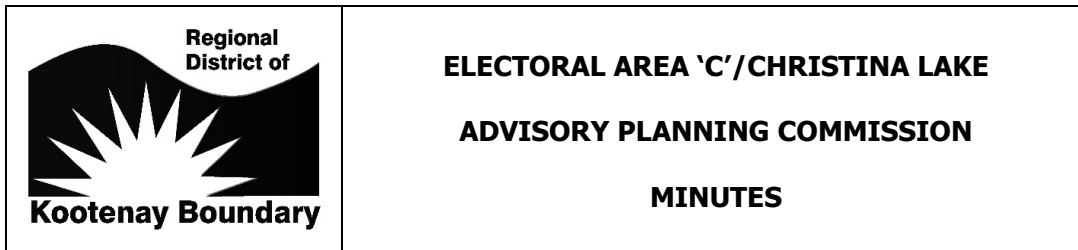
7. FOR INFORMATION

BC Energy Step Code-Implementation Options Appears to be a good idea.

8. FOR DISCUSSION**9. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 7:45 pm

Electoral Area 'B'/Lower Columbia-Old Glory APC Agenda Items
May 4, 2020
Page 2 of 3



Tuesday, July 7, 2020 via Zoom video-conference, commencing at 7:00 p.m.

PRESENT: Peter Darbyshire, Phil Mody, Terry Mooney, Dave Bartlett, Jeff Olsen, Jason Patrick Taylor, Jessica Coleman, Butch Bisaro

ABSENT: Annie Rioux

RDKB DIRECTOR: Grace McGregor
Donna Wilchynski – Alternate Director (Recording Secretary)

RDKB STAFF:

GUESTS: Terry Thies (Summer Magic Estates)

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the July 7, 2020 Electoral Area 'C'/Christina Lake Advisory Planning Commission Agenda be adopted as presented. Butch/Phil

3. ADOPTION OF MINUTES

Recommendation: That the June 2, 2020 Electoral Area 'C'/Christina Lake Advisory Planning Commission Meeting Minutes be adopted as presented. Dave/Jeff

4. DELEGATIONS

5. OLD BUSINESS & UPDATES TO APPLICATIONS AND REFERRALS

6. NEW BUSINESS

- A. Summer Magic Estates Corporation**
2586 Graham Road
RE: Floodplain Exemption
 RDKB File: C-1181s-04644.000

Discussion/Observations:

Applicant Terry Thies explained "Breakwater" meant the concrete and brick wall and is the natural boundary of the Lake. Additional information was received before the meeting (confirming measurements) and applicant explained that Engineer will update their sealed report with new measurements in addendum. Applicant wants to be compliant and is aware of all risks of flood.

It was moved, seconded and resolved that the APC recommends to the Regional District that the application be supported. Jason/Butch

- B. Kettle River Mountain Bikers' Association**
Christina Lake Area
Re: Mountain Bike Trail Creation
 RDKB File: C-29

Discussion/Observations:

This group has a long history and does a good job of trail maintenance for the whole area. It was noted applicant intends on maintaining the trails in this application.

It was moved, seconded and resolved that the APC recommends to the Regional District that the application be supported. Peter/Jessica

C. Dennis/Anthony
185-1st Avenue
Re: Development Variance Permit
RDKB File: C-268-00189.030

Discussion/Observations:

Because this is an accessory building, the commission wondered what the future plans were for this lot.

It was moved, seconded and resolved that the APC recommends to the Regional District that the application not be supported as it was felt that applicant were aware of the setback misinformation however built into the setback to avoid having to install a new power pole on their side of the street and in the APC's view this would not be considered a hardship. Dave/Jessica

7. FOR INFORMATION

BC Energy Step Code-Implementation Options. Received and filed for information.

8. DISCUSSION

9. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 7:52. Phil/Dave



ELECTORAL AREA 'E'/WEST BOUNDARY
ADVISORY PLANNING COMMISSION
MINUTES

Monday, July 6, 2020 @ Riverside Centre, 3990 Highway 3, Rock Creek, commencing at 6:00 p.m.

PRESENT: In person: Florence Hewer, Fred Marshall. On the phone: Randy Trerise, Frank Van Oyen, Lynne Storm, Michael Fenwick-Wilson, Jamie Haynes (to 6:15).

ABSENT with notification:

Absent without notification Grant Harfman

RDKB DIRECTOR: Vicki Gee

RDKB STAFF: None

GUEST: None

1. **CALL TO ORDER** The meeting was called to order at 6 PM.

2. **ADOPTION OF AGENDA**

Recommendation: That the July 6, 2020 Electoral Area 'E'/West Boundary Planning Commission Agenda be adopted as presented. Moved by Flo seconded by Frank. Motion carried.

3. **ADOPTION OF MINUTES**

Recommendation: That the June 1, 2020 Electoral Area 'E'/West Boundary Planning Commission Minutes be adopted as presented. Moved by Randy seconded by Michael. Motion carried.

4. **DELEGATIONS** None

5. UPDATES TO APPLICATIONS AND REFERRALS

Vicki updated us: (i) that the RDKB Board is concerned and will be writing a letter of concern regarding the Interfor plan that we reviewed at our last meeting, and (ii) regarding the snowmobile trails application, the actual application is 16 km by 19 km (30,000 ha +/-). A decision on this application was deferred by the Board and will be discussed at the RDKB meeting this week.

6. NEW BUSINESS

A) 1165084 BC Ltd.

RE: MOTI Subdivision

RDKB File: E-1208s-04600.000

Discussion/Observations:

We discussed the application to subdivide 8 lots south of Beaverdell along Beaverdell Station Road. The proposal is right beside good farmland, and this could cause future conflicts. It was suggested that the lots were on fairly steep ground. There are existing subdivisions near Beaverdell that have not sold out. The lots seem small. Our area may come under more pressure in the future to subdivide land to make room for people who want to move out of cities as a result of Covid 19. Approving this subdivision would open the possibility of future subdivision of the lot to the south. The owners have to prove water for the lots in order to get approval. The lots are outside of the ALR and there is no community plan or zoning that would prevent the subdivision. We have not seen the results of the perc tests for the septic systems. The lots cannot just use the rail trail for access, so a proper road will be required. Gaining road access will require crossing private land and the trans-Canada trail.

Recommendation:

It was moved by Randy, seconded Michael, and resolved that the APC recommends to the Regional District that the application be:

1. Supported with conditions: The applicant must;
 - prove up potable water for the lots.
 - prove up the perc tests for the septic systems.
 - develop one access road to serve all the lots.
 - commit to dedicating part of the area as a park - our preference for the park dedication is to provide an area for visitors who use the trans-Canada trail.

- require no building construction taking place within 20 meters of the trans-Canada trail.
- no vehicle uses on the trans-Canada trail other than a single perpendicular crossing of the trail and a formal right of way crossing application to approve this crossing. Compliance with the above may require reconfiguration of the lot boundaries and sizes.
- access to the property (DL 1208s) is restricted via a locked gate. This gate would have to either be removed or relocated to facilitate development of access to the subdivision.

Motion carried.

7. FOR INFORMATION

BC Energy Step Code-Implementation Options. Vicki has had discussion with the RDKB energy specialist about the implementation of the Step Code. There has been ongoing conversation with the public but there is a lack of public understanding of the Step Code. We have 3 choices, mandatory compliance, voluntary compliance with incentives, or wait for the province to adopt in 2022. Take the survey to provide input into the implementation of the Step Code.

Vicki updated us on the future of the Kettle River Recreation Area.

- Public consultation by BC Parks about the future of Kettle River Recreation area ended on June 25
- Vicki contacted them to ask if there would be a formal referral to RDKB
- They said they discussed with Planning Dept, but there would be no formal referral
- They invited Vicki to share her comments/concerns.
- Vicki gave a brief description of what she read (they hope to upgrade it to a Class A Park by settling outstanding mineral claim, discussion about the rare ecosystem, plans to separate high use from managed use within the park, will purchase a small piece of local rancher's property that is currently being used by visitors as though it were part of the park)

Consultation on this proposal this is open. If you have comments please send them to Vicki.

8. FOR DISCUSSION:

9. ADJOURNMENT: Adjourned at 7 PM.



Regional District of
Kootenay Boundary

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

Minutes

Tuesday, July 7, 2020 via tele-conference, commencing at 4:00 p.m
Meeting was chaired by Gerry Molyneaux
Minutes taken by Vicki Gee

PRESENT: John Lebrun, Gerry Molyneaux, Rachelle Hawk, Anastasia Byrne, Peter Hutchinson

ABSENT:

RDKB DIRECTOR: Vicki Gee

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

The meeting was called to order at 4:10 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the July 7, 2020 Electoral Area 'E' (Big White) Advisory Planning Commission Agenda be adopted. Moved by Gerry, seconded by Rachelle.
CARRIED

3. ADOPTION OF MINUTES

Recommendation: That the June 2, 2020 Electoral Area 'E' (Big White) Advisory Planning Commission Minutes be adopted. Moved by Gerry, seconded by Rachelle.
CARRIED

4. DELEGATIONS - none

Electoral Area 'E'/BIG WHITE APC Minutes
July 7, 2020
Page 1 of 4

5. UPDATED APPLICATIONS AND REFERRALS

- a) At the June 25 Board meeting the Board voted to include their particular concerns about lack of variety in silviculture variety in the 300 year plan from Interfor.
- b) At the June 25 Board meeting the Board deferred the referral for Outback Snowmobile tours in order to offer the applicant an opportunity to speak to the application at the July BCDC meeting. The concern was about the size of the area in question. It was described on the original staff report as being 40 ha. However, the Front Counter application showed 19,000 m x 16,000 m, which is over 30,000 ha.

6. NEW BUSINESS

A. Ragnar Mallis & Stacy Lynn Zeman
RE: Development Permit Application
212 Feathertop Way
 RDKB File: BW-4222-07499.006

Discussion/Observations:

The APC noted that building has already started on this home and they questioned the timing in relation to the Development Permit Application and the Building Permit application.

Additional documentation of the plan was sent to the APC after publication of the agenda. There were no concerns expressed with the plan.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the application be supported. Moved by Gerry, seconded by John. CARRIED

B. Natalie & Todd Casten
Re: Development Permit Application
315 Feathertop Way
 RDKB File: BW-4222-07500.740

Discussion/Observations:

Additional documentation of the plan was sent to the APC after publication of the agenda. There were no concerns expressed with the plan.

Members commented that they normally see an architectural drawing of the house along with the Development Permit Application. They find this valuable.

Concern was expressed about the height of the retaining wall given the steep slope on the side of the house, and whether or not it was engineered.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the application be Supported, asking staff to consider the question about the retaining wall. CARRIED

8. FOR INFORMATION

BC Energy Step Code-Implementation Options

Vicki shared what she had learned from Freya Phillips, Energy Specialist for RDKB. Discussion:

- One member had already done the survey
- Ana described a similar, very successful incentive in Australia a decade ago; home owners got a 2 year rebate of 50% on Federal tax for glazing, insulation & solar.
- There was consensus that starting earlier should be voluntary, with incentives
- There should be demonstration of savings
- They would like to see the incentives
- Everyone should do the survey

Next meeting should be held in person at the Fire Hall:

- There is enough room for physical distancing

Gerry has a new email address after his computer crashed: germol09.09@gmail.com

9. ADJOURNMENT

It was moved by Gerry that the meeting be adjourned at 4:45 pm.



POLICY TITLE: Alcohol In Fire Halls Policy

ORIGINAL APPROVED DATE: Oct 2015

REVIEWED BY P&P COMMITTEE: Oct 2015; May 28/20; June 25/20

ADOPTED BY BOARD OF DIRECTORS: Oct 2015; July 30, 2020

Policy: There will be no alcoholic beverages in any RDKB fire hall, except for specific circumstances as outlined in this policy.

Purpose: To ensure an alcohol-free work environment, and to ensure that we can offer the important services we do without impairment.

Procedure: The general policy is that alcohol is not allowed in the fire halls.

As an exception, the RDKB will allow the fire departments to apply for four (4) "Special Occasion" permits per hall per year. Each fire company will:

1. Apply in writing to the Manager of Corporate Administration for permission to apply for a permit. Each application will include a letter from the respective Chief, or District Chief and Regional Fire Chief (KBRFRS Halls) indicating their support for the function.
2. Apply for a "Special Occasion Permit" through a member who has successfully completed the "Serving It Right" course.
3. Ensure there is a designated crew who have not consumed any alcohol to respond to any incidents during the event and until 0800hrs the following morning.
4. Ensure the facility is cleaned after the event, including the immediate removal of all leftover alcohol.

5. Provide a designated driver for members who require a safe ride home after such event.

Any member who responds to an incident from the approved event, who has consumed alcohol, will be subject to due process and discipline up to and including immediate termination.

Each fire company will immediately report any issues to their Chief, Or District Chief/Regional Fire Chief and the Manager of Corporate Administration that arise from the event.

Any fire company that does not follow this policy will lose their privilege to hold any future events, and disciplinary action will be considered.

Rvwd by P&P - May 28/20; For Directors Comments - June 15/20; Rvwd by P&P - June 21/20



Date: _____

Manager of Corporate Administration
Regional District of Kootenay Boundary

Re: Request for Special Occasion Liquor License Approval

The (name of Fire Department or Company) is requesting permission to serve alcohol at an event to be held (date) .

Alcohol will be served by (name(s)) whom are appropriately qualified. Their Serving it Right numbers are _____.

We have ensured that all attendees who attend our event will have a safe way home through (describe the measures taken to ensure that all attendees have a safe way to travel home) .

We have ensured safe and appropriate response until 0800 hrs the following day through (describe the measures undertaken to ensure that qualified fire personnel are available to respond to calls) .

Respectfully,

Reviewed and approve:

Regional Fire Chief (as required)

Approved:

Manager of Corporate Administration

Date: _____



STAFF REPORT

Date: 19 June 2020 **File**
To: **Chair McGregor,**
and Members of the Policy & Personnel Committee
From: Barb Ihlen,
 General Manager of Finance/CFO
Re: Director Travel & Expense Reimbursement Policy

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, summarizing the draft Director Travel and Expense Reimbursement policy (Attachment 1).

History/Background Factors

At the June 10, 2020 Board meeting, the Board provided staff with direction on drafting a Director Remuneration Bylaw. The first principle was to simplify and make the remuneration and allowances as straightforward as possible, easy to explain and easy to understand. One area that stood out in the past bylaw was that the remuneration bylaw included expense reimbursement information and rates. Reimbursements of out of pocket expenses like mileage and other related travel costs do not make up any part of a Director's remuneration and are not taxed as income. Normally, travel and expense reimbursements are covered by policy similar to the Employee Travel and Expense Reimbursement policy.

Therefore, Staff are proposing to remove the expense reimbursement portion in the Director Remuneration bylaw. Attached is a draft policy for the Committee's review. All of the pertinent information that is in the current Director Remuneration Bylaw related to travel and expense reimbursements have been included in the attached draft policy.

Recommendations

That the Regional District of Kootenay Boundary Board of Directors adopt the Director Travel Reimbursement Policy as approved by the Policy and Personnel Committee on June 25, 2020. **FURTHER**, that the Policy be distributed accordingly.



Regional District of
Kootenay Boundary

POLICY TITLE: Director Travel and Expense Reimbursement Policy

P&P COMMITTEE REVIEW: June 25, 2020

BOARD APPROVAL DATE: July 30, 2020

Policy: The Regional District will reimburse Directors for reasonable expenses incurred as a result of Regional District business.

Purpose: To formalize the expense reimbursement process for Directors and establish guidelines for reimbursement of travel and related expenses.

Procedure:

1. For travel exclusively related to Regional District responsibilities, mileage at the current automobile expense reimbursement rate per kilometer may be claimed from the place of the Director's principal residence to the place of the meeting. The reimbursement is the mileage rate determined by The Province of British Columbia (i.e. Provincial Rate).
2. All travel outside of the Regional District must be approved by the Board. The Chair of the Board may approve such travel when it is inappropriate or not feasible to get Board approval. Approval is deemed to be given if the meeting/convention/conference is specifically identified and included in the annual Financial Plan and for incidental outside travel including attending meetings with stakeholders/partners that boarder the Regional District.
3. All claims for reimbursement must be made on the Expense Report form developed by Staff.
4. Receipts or proof of purchase must accompany expense claim other than for per diem amounts and mileage. A scan or photo of the receipt(s) is acceptable.
5. The completed Expense Report should be submitted within thirty (30) days of the Director's return from travel or at the time of the next

monthly submission deadline, along with supporting receipts and a copy of the program itinerary provided by the event organizer (including meeting/conference dates).

Accommodation:

Where overnight stays are required for Board business, whether it be for meetings, conferences or seminars, the Regional District will book rooms at the accommodator hosting the event, or at the most convenient accommodator to the event.

Directors will be responsible for any upgrade or additional costs incurred.

Should a Director choose to book their own room, the Regional District will pay only for a basic room. Receipts as proof of payment are required.

Directors are able to utilize private accommodation if they choose. They are entitled to an allowance of \$50 per night.

Travel:

When making travel plans, Directors are expected to utilize the most cost effective method of travel considering time, convenience and safety.

Directors are eligible for reimbursement of commercial airline fees (economy class) or mileage, whichever is less. Receipts as proof of payment are required.

Mileage, inclusive of parking and ferries, up to the equivalent economy airfare, plus estimated taxi fares, will be paid for the use of private automobiles for travel. If the Director claims mileage equivalent to airfare, hotel accommodations and meals enroute normally will not be paid. Hotel accommodations and meals enroute, however, will be paid if it makes reasonable sense to do so (i.e. flight was cancelled).

Air travel is to be used where other less expensive forms of transportation are not possible or reasonable. The most economical airfare shall be obtained and flights should be booked as soon as travel needs are determined to obtain early booking discounts. Use of personal air miles or like reward plans to purchase airline tickets will not be compensated.

Directors can claim reimbursement of actual expenses such as taxis, buses/transit/shuttle, baggage fees and parking. Receipts as proof of payment are required.

Meals and Incidental Expenses:

For the purposes of this policy, breakfast is at 7 am, lunch is at 12 pm, and dinner is at 6 pm.

A meal allowance may be claimed in lieu of providing receipts as follows:

Zone 1 – All of BC except Greater Vancouver Regional District (GVRD), Squamish Lillooet Regional District (SLRD), and Capital Regional District (CRD)

- Breakfast \$20.00
- Lunch \$25.00
- Dinner \$35.00 (rates include gratuities)

Zone 2 – GVRD, SLRD, CRD, and areas outside the province of BC

- Breakfast \$25.00
- Lunch \$30.00
- Dinner \$45.00 (rates include gratuities)

If the meeting, convention or seminar, or the travel required, spans one or more of the stipulated times, Directors are entitled to claim the appropriate meal allowance(s) in accordance with the appropriate Zone.

If a meal is provided as part of the event, or is otherwise paid for by public money, no claim for that meal may be made. Where a provided meal is missed due to reasonable circumstances the Director shall be entitled to claim to appropriate meal allowance.

Directors are entitled to claim \$20 per night for reimbursement of reasonable costs for incidental expenses for each full day of meetings, conventions, seminars or travel.

Miscellaneous Expenses:

Directors are entitled to have their partner/spouse accompany them to formal functions at the Federation of Canadian Municipalities, Union of British Columbia Municipalities and Association of Kootenay Boundary Local Government conventions. The Regional District will pay for, or reimburse the Director, for fees related to Welcoming Reception and Formal Banquet/Dinner only. If requesting a reimbursement, receipts as proof of payment are required.


Directors are entitled to claim the difference between personal and business car insurance rates due to use of private vehicles for RDKB business. Receipts of proof of payment are required.

Directors are entitled to claim for one windshield replacement deductible per year if their windshield is damaged while on RDKB business. Receipts of proof of payment are required.

Expenses Ineligible for Reimbursement:

- Motor vehicle infractions
- In-room movies or personal services
- Alcoholic beverages
- Parking tickets or fines
- Vehicle damages
- Cost for participation in optional recreation and social activities if not included in the conference registration fee
- Costs for spouse/partner recreation and social activities
- Expenses that are reimbursed by an outside agency external to the RDKB

Attachment #

	
Committee Terms of Reference	
Liquid Waste Management Plan Steering and Monitoring Committee	
Effective Date:	July 2, 2020
Review:	Annually
Revised:	
The Liquid Waste Management Plan Steering and Monitoring Committee shall make recommendations to the Board of Directors. The committee structure shall include mechanisms for referring matters to, receiving reports from, and overall guide the implementation of the provincially approved liquid waste management plan.	
Members:	The committee shall be 4 RDKB Board Directors. All members of the Committee shall be appointed by the Chair of the Board of Directors. The membership shall represent the service participants and/or funders. The Chair of the Committee shall be elected by the committee members. The Vice-Chair shall be elected by the Committee.
Staff:	The Manager of Infrastructure and Sustainability shall be responsible for providing policy advice and recommendations, together with necessary background information for the Committee's consideration.
Duties:	<p>Oversee the implementation of the Liquid Waste Management Plan.</p> <p>Ensure that the implementation of the Liquid Waste Management Plan advances the Board of Directors strategic initiatives regarding liquid waste management and environmental stewardship.</p> <p>Provide feedback to RDKB Staff on scope, schedule and cost that arise during the implementation of the liquid waste management plan.</p> <p>Provide guidance to the Board on issue resolution on matters referred to the Committee by Staff.</p> <p>Consider information and advice provided by RDKB Staff and consultants.</p> <p>Oversee the public relation program of the Liquid Waste Management Plan implementation process in accordance with provincial requirements and RDKB policies and practices in effect at that time.</p> <p>Review, comment on, and make recommendations on all matters related to the implementation of the liquid waste management planning.</p> <p>Set and monitor goals and objectives regarding liquid waste management planning.</p> <p>Meet on the first Thursday of each month or as required by the Liquid Waste Management Plan Steering and Monitoring Committee Chair.</p> <p>Quorum shall be the majority of the Committee.</p> <p>Minutes of meetings shall be kept by RDKB staff and approved by the Committee.</p> <p>A recommendation to dissolve the Committee will occur at such a time that both the project and LWMP are complete.</p>

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ADOPTION OF MINUTES

The minutes for the Steering Committee March 5, 2020 meeting were presented.

Moved: Director Langman Seconded: Director Morel

That the minutes of the Steering Committee March 5, 2020 meeting be adopted as presented.

Carried.

UNFINISHED BUSINESS

There was no unfinished business for the Committee to address.

NEW BUSINESS

G. Denkovski

Re: Terms of Reference Liquid Waste Management Plan Steering and Monitoring Committee

A verbal report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the difference between old and new terms of reference for the LWMP Steering and Monitoring Committee was given.

The follow changes were made to the Terms of Reference:

- Goran Denkovski is not a member.
- The name is now The Liquid Waste Management Plan Steering & Monitoring Committee.
- The Local Advisory Committee no longer exists.

There was a discussion regarding whether the Chair should continue to be elected, as with previous Liquid Waste Committees, or be appointed by the RDKB Chair as with the other Stakeholder Committees. Director Langman will follow up with Theresa Lenardon regarding this matter.

Moved: Director Worley Seconded: Director Morel

That the Regional District of Kootenay Boundary Board of Directors approve in principle the terms of reference for the Liquid Waste Management Plan Steering and Monitoring Committee with the matter of the election of the Chair to be investigated further.

Carried.

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**Liquid Waste Management Plan Steering & Monitoring Committee Meeting
July 2, 2020**



Boundary Community Development Committee Staff Report

RE:	First Nation community engagement, RDKB participation and future strategies		
Date:	July 7, 2020	File #	BIWS_2-BCDC
To:	Chair McGregor and members of the BCDC		
From:	Kristina Anderson, Watershed Planner		

Issue Introduction

A staff report regarding opportunities to encourage and enhance the engagement between our Indigenous Peoples, the RDKB and the residents within the Boundary region of the RDKB and an opportunity to apply for a 2020 PlanH Grant.

Acronyms and Abbreviations

BIWS	Boundary Integrated Watershed Service
KRWMP	Kettle River Watershed Management Plan
MAH	Ministry of Municipal Affairs and Housing
MIRR	Ministry of Indigenous Relations and Reconciliation
MOU	Memorandum of Understanding
UBCM	Union of BC Municipalities
UNDRIP	United Nations Declaration on Rights of Indigenous Peoples

Background

In 2007 the United Nations General Assembly adopted the United Nations Declaration on Rights of Indigenous Peoples (UNDRIP); following years of discussion, in May 2016 Canada announces it fully supports the UNDRIP, and in November 2019 the Province of BC passed legislation to implement this UN Declaration. The BC government felt the legislation was an important part of working together to build a stronger Province that includes everyone. The following is from the BC Government site: BC Declaration on the Rights of Indigenous People¹:

The Constitution is clear: Indigenous peoples have rights in their territories, and successive court cases have upheld these rights.

Instead of uncertainty and lawsuits, we can build a robust and sustainable economy by working together, creating economic and

¹ <https://www2.gov.bc.ca/gov/content/governments/indigenous-people/new-relationship/frequently-asked-questions-the-united-nations-declaration-on-the-rights-of-indigenous-peoples>

social opportunities for Indigenous peoples, all families in B.C., business and industry.

Implementing the UN Declaration in B.C. is about ending discrimination, upholding basic human rights and ensuring more economic justice and fairness.

UNDRIP includes 46 articles covering all facets of the rights of Indigenous peoples such as culture, identity, religion, language, health, education and community. UNDRIP works to reduce discrimination, create stronger communities, improve employment and economic growth. Our role at the local government level is to work in unison with these efforts towards developing positive, strong and lasting relationships within all communities in our region. This can be accomplished by encouraging discussions of shared interests and partnerships on social, economic and environmental projects that are relevant to everyone who lives in the area or engages on their traditional lands. This partnership is one more step towards improving the lives of both the Indigenous and non-Indigenous communities².

A memorandum of understanding (MOU) was signed between UBCM and Ministry of Indigenous Relations and Reconciliation (MIRR), supported by the Ministry of Municipal Affairs and Housing (MAH), which upholds local government's role in fostering relationships built on honesty, respect and undertaking reconciliation at the community level². Working with our Indigenous Peoples, combining our diverse knowledge in an honest and respectful manner not only benefits our communities but can also lead to a deeper understanding of our watersheds.

The Indigenous Peoples that have been identified for the Boundary region include the Syilx, Secwepemc and Sinixt Peoples, Colville Tribe and Metis Peoples. The Provincial consultation database identifies Provincial consultation within the Boundary region is conducted with the following Nations: Penticton Indian Band, Okanagan Nation Alliance, Westbank First Nation, Osoyoos Indian Band, Neskonlith Indian Band, Qwelmin Secwepemc, Upper Nicola Band, Lower Similkameen Indian Band, Okanagan Indian Band, Adams Lake Indian Band, Splat'sin First Nation, Shuswap Indian Band and Ktunaxa Nation Council. I have spoken with a representative of the Ktunaxa Nation Council who has advised me that they do not consider the Boundary region as part of the Ktunaxa traditional territory.

Possible impact to the BIWS Work Plan

Liaison with Indigenous Peoples is embedded in the overall description of the BIWS Work Plan for watershed management projects and activities. Relationship building can take significant amount of time, especially as we work within different cultures and protocols. Increasing the RDKB engagement with our Indigenous Peoples will have impacts on the Watershed Planner's time, both orchestrating the engagement sessions as well as grant writing in support of the financial component of this work. This engagement fits within the primary function of the BIWS, which is to implement the goals and actions in the KRWMP. Increased engagement with

² From the document entitled "Declaration on the Rights of Indigenous Peoples Act" https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/indigenous-people/aboriginal-peoples-documents/bc_declaration_act-factsheet-local-government.pdf

the First Nations has been identified in the KRWMP both in the document's introduction as well as described in Action 1.1.5 and Action 4.1.3 shown below. The brackets indicate who would take responsibility for the action.

Introduction: In particular, the Steering Committee looks forward to future engagement with First Nations in order to understand and incorporate important traditional knowledge, information, perspective, and protocol.

Action 1.1.5: Ensure engagement and collaboration among local government and First Nations regarding regional water strategy development, restoration programs, and cultural initiatives in the Kettle River watershed (RDKB, local government, First Nations [Okanagan Nation Alliance, Ktunaxa Nation Council, Sinixt Nation Society], and Implementation Team; ongoing) .

ACTION 4.1.3: Recognize and celebrate cultural connection to water and the river through collaboration with arts, heritage, First Nations and recreational organizations (Implementation Team, local and stakeholder organizations, First Nations; ongoing)

To focus the Watershed Planner's time, it is proposed that engagement sessions throughout the remainder of 2020 be focused on specific projects and/or initial introductions to encourage a general familiarization with communities and protocols. Increasing efforts to augment engagement with our Indigenous Peoples will result in less time to focus on some of the other duties and projects, which could include social media and website updates; public engagement and presentations; or setting up a water quality and quantity monitoring system..

Impacts to RDKB personnel other than the Watershed Planner

As you know, those present to support the relationship building between RDKB and our Indigenous Peoples will differ based on the purpose of the meeting, and at times could include senior RDKB staff; and Electoral Area and Municipal Directors. Understanding how busy everyone's schedules already are, we will provide as much notice and information as possible to all invited attendees prior to an engagement session requesting your participation. Working within the COVID-19 recommended restrictions, we will work closely with our Indigenous members and RDKB staff to ensure all encounters are conducted in a manner that feels safe and supported.

Applying for grant money

If the decision is for the BIWS to expand on shared interest engagement with the Indigenous Peoples, then it is asked that BCDC support staff to apply for and use grant money in support of these efforts. This includes applying for the 2020 PlanH Grant Stream entitled "Healthy Community Engagement Grant". A total of \$15,000 is available and includes in-kind supports from the PlanH team.

Recommendation

That the staff report titled "First Nation community engagement, RDKB participation and future strategies" be received, and further that the Boundary Community Development Committee recommends to the Regional District of Kootenay Boundary Board of Directors that staff be directed to prepare and submit an application to the 2020 PlanH Healthy Community Engagement Grant and if the grant is received to use such funds to support First Nations engagement.



Regional District of
Kootenay Boundary

Staff Report

RE:	FrontCounter BC Referral – Crown Land Tenure		
Date:	June 25, 2020	File #:	B-17
To:	Chair Langman and members of the Board of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

We have received a referral from FrontCounter BC for a Crown Land Tenure application from Steve Powell, on behalf of Outback Snowmobile Tours Inc., in Electoral Area E/West Boundary (see attachments).

Property Information	
Owner(s):	Crown Provincial
Agent:	Outback Snowmobile Tours Inc. c/o Steve Powell
Location:	Various areas surrounding Big White Ski Resort and Big White Ecological Reserve
Electoral Area:	Electoral Area E/West Boundary-Big White
Legal Description(s):	Unsurveyed Crown Land
Area:	±40ha
Current Use(s):	Vacant
Land Use Bylaws	
OCP Bylaw No. 1125:	Recreational Resource; Black Forest Future Growth Area
DP Area:	Alpine Environmentally Sensitive Landscape Reclamation (exempt)
Zoning Bylaw No. 1166:	Recreational Resource 1 (REC 1)
Other	
ALR:	NA
Waterfront / Floodplain:	NA
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

The land under application is an existing trail network within Electoral Area E/West Boundary and surrounding Big White Ski Resort. The trail network spans over approximately 40ha of Crown Provincial land. There appear to be

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P:\PD\General Files\B-17 Big White Ski - General Applications\2020-May Front Counter\APC\2020-06-02_FCBC_Board.docx

small trail segments that fall within the tenure area for Big White Ski Resort near Happy Valley (see attachments). The areas that are within Big White's Controlled Recreation Area (CRA) are designated for "Recreational Resource" and "Black Forest Future Growth Area" land uses in the Big White Ski Resort Official Community Plan Bylaw No. 1125 and zoned "Recreational Resource 1" (REC 1) in Big White Ski Resort Zoning Bylaw No. 1166.

Proposal

The applicant is requesting a Crown Land Tenure to utilize existing snowmobile trails for guided snowmobile tours (see attachments). They would prefer a long-term tenure but recognize that typically shorter tenures are issued for newly proposed uses of Crown land. As such, they are anticipating a tenure of approximately 5-10 years to start.

Implications

The trail segments near Happy Valley appear to be well away from any downhill skiing-related infrastructure. They are proposed to start at the Snowmobile Trailhead labelled on Big White's Nordic Trail Map (see attachments). The access trail to the trail network is designated for multi-purpose use. The applicant has noted that they are working with Big White Ski Resort, as the Resort already has tenure over the trail.

The trail network appears to extend beyond the Cross-Country Ski Area Boundary near the Big White sewage treatment area. Beyond that area only snowmobile traffic is anticipated.

All trail segments within the Big White Ski Resort Tenure Area are zoned Recreational Resource 1 (REC 1). The REC 1 zone lists "outdoor recreational uses" as a permitted use; guided snowmobile tours would fit within this use. As such, the proposal meets the requirements of the Zoning Bylaw.

Portions of the trail network as well as some of the base operations at Big White Ski Resort fall within the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area. The proposal does not require a development permit, as it does not involve the construction of any new buildings or structures. Should the applicant wish to construct buildings or structures in the future, a development permit may be required.

Advisory Planning Commission (APC)

This referral was considered by the Big White APC at their June 2, 2020 meeting. The APC did not have quorum at this meeting. However, the members present commented that they saw no issues with what is proposed in the referral.

This referral was also considered by the Electoral Area 'E' APC at their June 1, 2020 meeting. The APC provided a recommendation of non-support and included the following comments:

- a) The area applied for is not clear. The application lists the area as about 40 ha, but the area encircled by the trails map is over 16000 ha.
- b) There is no assessment by a biologist on potential impacts to wildlife. We have extreme concerns about the impacts on wildlife and ungulate winter ranges until a qualified biologist has assessed the potential impacts.
- c) There is no indication of the location of the outback cabin or of the sewage disposal for this cabin.
- d) There is no commitment to stay on the trails - the web site advertises the thrill of riding in wide open champagne powder which is inconsistent with the application.
- e) There is no indication of where machines and fuel will be stored or serviced.
- f) There is no indication of referrals to First Nations.
- g) We did not get the actual front counter application for this proposal as is customary with these types of referrals.
- h) The mapping is very confusing. All three of the maps provided are different.
- i) The use of side by side vehicles is not mentioned in the application but advertised on the web site.
- j) No referral has been made to Interfor regarding snowmobile impacts on young plantations on TFL 8.
- k) No use of these trails should be permitted until all of these points have been addressed.

Staff Comments

With regard to point c) in the Electoral Area E APC's comments, part of the discussion recorded in the APC's minutes was around the timing of the tours as shown on the Outback Snowmobile Tours website and the location of the cabin mentioned in the referral material.

Staff visited the website at <https://www.outbacksnowmobiletours.com/>. Their facilities appear to be primarily located in Big White in the vicinity of the Happy Valley Lodge, including bathrooms and their main business operations. In the section that describes the snowmobile tours, there is mention that their 'Twilight Hours' tour includes a ride to an outback cabin.

As the APC pointed out, this cabin is not indicated on the maps provided with the referral material.

Regarding f) of Electoral Area E APC's comments, the Duty to Consult Indigenous peoples on uses of Crown land lies with the Provincial and it is their responsibility to ensure that appropriate consultation has occurred.

Following up on g) of Electoral Area E APC's comments, the Front Counter application form has been included in the attachments for this Staff Report.

Regarding j) of Electoral Area E APC's comments, stakeholder engagement is a responsibility of the Provincial government. They are responsible for referring this information to the appropriate resource users, such as forestry companies, to help identify any conflicts in land uses.

Recommendation

That the Regional District of Kootenay Boundary Board of Directors advise Front Counter BC that the referral regarding the Crown land tenure application from Outback Snowmobile Tours Inc., on unsurveyed Crown land in Big White and Electoral Area E/West Boundary is supported subject to:

- clarification from the applicant on the area involved for their proposed trail network, including potential areas where off-trail riding may occur;
- an assessment by a biologist on the potential impacts on wildlife of this trail network;
- clarification on the location of the outback cabin and sewage disposal for that cabin;
- an indication of where their machines and fuel will be stored and serviced, and the full range of machines that will be used on the trail network.

Attachments

Site Location Map

Provincial Referral Material

- a) Front Counter BC Crown Land Tenure Application
- b) Outback Snowmobile Tours Management Plan
- c) Google Map and Geomark
- d) Legal Description Schedule
- e) Applicant's 'My Collection' Map

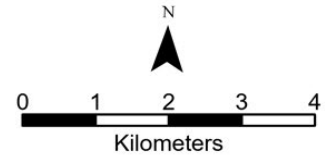


Regional District of
Kootenay Boundary

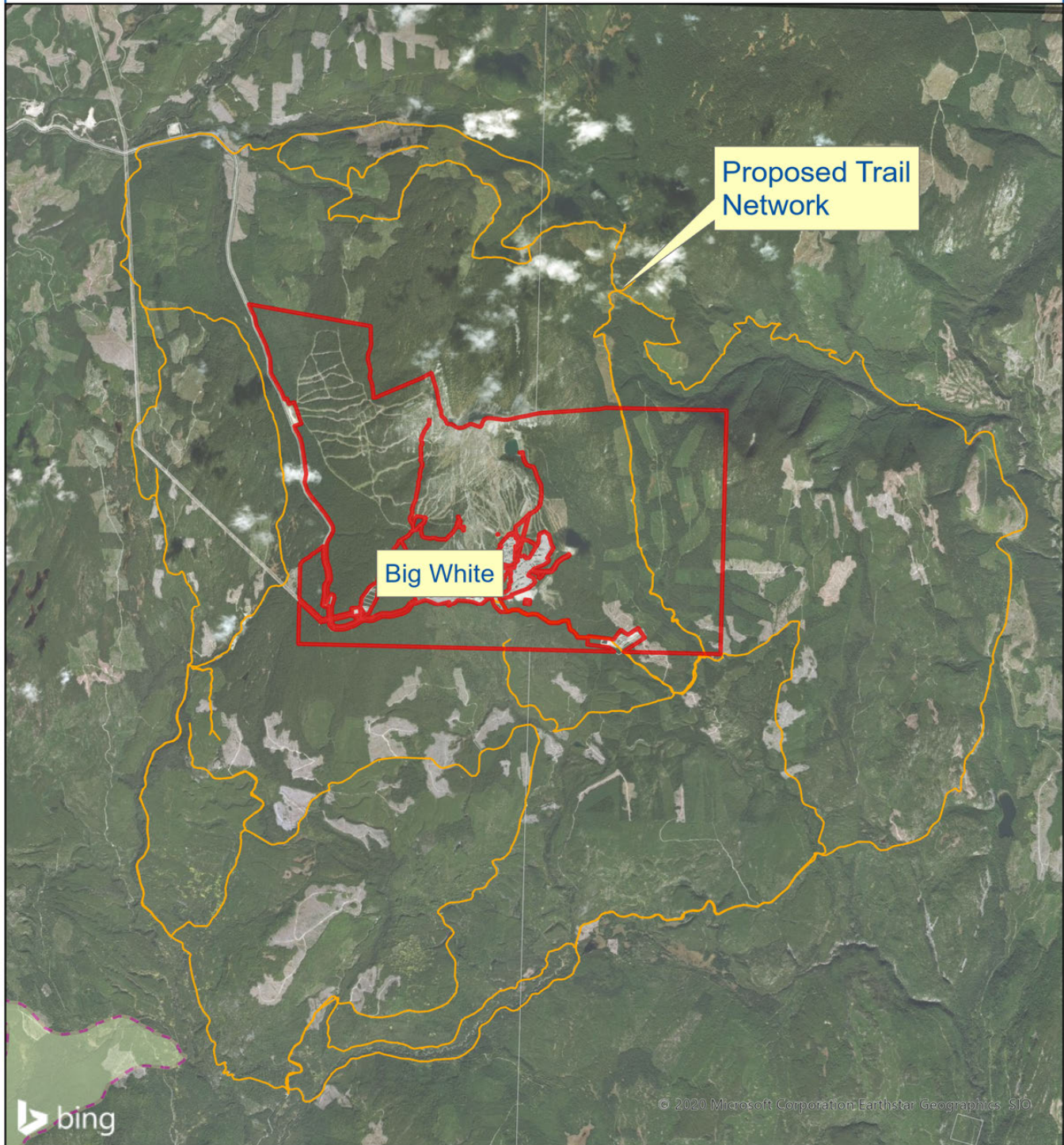
Date: 2020-05-14

Site Location Map

Outback Snowmobile Tours Inc.
Proposed Trail Network



1:90,000



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

Document Path: P:\PD\General Files\B-17 Big White Ski - General Applications\2020-May Front Counter\Mapping

Referral Material



Crown Land Tenure Application - All Seasons Resort

Tracking Number: 100302463

Applicant Information

If approved, will the authorization be issued to
an Individual or Company/Organization? Company/Organization

What is your relationship to the
company/organization? Owner

REFERRAL / PUBLIC COMMENT CONTACT INFORMATION

Company / Organization: OUTBACK SNOWMOBILE TOURS INC.
Contact Name: Steve Powell
Contact Address: [REDACTED]
Contact Phone: [REDACTED]
Contact Email: [REDACTED]

APPLICANT COMPANY / ORGANIZATION CONTACT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

Name: OUTBACK SNOWMOBILE TOURS INC.
Doing Business As:
Phone: [REDACTED]
Fax: [REDACTED]
Email: [REDACTED]
BC Incorporation Number: BC0804844
Extra Provincial Inc. No:
Society Number:
GST Registration Number: [REDACTED]
Contact Name: Steve Powell
Mailing Address: [REDACTED]

CORRESPONDENCE E-MAIL ADDRESS

If you would like to receive correspondence at a different email address than shown above, please provide the correspondence email address here. If left blank, all correspondence will be sent to the above given email address.

Email: [REDACTED]
Contact Name: Steve Powell

ELIGIBILITY

Question	Answer	Warning
Do all applicants and co-applicants meet the eligibility criteria for the appropriate category as listed below?	Yes	

Applicants and/or co-applicants who are Individuals must:

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada. (Except if you are applying for a Private Moorage)

Applicants and/or co-applicants who are Organizations must either:

1. be incorporated or registered in British Columbia (Corporations also include registered partnerships, cooperatives, and non-profit societies which are formed under the relevant Provincial statutes) or
2. First Nations who can apply through Band corporations or

Referral Material

Indian Band and Tribal Councils (Band or Tribal Councils require a Band Council Resolution).

TECHNICAL INFORMATION

Please provide us with the following general information about you and your application:

EXISTING TENURE DETAILS

Do you hold another Crown Land Tenure? No

ALL SEASONS RESORTS

The All Seasons Resorts Program serves to support the development of Alpine Ski and non-ski resorts on Crown land. For more detailed information on this program please see the operational policy and if you have further questions please contact FrontCounter BC.

Are you applying within an alpine ski resort? Yes

WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu.

If you wish to use Crown land for a short term, low impact activity you may not need to apply for tenure, you may be authorized under the Permissions policy or Private Moorage policy.

To determine if your use is permissible under the Land Act please refer to either the Land Use Policy - Permissions or Land Use Policy - Private Moorage located here.

Purpose	Tenure	Period
Adventure Tourism Snowmobiling	Licence of Occupation	Ten to thirty years

ACCESS TO CROWN LAND

Please describe how you plan to access your proposed crown land from the closest public road: We would access crown land from Big White Ski Resort

ADVENTURE TOURISM

Adventure Tourism applies to tourism operators who provide outdoor recreation activities for a fee or other form of compensation. For more information visit the website.

Specific Purpose: Snowmobiling
Period: Ten to thirty years
Tenure: Licence of Occupation

TOTAL APPLICATION AREA

Please give us some information on the size of the area you are applying for.

Specify Length: 16000 meters
Specify Width: 19000 meters

MECHANIZED / NON-MECHANIZED

Mechanized Activity means guided AT activities where mechanized or motorized transport of clients (e.g., helicopters, snowmobiles, All Terrain Vehicles, etc.) is an integral part of the recreation experience offered to the clients. Motorized use includes vessels that use power as an integral part of the guided operation. Vessels that use motorized propulsion only intermittently for control or safety purposes are considered non-mechanized (e.g. whitewater rafting). In addition, where a vessel simply provides a transport service to and from a kayak operation it will be considered a non-motorized activity.

Does your operation include motorized / mechanized activities? Yes

GUIDE OUTFITTER (COMMERCIAL HUNTING GUIDES)

Any improvements on Crown land for the purpose of guide outfitting must be approved and tenured under this program (e.g. lodges, cabins, camps).

Is your application related to a guide outfitting operation? No

Referral Material

ANGLING GUIDE

Any improvements on Crown land for the purpose of guided angling must be approved and tenured under this program (e.g. lodges, cabins, camps).

Is your application related to an Angling guide operation? No

ALL SEASONS RESORT

If your activities include more than one million dollars in Recreational Infrastructure and more than 100 Commercial Bed Units, your activities may fall under the All Seasons Resort Policy.

Are you applying to build an all season resort as defined under the All Seasons Resort Policy, including more than one million dollars in Recreational Infrastructure and more than 100 Commercial Bed Units? No

ADDITIONAL QUESTIONS

In many cases you might require other authorizations or permits in order to complete your project. In order to make that determination and point you in the right direction please answer the questions below. In addition, your application may be referred to other agencies for comments.

Is the Applicant or any Co-Applicant or their Spouse(s) an employee of the Provincial Government of British Columbia? Yes

Are you planning to cut timber on the Crown Land you are applying for? No

Are you planning to use an open fire to burn timber or other materials? No

Do you want to transport heavy equipment or materials on an existing forest road? No

Are you planning to work in or around water? No

Does your operation fall within a park area? No

LOCATION INFORMATION**LAND DETAILS****DRAWINGS**

Please provide information on the location and shape of your Crown land application area. You can use one or more of the tools provided.

☒ I will upload a PDF, JPG or other digital file(s)

MAP FILES

Your PDF, JPG or other digital file must show your application area in relation to nearby communities, highways, railways or other land marks.

Description	Filename	Purpose
Snowmobile Tours	IMG_0428-1.jpg	Adventure Tourism

☒ I will upload files created from a Geographic Information System (GIS)

Tracking Number: 100302463 | Version 1.1 | Submitted Date: Dec 4, 2019

Page 3 of 5

Referral Material

SPATIAL FILES

Do you have a spatial file from your GIS system? You can upload it here.

NOTE: If uploading a .shp, please ensure that it is a polygon that has been projected in BC Albers in NAD83 format.

Description	Filename	Purpose
Snowmobile Tours	Track.kml	Adventure Tourism
Snowmobile Tours	Track2.kml	Adventure Tourism
Snowmobile Tours	Track1.kml	Adventure Tourism

☒ I have geographic coordinate data (i.e. GPS)

GEOGRAPHIC COORDINATES

For Latitude and Longitude, you must enter a number between 47 to 60 and -140 to -113 respectively. Your Geographic Coordinates must be in decimal degree format. Example: 54.144869 (lat) and -124.120275 (long) If you are using Google Earth for finding the latitude and longitude values and you need to be sure the format is correct, then follow the steps:

1. Please click on "Tools" in the menu bar
2. Click "Options"
3. Select "Decimal Degree" under "Show Lat/Long" section

Latitude	Longitude	Description
49.3960000	-118.4660000	snowmobile tours
49.4480000	-119.0220000	Snowmobile Tours

ATTACHED DOCUMENTS

Document Type	Description	Filename
General Location Map	Snowmobile Tours	IMG_0428-1.jpg
Management Plan	Management Plan	Management Plan.pdf

PRIVACY DECLARATION

☒ Check here to indicate that you have read and agree to the privacy declaration stated above.

IMPORTANT NOTICES

- Once you click 'Next' the application will be locked down and you will NOT be able to edit it any more.

DECLARATION

☒ By submitting this application form, I, declare that the information contained on this form is complete and accurate.

APPLICATION AND ASSOCIATED FEES

Item	Amount	Taxes	Total	Outstanding Balance
Crown Land Tenure Application Fee	\$3,300.00	GST @ 5%: \$165.00	\$3,465.00	\$0.00

OFFICE

Office to submit application to: Kamloops

PROJECT INFORMATION

Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? No

Referral Material

OFFICE USE ONLY		
Office Kamloops	File Number	Project Number
	Disposition ID	Client Number

Referral Material

Outback Snowmobile Tours Management Plan

Outback Snowmobile Tours operates with Big White Ski Resort to offer guided snowmobile tours to local and international guests. We have a long relationship with Big White and employ over ten people. Our plan is to work with Big White Ski Resort, Kelowna Snowmobile Club, and Government agencies to provide a safe, scenic, and once in a lifetime opportunity for some backcountry experience to the "Super Natural British Columbia."

A average tour is two hours long; staging from Happy Valley at Big White Ski Resort, we start by signing waivers and properly assessing clothing ie. helmets, jackets, boots etc. Then move onto a orientation on the operations of the snowmobile, its controls, and handling characteristics followed by a blind test of controls to ensure the client understands, then we leave on groomed trails with excellent photo opportunities of Big White Resort, the Monashees, and other great BC backcountry background. Finally, we make our way back to Big White, and fuel all machines from a 1000gal double wall enviro tank, and then back to Happy Valley to drop off clients.

All Outback Snowmobile Tours guides are required to have current first-aid carry level 1 first-aid kit, fuel spill kits, and carry communication devices incase of emergency, as well we have access to Big White's first-aid as a partner with them for the safety of our clients and staff. We are available and active in search and rescue situations.

As we require no new infrastructure and plan to use existing roads, we will have minimum, if any, environmental impact as there is no soil disturbance and no vegetation removal required. We do not take tour on or close to either lakes or avalanche areas to maximize safety and minimize impact.

We will adhere to the Wildlife Guidelines for Backcountry Tourism/Commercial Recreation in British Columbia.

We will work with all interested parties including:

- Big White Ski Resort
 - Kelowna Snowmobile Club
 - Local and Government Authorities
- to obtain all authorizations, permits and approvals.

Our mission is to work with local groups, stakeholders, and the public, to enjoy and preserve the beautiful backcountry of British Columbia, all while introducing people from all over the world to see the best of what British Columbia has to offer.

Referral Material

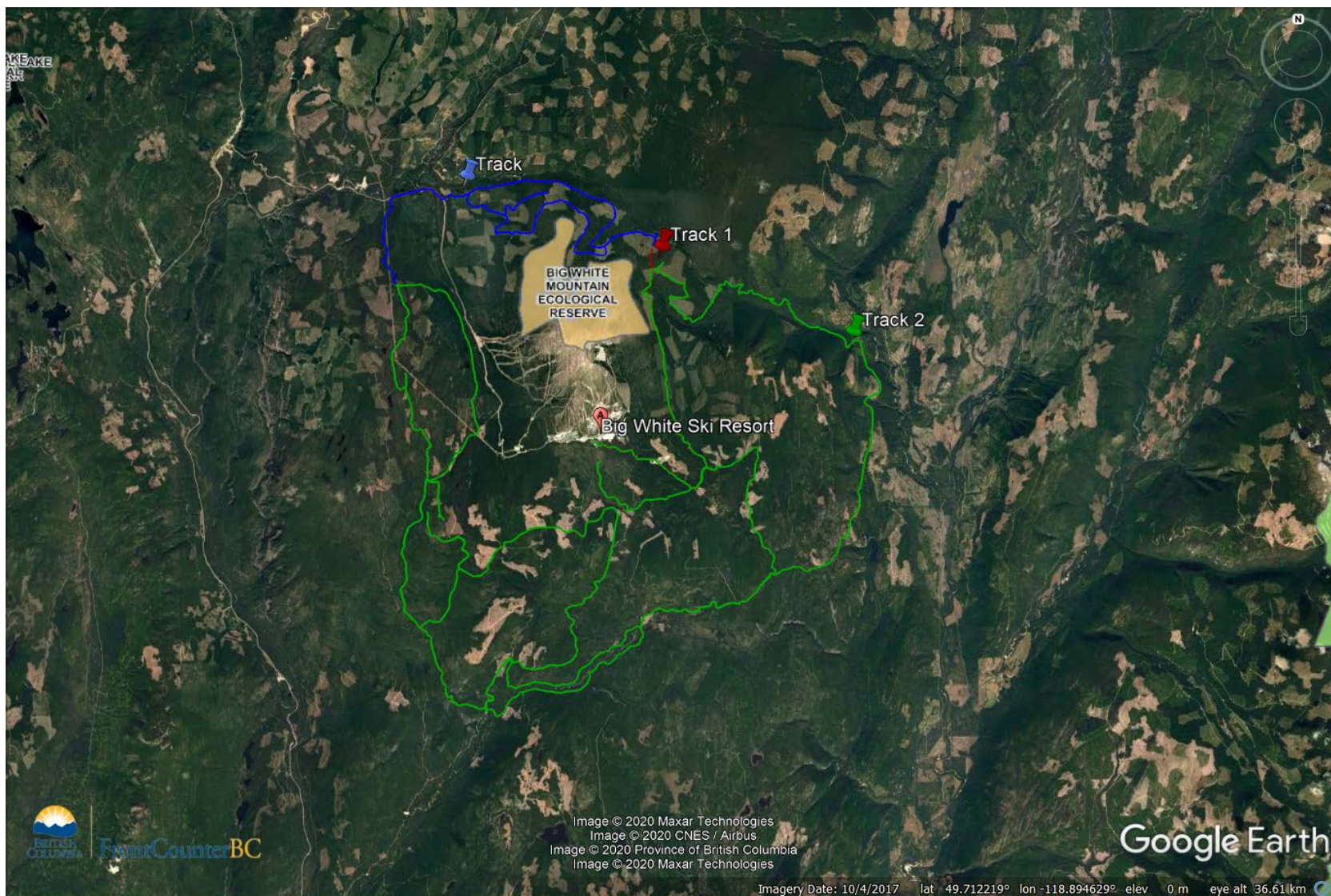
- For parking, our clients can ride the gondola from the village of Big White to Happy Valley. Alternatively, clients can also park in the Happy Valley Parking Lot, or ride the Big White Shuttle to Happy Valley.
- We expect to operate the same days as Big White Ski Resort. The typical season is the end of November to mid-April.
- Our projected client days for the next for 2021-2022 are 1800
Our projected client days for the next for 2022-2023 are 1800
Our projected client days for the next for 2023-2024 are 1800
Our projected client days for the next for 2024-2025 are 1800
Our projected client days for the next for 2025-2026 are 1800
Our projected client days over a five year period, starting 2021 is 9000.
- Washrooms are available for clients use at the Happy Valley Day Lodge or Happy Valley Adventure Park. There are also dumpsters in the Happy Valley Day Lodge for our use to dispose of all waste and anything that gets taken on tour, the guides will ensure to bring out to the dumpsters. We will also make a trip in the early summer after all the snow is melted to clean up anything that may have been left behind by tours and the public.
- We are not planning on any improvements.
- Outback Snowmobile Tours is aware that any operations or events cannot restrict any public access.
- Outback Snowmobile Tours works with Big White Ski Resort, who books our tours at their reservation booths and supplies us with a staging area in Happy Valley, as well as access to parking in Happy Valley for clients. We are a corporate member of the Kelowna Snowmobile Club which also has interest on the ground. Outback

Referral Material

Snowmobile Tours maintains the grooming of trails we use, and the Kelowna
Snowmobile Club as we own our own groomer.

Google Map and Geomark

Geomark: [gm-38653A2911B6470EAF677EB741C63EEF](https://www.google.com/maps/@49.712219,-118.894629,15z)



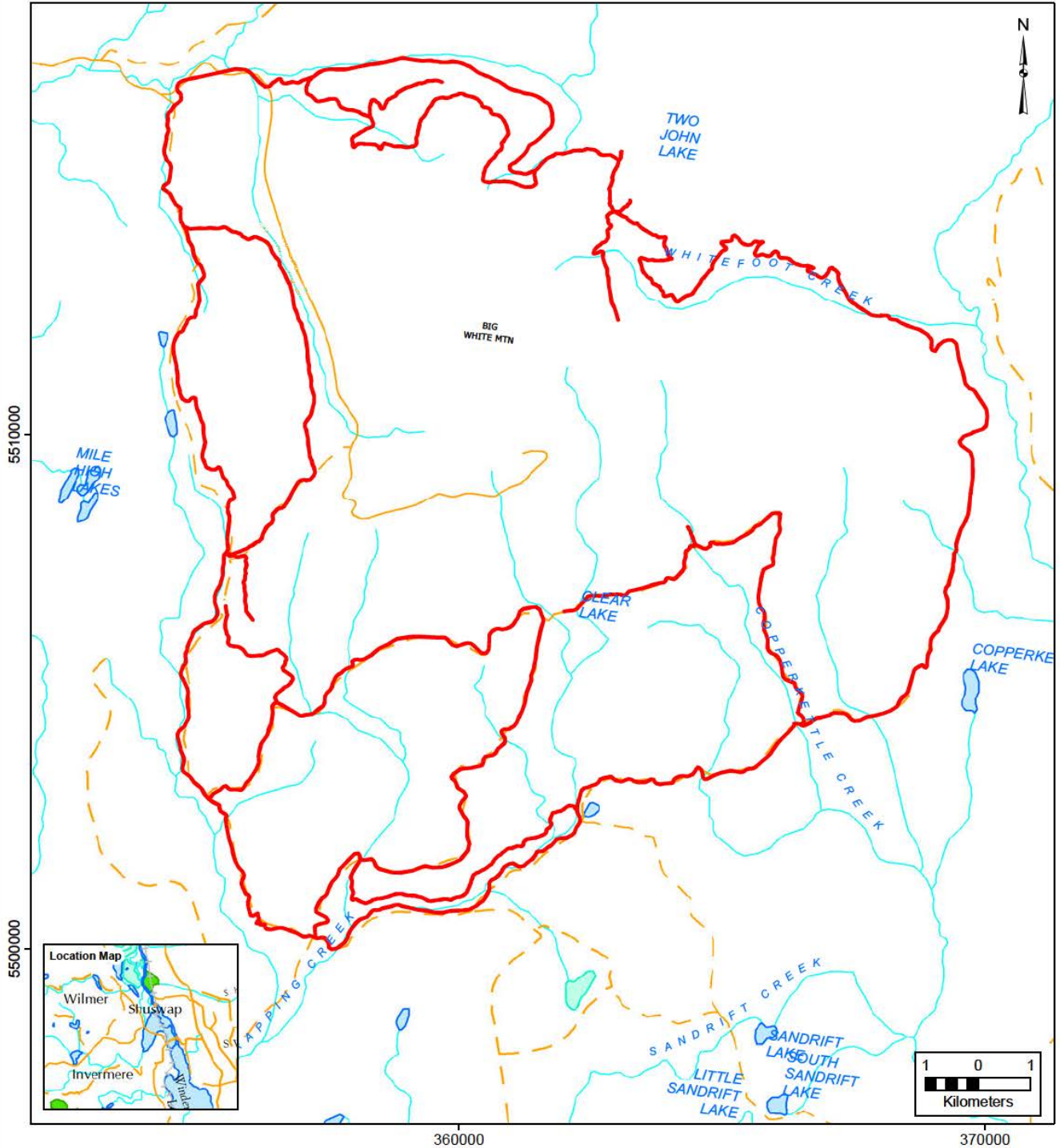
Referral Material

Licence

Legal Description Schedule

File No: 4406089
Disposition: 938565

All that unsurveyed Crown land situated in the vicinity of Big White Mountain, Similkameen Division of Yale District, more particularly shown outlined in red and containing 39.58 hectares, more or less

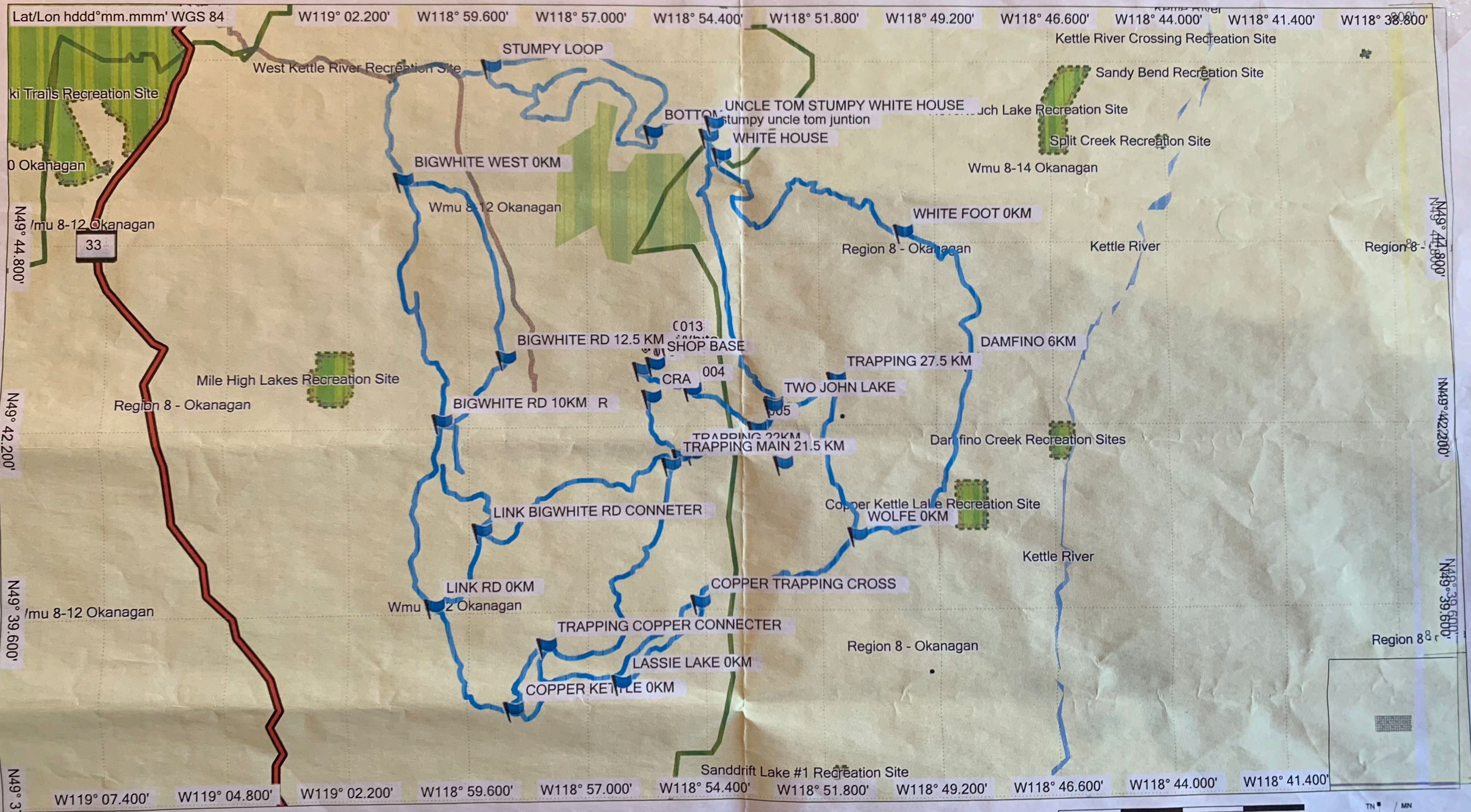


Scale 1:100,000

BCGS Mapsheet(s): 82E.065/66/75/76

 4406089

Page ____ of ____



Backroad Mapbooks BC v6.0
© Backroad Mapbooks 2015 2015
© British Columbia Backroad Gps Maps v6 2015
© Garmin Corporation 1995-2015
© Garmin Ltd. and its Subsidiaries 2015

My Collection

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Opinion-Trail Times-July 7, 2020

Wealth tax needed as gap between rich and poor grows

Cannings: Disparity between super-wealthy and the rest is much greater than previously estimated

By Richard Cannings

Imagine a country where the top one percent of the population owned one quarter of all the wealth and the bottom 40 per cent together owned only one per cent. Sounds outrageous? That country is Canada.

The source of those figures is the latest report of the Parliamentary Budget Officer. The disparity between the super-wealthy and the rest of us is much greater than previously estimated and the gap between rich and poor in Canada has been growing for decades.

There is also growing support for actions that would turn that trend around, including a wealth tax on the richest of the rich.

While this inequity is obviously unfair and some would argue unethical, it is also a drag on our economy. The more that wealth is concentrated at the top, the less it is recycled through local economies, helping to stimulate family incomes across the country. Instead it is squirrelled away in offshore bank accounts or spent on real estate and businesses outside Canada. I remember the vice-president of ScotiaBank saying at a breakfast meeting in Penticton a few years ago that the thing that really kept him awake at night was the widening wealth gap in Canada. I assume he's sleeping even less well now.

This divergence began several decades ago as governments bought into the discredited theory of "trickle-down" economics—that lowering taxes on wealthy individuals and big corporations would spur investments and create jobs, raising everyone's standard of living. After years of data, there is absolutely no evidence that these benefits ever materialized, and plenty of evidence that the opposite is true. Wages across the continent stagnated as corporate profits continued to soar.

So, what can we do?

Well, the obvious step is to increase taxes on the wealthiest Canadians to ensure that they pay their fair share. A wealth tax of 1 per cent on those who have more than \$20 million in assets would bring in about \$9 billion per year according to the Parliamentary Budget Officer. Naysayers point out that wealthy people have highly paid accountants and would try to find ways to avoid paying any taxes at all. The easiest avenue for that—moving assets out of the country—could be closed off with a hefty exit tax for money headed offshore. And we should move quickly to close down offshore tax havens. I've already written about that in a recent column.

What do Canadians think about a wealth tax? A recent poll by Abacus Data found that 75 per cent of Canadians support a wealth tax, while only 13 per cent are opposed. The same poll found that 81 per cent of Canadians think that government supports should not go to

companies hiding profits in offshore tax havens, nor should they go to executive bonuses or stock buy-backs.

With governments around the world looking for ways to fund an economic recovery after the COVID-19 pandemic, more and more economists are talking about a wealth tax. The impact of such a tax would depend on the details of its implementation, but however it rolls out it could play an important role in making the wealthiest of Canadians pay their fair share.

Richard Cannings is MP for the South Okanagan-West Kootenay riding.

OPINION

July 8, 2020

Diane Langman
Mayor for the Village of Warfield
Board Chair- Regional District Kootenay Boundary
202 - 843 Rossland Ave
Trail, BC V1R 4S8

Email: diane.langman@warfield.ca

pc: lworley@rdkb.com

Dear Diane Langman,

Over the past several months, the Columbia River Treaty Local Governments' Committee has provided the Regional District of Kootenay Boundary Board with periodic updates on the status of the Columbia River Treaty Heritage Project. This project is a response to community requests for acknowledgement of what was lost in the Columbia Basin through implementation of the Columbia River Treaty.

The goal of the Columbia River Treaty Heritage Project is to tangibly recognize Indigenous and non-Indigenous place-based stories of Treaty impacts to people, communities and ecosystems through development of a heritage touring route linking a series of interpretive elements at key locations throughout the Columbia Basin. The project is expected to also provide economic benefits through heritage tourism.

In August 2019, a Columbia River Treaty Heritage Project Steering Committee was formed to provide guidance on the development and implementation of the project. The Committee consists of Columbia Basin Indigenous Nations representatives, heritage and tourism professionals, and a local government representative as well as provincial government heritage, tourism and rural development staff.

Under the Steering Committee's guidance, a detailed project plan for the Columbia River Treaty Heritage Project was recently completed and accompanies this letter. As part of the development of the project plan, a sample of Basin stakeholders were surveyed. Support for the project was clearly indicated with many respondents saying the project is timely, needed, and for some respondents, long overdue.

.../2

Columbia River Treaty Heritage
Project Steering Committee

Mailing Addresses:
Columbia River Treaty Branch
PO Box 9314, Stn Prov Govt
Victoria, BC V8W 9N1

Kootenay Rockies Tourism
Association
1905 Warren Avenue,
Kimberley, BC V1A 1S2

- 2 -

The Steering Committee is asking for the Regional District's support of the Columbia River Treaty Heritage Project as the project's community engagement plans are developed and implemented. Each community will be engaged and assisted in identifying the stories they want to share as part of the project and how and where these stories will be expressed. Implementation may require signage or other structure to be placed on local government property.

The Steering Committee is also asking for consideration of this project when the Regional District allocates heritage and tourism funding.

If you have any questions about the Columbia River Treaty Heritage Project or would like a presentation to the Regional District Kootenay Boundary Board, please contact me or:

Linda Worley
Director, Lower Columbia/Old Glory - Area B
Regional District Kootenay Boundary
Chair, Columbia River Treaty Local Governments' Committee
T: 250 231-1300
Email: lworley@rdkb.com

On behalf of the Columbia River Treaty Heritage Project Steering Committee,

Regards,



Ingrid Strauss
Coordinator
O: 778-698-1687
C: 250-889-7974
Email: Ingrid.Strauss@gov.bc.ca

Attachment: Columbia River Treaty Heritage Project Plan



COLUMBIA RIVER TREATY HERITAGE PROJECT PLAN

CRT HERITAGE PROJECT STEERING COMMITTEE

Team

Denise Cook Design
Stephanie Fischer
Eileen Delehanty Pearkes
Eden DuPont



Duncan Dam spillway 1956. BCAR i-28266.

Contact:

Denise Cook BCAHP BCSLA
Principal, Denise Cook Design
#1601 - 1555 Eastern Avenue
North Vancouver, BC V7L 3G2
Telephone: 604-626-2710
Email: denise@denisecookdesign.ca

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1

BACKGROUND TO THE COLUMBIA RIVER TREATY HERITAGE PROJECT

This Columbia River Treaty Heritage Project Plan (CRT Heritage Project Plan) is a background planning document leading to the development of the Columbia River Treaty Heritage Project (CRT Heritage Project), an acknowledgment project for the Columbia River Treaty. The goal of the CRT Heritage Project is to tangibly recognize the impacts and losses to people, communities and environment from the implementation of the Columbia River Treaty and to contribute to Columbia Basin economic benefits through heritage tourism.

The CRT Heritage Project will consist of a heritage touring route linking a series of key locations in the Columbia Basin. At each of these sites, diverse interpretive elements will tell place-based stories about the Indigenous and non-Indigenous peoples and communities that were impacted by the Treaty. The heritage touring route will be branded and supported with promotional materials, social media, a website, mobile app and marketing program.

The CRT Heritage Project will be community based. Each community will decide which of their stories they want to share and how and where these stories will be expressed. A selected consultant team, contracted to a new or existing Columbia Basin institution, will develop details for the CRT Heritage Project with significant Indigenous and non-Indigenous community engagement and input.

This document lays out the processes and means by which the CRT Heritage Project can be realized.

1.1 Why a heritage project is timely and needed

During Columbia River Treaty community meetings in 2012, 2013, 2014, 2018 and again in 2019, Columbia Basin residents emphasized the importance of acknowledging what was lost as a result of the Treaty dams and enhancing what remains.

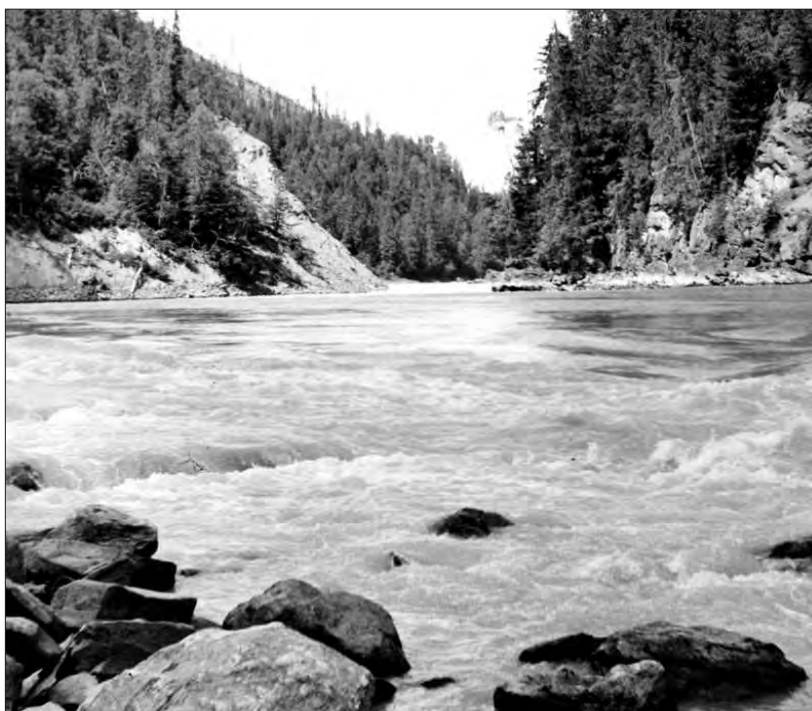
The four dams, associated reservoirs and other infrastructure built as the result of the Columbia River Treaty brought significant impacts to the Columbia Basin, including damage to the Columbia and other rivers, and flooding that inundated natural ecosystems and priceless cultural heritage.

The CRT Heritage Project presents an opportunity to recognize, address and present the untold and lesser known stories of its impact on the people and environment of the Columbia Basin.

In developing this plan, respondents have voiced their agreement that the project is timely, needed, and in some cases, long overdue.

Some of the objectives of the CRT Heritage Project are to:

- Address Columbia Basin residents' request for formal recognition of the history of the Columbia River Treaty.
- Expand public awareness and appreciation of the Basin's diverse history and the impact and losses to Basin people, communities and the environment.
- Provide visible and tangible recognition of the impacts on Indigenous and non-Indigenous people and communities, and on Basin land and ecosystems.
- Focus in part on Indigenous peoples, lesser known communities, people and stories that deserve recognition.
- Support broader community initiatives and benefits.



Dalles de Morts c.1940. BCAR f-05897.

2

ANALYSIS OF RESEARCH AND FINDINGS

This section includes an analysis of findings from the previous tasks, summarizing what was heard from Indigenous communities, groups, individuals and tourism associations. A brief historical context and a gap analysis assists an understanding of what information is missing, what the CRT Heritage Project needs to focus on, and other initiatives communities may wish to promote.

2.1 Heritage tourism in the Columbia Basin

Why a touring route? Tourism in the Columbia Basin region is strongly centred on touring routes because of the scale of the region and the presence of small towns, parks and centres along its roads and highways.

Touring routes in the region include several well-established itineraries supported with marketing by the Kootenay Rockies Tourism Association. These include routes such as the Crown of the Continent spanning Waterton Lakes and Glacier National Parks, Hot Springs Circle Route, International Selkirk Loop and the Mountains and Vineyards Circle route. Touring routes are a tried and true tool, guiding people with an interest in and passion for this region and its stories. The CRT Heritage Project will build on this framework of successful tourism driving routes.

The region also offers cultural and heritage tours within its cities and towns, and promotes tours and visitation to the Hugh-Keenleyside Dam, Revelstoke Dam Visitors' Centre and other dams and reservoirs. Museums and cultural centres, such as Touchstones Nelson Museum of Art and History, Revelstoke Museum & Archives, Nakusp and District Museum, Valemount Museum & Archives, Columbia Discovery Centre, the Ktunaxa Interpretive Centre and Gardens at Canal Flats, and others, are promoted. Much of the tourism in the region is associated with outdoor activities.

A touring route based on the Columbia River Treaty is an opportunity to create a themed driving route associated with significant stories and experiences related to the history and heritage of the Treaty.

Appendix C: Case Studies, includes a selection of precedent projects that can be referenced for the touring route concept and ideas for its implementation.

2.2 Community inventory

The community inventory is a compilation and synthesis of material collected by the consulting team during the course of preparing this project plan. The process of information gathering at this stage was a high-level exercise designed to collect enough critical information to prepare the project plan.

Information gathered as part of the upcoming CRT Heritage Project will build on this initial community inventory to include specific ideas and content for recognition and commemoration, and will involve a much more comprehensive engagement exercise that will inform the design, management, implementation and monitoring of the CRT Heritage Project.

Indigenous communities

The project offers an opportunity to represent the Indigenous cultural heritage and history in the Columbia Basin region. It is therefore critical to meet with and listen to the Indigenous perspective and to make sure that this perspective is not limited to black and white photos or references demonstrating that Indigenous people existed only in the historic sense.

The traditional and living contemporary culture of Indigenous communities use and value land differently. As a result of government policies that have long oppressed Indigenous people and sought to confine them to reserves/reservations within their own homeland, they were not consulted in any way or form before their homelands and resources were flooded by the Columbia River Treaty dams. Other than the 1956 government “extinction proclamation” of the Arrow Lake Band in the Arrow Lakes valley, the historical record of the 1950s-60s is silent about Indigenous people.

The land and water are the basis for Indigenous culture, in which landscape has both spiritual and practical purposes. The nourishment from the land brings people together in gratitude. As a result, the impacts to Indigenous people as a result of flooding due to the Columbia River Treaty are in some ways immeasurable. More visible losses include fisheries, vegetation, hunting grounds, medicinal plants and archaeological heritage. Less visible losses are spiritual in nature and include the flooding of ancestral graves, the ongoing disturbance of burials as a result of reservoir operations and the deep sadness over harm done to natural systems, animals, plants, fish, etc. Overall, these industrial water projects disconnected the Indigenous people from their home.

The CRT Heritage Project is an opportunity, through conversations, to highlight ongoing Indigenous cultural values and perspectives regarding the Columbia River Treaty, including those expressed today in restoration projects within the Columbia Basin. Sharing stories will help with reconciliation between local communities and Indigenous Nations.

Research will be conducted with individual Indigenous people in person, and/or through archival material provided by their representatives. The researching of stories and other information needs to be as personal as possible, respecting spirit, lineage, land and relation. This process will also identify what is sacred and not for sharing with the public.

The CRT Heritage Project presents opportunities for Indigenous peoples within the Columbia Basin to relate to each other in the telling of the story. Considering and respecting that the international boundary is not part of their cultural perspective, an interpretation of the Indigenous story should be inclusive of the “U.S. tribes” of Ktunaxa, Sinixt/Arrow Lakes and Okanagan/Sylix who also inhabit, or are closely related to those who inhabit, affected parts of the Columbia Basin in Montana, Idaho and Washington State. The Columbia River Treaty’s status as a cross-boundary agreement further supports this level of inclusivity.

Community heritage groups

The project represents an important opportunity to comprehensively and holistically collect significant amounts of information regarding the Columbia River Treaty and to present a wide range of stories from multiple points of view.

There is an understanding that much of this history is not happy, and that many of the stories involve conflict, betrayal, catastrophe and loss. Yet here is a sense that this is not just about the wrongs of the past, but also a story of resilience and adaptation, and a way of highlighting diverse Basin cultural heritage. One respondent recognized that the story of BC Hydro is important for understanding the technical side of the event and outcomes surrounding the Columbia River Treaty. There is a sense that the role of governance is important. Understanding what the power generation everyone needs and uses has cost the Basin and its residents may help with making more informed choices about future power generation decisions.

The collected information touched on a number of themes, including agriculture, governance, environment, transportation, exploration and technology. This information will assist in fleshing out the thematic framework to be created during the development of the CRT Heritage Project, and contributes to an understanding that there are multiple ways in which the tangible and intangible aspect of the landscapes associated with the Treaty are understood and valued.

Ideas for storytelling and information collection ranged from oral history projects, to the creation of physical elements, the use of technology and the adaptive re-use of existing structures. This information contributes to a sense that there is an appetite for conventional and less-conventional opportunities to collect, interpret and present a wide range of information, and provides a baseline of information and thinking as a starting point and guide for the wider consultation to come.

Almost unanimously, focus groups agree that the project is timely, needed and long overdue, particularly in light of the current Treaty renegotiation process and a universal understanding and concern for ecosystem well-being and the impacts of climate change.

Heritage places, such as those associated with the Columbia River Treaty, include associative values related to remembrance and commemoration, sometimes described as sites of memory. The development of design, interpretation and management plans for these heritage places requires consultation at multiple levels, ethical approaches, and appropriate methods, in order to maintain the integrity of the interpretive process and weave together multiple and potentially differing values and stories.

Communities at all levels must feel their values and perspectives have been taken into account, and consideration made for an evolving understanding of values and events into the future.

2.2.3 Tourism associations

The role of tourism associations will be an important part of the CRT Heritage Project. While the response to our questionnaire from the regional tourism associations was limited at this time, the initial email contact with the associations has introduced them to the upcoming CRT Heritage Project and the current

team, created awareness, and provided key information. All of these factors will allow the proponent to connect easily with these groups as the work moves into the next, and more extensive, phase of community engagement leading to the development and design of the CRT Heritage Project.

The Tourism Management Landscape

Tourism in B.C. is managed by Destination BC, a Crown Corporation. All of the British Columbia area of this project falls within the region of Kootenay Rockies Tourism. The Kootenay Rockies Tourism Association works in collaboration with Destination BC in the promotion of tourism and on destination development in the region. Individual communities have tourism marketing/management organizations.

The following are some of the ways in which these associations may be involved in the heritage project.

- Promoting the route on their websites and in print and social media.
- Being part of project governance structure and strategy.
- As resources for information about their communities and the wider Columbia Basin.
- Providing expertise in cultural heritage tourism provision.
- Being key stopping and information points along the route.
- Participating in any programs or events developed as part of the CRT Heritage Project.

2.3 Historical context and gap analysis

Historical context of the Columbia River Treaty

The Columbia River Treaty (1964) is an international agreement between the United States and Canada governing the use of water in the upper Columbia River. The Treaty required Canada to construct three dams - Duncan (1967), Hugh Keenleyside (1968) and Mica (1972) - and gave the U.S. the option to construct Libby Dam in Montana, which they did in 1973.

The purpose of these dams is to manage water flows to maximize American power production on downstream dams, as well as to generate electricity in BC to meet domestic demand, and protect populated areas from flooding. The Canadian and American residents of the Basin were not consulted prior to the signing of the Treaty, nor were the rights of Indigenous people considered.

While the Treaty rightly has a global reputation as a model of international cooperation over water use, most Americans and many Canadians are not aware of the permanent and ongoing harms caused by these Treaty dams. These include the forced removal of over 2,000 Canadians, destroyed agricultural land and settler communities, permanently impacted archaeological record of human inhabitation dating back thousands of years, and greatly damaged or destroyed habitat for aquatic and terrestrial fish, birds, mammals and insects.

The CRT Heritage Project will be designed and developed within this historical context to tangibly recognize impacts and losses to people, communities and environment, and contribute to Columbia Basin economic benefits through

heritage tourism and increased awareness and visitation to the region.

What's already been done

The following is a listing of some of the initiatives that are currently in place regarding the commemoration / interpretation of the Columbia River Treaty. A detailed inventory and description, including information from the expanded community engagement, will be part of the CRT Heritage Project development in order to understand the current situation regarding the level and type of heritage efforts around the Columbia River Treaty and to identify gaps.

- Boardwalks and interpretive signs at Canal Flats
- Cairns at Burton and Arrow Park
- A plaque at the Glenbank Cemetery
- Arrow Lakes Historical Society interpretive display panel on the Nakusp waterfront walkway
- *Roll On Columbia* exhibit at Touchstones Nelson, Trail Museum & Archives, and online
- *Current Stories Beneath the Surface* exhibit at the Revelstoke Museum and Archives. There is an application to the Community Stories program of the Virtual Museum of Canada to create an online version of the exhibit
- Ongoing program of oral history collection from people who lived in the Columbia and Illecillewaet River valleys at Revelstoke
- Film project related to the Columbia River Treaty at the Revelstoke Museum and Archives
- Waldo Church at Baynes lake, a historical site representing the relocation of buildings as a result of flooding
- Expansion of the regional district park at Waldo Cove which could be a key area for interpretation
- Information about the impacts of the Columbia River Treaty at the Nakusp & District Museum
- Ktunaxa Regional Branding Initiative, Ktunaxa Nation Council
- West Kootenay/Revelstoke Destination Wayfinding and Signage Assessment project

Research and information gaps

Community engagement

The community engagement undertaken as part of the development of this project plan has necessarily been limited in its scope. Additional and more detailed discussions guided by an engagement plan, will be part of the development of the CRT Heritage Project.

- Ongoing discussions with Indigenous groups and conversations with elders and knowledge keepers.
- Development of a variety of formats and means of engagement as appropriate, to reach as wide and broad an audience as possible.
- Visiting communities in person to acquire information from, and be shown specific places and features by, individuals and groups.

Research

While much is known and some excellent publications have been developed with regard to the Columbia River Treaty, additional research, guided by a research plan, will be required while developing the CRT Heritage Project. This may include aspects such as:

- Details of existing efforts in interpretation and commemoration, and identifying gaps and potential needs.
- Research directed towards the history and heritage of the overall route and individual sections to supplement the information about heritage project content collected during the community engagement process.
- Documentation of the cultural landscape and defining features of the route as part of the heritage project development.
- Research into key project partners, including funders and partners that may have in-kind or complementary initiatives to contribute.
- Base maps to assist in documenting the route and the proposed stops, pauses and viewpoints.
- Review any existing research into salvage archaeology completed in the Arrow Lakes Valley, the East Kootenay Columbia River Valley and at Duncan.

2.4 Identified heritage values

The following is a sampling of the heritage significance associated with the Columbia River Treaty's impact on the people and the landscape of the Columbia Basin. These values have been developed by drawing on research, writing, artworks, stories and input from the community gathered as part of this project plan.

Building on this, the creation of a full statement of significance for the touring route is recommended to guide the development of the CRT Heritage Project.

Values related to practices

- Ability to understand the original land uses of the region.
- The loss of farming, food security and a rural lifestyle as a result of the construction of the Hugh Keenleyside Dam and the Libby Dam.
- Evidential value through the ways in which the few remaining or rescued features illustrate the processes and infrastructure of creating hydroelectric power.
- Ways in which lost landscapes can be articulated and presented.

Values related to relationships

- Indigenous perspectives that reflect losses as a result of the Columbia River Treaty that might be very different from the settler values.
- Indigenous perspectives through which "heritage" and "land" are intertwined and the use of the land predates settlers by several thousand years.
- Measuring loss only from 1950s forward discounts pre-existing habitats and abundances.
- Evidence of ongoing ecological processes despite disruption.
- Traditional activities in the landscape past and present.
- Governance in the past.

Values related to forms

- Loss of the wild river and other evidential values related to the impacts of the Columbia River Treaty.
- Aesthetic and sensory values related to the changed landscapes of the Columbia Basin.
- River, riparian and forest ecologies.
- Historical and disappeared structures and sites.



Burton prior to Hugh Keenleyside Dam, 1962



Burton after Hugh Keenleyside Dam, 2009

Cindy Pearce.

3

A BIRD'S-EYE VIEW

The concept supporting the creation of the CRT Heritage Project is to engage with a community or individual's attachment and understanding of place. It is also premised on the idea that each community will articulate where and more importantly how and what will be included in their particular project. The heritage values outlined in Section 2.4 are a starting point for a deeper understanding of what individual communities value that will emerge during the creation of the CRT Heritage Project.

Solastalgia

Distress caused by environmental change within an individual or a community, connected to the loss of a physical place or an endemic sense of place.

There are deep, culturally mediated associations between people and place, often referred to as a sense of place. This phrase identifies more than simply habitation or use of a place or territory, rather, it reflects the close attachment of a group of people to a given locale, cemented by historical ties, sense of identity, associated cultural practices, affiliated communities of plants and animals, particular geographical features, and the human role in shaping landscapes in a dynamic process of reciprocity.¹

The conceptual framework recognizes that this project is an exercise in engaging with place. It represents the continuing cultural development of the region and an acknowledgment and maturing of the region's heritage, particularly that which is not yet fully recognized or attended to.

People love where they live. Hydroelectric development created a separation between people and place. This project represents an approach to reconnecting the Columbia Basin's natural and cultural values and integrating them with an understanding of the losses that were sustained, with an aspiration to reconnect people and place.

3.1 Conceptual framework for the CRT Heritage Project

The conceptual framework, a bird's-eye view, has been designed to look at the big-picture cultural landscape, its components and landscape change, integrating ideas about the importance of place and acknowledging the significance of its loss.

Building on a core understanding of the importance of place and the distress caused by its loss, it is a starting point for a synthesis of heritage values, the physical location of the places or stops along the touring route and ideas and examples of the ways in which the value of these places and their loss might be articulated. The inspirational and precedent images are intended to evoke the region's sense of place, as well as providing ideas for how the heritage of the Columbia River Treaty can be physically and experientially expressed along the touring route.

How do we define and present who we are? The CRT Heritage Project must be designed to have recognizable placemaking and place definition. Every place

¹ A. Guerrier et al. "Cultural Keystone Places: Conservation and Restoration in Cultural Landscapes." *Journal of Ethnobiology* 35 (3): 427-448, 2015.

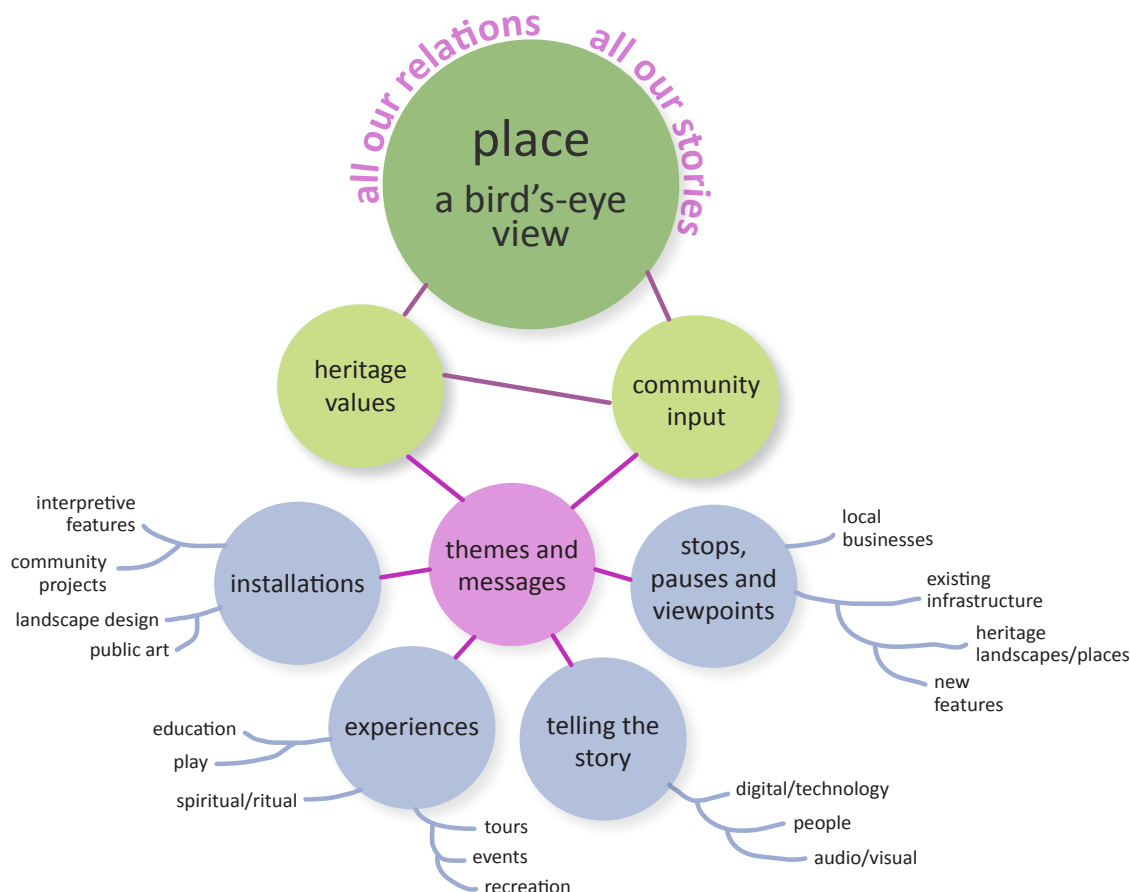
identified along the proposed route has an underlying, overarching connection and similarity based on its shared history within the Columbia Basin and the Columbia River Treaty. The bird's-eye view concept articulates ways of showing the before and after, placing the impacts of the Treaty into a visual, verbal, spatial and experiential sense of understanding. It considers cultural points where communities, heritage and ecosystem impacts were directly related to the Columbia River Treaty.

The conceptual framework is framed by the geography associated with the main valleys of the Columbia and Kootenay Rivers, as a way of connecting and considering the cultural and ecological impacts associated with the Treaty. It also envisions and positions the touring route and its associated elements as an essential and integrated part of the tourism experience of the region.

Conceptual framework

Conceptual framework

- Fundamental association with the concept of place
- Comprehensive community input
- Heritage values found in the Basin, the history of the place and the larger landscape
- Stops, pauses and viewpoints
- Themes and messages
- Experiences along the route
- Telling the story: means and methods of communication
- Physical installations and community projects



Inspirational and precedent imagery



3.2 Proposed touring route, heritage sites and viewpoints

In identifying heritage sites and viewpoints, the plan must take into consideration the Indigenous perspective on land use, and where possible encourage a participatory ethic. Indigenous perspectives involve close, relational contact with landscape that foster the consciousness and cognitive understanding of all human, animal and plant relations as closely connected and part of the web of life.

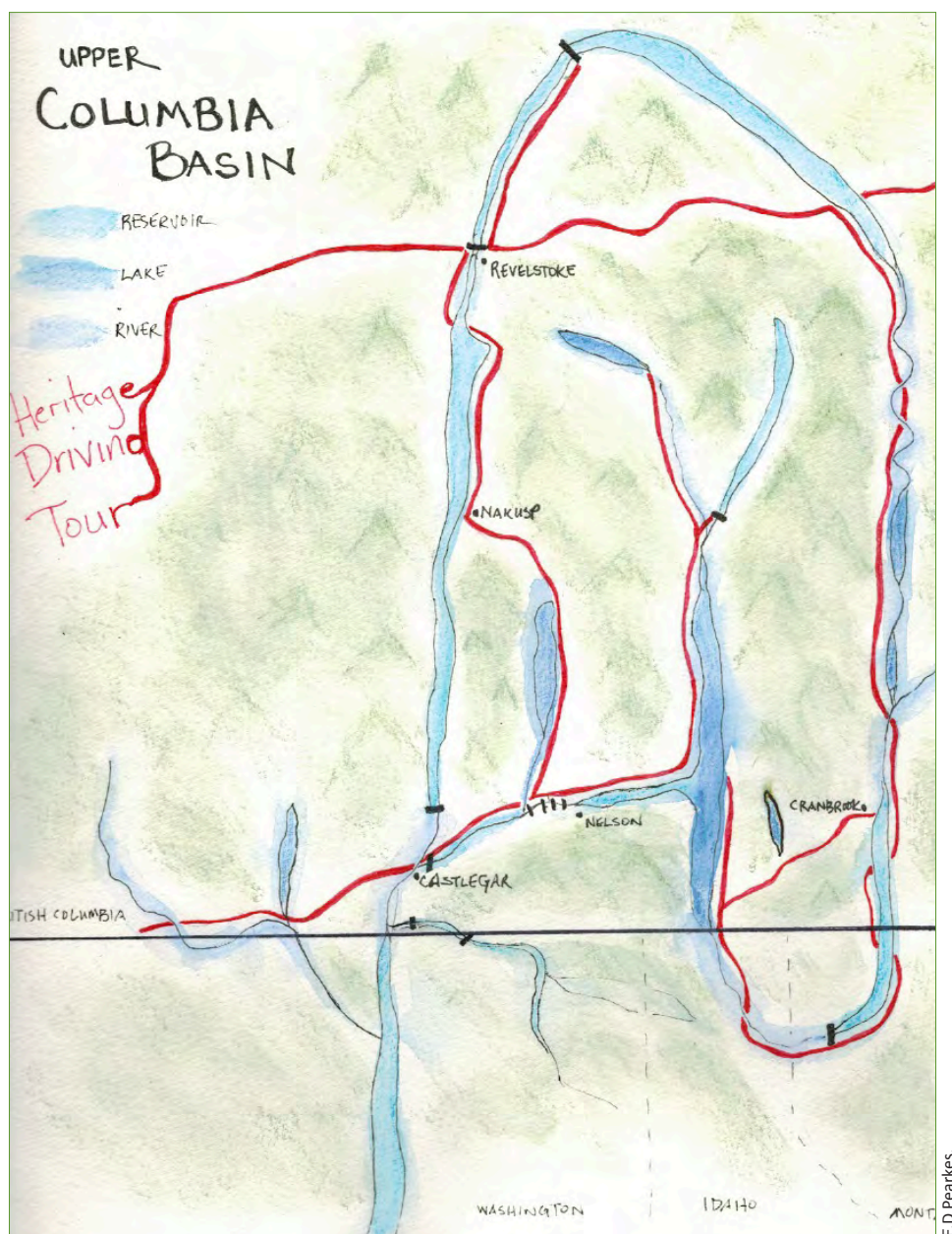
The following highlights a proposed touring route divided into sections, including heritage sites and viewpoints. This list is intended to identify potential sites along the route to be prioritized during the planning and design phase of the Columbia River Treaty Heritage Plan.

A fuller narrative of the touring route can be found in Appendix F. For a phased implementation strategy, see Section 6.

1. U.S.-Canada border to Hugh Keenleyside Dam
 - Fish population impacts, especially loss of salmon and rainbow trout spawning areas
 - Genelle Reach recreation losses including boat launch
 - Indigenous village and archaeological sites at confluence of Kootenay and Columbia rivers
 - Trail museum - benefits of Treaty dams that reduce flooding
2. Hugh Keenleyside Dam and the south end of Lower Arrow Lake
 - Hugh Keenleyside Dam completed in 1968, flooded nearly two dozen agricultural communities upstream as far as Revelstoke. Affected or destroyed:
 - Indigenous archaeological record
 - Robson, Robson Ferry Terminal for S.S. Minto
 - Deer Park (partially flooded; lost road access due to government policy)
 - Renata (on west shore, no road access, served by Minto)
 - Cayuse Creek pictograph site, Indigenous village sites
3. The Columbia River Narrows: Needles/Fauquier to Nakusp
 - Needles (west shore of reservoir)
 - Fauquier (east shore of reservoir)
 - Caribou Point Bluffs pictograph site
 - Oatscott Indian Reserve
 - Burton, Caribou Creek, East and West Arrow Park
 - Macdonald Creek Provincial Park
 - Buerge Farm
 - Numerous Indigenous village sites/food processing centers
 - Large wildlife losses: migratory birds, song birds, sturgeon, etc.
 - Riparian cottonwood forests
4. Nakusp

Potential for a major interpretive installation, a centre for the touring route.

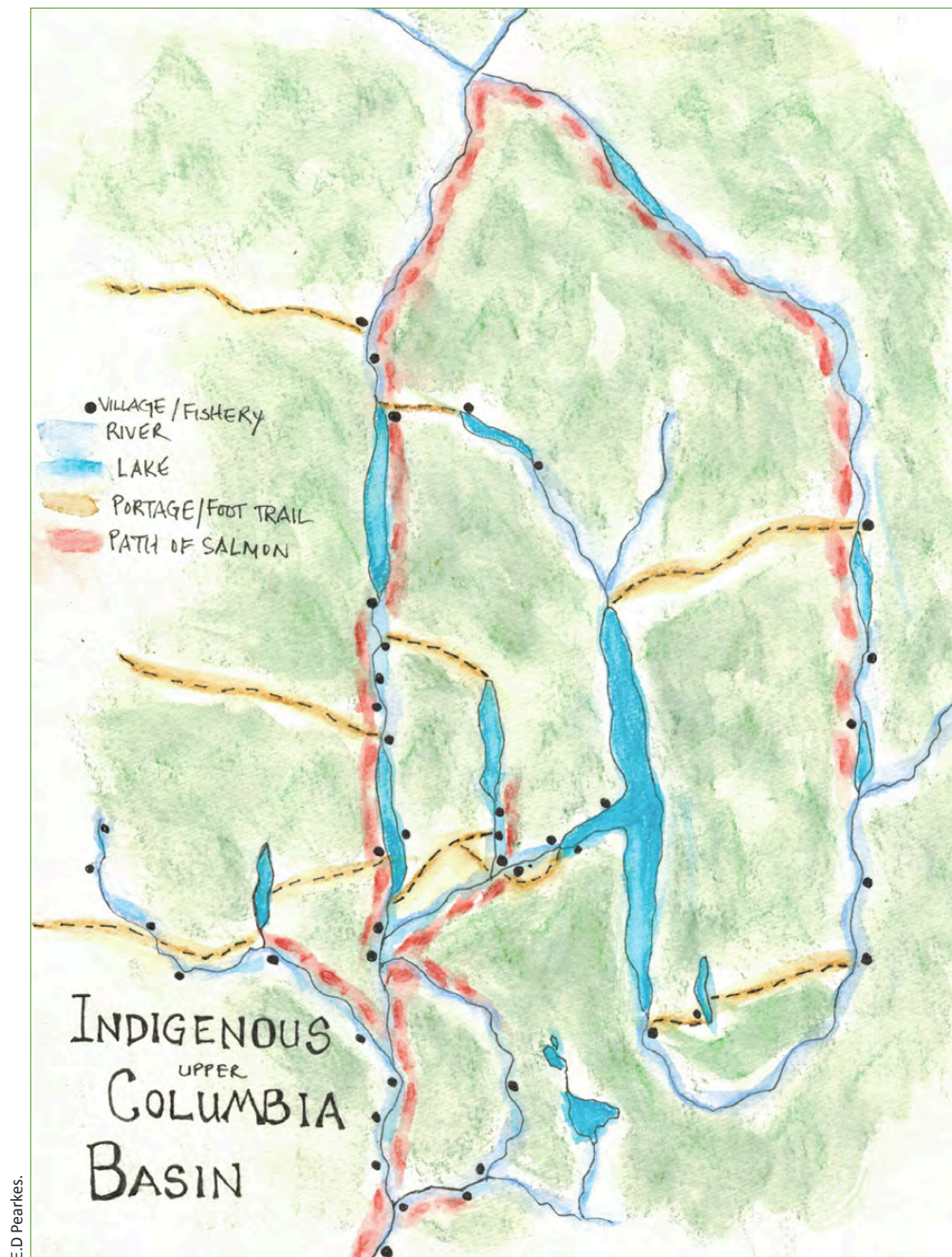
 - Spicer Farm, Shoreholme, Burton Church



Major waterways of the upper Columbia Basin (clockwise from south to north): Lake Roosevelt Reservoir (formerly Columbia River); Kettle River; Christina Lake; Pend d'Oreille River; Arrow Lake Reservoir (formerly Lower Arrow Lake, Columbia River Narrows and Upper Arrow Lake); Kinbasket Lake Reservoir (formerly Kinbasket Lake); Lake Windemere; Columbia Lake; Kootenay River; Lake Koocanusa Reservoir; Duncan Lake Reservoir (formerly Duncan River); Lardeau River; Trout Lake; Slocan Lake; Slocan River.

- Nakusp
 - Many Indigenous points of interest
5. Upper Arrow Lake to Revelstoke Reach.
 - St. Leon Hot Springs Hotel
 - Pictograph sites, Indigenous village sites at Beaton Arm and Arrowhead
 - Incomappleux River/old growth forests
 - SS Minto ferry launch
 - Terminus of CPR Branch Line, Revelstoke – Arrowhead
 6. Revelstoke Reach to the city of Revelstoke
 - Old-growth cedar forests destroyed by the reservoir
 - Alluvial fans and riparian cottonwood forests/small wetlands also destroyed
 - Hall's Landing, Mt. Cartier (Ukrainian-Canadian dairy community)
 - Old growth cedar and riparian cottonwood forests, major Indigenous village site
 - Large wildlife losses – migratory birds, songbirds, bear, etc
 7. Revelstoke Reservoir from Revelstoke Dam to Mica Dam
 - Wild river including Priest Rapids and Death Rapids, Goldstream Falls, Silvertip Falls
 - Old growth cedar forests
 - Trails from Shuswap Lake to Columbia River - Indigenous trails, and trails built/rebuilt during Big Bend Gold Rush 1865 to 1966
 - Possible Indigenous sites - undocumented
 - Fur trade history, mining sites: Goldstream River; French Creek; Downie Creek, Carnes Creek, Laforme Creek, etc.
 - Boyd's Ranch, Big Bend Highway
 8. Mica Dam
 - Confluence of the Wood, Canoe and Columbia Rivers
 - Boat Encampment
 - Big Bend Highway
 - Rocky Mountain Trench
 9. Valemont to Golden
 - Kinbasket Lake
 10. Columbia River Wetlands and Headwaters
 - Free-flowing Columbia River flows through the low-gradient Rocky Mountain Trench
 - Migratory waterfowl rest stops
 - Columbia River Wetlands
 - Ocean salmon migrating upstream
 - Indigenous fisheries at Windermere and other places along the valley
 - Trench as a crossroads for Indigenous people, with Indigenous Nations travelling here in the warmer months to harvest salmon and hunt for ungulates
 - Unique hydrological relationship between uppermost Kootenay River and Columbia Lake

- Columbia River headwaters bubbles up from a spring at the south end of Columbia Lake
 - Canal Flats, and the Baillie-Grohman Canal
11. Jaffray to Libby, Montana: Koocanusa Reservoir
 - Koocanusa Reservoir stores the south-flowing Kootenay River water behind Libby Dam
 - Communities of Rexford, Montana; Newgate, Flagstone, Door, Elkmouth, Krag, Waldo and Jaffray, B.C. were all partially or completely flooded behind Libby Dam
 - Kikomun Provincial Park
 12. Kootenay River to Cranbrook-Kimberley-Creston
 - Koocanusa Reservoir
 - Indigenous cultural material about Chief David and the Tobacco Plains Band of Ktunaxa
 - Creston Valley Wildlife Management Area, offset for Duncan Dam ecosystem losses
 - Impacts on settler farmers and the Indigenous Nations who live and procure food in the Creston Valley floodplain.
 - Libby Dam impacts to Kootenay River aquatic health and sturgeon
 13. Duncan Dam
 - Duncan Dam the first of the Treaty dams to be completed is remote Kaslo, which sees a great number of summer tourists. As well as Flooding of the community of Howser
 - Wildlife losses for migratory waterfowl, wetland mammals, ungulates and bears
 - Blocked fish passage for bull trout, kokanee and sturgeon (Dutchy Wageningen story)
 - Indigenous village site at the head of the Lardeau River
 - Indigenous pictographs on Trout Lake, portage route in the Arrow Lakes Valley
 - Path following a gravel road linking Trout Lake City with Beaton and the Galena Bay Ferry
 14. Kootenay Lake
 - International Joint Commission
 - Outflow from Libby Dam affects Kootenay Lake and West Arm shorelines, and the fisheries
 - Nutrients trapped behind Duncan Dam also limit Kootenay Lake aquatic health
 - Kootenay Canal Generating Station
 - Free ferry system connecting the free ferries of the region directly to the Columbia River Treaty



Indigenous Nations of the upper Columbia Basin: Sinixt; Ktunaxa; Okanagan/Syilx and Secwepemc. Prior to colonization, Indigenous peoples did not recognize an International Boundary (est. 1846).



3.3 Potential storytelling and interpretive experiences - a typology

The concept for the touring route is to link key places along the route, align them with new features or existing infrastructure and provide community-driven experiences through compelling stories and the diverse ways in which they can be told.

Themes and stories

As one questionnaire respondent remarked, "... there are so many stories!" With so many stories, histories and places, there is a need for a system of organization, to understand the key concepts and their interrelationships. A thematic framework is such an organizational tool. Drawing on the Parks Canada, Australian Heritage and other models, the thematic framework will be developed during the planning stage for the CRT Heritage Project.

The following is just a sample of the diverse types of stories that should be integrated into the thematic framework and told in an organized narrative along the touring route.

- Settlement, loss and resilience: the church at Waldo moved from the reservoir site and still in use today.
- Technology and its impacts: the creation of the Revelstoke and Mica Reservoirs and hydroelectric generation plants.
- Spirituality: Indigenous stories such as Creation and Coyote stories related to the Columbia Basin.
- Developing non-Indigenous economies: exploration, fur trade, gold rush and mining.
- Transportation routes: Indigenous pathways, the pre-dammed rivers as waterway transportation corridors.
- Ecosystems: loss of the wild river.



Ideas typology

The following are some ideas, arranged as a typology, about the ways in which residents and visitors can experience the touring route.

Telling the story

- Video and audio programs
- Independent digital experiences
- Oral history interview projects in each community
- Interactive installations and exhibits
- Digital or paper maps and route guides
- Educational and scientific guides
- Augmented reality
- Indigenous place names and associated stories

Experiences

- Side touring routes off the main route leading to key destinations
- Cycling routes and tours with local cycling associations
- Walking trails (like Pacific Crest Trail)
- Canoe and kayak routes
- Meditative or spiritual events and rituals
- Ethnobotanical tours, such as to camas root digging grounds
- Self-guided tour of the entire route, self-guided or guided tours of individual sites or places
- Interpretive trails and routes
- Geotourism or geological tours
- Ecotourism
- Économusées in partnership with local businesses



Installations

- Outdoor signs and sign systems
- Consistent and recognizable themed or branded system of installations, such as kiosks
- Series of numerous vehicle and pedestrian viewpoints along the route
- Waymarking, wayfinding and orienteering
- Public art and environmental art
- Working with community museums to create temporary and permanent exhibits.
- Interpretation through planting and landscape design, such as recreating a lost garden or agricultural field or planting trees that have traditional significance
- Environmental projects such as ecosystem restoration projects
- Commemorative objects or memorials
- Fishing docks
- Play spaces or features
- Interpretive kiosks and signs at touring route sites and viewpoints
- Interpretive kiosks and signs at other key nodes such as ferry terminals, provincial and regional parks (such as the park at Koocanoosa) and campgrounds

4

BUDGET

4.1 Capital and maintenance budgets

During the design and development of the CRT Heritage Project, capital and maintenance budgets will be developed for the design and construction of elements along the touring route. The cost of each unique component will depend on the nature, size and location of the project, as well as the management organization, among other considerations.

There is an interest in achieving the lowest possible overall project cost but the quality and significance of the work is of critical importance. Cost estimates for individual projects may be based on similar projects or historical data for design and fabrication costs. For projects such as the creation of a number of signs or kiosks, the development and production of maps and brochures, or the installation of markers at viewpoints, economies of scale may be realized.

Introductory projects

As a way of launching and promoting the CRT Heritage Project, two inter-related introductory projects are proposed:

1. The CRT Heritage Project could supply \$30,000 for a project to create an online, interactive Columbia River Treaty Cultural Heritage Map identifying Indigenous and non-Indigenous points of interest along the touring route.
 - Includes project planning, development, community consultation to gather stories and information, population of the map layers, secondary research, report development and translation.
 - Potential map hosting by Heritage BC. (see Appendix C, Case Studies)
2. The CRT Heritage Project could supply \$8,000 for the development of an initial branding and communications initiative to build project unity, understanding and recognition.
 - Includes design and development of a clear and consistent visual identity including a logo, slogan, tag and clear visual guidelines.
 - It is suggested that the visual identity be used to inform the interactive map itself, such as the overall look and feel, typography, icon design etc. so the two read as one cohesive expression.

Tiered scale of projects

A tiered scale of potential projects is proposed:

1. Larger-scale installations, projects or initiatives with major construction components.
 - The CRT Heritage Project could supply planning funding/fabrication funding up to \$25,000 and could assist a community to apply for additional funding.
2. Mid-range scale which could be sign systems, exhibits or community events.
 - The CRT Heritage Project could supply \$30,000 for information gathering and exhibit development/signage construction/placement, community events planning and delivery and could assist with information collection and validation as well as act as the applicant for additional funding on behalf of a group of communities.

3. Smaller-scale projects such as pullouts or signed viewpoints of which there can be many.
 - The CRT Heritage Project could supply up to \$20,000 for each installation to cover information gathering and sign system development/construction/placement.
 - At least 100-125 viewpoints are expected along the route.
 - CRT Heritage Project could also identify and work with other partners to deliver the CRT Heritage Project portion, such as working with BC Parks, Recreation Sites and Trails BC, municipalities and others to add a Columbia River Treaty Heritage Project component to those projects.

Five priority projects

It is recommended that five prioritized projects be developed first, in key locations along the route, as the first phase in the CRT Heritage Project.

- The CRT Heritage Project could supply up to \$25,000 for each location's initiative and assist the communities to gather information and plan and deliver the initiative.
- A design and cost estimate could be prepared for each of the five projects as part of the deliverables for the Heritage Project.

Indigenous community projects

Because Indigenous community projects will be different than non-Indigenous projects, both because of the need for more community engagement and because less information has already been collected, costs for these projects should be budgeted at 30% more for each project/option.

Cost components

1. Fixed costs

These estimated proposed cost components are CRT Heritage Project fixed costs regardless of the option(s) chosen from above.

- Salary for executive director at \$50,000 per year
- Salary for researcher at \$35,000 per year
- Office and equipment rental, internet service, supplies, research costs, travel

2. Brand development, launch website and collateral¹

3. Individual project cost components

The following are the potential cost components to be considered for each project:

Capital

- Research and education
- Permits (if required)
- Planning and design
- Engineering review (if required)
- Marketing
- Fabrication, printing, construction etc. including materials, equipment and labour
- Insurance and taxes
- Website and mobile app

Operation and maintenance

- Operating staff
- Labour and material for maintenance and repairs
- Periodic renovations
- Insurance and taxes
- Utilities (water, electricity)
- Updates to website and mobile app

¹ See Appendix D for preliminary costs of communications materials.

5

PROJECT GOVERNANCE

5.1 Proposed project governance strategy

The CRT Heritage Project is located in a vast Basin where the population is mostly rural or semi-rural. It is important that there is representation and opportunity to participate among all of the communities in the Basin.

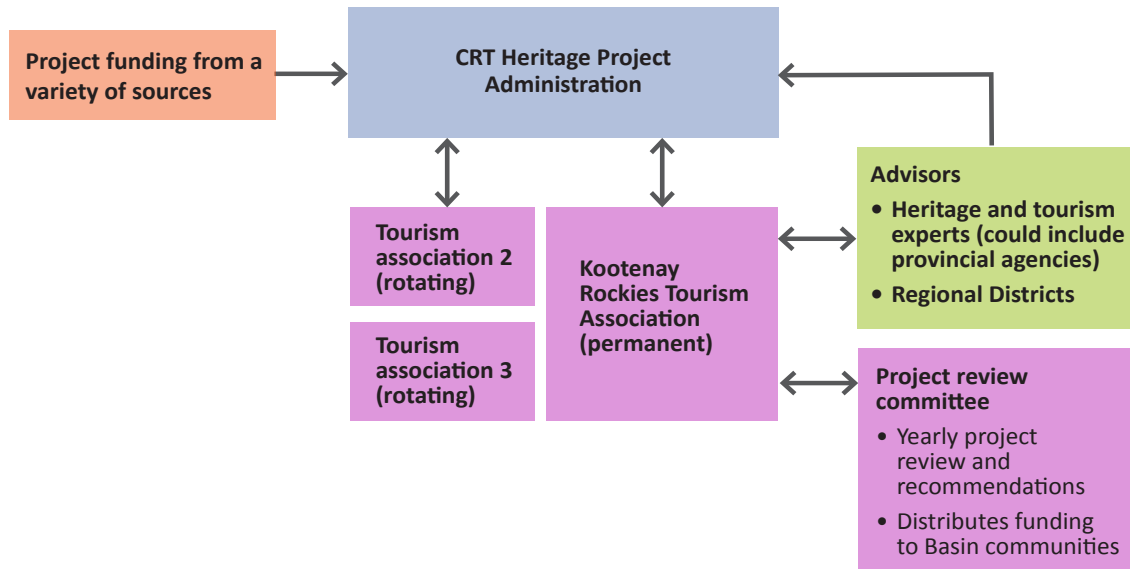
The following diagram illustrates a proposed governance model for the CRT Heritage Project. It recognizes the need for administration expertise in the Columbia Basin, along with regional knowledge of individual tourism associations. The process may include the governing body being advised by the CRT Heritage Project Steering Committee as required.

The Steering Committee will be responsible for administering the RFP as outlined in Appendix A, Request For Proposals: Design And Maintenance Requirements.

While the details of project governance are still to be developed in detail, the governing body may potentially be responsible for:

- Administering a formal program of project implementation with a set annual budget over a period of five years
- Tie the project components together and standardize them to support branding
- Acquiring permits, negotiating with local governments, ministries, Crown Land etc.
- Development of operating policies and procedures
- Overseeing requests for proposals and project administration
- Assist with community funding applications, coordinate applications and prepare joint applications on behalf of community networks
- Provide a framework to support individual communities
- Developing criteria and process for selecting and funding on a yearly basis.
- Regular inspection and maintenance of CRT Heritage Project installations
- Developing yearly budgets
- Overseeing ongoing fundraising
- Developing key partnerships that bring resources in support of the CRT Heritage Project, for example, BC Parks
- Be aware of any other heritage cultural projects unfolding with regard to the Columbia River Treaty throughout the Basin

Proposed project governance structure



6

IMPLEMENTATION

6.1 Phased implementation of the Columbia River Treaty Heritage Project

This section provides direction for the future CRT Heritage Project design team who will develop a detailed implementation strategy as part of their work once they know what all of the components will be.

Each year, the governing body will identify those critical communities, sites or projects that are essential for filling in the gaps to complete and implement the full Columbia River Treaty heritage route following a detailed implementation strategy outlined in the planning and design document for the CRT Heritage Project.

This implementation strategy has four parts: an introductory phase and three additional phases: planning, development and implementation.

Introductory phase**Purpose**

A high-profile, widely advertised project to launch and publicize the CRT Heritage Project, along with the development of a visual identity and initial branding to support communication and publicizing.

Actions

- Develop an online, interactive cultural map to provide key information about the touring route, significant sites and stories about the Columbia River Treaty and its impacts on the Columbia Basin.
- Establish the visual identity for the project to ensure good communication with clarity and consistency.

Time frame

Year 1 of the CRT Heritage Project

Phase 1: Initiate CRT Heritage Project**Purpose**

Complete the CRT Heritage Project design and management plan and move forward with the design, planning and installation of the first five projects.

The Phase 1 strategy involves an initial step of putting in place projects in must-do places to secure the full extent of the route, with infill projects to be completed over time.

Actions

- Complete and adopt the CRT Heritage Project Plan
- Put in place the governing body that will oversee project development and implementation
- Develop policy, procedures and criteria for management and ongoing project implementation
- Finalize the touring route

- Develop RFP, engage consultant team, and complete CRT Heritage Project design and management plan (six month time frame)
- Confirm five priority sites/projects to secure the full extent of the route, undertake community engagement and develop plans

Recommendations for a top five priority sites/projects have been identified as strategic locations to secure the full extent of the touring route, generate interest based on promotion and marketing of the initial projects, followed by infill of other projects along the route to follow over a period of five years.

The final decision-making about these first five sites, including the final locations, scale and funding will be determined by the CRT Heritage Project administration and the recommendations in the CRT Heritage Project design and management plan during the implementation of Phase 1 of the CRT Heritage Project.

The following locations are suggested:

- Valemount for the Kinbasket reservoir and the northernmost point of the impacted area
- Nakusp for the area's lost communities and agricultural lands
- Indigenous Tobacco Plains site combined with Koocanoosa, Waldo and East Kootenay for its heritage resources
- Duncan for its considerable wildlife values
- Revelstoke Reach for its flooding history

Time frame

Year 1-2 of the CRT Heritage Project

Phase 2: Ongoing CRT Heritage Project development

Purpose

Continue the implementation of five to 10 projects to move forward with the completion of the Columbia River Treaty Heritage Plan depending on where they fit within the tier.

Actions

- Columbia River Treaty Project Administration to identify critical infill sites and associated projects as the next phase of completing the touring route based on the CRT Heritage Project design and management plan.
- Identify the relevant communities, approach and undertake community engagement, finalize sites and project scope and commence planning and design
- Be open to communities or groups that come forward with ideas/nominations for projects that conform to Phase 2 purpose and goals
- Assemble design team, commence design, fabrication and installation of project
- Undertake marketing and promotion
- Undertake inspection and monitoring

Time frame

Year 2-3 of the CRT Heritage Project

Phase 3: Completion of the CRT Heritage Project

Purpose

Implement at least five to 10 projects, or more if required or resources allow, to move forward with the completion of the Columbia River Treaty Heritage Plan depending on where they fit within the tier.

Actions

- Columbia River Treaty Project Administration to identify critical infill sites and associated projects as the final phase of completing the touring route based on the CRT Heritage Project design and management plan.
- Identify the relevant communities, approach and undertake community engagement, finalize sites and project scope and commence planning and design
- Be open to communities or groups that come forward with ideas/nominations for projects that conform to Phase 3 purpose and goals
- Assemble design team, commence design, fabrication and installation of project
- Undertake marketing and promotion
- Undertake inspection and monitoring

Time frame

Year 3-5 of the CRT Heritage Project

Ongoing actions throughout the life of the project

- Undertake marketing and promotion
- Ongoing inspection and monitoring
- Repair, maintain and refresh sign systems, installations, trails etc. as required
- Sustain key partnerships
- Be open to communities or groups that come forward with projects/ideas/nominations/publications/events/celebrations to further enhance the CRT Heritage Project

COMMUNICATING AND PUBLICIZING THE PROJECT PLAN



This is the communications plan that will be used to inform people, communities, potential funders and others about the forthcoming CRT Heritage Project.

7.1 Communications plan¹

Background

The CRT Heritage Project Plan is a background planning project leading to the development of the CRT Heritage Project. This communication plan addresses the recommended tactics that will be utilized to secure funding, engage the tourism sector and further solicit community support and input so that the CRT Heritage Project can be realized.

Goal

The goal of the CRT Heritage Project is to recognize tangibly the impacts and losses to Indigenous people, settler communities and river, riparian and forest ecologies from the implementation of the Columbia River Treaty and to contribute to Columbia Basin economic benefits through heritage tourism.

Objectives

- Secure funding to actualize a CRT Heritage Project.
- Ensure key Indigenous and non-Indigenous communities and collaborators are aware of the project, and know how they can participate.
- Ensure heritage, cultural and tourism leaders and professionals are aware of the Project and how they can participate.
- Establish partnerships with local communities.

Target audiences

- Local governments
- Indigenous governments
- Heritage and tourism leaders in the Columbia Basin including regional museums and visitor centres
- Residents in the Columbia Basin who own artifacts or have information about the impacts from the Columbia River Treaty
- Residents in the Columbia Basin who are interested in learning more about the Columbia River Treaty and want to be involved
- Educational institutions such as Basin post-secondary institutions and those elsewhere in B.C.
- Federal, Provincial and Regional Funding agencies
- Potential contractors for CRT Heritage Project request for proposals

¹ See Appendix D for preliminary costs of communications materials.

Key messages

The Project will support sharing broader information of the history, culture and language of the Indigenous people whose traditional territories lies within the Columbia Basin.

- The stories of the impact of the Columbia River Treaty to Indigenous peoples are not widely known.
- Indigenous people will decide which stories they want to share with the broader audience. Sharing the stories will help reconciliation with local communities and Indigenous Nations.
- Traditional territories of the Indigenous people do not align with colonial political borders. (The Ktunaxa Nation includes U.S. tribes, and the Sinixt/Lakes and Sylix territory spans the International border.)
- The Columbia River Treaty dams impacted Indigenous peoples and tribes in both Canada and the U.S.

The Project will acknowledge the initial impacts and/or the continuing impacts of the Columbia River Treaty on the ecology, economy, property, recreation, and transportation.

- Columbia Basin residents want losses due to the Columbia River Treaty acknowledged.
- Historical information and artifacts exist that tell the stories of the losses experienced.
- There is never a single story about a place. Understanding increases when more stories or different versions of a single story are shared.

The Project will provide information on the local history and connect it to a broader story to engage tourism sector and help to educate those that are not aware or were directly impacted by the Columbia River Treaty, including youth, new residents to the Basin and tourists.

Visual identity and design

A clear, consistent and appropriate visual identity is a powerful tool that builds unity, understanding and recognition. It is strongly recommended that the visual identity for the CRT Heritage Project be developed in advance of engaging with the wider community and as an important asset that can be used to engage and bring on-side project partners and funders.

A visual identity starts with a logo but will grow to encompass clear visual guidelines and design decisions that will reinforce a strong impression for the project at the outset. By first establishing the visual identity for the project, the Steering Committee and selected contractor for the project itself will be better equipped to communicate with greater clarity and consistency.

If there is visual clarity and consistency at every point of the project, the audiences will be able to immediately identify the project and it will build brand recognition among all Indigenous and non-Indigenous collaborators.

Tactics

The following communication tactics are recommendations for the Steering Committee to undertake to assist them in securing funding and the RFP process for the CRT Heritage Project.

Tactic	Content/focus
Visual Identity	Brand Development (logo and slogan/tag line).
Website and social media	A preliminary website to act as a landing page to direct interested partners and groups to, along with content for social media platforms such as Twitter, Instagram, TikTok and Facebook.
Thoughtexchange platform	A thoughtexchange platform could further solicit interest and involvement.
Print package	Development of an Information package for key partners/interested groups (brochure-ware).
Indigenous Nations print package	Work with Indigenous Nations representative to develop a culturally appropriate Information package for communities, elders and knowledge keepers (brochure-ware).
Print media	Print advertising in targeted Basin communities to promote project
News releases	Distribute press releases for key events or newsworthy updates/ milestones to targeted media outlets in the Basin.
Newsletters/email	Utilize Steering Committee networking channels for distribution of information.
Radio advertising	Radio advertising in targeted Basin communities to promote project.
Social media	Determine social media campaign effectiveness for distribution of information.

8

APPENDICES

Appendix A: Request for Proposals: Design and Maintenance Requirements

Appendix B: Community Outreach

Appendix C: Case Studies

Appendix D: Preliminary Communications Costs

Appendix E: Illustrative Maps

Appendix F: Draft Touring Route Narrative

Appendix G: References

APPENDIX A: REQUEST FOR PROPOSALS: DESIGN AND MAINTENANCE REQUIREMENTS

The following appendix provides the background information and requirements for a request for proposals for a project design team. It also includes a description and outline of the minimum deliverables the future design team must provide at the end of the project. Proponents will be able to provide additional or value-added services in their proposals.

1 Description and scope of work

Proposed is a heritage touring route linking a series of interpretive signage at key locations in the Columbia Basin telling place-based stories of the Indigenous and non-Indigenous peoples and communities impacted by the Columbia River Treaty. Telling the stories will help reconciliation with local communities and Indigenous Nations, while branding and promoting it will communicate the Treaty's history in a series of points of interest for travellers.

Documentation of the project and the human stories it reveals relating to the Columbia River Treaty could provide a key communication vehicle to share the regional history with locals, youth, new residents, and visitors.

The project will commence upon award of the contract and is anticipated to be completed within six months.

2 Project objectives

The proposal is for a multi-year project, in which the first year is expected to be devoted to engagement, design, content development and securing approvals and funding, while the following years will involve creating, placing, launching and supporting the touring route and its new facilities.

Helping to restore the connection between people and place through the CRT Heritage Project is an important Indigenous and non-Indigenous value within the Columbia Basin. Projects, installations, events and interpretation can illuminate both Indigenous and settler history along the touring route.

Individual projects, identifying place names, village sites, gathering grounds and other places of cultural significance will raise public consciousness about Indigenous presence in the land across time and will also instill pride within the Indigenous people. Indigenous people were not allowed to carry out their culture in their vast homeland and, in some cases, culturally significant areas were forgotten or destroyed.

3 Key collaborators

Building on the work completed as part of this heritage project plan, the proponent will engage at a deeper level with Indigenous leaders and other key collaborators including local government, Indigenous government, community heritage leaders, tourism associations and regional districts in the region.

Indigenous representatives are extremely important for the project to have historical and contemporary integrity. Key collaborators can potentially be included from both sides of the U.S.-Canada political boundary since the Columbia River Treaty impacts also reach beyond this border, and connect a common story.

The successful proponent will be provided with a list of key collaborators including Indigenous Nations, groups, individuals and institutions collected during the completion of the project plan. This list may be added to over the course of the project.

4 Process for outreach and community engagement

The proponent must outline their process for outreach and community engagement, how it will be done, and what will be achieved.

Through cultural representatives and Indigenous governments, the project must strive to make direct contact with individual Indigenous members whenever possible, to understand their perspectives and listen to their stories. Information gathered as part of the CRT Heritage Project will include specific ideas and content for recognition and commemoration and will involve a much more comprehensive engagement exercise.

The engagement will include the documentation of heritage values, heritage sites, potential places for commemoration, stories and ideas about the ways in which commemoration can occur.

5 Proponent background

Proponent experience and skills

The proponent must outline their general and collective experience and skills and work on similar projects.

- Community-based heritage or heritage tourism project planning
- Projects of similar scope, budget and timelines
- Preparing business cases and budgets for similar types of projects
- Working in partnership with Columbia Basin Indigenous Nations
- Working with communities and local institutions in developing tourism opportunities
- Design and interpretive planning skills
- Visual identity, brand development and communications
- Preparing strong project funding applications

The proponent's knowledge, experience and connections with the Columbia Basin Indigenous Nations and non-Indigenous collaborators.

Provide the names and contact information of at least two references who can speak to the proponent's relevant experience.

Role of project manager and individual team members

The proponent must outline who the project manager will be, their role, and identify individual team members, their expertise and their role in the project.

6 Methodology

The proponent will provide a detailed methodology outlining what they will do in preparing the CRT Heritage Project and how they propose to do it. A step by step work plan will describe how the project will be developed and the objectives achieved.

7 Project deliverables

The final product deliverable will be a document that creates and implements a comprehensive *CRT Heritage Project Design and Management Plan*.

This plan will include, but not be limited to, the following:

Heritage project design

The touring route design plan will serve to document the commitment of the byway communities and land management agencies to preserve the unique character of the byway corridor while providing for the safety of both visitors and residents. It provides a vision for maintaining and enhancing the byway visitor experience and describes management strategies to ensure the byway continues to possess the qualities that support its designation.

Building on the work in the project plan, complete a detailed inventory and mapped locations of all of the signs, interpretive elements, museums or other features that currently exist. This may include:

- Documenting historical significance and key characteristics of the whole proposed touring route.
- Developing a thematic framework for the route and potential sub-routes (vehicular, walking, cycling etc.)
- Historical significance summary for communities or significant places being proposed for features in the heritage project.
- An understanding of the historic place through an overall documentation and analysis of the touring route, including sightlines, viewpoints, historical and cultural significance, cultural landscape features and site development considerations.
- An overall touring route map with identified places for heritage components or features at an appropriate scale, and maps, sketches and photographs at a larger scale for each section of the touring route. Provide GPS coordinates for known sites and viewpoints.
- Developing maps, easy-to-understand route options and suggested itineraries.
- An identification of potential partners along the visitor's journey such as transportation, visitor services, food, accommodations, and things to do as a means to enhance the touring route tourism experience.

Acknowledgment and interpretive framework

Building on the thematic framework, the proponent will organize and summarize the broad themes for storytelling and interpretation, various means of expression and ways the stories can be told, based on community engagement and proponent expertise.

This should show an understanding, documentation and presentation of the events, forces and major occurrences associated with the touring route, and within the context of the Columbia Basin.

Consider a wide range of values collected through the community engagement process, including historical, aesthetic, scientific, cultural, social, spiritual, educational, recreational, ecological and other values, focusing in part on the lesser known communities, people and stories that deserve recognition.

Develop an interpretive structure for the route and its components, that includes, but is not limited to, guiding principles, themes and sub-themes, audience identification, interpretive objectives/visitor experience goals, means of expression and physical elements.

Project components

The proponent will outline at a conceptual level the suite of potential projects, installations, activities and other features that have been identified through the community engagement, how the communication of the key stories associated with each will be expressed, and their potential locations.

This will be guided by the acknowledgment and interpretive framework previously developed, and by the overall design of the touring route. Maps and illustrations will be required.

Include clarification on the skills and services that will be needed to deliver the various components of the project and a compiled list of potential Columbia Basin service providers.

Five priority projects

After the final confirmation of the first five priority projects proposed in Section 5.2 (with suggested locations at Valemount, Nakusp, Duncan, Revelstoke Reach and Tobacco Plains combined with Kootenay, Waldo and East Kootenay) the proponent will undertake conceptual designs for each. Proposed order of magnitude budgets will be provided for each project.

Heritage project management

Develop a process for the overall management of the heritage project for both the short and long term, including a guiding business case, roles and responsibilities of the people involved, project planning, policies and procedures, budgeting, monitoring progress etc.

Include a description of any operational requirements for the installations and physical infrastructure developed as part of the heritage project, a maintenance plan for the overall touring route and for individual project components, and ways in which communities can access funding for ongoing maintenance.

Develop a resource guidance manual that outlines the principles, resources, themes, audience and guidelines for the ongoing planning, preparation and presentation of installations along the touring route. Include how the evaluation and accommodation of additions and future revisions to the CRT Heritage Project, and the accommodation of new information, will be accomplished.

Understand the risks, benefits and options to manage visitation sustainably while protecting cultural and natural heritage values.

Include a review of roadway safety and discussion of design standards according to provincial guidelines if required.

Visual identity, brand development and digital applications

Building on the previously created visual identity, develop a brand that includes a set of expectations, memories, stories and relationships that will influence a visitor's decision to choose to participate in the Columbia River Treaty touring route experience. Develop an overall brand that recognizes the uniqueness and historical, cultural and social significance of the touring route and its themes, stories and messages.

Provide graphic and other design guidelines to ensure the integrity of the touring route development, while allowing for creative opportunities based on the uniqueness of the different community identities within the Basin.

Develop plans for digital applications and digital support of the touring route experience before, during and after the tourist activity. Include direction for implementation, updating and maintenance.

Tourism integration, promotion and communication

Include a strategy to protect and enhance the visitor experience of the touring route. Prepare an overview of the visitor, potential audience groups, current demographics, and tourism opportunities along the route.

Develop key messages and a communication and publicity plan to promote and bring community, tourist and media attention to the completed project. It should tie into information from the communication plan developed as part of the project plan.

Outline the ways this can be done, including developing key messages, promotional materials, social media, a website, mobile app and marketing program.

Work with tourism associations to position the touring route within the existing tourism context. Include brand experiences, networks, promotional programs, itinerary development, best practices and information sharing, scheduling, packaging and marketing partnerships.

Implementation

Create a detailed implementation plan for all of the components outlined in the comprehensive CRT Heritage Project, including a phased and prioritized implementation schedule based on financial and human resources.

Appendices

Include appendices as appropriate, such as:

- Summary of community engagement.
- References.
- Maps of the touring route and identified stops at two scales: for the full route and each individual section as needed.
- Others as required.

Proposed fee

The proponent will provide an itemized budget for the project that includes professional services, disbursements and applicable taxes.

APPENDIX B: COMMUNITY OUTREACH

Activity	Responsibility/task	Notes
Groups		
Contact with Indigenous Nations including: <ul style="list-style-type: none"> • Okanagan Nation Alliance • Ktunaxa Nation Council • Shuswap Nation Tribal Council • Sinixt (Lakes, Confederated Tribes of the Colville Reservation) • Golden and Area Métis Association • Métis Nation Columbia River Society 	Team member knowledge and experience with involved Indigenous groups	Initial email contact followed by face-to-face meeting
Finalize list of heritage and museum contacts to be contacted by email and sent questionnaire	Team to put together list and develop questions for emailed questionnaire including and educational component Draw on information from team member's previous work Gather heritage and contact information collected during Columbia River Treaty community meetings and provide to team	Review with Steering Committee Team to follow up if no response received within two weeks Steering Committee to assist Team in filling in contact gaps (eg what information is needed for Valemount)
Identify and contact historical groups and museums to determine any previous work that has been done eg. <ul style="list-style-type: none"> • Revelstoke Museum • Touchstones Nelson • Canal Flats interpretive signs 	Team to put together list	Review with Steering Committee Steering Committee to assist Team in filling in contact gaps
Determine important individuals for follow-up by telephone	Team Steering Committee to assist Team in identifying key individuals	
Create short list of key communities and associated contacts for in-person follow up	Team Steering Committee to assist Team in identifying key individuals	To occur as required later in the project once initial review of collected material is analyzed
Tourism Sector	Team Contact list has been developed	Understand what each would be able to bring to the project, their potential involvement, and highlight how the project could help their initiatives
Communications		
Develop formal and comprehensive one-page document with key messages		Review with Steering Committee and Team

Responses to the questionnaire

The following is a transcript of the responses received from the email questionnaire and telephone conversations with people or groups with an interest in the project. The final question was “who else should we talk to?” Those people or groups identified have been added to the community engagement contacts spreadsheet that will be used as a starting point for the wider consultation process during the development of the CRT Heritage Project.

Question	Responses
<p>Has the history of the Columbia River Treaty and its impacts been commemorated already in your community? If yes, how?</p>	<ul style="list-style-type: none"> • Revelstoke Museum and Archives has a current exhibition called Stories Beneath the Surface that features the communities between Revelstoke and Galena Bay that were impacted by the Hugh Keenleyside Dam. The exhibition includes three interviews with former residents, as well as an interactive map of the Revelstoke Reach. • We are also currently working on a film project regarding this subject, and I am collecting oral histories on an ongoing basis of people who lived in the valley. The filmmaker Agathe Bernard is working with us on this. We plan to screen the film in October, along with a short theatrical production by a local theatre company. • We also recently applied to the Community Stories program of the Virtual Museum of Canada to create an online version of the exhibit. Revelstoke also has a series of interpretive panels on the Revelstoke Greenbelt/River Walk that tell some of the stories of the valley. • There is a display at Waldo Cove near Baynes Lake. Waldo Cove would be an excellent location for further commemoration. • There is information about the impacts of the Columbia River Treaty available to the public in the Archives of the Arrow Lakes Historical Society, which is open 2 days a week year round), at the Nakusp & District Museum (open 5-6 days/week in the summer, approx mid May to September/early October), and some on a sign on the waterfront along the very popular walking path. There are also still residents of town who remember the whole process, but they are slowly leaving us. • To a small degree only, and mostly in the way of offering financial aid to community projects. • Trail recently exhibited the Roll on Columbia exhibit developed by Touchstones Nelson, curated by Eileen Delehanty Pearkes. • Valemount has not done any interpretation or commemoration to date. • The implementation of the Columbia River Treaty is the defining event in Arrow Lakes history of the past century. With regard to specific physical commemoration of the Treaty and its impacts: <ul style="list-style-type: none"> • Cairns exist at Burton and Arrow Park that commemorate the flooding of those villages' cemeteries • A plaque at the Glenbank Cemetery acknowledges the relocation of interments from the Arrow Park cemetery to Glenbank • A portion of the ALHS interpretive display panel on the Nakusp Waterfront Walkway talk about the Treaty and its effects on the valley, but this is just a portion of the panel. • Beyond these, there has been little formal commemoration of the Treaty and impacts. As the region perhaps most affected by the effects of the Treaty, the Treaty remains a point of great contention here.

Question	Responses
<p>What are some of the important stories that should be told?</p>	<ul style="list-style-type: none"> • As well as the stories of displacement south of Revelstoke, there are many stories related to the Revelstoke and Mica Reservoirs, including the Indigenous stories, as well as the history of exploration, fur trade, gold rush, mining and transportation, and the loss of the wild river, with sites like Death Rapids and Priest Rapids being completely obliterated. • There are so many stories! Some that still have a lot of power for the locals are the Morton property becoming McDonald Creek Provincial Park, the flooding of the Spicer's home farm, the promise of bridges at Fauquier/Needles and Galena Bay/Shelter Bay ferry crossings (the promise was that the ferries would be free until the bridges were constructed). • The moving of the Edgewood, Needles, and Burton townsites, as well as the loss of several other communities along the Arrow Lakes and the loss of portions of communities like Nakusp. • The loss of productive agricultural land along the Arrow Lakes, and there are many others. • The terrible impact on the agriculture industry, from the very unfair way that the land was taken to the huge impact of gutting the cattle industry to the tune of about 40% with no compensation for that gutting. • In our own research to supplement the exhibit with more Trail-specific information, it wasn't hard to determine that we benefited greatly from the Columbia River Treaty as a result of the dams. Our industry supported it and the community was spared the annual worry of flooding. It's quite a distinct contrast from folks north of us. • Stories about the Canoe River Hot Springs, the road to Mica and Donald (and the Big Bend highway, which was a link to Revelstoke and Golden from Valemount), the sawmills along the Canoe River, and the ecosystems that were lost. Also the story of locals trying to maintain and expand recreational access to the reservoir since the dam's completion. • Role of the Kickinghorse River, a major tributary into the Columbia, major impacts on the Kickinghorse Canyon. Role of the CPR needs to be part of the story, as does the geography of the region. • The early days of the forestry industry in the Golden area were significantly lead by the Sikh community which established a strong business base and a continuing role in local business activity today. • David Thompson was a significant historical player. The Blaeberry River and the historic trail all the way back to the Alberta/BC border and the National Parks ,a significant important linkage in our Basin and the development of this area. • There is also the question of the Sinixt being declared extinct during the time of the conversations that lead to the Columbia River Treaty. There are people who are sure that was a convenient way to remove any opposition that nation may have had. You may be aware that the extinction has be disputed in the courts and a final appeal is still to come. • There is also the ongoing impact of low water every winter, leading to dust storms, difficulty accessing the water, challenges with boat ramps being long enough during the best fishing season etc.

Question	Responses
What are some of the important stories that should be told? (cont'd)	<ul style="list-style-type: none"> • The fluctuations themselves increase debris in the water, make it challenging to dangerous to be near the shore in watercraft as stumps and rocks are often very near the surface, and where they are varies a lot depending on the ever-changing water levels. It also makes it economically impossible to have boat rentals in any number on the lake, as any marina built would have to be able to move with the extreme water fluctuations, as would any fueling station. Environmental permits would likely be impossible for fuel. • This is a bit of a loaded question in this region. Along the Arrow Lakes, 24 separate villages and communities were removed in advance of the flooding of the Arrow Lakes by the Keenleyside Dam, displacing over 3,100 properties and 1,300 residents. These communities were largely agricultural in nature and often contained homesteads that ran generations deep. These residents were forced to find new homes and new means of employment. • Often overlooked in discussions about the Columbia River Treaty in our region is the obliteration of Indigenous heritage sites. Innumerable cultural heritage sites were either flooded under the new lake levels or obliterated by associated land clearing/blasting and road construction. • The ecology of the Arrow Lakes has been forever changed by the construction of Keenleyside Dam. Seasonal drawdowns of the reservoir now leave behind virtual sand deserts at low water and leave shorelines vulnerable to erosion. One plentiful salmon and sturgeon runs are now non-existent, and current fish stocks require human intervention to sustain themselves. Dams at Mica and Revelstoke all but stop the flow of life-sustaining nutrients and organic matter into the Arrow Lakes. • The governance surrounding the Treaty and recognition of a variety of interests today for re-negotiation needs more attention. How were people providing input? Was input taken into consideration? What does the new governance model look like? What will it look like in 100 years? • The negative impacts on people who were moved. The need to see, understand and appreciate First Nations who were ignored and trampled on. Their observational status in the Treaty negotiations. What are their hopes and expectations? What would we do differently now? Overcome the poor history and move with wisdom into the future. • The story of BC Hydro is important for the technical side. • Canal Flats, the headwaters of the Columbia River, the site of the Baillie-Grohman Canal, a shipping canal between the headwaters of the Columbia River and the upper Kootenay River. Paddle wheelers went up the Kootenay River through the canal and up to Invermere, Radium and Golden. Under the Columbia River Treaty, BC retains the right of diversion.
As part of the touring route, how, or in what format, could these stories be effectively told?	<ul style="list-style-type: none"> • Supporting video and audio interview projects in each community; adding outdoor signage; assisting community museums in creating exhibitions and signage projects. • Using local Chambers of Commerce to decide what would work best in each area. • A series of interpretive panels would go a great length toward telling these stories. Using a combination of background text with before-and-after photographs showing visitors the changes made to the physical and cultural landscapes.

Question	Responses
As part of the touring route, how, or in what format, could these stories be effectively told? (cont'd)	<ul style="list-style-type: none"> • There are likely other places where this would work, but the Nakusp waterfront would be an excellent place for augmented reality, where people could use their mobile devices to look back in time to watch the paddle-wheelers dock along the former waterfront, the trains meeting them at the station, the shipyard constructing paddlewheelers, and other activity. • Any displaced townsites would also be a good location. Most of our visitors come in the summer months when the water is usually fairly high. It would be appropriate to show images of what low-water looks like, on signs and/or with a different layer of augmented reality. Low water is an annual impact that visitors (particularly from the U.S. portion of the Basin) have no understanding of. • It would also be good to have online versions of the information that could be included on local/regional tourism and government websites (as well as the CBT website). (Maybe sliders in place of the augmented reality portions.) • A youtube series with the information in story/interview format could be linked to from the above-mentioned websites, and the physical signage could have the YouTube link included as text, a QR code or a tap location for mobiles.
Where could acknowledgment, commemoration and interpretation occur in your community?	<ul style="list-style-type: none"> • Interpretive signage would be appropriate at both the Shelter Bay and Galena Bay ferry terminals, as well as at all of the Provincial Parks and campgrounds in the region, including Blanket Creek and Shelter Bay (Highway 23 South,) Martha Creek, Wadey Campground, and Downie Creek Campground (Highway 23 North). • Most of the communities along the Arrow Lakes have public access to the waterfront in some form or another. These would be very good places for augmented reality, and at least some of the signage. If the displays themselves are at the waterfronts, it would be helpful to have wayfinding signage directing people to them from other parts of town. • In schools, local halls, at local fairs etc. • Some of these things could be worked into a display or installation at the Valemount Museum, and/or the Valemount Visitor Centre, but I think there should also be information, like a kiosk or something (with links to a website that links the other sites) at the Canoe Reach Marina, where people can actually see the reservoir. The marina gets lots of visitors with questions about the reservoir. • Placing interpretive panels and memorial plaques at former Arrow Lakes townsites, at prominent highway viewpoints throughout the Arrow Lakes, and along the Nakusp waterfront walkway would be optimal. • Entrance into Golden from the east, top of the hill before the canyon. The empty visitor centre could be a central node for a lot of information.
Could this project add to the community's visibility beyond the Canadian portion of the international Columbia River Basin?	<ul style="list-style-type: none"> • Yes, I think that anything we can do to increase awareness about the impacts of hydroelectric development in the Columbia Basin is a good thing. • Yes. • The online components certainly could. If there is (concurrently or later) a similar project undertaken in the US portion of the Basin, both sections could be marketed together, and linked in various ways to promote the understanding of the impacts on the Basin as a whole. • Yes, I believe it could.

Question	Responses
Could this project add to the community's visibility beyond the Canadian portion of the international Columbia River Basin? (cont'd)	<ul style="list-style-type: none"> • Yes, I'm sure it can. I have talked to tourists who have come from the U.S. and have very little awareness that Kinbasket Reservoir is at the top of the river they think of as theirs. • I think the project is a fantastic idea, and a Basin-wide project will help foster links across our borders, helping residents and visitors familiarize themselves with other communities around the Basin.
What positive impacts could this project have in your community? In British Columbia? In the U.S. part of the Basin?	<ul style="list-style-type: none"> • We started our local projects because there were too many local residents who went to "the flats" south of Revelstoke for outdoor recreation, but who had no idea of the original land use of the region, and the loss of farming and a rural lifestyle that was forced onto residents during the construction of the Hugh Keenleyside Dam. We have increased the local knowledge on this subject, including among schoolchildren as young as Grade 1, through a school program focused on the Stories Beneath the Surface exhibit. • Give people more connection to the history of the area. • Positive impacts could be wide-ranging. Simply acknowledging what was lost can be a powerful experience for those lived through it. Having visitors and seasonal residents see/experience the ongoing impacts would increase the understanding of our area, help clarify what people are looking at if they are planning to move here, and possibly motivate us to do better. • For Basin residents, a wider understanding of impacts throughout the Basin could be powerful. As Kindy Gosal said years ago, the biggest thing he learned was that every community he visited had been impacted the most. An understanding of the impacts on the Basin as a whole could help us as residents work for the good of the Basin as a whole instead of mostly arguing about who hurts most. • Understanding of what the power we all use has cost the Basin and its residents could help the rest of the province make more informed choices about future power generation decisions, and maybe encourage conservation efforts so as to avoid similar impacts in the future. • Having U.S. Basin (and beyond) residents understand the Canadian impacts could help smooth the hostility around the Canadian Entitlement and help the residents of the entire Basin understand our commonalities. • This project could and should act as a reminder and an education to old and young as to the details of how this project began, how it devastated and enhanced. • Awareness – about the system, about how our electricity is generated, about how we are connected to the rest of the Basin. I think it can lead to a greater understanding of the impacts of our electricity use, and greater stewardship of our environment, as well as a greater understanding of the interconnectedness of our systems. • I think the project is a fantastic idea, and a Basin-wide project will help foster new links across our borders, creating awareness of the impacts of the Treaty in both countries and helping people in other regions of the Basin realize how much the Arrow Lakes were affected by the Treaty. • How the communities along the Lakes have adapted to the changes over the past-century. Likewise, those in our region of the Basin will have the opportunity to explore the other regions of the Basin and see both the positive and negative effects of the Treaty.

Question	Responses
Do you feel this project is timely and needed?	<ul style="list-style-type: none"> • Yes, I certainly do! • Yes. • Overdue and needed. • Yes, as many young people living in the area were not even born when this project was started and don't know the facts, only the rumor and chit chat. • Yes, I definitely think it is needed, and should have been done earlier. The US is very proud of their dams, and turns them into tourist stops, with interpretation displays, geocache programs, all sorts of things. We've been hiding/ignoring our dams in many ways. • I feel that a project like this is very much needed and severely overdue. The current Treaty renegotiation process makes a project such as this even more timely. • Very important project for both residents and visitors.
What can you and/or your organization contribute to the public understanding of Columbia River Treaty impacts?	<ul style="list-style-type: none"> • As stated above, we (Revelstoke Museum) are actively working on this right now, so this is very timely for us. I have also done a lot of research on this subject and would be happy to provide content. • Consult the local First Nations and senior citizens of this area for historical perspective and to plan local commemoration displays. • I am able to help get the word out in our community. I am no longer with the Chamber of Commerce, but I am happy to continue to provide them with information that can be shared on their website and in their newsletters. I am willing to be a contact person for the community for conversations about the Columbia River Treaty and the project. If other things would be helpful, I'm happy to have those conversations and see if there is more I could do. One of the things the Kootenay Adaptive Sport Association can do is provide guidance on accessible design for any physical components. • I would be willing to work with your committee on this project and I can gather information from many of my fellow ranchers regarding the impact to our industry if your project goes ahead. • I don't represent an organization, but I am on a number of boards and committees in Valemount, and I talk about the Treaty and it's impacts frequently. • We have extensive archival records pertaining to the Columbia River Treaty (publications, reports, maps, property records, thousands of photographs), and would be happy to contribute anything we can with regards to the impacts of the Treaty on our area of the Basin.
Would you be willing to provide a letter of support for the CRT Heritage Project?	<ul style="list-style-type: none"> • All of the respondents answered yes to this question.

APPENDIX C: CASE STUDIES

Badlands Parkway, Grasslands National Park, Saskatchewan <https://www.pc.gc.ca/en/pn-np/sk/grasslands/activ/experiences/badlands>

Columbia Basin Culture Tour <https://cbculturetour.com>

Dark Tickle Co. Wild Berry Économusée, St. Lunaire, St. Lunaire-Griquet, Newfoundland <https://www.newfoundlandlabrador.com/plan-and-book/attractions/210867> and <https://www.darktickle.com>

Économusée: BC Artisans at Work <https://www.sdecb.com/en/initiatives/economusee>

Hot Springs Circle Route <https://www.hellobc.com/road-trips/hot-springs-circle-route/>

International Selkirk Loop Travel Guide <https://selkirkloop.org/travel-guide/>

Mountains and Vineyards Circle Route <https://www.hellobc.com/road-trips/mountains-vineyards-circle-route/>

Pacific Crest Trail <https://www.pcta.org>

Sea to Sky Cultural Journey: A Self-Guided Cultural Journey Route through the Squamish and Lil'wat First Nations <https://slcc.ca/experience/cultural-journey/>

Virtual Heritage Maps, Heritage BC <https://heritagebc.ca/cultural-maps/maps/>

APPENDIX D: PRELIMINARY COMMUNICATIONS COSTS

Brand development, launch website and collateral

The communications project for the CRT Heritage Plan is a strategic process within which a logo, key brand design elements, launch documents and website will be produced. Identity discussions are pivotal for any organization or project such as this, illuminating a leadership team's approach to strategies. The process ensures asking deep questions that demand engagement, singularity of purpose and clarity.

The goal of the communications exercise is the resonance and longevity of the project's image, involving a design approach which will stand up to the demands of a regional, tourism-based image. The image for the CRT Heritage Plan needs to stand the test of time, having sufficient stature next to the provincial and national government and corporate identities with which travellers are accustomed to interacting. The goal is not just good design, rather, it is about insightful, mature, brand and message direction.

Elements of the project

Visual identity

- Briefing process
- Conceptual work
- Shortlisting design/concepts
- Refinement and finishing
- Type/font selection
- Colour direction and choices
- Key design devices

Estimated costs: \$3,000 - \$3,500

Intro brochure/flysheet designs

Estimated costs: \$500 - \$1,000

Basic document templates

- Stationery, poster, powerpoint etc.

Estimated costs: \$500 - \$750

Mini brand guideline document

Estimated costs: \$500

Website development and launch

- Sitebuilder-based content management system (CMS)
- Up to 5 pages, with webform
- Domain name registration
- Basic SEO (search optimization)
- Google Analytics setup

Estimated costs: \$1,500 - \$1,700

Website graphic design

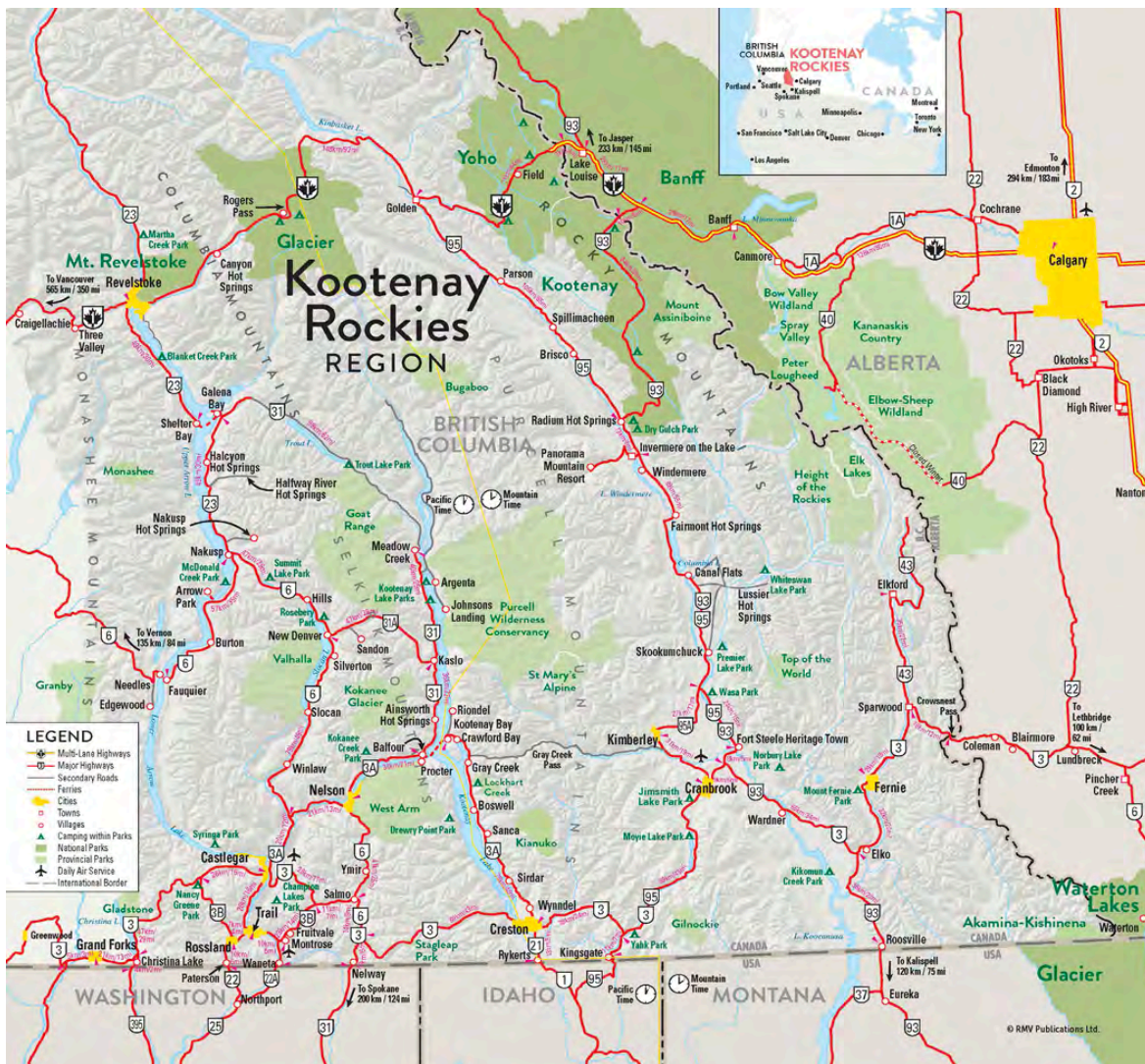
Estimated costs: \$500

Website monthly subscription

Estimated costs: \$35/month

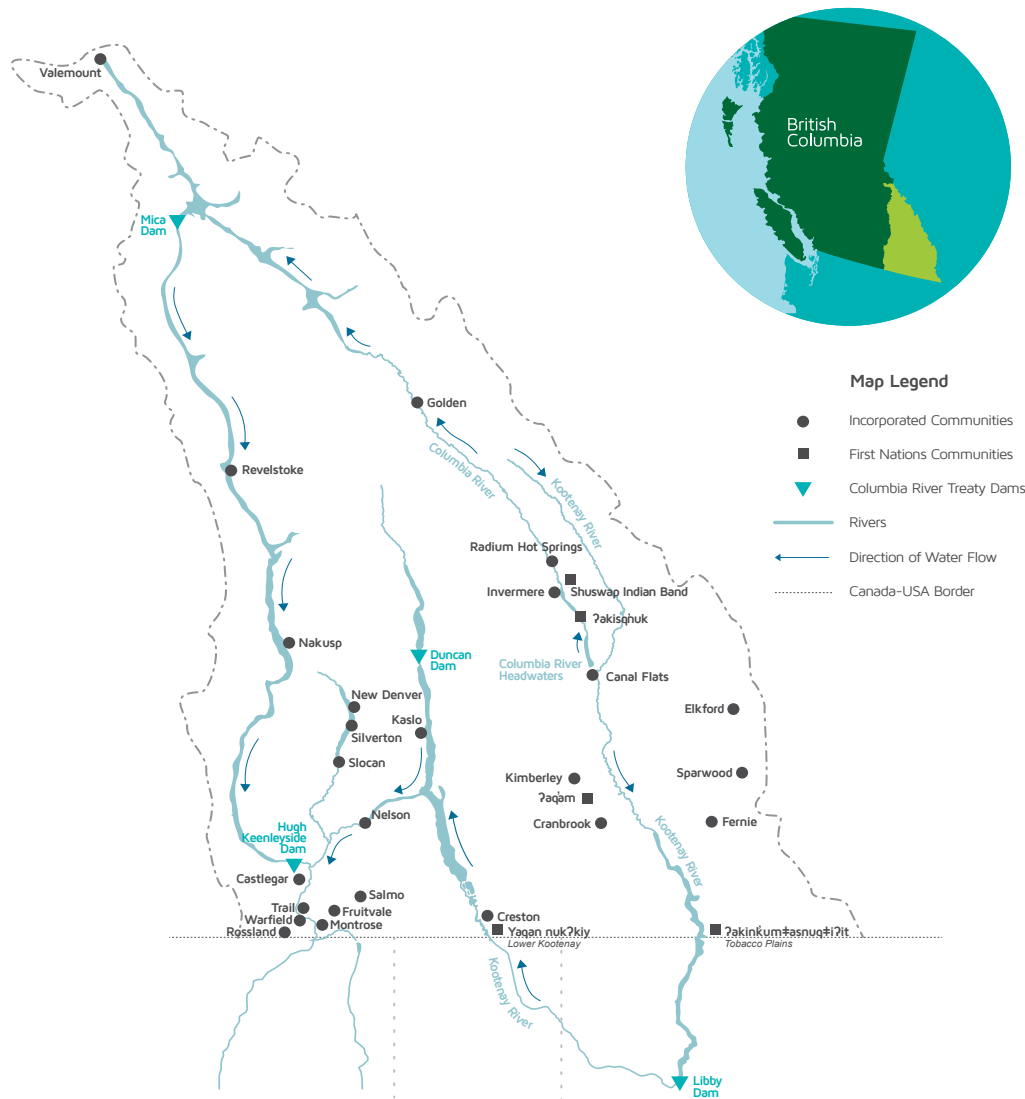
APPENDIX E: ILLUSTRATIVE MAPS





Columbia Basin Trust Region

The Trust serves the region consisting of all the watersheds that flow into the Columbia River in Canada.



This map is a graphical representation and may not be to scale.

ourtrust.org

Columbia
Basin trust

APPENDIX F: DRAFT TOURING ROUTE NARRATIVE

This first draft considers cultural points where communities or heritage/ecosystem impacts were directly related to the Columbia River Treaty. The geographic framework of the tour should include and be framed by the main stem valleys of the Columbia and Kootenay Rivers.

This draft moves more or less from west to east, north to south, and where relevant, it considers heritage losses that extend south of the 49th parallel. All items of interest are in bold face. No specific Indigenous village sites are yet named, though they are easily at hand. Grouped information is based on accessibility by road.

1. U.S.-Canada border to Hugh Keenleyside Dam

Fish population impacts, especially loss of salmon and rainbow trout spawning areas

Genelle Reach recreation losses including boat launch

Indigenous village and **archaeological sites** at confluence of Kootenay and Columbia rivers

Trail museum - benefits of Treaty dams that reduce flooding

2. Hugh Keenleyside Dam and the south end of Lower Arrow Lake:

Hugh Keenleyside dam completed in 1968, flooded nearly two dozen agricultural communities upstream as far as Revelstoke. Affected or destroyed:

Indigenous archaeological record

Robson

Robson Ferry Terminal for S.S. Minto

Deer Park (partially flooded; lost road access due to government policy)

Renata (on west shore, no road access, served by Minto)

Cayuse Creek pictograph site

Indigenous village sites

Due to its narrow and steep shorelines, fewer Indigenous or settler communities existed on the Lower Arrow Lake. After the flooding, the government created **Syringa Creek Provincial Park**, to replace lost recreational opportunities.

Downstream of Keenleyside Dam, from the tailrace (outflow) to the international boundary is one of three free-flowing portions of the entire river.

3. The Columbia River Narrows: **Needles/Fauquier** to **Nakusp**

Prior to the dam, Lower Arrow Lake ended at about Needles. The river narrows was a rich ecosystem, heavily settled in both Indigenous and settler eras. Some heritage buildings destroyed by BC Hydro. Others moved to higher ground at the expense of the owners/communities. It is important to note that, largely as a result of the flooding of the entire valley, much of the archaeological heritage has been disturbed and/or destroyed. A large amount of lithic material has been found by private collectors as a result of reservoir operations.

It is worth noting that residents were promised a bridge connecting Needles-Fauquier, and a highway connecting Fauquier with Pass Creek, via Koch Creek. Fauquier was envisioned as a crossroads for car tourism.

Highlights:

Needles (west shore of reservoir)

Fauquier (east shore of reservoir)

Caribou Point Bluffs pictograph site

Oatscott Indian Reserve

Burton

Caribou Creek

East and West Arrow Park

Macdonald Creek Provincial Park

Buerge farm

Numerous Indigenous village sites/food processing centers

Large wildlife losses: migratory birds, song birds, sturgeon, etc.

Riparian cottonwood forests

4. Nakusp

The major service center for the Arrow Lakes valley prior to flooding. Many opportunities for major interpretation of impacts exist here; this would be a good place for a major interpretive board, a centerpiece for the cultural tour. **Spicer Farm**, whose main field was flooded permanently, still exists and operates beside the Nakusp Marina. Bert Herridge, the region's MP in Ottawa at the time of the Treaty, lived just upstream of Nakusp at **Shoreholme**. The **East Arrow Park Church** was moved to **Nakusp** and until recently was used by the Anglican parish. Many Indigenous points of interest.

5. Upper Arrow Lake to Revelstoke Reach

The upper Arrow Lake, like the Lower, had steep sides and few opportunities for major settlements.

St. Leon Hot Springs Hotel (a gorgeous early 20th century lodge, destroyed in a controversial fire during the Treaty era.

Pictograph sites

Indigenous village sites at Beaton Arm and Arrowhead

Incomappleux River/Old growth forests

SS Minto ferry launch

Terminus of CPR Branch Line, Revelstoke – Arrowhead

6. Revelstoke Reach to the city of Revelstoke

At Arrowhead, the Upper Arrow Lake once again narrowed to river. The old-growth cedar forests destroyed by the reservoir are well-documented. Many alluvial fans and riparian cottonwood forests/small wetlands also destroyed by flooding. From Arrowhead to Revelstoke, numerous farms and small communities existed, including:

Hall's Landing

Mt. Cartier (Ukrainian-Canadian dairy community)

Old growth cedar and riparian cottonwood forests, major Indigenous village site

Large wildlife losses – migratory birds, songbirds, bear, etc.

7. Revelstoke Reservoir from Revelstoke Dam to Mica Dam

Wild river including Priest Rapids and Death Rapids, Goldstream Falls, Silvertip Falls

Old growth cedar forests

Trails from Shuswap Lake to Columbia River - Indigenous trails, and trails built/rebuilt during Big Bend Gold Rush 1865 to 1966

Possible **Indigenous sites** - undocumented

Fur trade history, mining sites: **Goldstream River, French Creek, Downie Creek, Carnes Creek, Laforme Creek**, others

Boyd's Ranch, Big Bend Highway

8. Mica Dam

Completed in 1972, Mica is the granddaddy of the entire Columbia River system, storing massive amounts of water. The 880-plus foot dam is earth-filled. The glacial material that created Mica was removed from the streambed confluence of the **Wood, Canoe and Columbia Rivers**, just upstream. This is the site of Boat **Encampment**, an important way station during the First European Contact/Fur Trade era.

Located 135 kilometers north of Revelstoke on a highway that comes to an end at the dam site, Mica's location presents a challenge for the driving heritage tour. The route is filled with natural beauty but has no services. Should some interpretive material be located in Revelstoke, as well as here? Roads become gravel just past the dam. A heritage marker to cartographer **David Thompson** and **Boat Encampment** does exist, but it is very hard to find on the gravel roads and not well marked. The **Big Bend Highway** once followed the Columbia around its bend to the **Rocky Mountain Trench**. Limited camping facilities.

9. Valemont to Golden

Continuing south now, the massive reservoir formed by Mica Dam has a few points of interest, all of which are best accessed from the **Rocky Mountain Trench** highway.

Kinbasket Lake Named for an Indigenous chief, this lake was created by the Mica Dam. After controversy over the original name of the Mica Reservoir (**MacNaughton**), the name 'Kinbasket' was chosen in the 1980s.

10. Columbia River Wetlands and Headwaters

Upstream of Golden, the Columbia River flows through the low-gradient **Rocky Mountain Trench**. This section of the Columbia is the second of only three in the entire system that is not "slack water" from reservoir operations. (The third and final free-running portion is located in the U.S. at the Hanford Nuclear Production Complex in Washington State)

Prior to dams, the entire Columbia River system was important for **migratory waterfowl** rest stops. The **Columbia River Wetlands** remains significant, though impacted by nutrient losses. This was the last stop for ocean salmon migrating upstream, with **Indigenous fisheries** once located at **Windermere** and in other places along the valley.

The trench was also a crossroads for Indigenous people who travelled here in the warmer months to harvest **salmon** and hunt for ungulates. In the early 19th century, David Thompson noticed herds of wild horses in the foothills.

The uppermost **Kootenay River** and **Columbia Lake** have a unique hydrological relationship. The **Columbia River headwaters** bubbles up from a spring at the south end of **Columbia Lake**. The **Columbia and Kootenay Rivers** pass within a mile of each other at the community of **Canal Flats**, as the former river flows north, the latter, south. The community of Canal Flats has constructed boardwalks and mounted interpretive signs. They have seen an increase in visitors over the past few years, especially from the U.S. The municipal government is keenly interested in heritage interpretation.

11. Jaffray to Libby, Montana: Kootenay Reservoir

Kootenay Reservoir stores the south-flowing **Kootenay River** water behind **Libby Dam**, a project completed in northern Montana 1973. Half the reservoir is in Canada, half in the U.S. The communities of **Rexford, Montana; Newgate, Flagstone, Door, Elkmouth, Krag, Waldo and Jaffray, B.C.** were all partially or completely flooded behind Libby Dam, reducing the levels of dry-land farming, ranching and other agricultural activity. **Kikomun Provincial Park** was created by the B.C. government in the 1970s to replace lost recreational use of the river valley, as part of the government effort to create recreation opportunities at the reservoirs.

Under the terms of the Treaty, construction of Libby was an option granted to the U.S. As a result, no direct payment/mitigation came to Canada for the flooding of land.

Lake Koocanusa is a reservoir created by the Libby Dam. Since Libby began to operate, B.C. residents on or near **Koocanusa** have experienced significant, ongoing recreational and economic impacts due to their location on the upper end of the reservoir, where water levels are often too low for a long season of boating and are controlled entirely by U.S. operations. This region, along with the **Arrow Lakes Valley** will require special attention in public consultation to assure that the story of negative impacts is clear and accurate.

12. Kootenay River to Cranbrook-Kimberly-Creston

This corridor has seen no direct impacts from hydro-electric development. As regional centers, all of these communities could have interpretive materials and maps related to **Koocanusa Reservoir**, as well as cultural material about Indigenous Nations who once roamed the entire **Rocky Mountain Trench**. There exists a significant opportunity to raise awareness about Indigenous cultural use of the river valley. The **Creston Valley Wildlife Management Area** was created to offset for **Duncan Dam** ecosystem losses. There were impacts on settler farmers and the Indigenous Nations who live and procure food in the **Creston Valley** floodplain. The **Libby Dam** had significant impacts to **Kootenay River** aquatic health and sturgeon.

13. Duncan Dam (completed 1967)

Like Mica, this first of the Treaty dams to be completed is remote, located on a gravel road just beyond the north end of Kootenay Lake. Opportunities exist to place an interpretive sign at nearby **Kaslo**, which sees a great number of summer tourists. As well as flooding the community of Howser, Duncan caused severe wildlife losses for **migratory waterfowl, wetland mammals, ungulates and bears**. At the time of the Treaty signing, it was described by some wildlife advocates as a “Canadian Everglades.”

Duncan Dam also blocked fish passage for **bull trout, kokanee and sturgeon**. Due to one man’s actions in the 1960s, there continues to be limited fish passage for **bull trout**. Regional interest in more extensive fish passage is strong.

Indigenous village site at the head of the **Lardeau River**.

Indigenous pictographs on **Trout Lake**.

Indigenous **portages** between villages in the **Arrow Lakes Valley** and here, by way of a path that today follows a gravel road linking **Trout Lake City** with **Beaton** and the **Galena Bay Ferry**.

14. Kootenay Lake and free ferry system

While Kootenay Lake water levels are technically controlled by a 1938 order from the **International Joint Commission**, not the **Columbia River Treaty**, there are Treaty impacts. Outflow from Libby dam affects **Kootenay Lake** and **West Arm** shorelines and has also reduced flooding in the area. Nutrients trapped behind the **Duncan Dam** also limit **Kootenay Lake** aquatic health. The **Duncan Dam** regulates water passing through Kootenay Lake, in order to generate hydro-power at the **Kootenay Canal Generating Station** (located west of Nelson at Slocan Junction).

When the **CPR** sold off the **SS Minto** in the Arrow Lakes valley, transportation issues in that valley shifted to the (then) Ministry of Highways. Being classified as highways meant that ferry systems operated without tolls. In part, this move was a response to the flooding of roadways and access highways as Treaty projects were constructed.

APPENDIX G: REFERENCES

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E.D. Pearkes photo.



Staff Report

Date: 15 Jul 2020

File:

To: Chair Langman and Board of Directors

From: Mark Stephens, Interim Manager of Emergency Programs

Re: Freshet 2020 After Action Review

Issue Introduction

EMBC funding for a formal after action review is very limited and the Emergency Management Program is seeking board direction on next steps.

History/Background Factors

The RDKB EOC was active for Freshet 2020 and COVID-19 for more than three months. EOC staff performed a number of new tasks given COVID-19 and changes at EMBC. These have resulted in a number of lessons learned that should be captured by a formal after action review (AAR) process that includes our agency partners.

EMBC lists AARs as an eligible expense and as such, the RDKB EOC submitted RDKB EAF-030 for \$18,000. This first request was denied with an explanation from EMBC that it involved too much consultant time. A revised EAF-030 was submitted that reduced the amount of time required while not trivializing the process. The total dollar amount for the revised EAF-030 was \$13,000. These funds would allow the EOC to hire a consultant to facilitate an AAR in a COVID-19 safe manner while capturing the relevant lessons learned. EMBC denied our request saying they feel that due to the level of property damage or lack thereof, a request in the \$5000 range could be approved. Our quote from the consultant also took in to consideration COVID-19 and how they would be able to run an AAR for as many as 30 people while keeping people safe, however EMBC informed the RDKB EOC that COVID-19 cannot be factored in to the cost of an AAR.

Implications

Continual review and improvement is one of the core responsibilities of a well-functioning Emergency Management Program and EOC, not proceeding with an AAR could result in a loss of valuable lessons learned from other organizations. Without an AAR final report that can be shared with outside agencies who the RDKB EOC relies on during an emergency, the same issues and challenges could resurface in future events. Lessons learned from running the RDKB EOC in a dispersed/virtual model for the event will be critical for operation of the EOC in future deployments.

While the EM program has never been required to contribute to AAR in the past we are seeking direction regarding contributing towards the AAR cost. The EM program would work with the consultant to work within an amended project budget.

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
- Improve and enhance communications.

Background Information Provided

RDKB EOC EAF-030

Alternatives


1. That the Regional District of Kootenay Boundary Board of Directors direct staff to accept the EAF -030 approval for \$5000 and proceed with the planned AAR for \$10,000. **FURTHER**, that the Regional District of Kootenay Boundary Board of Directors approve a budget amendment of \$5,000 from reserves from the Emergency Management service 012 budget to fund the remaining portion of the AAR. **FURTHER**, that the Regional District of Kootenay Boundary 2020-2024 Five Year Financial Plan Bylaw No. 1735, 2020 be amended accordingly.
2. That the Regional District of Kootenay Boundary Board of Directors direct staff to accept the EAF -030 approval for \$5000 and proceed with a reduced scope AAR for \$5000.
3. That the Regional District of Kootenay Boundary Board of Directors direct staff to withdraw the RDKB EOC EAF-030 requesting funding for an AAR and

proceed with the planned AAR for \$10,000 funding from Service 012 reserves **FURTHER** that the Regional District of Kootenay Boundary Board of Directors approve a budget amendment of \$10,000 from reserves from the Emergency Management service 012 budget to fund the remaining portion of the AAR.

4. That the Regional District of Kootenay Boundary Board of Directors contact the appropriate ministry to advocate for appropriate funding for an AAR and EOC response costs.

Recommendation(s)

5. That the Regional District of Kootenay Boundary Board of Directors direct staff to accept the EAF -030 approval for \$5000 and proceed with the planned AAR for \$10,000. **FURTHER**, that the Regional District of Kootenay Boundary Board of Directors approve a budget amendment of \$5,000 from reserves from the Emergency Management service 012 budget to fund the remaining portion of the AAR. **FURTHER**, that the Regional District of Kootenay Boundary 2020-2024 Five Year Financial Plan Bylaw No. 1735, 2020 be amended accordingly.

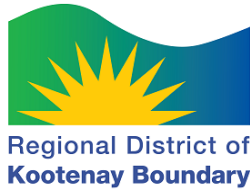
EOC EXPENDITURE AUTHORIZATION FORM			
Event:	2020 Kettle River Freshet	Date: June 29 2020	EAF#: F-030
EMBC Task #:	210396	Time: 11:00	
Requesting Organization/Community: Regional District of Kootenay Boundary			
Authorized Representative:	Name: Chris Marsh	Location:	Grand Forks
Telephone: 250-231-1277	Fax:	Email:	cmarsh@rdkb.com
<p>Description of Expenditure: (include nature of goods and/or services being acquired/provided, desired outcome, location, date/time planned...)</p> <p>After Action Review for 2020 Boundary Flood Event</p> <p>The RDKB EOC opened for freshet response on May 10 2020. Over the following 8 weeks, there were a number of significant activities which require analysis and developing best practices from. The 2020 event saw:</p> <ul style="list-style-type: none"> - 3 major peaks of Boundary rivers and included forecasts that were, at times, greater than the 2018 flood. Our organization needs to determine how we will manage public information such as this and gauge our reaction appropriately - Significant use of the RDKB flood response plan (developed in 2018) including a full-scenario deployment of Tiger dams to protect the downtown core, and temporary berms to protect neighbourhoods and industry - First use of an RDKB virtual EOC, and later, a hybrid model with the Ops Section in Grand Forks, and other staff either remote or in Trail - Significant investment in advanced freshet planning and staff time - First use of the RDKB emergency notification system for evacuation alerts and orders - Considerable challenges in being a host community for evacuees and managing our own significant evacuations in the age of COVID-19 - The RDKB's most ambitious public communications outreach since the 2018 flood. <p>The RDKB is requesting funding approval to hire a facilitator to lead data gathering discussions both internally and externally to the RDKB, document lessons learned and best practices, and provide recommendations.</p> <p>A final report including an executive summary, accompanied by the data and analysis used and any recommendations for increased efficiency in future EOC operations will be provided. This document can be provided to EMBC for reference.</p> <p>Note: The proposal and costs have been revamped as per feedback from EMBC staff.</p>			
Amount Requested:	\$11,445	Expenditure Not to Exceed:	\$13,000
EOC Approvals	Approved for Processing by:	Expenditure Request Approved by:	
	Position: EOC Deputy Director	 Position: EOC Director	

Oct 2016

EOC 530

Oct 2016

EOC 530



STAFF REPORT

Date: 22 July 2020
To: Chair Langman and
 Members of the Board
From: Barb Ihlen,
 General Manager of Finance/CFO
Re: Liability Under Agreement
 Service 040 - Grand Forks and District
 Aquatic Centre
 - installation of pool decking

File

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, requesting a resolution for a Liability Under Agreement with the Municipal Finance Authority (MFA) for the installation of new pool decking at the Grand Forks and District Aquatic Centre (Service 040).

History/Background Factors

Through the adoption of the 2019-2023 Five Year Financial Plan, the Board of Directors approved the short term borrowing requirements (\$450,000) needed to complete the installation of new pool decking at the Grand Forks and District Aquatic Centre. This work was completed at the end of 2019 and final payments were made in early 2020. The financing required is \$214,577.59.

Implications

In order to enter into a Liability Under Agreement with the MFA, a Board resolution is required under Section 403 of the *Local Government Act*.

Recommendation

That the Board of Directors of the Regional District of Kootenay Boundary (RDKB) authorizes up to \$214,577.59 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of installing pool decking at the Grand Forks and District Aquatic Centre; and

That the loan be repaid within five (5) of years, with no rights of renewal.



STAFF REPORT

Date: 22 July 2020
To: Chair Langman and
 Members of the Board
From: Barb Ihlen,
 General Manager of Finance/CFO
Re: Liability Under Agreement
 Service 010 – Regionalize Waste
 Management - purchase of excavator

File

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, requesting a resolution for a Liability Under Agreement with the Municipal Finance Authority (MFA) for the purchase of an excavator for Service 010 - Regionalized Waste Management.

History/Background Factors

Through the 2020-2024 Five Year Financial Plan, the RDKB Board of Directors approved the short term borrowing requirements (\$186,000) needed to complete the purchase of a t200LC Excavator for Service 010 - Regionalized Waste Management. This purchase is complete.

Implications

In order to enter into a Liability Under Agreement with the MFA, a Board resolution is required under Section 403 of the *Local Government Act*.

Recommendation

That the Board of Directors of the Regional District of Kootenay Boundary (RDKB) authorizes up to \$186,000 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the purchase of a t200LC Excavator for the RDKB Regionalized Waste Management service; and

That the loan be repaid within five (5) of years, with no rights of renewal.



STAFF REPORT

Date: 22 July 2020
To: Chair Langman and
 Members of the Board
From: Barb Ihlen,
 General Manager of Finance/CFO
Re: Liability Under Agreement
 Service 050 – Kootenay Boundary Regional
 Fire & Rescue - purchase of command
 vehicle

File

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, requesting a resolution for a Liability Under Agreement with the Municipal Finance Authority (MFA) to cover the purchase of a command vehicle for Service 050 – Kootenay Boundary Regional Fire & Rescue.

History/Background Factors

Through the adoption of the 2020-2024 Five Year Financial Plan, the Board of Directors approved the short term borrowing requirements (\$70,000) needed to complete the purchase of a Deputy Fire Chief command vehicle for Service 050 - Kootenay Boundary Regional Fire & Rescue.

Implications

In order to enter into a Liability Under Agreement with the MFA, a Board resolution is required under Section 403 of the *Local Government Act*.

Recommendation

That the Board of Directors of the Regional District of Kootenay Boundary (RDKB) authorizes up to \$70,000 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the purchase of a Rescue and Command Vehicle for the RDKB Kootenay Boundary Regional Fire Rescue Deputy Fire Chief; and

That the loan be repaid within five (5) of years, with no rights of renewal.



STAFF REPORT

Date: 30 Jul 2020
To: Chair Diane Langman and the
 RDKB Board of Directors
From: Tim Dueck - Solid Waste Program
 Coordinator
Re: Changes to the BC Recycling
 Regulation

File ES - Solid Waste

Issue Introduction

A staff report from the Solid Waste Program Coordinator on the effect of amendments to the *BC Recycling Regulation* on RDKB programs resulting from the *Clean BC - Plastics Action Plan Policy* consultation.

History/Background Factors

In BC, regulated disposal and diversion programs are described in the *Environmental Management Act* and further defined by the BC Recycling Regulation. Changes and additions to the *Regulation* are made by an Order in Council.

In 2019 the Province consulted on their Clean BC - Plastics Action Plan. A response was submitted on behalf of the RDKB (see attached). One of the sections of the Plastics Action Plan defined the range of products and materials which will be included in the BC Recycling Regulation.

On June 29th 2020, the Province declared, through Order in Council, changes to the Recycling Regulation to expand the products and materials covered by the Regulation. Some of these changes are outlined in the section below.

Also on June 29, 2020 Encorp Pacific announced its strategy to harmonize its stewardship plan for managing refundable beverage containers with this regulatory change. Other stewardship plans (Recycle BC, Pharmaceuticals, etc) are likely to do the same in the coming months.

Implications

The most noteworthy for the RDKB might be what is 'not' included in the regulatory amendments. The regulatory definition directing the management of Printed Paper and Packaging (PPP) has NOT been expanded to include materials from the

Industrial, Commercial and Institutional (ICI) sector. This means that, despite feedback from many local governments, the regulatory responsibility for managing recycling materials from Big White and RDKB waste facilities remains status quo. As well, books - hard and soft cover - are also NOT included.

A summary of the major changes are provided below. Additional information can be viewed in the attached background document from the Ministry of Environment and Climate Change Strategy.

1. Effective June 29, 2020, the minimum deposit was raised from 5 to 10 cents per beverage container. The intention is to harmonize the deposit at \$0.10 for ALL beverage containers.
2. Effective February 1, 2022, the definition of "beverage" in Schedule 1 has been amended to mean "any liquid that is a ready-to-serve-drink". This means that used beverage containers for milk, milk substitutes, rice milk, soya milk, flavoured milk, will no longer be managed by Recycle BC (the blue box program). Residents will need to return these containers to Encorp Pacific depots for deposit refund.
However, coffee cream, coffee additives, infant formula, meal replacement, whipping cream, butter milk and yogurt drink containers, will continue to be managed by Recycle BC (no deposit).
3. Encorp Pacific has applied to manage all beverage containers regardless of whether they contained alcohol or non-alcoholic beverages. Presently the beer industry manages their product packing separately - creating some confusion at depots and stores. Some depots in BC are experimenting with combining these two streams...none yet in the RDKB.
4. Changes will allow beverage container refunds to be paid in something other than cash i.e. direct deposit on account, e-transfer etc. This will allow for unstaffed depots to provide full refunds electronically. Presently Encorp BC is required to refund beverage container deposits in cash. This will open up the refund/deposit system to 'reverse vending machines' and drop-off Express and Go (automated) depots.
5. Empty pesticide, gasoline and pharmacy product containers will be returnable only to Product Care or pharmacy depots. This basically combines recycling the packaging with the actual product.
6. Effective January 1, 2023, packaging-like products and single-use products will be included in the *Recycling Regulation*.
 - Packaging-like products are items such as food containers, foil and wraps, bags, boxes and objects purchased by or supplied to consumers expressly for the purpose of protecting, containing or transporting commodities or products. This includes small 'tupperware' containers and lids (but not larger storage 'rubber maid' bins).

- Some single-use products will be regulated i.e. straws and items used to stir beverages, utensils, plates, bowls and cups and party supplies (but not ribbons or costumes).

In short - over the next few years, consumers may experience some changes in the types of materials they can recycle and where they will need to bring them.

Advancement of Strategic Planning Goals

Expansion of recycling programs directly supports the goal of landfill extension by "zero waste" under the "Environmental Stewardship/Climate Preparedness" strategic priority area.

Background Information Provided

** Explanatory Notes on 2020 Amendments to the Recycling Regulation - June 2020*

** Clean BC Plastics Action Plan Policy Consultation Paper*

** Clean BC - Plastics Action Plan Policy Consultation Paper - RDKB Submission*

Alternatives

1. That the RDKB Board of Directors receive the staff report from Tim Dueck, Solid Waste Program Coordinator regarding the changes to the BC Recycling Regulation.
2. That the RDKB Board of Directors not receive the staff report from Tim Dueck, Solid Waste Program Coordinator regarding the changes to the BC Recycling Regulation.

Recommendation(s)

That the RDKB Board of Directors receive the staff report from Tim Dueck, Solid Waste Program Coordinator regarding the changes to the BC Recycling Regulation.



Ministry of
Environment and
Climate Change Strategy

B.C. RECYCLING REGULATION

B.C. Reg. 449/2004

June 2020

2020 Amendments to the Recycling Regulation Explanatory Notes

Disclaimer: The information in these explanatory notes is guidance only. Please refer to the [Recycling Regulation](#) for specific regulatory requirements.

Contact: Ministry of Environment and Climate Change Strategy, Environmental Standards Branch, Extended Producer Responsibility Section

Email: ExtendedProducerResponsibility@gov.bc.ca

Purpose: The purpose of the explanatory notes is to provide potential, new and existing producers with direction and assistance on meeting their obligations under the Recycling Regulation (regulation).

The terms “part”, “section” or “schedule” refer to the regulation, including a section or schedule number.

Background

The intent of the explanatory notes is to provide further clarification regarding amendments to the [regulation](#), as authorised by Order in Council (OIC) 370 published on June 29, 2020. Some amendments will come into effect at a later date - they can be viewed on the BC Laws website at:

http://www.bclaws.ca/civix/document/id/oic/oic_cur/0370_2020

OIC 370 authorises the following amendments to the regulation:

1. Schedule 1 - Beverage Container Product Category is amended to:
 - allow for additional forms of refund payment for beverage containers that are subject to a deposit – effective June 29, 2020;
 - increase the minimum deposit to 10 cents – effective June 29, 2020;
 - amend the definition of “beverage” to remove the exemption for milk and milk substitutes – effective February 1, 2022;
2. Section 5(1)(c)(ii) of the regulation and Schedule 2 – Residuals Product Category are amended to clarify requirements for the management of all empty containers in the Residuals Product Category – effective June 29, 2020;
3. Schedule 5 – Packaging and Paper Product Category is amended to:
 - amend the definition of “paper” to clarify items that are excluded from the product category – effective June 29, 2020;
 - include packaging-like products and single-use products – effective January 1, 2023.

Page 1 of 4

Further clarity about the regulatory intent of amendments to Schedule 1 – Beverage Container Product Category and Schedule 5 – Packaging and Paper Product Category is provided as follows:

The Amendments

1. Schedule 1 – Beverage Container Product Category

a) Deposit Refund Payment

(effective June 29, 2020)

The amendment to allow for additional forms of refund payment (such as e-transfer or cheque) is intended to modernize the deposit refund system while still ensuring cash refunds are available to customers upon request at conventional depot locations and all retailers that sell beverages.

Currently, there are four types of facilities available to accept beverage containers:

- Retailers that sell beverages,
- Conventional depots that have staff present to refund deposits,
- Automated depots that have staff present to supervise and provide customer support, and
- Automated depots that do not have staff present.

The option to receive a refund in cash is preserved at retail locations and conventional depots where staff are present to collect containers and redeem deposits but is not available at automated depot facilities.

b) Definition of Beverage

(effective February 1, 2022)

The definition of “beverage” in Schedule 1 has been amended to state: “‘beverage’ means any liquid that is a ready-to-serve drink”.

The intent of the amendment is to include previously excluded milk and milk substitute beverage containers in Schedule 1 - Beverage Container Product Category. All other containers previously covered under Schedule 5 - Packaging and Paper Product Category will continue to be managed under that schedule.

For the purposes of the regulation, the ministry does not consider the following to be ready-to-serve drinks:

- Infant formula
- Meal replacements or dietary supplements
- “Concentrates” e.g. frozen or unfrozen juice concentrates, etc. that require one or more additives to transform it into a ready-to-serve drink
- Liquids that are primarily used for other purposes or are not meant primarily as a ready-to-serve drink (e.g. coffee cream and other coffee additives, whipping cream, buttermilk, broth, etc.)
- Liquids that are not typically considered to be milk or milk substitutes, but rather are modified, milk-derived or similar products, such as drinkable yogurt, kefir, etc. (typically consumed as a yogurt substitute).

2. Schedule 5 – Packaging and Paper Product Category

(effective January 1, 2023)

a) General

Schedule 5 of the Recycling Regulation has been expanded to add “packaging-like” products and “single-use” products.

Both packaging-like and single-use products are included if they would be ordinarily disposed of after a single use or short-term use, regardless of whether they could be re-used or not. This refers to products that are used and re-used for a short period of time, typically less than five years, before being disposed of or reaching the end of their useful lifespan. The intention of including these products is to ensure items with high turnover rates are captured and responsibly managed.

For example, re-usable plastic food storage containers may be used for several months or years but tend to break and no longer function properly. The five-year timeframe is intended to separate less durable items that are frequently disposed of from sturdy, more durable items with a long lifespan. For example, large plastic totes used for storage purposes are meant to have long life spans.

The intent of the expansion is to include products that lend themselves more easily to the current residential recycling system and that consumers generally expect to place in their residential “blue box” or return to a depot.

Packaging-like and single-use products exclude items that may become unsafe or unsanitary to recycle by virtue of their use or that are ultimately designed for disposal. For the purposes of the regulation, the ministry does not intend to include items that cannot be safely collected and recycled through the existing residential recycling system. Examples include: garbage/compost/leaf bags, vacuum bags, dog waste bags, bio-waste containers, cigarette filters, cotton swabs, feminine hygiene products, and diapers.

b) Packaging-like Products

The addition of packaging-like products to Schedule 5 is intended to capture items that are typically used by the consumer for their own packaging needs and that may be purchased as products. For example, consumers may use these to package, contain or transport their own goods or products that have been removed from their original packaging.

Packaging-like products are often indistinguishable from packaging when recycled and consumers generally expect to recycle them through the residential recycling system (e.g. by placing them in their residential “blue box” or returning to a depot).

Packaging-like products include, but are not limited to, items such as:

- Food bags and films purchased as a product
 - food storage, sandwich and freezer bags,
 - paper lunch bags,
 - aluminum foil wrap,
 - plastic shrink film wrap,
 - paper wrap (e.g. wax paper, parchment paper)

- Disposable food storage containers purchased as a product, i.e. containers intended for short-term use
 - Non-durable plastic, paper or other food containers (e.g. plastic lunch containers)
 - Aluminium foil pie plates and baking trays, etc.
- Household items purchased as a product
 - Corrugated cardboard moving boxes, banking boxes and cardboard boxes
 - Recycling bags, i.e. bags used to collect recyclables
 - LDPE/HDPE film (e.g. used as drop sheets for painting, covering items like furniture or equipment)
 - Bubble wrap
 - Plastic plant pots and saucers

The addition of packaging-like products is not intended to include durable storage containers such as glass or metal food storage containers or long-term storage containers such as heavy-duty plastic boxes or totes but is intended to capture products with short-term reusability and are compatible with the existing residential recycling system.

c) Single-use Products

The addition of single-use products to Schedule 5 is intended to capture items that may not always be thought of as packaging, but similarly serve a single or short-term purpose (e.g. straws, stir sticks, utensils, plates, bowls and cups).

The example of “party supplies” in the regulation is intended to capture items that are similar to the above or to packaging or paper products that can be managed in the current residential recycling system, such as paper party décor. For example, this includes items such as paper streamers, pinwheels and piñatas, but does not include items such as costume wear (e.g. eye glasses), balloons, ribbons, or other items that would contaminate the recycling stream.



Plastics Action Plan

POLICY CONSULTATION PAPER



The ministry is seeking feedback on new policy opportunities and proposed amendments to the Recycling Regulation of the Environmental Management Act by September 30, 2019 to address plastic waste.

Instructions on how to provide comments are provided on the last page of this consultation paper.



Introduction

British Columbians want action on plastic waste. Too often plastic packaging and single use items end up as litter in our communities, waste in landfills or debris in lakes, rivers and oceans. Plastic pollution hurts wildlife and harms ecosystems, and it is increasing year after year. The Ministry of Environment and Climate Change Strategy recognizes that new steps are needed and is proposing action in four connected areas.

1 BANS ON SINGLE-USE PACKAGING



Determining which types of plastic packaging to phase out altogether, as well as any necessary exemptions, such as those for health, safety and accessibility to keep products available for the people that need them.

2 DRAMATICALLY REDUCE SINGLE-USE PLASTIC IN LANDFILLS & WATERWAYS



Requiring producers to take responsibility for more plastic products, ensuring more single-use items like sandwich bags, straws and cutlery get recycled.

3 PLASTIC BOTTLE AND BEVERAGE CONTAINER RETURNS



Expanding the deposit-refund system to cover all beverage containers — including milk and milk-substitutes — with a 10-cent refundable deposit, keeping millions more containers out of landfills and waterways.

4 REDUCING PLASTICS OVERALL



Supporting effective ways to prevent plastic waste in the first place and ensuring recycled plastic is re-used effectively.

Through the release of this consultation paper, B.C. is engaging on the development of new policy options and seeking feedback on proposed amendments to improve existing programs.

B.C. has been actively involved in the development of a Canada-wide Strategy and Action Plan on Zero Plastic Waste (Strategy and Action Plan), and will continue to support and align with longer-term proposed federal initiatives to ban harmful single-use plastics.

Dramatically Reducing Plastic Use

DEVELOPING A PATH FORWARD WITH NEW POLICY OPTIONS

The Ministry of Environment and Climate Change Strategy (the ministry) recognizes that waste prevention is the highest priority. Plastic bans have been adopted in different forms in different jurisdictions to address the growing problem of plastic pollution — for British Columbia, it's critical that we solicit public input on what forms potential bans on plastic packaging could take. For instance, there may be items of interest to British Columbians which are not covered by the proposed federal ban and that are within B.C.'s jurisdictional authority, or that are a priority due to B.C.'s coastal and remote geography.

There are also actions being taken by local governments in B.C. that could be supported by a provincial harmonized approach. B.C. proposes to collaborate with all levels of government both to avoid duplicating regulatory initiatives, and to progress actions that would have an immediate impact and protect B.C.'s environment. In addition, B.C. proposes to work with the federal government to develop national recycled content standards to ensure that in the longer term any new plastics and packaging produced contain recycled plastic.

NEW POLICY OPTIONS

- » Consider provincial bans for plastic packaging under the *Environmental Management Act*.
- » Support the development of recycled content performance standards being led by the federal government.



More than 40% of plastic is used only once. We can do our part to change this, and we want your thoughts and ideas on how to do it best.

Expanding Recycling and Recovery

AMENDMENTS TO THE RECYCLING REGULATION

By expanding recycling and recovery of plastics that are in use, we can significantly reduce the waste that accumulates in landfills and waterways. By doing this as efficiently as possible, we can improve the supply of clean recycled plastics for re-manufacturing. When this strategy is combined with higher recycled content standards for products, it can reduce the need for new plastics to be created.

Both expanding producer responsibility and expanding B.C.'s beverage container return system can be achieved through changes in existing regulations. B.C. currently regulates Extended Producer Responsibility (EPR) for many products, requiring producers (manufacturers, distributors and retailers) of designated products to take responsibility for the life cycle of their products, including collection and recycling. This shifts the responsibility from taxpayers, local government or Indigenous communities to the producers and consumers of a product.

By requiring producers to be accountable, EPR programs reduce waste by incentivizing producers to design products that are recyclable and durable in order that they can be recovered for future use instead of going to disposal. This further supports a circular economy approach to waste management where resources are continually conserved and reused as raw materials.

B.C. proposes to expand existing EPR by including single-use items and packaging-like products under the *Recycling Regulation*¹ to ensure that these items are being managed responsibly through EPR programs prior to any potential federal bans coming into force (estimated for 2021 and beyond).

B.C. is able to move quickly in this regard as the North American leader with more than twenty-two EPR programs already in place. Expanding EPR to cover these items enables B.C. to capture any items that are beyond the scope or exempted from any federal ban.

¹ <https://bit.ly/2Oaqi5n>

The proposed amendments also include an update to the beverage container deposit system that would reduce the prevalence of littered single-use bottles in the environment and landfills by an estimated 50 million bottles per year.

As these actions would result in an increase in plastic items to be recycled, the Province would work with the federal government to develop national recycled content standards — ensuring that new single-use plastics and packaging-like products are produced using recycled plastic content.

PROPOSED AMENDMENTS TO THE RECYCLING REGULATION

- » Add 'packaging-like products' and 'single-use items' as obligated products to the Recycling Regulation to be recovered and recycled by producers.
- » Add all single-use beverage containers to the deposit-refund system.
- » Amend the refundable deposit amount to 10 cents for all beverage containers.
- » Allow electronic refund options for beverage containers in addition to cash.

Too often plastic packaging and single use items end up as litter in our communities, waste in landfills or debris in lakes, rivers and oceans. Plastic pollution hurts wildlife and harms ecosystems, and it is increasing year after year.



We Want Your Input

HERE ARE SOME SOLUTIONS WE ARE CONSIDERING

1 BANS ON SINGLE-USE PACKAGING



Determining which types of plastic packaging to phase out altogether, as well as any necessary exemptions, such as those for health, safety and accessibility to keep products available for the people that need them.

The *Environmental Management Act*² (EMA) governs the management of waste in British Columbia, to protect public health and the environment. The EMA allows for the banning of packaging by prohibiting, regulating or restricting the use or sale of packaging materials. British Columbia is considering bans as a policy option for plastic packaging and would like input on viable approaches.

Bans can be an effective policy tool to prevent plastic waste from occurring in the first place and help reduce the use of plastics that are commonly found in the environment and littered in our communities. Bans can also be used to divert recyclable plastics away from landfills to recycling facilities. They are also used to stop the use of plastics that are not recyclable or are considered difficult to recycle and manage.

Plastic packaging includes items such as plastic films (e.g., plastic bags, pouches or wraps) and containers (e.g., bottles, cups, tubs, and other hard plastics) that are used to package food and beverage products, consumer goods, cosmetics and personal care items.

Recent studies have shown that plastic packaging accounts for approximately 47% of all plastic waste discarded, and the majority of single-use plastics are used as packaging³.

² <https://bit.ly/1FETB2d>

³ <https://bit.ly/32OHPTJ>

EXAMPLES OF BANS

- » The European Union will ban single-use plastic products (plastic cotton swabs, cutlery, plates, straws, drink stirrers and sticks for balloons), as well as cups, food and beverage containers made of polystyrene foam and all products made from oxo-degradable plastics by 2021.
- » Many US states such as Maine, Vermont, California, and New York have enacted bans on plastic packaging including plastic bags and polystyrene foam.

B.C. Local Governments:

- » The City of Vancouver single-use item reduction strategy includes bans for plastic straws, foam cups and foam take-out containers beginning in 2020.
- » More than 23 communities in B.C. have been actively working on developing bans for single-use plastic items such as bags and straws.

Plastic packaging bans are typically implemented through the following approaches:

- » **Bans to regulate the sale or use:** regulate the supply of certain plastic packaging into the marketplace or prevent or restrict the use of certain plastic packaging — e.g., a ban on the use of polystyrene foam in packaging and takeout containers and cups, or a ban on an identified type of packaging, such as a ban on plastic bags to contain or transport goods at the point of sale.
- » **Disposal bans:** prohibit the disposal of plastics that instead can be readily recycled. These bans are typically implemented at the disposal site located within the jurisdiction applying the ban — e.g., an energy-from-waste facility or landfill — and at transfer facilities where wastes are aggregated for transport to a final disposal facility. Bans on the disposal of materials, such as plastics, are implemented after systems are in place to collect and recycle the banned materials (such as those created under EPR programs).

Globally there are a number of new regulations banning plastics. Bans on the sale of plastic bags have been introduced in 65 countries, as well as many regional and local jurisdictions. The federal government recently announced their intention to ban harmful single-use plastics as early as 2021 to reduce pollution from single-use plastic products and packaging, such as shopping bags, straws, cutlery, plates, and stir sticks.

British Columbia communities have also taken significant steps to implement strategies, including bans, levies or fees on plastic bags. Beyond plastic bags, many B.C. communities are pursuing single-use plastic bans on items including plastic bags and straws, polystyrene foam, disposable cups and takeout food containers.

The City of Victoria was the first municipality in B.C. to ban plastic bags in July 2018 through a business licensing bylaw. Municipalities may regulate in relation to a number of areas under the *Community Charter*. On July 11, 2019 the B.C. Court of Appeal ruled, however, that the intent of the bylaw was for the *protection of the natural environment* and therefore under the *Community Charter*, municipalities wishing to exercise their regulatory authority for protection of the natural environment are required to obtain Provincial approval. The Province is currently reviewing all aspects of the decision and recognizes that local governments need clarity on what their authorities are and the process for acting on those authorities should they so desire. Feedback from this engagement process will inform actions and processes moving forward.

Recent studies have shown that plastic packaging accounts for approximately 47% of all plastic waste discarded, and the majority of single-use plastics are used as packaging.



When policy tools, such as a ban, are evaluated, it is important to consider all impacts and to ensure that viable alternatives are available. For example, research has shown that switching from single-use plastic bags to single-use paper bags results in simply trading one set of environmental costs for another. A single-use paper bag can require up to four times as much energy to manufacture and produces two times the greenhouse gas emissions when compared to a single-use plastic bag; however, they are bio-degradable and do not persist in the environment like plastic bags do. Successful policies have included the use of bans, generally in combination with levies and fees to decrease unnecessary single-use consumption and to encourage the reuse of bags and other sustainable alternatives. It is critical to find the right policy approach that results in the fewest unintended consequences.

In addition, exemptions to the ban are often required where no viable alternative is found, or to ensure that the essential safety, health, and wellness of all individuals is maintained. For the remaining plastic packaging and single-use plastics, EPR programs are necessary to ensure these materials can be collected and recycled back into new packaging and products.

- » **Do you think bans on plastic packaging should be implemented in B.C.? What plastic packaging products are a priority for B.C. to ban?**
- » **What types of bans should be considered (examples include bans on sale of a certain type of packaging or ban on use of a certain type, or bans on disposal)?**
- » **If a ban was applied, how should exemptions be considered?**
- » **Bans can be implemented in some form by all levels of government due to the different regulatory powers in place. Are there bans best suited for implementation at the federal, provincial or local government level? Should local governments be given the authority to ban problematic plastic items in their community? What types of bans should be considered?**

2 MORE RECYCLING OPTIONS



Dramatically reduce single-use plastic in landfills and waterways: requiring producers to take responsibility for more plastic products, ensuring more single-use items like sandwich bags, straws and cutlery get recycled.

EXPANDING PRODUCER RESPONSIBILITY FOR PACKAGING-LIKE PRODUCTS AND SINGLE-USE ITEMS

British Columbia is a national leader in recycling with the widest range of regulated items collected — its existing province-wide Extended Producer Responsibility (EPR) program regulates recycling of packaging and paper products. The inclusion of packaging-like products and single-use items in the Recycling Regulation would expand the type of plastic products that producers are required to collect for recycling from sectors that may include, but are not limited to, residential and municipal properties province-wide.

Packaging-like products are materials that are sold as a product but are in turn used as packaging. This includes re-usable plastic containers, freezer/sandwich bags, canning jars, wrapping paper, and moving boxes. Single-use items are materials that are not necessarily packaging but similarly serve a one-time purpose. This includes plastic straws, stir sticks, cutlery and 'disposable' items purchased in multiples, such as plates, bowls, cups, and party supplies that could be easily diverted in a manner similar to packaging and packaging-like products. This change would require an amendment to the Recycling Regulation.

- » **Do you have comments or suggestions regarding the ministry's proposal to include packaging-like products in the Recycling Regulation? Are there any packaging-like products you believe should be exempt from the Recycling Regulation?**
- » **Do you have comments or suggestions regarding the ministry's proposal to add single-use items to the Recycling Regulation? Are there any single-use items you feel should be exempt from the Recycling Regulation?**

3 EXPANDING PLASTIC BOTTLE AND BEVERAGE CONTAINER RETURNS



Improving the deposit-refund system to cover all beverage containers — including milk and milk-substitutes — with a 10-cent refundable deposit, keeping millions more containers out of landfills and waterways.

EXPANDING RECOVERY AND RECYCLING OF BEVERAGE CONTAINERS

Expanding the EPR deposit-refund system to cover all beverage containers and standardizing the refundable deposit to 10 cents, as well as modernizing the system, would capture and recycle millions more single-use containers, while reducing consumer and retailer confusion over what is and is not covered under a deposit-refund program.

Beverage containers that are currently excluded from the deposit-refund system would now be included, such as milk and milk substitutes (e.g., rice milk, soya milk, flavoured milk, and the array of milk-like products including energy drinks and caffeinated milk beverages). Milk and related products are currently under the residential packaging and paper products schedule of the Recycling Regulation. Obligating these products under the beverage container deposit-refund schedule would provide the needed incentive for greater returns from residents and would capture all containers from commercial generators (e.g., restaurants, schools, offices) that are currently exempted from the Recycling Regulation.

This change would require an amendment to the Recycling Regulation, which currently has a range of deposit-refund amounts from 5 to 20 cents depending on the container type. Creating a uniform 10 cent deposit-refund for all beverage containers translates into an estimated additional 50 million beverage containers diverted from landfills and our environment. Most plastic beverage containers sold today have a 5 cent deposit and are frequently discarded, yet beverage containers with a 10 cent deposit, such as beer cans/ bottles, are returned more often by consumers.

The Recycling Regulation currently requires all refunds for returning beverage containers to be paid in cash. Modernizing the Recycling Regulation to also allow refunds to be electronic and paid in an alternative form of cash (e-transfer, cheque, in-store credit, charitable donation, or similar alternatives), would increase ease and efficiency for the consumer. An example includes convenience options such as drop-and-go systems where customers set up an account, tag their mixed bag of containers and drop it in an automated receiving system. Bags are later picked up and sorted, and credit is applied to the customer's account. The existing depot network and cash refunds would still be maintained as an option to ensure those individuals and communities depending on cash refunds continue to have access to this immediate source of income.

Other jurisdictions have seen success with raising deposit-refund rates, expanding to more products and modernizing return systems. Oregon's recovery rate was stagnant at 65% in 2016 until a doubling of deposit-refunds from 5 to 10 cents (for all beverage containers), coupled with enhanced return options such as drop-and-go bags, resulted in an overall return rate of 90% in 2018. In 2008, Alberta increased deposit-refunds to a minimum 10 cents and expanded the program to include milk and related products, resulting in total recovery rates since increasing from 75% to 85%.

In two years' time, B.C. would review the impact of the deposit rate changes to determine if further increases to the beverage container deposit rate are required to improve the recovery rate.

- » **Do you have comments or suggestions on the ministry's proposal to include milk and milk substitutes in the beverage container deposit-refund schedule?**
- » **Do you have comments or suggestions on the ministry's proposal to create a uniform 10 cent deposit-refund for all beverage containers?**
- » **Do you have comments or suggestions on the ministry's proposal to allow refunds to be electronic and paid in an alternative form of cash (e-transfer, cheque, in-store credit, charitable donation, or similar alternatives)?**

4 REDUCING PLASTICS OVERALL



Supporting effective ways to prevent plastic waste in the first place and ensuring recycled plastic is re-used effectively.

DEVELOPMENT OF NATIONAL RECYCLED CONTENT PERFORMANCE STANDARDS

Recycled content performance standards (standards) go hand in hand with extended producer responsibility programs. EPR programs collect and recycle the materials, turning them into recycled plastic commodities. Standards create the demand for recycled plastic materials by requiring a minimum content of recycled plastic in new packaging and products.

Standards help producers of plastic products to design products with recyclability in mind, which helps to eliminate products that are hard to recycle. Having a common national standard provides clarity and avoids a patchwork approach across provinces and territories for producers. National standards also incentivize and complement government procurement policies and targets requiring purchased plastic products to contain recycled plastic. Procurement policies at all levels of government can stimulate and support market development in this area.

Increasing the levels of recycled plastic content in products can also result in greenhouse gas emissions reductions to help meet the goals set out in *CleanBC*⁴, the Government's plan to reduce carbon pollution. The production and manufacturing of packaging and products, including the increasing use of plastics, generates greenhouse gas emissions. These emissions can be substantially mitigated by ensuring that packaging and products are reused and, once they reach the end of their life, are collected to be recycled back into new packaging and products. This reduces the need to produce more plastic from virgin materials and fossil fuels.

Recycling plastic beverage containers, for example, has been shown to reduce greenhouse gas emissions by almost 70% compared to producing plastic from virgin resources⁵.

As noted earlier, B.C. has been actively involved in developing the Canada-wide Action Plan on Zero Plastic Waste⁶ which identifies the federal government as leading the development of national performance requirements and standards for plastics. British Columbia has a significant opportunity to collaborate and influence the development of these standards, in particular with the proposed recycled content standard.

- » **What should B.C. consider in the development of a national standard on recycled content and any associated targets?**
- » **Do you have comments or suggestions on any related provincial policies or actions?**

Recycling plastic beverage containers, for example, has been shown to reduce greenhouse gas emissions by almost 70% compared to producing plastic from virgin resources.



⁴ <https://cleanbc.gov.bc.ca/>

⁵ <https://bit.ly/30UDrkd>

⁶ <https://bit.ly/2Q0QVtP> and <https://bit.ly/2XbqmAx>

Implementation

The actions proposed in this consultation paper will further advance the reduction, diversion and recyclability of plastics and other single-use items in B.C.

Feedback received will help B.C. determine other potential actions that should be developed or further consulted upon at the provincial level. Your input is welcomed regarding other potential products for inclusion in the Recycling Regulation, or other policy initiatives to minimize plastic waste.

All comments received through webinars, meetings, mail or email by 30 September 2019 will be compiled for review by ministry staff before final drafting of the regulatory amendments. This is expected to be completed in 2019.

By expanding recycling and recovery of plastics that are in use, we can significantly reduce the waste that accumulates in landfills and waterways.



Additional Information Sessions

The ministry will conduct a series of webinars on the proposed revisions. The webinars will review the information contained in this consultation paper and provide an opportunity to ask questions and provide comments.

If you are interested in participating in a webinar, please contact the email below:
Email: Plastics@gov.bc.ca

Providing Feedback

The ministry welcomes comments on the information and proposals outlined in this consultation paper, and has provided the following opportunities for feedback:

- 1. Complete the public survey at:**
<https://cleanbc.gov.bc.ca/plastics>
- 2. Send a formal submission to:** Plastics@gov.bc.ca
Read the guidelines for formal submissions at:
<https://cleanbc.gov.bc.ca/plastics>
- 3. Email your comments to:** Plastics@gov.bc.ca
- 4. Mail your comments to:**
Ministry of Environment and Climate Change Strategy –
Recycling Regulation Amendments
PO Box 9341 Stn Prov Govt
Victoria, BC V8W 9M1

All comments received through the public survey, formal submission, webinars, mail or email by September 30, 2019 will be compiled for review by ministry staff before final drafting of the amendments to the Recycling Regulation or other policy changes. This is expected to be completed in 2019.

Please note that each organization's submission with opinions and identifiers could be made public either through a decision by the Ministry or if a Freedom of Information request is made under the *Freedom of Information and Protection of Privacy Act*.

Thank you for your time and comments.

The Honourable George Heyman
 Ministry of Environment and Climate Change Strategy
 Recycling Regulation Amendments
 PO Box 9341 Stn Prov Govt
 Victoria, BC, V8W 9M1

Dear Minister:

RE: Clean BC - Plastics Action Plan Policy Consultation Paper – RDKB Submission

Thank you very much for the opportunity to provide feedback on this very important initiative. In response to the request for submissions on the Province's Clean BC - Plastics Action Plan Consultation Paper, the RDKB is pleased to provide the following responses to questions identified in Paper:

Section 1 – Bans On Single-Use Packaging

Question 1 – Do you think bans on plastic packaging should be implemented in BC? What plastic packaging products are a priority in BC to ban?

Response: Bans on plastic packaging that do not have a viable recycling market would be beneficial to further support waste reduction and diversion. Bans on plastic packaging will reduce the amount of 'unnecessary' plastic packaging at the production level rather than the consumer level.

Plastic packaging products recommended as priority for BC to ban are:

- *Foam cups and foam take out containers*
- *Plastic straws, stir sticks, and plastic cotton swabs*
- *Single-use plastic utensils and plates*
- *Biodegradable and Oxo-degradable plastic material*
- *Multi-laminate packaging*

These items listed above are difficult to recycle and have limited viable recycling markets. In addition, the bans should work to phase out materials that cannot be recycled or composted. Instead, initiatives should promote the production of new materials that can be readily recycled or composted and are made from recycled content.

Although the scope of the Action Plan is focused on plastic waste consideration should be given to include non-plastic single-use items that cause demonstrable harm to the environment, such as regulatory measures to reduce disposable paper beverage cups.

Question 2 – What types of bans should be considered (examples include bans on sale of a certain type of packaging or ban on use of a certain type, or bans on disposal)?

Response: Bans on the sale, distribution and ultimately production of certain types of packaging is the preferred option as this prevents the material from being created in the first place. Disposal bans can be extremely difficult and impractical to implement or enforce at the local level resulting in varying degrees of effectiveness across the province based on resources available for enforcement.

202 – 843 Rossland Avenue, Trail, BC V1R 4S8 | T: 250.368.9148 | T/F: 1.800.355.7352 | rdkb.com





**Clean BC – Plastics Action Plan Policy Consultation Paper
RDKB Submission – Board Approved September 19, 2019**

In addition, implementation of disposal bans requires the existence of alternatives. Further, fines associated with bans are often considered as the “cost of doing business” rather than driving the desired behavioral change of waste reduction. Disposal bans can also encourage the export of waste to other jurisdictions which does not have the desired outcome of waste reduction.

It is imperative that any sale or distribution bans take into consideration the potential impacts of alternatives that may be used to replace the banned items, to avoid unintended consequences.

Question 3 – If a ban was applied, how should exemptions be considered?

Response: There should be no exemptions however it is understood that due to health/safety/hygiene considerations there may be more challenges with finding appropriate alternatives. For this and as long as a verifiable need is shown, provide timelines (reasonable) for meeting ban requirements to allow for an effective transition to alternative materials. Hardship or unwillingness to change from industry or business should not be a rationale for exemptions.

Question 4 – Bans can be implemented in some form by all levels of government due to the different regulatory powers in place. Are there bans best suited for implementation at the federal, provincial or local government level? Should local governments be given the authority to ban problematic items in their community? What types of bans should be considered?

Response: Although several BC municipalities are considering or have already introduced bans or restrictions on the use of plastic grocery bags and other single-use plastic items it is felt that the Province is best equipped from the perspective of regulatory authority and for the ease of consistency, to impose bans on single use plastics that may end up in the environment and waste stream. Provincial and Federal level regulations allow large and small businesses to adapt with less disparity that might result from as bans introduced at a local level. Furthermore, the broader reach of provincial and federal programs allows for consistent messaging, common understanding by those affected and facilitates adoption of new programs.

Section 2 – More Recycling Options

Question 1 – Do you have comments or suggestions regarding the ministry’s proposal to include packaging-like products in the Recycling Regulation? Are there any packaging-like products you believe should be exempt from the Recycling Regulation?

Response: The RDKB is supportive of the Province's proposal to include packaging-like products in the Recycling Regulation and does not believe that any exemptions should be granted. Further, the Ministry should include all recyclable plastic products and packaging in the Recycling Regulation including materials generated from the Industrial, Commercial and Institutional sector. Expanded Extended Producer Responsibility (EPR) programs will create consistency for consumers which will increase education program effectiveness and support necessary behavioural change.

When considering the addition of products to the Recycling Regulation, impacts to existing collection and recycling systems should be considered. For example, bans should be considered rather than EPR inclusion for certain items such as stir sticks and cutlery, as these items are not suited for collection and processing at



**Clean BC – Plastics Action Plan Policy Consultation Paper
RDKB Submission – Board Approved September 19, 2019**

recycling facilities.

Question 2 – Do you have any comments or suggestions regarding the ministry’s proposal to add single-use items to the Recycling Regulation? Are there any single-use items you feel should be exempt from the Recycling Regulation?

Response: The addition of single-use items to the recycling regulation should only occur for those materials that are readily recyclable and are suited to the existing collection and processing systems. All other single-use items should be banned at point of sale, distribution or production.

Section 3 – Expanding Plastic Bottle and Beverage Container Returns

Question 1 – Do you have any comments or suggestions on the ministry’s proposal to include milk and milk substitutes in the beverage container deposit-refund schedule?

Response: This change will create confusion on the part of the consumer where extensive education programs have directed these materials to Recycle BC programs (curbside collection). Changing to a depot required drop off will not necessary result in additional materials recycled due to perceived or real inconvenience levels. Many will still place these materials in curbside collection programs.

If this is to proceed, it would be essential to maintain or expand the current depot network to ensure adequate access to deposit refund options. There will be public backlash if a refund is not easy to obtain. Further, consideration should be made to the impacts to the bottle depot network and capacity for additional container volumes.

Question 2 – Do you have any comments or suggestions regarding the ministry’s proposal to create a uniform 10 cent deposit-refund for all beverage containers?

Response: This proposal will create simplicity and uniformity for consumers at both time of purchase and during return to depot and as such is supported. Deposit-refunds are an important source of income for many not-for-profit agencies and vulnerable communities and, therefore, a further recommendation would be to review the deposit level for potential increase in the near future.

Question 3 – Do you have any comments or suggestions regarding the ministry’s proposal to allow refunds to be electronic and paid in an alternative form of cash (e-transfer, cheque, in-store credit, charitable donation or similar alternatives)?

Response: Any method that increases convenience to customers and encourages participation and more returns should be promoted with consideration to negative impacts to existing partnering return depots. Further, cash refunds should be maintained as an option for those that do not have access to alternative systems.



**Clean BC – Plastics Action Plan Policy Consultation Paper
RDKB Submission – Board Approved September 19, 2019**

Section 4 – Reducing Plastics Overall

Question 1 – What should BC consider in the development of a national standard on recycled content and any associated targets?

Response: Standards and associated targets should be set at levels that result in increased investment in recycling programs and associated infrastructure. A target that is easily achievable does little to spur investment and innovation, whereas a high target will push stewardship organizations to expand collection options, and create opportunities for investment in recycling infrastructure. Standards and targets that utilize recyclable content generated within Canada and/or North America may incentivize the development of local recycling infrastructure. For example, the implementation of fibre standards that include requirements for material recovered in BC/Canada will encourage investment in local recycling options and minimize shipping materials to overseas markets.

Question 2 – Do you have any comments or suggestions on any related provincial policies or actions?

Response: In amending the Recycling Regulation consider also amending the required collection/capture rate. Currently the 75% recovery requirement is calculated across all of BC, which has resulted in significant portions of rural BC underserved. Collection/Capture rates should be established at a Regional District Level. To offset increased costs for adequately servicing rural areas and achieve economies of scale the Recycling Regulation should also be amended to include materials generated from the Industrial, Commercial and Institutional sector.

Although BC is considered a leader in recycling and Extended Producer Responsibility Programs, more focus on policy and regulations surrounding reduce and reuse is required.

Thank you again for this opportunity to provide feedback and comments on the Clean BC Plastics Action Plan. The RDKB looks forward to continued dialogue and participation in any follow-up engagement opportunities.

Sincerely,

Roly Russell
Chair – Regional District of Kootenay Boundary



STAFF REPORT

Date: 22 Jul 2020 **File**
To: Chair Langman and Board of Directors
From: Brian Champlin, Manager of Building Inspection Services
Re: Building Bylaw Contravention

Issue Introduction

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

6475 Highway 33, Carmi, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 030-104-858

Lot 2 District Lot 2360 Similkameen Division Yale District Plan EPP63586

Owners: Daniel and Michelle Kaufman

History/Background Factors

The Building Official confirmed that there have been no changes concerning the above referenced property. The owners, Daniel and Michelle Kaufman, have constructed an accessory building without a building permit.

Implications

Should the Regional District not file a Notice on Title against the above mentioned property pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter*, future purchasers of the property would not be aware that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Staff Report dated June 17, 2020 submitted to the Board regarding the building bylaw contravention;
- Letter dated July 13, 2020 inviting the Owners to the July 30, 2020 Board Meeting.

Alternatives

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

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 2, District Lot 2360, Similkameen Division Yale District, Plan EPP63586.



**Regional District of
Kootenay Boundary**

STAFF REPORT

Date: 17 Jun 2020 **File**
To: **Chair Langman and Board of Directors**
From: Brian Champlin, Manager of Building Inspection Services
Re: Building Bylaw Contravention

Issue Introduction

A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

6475 Highway 33, Carmi, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 030-104-858

Lot 2 District Lot 2360 Similkameen Division Yale District Plan EPP63586

Owners: Daniel and Michelle Kaufman

History/Background Factors

The owners, Daniel and Michelle Kaufman, have constructed an accessory building without a building permit.

The Regional Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner

12.1 Every owner shall:

(b) obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws. The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, *Local Government Act* and *Community Charter* to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

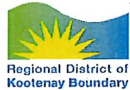
- History / Background Factors;
- Registered letter dated September 16, 2019;
- Registered letter dated July 30, 2019;
- Registered letter dated January 24, 2019.

Alternatives

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

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors invite the owners, Daniel and Michelle Kaufman, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 2, District Lot 2360, Similkameen Division Yale District, Plan EPP63586.



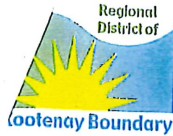
STAFF REPORT ATTACHMENT

Date:	June 17, 2020	File:	
To:	Chair Langman and Board of Directors		
From:	Brian Champlin, Manager of Building Inspection Services		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> 6475 HIGHWAY 33, CARMI, B.C. ELECTORAL AREA 'E' / WEST BOUNDARY PARCEL IDENTIFIER: 030-104-858 LOT 2 DISTRICT LOT 2360 SIMILKAMEEN DIVISION YALE DISTRICT PLAN EPP63586 OWNERS: DANIEL AND MICHELLE KAUFMAN		

History/Background Factors

The owners, Daniel and Michelle Kaufman, have constructed an accessory building without a building permit.

Jan. 22, 2019	Stop Work Order posted;
Jan. 24, 2019	First registered letter mailed to owners, requesting a response by February 25, 2019;
Feb. 1, 2019	Canada Post confirmation that the letter was delivered;
Feb. 7, 2019	Application received for proposed accessory building;
April 2, 2019	Email to Daniel Kaufman from Robert Silva, RBO, requesting documentation;
April 3, 2019	Email from Daniel Kaufman to Robert Silva, RBO, confirming request;
July 30, 2019	Second registered letter mailed to owners, requesting a response by August 27, 2019;
Aug. 9, 2019	Canada Post confirmation that the letter was delivered;
Sept. 16, 2019	Third registered letter mailed to owners, requesting a response by October 15, 2019;
Sept. 20, 2019	Canada Post confirmation that the letter was delivered;
Nov. 1, 2019	Duplicate application received for proposed accessory building;
Nov. 7, 2019	Email to Daniel Kaufman from Kevin Santori, Building and Plumbing Official, requesting documentation;
Feb. 13, 2020	Telephone call from Daniel Kaufman with Michele Cipressi, Receptionist, regarding requirements;
March 6, 2020	Email to Daniel Kaufman from Robert Silva, RBO, requesting documentation;
March 8, 2020	Email from Daniel Kaufman to Robert Silva, RBO, confirming request;
June 17, 2020	To date, we have received no further response from the owners.



September 16, 2019

Daniel & Michelle Kaufman,
Box 240
Beaverdell, B.C.
V0H 1A0

REGISTERED

Re: STOP WORK ORDER 19-0077ESWO
Construct an Accessory Building without a Building Permit
6475 Highway 33, Carmi, B.C.
Lot 2, DL 2360, Plan EPP63586

A review of the above referenced file indicates that we have not received the documentation requested in our letters dated January 24, 2019, and July 30, 2019. A Stop Work Order was posted on January 22, 2019 for construction of an accessory building without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449

Section 7.1

No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b)

Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

If we do not receive documentation by October 15th, 2019, we will recommend to the Regional District of Kootenay Boundary Board of Directors that a Notice be registered on the title pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (copies attached). This notice will refer to a building bylaw contravention on the above referenced property and does not limit further action being taken.

If you have any questions, please contact the undersigned.

Respectfully,

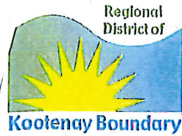
Robert Silva, RBO
Building & Plumbing Official

RS:mc

Attachment

Cc: Brian Champlin, RBO, CRBO, Manager of Building Inspection
Donna Dean, R.P.P., Manager of Planning and Development

2140 Central Ave. Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbuilding@rdkbc.com



July 30, 2019

REGISTERED

Daniel & Michelle Kaufman,
Box 240
Beaverdell, B.C.
V0H 1A0

Re: STOP WORK ORDER
Construct an Accessory Building without a Building Permit
6475 Highway 33, Carmi, B.C.
Lot 2, DL 2360, Plan EPP63586

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated January 24, 2019. A Stop Work Order was posted on January 22, for construction of an accessory building without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by August 27, 2019. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Respectfully,

A handwritten signature in black ink, appearing to read "R. Silva".

Robert Silva, RBO
Building & Plumbing Official

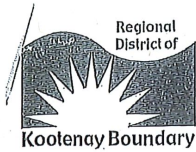
RS:rt

Attachment

Cc: Brian Champlin, RBO, CRBO, Manager of Building Inspection
Donna Dean, R.P.P., Manager of Planning and Development

2140 Central Ave. Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbldg@rdkb.com • web: www.rdkb.com





January 24, 2019

REGISTERED

Daniel & Michelle Kaufman
Box 240
Beaverdell, B.C.
V0H 1A0

Re: STOP WORK ORDER- Construct an Accessory Building Without a Building Permit
6475 Highway 33, Carmi, B.C.
Lot 2, DL 2360, Plan EPP63586

This letter confirms the posting of a Stop Work Order on January 22, 2019 for Construction of an Accessory Building without a Building Permit at the above referenced property.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by **February 25, 2019**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Respectfully,

Robert Silva, RBO
Building & Plumbing Official

RS:rj

Cc: Brian Champlin, RBO, CRBO | Manager of Building Inspection Services

Attachment

2140 Central Ave. Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbldg@rdkb.com • web: www.rdkb.com

July 13, 2020

Daniel and Michelle Kaufman
PO Box 240
Beaverdell, B.C. V0H 1A0

**Re: Constructed Accessory Building without a Building Permit
6475 Highway 33, Carmi, B.C. Electoral Area 'E' / West Boundary
Contravention of Building Bylaw No. 449
Lot 2 District Lot 2360 Similkameen Division Yale District Plan EPP63586**

On June 25, 2020 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence, the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter*, you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filled. The Board has therefore, adopted the following resolution.

"That Daniel and Michelle Kaufman be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot 2, District Lot 2360, Similkameen Division Yale District, Plan EPP63586".

This hearing before the Board of Directors is scheduled for Thursday, July 30, 2020 at approximately 1:00 p.m. As our offices are closed to the public at this time, this meeting will be held remotely through Zoom Video Conferencing. Please email Sara Bradley at sbradley@rdkb.com in advance, confirming whether you or a representative will be present for this hearing. If you will be remotely attending this hearing, we request a written submission from you relating to this matter by July 24, 2020. This will provide sufficient time for your report to be distributed to the Board of Directors and for us to send correspondence on how to join through Zoom Video Conferencing.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors require a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 302 of the *Local Government Act* and Section 57 of the *Community Charter*. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,



Theresa Lenardon
Manager of Corporate Administration

202 – 843 Rossland Avenue, Trail, BC V1R 4S8 | T: 250.368.9148 | T/F: 1.800.355.7352 | rdkb.com





Regional District of
Kootenay Boundary

Staff Report

RE:	FLNRORD Referral – Trails and Recreation Facility – Kettle River Mountain Bikers' Association		
Date:	July 30, 2020	File #:	C-29
To:	Chair Langman and members of the Board of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

We have received a referral from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) for a proposed trail on crown land in Electoral Area C/Christina Lake (see attachments).

Property Information	
Owner(s):	Crown
Applicant:	Josh Strzelec, Kettle River Mountain Bikers' Association
Location:	North of Stewart Creek Rd
Electoral Area:	Electoral Area C/Christina Lake
Legal Description(s):	Unsurveyed Crown Land
Area:	1.7 km long by 0.5 m wide - 850 m ²
Current Use(s):	Vacant
Land Use Bylaws	
OCP Bylaw: 1250	Natural Resource
DP Area:	NA
Zoning Bylaw: 1300	Natural Resource (NR1)
Other	
Waterfront / Floodplain:	NA
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

The subject property is located on Crown land west of Christina Lake north of Stewart Creek Rd. There is a system of mountain bike trails that are on the surrounding lands of which the proposed trails would be a part.

Proposal

The applicant is proposing to build and maintain 1.7 km of mountain bike trails to be included in an existing network of trails, creating a loop and connecting the end of the trail back to the parking area.

Implications

One objective of the OCP with regard to recreation, in section 2.7.2, is to develop a system of community parks and trails either under the control of the Regional District or a community group, which are designed to meet the needs of local residents and visitors. Further to this, policy 2.8.3.9 supports the development and maintenance of trails for active transportation.

The zoning bylaw permits recreational areas in all zones, so the proposed trail is in compliance with zoning regulations.

The proposed trails will be added to an existing network of trails. The applicant states that these extensions will complement the trails that are already in place and states that the community identified the need for a couple of trails to complete the network already in place. One for a dedicated up-track and another to connect to the parking area. The trails will be located in open grassland.

The applicant states that mountain biking is a growing recreational activity at Christina Lake that is of interest to residents and tourists. They state that they will refer to International Mountain Bike Association and Whistler Bike Park for trail maintenance and rehabilitation and that there will be an emphasis on maintaining proper water drainage and mitigating conflict with wildlife and other resource users.

Advisory Planning Commission (APC)

The Electoral Area C/Christina Lake APC considered this application at their July 7, 2020 meeting. The APC provided a recommendation to support this application.

Recommendation

That the staff report regarding the proposed mountain bike trail on unsurveyed crown land north of Stewart Creek Rd. in Electoral Area C/Christina Lake, be forwarded with a recommendation of support.

Attachments

Applicant Submission

Applicant Submission



Ministry of Forests, Lands and
Natural Resource Operations

Proposal Form for Trails and Recreation Facilities

All applications must include a completed application form and for proposals involving 'un-managed' trails or facilities or new trail or facilities, application must include a general location map, a specific location map and submission of digital geo-spatial information as described in the *Application Information and Guidelines* associated with this Form. **Incomplete applications will be returned.**

Part 1. Proponent Name and Contact Information

Proponent Name:

FULL LEGAL NAME of Individual(s), Organization or Society
Kettle River Mountain Bikers' Association

Proponent Mailing Address:
Contact Name for Organization or Society:

Josh strzelec

Proponent Contact Numbers:

Phone: (250)718-3474

Daytime Phone: (250)718-3474

Fax: _____

Email Address: kettlerivermba@gmail.com

Part 2. General Proposal Description

Purpose of proposed trail or recreation facility:

To provide a mountain bike trail that connects the end of an up trail back to where you would park, to complete a loop. Mountain bike tourism is growing at a steady rate in the Christina Lake area. The community has identified a need for a well designed and modern climbing trail and a trail to connect the end to the beginning of it. This new trail will compliment the network of trails already in place and further promote the growth of tourism in the area.

Brief description of proposed trail or recreation facility:

Work will consist of building, maintaining 1.7km of singlr track trail, which is a combination of existing game trails, and built by hand single track trail. The trail is located in a open grasslands. The trail is a full downhill trail.

Location of proposed trail or recreation facility:

This trail will start at the end of stewart 500 spur and end at 5 km on stewart creek forestry road.

This proposal is for (please check):

- ☐ a managed trail or recreation facility
☒ an unmanaged trail or recreation facility
☒ a new trail or recreation facility

- ☒ trail
construction
☒ trail
maintenance
☐ trail
rehabilitation

(refer to *Application Information and Guidelines* for explanation of proposal types)

Applicant Submission

For Office Use Only		
(date received)	Region	Recreation District
Application Tracking No. [REG-DIS-YYYY-XX]	Spatial Data File Name:	File no (if applicable)

Part 3. Detailed Trail Description (if proposing a recreation facility other than a trail, please use this space to further describe the proposed recreation facility)

Approximate trail length: 1.7km	Proposed work start dates: July 1, 2020
Approximate trail width: 0.5 m	Proposed work completion dates: Ongoing.
Describe the anticipated or proposed trail uses: Mountain biking, hiking	Is the proposed trail or recreation facility located in a community watershed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Identify any trail construction or maintenance guidelines or standards that will be followed when conducting works: International Mountain Bike Association and Whistler Bike Park trail standards will be referred to during trail maintenance and rehabilitation. Emphasis will be on maintaining proper water drainage, and mitigating conflicts with wildlife and other resource users.	
Describe any significant water features including creeks, streams, rivers or wetlands the proposed trail might cross or potentially impact: This trail has no significant water features that it will cross.	
Digital geo-spatial information provided with application Format: <input type="checkbox"/> gpx file <input checked="" type="checkbox"/> shape file <input checked="" type="checkbox"/> kml file (must be based on filed collected gps data) File name(s): _____	Maps included <input checked="" type="checkbox"/> Overview Map <input checked="" type="checkbox"/> General Location Map <input checked="" type="checkbox"/> Specific Location Map
(see Application Process Information Package for spatial data requirements and map requirements associated with this application)	

Part 4. Additional Information
Describe any discussions or communications with potentially impacted stakeholders, interest holders or First Nations regarding this proposal:

- n/a.

Describe your or your organizations capacity and commitment for ongoing maintenance of the proposed trail or recreation facility:

The key mandate of the Kettle River Mountain Bike Association is to keep our trails intact and in excellent riding condition. The association and its members have been responsible for the maintenance and upkeep of the 75 km of trails covered in this application since the clubs' inception. We have approximately 30 members to draw on as volunteers. As well, for the last two years there has been funding in the

Will you be seeking designation of the proposed recreation site or trail under section 56 of the Forest and Range Practices Act? (Yes/No)

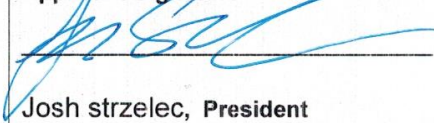
YES

Applicant Submission

bike trails for six weeks each summer. We anticipate the same level of funding for the next 5 years.

(attach additional pages as necessary)

Applicant Signature



Josh strzelec, President

Name

Date: 04/08/20

PLEASE RETAIN A COPY OF THIS APPLICATION FOR YOUR RECORDS

NOTE: The information you provide will be subject to the Freedom of Information and Protection of Privacy Act. If you have any questions regarding the treatment of your personal information, please contact the Manager, Privacy, Information Access and Records Management.

The submission of this form does not in any manner convey any rights to use or occupy Crown land.

FrontCounter BC Contact Information

Call FrontCounter BC toll free at: **1-877-855-3222**

Call from outside North America at: **++1-604-586-4400**

Follow the links below to see the address, hours of business, location map, local links and other information for the FrontCounter BC office location nearest you.

[FrontCounter BC Burns Lake](#)

[FrontCounter BC Campbell River](#)

[FrontCounter BC Castlegar](#)

[FrontCounter BC Clearwater](#)

[FrontCounter BC Cranbrook](#)

[FrontCounter BC Dawson Creek](#)

[FrontCounter BC Fort Nelson](#)

[FrontCounter BC Fort St. James](#)

[FrontCounter BC Fort St. John](#)

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[FrontCounter BC Port Alberni](#)

[FrontCounter BC Port McNeil](#)

[FrontCounter BC Prince George](#)

[FrontCounter BC Powell River](#)

[FrontCounter BC Quesnel](#)

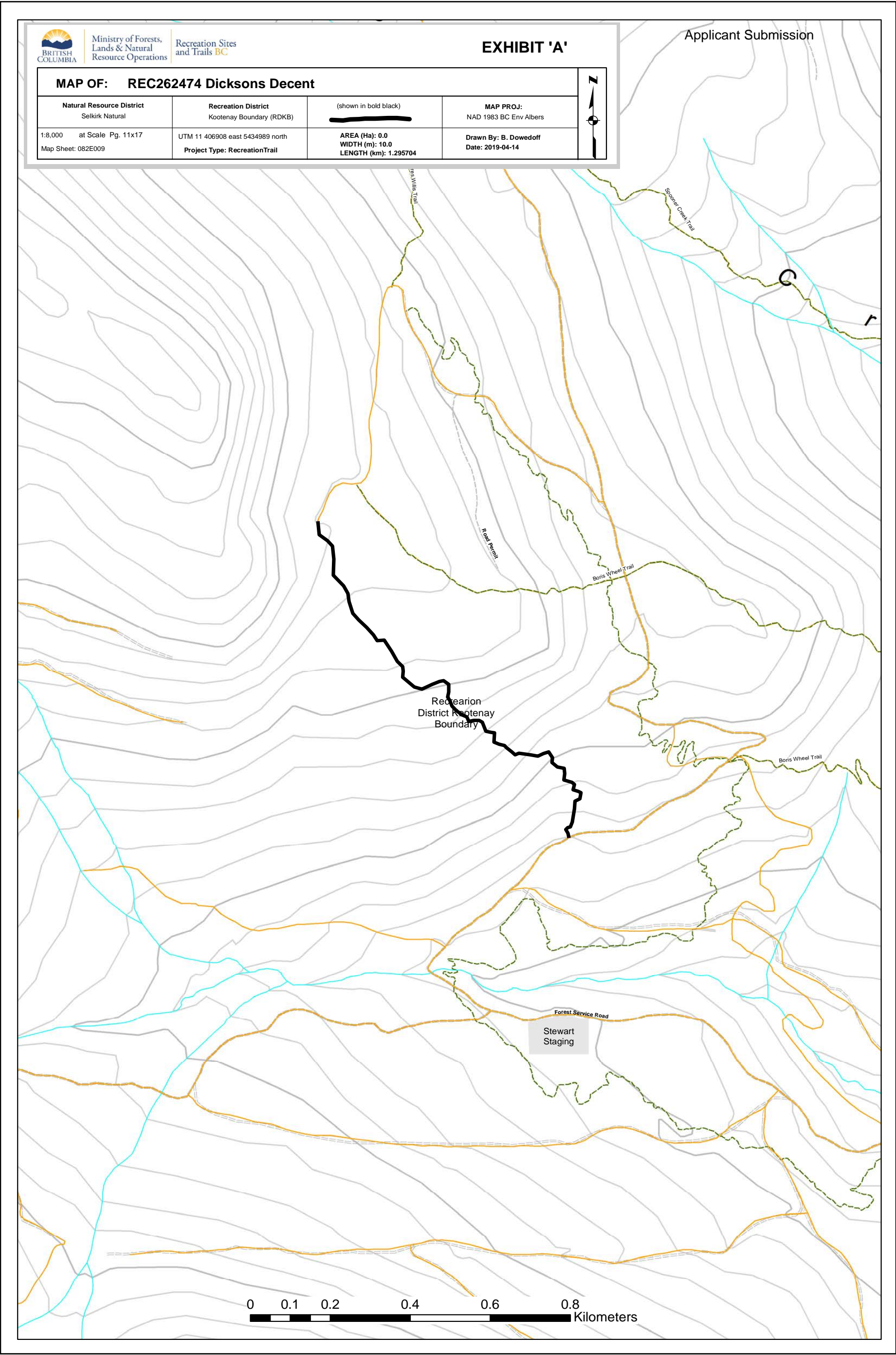
[FrontCounter BC Smithers](#)

[FrontCounter BC Surrey](#)

[FrontCounter BC Terrace](#)

[FrontCounter BC Vanderhoof](#)

[FrontCounter BC Vernon](#)



Applicant Submission



iMapBC Mapping

Legend

Archaeology Overview Asse

POTENTIAL

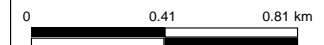
- MOD
- High

Archaeological Sites

REGISTRATIONSTATUS

- Registered
- Registry Candidate
- Decision Pending
- Federal Jurisdiction
- Legacy
- Recorded/Unprotected
- Cancelled Record

Mapsheet Grid - 20K



1: 20,000

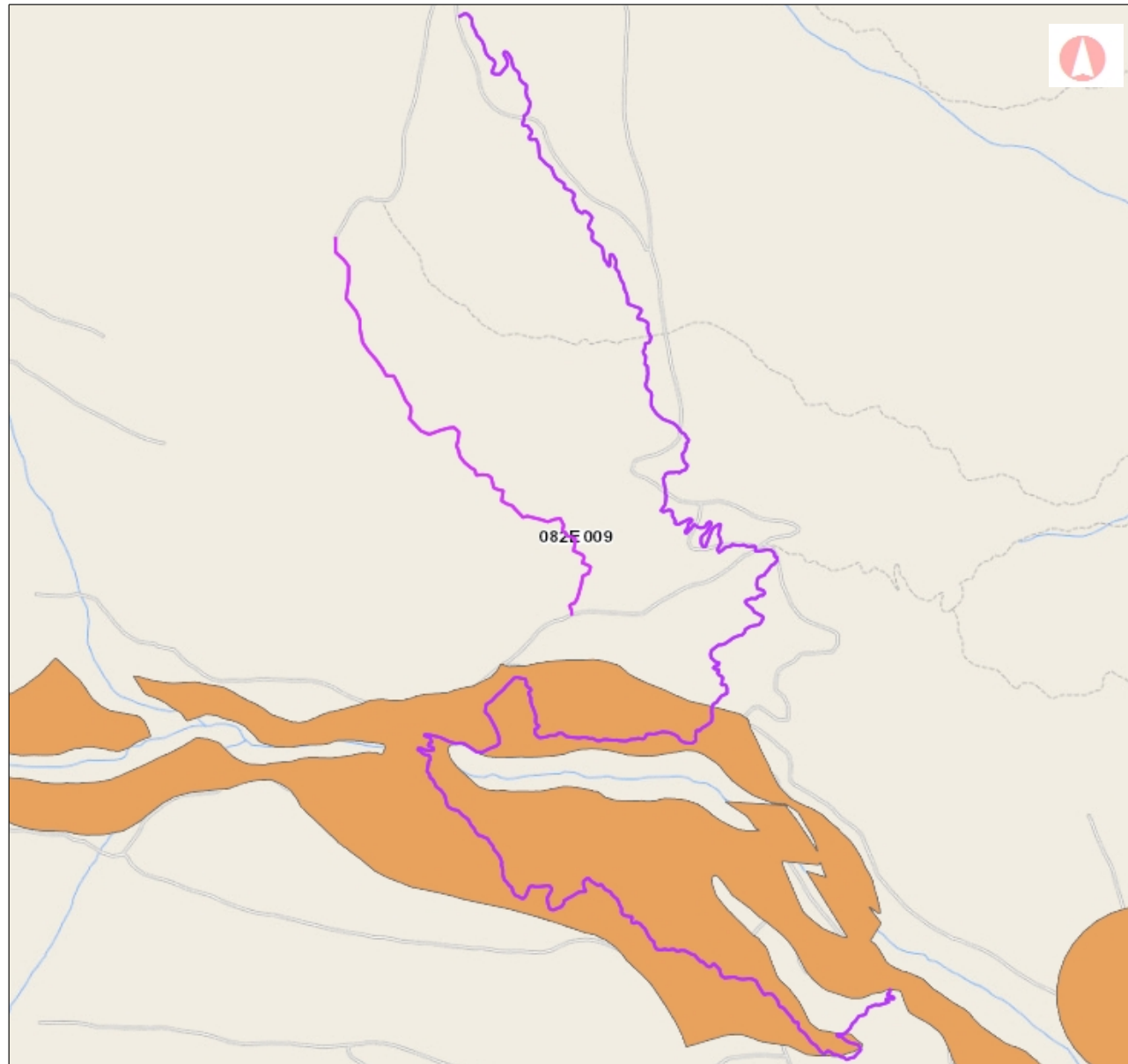
Copyright/Disclaimer

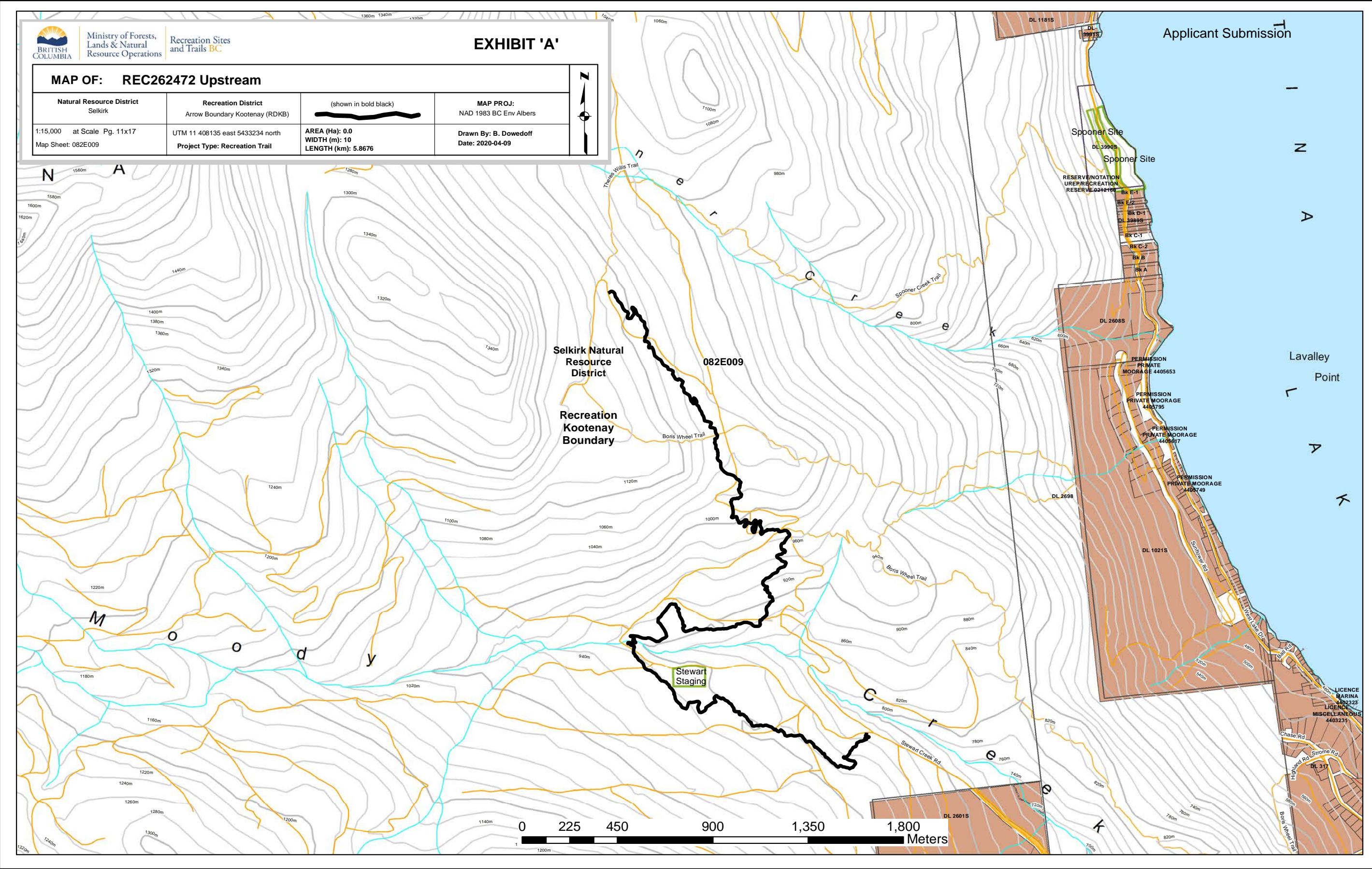
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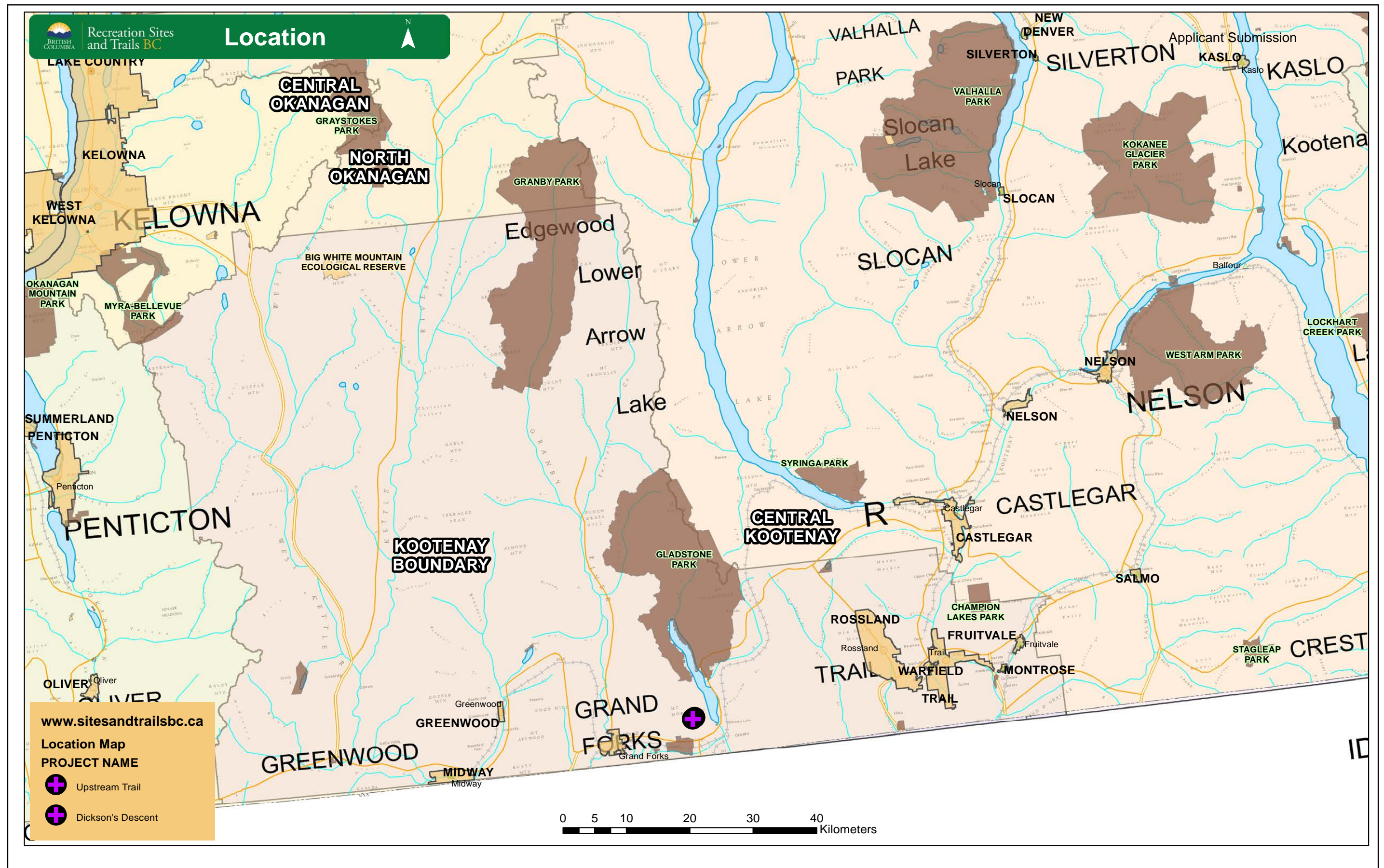
CAUTION: Maps obtained using this site are not designed to assist in navigation. These maps may be generalized and may not reflect current conditions. Uncharted hazards may exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

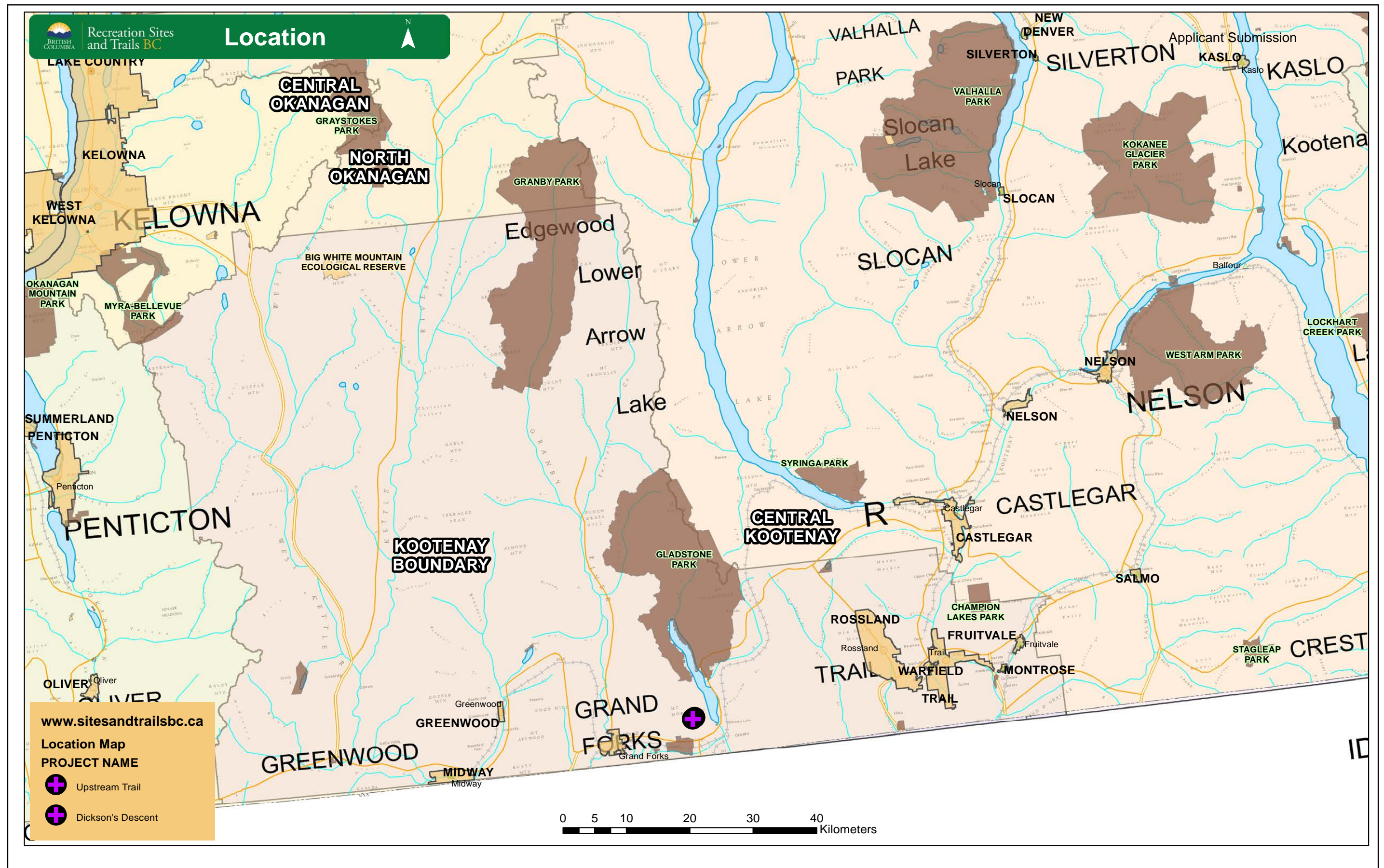
Datum: NAD83
Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

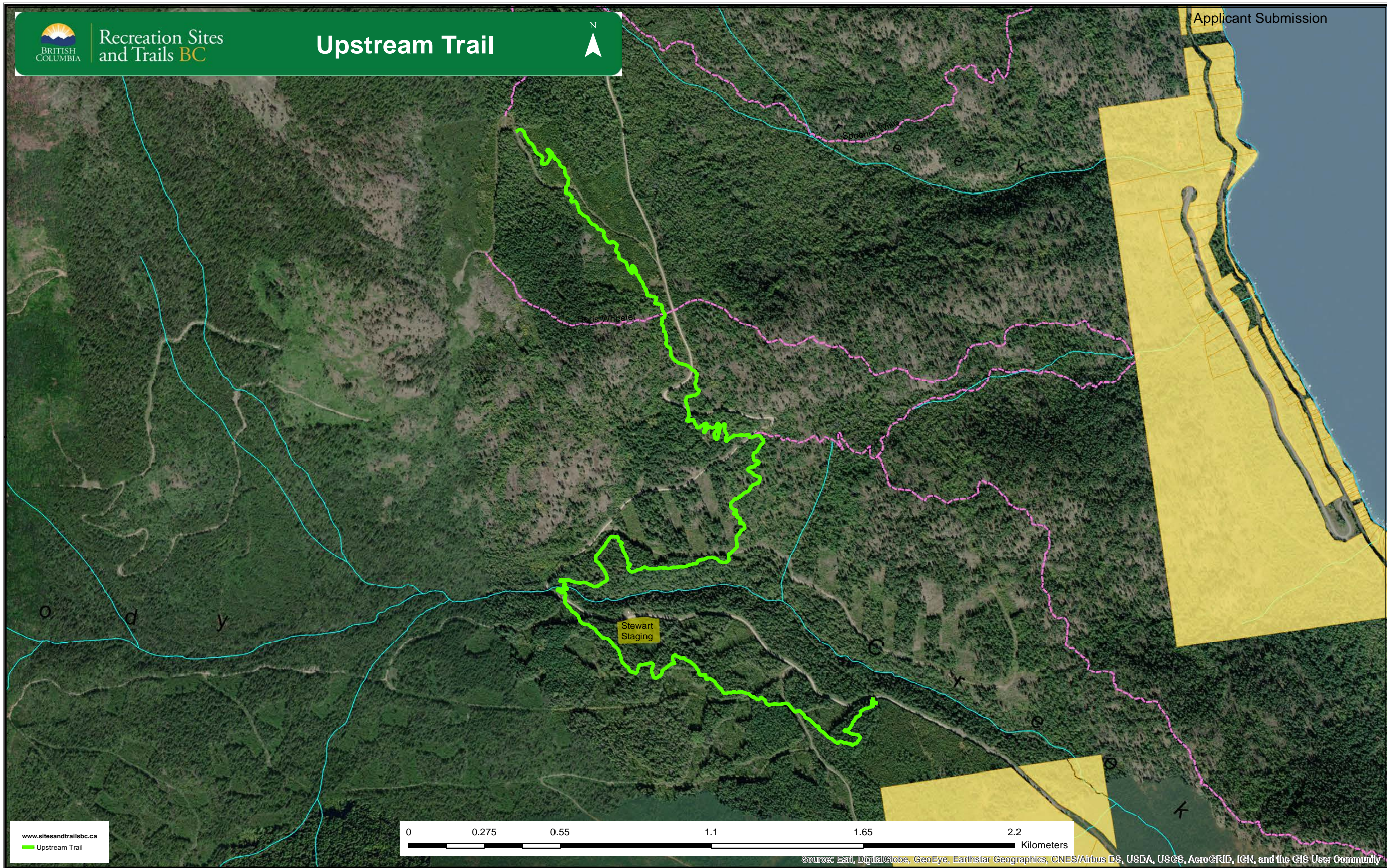
Key Map of British Columbia







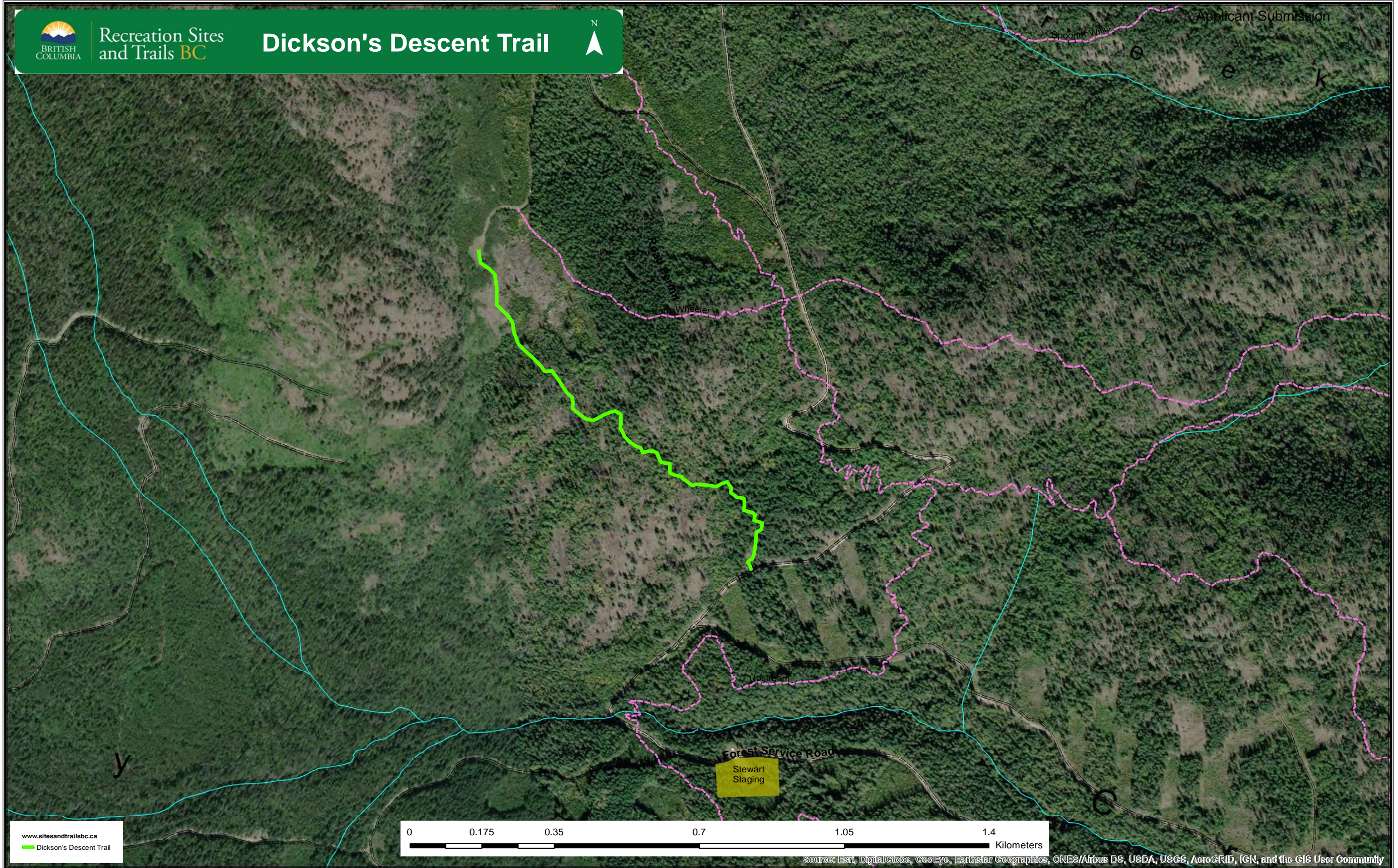






Recreation Sites
and Trails BC

Dickson's Descent Trail



www.sitesandtrailsbc.ca
Dickson's Descent Trail

0 0.175 0.35 0.7 1.05 1.4 Kilometers

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



Regional District of
Kootenay Boundary

Staff Report

RE:	Ministry of Transportation and Infrastructure – Subdivision – 1165048 BC Ltd.		
Date:	July 30, 2020	File #:	E-1208s-04660.000
To:	Chair Langman and members of the Boards of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

We have received a referral from the Ministry of Transportation and Infrastructure (MOTI) for a proposed subdivision near Beaverdell (see attachments).

Property Information	
Owner(s):	1165048 BC Ltd.
Agent:	Neal Tebrinke
Location:	Beaverdell Station Rd.
Electoral Area:	Electoral Area E/West Boundary
Legal Description(s):	DL 1208s, SDYD, except Plan DD 21998
Area:	29.6 ha (73.2 acres)
Current Use(s):	Vacant
Land Use Bylaws	
OCP Bylaw No.: 1125	NA
DP Area:	NA
Zoning Bylaw No.: 1166	NA
Other	
ALR:	Partial – eastern portion
Waterfront / Floodplain:	NA
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

The subject property is located to the west of the Kettle River and Highway 33, along Beaverdell Station Road, south-west of Beaverdell. It is split into two portions by the road. The Kettle Valley Rail-Trail runs between the road and the western portion of the subject property. The property is classified by BC Assessment as being vacant beef farmland. The portion on the eastern side of Beaverdell station road is mostly in the ALR.

Proposal

The applicants propose to subdivide the western portion of the subject property into 8 lots, the sizes of which are listed below:

Lot 1	2.61 ha (6.44 acres)
Lot 2	1.06 ha (2.62 acres)
Lot 3	1.07 ha (2.65 acres)
Lot 4	1.09 ha (2.71 acres)
Lot 5	1.1 ha (2.74 acres)
Lot 6	1.13 ha (2.80 acres)
Lot 7	1.16 ha (2.87 acres)
Lot 8	1.17 ha (2.91 acres)

Implications

As this part of Electoral Area E/West Boundary does not have land use bylaws, there is no policy direction nor minimum parcel size for subdivision established for this area. As such the guidelines established by Interior Health for rural properties that require a septic field and a well in order to be developed are followed. These establish a minimum parcel size of 1 ha.

This proposal outlines proposed well and septic field sites on each of the proposed lots that the applicant states were identified through preliminary work on the feasibility of onsite waste water disposal. The applicant states that a minimum separation of 30 metres between wells and septic tank or disposal field can be maintained. Further investigation of septic sites and well locations will be required through MOTI's approval process.

Section 510 of the *Local Government Act* states that park land must be provided for in subdivisions, except where the following conditions are met

- (a) a subdivision by which fewer than 3 additional lots would be created;
- (b) a subdivision by which the smallest lot being created is larger than 2 hectares;
- (c) a consolidation of existing parcels.

Since those conditions are not met in this proposed subdivision, we are entitled to request up to 5% of the land being proposed for subdivision. As the Regional District has a park service established in Electoral Area E, we are entitled to request either 1.48 ha of land for park land dedication or the equivalent value in cash.

The Kettle Valley Rail-Trail, or the Great Trail (formerly the Trans Canada Trail) is positioned between Beaverdell Station Road and the proposed

subdivision. This could present an access challenge to the proposed lots, as it would seem ill-advised to permit multiple driveways to cross the rail-trail. A frontage road with one access across the trail to service the proposed lots would be suggested by RDKB to preserve the trail's integrity.

Advisory Planning Commission (APC)

The Electoral Area E/West Boundary APC considered this application at their July 6, 2020 meeting. The APC provided a recommendation to support this application, with the following comments:

- prove up potable water for the lots.
- prove up the perc tests for the septic systems.
- develop one access road to serve all the lots.
- commit to dedicating part of the area as a park - our preference for the park dedication is to provide an area for visitors who use the trans-Canada trail.
- require no building construction taking place within 20 meters of the trans-Canada trail.

Recommendation

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, for the parcel legally described as DL 1208s, SDYD, except Plan DD 21998, Electoral Area E/West Boundary, be received, and further require that the park land dedication be provided in the form of land, and direct staff to work with the applicant to determine a suitable location for the park land.

Attachments

Site Location Map
Subject Property Map
Applicant Submission

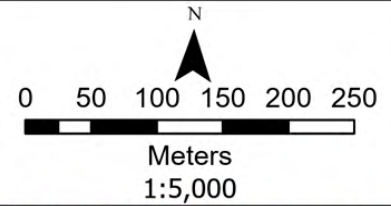


Regional District of
Kootenay Boundary

2020-06-15

Subject Property Map

District Lot 1208S,
Similkameen Div of Yale Land District,
Except Plan DD 21998



PD\EA 'E'\E-1208s-04660.000

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

BRITISH
COLUMBIAMinistry of Transportation
and Infrastructure**PRELIMINARY
SUBDIVISION APPLICATION****Submit this application to the Ministry of Transportation and Infrastructure District Office in your area.****A. PROPOSAL** *This is an application for preliminary layout review for all properties involved*

Applicant File Number		Ministry File Number 2020-02686	
Subdivision Type	<input checked="" type="checkbox"/> Conventional (fee simple) Subdivision <input type="checkbox"/> Bare Land Strata		No. of Lots including remainder 9
	<input type="checkbox"/> Other (Specify)		
Full Legal Description(s) per State of Title Certificate(s)	DL 12085, SD4D, EXCEPT PLAN DD21998		
Full Civic Address	530 BEAVERDELL STATION ROAD BEAVERDELL BC		
Property Location	4 Kilometres <input type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input checked="" type="checkbox"/> West from BEAVERDELL Local Gov't KOOTENAY BOUNDARY		
	Access Road BEAVERDELL STATION ROAD		Property Zoning NO ZONING OR O.C.P.
	Existing Land Use PONDERS WITH MINIMAL GRAZING		Intended Land Use SMALL ACRES FOR SINGLE FAMILY
	Surrounding Land Use North SMALL ACRES South CATTLE RANCH East ROAD West PONDERS CROWN LAND		
Proposed Sewage Disposal	<input checked="" type="checkbox"/> Septic Tank <input type="checkbox"/> Community System <input type="checkbox"/> Other (specify)		
Proposed Water Supply	<input checked="" type="checkbox"/> Well <input type="checkbox"/> Community System (name of existing system)		
	<input type="checkbox"/> Water Licenses (License #)		<input type="checkbox"/> Other (specify)

B. APPLICATION INFORMATION *Incomplete applications will not be accepted***Required items include:**

- ☐ Subdivision application form.
- ☐ The Preliminary Subdivision Application fee. Please make cheques payable to the Minister of Finance. (see page 2)
- ☐ An authorization letter from the owner(s) if someone else is applying on the owner's behalf. (Permission to Act as an Agent H1275)
- ☐ A copy of BC Assessment Authority Property Assessment Notice showing property tax classification.
- ☐ All new lots MAY require a sewage report—please contact your local Transportation office for clarification.
- ☐ One copy of the current State of Title Certificate so that property encumbrances can be checked.
- ☐ Copies of any covenants, easements, rights-of-way or other charges registered against the title. These are available through the Land Title Office.
- ☐ A copy of Contaminated Sites Profile form or Contaminated Sites declaration statement, duly completed and signed.
- ☐ Original copy and a .PDF file of a scaleable sketch plan of proposed layout with metric dimensions.

Properly engineered drawings will be required for final approval. The sketch must contain:

- ☐ the date it was drawn
- ☐ the scale
- ☐ north arrow
- ☐ legal description of the property being subdivided, and its adjacent properties
- ☐ outline of the subdivision in heavy black line
- ☐ all proposed lots, remainders, parks, rights-of-way, easements and roads showing metric dimensions and areas
- ☐ any existing property lines or roads proposed to be removed, closed or relocated
- ☐ all steep banks or slopes exceeding 2 m high and all slopes of 25% or greater, within or adjacent to the proposal area
- ☐ location of existing buildings and structures, wells and sewage disposal fields on the property, as well as adjacent properties within 30 m of property boundaries
- ☐ location of any onsite water sources to be developed (wells, surface)
- ☐ approximate location of all existing and proposed utility services
- ☐ existing access roads and other roads and trails on the property (state names of roads)
- ☐ location of all water courses (seasonal or otherwise) and water bodies

Include these items as well, where applicable

- ☐ A copy of the Provincial Agricultural Land Commission application (if located within ALR). While a developer can apply for subdivision approval before he or she receives permission to proceed from the Agricultural Land Commission or the local government if it has been delegated the authority, the Provincial Approving Officer can only give approval if the property has cleared the Land Commission process in the meantime.
- ☐ One copy of any test required by the Regional Health Authority.
- ☐ A Development Permit and plan where applicable.

**WEST KOOTENAY DISTRICT
RECEIVED**
MAY 29 2020
MINISTRY OF TRANSPORTATION
AND INFRASTRUCTURE

Fwd: Fwd: well and septic locations for proposed 8 lots at 530 ...

about:blank
Applicant Submission

On 5/26/2020 2:15 PM, Neal teBrinke wrote:

Other notes for the approving officer:

Proposed Septic locations

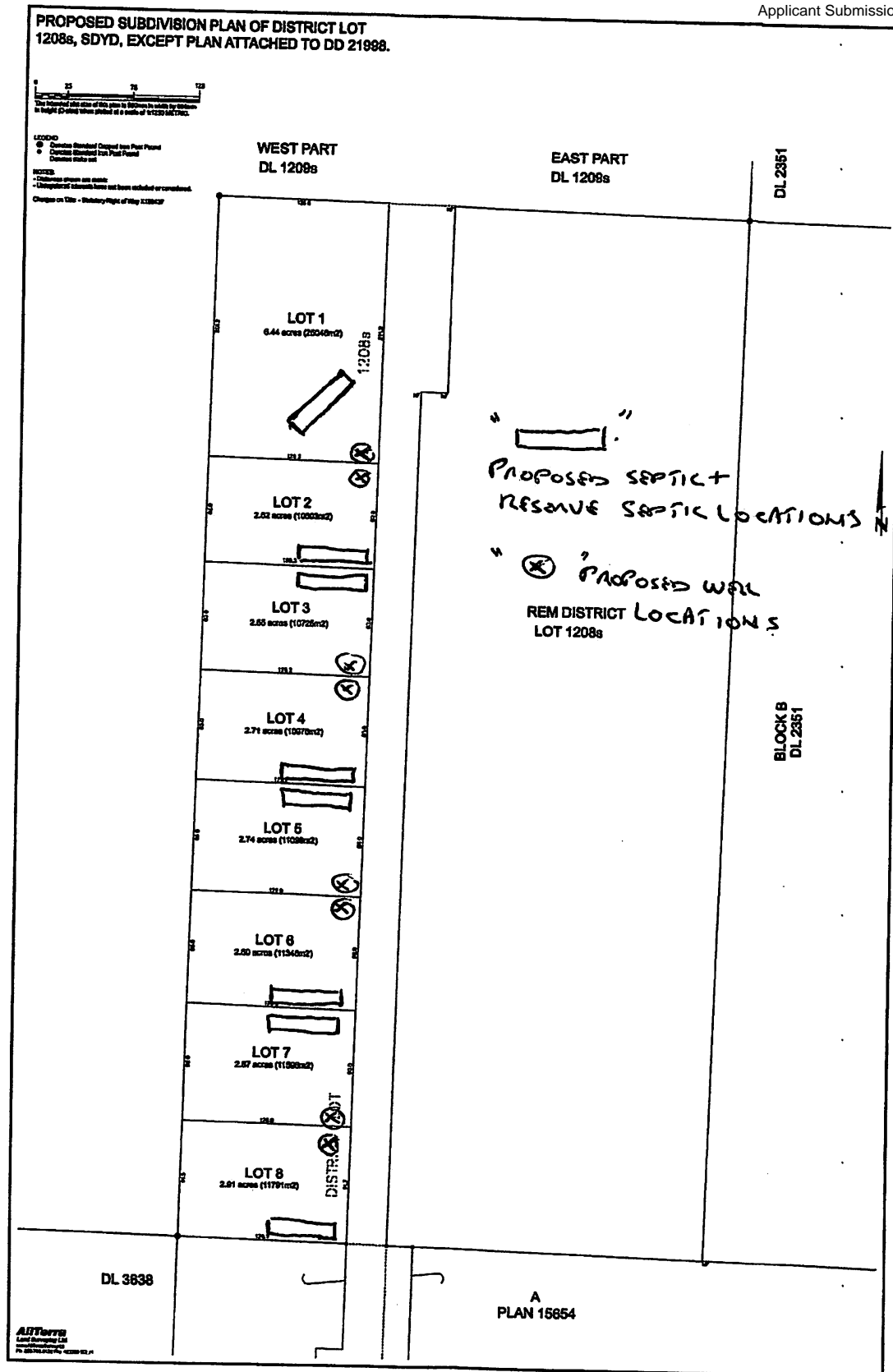
We had Richard Deans from Deansteck Consulting Ltd do some preliminary work on the feasibility of onsite waste water disposal locations 1 for each lot. Approximately 3 or 4 excavations were done at each proposed location to a depth of 6 ft to ensure no ground water and reasonable per rates. A minimum separation of 30 meters between well and septic tank or disposal field locations will be maintained .
Septic fields will be minimum 4 meters from proposed property lines .
Richard is comfortable that this can be achieved

Proposed well locations

We are aware that uranium could exist in the water in the area especially if we drill into bedrock .
We had Dylan Kelly from Okanagan Kootney Well Drilling Ltd review the site .
All wells will be on the valley floor with a minimum separation of 30 meters from any septic
3 meters from proposed property lines and 15 meters from other wells.
Dylan is also comfortable that the wells will produce potable drinking water to meet standards required .
We plan to drill the well with the location of highest risk first.

Any other questions please don't hesitate to call or email
Regards Neal Tebrinke

Applicant Submission



PROPOSED SUBDIVISION PLAN OF DISTRICT LOT
1208s, SDYD, EXCEPT PLAN ATTACHED TO DD 21998.

MAY 25/2020

Applicant Submission

0 25 75 125
The intended plot size of this plan is 500mm in width by 800mm in height (unless otherwise stated) at a scale of 1:1250 METRIC.

LEGEND
 (S) Concrete Standard Capped Iron Post Found
 (P) Concrete Standard Iron Post Found
 (D) Concrete Stake Set

NOTES:
 - Distances shown are metric.
 - Unoccupied reserves have not been included or considered.
 Changes on Title - Statutory Right of Way 2158437

WEST PART
DL 1209s

EAST PART
DL 1209s

DL 2351

LOT 1
6.44 acres (26045m²)

LOT 2
2.62 acres (10603m²)

LOT 3
2.65 acres (10725m²)

LOT 4
2.71 acres (10978m²)

LOT 5
2.74 acres (11088m²)

LOT 6
2.80 acres (11348m²)

LOT 7
2.97 acres (11598m²)

LOT 8
2.91 acres (11791m²)

REM DISTRICT
LOT 1208s

BLOCK B
DL 2351

BEAVERDELL STATION ROAD

DL 3638

A
PLAN 15654

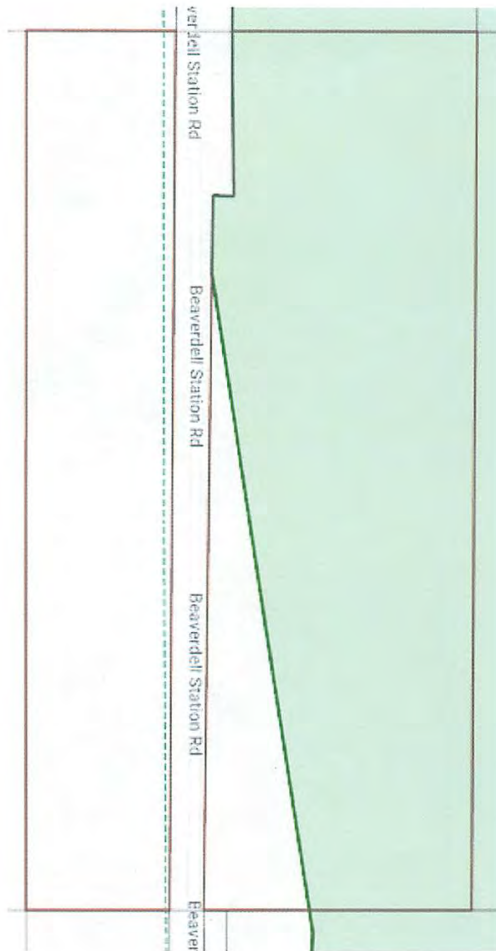
AllTerra
Land Surveying Ltd
www.allterra.co.nz
PO BOX 765 1122 PAK 42200 NZ

Applicant Submission

From ALC website: PID 002-055-937

Legal Description: District Lot 1208s Similkameen Division, except DD21998

Green color is ALR area of this lot, 8 lot subdivision proposal on opposite side of road.





Regional District of
Kootenay Boundary

Staff Report

RE:	LCRB referral – 5Point9 Cannabis		
Date:	July 30, 2020	File #:	A-8392-09351.000
To:	Chair Langman and members of the Board of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

We have a Liquor and Cannabis Regulation Branch (LCRB) referral for a Non-Medical Cannabis Retail Store (NMCRS) application from Taylor Hamm, on behalf of 5 Point 9 Cannabis, in Electoral Area A (see attachments).

Property Information	
Owner(s):	0963072 BC Ltd.
Agent:	Taylor Hamm
Location:	1106 Highway 3B
Electoral Area:	Electoral Area A
Legal Description(s):	Lot 23, Plan NEP2016, DL 8392, KD
Area:	0.4ha (1.0acr)
Current Use(s):	Commercial
Land Use Bylaws	
OCP Bylaw No. 1410:	Commercial; Rural Residential 2
DP Area:	NA
Zoning Bylaw No. 1460:	Commercial 1; Manufactured Home Park
Other	
ALR:	NA
Waterfront / Floodplain:	NA
Service Area:	Beaver Falls Waterworks District
Planning Agreement Area:	Montrose and Fruitvale Planning Agreement Areas

History / Background Information

The subject property is located on the southeast side of Highway 3B in Beaver Falls, approximately 500m east of Montrose. It is designated for "Commercial" and "Rural Residential 2" land use in the Electoral Area A Official Community Plan (OCP) Bylaw No. 1410 and zoned "Commercial 1" (C1) and "Manufactured Home Park" (MHP) in Zoning Bylaw No. 1460.

The subject property is in both the Montrose and Fruitvale Planning Agreement Areas. The RDKB Board members for the Village of Montrose and Village of Fruitvale are entitled to vote on applications and referrals for properties within the Planning Agreement Areas at the Board of Directors meeting.

The property currently has three commercial units on it. One is occupied by "Obsessed Optic Hunting Supply" and the other two are vacant.

Land uses adjacent to or nearby the subject property are primarily residential or commercial. Beaver Valley Nursery School is approximately 50m away from the subject property, separated by a single residential property.

A Temporary Use Permit (TUP) application was submitted to RDKB in April 2020 and was approved by the Board of Directors on June 25, 2020. The TUP allows for the operation of an NMCRS in Unit A on the subject property for 3 years with the potential to re-apply for a permit for up to another three years.

Proposal

The referral is requesting a recommendation with respect to an application to obtain provincial licensing to operate an NMCRS in Unit A of the subject property. The floorspace of the unit is proposed to be approximately 62m² (670ft²).

Implications

For Electoral Area A, it was decided that each NMCRS would be evaluated through a zoning amendment or temporary use permit application process. These processes include outreach to residents to gather their views. Letters were sent to adjacent property owners and an advertisement was placed in the Trail Times prior to the Board of Directors meeting on June 25, 2020, in accordance with the requirements for public outreach of the *Local Government Act, s.494*.

A letter was received from the Board of Directors of the Beaver Valley Nursery School on June 2, 2020 expressing that they have no concerns with the proposed retail store (attached with accompanying email).

We received two letters in response to the neighbouring property letters (see attachments). Both express opposition to the proposed temporary use including the following concerns:

- number of NMCRSs already present in the area;
- An increase in traffic pulling off of the busy highway;
- Operating hours considering that there may be increased noise of traffic resulting with increased traffic;

- Potential impact in a rural family area; and
- An impact to their ability to sell their property in the future.

For the June 25 Board meeting where the TUP was considered, the applicant provided a letter addressing some of the concerns outlined in the letters from neighbouring property owners (see attached). The applicant also presented to the Board and made themselves available to answer questions. The Board approved a three-year temporary use permit.

The TUP permits the single use of a cannabis retail store for three years and does not impact the zoning of the property. The applicant's intent in the long-term is to apply for a Zoning Amendment. A TUP provides a more sensitive approach to introducing this land use into the community, acting as a 'trial-run'. A renewal requires Board approval and can only be requested once. Public notification is not required for the renewal of a temporary use permit.

Staff communicated with the Ministry of Transportation and Infrastructure (MOTI) concerning access to the property from the highway. MOTI confirmed that an access permit will be required. The potential for increased traffic on Highway 3B that may result from a new retail store at this outlet will be evaluated as part of this application process.

LCRB Process Recommendation

The Provincial application process considers whether a proposed store:

- can provide a safe and responsible service;
- has adequate security measures in place;
- properly stores and displays cannabis products;
- has adequate preventative measures in place to prevent the purchase of cannabis by minors; and,
- will have an appropriate storefront and signage that is not marketed toward minors.

The local government's primary responsibility in considering applications related to NMCRSs is to determine whether the location and site layout are appropriate for such a use and whether the relevant bylaws are met by the proposal. A recommendation to the LCRB can be made based upon an assessment of these, along with the required outreach to gather the views of residents. The TUP process has provided a framework for the assessment of these points, in particular consideration of the use at the proposed location and the views expressed through letters received from neighbouring property owners and users.

A recommendation can be made to either deny the LCRB application and the LCRB may not issue the license; or in favour of the application and the LCRB

will have the discretion whether to issue the license or not, but must consider the local government's position.

Suggested hours of operation can be included in the recommendation. In their letter responding to neighbouring property owners' concerns, the applicant suggested that they would limit their hours of operation to Monday to Friday, 10am-6pm.

Advisory Planning Commission (APC)

The Electoral Area A APC considered this referral at their July 7, 2020 meeting. The APC provided a recommendation to support this application. One member stated that their support for the application was conditional on the concerns of the adjacent neighbour being addressed.

Recommendation

Be it resolved that the Regional District of Kootenay Boundary Board of Directors recommend the Non-Medical Retail Cannabis Retail Store license for 5 Point 9 Cannabis in Unit A on the property legally described as Lot 23, Plan NEP2016, DL 8392, KD, Electoral Area A be supported for the following reasons:

1. The Board's consideration to the location of the proposed store are as follows:
A non-medical cannabis retail store was permitted on the subject property through a Temporary Use Permit with a three-year term, valid through to June 25, 2023.
2. The Board's consideration of the general impact on the community are as follows:
 - a. *The potential for noise:*
 - i. The subject property is adjacent to Highway 3B and is designated Commercial 1 and Manufactured Home Park. Further to this, the impacts of noise on the community would be mitigated by the business maintaining operating hours from Monday to Friday, 10am to 6pm, closed Saturday and Sunday.
 - b. *The impact on the community:*
It is anticipated that the proposal would not negatively impact Electoral Area A.
3. The Board's comments on the views of the residents are as follows:
 - a. The Regional District solicited the views of residents through the Temporary Use Permit process. A 'Development Proposal' sign was posted on the property and letters were sent to adjacent property

owners within 60m of the subject property. Comments received included concerns with the number of non-medical cannabis retail stores already in the area, traffic pulling on and off of the highway, what the potential operating hours may be considering a potential increase in noise, damage to property values and impacts to a rural family area.

The Board considered that these concerns would be adequately addressed through provisions provided for by the applicant, including proposed hours of operation, as outlined above, and the discrete nature of the operations design, including frosted windows and not permitting product to be consumed on the premises.

Attachments

Site Location Map
Subject Property Map
Applicant Submission
Letter from Beaver Valley Nursery School
Letters from neighbouring property owners
Letter from Applicant

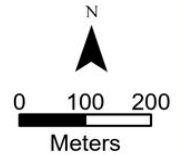


Regional District of
Kootenay Boundary

Date: 2020-05-14

Site Location Map

Lot 23,
Plan NEP2016, District Lot 8392,
Kootenay Land District



1:10,000



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

Document Path: P:\PD\EA\A\A-8392-09351.000 0963072 BC Ltd\2020-06-Temporary Use Permit\Mapping\2020-05-14_SM_A-8392-09351.000.aprx

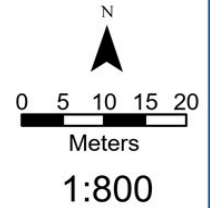


Regional District of
Kootenay Boundary

Date: 2020-05-14

Subject Property Map

Lot 23,
Plan NEP2016, District Lot 8392,
Kootenay Land District



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

Document Path: P:\PD\EA\A\A-8392-09351.000 0963072 BC Ltd\2020-06-Temporary Use Permit\Mapping\2020-05-14_SM_A-8392-09351.000.aprx



Job # 002805

March 30, 2020

Via email: ddean@rdkb.com

Donna Dean
 Manager of Planning and Development
 Regional District of Kootenay Boundary

Dear Donna Dean,

Re: Application for a Non-Medical Cannabis Retail Store Licence**Applicant:** 1224003 B.C. LTD.**Proposed Establishment Name:** 5 Point 9**Proposed Establishment Location:** A - 1106 Highway 3B, Beaver Falls, BC, V1R 4W6

The Applicant, 1224003 B.C. LTD., has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) licence proposed to be located at the above-noted address. The applicant contact is Taylor Hamm. They can be reached at 250-231-5814 or via email at taylorhamm17@gmail.com

Local governments and Indigenous nations are a crucial part of the licensing process. Section 33(1) of the [Cannabis Control and Licensing Act](#) prevents the LCRB from issuing a CRS licence without a positive recommendation regarding the CRS licence application from the local government or Indigenous nation.

The LCRB is requesting the Regional District to consider the application and provide the LCRB with a written recommendation with respect to the application. To assist with your assessment of the application, a site map of the proposed cannabis retail store is attached. The following link opens a document which provides specific and important information and instructions on your role in the CRS licensing process, including requirements for gathering the views of residents.

[Local Governments' Role in Licensing Non-Medical Cannabis Retail Stores](#)

OR

[Indigenous Nations' Role in Licensing Non-Medical Cannabis Retail Stores](#)

The LCRB will initiate an applicant suitability assessment regarding this CRS application, also known as a “fit and proper” assessment of the applicant and persons associated with the applicant. Once the assessment is complete, you will be notified of the LCRB’s determination. You may choose to withhold your recommendation until the LCRB has made a final decision regarding the applicant’s suitability.

**Liquor and Cannabis
 Regulation Branch**

Mailing Address:
 PO Box 9292 Stn Prov Govt
 Victoria BC V8W 9J8

Location:
 645 Tyee Road
 Victoria BC V9A 6X5
 Phone: 250 952-5787
 Facsimile: 250 952-7066

Website:
[www.gov.bc.ca/cannabisregulation
 andlicensing](http://www.gov.bc.ca/cannabisregulationandlicensing)



If you choose not to make any recommendation regarding this application, please contact the LCRB at the earliest convenience. Please note that a Cannabis Retail Store Licence cannot be issued unless the LCRB receives a positive recommendation from the local government or Indigenous nation. Similarly, if a local government or Indigenous nation decides not to make any recommendation, the LCRB will not consider the application any further.

If you have any questions regarding this application, please contact me at #778-698-9359 or via email at Alexandra.Sutherland-Barta@gov.bc.ca

Sincerely,

A handwritten signature in blue ink that reads "Alexandra Sutherland-Barta".

Alexandra Sutherland-Barta
Senior Licensing Analyst

Attachment: Site plan

copy: Taylor Hamm, applicant

**Liquor and Cannabis
Regulation Branch**

Mailing Address:
PO Box 9292 Stn Prov Govt
Victoria BC V8W 9J8

Location:
645 Tyee Road
Victoria BC V9A 6X5
Phone: 250 952-5787
Facsimile: 250 952-7066

Website:
[www.gov.bc.ca/cannabisregulation
andlicensing](http://www.gov.bc.ca/cannabisregulationandlicensing)

1224003 BC Ltd
PO Box 1899
Rossland BC
V0G 1Y0

Regional District of the Kootenay Boundary
202 – 843 Rossland Ave
Trail BC
V1R 4S8

May 19, 2020

Re: Beaver Valley Nursery School near Proposed Cannabis Retail Store

Hi Corey,

Please accept this letter addressing our acknowledgment of the Beaver Valley Nursery School near the location of our proposed Non-Medical Cannabis Retail Store at Unit A-1106 Hwy 3B, Beaver Falls BC. We have submitted a Temporary Use Permit application to the RDKB, to allow a Cannabis Retail Store to operate at the proposed location. We recognize that community input is an important step in this process. We have reached out to the Beaver Valley Nursery School, however, have not been able to get in contact with them.

If our application were to be approved, steps would be taken to minimize any exposure the children at the school would have to the store. Following the regulations set out by the LCRB, no cannabis will be visible from outside the store and purchases must be out of sight when leaving the premises. Absolutely no minors will be permitted in the store, even when accompanied by a parent.

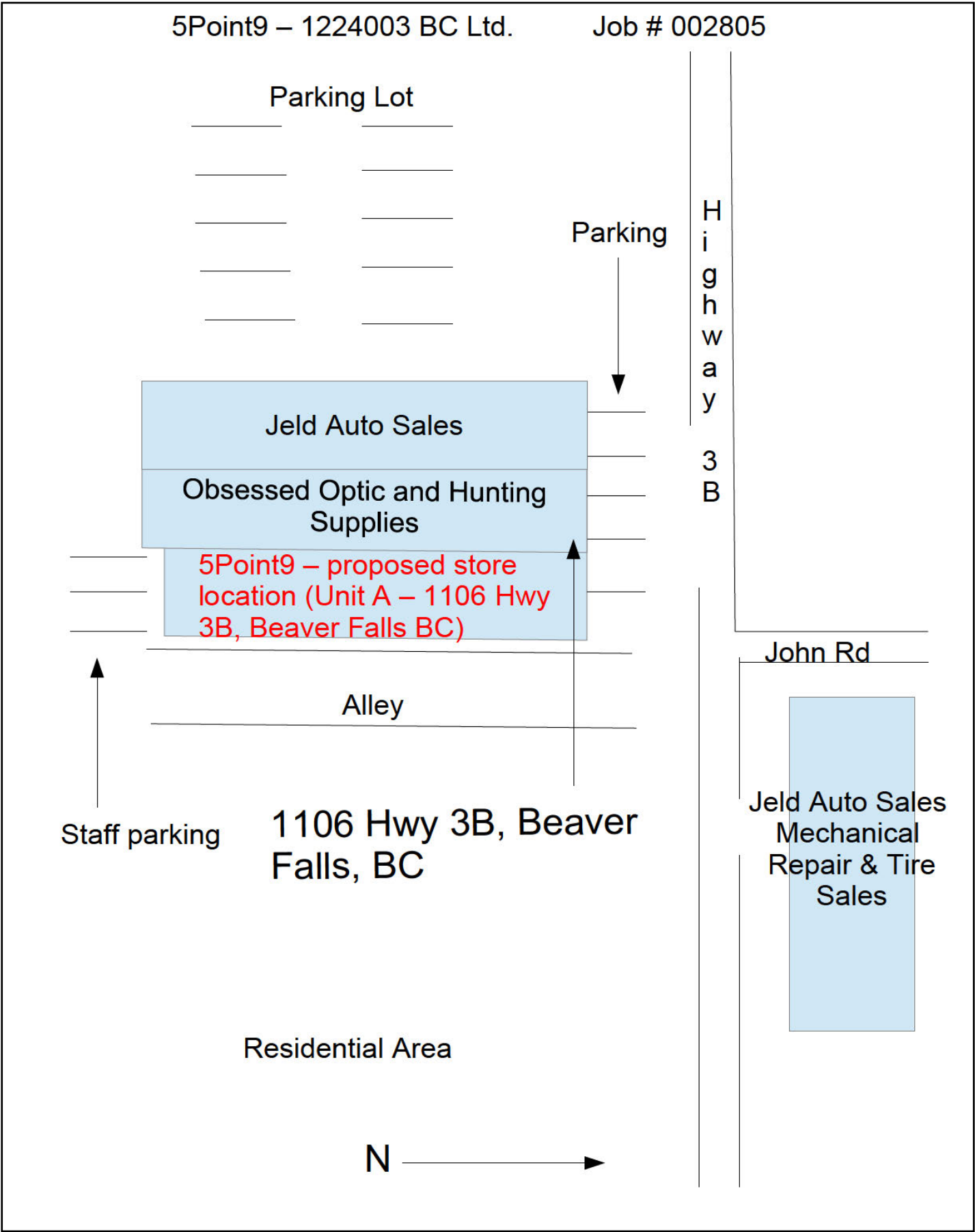
When considering a store location, we were mindful of not choosing a site near a high school or youth centre. We are aware that while there will be minors nearby, the young children that attend the nursery school are accompanied by parents or school staff at all times. Furthermore, visibility of our location from the school is minimal, as the houses and trees in between the two properties obstruct the view of the store.

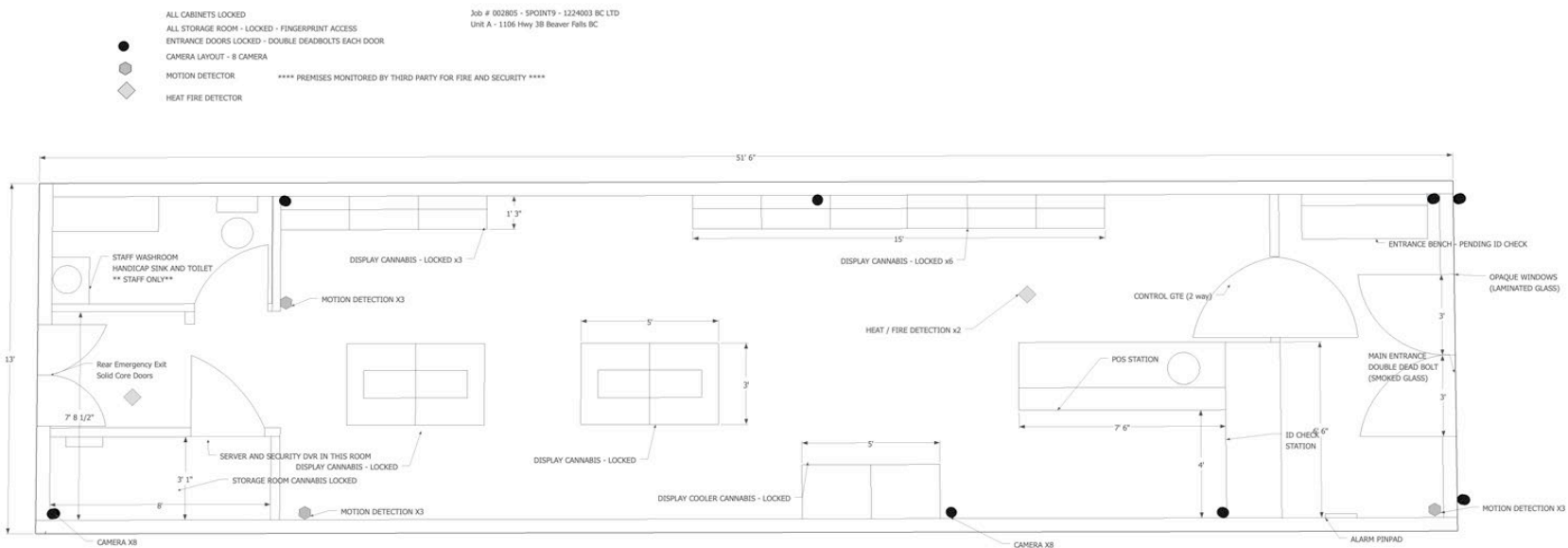
We recognize Non-Medical Cannabis Retail Stores are novel in the area, and we understand there may be concerns due to this. We are more than willing to work with the community and the Regional District to ensure the community members feel comfortable with this business venture. Please feel free to contact me with any questions or concerns you have.

Kind regards,

Taylor Hamm
1224003 BC Ltd

[REDACTED]







Signage

* Will have frosted glass doors

Unit A - 1106 Hwy 3B,
Beaver Falls BC

From: [Sutherland-Barta, Alexandra LCRB:EX](#)
To: [Donna Dean](#)
Cc: [taylorhamm17@gmail.com](#); [Corey Scott](#); [Maria Ciardullo](#); [Sandra Surinak](#)
Subject: RE: Referral of a Non-Medical Cannabis Retail Store Application – 1224003 B.C. LTD. (Job #002805) - 2020Mar30
Date: April 1, 2020 3:10:12 PM

Good afternoon Donna,

Thank you! I will now initiate the eligibility and suitability checks process. This process has in depth information at this link in the portal:

<https://justice.gov.bc.ca/cannabislicensing/policy-document/application-timelines>

Should you have any questions, please do not hesitate to call or email.

Sincerely,

Alexandra Sutherland-Barta
 Senior Licensing Analyst
 Liquor and Cannabis Regulation Branch
 Ministry of Attorney General
 Ph: 778-698-9359
 TF: 1-866-209-2111
Alexandra.Sutherland-Barta@gov.bc.ca

Please note: Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information.

From: Donna Dean <ddean@rdkb.com>
Sent: April 1, 2020 2:14 PM
To: Sutherland-Barta, Alexandra LCRB:EX <Alexandra.Sutherland-Barta@gov.bc.ca>
Cc: taylorhamm17@gmail.com; Corey Scott <planner@rdkb.com>; Maria Ciardullo <mciardullo@rdkb.com>; Sandra Surinak <ssurinak@rdkb.com>
Subject: RE: Referral of a Non-Medical Cannabis Retail Store Application – 1224003 B.C. LTD. (Job #002805) - 2020Mar30

Hi Alexandra,

Yes, the Regional District of Kootenay Boundary accepts this application and our Board of Directors will provide a resolution.

Could you please add the following email address to your distribution list: plandept@rdkb.com?

Corey Scott, who is copied on this email will be processing the file.

Regards, Donna

Donna Dean, R.P.P., P.Ag. | Manager of Planning and Development

ddean@rdkb.com | T: 250.368.0237

Regional District of Kootenay Boundary
Toll-free: 1.800.355.7352
Main: 250.368.9148
rdkb.com

From: Sutherland-Barta, Alexandra LCRB:EX <Alexandra.Sutherland-Barta@gov.bc.ca>
Sent: March 30, 2020 4:05 PM
To: Donna Dean <ddean@rdkb.com>
Cc: taylorhamm17@gmail.com
Subject: Referral of a Non-Medical Cannabis Retail Store Application – 1224003 B.C. LTD. (Job #002805) - 2020Mar30

Good afternoon Donna,

Please find attached a letter requesting the Regional District consider the above-noted application and provide the Liquor & Cannabis Regulation Branch with a written recommendation with respect to the application.

Note that the “fit and proper” assessments referenced in the attached letter will only be initiated once the Regional District has confirmed acceptance of this application for consideration. **Please reply to this email to confirm if the Regional District is accepting this application for consideration.**

Please contact me if you have any questions.

Sincerely,

Alexandra Sutherland-Barta
Senior Licensing Analyst
Liquor and Cannabis Regulation Branch
Ministry of Attorney General
Ph: 778-698-9359
TF: 1-866-209-2111
Alexandra.Sutherland-Barta@gov.bc.ca

Please note: Due to security concerns, and to keep your financial information private, the Liquor and Cannabis Regulation Branch will not accept electronically transmitted applications containing credit card information.



Beaver Valley Nursery School
1122 Highway 3B
Beaver Falls, BC V0G 1P0
June 2, 2020

To Whom it may concern,

The Beavery Valley Nursery School Board has met and at this time has no concerns of the future retail sales store proposed near our location.

Please let us know if you require anything more.

Sincerely,

Beaver Valley Nursery School
Board of Directors

Thanks from the Staff and the Board of Directors at Beaver Valley Nursery School

June 16, 2020

Re: 1106 Highway 3B
Lot 23, Plan NEP2016, DL 8392, KD
Electoral Area A

To Whom It May Concern:

We are writing to voice our concerns over the proposed location for a non-medicinal cannabis retail store at the above stated location. This proposed site is right next door to our property at 1110/1112 Highway 3B. Our first question is, Why? We would like to know why does this person feel the need to have another cannabis store in our area. There are enough of these outlets in our area (Fruitvale, The mall in Trail, Trail itself, Warfield and Rossland), why do we need another one in the middle of nowhere.

Secondly, this is a terrible location for any retail store as it is on a very busy highway, where speeding and passing are already issues. I can say without a doubt that there will be accidents happening when people are trying to turn into the proposed establishment. Also when they come out of the proposed place, they usually back onto the shoulder of the highway and wait for traffic to clear, therefore, impeding our sight line of oncoming traffic when we are leaving our driveway. We know this as when Jeld Auto had their business there it was always a problem. We also had a problem with people parking on the shoulder of the highway in front of our property.

Thirdly, what are the operating hours going to be? Do I now have to listen to more revving engines of cars going by when they leave the establishment? We chose this location to enjoy the peacefulness of rural living.

Fourth, we feel this will affect us selling our property if we ever needed to as it is right beside us.

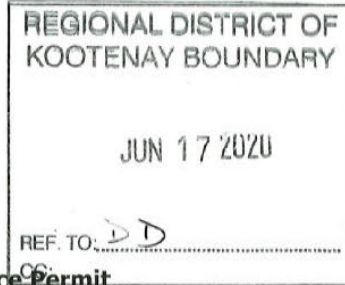
There is also the concern of unwanted marijuana smell. We understand it is legal and we can come across it anywhere, but if I have a choice, I would rather not encourage it right beside my home.

We are hoping that these concerns can be voiced and we will get a response to our questions. We are opposed to having this type of establishment next door to us for the above noted reasons. There really is no need for it at this location.

Sincerely,

Greg & Jennifer Koopmans

June 10, 2020

**RE: Application for a Development Variance Permit**

Applicant(s): Taylor Hamm., Agent for 0963072 BC Ltd.
Property: 1106 Highway 3B
 Lot 23, Plan NEP2016, DL 8392, KD
 Electoral Area A

In accordance with requirements in the *Local Government Act*, our Board of Directors will consider adopting a resolution regarding this application at their meeting scheduled for:

**June 25, 2020 at 1:00 p.m.
 Via Zoom Video Conference**

All persons affected by the application will be given an opportunity to be heard at the Board meeting. Written submissions will also be accepted up to 9:00 a.m. the day of the meeting on June 25, 2020.

A copy of the Staff Report regarding the application has been attached.

This is a public process and submissions may become part of the public record.

If anyone other than the owner is a resident of this property, please forward a copy of this letter to the occupant.

Given our objective of limiting personal contact between staff and members of the public due to the COVID-19 virus, please contact me if you plan to attend the meeting and I will provide you with further instructions on how you may participate. I can be reached at 250-368-0241 or plandept@rdkb.com.

Sincerely,

Maria Ciardullo
 Senior Planning Secretary

P:\PD\Public Hearings and Board Hearings\Notification_Letters\Development\VariationPermits\AreaA\Adjacent Owner Letters\0963072 BC Ltd-June 2020

TOTALLY OBJECT TO THE OPENING OF
 THIS BUSINESS AT THIS LOCATION. WE DO NOT
 NEED A CANNABIS STORE IN A RURAL FAMILY
 AREA.

JUDITH WRIGHT
 Judith Wright
 1091 HWY 3B



202 - 843 Rossland Avenue, Trail, BC V1R 4S8 | T: 250.368.9148 | T/F: 1.800.355.7352 | rdkb.com



June 25, 2020

Re: Temporary Use Permit for Non-Medicinal Cannabis Retail Store at Unit A - 1106 Hwy 3B, Beaver Falls BC

Dear RDKB Board of Directors,

I have read the staff report for my proposed Non-Medicinal Cannabis Retail Store, as well as the minutes for the Board of Directors meeting scheduled for June 25, 2020, and I would like to address the letters of concern from the community members.

Firstly, I would like to speak to the concern regarding the other cannabis stores in the area, and why I believe our proposed store will differentiate itself. I am a Registered Nurse, and as such have seen the benefits that cannabis products can have in regards to illnesses and health. The main focus of our store will be in providing products that primarily have medical uses – rather than recreational – such as balms and creams, oils, and capsules. While we are not permitted to give medical advice, I believe my expertise in this area will benefit the community members in the Beaver Valley, and help set us apart from the surrounding stores.

Secondly, while I understand the concern regarding traffic; with the Auto Sales business no longer operating out of this location, the open lot beside the building provides extra room for parking, as well as ample space to pull on and off the highway. Therefore, I believe this will mitigate customers backing onto the shoulder of the highway, as well as prevent people from parking in front of the neighbouring properties. We anticipate approximately four to six customers per hour from existing traffic, and do not believe our proposed establishment will increase the amount of traffic passing by on the highway.

I would like to address the comments about the smell of the cannabis products. There is little to no smell that comes from the products, as they have tight multilayered packaging. Furthermore, absolutely no cannabis use will be permitted directly outside the store, and therefore, any scent related issues would be highly unlikely.

Lastly, we would be willing to limit our hours of operation from 10am-6pm, Monday to Friday – closed Saturday and Sunday – in order to reduce traffic noise in the mornings and evenings. This would allow us to serve the individuals returning from the Greater Trail area after work, while still allowing the neighbours to enjoy peace and quiet in the evening and on weekends. We would also accept the reduced one-year term Temporary Use Permit, in order to operate on a trial basis, with consideration for an extension after our first year in business.

Please note the letter of support we received from The Beaver Valley Nursery School. I appreciate you taking the time to review this letter, and I kindly request you take these points into consideration when making a decision regarding this application.

Kind regards,

Taylor Hamm
1224003 BC Ltd





Regional District of
Kootenay Boundary

Staff Report

RE:	Development Permit – Mallis and Zeman		
Date:	July 30, 2020	File #:	BW-4222-07499.006
To:	Chair Langman and members of the Board of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

We have received an application from Conrad Wiker, on behalf of Ragnar Mallis and Stacy Zeman for an Alpine Environmentally Sensitive Development Permit in Big White (see attachments).

Property Information	
Owner(s):	Ragnar Mallis and Stacy Zeman
Agent:	Conrad Wiker
Location:	212 Feathertop Way
Electoral Area:	Electoral Area E/West Boundary
Legal Description(s):	Strata Lot 4, DL 4222, SDYD, Plan KAS3398
Area:	0.04ha (0.103acr)
Current Use(s):	vacant
Land Use Bylaws	
OCP Bylaw No.: 1125	Medium Density Residential
DP Area:	Commercial and Multi-Family DP1; Alpine Environmentally Sensitive DP2
Zoning Bylaw No.: 1166	Chalet Residential 3
Other	
ALR:	NA
Waterfront / Floodplain:	NA
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

The subject property is located along Terraces Drive, a strata road off of Feathertop Way at Big White Ski Resort. It is designated "Medium Density Residential" in the Official Community Plan Bylaw No. 1125 (OCP) and zoned "Chalet Residential 3" (R3) in Zoning Bylaw No. 1166.

The property is also within the Commercial and Multiple Family and Alpine Environmentally Sensitive Development Permit Areas (DPAs). The proposal

is exempt from a Multiple Family Development Permit because it involves the construction of a single family dwelling. However, it is still subject to the requirements of the Alpine Environmentally Sensitive DPA.

Proposal

The applicants are requesting a development permit to build a single family dwelling (see attachments). An Alpine Environmentally Sensitive Development Permit is required as the proposal involves the disturbance of land.

Implications

A Landscape Reclamation Plan was submitted with the application, which includes additional detail on the project description and the remediation plan (see attachments). The applicant has provided a plan that describes the landscape reclamation they plan to undertake. It does not appear from the reclamation plan that there is any natural vegetation to retain. The applicant has proposed methods for retaining soil using rock, paving and planting of shrubs, trees and grass. Snow removal has been identified on the common strata property across the road, with a small area located next to the driveway for snow removed from there.

The proposal is consistent with the goals, objectives and policies contained within the OCP, the regulations of the Zoning Bylaw as well as the Alpine Environmentally Sensitive DPA Guidelines.

Advisory Planning Commission (APC)

The Big White APC considered this application at their July 7, 2020 meeting. The APC provided a recommendation to support this application.

Recommendation

That the staff report regarding the Development Permit application submitted by Conrad Wiker, on behalf of owners Ragnar Mallis and Stacy Zeman to construct a single family dwelling in Big White on the parcel legally described as Strata Lot 4, DL 4222, SDYD, Plan KAS3398, Big White, Electoral Area E/West Boundary, be received.

Attachments

Site Location Map
Subject Property Map
Applicant Submission

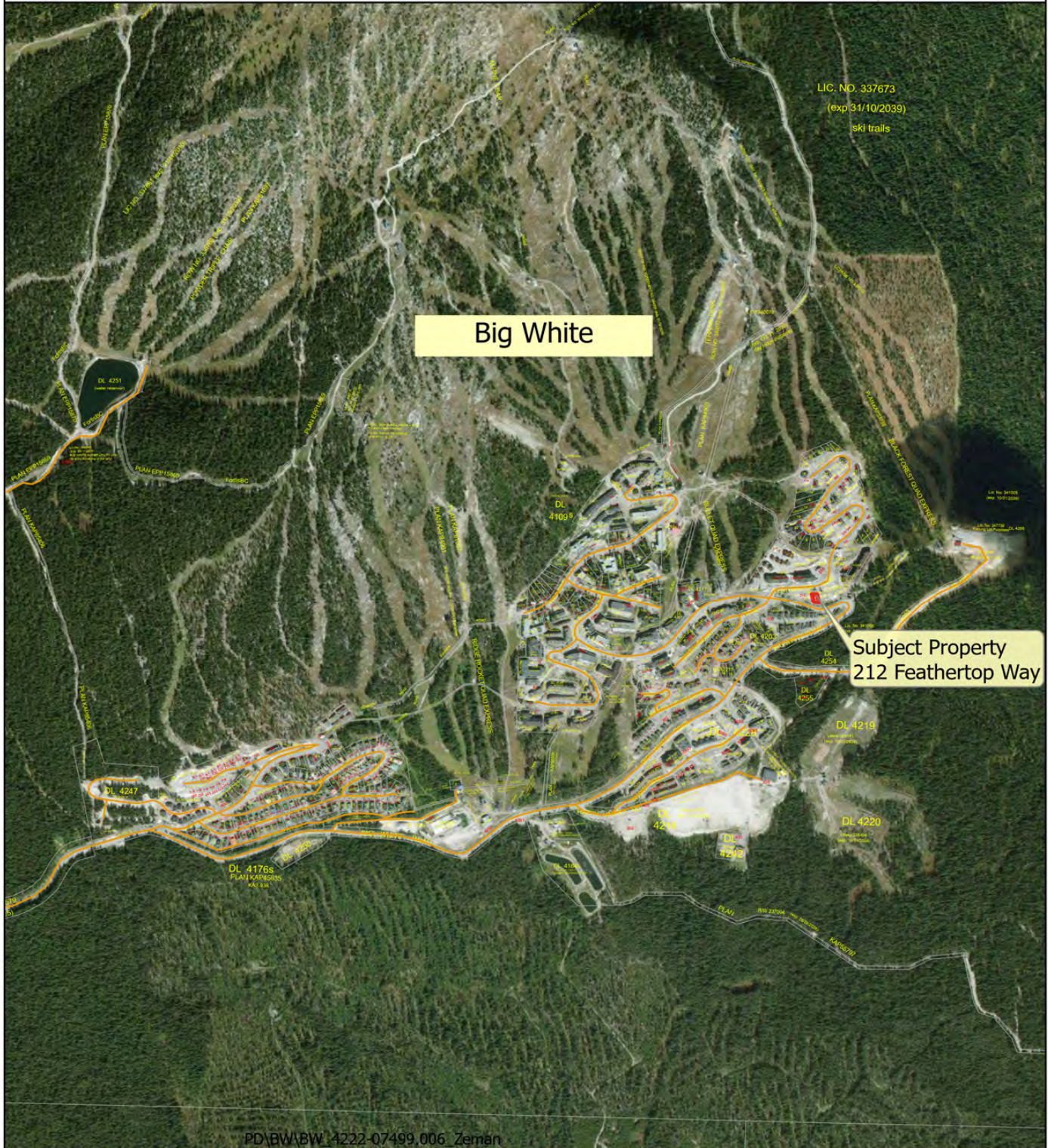
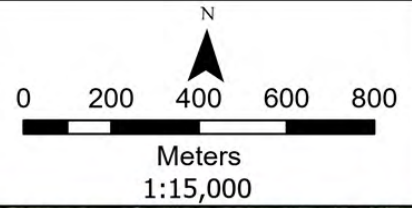


Regional District of Kootenay Boundary

2020-06-15

Site Location Map

Lot 3, Plan KAP23412,
District Lot 4109S,
Similkameen Div of Yale Land District



PD\BW\BW_4222-07499.006_Zeman

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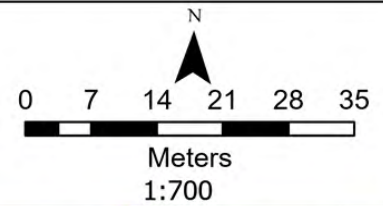


Regional District of
Kootenay Boundary

2020-06-15

Subject Property Map

Lot 3, Plan KAP23412,
District Lot 4109S,
Similkameen Div of Yale Land District





Landscape Plan/Layout: #4-212 Feathertop Way: bigwhiteproject.com
 Attn: RDKB DP Permit Application
 June 2020

Landscape Trees: 3 Total (Larch or Other Native Trees)

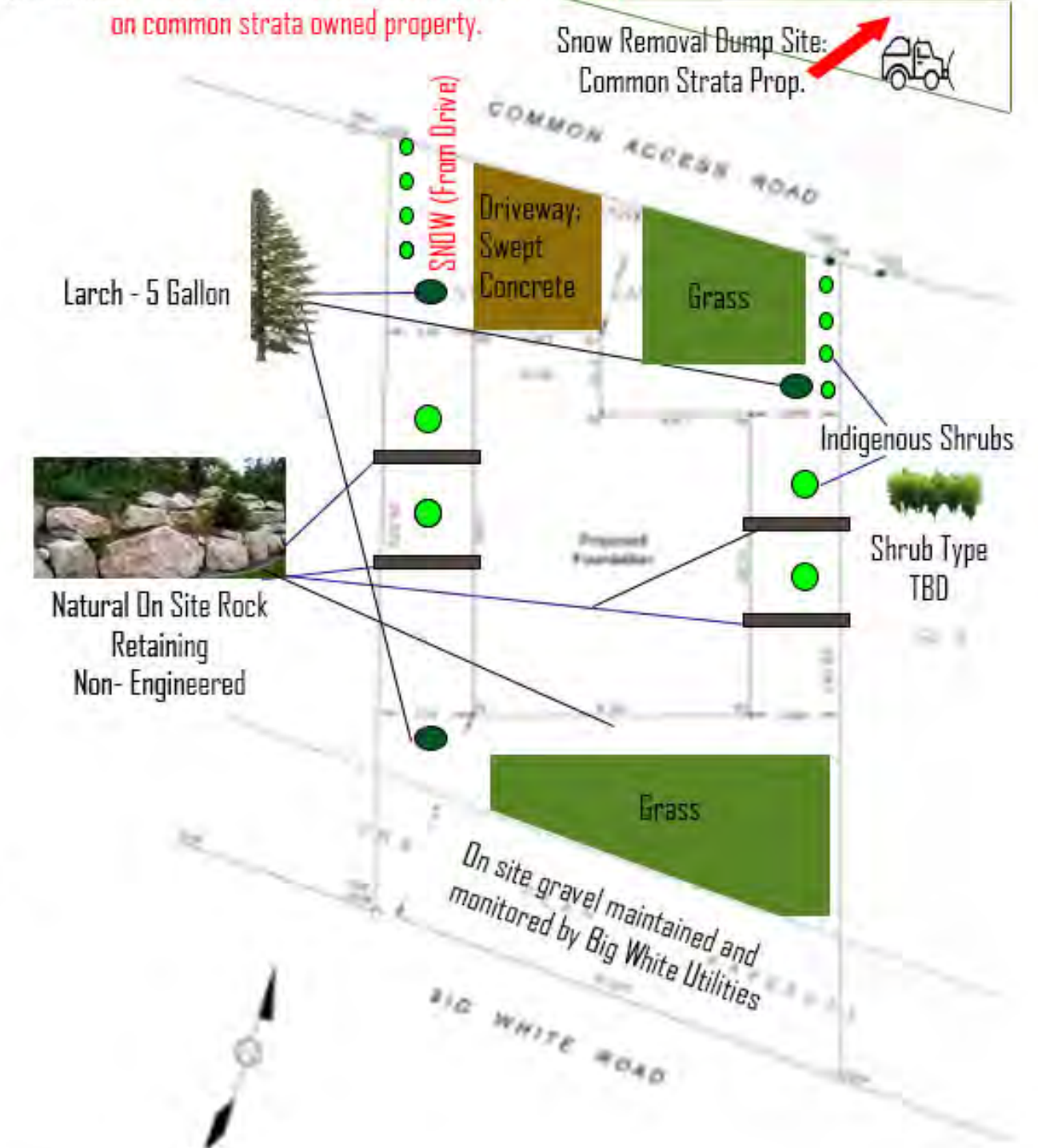
Small Indigenous Shrubs: 8 (Fire resistant)

Large Indigenous Shrubs: 8 (Fire resistant)

Rock Retaining Walls: 4 in total all under 4.5 feet using natural grades and on site materials. (Natural Rock)

NOTE: All back fill for side of building is existing 3/4 inch minus gravel. No erosion issue to date. Also, registered CAT track on title as easement.

Snow Removal: All snow removed and stored across the road
 on common strata owned property.





212 FEATHERTOP WAY | PLAN KAS3398, DISTRICT LOT: 4222, LAND DISTRICT 54 | PID 027-402-231

FOR CONSTRUCTION

NO.	DESCRIPTION	BY	DATE
R1	LOT #4 FEATHERTOP WAY SK		2020.05.19

SHEET TITLE:
PERSPECTIVES

PROJECT DESCRIPTION:
LOT #4 212 FEATHERTOP WAY

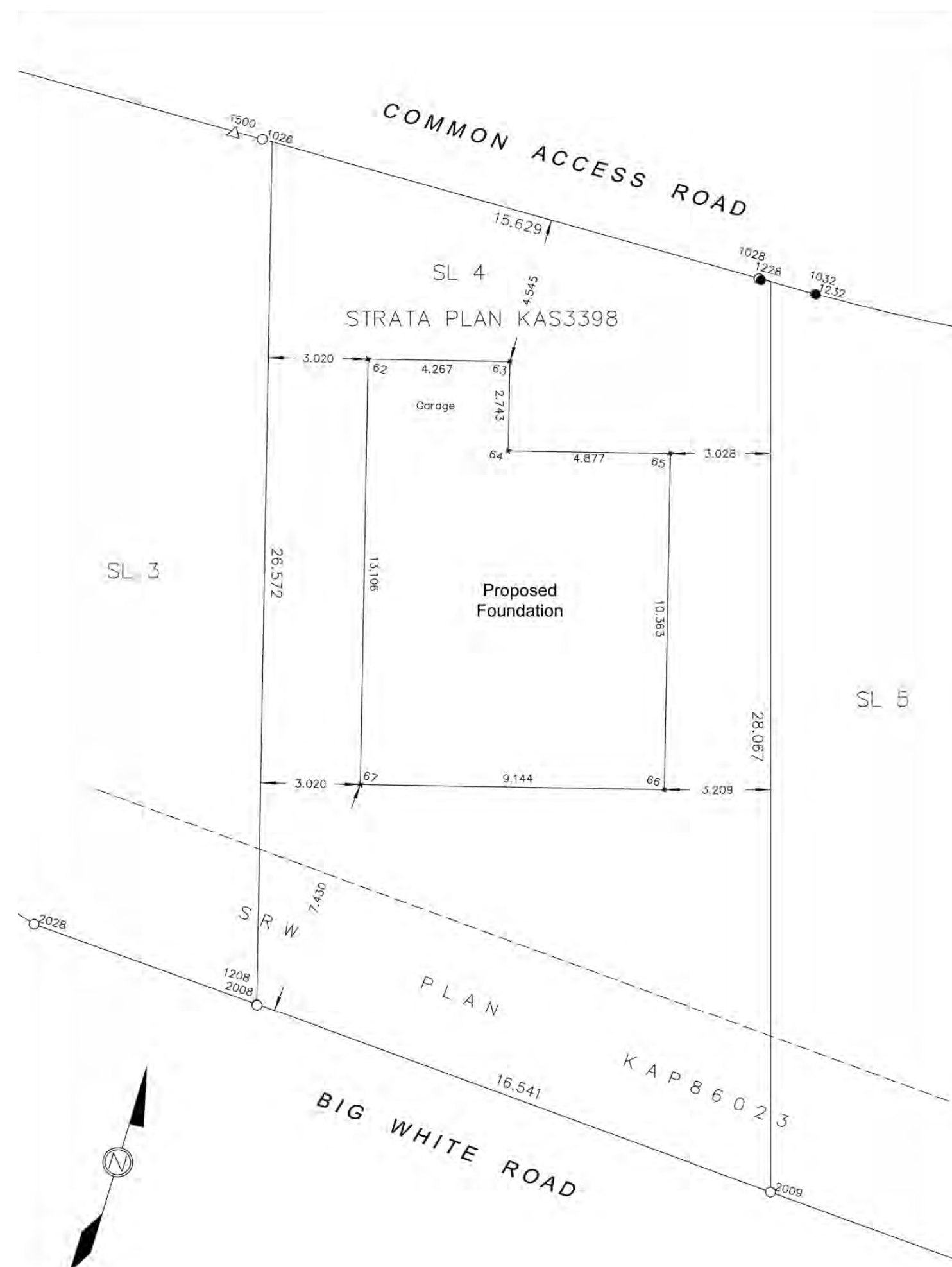
ISABEY INTERIORS
THE INTENTION OF DESIGN

DATE:
2020.04.06

SCALE:

SHEET:

A-1



SHEET TITLE:
SITE PLAN & FOUNDATION PLAN

PROJECT DESCRIPTION:
LOT #4 212 FEATHERTOP WAY

ISABEY INTERIORS
THE INTENTION OF DESIGN

DATE:
2020.04.06

SCALE:
1/4" = 1'-0"

SHEET:
A-2

GENERAL NOTES

DO NOT SCALE DRAWINGS. IF DIMENSIONS ARE IN QUESTION THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING CLARIFICATION FROM ISABEY INTERIORS BEFORE CONTINUING WITH THE WORK. WRITTEN DIMENSIONS ALWAYS TAKE PRECEDENCE OVER SCALE MEASUREMENTS.

ISABEY INTERIORS SHALL NOT BE RESPONSIBLE FOR ANY VARIANCES FROM THE STRUCTURAL DRAWINGS AND SPECIFICATIONS, OR ADJUSTMENT REQUIRED RESULTING FROM CONDITIONS ENCOUNTERED AT THE JOB SITE AND IS THE SOLE RESPONSIBILITY OF THE OWNER/ BUILDER.

CONTRACTOR AND ALL SUB-TRADES TO REVIEW SITE CONDITIONS, SCOPE OF WORK, ANY RELATED WORK, ALL DRAWINGS AND DOCUMENTATION AND REPORT ANY DISCREPANCIES TO ISABEY INTERIORS PRIOR TO CONSTRUCTION.

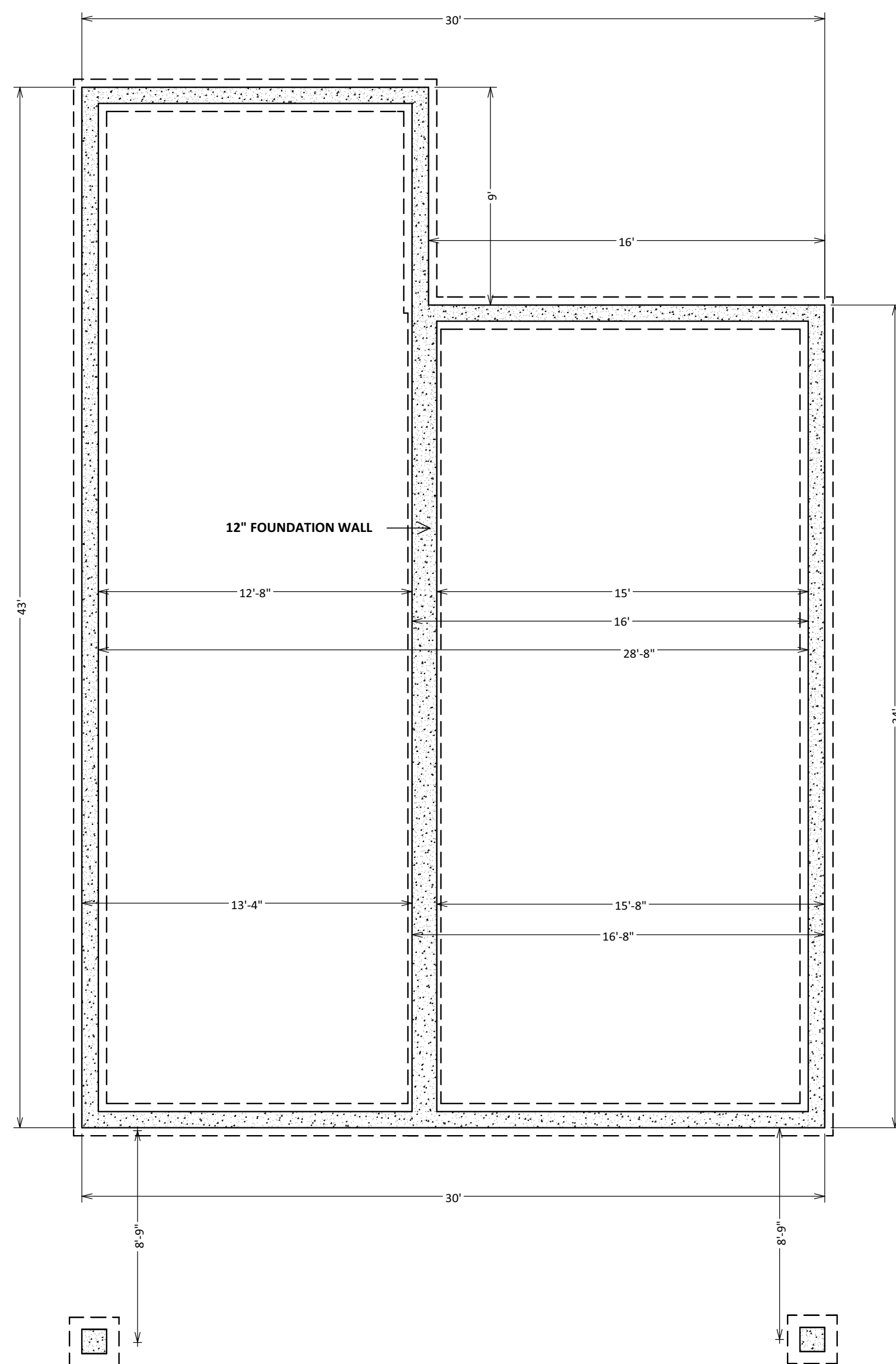
SCALE = NTS

ALL WINDOW AND DOOR SIZES AND OPERATION ARE TO BE CONFIRMED BY OWNER/ BUILDER WITH THE MANUFACTURER.

ALTHOUGH EVERY EFFORT HAS BEEN MADE TO PROVIDE COMPLETE AND ACCURATE DRAWINGS WE CANNOT ELIMINATE THE POSSIBILITY OF HUMAN ERROR, THEREFORE ISABEY INTERIORS WILL NOT BE LIABLE FOR ANY ERRORS OR OMISSIONS.

ALL WORK SHALL CONFIRM TO THE CURRENT BUILDING CODES ADOPTED BY AUTHORITIES HAVING JURISDICTION OR LOCAL BUILDING CODES AND BYLAWS WHICH MAY TAKE PRECEDENCE.

ALL WORKMANSHIP TO MEET OR EXCEED IN ALL RESPECTS TO GOOD BUILDING PRACTICE.



FOR CONSTRUCTION



Regional District of
Kootenay Boundary

Staff Report

RE:	Development Permit – Kimcho Pty Ltd. – Todd and Natalie Casten		
Date:	July 30, 2020	File #:	BW-4222-07500.740
To:	Chair Langman and members of the Board of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

We have received an application from Ernie Hurd, on behalf of Natalie and Todd Casten for an Alpine Environmentally Sensitive Development Permit in Big White (see attachments).

Property Information	
Owner(s):	Todd and Natalie Casten, Kimcho Pty Ltd.
Agent:	Ernie Hurd
Location:	315 Feathertop Way
Electoral Area:	Electoral Area E/West Boundary
Legal Description(s):	Strata Lot 28, DL 4222, SDYD, Plan KAS3134
Area:	0.04ha (0.109acr)
Current Use(s):	vacant
Land Use Bylaws	
OCP Bylaw No.: 1125	Medium Density Residential
DP Area:	Commercial and Multi-Family DP1; Alpine Environmentally Sensitive DP2
Zoning Bylaw No.: 1166	Chalet Residential 3
Other	
ALR:	NA
Waterfront / Floodplain:	NA
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

The subject property is located along Feathertop Way at Big White Ski Resort. It is designated "Medium Density Residential" in the Official Community Plan Bylaw No. 1125 (OCP) and zoned "Chalet Residential 3" (R3) in Zoning Bylaw No. 1166.

The property is also within the Commercial and Multiple Family and Alpine Environmentally Sensitive Development Permit Areas (DPAs). The proposal is exempt from a Multiple Family Development Permit because it involves the construction of a single family dwelling. However, it is still subject to the requirements of the Alpine Environmentally Sensitive DPA.

Proposal

The applicants are requesting a development permit to build a single family dwelling (see attachments). An Alpine Environmentally Sensitive Development Permit is required as the proposal involves the disturbance of land.

Implications

A Landscape Reclamation Plan was submitted with the application, which includes additional detail on the project description and the remediation plan (see attachments). The applicant has provided a plan that describes the landscape reclamation they plan to undertake. It does not appear from the reclamation plan that there is any natural vegetation to retain. The applicant has proposed methods for retaining soil using rock, paving and planting of shrubs, trees and grass. Snow storage has been identified as an area located in front of the driveway and a small area next to the stairway.

The proposal is consistent with the goals, objectives and policies contained within the OCP and regulations of the Zoning Bylaw.

Advisory Planning Commission (APC)

The Big White APC considered this application at their July 7, 2020 meeting. They expressed concerns about the height of the retaining wall given the steep slope on the side of the house and whether or not it was engineered. The APC provided a recommendation to support this application, with the following comments:

- That staff consider the question of the retaining wall.

Planning and Development Comments

A geotechnical engineer will be required to be involved at the Building Permit phase to determine that the soil conditions are adequate for the proposed construction.

Recommendation

That the staff report regarding the Development Permit application submitted by Ernie Hurd, on behalf of owners Kimcho Pty Ltd. to construct a single family dwelling in Big White on the parcel legally described as Strata Lot 28, DL 4222, SDYD, Plan KAS3134, Big White, Electoral Area E/West Boundary, be received.

Attachments

Site Location Map
Subject Property Map
Applicant Submission

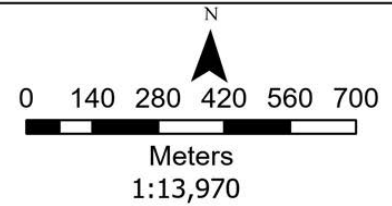


Regional District of
Kootenay Boundary

2020-06-25

Site Location Map

Strata Lot 28, Plan KAS3134,
District Lot 4222,
Similkameen Div of Yale Land District



PD\BW\BW_4222-07500.740_KimchoPTY

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

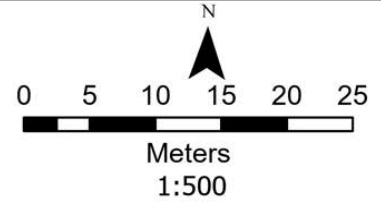


Regional District of
Kootenay Boundary

2020-06-25

Subject Property Map

Strata Lot 28, Plan KAS3134,
District Lot 4222,
Similkameen Div of Yale Land District




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

Applicant Submission

**SKETCH PLAN OF PROPOSED FOUNDATION ON STRATA LOT 28
DISTRICT LOT 4222 SIMLKAMEEN DIVISION YALE DISTRICT
STRATA PLAN KAS3134**

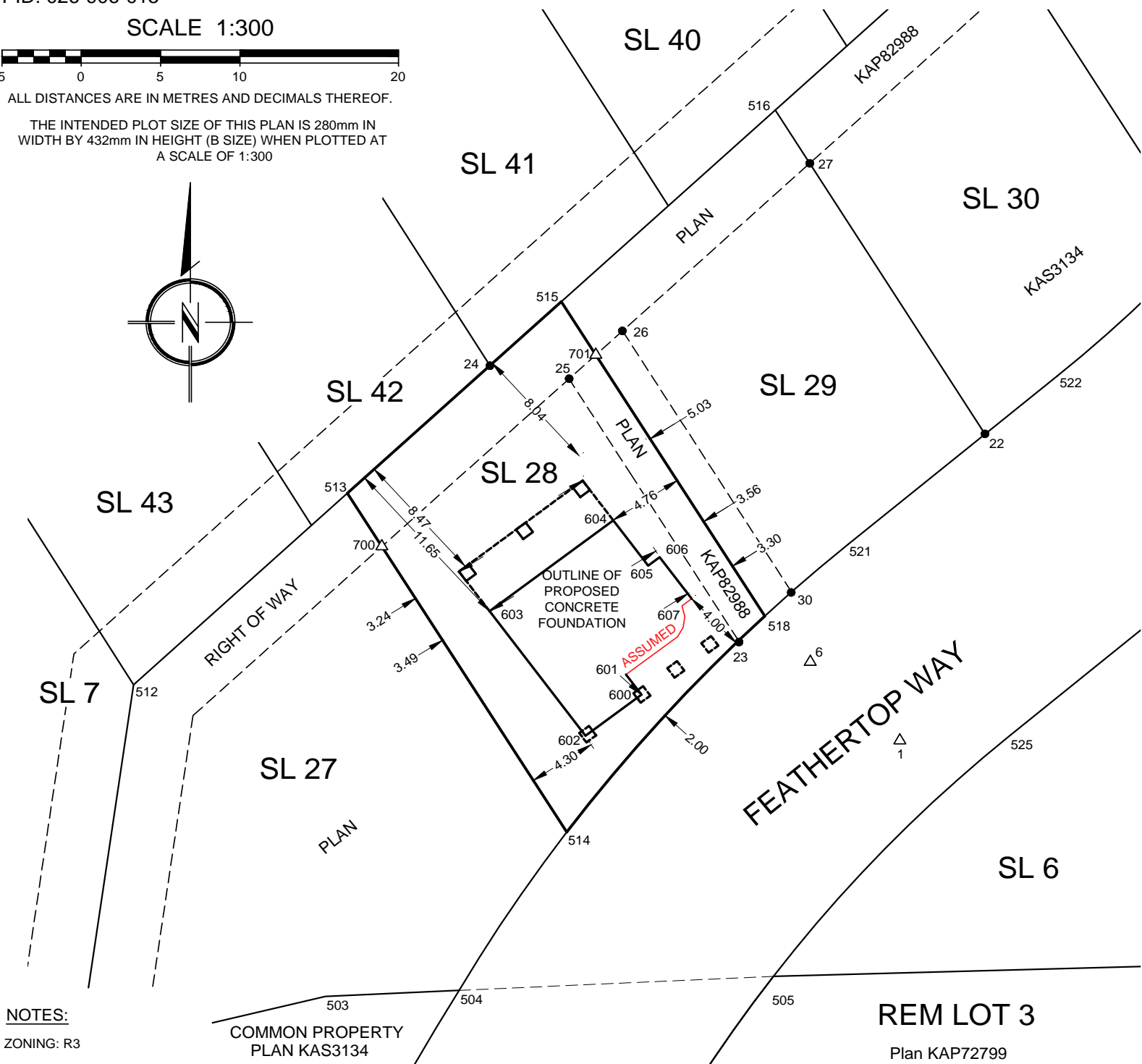
RESORT OF BIG WHITE
CIVIC ADDRESS: 315 FEATHERTOP WAY
PID: 026-906-015

SCALE 1:300



ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.

THE INTENDED PLOT SIZE OF THIS PLAN IS 280mm IN WIDTH BY 432mm IN HEIGHT (B SIZE) WHEN PLOTTED AT A SCALE OF 1:300



NOTES:

ZONING: R3

CHARGES / INTERESTS ON TITLE THAT MAY IMPACT THE LOCATION OF IMPROVEMENTS:
KV18493 - RESTRICTIVE COVENANT
KV18494 - RESTRICTIVE COVENANT
KV18495 - STATUTORY RIGHT OF WAY
KV18499 - EASEMENT
LA114349 - STATUTORY RIGHT OF WAY
LA173595 - RESTRICTIVE COVENANT
LA175823 - STATUTORY RIGHT OF WAY
LB8784 - STATUTORY RIGHT OF WAY
LB8785 - EASEMENT

PROPERTY DIMENSIONS SHOWN ARE DERIVED FROM: PLAN KAS3134

OFFSETS TO PROPERTY LINES ARE NOT TO BE USED TO DEFINE BOUNDARIES.

REFER TO CURRENT CERTIFICATE(S) OF TITLE FOR ADDITIONAL, EXISTING OR PENDING CHARGES.

THIS PLAN SHOWS THE LOCATION OF VISIBLE FEATURES ONLY, AND DOES NOT INDICATE BURIED SERVICES THAT MAY EXIST ON OR AROUND THE SUBJECT SITE.

FEATURES SHOWN WITHOUT DIMENSIONS SHOULD BE CONFIRMED WITH BENNETT LAND SURVEYING LTD.

BUILDING LOCATION BASED ON SURVEY TIES TO VISIBLE EXTERIOR SURFACES UNLESS OTHERWISE NOTED.

NOTE:

THIS PLAN HAS BEEN PREPARED FOR CONSTRUCTION PURPOSES ONLY AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT.

ALL RIGHTS RESERVED. NO PERSON MAY COPY, REPRODUCE, TRANSMIT OR ALTER THIS DOCUMENT IN WHOLE OR IN PART WITHOUT THE CONSENT OF BENNETT LAND SURVEYING LTD..

BENNETT LAND SURVEYING LTD. ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF ANY DECISIONS MADE, OR ACTIONS TAKEN BASED ON THIS DOCUMENT.



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#201 - 1470 ST. PAUL STREET,
KELOWNA, BC
V1Y 2E6
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www.bennettsurveys.com

FB686 P52-54 (AB)



FIELD SURVEY COMPLETED ON JUNE 1, 2020.

C:\JOBS\BLS KELOWNA JOBS\100214 315 FEATHERTOP WAY BIG WHITE\SK100214R1.DWG

Applicant Submission

LANDSCAPE RECLAMATION PLAN

INTRODUCTION: Due to the severity of this lot it would be difficult to create any sustainable foliage retention along the side yards although the kinnickinnick plant would be a good choice. There is still a need to prevent soil erosion on the East & West portions of the lot. The South and North present favorable ground cover to satisfy the Landscape Reclamation Plan.

- This will be accomplished by a step wall design up the slope using available rocks. Space in between rocks could be planted in Kinnickinnick.
- There is significant space available at the back of the lot adjacent to the ski out to put a combination of kinnikinic and Shrubby Cinquefoil in the front and back.

Applicant Submission

Plan Update: I have included a rudimentary, altered plot plan. This sheet represents the latest update.

- I have indicated the driveway location and the extension of the driveway to the left. There will be a sloping retaining wall extended out from the right side of the garage. There is a grade differential to allow a low slope egress driveway. There will be a set of concrete stairs to accommodate egress from street to front door.
- There will be approximately 150 sq. ft of space to the left of the garage and about 75 sq. ft. to the right of the stairs for snow storage.
- There will be retaining walls placed along the sides of the foundation on the left and the right. Exactly where and how will be determined during backfill.
- If there is a lesson to be learned about the Okanagan Mountain Park fire of 2003 is it is probably not a good idea to have vegetation close to wood. My recommendation for this build is 0 vegetation on the side yards and minimal, distanced vegetation on the front and back. Crushed rock would make up significant ground cover aesthetics.

Applicant Submission

PLANNING:

Thank you for being patient with me. I should have employed a landscape design company, but I am still under obligation to look after the financial interests of my client. This a very severe lot and although there may be a retaining wall on the east and west sides of the build it is hard to predict exactly where until the backfill is being performed. I will try this exercise again. There will be a retaining wall built around the back-cement patio to provide access to the ski out.

Thank you, Ernie Hurd

P – PLANTS

P-1 GRASS, YARROW, PEARLY EVERLASTING.

P-2 GRASS, YARROW, PEARLY EVERLASTING

P-3 KINNICKINNICK, PRICKLY ROSE, SHRUBBY CINQUEFOIL (5)

P-4 GRASS, YARROW, PEARLY EVERLASTING.

P-5 GRASS, YARROW, PEARLY EVERLASTING.

**P-6 ARTIC LUPIN, PRICKLY ROSE, YELLOW COLUMBINE,
SHRUBBY CINQUEFOIL (3)**

S1 & S2 – SNOW RETENTION AREAS

W – RETAINING WALLS WEST

E – RETAINING WALLS EAST

DRIVEWAY – ASHPHALT

Applicant Submission

SKETCH PLAN OF PROPOSED FOUNDATION ON STRATA LOT 28 DISTRICT LOT 4222 SIMILKAMEEN DIVISION YALE DISTRICT STRATA PLAN KAS3134

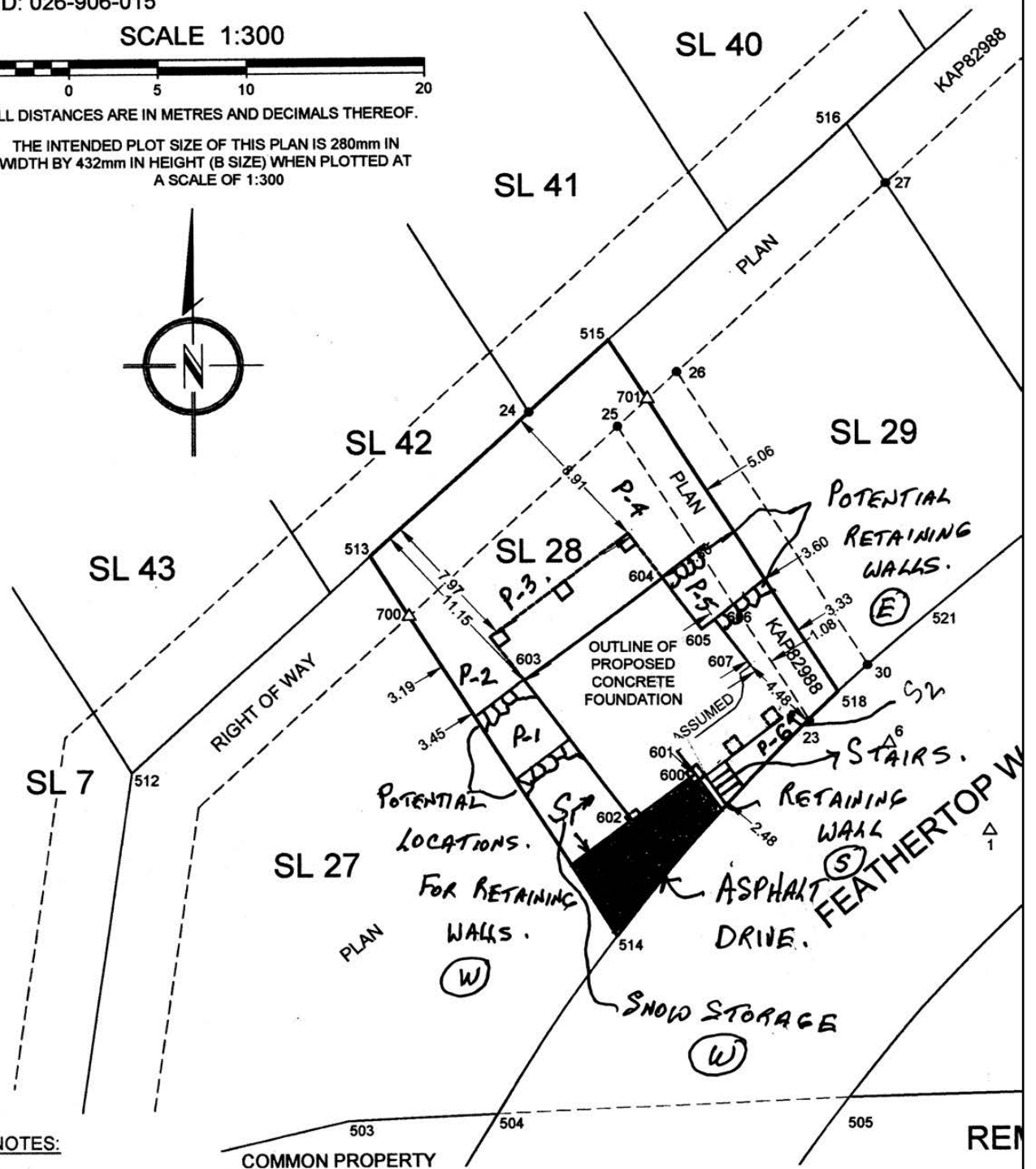
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SCALE 1:300



ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF.

THE INTENDED PLOT SIZE OF THIS PLAN IS 280mm IN
WIDTH BY 432mm IN HEIGHT (B SIZE) WHEN PLOTTED AT
A SCALE OF 1:300



NOTES:

Applicant Submission



Bearberry



Pontentilla fruticosa

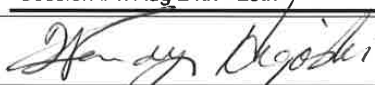


West Boundary Recreation Grant Application

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.

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

Applicant/Requesting Group		Greenwood Municipal Swimming Pool	
Mailing Address:		<u>P.O. Box 129</u> <u>Greenwood BC</u> <u>V0H 1J0</u>	
Phone:	250-445-6644	Email:	pool.greenwoodcity@gmail.com
Contact Person (Representative)		Andrew Dunham	
Amount of grant request?		\$3,500.00	
What is the purpose of the grant?		<u>To be put towards the cost of instructor</u> <u>wages in running Red Cross Swim Kids</u> <u>Swimming Lessons for the 2020 Season</u>	

	-Change in request amount due to running one less session
Who will the grant benefit?	West Boundary youth & Community at large in building a stronger water safety culture.
What are the other funding sources for this program/event?	N/A
Are the participants being charged to participate?	<p>X</p> <p>Yes No</p> <p style="margin-left: 150px;">\$30.00 for preschool lessons</p> <p style="margin-left: 150px;">\$45.00 for levels 1-4</p> <p>If yes, how much? \$50.00 for levels 5-10</p>
Estimated # of benefiting participants?	There were 174 lesson registrants in 2019
Where will the program/event be held?	213. S. Government Ave. (Greenwood Municipal Swimming Pool)
When will the program/event be held?	<p>Session #1: Aug 3rd - 7th</p> <p>Session #2: Aug 10th - 14th</p> <p>Session #3: Aug 17th - 21st</p> <p>Session #4: Aug 24th - 28th</p>
Signature of Authorized Representative	<div style="display: flex; align-items: center;">  <div style="border: 1px solid black; padding: 2px;">Date</div> <div style="margin-left: 10px;">July 21/2020</div> </div>

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

Office Use Only

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

Jennifer Kuhn

From: is@rdkb.com
Sent: July 4, 2020 9:50 AM
To: Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn
Subject: Grant-in-Aid Form submitted by Rivervale Recreation, 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: Rivervale Recreation

Address: 254 2nd. Ave., Trail, B.C.

Phone: 250-368-3127

Fax: 250-368-3128

Email: Gram2002@telus.net

Representative: Bev Edwards

Make Cheque Payable To: Rivervale Recreation

Other Expenses:

Total Cost of Project: \$\$4672.50

Amount Requested from
RDKB Director(s):

\$\$2500.00

*Approved Director Worley
July 9, 2020*

What is the Grant-in-Aid for?

Purchase of a 20 foot crank-out awning for the Rivervale Park building.

List of Other Organizations Applied to for Funding

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

☐

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Jennifer Kuhn

From: is@rdkb.com
Sent: July 6, 2020 7:52 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn
Subject: Grant-in-Aid Form submitted by Sue Verigin, email address - sue.verigin@gmail.com

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Sue Verigin

Address: 1181 Keith Road

Phone: 6043068231

Fax:

Email: sue.verigin@gmail.com

Representative: Vice-President of Christina Lake Boat Access Society

Make Cheque Payable To: Christina Lake Boat Access Society

Other Expenses:

Total Cost of Project: \$800.00

Amount Requested from
RDKB Director(s):

\$400.00

Approved Director McGregor
July 7, 2020

What is the Grant-in-Aid for?

Annual Dump Day for the Boat Access residents at Christina Lake. This helps cabin owners to dispose of larger items that accumulate on their properties to dispose of them safely and to recycle where appropriate.

This has been almost ten years of community building and fun all in aid of reducing and recycling waste at the Lake.

List of Other Organizations Applied to for Funding

Name of Organization Christina Lake Boat Access Society

Amount Requested 400.00

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

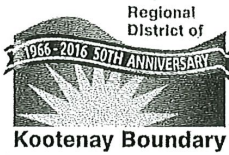
Amount Requested

Amount Secured

Documents uploaded with Submission?

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Grant-in-Aid Request

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

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

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

Applicant:	* Boundary Historical Society				
Address:	* Box 2346 - Grand Forks, BC V0H 1H0				
Phone:	* 250-442-2274	Fax:		E-Mail:	* boundary historical @ gmail.com
Representative:	* Doreen Sorensen - Secretary				
Make Cheque Payable To:	* Boundary Historical Society				

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

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

What is the total Cost of the Project? \$4000.00 What amount are you requesting from this RDKB Director(s)? \$2000.00

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

We are seeking funds to continue our work in preserving and maintaining the Phoenix Pioneer Cemetery.

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: 20/05/2020 Applicant Signature D. Sorensen Print Name Doreen Sorensen

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT

Jennifer Kuhn

From: is@rdkb.com
Sent: July 23, 2020 9:37 AM
To: Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn
Subject: Grant-in-Aid Form submitted by Kettle Valley Food Co-op, email address - turnwest@telus.net

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

Electoral Area 'D' / Rural Grand Forks Director Roly Russell

Applicant Information:

Applicant: Kettle Valley Food Co-op

Address: Box 207 (125A Market Avnue) Grand Forks BC V0H 1H0

Phone: 250-442-4809

Fax:

Email: turnwest@telus.net

Representative: Jan Westlund

Make Cheque Payable To: Kettle Valley Food Co-op

Other Expenses:

Total Cost of Project: \$\$4213

Amount Requested from
RDKB Director(s):

\$\$1500

*Approved Director Russell
July 23, 2020*

What is the Grant-in-Aid for?

KVFC has embarked on a campaign to promote local food producers in a series of profiles published in the Gazette on a weekly basis for six months with links to face book and regular internal messaging.

We have generated donations to cover the cost of these profiles to the end of August and are looking at

other funding opportunities to complete the series.

Local food security has moved to front of mind for many Boundary residents as this pandemic has demonstrated the fragility of supply lines delivering food produced at great distances. More than ever before citizens are beginning to understand the importance of local food production to their long-term well-being. At the same time, new farmers are undertaking food production around the area and deserve encouragement. We have pin-pointed twenty-three farms to highlight.

KVFC has experienced an up surge in new membership and order sizes this growing season. This has resulted in a larger than usual revenue stream which shows potential for more stable finances going forward if current trends were entrenched. An opportunity to raise our own profile, logo and website is an upside of these publications as we seek to further momentum.

As highlighted by both the Regional District and the Boundary Agricultural Society in their long term planning, we are asking for your help in undertaking public education around choices to purchase locally with a focus on the farmers who will enable us to do that. This is even more important in a year when the pandemic denies us the opportunity to mingle farmers and eaters at our annual Harvest Festival.

List of Other Organizations Applied to for Funding

Name of Organization KVFC (seeking donations from our Members)

Amount Requested on-going

Amount Secured \$1100

Name of Organization Community Futures (initiative to temporarily support order/delivery of Wooden Spoon products through our website with resulting donation to the Boundary Food Bank)

Amount Requested possible

Amount Secured \$1000

Name of Organization Other funding sources will be approached as need is determined

Amount Requested

Amount Secured

Documents uploaded with Submission?

[]



STAFF REPORT

Date: 22 July 2020
To: Chair Langman and
Members of the Board
From: Barb Ihlen,
General Manager of Finance/CFO
Re: Security Issuing Bylaw #1737
Service 057 – Grand Forks Rural Fire
Protection - purchase of engine and Carson
Hall Expansion

File

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, requesting approval of attached Security Issuing Bylaw #1737 to cover the purchase of an engine and the Carson Hall Expansion for Service 057 – Grand Forks Rural Fire Protection.

History/Background Factors

In January 2018, the Board of Directors adopted Loan Authorization Bylaw #1654 for Service 057 – Grand Forks Rural Fire Protection for the purchase of two new fire trucks (\$1,040,000) and for the expansion of the Carson Fire Hall (\$765,000) for a total of \$1,805,000. Please see attached a copy of Loan Authorization Bylaw #1654.

Through the adoption of the 2020-2024 Financial Plan, the Board of Directors approved the loan for \$243,000 to go towards the final payment of an engine and \$490,000 to go towards the renovation project at Carson Fire Hall. Please see attached Security Issuing Bylaw #1737 for your review and adoption.

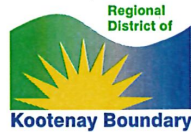
Implications

The adoption of a Security Issuing Bylaw falls under Section 411 of the *Local Government Act*.

Recommendation

That the Board of Directors of the Regional District of Kootenay Boundary (RDKB) reviews and adopts Security Issuing Bylaw #1737 in the amount of \$733,000 for Service 057-Grand Forks Rural Fire Protection for purpose of the

purchase of the an engine fire truck (\$243,000 over 10 years) and for the renovation of the Carson Fire Hall (\$490,000 over 15 years) as per Section 411 of the *Local Government Act*.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Bylaw No. 1654

A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to authorize the borrowing of funds to assist with the capital costs for the purposes of purchasing two new fire trucks and expansion of the Grand Forks Rural Fire Protection District Fire Hall

WHEREAS the Regional District of Kootenay Boundary has established by Bylaw No. 1541, 2013 a service within Regional District of Kootenay Boundary Electoral Area 'D'/Rural Grand Forks for the purpose of operating and maintaining the Grand Forks Rural Fire Protection District Service;

AND WHEREAS the estimated capital costs for the purchase of two new fire trucks and expansion of the fire hall is the sum of \$1,805,000.

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed 20 years;

AND WHEREAS the authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors has obtained the approval of electors in the participating area;

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors, in open meeting assembled, hereby enacts as follows:

1. The Regional District of Kootenay Boundary Board of Directors is hereby empowered and authorized to undertake and carry out or cause to be carried out capital expenditures for fire protection services within the boundaries of RDKB Electoral Area 'D'/Rural Grand Forks through the Grand Forks Rural Fire Protection District Service and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) to borrow upon the credit of the Regional District of Kootenay Boundary a sum not exceeding one million, eight hundred and five thousand dollars (\$1,805,000) for the purchase of two new fire trucks at one million and forty thousand dollars (\$1,040,000) and for the expansion of the fire hall at seven hundred sixty-five thousand dollars (\$765,000);

2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 20 years.

Citation:

This bylaw may be cited as "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017."

Read a First and Second Time this *21st* day of *September, 2017*.

Read a third Time this *21st* day of *September, 2017*.


I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1654 cited as the "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017" as read a third time this *21st* day of *September, 2017*.


Manager of Corporate Administration

Approved by the Inspector of Municipalities this *3rd* day of *November, 2017*.

Approval received from the Electors of the Grand Forks Rural Fire Protection District Service Area by way of Alternate Approval Process this *27th* day of *December, 2017*.

Reconsidered and Adopted this *10th* day of *January, 2018*.


Chair


Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1654 cited as the "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017" as reconsidered and adopted this *10th* day of *January, 2018*.


Manger of Corporate Administration



Statutory Approval

Under the provisions of section 403

of the Local Government Act *and*

of section 179 *of the* Community Charter

I hereby approve Bylaw No. 1654

of the Regional District of Kootenay Boundary,

a copy of which is attached hereto.

Dated this 03 *day*
of November *, 2017*

Deputy Inspector of Municipalities



Certificate of Approval

Under the authority of the *Local Government Act*, I certify that Bylaw No. 1654, cited as the "Regional District of Kootenay Boundary Grand Forks Rural Fire Protection District Service Area Loan Authorization Bylaw No. 1654, 2017" of the Regional District of Kootenay Boundary has been lawfully and validly made and enacted, and that its validity is not open to question on any ground in any court of British Columbia.

Dated this 28 day
of February, 2018

Deputy Inspector of Municipalities of British Columbia

Regional District Security Issuing Bylaw

Regional District of Kootenay Boundary

Bylaw # 1737

A bylaw to authorize the entering into of an Agreement respecting financing between the Regional District of Kootenay Boundary and the Municipal Finance Authority of British Columbia.

WHEREAS the Municipal Finance Authority of British Columbia (the "Authority") may provide financing of capital requirements for regional districts by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the regional district on whose request the financing is undertaken;

AND WHEREAS under the provisions of Section 411 of the *Local Government Act*, the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, and the amount being issued under the authority thereof by this bylaw;

AND WHEREAS the tables contained in this bylaw are to provide clarity and information for the purposes of this bylaw;

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing shall be undertaken through the Authority;

NOW THEREFORE the Regional Board of the **Regional District of Kootenay Boundary** in open meeting assembled enacts as follows:

Regional District Loan Authorization Bylaws

Loan Authorization Bylaw #	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue	Amount of Issue
1654	Fire Hall Renovation	\$ 765,000	\$0	\$ 765,000	15 years	\$ 490,000
1654	2 Fire Trucks	1,040,000	0	1,040,000	10 years	243,000
Total		\$1,805,000	\$0	\$1,805,000		\$ 733,000

1. The Authority is hereby requested and authorized to finance from time to time the above noted undertakings, and further described in the Regional District Loan Authorization Bylaws table, at

the sole cost and on behalf of the Regional District and its member municipalities up to, but not exceeding **SEVEN HUNDRED AND THIRTY THREE THOUSAND DOLLARS (\$733,000)** in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed **\$733,000** in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.

2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Local Government Act*, in such currency or currencies as shall be borrowed by the Authority under Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Saanich and at such time or times as shall be determined by the Treasurer of the Authority.
7. During the currency of the obligations incurred under the said Agreement to secure borrowings in respect of the Regional District of Kootenay Boundary Loan Authorization Bylaw #1737 if the anticipated revenues accruing to the Regional District from the operation of the **Grand Forks Rural Fire Protection District Service** are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however,

that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.

9. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to Section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.

10. This bylaw may be cited as "**Security Issuing Bylaw # 1737, 2020**".

READ A FIRST TIME this day of , 2020.

READ A SECOND TIME this day of , 2020.

READ A THIRD TIME this day of , 2020.

RECONSIDERED and FINALLY PASSED and ADOPTED this day of , 2020.

Chair

Corporate Officer

Certified a true copy of Bylaw #1737 as adopted.

Corporate Officer

Schedule "A" to Bylaw #1737**CANADA****PROVINCE OF BRITISH COLUMBIA****AGREEMENT****Regional District of Kootenay Boundary**

The **Regional District of Kootenay Boundary** (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia (the "Authority") at its Head Office in Saanich, British Columbia, the sum of **SEVEN HUNDRED AND FOUR HUNDRED AND NINETY THOUSAND DOLLARS (\$733,000)** in lawful money of Canada, together with interest thereon from the ____ day of _____ 20__, at varying rates of interest, calculated semi-annually, in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the schedule attached commencing on the ____ day of _____ 20__, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at _____, British Columbia, this ____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of
Bylaw # _____ cited as "_____
_____",
this Agreement is sealed with the Corporate Seal of the
Regional District of _____ and signed
by the Chair and Treasurer thereof.

Chair

Treasurer

Pursuant to the *Local Government Act*, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatsoever in any court of the Province of British Columbia.

Deputy Inspector of Municipalities of British Columbia

PRINCIPAL AND/OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

Date of Payment	Total Payment	Principal/Sinking Fund Deposit	Interest
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$

Regional District Security Issuing Bylaw

Regional District of Kootenay Boundary

Bylaw # 1737

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AND WHEREAS under the provisions of Section 411 of the *Local Government Act*, the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, and the amount being issued under the authority thereof by this bylaw;

AND WHEREAS the tables contained in this bylaw are to provide clarity and information for the purposes of this bylaw;

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2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
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4. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.
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6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Saanich and at such time or times as shall be determined by the Treasurer of the Authority.
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that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.

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Corporate Officer

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DATED at _____, British Columbia, this ____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of
Bylaw # _____ cited as "_____
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Regional District of _____ and signed
by the Chair and Treasurer thereof.

Chair

Treasurer

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Deputy Inspector of Municipalities of British Columbia

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