

Board of Directors
Thursday, November 26, 2020
1:00 pm-Via Zoom

Join Zoom Meeting

<https://zoom.us/j/92857390856?pwd=d3poaCtYNTJMUc95KzROTWgxTFc2dz09>

Meeting ID: 928 5739 0856

Passcode: 174499

+1 778 907 2071 Canada

F I N A L A G E N D A

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 November 26, 2020 is presented.

Recommendation: Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of November 26, 2020 be adopted as presented.

4. Draft Minutes

- 4.a)** The draft minutes of the Regional District of Kootenay Boundary Board of Directors Statutory meeting held November 10, 2020 are presented. A revised copy of the minutes of the RDKB Board meeting held on October 14, 2020 are represented
[Minutes-Board of Directors- 10 Nov 2020-BoD Nov 26 20 - Pdf](#)
[NEW-Minutes-Board of Directors-Represent-14 Oct BoD Nov 26 20 Pdf](#)

Recommendation: Corporate Vote Weighted

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors Statutory meeting held November 10, 2020 and

the revised minutes of the Board meeting held October 14, 2020 be adopted as presented.

5. Presentations at the Request of the Board

5.a) There are no presentations.

6. Delegation(s)

6.a) Columbia Basin Trust (CBT) Update on Trust Activities
Jocelyn Carver, Chair, CBT Board of Directors
Johnny Strilaeff, CEO
Murray McConnachie, RDKB Rep, CBT Board of Directors
[RDKB DelegationRequest-CBT-BoD Nov. 26 20](#)

Recommendation: Corporate Vote Unweighted

That the presentation and information regarding Columbia Basin Trust activities during 2020 be received as presented to the RDKB Board of Directors on November 26, 2020.

7. Applicants and Persons Attending to Speak to Agenda Items

7.a) Tracy & Brad Hanson, Applicants
Application for Development Variance Permit-Electoral Area B/Lower Columbia-Old Glory
Electoral Area Services Committee (Nov. 12/20)
Director Grieve, Committee Chair / Director McGregor, Vice Chair
[REVISED-Staff Report-Hanson DVP-BoD Nov 26](#)

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

That the Development Variance Permit application submitted by Bradley Hanson and Tracey Hanson, to vary Section 302.2(g) of the Area 'B' Zoning Bylaw No. 1540, 2015 to increase the maximum gross floor area of storage buildings, including garages, that may be located on a parcel that does not have a principal use or building provided they are only being used for non-commercial/industrial storage of goods or vehicles belonging to the owner from 60 m² to 92 m² – a variance of 32 m², to build a workshop/storage space to store building materials in preparation for building a single family dwelling, for the property legally described as Lot 3, Township 28, Kootenay District, Plan EPP100686, Electoral Area 'B'/Lower Columbia-Old Glory, be presented to the Regional District of

Kootenay Boundary Board of Directors for consideration, with a recommendation to approve.

7.b) Jada Basi, MCIP, RRP Principal, City Spaces

Re: Presentation of the Housing Needs Report

[Staff Report And Housing Needs Report BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the Housing Needs Report as prepared for the RDKB's five Electoral Areas and eight Member Municipalities and presented to the Board on November 26, 2020 in the staff report titled "House and Home-RDKB Housing Needs Report" and including appendices.

8. Unfinished Business

8.a) Revised Draft RDKB 2021 Meeting Calendar

The first draft of the RDKB meeting calendar was presented to the Board on November 10, 2020. The Board discussed changes and referred the calendar back to staff for revisions and to re-present to the Board on November 26th. The following revisions have been made:

1. Update Boundary Community Development Committee (BCDC) to "Boundary Services Committee (BSC)",
2. Add Solid Waste Management Plan (SWMP) Steering and Monitoring Committee meetings after Electoral Area Services Committee (EAS) meetings in January, March, May, July, September and November, after the Electoral Area Services (EAS) Committee meetings, and
3. Change the time of the EAS Committee meetings from 11:00 a.m. to 10:30 a.m.

[2021 RDKB Meeting Calendar-BoD Nov 10 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the 2021 Board and Committee Meeting Calendar as presented to the Board on November 26, 2020. **FURTHER** that staff post the 2021 meeting calendar to the RDKB website.

8.b) Verbal Updates-COVID-19

M. Stephens, Interim Manager of Emergency Programs

Re: Verbal Update on the COVID-19 Pandemic Emergency Operations
Director Worley, Emergency Preparedness Liaison

M. Andison, Chief Administrative Officer

Re: Verbal Update on the Impacts of the Wage Continuation COVID-19 Pandemic Policy

Director Cacchioni, Finance Liaison

[NEW-Provincial Health Order-November 21, 2020-BoD Nov 26 20](#)

[NEW-Communications-COVID-19 Provincial Health Orders-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the verbal updates regarding COVID-19 emergency operations and the impacts of the RDKB Wage Continuation COVID-19 Policy and the COVID-19 Provincial Health Orders be received as presented to the Board on November 26, 2020.

8.c) F. Phillips, Senior Energy Specialist

Re: Green Municipal Fund Grant Agreement for the EV Infrastructure Study

A staff report from Freya Phillips, Senior Energy Specialist regarding the Green Municipal Fund Grant Agreement GMF 16869 with the Federation of Canadian Municipalities for the Electric Vehicle Infrastructure Study is presented.

[Staff Report - Green Municipal Fund Grant Agreement for the EV Infrastructure Study - Board - November 26 2020 - Pdf](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary (RDKB) Board of Directors approve the Green Municipal Fund Grant Agreement GMF 16869 with the Federation of Canadian Municipalities (FCM) for a grant amount of \$10,000 or 50% of eligible costs allocated to the RDKB Electric Vehicle and Infrastructure Study and as presented to the Board on November 26, 2020. **FURTHER** that the RDKB Board approve the authorized RDKB signatories to sign and enter into the agreement.

9. Communications-RDKB Corporate Communications Officer

- 9.a)** There is nothing new to report at this time. A report regarding the final work on the RDKB website redesign project will be presented at a future meeting.

10. Communications-Information Only

- 10.a)** There are no communications for information items to consider.

11. Refreshment Break

12. Reports

12.a) Monthly Cheque Register Summary

Director Cacchioni, Finance Liaison

The monthly Cheque Register Summary will be presented at a future meeting.

12.b) RDKB Committee Minutes

Minutes of RDKB Committee Meetings as adopted by the respective Committees are presented: Solid Waste Management Plan Steering & Monitoring Committee (May 14/20), Liquid Waste Management Plan Stage 3 Steering Committee (Sept. 3/20), Policy & Personnel Committee (Sept. 17/20), Beaver Valley Regional Trails and Regional Parks Committee (Oct. 7/20), Boundary Services Committee (Oct. 7/20) (Formerly named Boundary Community Development Committee), Utilities Committee (Oct. 14/20), Electoral Area Services Committee (Oct. 15/20).

[Minutes-Solid Waste Management Plan Steering & Monitoring - 14 May BoD Nov 26 20 - Pdf](#)

[Minutes Liquid Waste Management Steering & Monitoring - 03 Sep BoD Nov 26 20 - Pdf](#)

[Minutes Policy and Personnel - 17 Sep 2020-BoD Nov 26 20- - Pdf](#)

[Minutes - 07 Oct 2020 - BV Rec -BoD Nov 26 20- Pdf](#)

[Minutes Boundary Community Development - 07 Oct 2020-BoD Nov 26 20 - Pdf](#)

[Minutes Utilities Committee - 14 Oct 2020 BoD Nov 26 20 - Pdf](#)

[Minutes-Electoral Area Services - 15 Oct 2020-BoD Nov 26 20 - Pdf](#)

Recommendation: Corporate Vote Unweighted

That the following minutes of RDKB Committee meetings held during May, September and October 2020 be received: Solid Waste Management Plan Steering & Monitoring Committee (May 14/20), Liquid Waste Management Plan Stage 3 Steering Committee (Sept. 3/20), Policy & Personnel Committee (Sept. 17/20), Beaver Valley Regional Trails and Regional Parks Committee (Oct. 7/20), Boundary Services Committee (Oct. 7/20) (Formerly named Boundary Community Development Committee), Utilities Committee (Oct. 14/20), Electoral Area Services Committee (Oct. 15/20)

12.c) Recreation Commission Minutes

The minutes of the Grand Forks and District Recreation Commission meeting held October 8, 2020 are presented.

Recommendation: Corporate Vote Unweighted

That the minutes of the Grand Forks and District Recreation Commission meeting held October 8, 2020 be adopted as presented.

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

The draft minutes of the following Advisory Planning Commission meetings held during November 2020 are presented: Electoral Area C/Christina Lake (Nov. 3/20), Electoral Area E/West Boundary (Nov. 2/20) and Electoral Area B/Lower Columbia-Old Glory (Nov. 2/20).

[APC Minutes-Area C-Board-November 26 2020 Minutes](#)

[APC Minutes-Area E-Board-November 26 2020](#)

[APCMinutes-Area B-Board-November 26 2020](#)

Recommendation: Corporate Vote Unweighted

That the following draft Advisory Planning Commission minutes be received: Electoral Area C/Christina Lake (Nov. 3/20), Electoral Area E/West Boundary (Nov. 2/20) and Electoral Area B/Lower Columbia-Old Glory (Nov. 2/20).

13. Committee Recommendations to Board of Directors

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

13.a) Policy & Personnel Committee-Oct. 29/20

Director McGregor, Committee Chair / Director Grieve, Vice Chair

Gas Tax (Canada Works Fund) Policy

[Policy-Combined CdnWorks Fund \(Gas Tax\)- FINAL - BOD - Nov 26 2020](#)

[Staff Report-P&P June-CdnWorks Fund \(Gas Tax\) Policy-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the Gas Tax (Canada Works Fund) Policy as presented to, and approved by the Policy and Personnel Committee on October 29, 2020. **FURTHER**, that the Policy be distributed accordingly.

13.b) Policy & Personnel Committee-Oct. 29/20

Director McGregor, Committee Chair / Director Grieve, Vice Chair

Wage Continuation COVID_19 Pandemic Policy

[Policy-Wage Continuation-COVID-19-FINAL-BOD- Nov 26 2020](#)

[Staff Report-P&P Sept 17-WageContinuation-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the Wage Continuation-COVID-19 Pandemic Policy as presented to and amended by the Policy and Personnel Committee on October 29, 2020. **FURTHER** that the Policy be distributed accordingly.

13.c) Policy & Personnel Committee-Oct. 29/20

Director McGregor, Committee Chair / Director Grieve, Vice Chair

Financial Plan Policy

[Policy-Financial Plan - FINAL - BOD - Nov 26 20](#)

[Staff Report-P&P Sept. 17-Financial Plan Policy-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors adopt the Financial Plan Policy as presented to, and approved by the Policy and Personnel Committee on October 29, 2020. **FURTHER** that the Policy be distributed accordingly.

13.d) Solid Waste Management Plan Steering & Monitoring Committee (Nov. 12/20)

Director McGregor, Chair

Changes to BC Recycling Regulations

[Staff Report-Changes to BC Recycling Regulations-BoD Nov. 26 20](#)

[Recycling Regulations-Intention Paper-BoD Nov. 26 20](#)

[Changes to BC Recycling Regulations-RDKB Consultation Letter-BoD Nov. 26 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve that the letter regarding changes to the *Recycling Regulation* as presented to the Board on November 26, 2020 be sent to the Ministry of Environment and Climate Change.

13.e) Electoral Area Services Committee-Nov. 12/10

Director Grieve, Committee Chair / Director McGregor, Vice Chair

Development Variance Permit-Electoral Area E/West Boundary

REVISED [Staff Report-Doyle DVP-BoD Nov 26 20](#)

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

That the Development Variance Permit application submitted by Sheri Doyle, on behalf of Sheri Doyle and Joseph Gagnon, to vary Section 402.7 of the Big White Zoning Bylaw No. 1166, 2001 to reduce the minimum front lot line setback from 4.5 m to 0 (zero) m – a variance of 4.5 m, for the construction of an enclosed staircase on the property legally described as Lot 10, Plan KAP23322, District Lot 4109s, Similkameen Division of Yale Land District, Electoral Area 'E'/West Boundary be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation to approve, subject to the following conditions:

1. That the staircase shall comply with the terms and conditions as outlined in Alpine Environmentally Sensitive Development Permit 649-20D;
2. That issuance of the Development Variance Permit be withheld until the property owner has provided clear evidence to the satisfaction of the Manager of Planning and Development that the development is in compliance the Ministry of Transportation and Infrastructure's Encroachment Permit for the subject property; and
3. That the staircase shall comply with any outstanding requirements of a Regional District of Kootenay Boundary Building Official, which may include changes to the built stairs to comply with B.C. Building Code or engineering reporting standards.

14. Draft 2021 Work Plans

- 14.a) J. Dougall, General Manager of Environmental Services**
Re: Draft 2021 Work Plan-Big White Solid Waste Management Service (064)
[Draft 2021 Work Plan 064 Big White Solid Waste-BoD Nov 26 20](#)
- 14.b) J. Dougall, General Manager of Environmental Services**
Re: Draft 2021 Work Plan-Regional Solid Waste Management Service (010)
[Draft 2021 Work Plan 010 Regional Solid Waste Management -BoD Nov 26 20](#)
- 14.c) D. Derby, Regional Fire Chief**
Re: Draft 2021 Work Plan-9-1-1 Emergency Communications Service (015)
Director Worley, Protective Services Liaison
[Draft 2021-Work Plan 015 Emergency Communications -BoD Nov 26 20](#)
- 14.d) M. Stephens, Manager of Emergency Programs**
Re: Draft 2021 Work Plan-Emergency Preparedness Service (012)

14.e) B. Champlin, Manager of Building Inspection Services
Re: Draft 2021 Work Plan-Building Inspection Services (004)

[Draft 2021-004 Building Services Work Plan-BoD Nov 26 20](#)

14.f) NEW
M. Andison, Chief Administrative Officer
Re: Draft 2021 Work Plan-General
Government/Administration Services (001)

[Draft 2021 Work Plan 001 Gen Gov Admn-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the following draft 2021 Work Plans be received as presented to the Board on November 26, 2020 and referred to a future meeting: Regional Solid Waste Management Services (010), Big White Solid Waste Management Services (064), Plan-9-1-1 Emergency Communications Services (015), Emergency Preparedness Services (012), Building Inspection Services (004) and General Government/Administration Services (001).

15. New Business

15.a) F. Phillips, Senior Energy Specialist
RE: Community Energy Retrofit Approach

A staff report from Freya Phillips, Senior Energy Specialist regarding Community Energy Retrofit approach for the Regional District of Kootenay Boundary is presented.

[Staff Report - Community Energy Retrofit Approach - Board - November 26 2020 - Pdf](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the staff report titled "Community Retrofit Approach" as presented to the Board on November 26, 2020.

15.b) F. Phillips, Senior Energy Specialist
RE: FortisBC BuildBetter Funding Agreement

A staff report from Freya Phillips, Senior Energy Specialist regarding the approval of the FortisBC BuildBetter funding agreement is presented.

[Staff Report - FortisBC BuildBetter Funding Agreement - Board - November 26 2020 - Pdf](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary (RDKB) Board of Directors approve the FortisBC Build Better funding agreement for the amount of \$18,690. FURTHER that the Board approve the authorized RDKB signatories to sign and enter into the agreement. FURTHER that the 2020-2024 Financial Plan Bylaw 1735 be amended to include \$2,750 in 2020 and defer \$15,940 to 2021.

- 15.c)** A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

250 Richie Road, Rossland, B.C.-Electoral Area 'B' / Lower Columbia-Old Glory-Parcel Identifier: 026-149-427

Lot 5 Township 28 Kootenay District Plan NEP77083

Owner: Sarissa Pause

[Staff Report-Bylaw Contravention Pause-Board-November 26, 2020 - Pdf](#)

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

That the Regional District of Kootenay Boundary Board of Directors invite the owner, Sarissa Pause, 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 5, Township 28, Kootenay District, Plan NEP77083.

- 15.d)** A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:

Westlake Drive, Christina Lake, B.C.-Electoral Area 'C' / Christina Lake-Parcel Identifier: 005-586-917

Lot 27 District Lot 317 Similkameen Division Yale District Plan 25163

Owners: James Niblow and Sabrina Rosa

[Staff Report-Bylaw Contravention Niblow+Rosa-Board-November 26, 2020 - Pdf](#)

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

That the Regional District of Kootenay Boundary Board of Directors invite the owners, James Niblow and Sabrina Rosa, 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 27, Township 28, District Lot 317, Similkameen Division Yale District, Plan 25163.

- 15.e)** A staff report from Brian Champlin, Manager of Building Inspection Services, regarding a Building Bylaw Contravention for the property described as:
340 Cougar Road, Mount Baldy, B.C.-Electoral Area 'E' / West Boundary
Parcel Identifier: 023-629-851-Strata Lot 272 District Lot 100S Similkameen Division Yale District Strata Plan KAS1840
Owners: Roger and Lisa Schimek
[Staff Report-Bylaw Contravention Schimek-Board-November 26, 2020 - Pdf](#)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors invite the owners, Roger and Lisa Schimek, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Strata Lot 22, District Lot 100S, Similkameen Division Yale District, Strata Plan KAS1840.

- 15.f) Appointment-Christina Lake Parks & Recreation Commission**
Re: Appointing Sandi Gniewotta

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve appointment of Sandi Gniewotta to the Christina Lake Parks & Recreation Commission.

- 15.g) ABC Communications**
Re: Letter of Support for Submission to Connecting British Columbia Program
[ABC Communications-LetterOfSupport-BoD Nov 26 20](#)
[ABC Communications-Draft LetterOfSupport-NDIT-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the RDKB Board of Directors consider the request for a letter of support from ABC Communications for an application to the Connecting British Columbia Economic Recovery Program for furthering the development of last mile internet services throughout BC.

- 15.h) D. Patterson, Planner**
Re: Parkland Provision for Subdivision-Electoral Area C/Christina Lake

A staff report from Danielle Patterson, Planner regarding a park provision for a proposed subdivision in Electoral Area C/Christina Lake is presented.

[Staff Report Hicks Parkland Provision BOD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the staff report regarding the park dedication related to the updated Ministry of Transportation and Infrastructure requirements for the proposed subdivision, for the parcel legally described as Lot 5, Plan KAP2164, District Lot 750, Similkameen Division Yale Land District, Electoral Area C/Christina Lake, be received, and further that staff forward comment to the Ministry of Transportation and Infrastructure and land owners that the Regional District shall not require land or monies for parkland provision for the proposed subdivision due to proposed Lot 4 being designated as a common access lot.

15.i) K. Anderson, Watershed Planner

Re: Endorsement of the RDKB Drought Management Plan: Kettle River Watershed

A staff report from Kristina Anderson, Watershed Planner presenting the RDKB Drought Management Plan: Kettle River Watershed for final review and endorsement is presented.

[Staff Report-Drought Management Plan-BoD Nov 26 20](#)

[Drought Management Plan V3 ForReview-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors endorse the Kettle River Drought Management Plan as presented to, and supported by the Boundary Community Development Committee (Boundary Services Committee) on November 4, 2020.

15.j) Grants in Aid - as of November 19, 2020:

[Grants in Aid-Board-November 26 2020](#)

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

That the following grants-in-aid be approved:

1. Kootenay Robusters Society – La Valley Road Licence of Occupation – Electoral Area 'C'/Christina Lake - \$2,500
2. Kettle River Food Share Society – Food Share Exchange Coordinator (2021) – Electoral Area 'E'/West Boundary - \$6,000
3. West Boundary Community Services Co-op – Mandatory Employment Related Costs for Canada Summer Job 2020 – Electoral Area 'E'/West Boundary - \$375.23

16. Board Appointments Updates

- 16.a)** 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
See attached
Boundary Weed Stakeholders Committee-Director Gee
Columbia River Treaty Local Government Committee (CRT LGC)-Directors Worley & Langman
See attached
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
See attached
Chair's Update-Chair Langman
[Okanagan Film Commission-BoD Nov 26 20](#)
[CRT Monthly Update for the LGC-Oct 20-BoD Nov 26 20](#)
[CRT LGC-Nov 2020-Nov 26 20](#)
[RDI Steering Committee Nov 2-BoD Nov 26 20](#)

17. Bylaws

- 17.a) T. Lenardon, Manager Corporate Administration/
Corporate Officer**
RDKB Bylaw No. 1740-SLP Conversion & Increase Requisition Limit-First, Second and Third Readings
A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding the conversion of the RDKB Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Supplementary Letters Patent to a service establishing bylaw and increasing the requisition limit is presented.

[Bylaw 1740-AreaD-GrandForks-SLP Convert-Incrse Req-1-2-3 BoD Nov 26 20](#)
[ADMN-Staff Report & Bylaw1740-Area D-GF Mosquito Ctrl-BoD Nov 26 20](#)
[ES-Staff Report-Area D & GF-Mosquito Ctrl-BCDC Nov 4-BOD Nov 26 20](#)
[Apportionment-Assessments-Bylaw 1740 Area D-GF-MosquitoCtrl-Conversion-IncrseReq-Nov 20](#)

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740 be read a First, Second and Third Time.

17.b) J. Dougall, General Manager of Environmental Services
Re: Bylaw No. 1744-RDKB Solid Waste Management Facilities Regulatory Bylaw

A staff report from Janine Dougall, General Manager of Environmental Services regarding updates to the Solid Waste Management Facilities Regulatory Bylaw is presented.

[Bylaw 1744-SWMP Reg-Adopt-BoD Nov 26 20](#)

[Staff Report-Bylaw 1744-SWM Regulatory-Tipping Fee Review-BoD Sept 17 20- BoD Nov26 20](#)

Recommendation: Corporate (Stakeholders) Weighted

That Regional District of Kootenay Boundary Solid Waste Management Facilities Regulatory Bylaw No. 1744, 2020 be read a First, Second and Third time.

Recommendation: Corporate (Stakeholders) Weighted

That Regional District of Kootenay Boundary Solid Waste Management Facilities Regulatory Bylaw No. 1744, 2020 be Reconsidered and Adopted.

**17.c) T. Lenardon, Manager Corporate Administration/
Corporate Officer**

Re: Electoral Area D/Rural Grand Forks By-Election and Proposed Amendment to RDKB Elections & Other Voting Conduction Bylaw No. 1667, 201

A revised staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding the By-election for the position of Director, Electoral Area D/Rural Grand Forks is presented.

[REVISED-Bylaw 1745 Elections & Other Voting-BoD Nov 26 20](#)

[REVISED-Staff Report-Area D By-election-Amend Elections Bylaw-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve Saturday, February 13, 2021 as the General Voting Day for the Electoral Area D/Rural Grand Forks By-election for Director.

Recommendation: Corporate Vote Unweighted

Further to Section 58 of the *Local Government Act*, that the Regional District of Kootenay Boundary Board of Directors appoint Theresa Lenardon, Manager of Corporate Administration/Corporate Officer as the Chief Elections Officer and James Chandler, General Manager of

Operations/Deputy Chief Administrative Officer as the Deputy Chief Elections Officer to administer the Electoral Area D/Rural Grand Forks By-election for Director.

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1745, 2020 be read a First, Second and Third time.

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1745, 2020 be adopted.

17.d) M. Andison, Chief Administrative Officer

Re: Verbal Report-RDKB Bylaw No. 1743-Electoral Area E/West Boundary Heritage Conservation

First, Second & Third Reading and Adoption

[Bylaw 1743-Heritage Conservation Area E-BoD Nov 26 20](#)

[NEW-Schedule A-Bylaw1743-AreaE Heritage Conservation-BoD Nov 26 20](#)

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Electoral Area E/West Boundary Heritage Conservation Bylaw No. 1743, 2020 be read a First, Second and Third time.

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Electoral Area E/West Boundary Heritage Conservation Bylaw No. 1743, 2020 be Adopted.

18. Late (Emergent) Items

19. Discussion of Items for Future Meetings

19.a) New: Discussion Item

Re: Energy Step Code

20. Question Period for Public and Media

21. Closed Meeting

21.a) NEW

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

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors proceed to a closed meeting pursuant to S. 90 (1)(c) of the *Community Charter*.

22. Adjournment



Board of Directors

Minutes

Tuesday, November 10, 2020

Held Via Zoom Online Video Conferencing

Board Members Present:

Director D. Langman, Chair
Director G. McGregor, Vice-Chair
Director A. Grieve
Director L. Worley
Director V. Gee
Director S. Morissette
Director M. Walsh
Director R. Cacchioni
Director A. Morel
Director C. Korolek
Director B. Noll
Director R. Dunsdon
Alternate Director M. Tollis

Staff and Others Present:

T. Lenardon, Corporate Officer
M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Chandler, General Manager of Operations/Deputy CAO
J. Dougall, General Manager, Environmental Services
B. Ihlen, General Manager of Finance/CFO
G. Denkovski, Manager of Infrastructure and Sustainability
F. Maika, Corporate Communications Officer
D. Green, Manager of Information Systems
D. Derby, Regional Fire Chief
G. Gallamore, Deputy Fire Chief
B. Champlin, Manager of Building Inspection Services
Alternate Director A. Parkinson

1. Call to Order-Corporate Officer

The Corporate Officer called the meeting to order at 1:00 pm.

2. Land Acknowledgement-Corporate Officer

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)-Corporate Officer

The agenda for the Regional District of Kootenay Boundary Board of Directors Statutory Meeting of November 10, 2020 was presented.

354-20 Moved / Seconded

Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors Statutory Meeting of November 10, 2020 be adopted as presented.

Carried.

4. Draft Minutes-Corporate Officer

The draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held October 29, 2020 were presented.

355-20 Moved / Seconded

Corporate Vote Unweighted

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held October 29, 2020 be adopted as presented.

Carried.

5. Election of Board Chair for the Year 2021-Corporate Officer

Conducted by the Corporate Officer

(One vote per Director)

The Corporate Officer explained the process for electing the RDKB Board Chair for the Year 2021 and she called a first time for nominations for position of Chair of the Regional District of Kootenay Boundary Board of Directors for the Year 2021. Director Worley nominated Director Langman for the position of Board Chair.

Moved

That Director Langman be nominated for the position of Chair of the Regional District of Kootenay Boundary Board of Directors for the Year 2021.

Director Langman accepted the nomination.

The Corporate Officer called a second time for nominations for the position of Chair of the RDKB Board of Directors for the Year 2021.

The Corporate Officer called a third and final time for nominations for the position of Chair of the RDKB Board of Directors for the Year 2021. Hearing none, she closed the nominations.

There being no further nominations, Director Langman was declared by acclamation, the Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2021.

6. Election of Board Vice Chair for the Year 2021-Corporate Officer

Conducted by the Corporate Officer

(One vote per Director)

The Corporate Officer explained the process for electing the RDKB Board Vice Chair for the Year 2021 and she called a first time for nominations for position of Vice Chair of the Regional District of Kootenay Boundary Board of Directors for the Year 2021.

Moved

That Director McGregor be nominated for the position of Vice Chair of the Regional District of Kootenay Boundary Board of Directors for the Year 2021.

Carried.

Director McGregor accepted the nomination.

The Corporate Officer called a second time for nominations for the position of Vice Chair of the Regional District of Kootenay Boundary Board of Directors for the Year 2021.

Moved

That Director Morel be nominated for the position of Vice Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2021.

Carried.

Director Morel accepted the nomination.

The Corporate Officer called a third and final time for nominations for the position of Vice Chair of the Regional District of Kootenay Boundary Board of Directors for the Year 2021. Hearing none, she closed the nominations for the position.

In alphabetical order, the Directors nominated for the position of Board Vice Chair were each given an opportunity to address the Board.

Pursuant to Board policy, secret ballot voting was conducted on Zoom. After a tally of votes, the Corporate Officer declared that Director McGregor was elected for the position of Vice Chair of the Regional District of Kootenay Boundary Board of Directors for the Year 2021.

7. Destruction of the Secret Polls-Corporate Officer

Motion to delete the secret zoom poll results.

356-20

Moved / Seconded

That the secret zoom polls for the election of RDKB Board Vice Chair for the Year 2021 be destroyed.

Carried.

8. Turn the Meeting over to the Chair-Corporate Officer

The Corporate Officer turned the meeting over to Chair Langman.

9. Appointments

9.a) Appointments-Signing Authorities & Directors at Large

357-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors appoint the Board Chair, Board Vice Chair, Finance Liaison, Chief Administrative Officer, General Manager of Operations/Deputy Chief Administrative Officer, General Manager of Finance/Chief Financial Officer and Manager of Finance as RDKB signing authorities for the Year 2021. **FURTHER** that the Board also appoint Directors Cacchioni, Morel and Morissette as Directors at Large Signing Authorities.

Carried.

9.b) Appointments-Municipal Finance Authority (MFA)

358-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors appoints the Board Chair and the Board Vice Chair, as Alternate, to the Municipal Finance Authority for the Year 2021.

Carried.

9.c) Appointments Municipal Insurance Association (MIA)

359-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors appoints the Board Chair to the Municipal Insurance Association (MIA) for the Year 2021. **FURTHER** that the Board appoint Director McGregor as the RDKB Alternate to the Municipal Insurance Association for the Year 2021.

Carried.

9.d) Chair's Appointments to Board Standing Committees

The Board Chair's appointments will be announced at a later date.

10. Committee Recommendations to Board of Directors

There were no recommendations from RDKB Committees for consideration.

11. New Business

11. a) Draft 2021 Meeting Calendar

A draft 2021 meeting calendar was presented. Most of the conventions, conferences etc. that were included on the calendar, especially those arranged for the first quarter of 2021, will be held by virtual means.

Due to the COVID-19 Pandemic, at this time, the Union of British Columbia Municipalities (UBCM) has not scheduled the Regional District Chair & Chief Administrative Officer (CAO) Forum (usually held during the 3rd week of March), and the Mayor's Caucus (usually held during the first week of May).

Due to COVID-19 Pandemic, the Local Government Management Association (LGMA) has not scheduled the Chief Administrative Officer (CAO) Forum (usually held the last week of February).

The RDKB meeting calendar will be updated with the dates of the aforementioned events once they have been scheduled.

Director Grieve requested to have the Electoral Area Services Committee meetings moved to begin at 10:00 am.

360-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors review the draft RDKB 2021 Meeting Calendar as presented to the Board on November 10, 2020 and refer back to staff for revisions.

Carried.

11.b) Ministry of Municipal Affairs & Housing-Office of the Deputy Minister- Nov. 2/20

Re: COVID-19 Safe Restart Grants for Local Governments

M. Andison, Chief Administrative Officer, informed the Board of Directors that the intent of the restart grants for local governments is to provide assistance to help mitigate fiscal impacts of COVID-19 on operations and revenue shortfalls.

361-20

Moved / Seconded

Corporate Vote Unweighted

That the correspondence dated November 2, 2020, from the Ministry of Municipal Affairs and Housing, Office of the Deputy Minister regarding COVID-19 restart grants for local governments, presented to the Board on November 10, 2020, be received.

Carried.

11.c) Ministry of Agriculture-Nov. 4/20**Re: BC Food Hub Program-West Boundary Community Services Co-op Association**

Director Gee provided the Board of Directors with a brief history of a previous food hub grant applied for by the RDKB that was not successful. The Board was informed that S. Mark, West Boundary Community Services Co-op Association, was recently invited to submit a proposal for the new funding under the Food Hub Program Economic Recovery stream. In order to be considered eligible, the application requires a local government partner who would be the recipient of the funds. She requested that staff move forward with submitting a proposal for this funding. Concerns were raised about staff resources that would be required during this process.

362-20

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors authorize staff to submit a BC Food Hub Proposal once the budget is added and staff are satisfied with the wording.

Carried.

11.d) Gabe Wiebe, Engineering and Safety Coordinator**Re: Federation of Canadian Municipalities Green Municipal Fund Beaver Valley Water Service Pilot Project**

A Staff Report from Gabe Wiebe, Engineering and Safety Coordinator regarding RDKB's application to the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) Pilot project: Water conservation, Community Project program to help fund the Beaver Valley Water Service's Water Conservation Plan was presented.

363-20

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors direct Staff to proceed with the RDKB's Water Conservation Program application to the FCM GMF Pilot project: Water conservation, Community Project as presented to the Board on November 10, 2020. **FURTHER**, that the Board agree to contribute \$16,500 from 2021 to 2024 from the Beaver Valley Water Service to support the Beaver Valley

Water Service Water Conservation Plan and that any cost overruns related to the project are the responsibility of the related service.

Carried.

11.e) Gabe Wiebe, Engineering and Safety Coordinator
Re: Federation of Canadian Municipalities Green Municipal Fund Christina Lake Water Utility Service Pilot Project

A Staff Report from Gabe Wiebe, Engineering and Safety Coordinator regarding RDKB's application to the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) Pilot project: Water Conservation, Community Project program to help fund the Christina Lake Water Utility's Water Conservation Plan was presented.

364-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct Staff to proceed with the RDKB's Water Conservation Program application to the FCM GMF Pilot project: Water conservation, Community Project as presented to the Board on November 10, 2020. **FURTHER**, that the Board agree to contribute \$8,400 from 2021 to 2024 from the Christina Lake Water Utility Service to support the Christina Lake Water Utility Service Water Conservation Plan and that any cost overruns related to the project are the responsibility of the related service.

Carried.

11.f) Gabe Wiebe, Engineering and Safety Coordinator
Re: Federation of Canadian Municipalities Green Municipal Fund Rivervale Water and Streetlight Service Pilot Project

A Staff Report from Gabe Wiebe, Engineering and Safety Coordinator regarding RDKB's application to the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) Pilot project: Water Conservation, Community Project program to help fund the Rivervale Water and Streetlight Service's Water Conservation Plan was presented.

365-20

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors direct Staff to proceed with the RDKB's Water Conservation Program application to the FCM GMF Pilot project: Water conservation, Community Project as presented to the Board on November 10, 2020. **FURTHER**, that the Board agree to contribute \$1,600 from 2021 to 2024 from the Rivervale Water and Streetlight Service to support the Rivervale Water and Streetlight Service Water Conservation Plan and that any cost overruns related to the project are the responsibility of the related service.

Carried.

**11.g) Goran Denkovski, Manager of Infrastructure and Sustainability
Re: Saddle Lake Dam Project Grant Application UBCM Community
Emergency Preparedness Fund**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding Union of BC Municipalities Community Emergency Preparedness Fund (UBCM) application for Phase 2 of the Saddle Lake Dam Project was presented.

366-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct Staff to proceed with the RDKB's UBCM Community Emergency Preparedness Fund Structural Flood Mitigation application for Saddle Lake Dam and supports the project as presented to the Board on November 10, 2020. **FURTHER**, that the Board direct Staff to provide overall grant management.

Carried.

**11.h) B. Ihlen, General Manager of Finance/Chief Financial Officer (CFO)
Re: 2021-2025 Five Year Financial Plan-First Draft**

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the first draft of the 2021-2025 Five Year Financial Plan was presented.

367-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the first draft of the 2021-2025 Five Year Financial Plan as presented to the Board on November 10, 2020. **FURTHER** that each service budget be referred to the respective committee for further review, input, and direction.

Carried.

**11.i) D. Derby, Regional Fire Chief,
Re: Kootenay Boundary Regional Fire Rescue (KBRFR)-Purchase of a New
Fire Engine**

A staff report from Dan Derby, Regional Fire Chief regarding the purchase of a new fire engine and budget amendment for Kootenay Boundary Regional Fire Rescue was presented.

368-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve increasing the Kootenay Boundary Regional Fire Rescue (KBRFR) 2020-2024 Five Year Financial Plan from \$450,000 to \$510,961.38, for a total increase of \$60,961 for the purchase of the new fire truck as per the staff report titled 'Kootenay Boundary Regional Fire Rescue – Budget Amendment and Award of Contract for Fire Engine Purchase' presented to the Board on November 10, 2020. **FURTHER** that the 2020-2024 Kootenay Boundary Regional Fire Rescue (KBRFR) 2020-2024 Five Year Financial Plan be amended to approve funding of up to \$286,884.28 from reserves in 2020 and that the balance of the contract award of up to \$224,077.10 be included in the 2021-2025 Five Year Financial Plan.

Carried.

369-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the award of contract in the amount of \$510,961.38 to Fort Gary Fire Trucks as per the staff report titled 'Kootenay Boundary Regional Fire Rescue – Budget Amendment and Award of Contract for Fire Engine Purchase' presented to the Board on November 10th, 2020. **FURTHER**, that the Board approve the RDKB authorized signatories to sign and enter into the contract.

Carried.

11.j) Grants in Aid - as of November 5, 2020:

370-20

Moved / Seconded

Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. Greenwood & District Public Library Association – Additional Administration and Bookkeeping Costs – Electoral Area 'E'/West Boundary - \$1,000
2. West Boundary Community Services Co-op – Annual Executive Director Amount Top Up – Electoral Area 'E'/West Boundary - \$6,000
3. West Boundary Community Services Co-op – Bookkeeping – Electoral Area 'E'/West Boundary - \$2,500

Carried.

12. Late (Emergent) Items

There were no late (emergent) items for discussion.

13. Discussion of Items for Future Meetings

Director Grieve requested that budget comments are included during budget discussions and would like to see the cost savings on travel/food/time for staff.

14. Question Period for Public and Media

A question period for public and media was not required.

15. Closed Meeting

A closed meeting was not required.

16. Adjournment

The meeting was adjourned at 2:06 pm.



Board of Directors

Minutes

Wednesday, October 14, 2020
Held via Zoom Online Video Conferencing

Board Members Present:

Director D. Langman, Chair
Director G. McGregor, Vice-Chair
Director A. Grieve
Director L. Worley
Director V. Gee
Director S. Morissette (by telephone)
Director M. Walsh
Director R. Cacchioni
Director A. Morel
Director C. Korolek
Director R. Dunsdon
Alternate Director M. Tollis

Staff 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
J. Dougall, General Manager of Environmental Services
F. Maika, Corporate Communications Officer
D. Green, Manager of Information Services
J. Geary, Fire Chief Christina Lake
B. Champlin, Manager of Building Inspection
M. Stephens, Interim Manager of Emergency Programs
G. Denkovski, Manager of Infrastructure and Sustainability
D. Dean, Manager of Planning and Development
J. Kuhn, Administrative Clerk/Secretary

1. Call to Order

The Chair called the meeting to order at 1:14 pm.

2. Land Acknowledgement

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)

The agenda for the Regional District of Kootenay Boundary Board of Directors October 14, 2020 Board meeting was presented.

The agenda was amended by a change in order of agenda items: Item 14.g) Beaver Valley Water Service (500) Water Conservation Plan would be discussed when Director S. Morissette was able to join the Board meeting by telephone in order to cast a vote for the recommendation.

307-20

Moved / Seconded

Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors October 14, 2020 Board meeting be adopted as amended.

Carried.

4. Draft Minutes

The draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held September 17, 2020 were presented.

Page 3, item 7a) McKelvey Creek Landfill Upgrade Project - "RDKB facility" will be amended to read "RDCK facility".

308-20

Moved / Seconded

Corporate Vote Unweighted

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held September 17, 2020 be adopted as amended.

Carried.

5. Presentations

There were no presentations.

6. Delegation(s)

There were no delegations.

7. Applicants and Persons Attending to Speak to Agenda Items

There were no applicants or other persons attending the meeting.

8. Unfinished Business

8.a) M. Stephens, Interim Manager of Emergency Programs

Re: Verbal Update COVID-19 Emergency Operations

Director Worley, Emergency Programs Liaison

The Board of Directors were provided with an update on current COVID-19 emergency operations. M. Stephens informed the Directors that EOC is still activated for COVID-19.

8.b) M. Andison, Chief Administrative Officer

Re: Verbal Update on the Impacts of the Wage Continuation COVID-19 Pandemic Policy

Director Cacchioni, Finance Liaison

The Board of Directors were provided with an update on the ongoing impacts of the Wage Continuation COVID-19 Pandemic Policy. There was a slight increase in wages from the last reporting period.

309-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the verbal updates on COVID-19 Emergency Operations and the impacts of the Wage Continuation COVID-19 Pandemic Policy as presented to the Board on October 14, 2020.

Carried.

8.c) M. Andison, Chief Administrative Officer

Re: Update on the RDKB COVID-19 Services Restoration Plan

Director Worley, Emergency Programs Liaison

Mark Andison, CAO presented a review of the RDKB Services Restoration Plan, which was approved by the Board of Directors on June 10, 2020 and provided a

high-level framework for the resumption and continuation of RDKB services in the context of the current COVID-19 pandemic.

Discussion ensued on the resumption of face-to-face Board and Committee meetings.

310-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors directs staff to bring back the discussion of the COVID-19 Services Restoration Plan for a fulsome discussion at the next Board meeting.

Carried.

8.d) J. Dougall, General Manager of Environmental Services

Re: Funding the McKelvey Creek Landfill Upgrade Project

A staff report from Janine Dougall, General Manager of Environmental Services regarding the use of reserve funds for the McKelvey Creek Landfill Upgrade Project was presented.

311-20

Moved / Seconded

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors direct that the required contribution from the RDKB associated with the McKelvey Creek Landfill Upgrade Project for the Investing in Canada Infrastructure Program - Rural and Northern Communities Infrastructure application, be obtained from the use of reserve funds from the Regional Solid Waste Service (010). **FURTHER** that any shortfall amounts be obtained through short-term borrowing if required.

Carried.

8.e) Advisory Planning Commission (APC) Appointments

Electoral Area A-Travis Mashford

Electoral Area C/Christina Lake-Leanne Keys

312-20

Moved / Seconded

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors appoint Travis Mashford to the Electoral Area A Advisory Planning Commission and Leanne Keys to the Electoral Area C/Christina Lake Advisory Planning Commission.

Carried.

9. Communications-RDKB Corporate Communications Officer

9.a) D. Green, Manager of Information Services

F. Maika, Corporate Communications Officer

Re: RDKB Website Redesign Project Update

A staff report from Frances Maika, Corporate Communications Officer and Dale Green, Manager of Information Services regarding the RDKB Website Redesign Project was presented.

313-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the staff report titled "Website Redesign Project Update" as presented to the Board on October 14, 2020.

Carried.

10. Communications-Information Only

a) Village of Midway Public Library-Sept. 24/20

Re: Access to Membership Initiative-Electoral Area E/West Boundary Grant Request

b) BZAM Cannabis-Sept. 23/20

Re: Issuance of License for Standard Cultivation under *Cannabis Act*

c) Rossland Streamkeepers-Sept. 23/20-

Re: BC Parks Enhancement Fund-Director Worley

d) Columbia Basin Trust-June 4/20

Re: Update on Community Initiatives Funding Program (CBT CIFP) & Renewal

314-20

Moved / Seconded

Corporate Vote Unweighted

That Communication (Information only) items 10.a) to 10.d) be received and direction at the discretion of the Board.

Carried.

11. Refreshment Break

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The Chair recessed the meeting at 1:55 pm.

The Chair reconvened the meeting at 2:05 pm.

12. Reports

12.a) Monthly Cheque Register Summary

Director Cacchioni, Finance Liaison

The Monthly Cheque Register Summary for the month of September 2020 was presented.

315-20

Moved / Seconded

Corporate Vote Unweighted

That the Cheque Register Summary for the month of September 2020 for \$640,460.85 be received.

Carried.

12.b) RDKB Committee Minutes

Minutes of RDKB Committee Meetings as adopted by the respective Committees are presented.

Beaver Valley Regional Parks and Regional Trails (June 16/20 & Sept. 21/20), Boundary Community Development Committee (Sept. 2/20), Utilities Committee (Sept. 9/20).

316-20

Moved / Seconded

Corporate Vote Unweighted

That the following minutes of RDKB Committee meetings, as adopted by the respective Committees be received: Beaver Valley Regional Parks and Regional Trails Committee (June 16/20 and Sept. 21/20), Boundary Community Development Committee (Sept. 2/20) and Utilities Committee (Sept. 9/20).

Carried.

12.c) Recreation Commission Minutes

Electoral Area C/Christina Lake & Grand Forks & District

Minutes of the Grand Forks and District Recreation Commission were presented.

317-20

Moved / Seconded

Corporate Vote Unweighted

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That the minutes of the Grand Forks and District Recreation Commission meeting held on September 10, 2020 be received.

Carried.

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

Draft APC minutes will be provided at a future meeting.

13. Committee Recommendations to Board of Directors

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

13.a) Boundary Community Development Committee-Oct. 7/20

Director McGregor, Chair

Christina Lake Pedestrian Bridge Grant Application

318-20

Moved / Seconded

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve the Christina Lake Pedestrian Bridge-grant application as presented to, and approved by the Boundary Community Development Committee on October 7, 2020.

FURTHER that the Board of Directors support the Regional District contribution for the project, estimated at \$564,357, for a total project cost of \$2,116,075 and further, that up to \$350,000 will be considered through short-term borrowing in support of the project and funded from the Christina Lake Parks and Trails Service (027).

Carried.

14. New Business

**14.a) Southeastern BC Regional Connectivity Committee
(Formerly "Regional Broadband Committee")**

Re: New Name and 2020 MoU

The Regional Broadband Committee is now named the "Southeastern BC Regional Connectivity Committee". There is a new Memorandum of Understanding (MoU) for 2020-2023, which must be endorsed by the RDKB Board of Directors as presented on October 14, 2020.

The composition of the original Regional Broadband Committee included Regional District Chairs as the representative. With the new MoU, Regional Districts can nominate and appoint any two Directors to sit on the Southeastern BC Regional

Connectivity Committee as there is no longer a requirement that the representative must be the Board Chair. The new arrangement invites all of the Columbia Shuswap Regional District and Shuswap Bands to participate. Other changes include a new secretariat and broader roles and responsibilities.

The Broadband Connectivity Strategy and the new 2020 MoU were emailed to the RDKB Board Directors on September 24, 2020. The Board now needs to approve the MoU and nominate and appoint 2 Directors to represent the RDKB on the new Southeastern BC Regional Connectivity Committee.

Directors Morel and Langman expressed their interest in sitting on this Committee.

319-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Southeastern BC Regional Connectivity Committee Memorandum of Understanding with the Regional Districts of Columbia Shuswap, Central Kootenay and East Kootenay, the Ktunaxa Nation Council and the Village of Valemount as voting members, for a term that commences October 2020 and expires on October 31, 2023.

Carried.

320-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors appoint Directors Morel and Langman to represent the RDKB on the Southeast BC Regional Connectivity Committee for a 1-year term commencing October 2020 and expiring October 2021 when the Board will make new appointments.

Carried.

**14.b) J. Chandler, General Manager of Operations/Deputy Chief
Administrative Officer**

Re: Budget Amendment for Christina Lake Fire Department Rescue Tools

A staff report from James Chandler, General Manager of Operations/Deputy Chief Administrative Officer seeking approval to use additional funding from the Christina Lake Fire Service reserve for the purchase of tools and equipment for road rescue and auto extrication was presented.

321-20

Moved / Seconded

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve up to \$55,000 to be utilized from the Christina Lake Fire Service reserves for the purchase of new auto extrication tools, as presented to the Board in the staff report titled "Budget Amendment for the Christina Lake Fire Department, Rescue Tools Purchase" on October 14, 2020. **FURTHER** that the 2020-2024 Five Year Financial Plan Bylaw No. 1735, 2020 be amended accordingly.

Carried.

14.c) D. Green, Manager of Information Technology

Re: Primary HCI Storage Refresh

A staff report from Dale Green, Manager of Information Technology regarding the procurement of a new ecosystem of hyperconverged storage hardware and services was presented.

322-20

Moved / Seconded

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve the agreement with Opus Consulting for the provision of storage hardware and services, at a cost of \$118,874.65 commencing October 2020 and expiring October 2025. **FURTHER** that the Board approve the authorized signatories to sign and enter into the agreement.

Carried.

14.d) Interior Medical Transport Society (IMTS)

Re: Request for Letter of Support for Non-Emergency Medical Transport Initiative

323-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the request for a letter of support from the Interior Medical Transport Society (IMTS) respecting non-emergency medical transportation.

Carried.

14.e) G. Wiebe, Engineering and Safety Coordinator

Re: Rivervale Water and Streetlight Service (650) Water Conservation Plan

A Staff Report from Gabe Wiebe, Engineering and Safety Coordinator, regarding the Water Conservation Plan for the Rivervale Water and Streetlight Service was presented.

324-20

Moved / Seconded

Corporate Vote (Single Participant Service) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Rivervale Water and Streetlight Service (650) Water Conservation Plan as presented to the Board on October 14, 2020. **FURTHER**, that staff be directed to implement the Plan.

Carried.

14.f) G. Wiebe, Engineering and Safety Coordinator**Re: Christina Lake Water Utility Service (650) Water Conservation Plan**

A staff report from Gabe Wiebe, Engineering and Safety Coordinator, regarding the Water Conservation Plan for the Christina Lake Water Utility was presented.

325-20

Moved / Seconded

Corporate Vote (Single Participant Service) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the Christina Lake Water Utility (550) Water Conservation Plan as presented to the Board on October 14, 2020. **FURTHER**, that staff be directed to implement the Plan.

Carried.

14.g) G. Wiebe, Engineering and Safety Coordinator**Re: Beaver Valley Water Service (500) Water Conservation Plan**

A staff report from Gabe Wiebe, Engineering and Safety Coordinator, regarding the Water Conservation Plan for the Beaver Valley Water Service was presented.

326-20

Moved / Seconded

**Stakeholder Vote (RDKB Electoral Area A & Village of Fruitvale)
Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Beaver Valley Water Service (500) Water Conservation Plan as presented to the Board on October 14, 2020. **FURTHER**, that staff be directed to implement the Plan.

Carried.

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

35 Beacon Road, Carmi, B.C.**Electoral Area 'E' / West Boundary-Parcel Identifier: 027-348-237****Lot D District Lot 472S Similkameen District Yale District Plan KAP85695**

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Owner: John Morice

327-20

Moved / Seconded

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 D, District Lot 472S, Similkameen Division Yale District, Plan KAP85695.

Carried.

**14.i) G. Denkovski, Manager of Infrastructure and Sustainability
Re: Application for Gas Tax Funding- Rock Creek & Boundary Fair
Association Renovation - Electoral Area 'E'/West Boundary**

An application for the disbursement of Electoral Area 'E'/West Boundary Gas Tax funds to the Rock Creek & Boundary Fair Association was presented.

328-20

Moved / Seconded

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Rock Creek & Boundary Fair Association and the allocation of Gas Tax funding for \$50,000 from Electoral Area 'E'/West Boundary for the costs associated with the renovations of the washroom and meeting room. **FURTHER**, that the Board approves the RDKB authorized signatories to sign and enter into the agreement.

Carried.

14.j) D. Patterson, Planner

Re: Temporary Use Permit Referral from the City of Rossland

A staff report from Danielle Patterson, Planner, presented a referral received from the City of Rossland regarding a Temporary Use Permit for a parking lot abutting Electoral Area B/Lower Columbia-Old Glory.

329-20

Moved / Seconded

Corporate Vote Unweighted

That the staff report regarding the City of Rossland referral for a proposed Temporary Use Permit for the parcel legally described as District Lot 1295 Kootenay District, the City of Rossland, be received.

Carried.

14.k) D. Patterson, Planner**Re: Policy Directive 20-26 Liquor & Cannabis Regulation Branch**

A staff report from Danielle Patterson, Planner, regarding Liquor and Cannabis Regulation Branch Policy Directive 20-26 was presented.

330-20

Moved / Seconded

Corporate Vote Unweighted

That the staff report regarding the Liquor and Cannabis Regulation Branch Policy Directive 20-26 be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support.

Carried.

14.l) Grants in Aid - as of October 8, 2020:**331-20**

Moved / Seconded

Stakeholder Vote (Electoral Area Directors) Weighted

That the following grants-in-aid be approved:

1. JL Crowe Secondary School – Special Funding for less fortunate students' notebook computers during COVID crisis – Electoral Area 'A' - \$1,470
2. JL Crowe Secondary School – Special Funding for less fortunate students' notebook computers during COVID crisis – Electoral Area 'B'/Lower Columbia-Old Glory - \$1,470
3. Twin Rivers Community Choir – Virtual Choir Presentation to West Kootenay Citizens – Electoral Area 'B'/Lower Columbia-Old Glory - \$1,000
4. Grand Forks Border Bruin Association – Upgrade bathroom to meet COVID safety requirements – Electoral Area 'D'/Rural Grand Forks - \$5,000
5. Grand Forks Seniors Society – New Carpet for Carpet Bowling – Electoral Area 'D'/Rural Grand Forks - \$2,000
6. Beaverdell Community Club and Recreation Commission – Haunted House with COVID protocols – Electoral Area 'E'/West Boundary - \$500
7. Kettle River Food Share Society -- QuickBooks Online Subscription and Bookkeeping Program – Electoral Area 'E'/West Boundary - \$616
8. Westbridge Recreation Society – QuickBooks Subscription – Electoral Area 'E'/West Boundary - \$588

Carried.

15. Board Appointments Updates

Southern Interior Development Initiative Trust (S.I.D.I.T.)-Director McGregor
Director McGregor informed the Directors that she had resigned from the SIDIT Board.

B.C. Rural Centre/Southern Interior Beetle Action Coalition (S.I.B.A.C.)-Director McGregor
Director McGregor recently attended a meeting and will provide more information at a later date.

Okanagan Film Commission-Director Gee
A report was attached.

Boundary Weed Stakeholders Committee-Director Gee
Director Gee attended the Boundary Invasive Weeds Society AGM where moving forward with a look at bylaw enforcement for weed control was discussed.

Columbia River Treaty Local Government Committee (CRT LGC)-Directors Worley & Langman
A report was provided.

Columbia Basin Regional Advisory Committee (CBRAC)-Director Worley & Goran Denkovski, Manager of Infrastructure & Sustainability
A report was provided.

West Kootenay Regional Transit Committee (Directors Cacchioni & Worley, Alternate Director Parkinson) One of the major issues was a review of transit fares. Director Cacchioni will be bringing issues for discussion to the East End Service Committee meeting.

Rural Development Institute (RDI)-Director Worley
A report was provided.

Chair's Update-Chair Langman
Chair Langman spoke to the past UBCM which was held virtually for the first time and other virtual meetings she has attended.

332-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors receive the Board Appointment Updates as presented on October 14, 2020.

Carried.

16. Bylaws

There were no bylaws to consider.

17. Late (Emergent) Items

There were no late (emergent) items for discussion.

18. Discussion of Items for Future Meetings

RDKB COVID-19 Services Restoration Plan.

19. Question Period for Public and Media

A question period for public and media was not required.

20. Closed Meeting

The Board of Directors proceeded to a closed meeting pursuant to Section 90 (2)(e) of the *Community Charter*.

333-20

Moved / Seconded

Proceed to a closed meeting pursuant to Section 90 (2)(e) of the *Community Charter* at 2:27 pm.

Carried.

The Board of Directors reconvened to the open Board meeting at 3:02 pm.

21. Items for Release to Open Meeting

21.a) Recruitment of Manager of Corporate Administration/Corporate Officer

The following recommendation was adopted in a closed meeting held on October 14, 2020 and a motion to release it to the open meeting was adopted by the RDKB Board of Directors on October 14, 2020:

Corporate Vote Unweighted

That staff initiate a recruitment process for a new Manager of Corporate Administration by advertising for the position on the RDKB, CivicInfo BC, and LGMA websites and any other websites deemed appropriate, and in local newspapers.

FURTHER, that the Selection and Interview Committee for the position consist of the Chair of the Board of Directors, the Chair of the Policy and Personnel Committee, the CAO, and two of the general managers, as selected by the CAO.

21.b) 2020 CAO Performance Evaluation

The following recommendation was adopted in a closed meeting held on October 14, 2020 and a motion to release it to the open meeting was adopted by the RDKB Board of Directors on October 14, 2020:

Corporate Vote Unweighted

That the RDKB Board of Directors initiate the 2020 CAO performance evaluation process utilizing the process and questionnaire utilized in 2019. **FURTHER** that the Board develop a list of objectives that it would like the CAO to focus on over the coming year, the results of which will be considered in the 2021 evaluation.

22. Adjournment

The meeting was adjourned at 3:02 pm.



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): _____ Johnny Strilaeff, CEO _____ Columbia Basin Trust	
Subject of delegation (What information will be presented?)		Annual overview of Trust activities in past fiscal and update on future plans of interest to the RDKB Board. _____	
What is the purpose of delegation? (Please check where appropriate):		Information Only	<input checked="" type="checkbox"/>
		Letter of Support Request	<input type="checkbox"/>
		Funding Request	<input type="checkbox"/>
		Other (please provide details): _____ _____ _____	
Contact Person		Jane Medlar, Corporate Secretary & Executive Assistant	
Telephone:	250.304.1620	Email:	jmedlar@ourtrust.org
Meeting Date Requested:		November 26 or December 9, 2020 - Board Meetings held virtually	
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: 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:

Name of Delegate/Group Representative

Date

Signature

For Office Use Only

Attending at request of the Board _____

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

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**



Electoral Area Services (EAS) Committee Staff Report

RE:	Development Variance Permit – Hanson		
Date:	November 12, 2020	File #:	B-28-TWP-10998.290
To:	Chair Grieve and members of the EAS Committee		
From:	Danielle Patterson, Planner		

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received a Development Variance Permit application to increase the permitted size of an accessory building on a parcel without a principal building or use, located east of Rossland (see Attachment 1 - Site Location Map) at 270 Mayer Road (see Attachment 2 – Subject Property Map).

Property Information	
Owners:	Bradley Hanson and Tracey Hanson
Location:	270 Mayer Road
Electoral Area:	Electoral Area 'B'/Lower Columbia-Old Glory
Legal Description:	Lot 3 Township 28 Kootenay District Plan EPP100686
Area:	1.8 ha or 4.4 ac
Current Use:	Vacant
Land Use Bylaws	
OCP Bylaw: 1470	Black Jack Rural Residential
DP Area:	NA
Zoning Bylaw: 1540	Rural Residential 1 Zone
Other	
Service Area:	NA
Planning Agreement Area:	Rossland
Other:	Lower Topping Creek Watershed

History / Background Information

The subject property was formed as part of a subdivision in July 2020 (see Site Property Map). The applicant recently purchased the vacant property in order to build a single detached dwelling as their residence.

Proposal

The applicant plans to build a single detached dwelling on the subject property in spring 2021. The applicant has begun to source materials for the project and would like to construct a storage/home workshop to have a storage space for the building materials (see Attachment 3 – Applicant Submission). The proposed storage/workshop space has an area of 91.79 m².

Section 302.2(g) of Zoning Bylaw 1540 limits the floor area of accessory buildings to 60 m² when there is no principal use or principal building on the same parcel. Due to this, the applicant is requesting a variance to Section 302.2(g) to vary the size of their accessory building from 60 m² to 92 m² – a variance of 32 m² (see footnote 1).

Advisory Planning Commission (APC)

The Electoral Area 'B'/Lower Columbia-Old Glory APC considered the application at their November 2, 2020 meeting. The APC recommends the application be supported. The APC membership commented that the property is large enough for the proposed workshop/storage building.

Implications

The RDKB application requests a clear statement as to whether a Development Variance Permit proposal may resolve a hardship, improve the development, or cause negative impacts to the neighbouring properties. Each Development Variance Permit is to be reviewed based on its own merit.

The applicant communicated two reasons for requesting the variance:

1. The accessory building will provide a dry storage place for building supplies; and
2. Once the applicant builds their home in 2021, the building will be used as a hobbyist workshop and will comply with zoning regulations.

When considering the proposed Development Variance Permit, staff note the following:

1. The request for a 32 m² variance to allow an accessory building of 92 m² is a 1.5 fold (153%) increase in the permitted area of an accessory building without a principal use or principal building in place. For context, the average single detached dwelling in British Columbia is 133 m² (1,430 ft²)².
2. The proposed 92 m² workshop would cover 0.5% of the 1.8 ha parcel.
3. The proposal meets the definition of an accessory building or structure but not the definition of a storage shed. If the Development Permit is approved, the applicant will have to comply with all Zoning Bylaw and permit requirements, including

¹ The application lists 24' 7" x 40' and 25' x 45' as the building measurements. Staff confirmed via email on October 22, 2020 that the building is 24' 7" x 40' (91.79 m²).

² Government of Canada. *Statistics Canada: Canadian Housing Statistics Program*. Available from <https://www150.statcan.gc.ca/n1/daily-quotidien/190503/dq190503b-eng.htm>. Last updated May 3, 2019.

building and structure setbacks of 7.5 metres from all parcel lines rather than the reduced setbacks permitted for sheds.

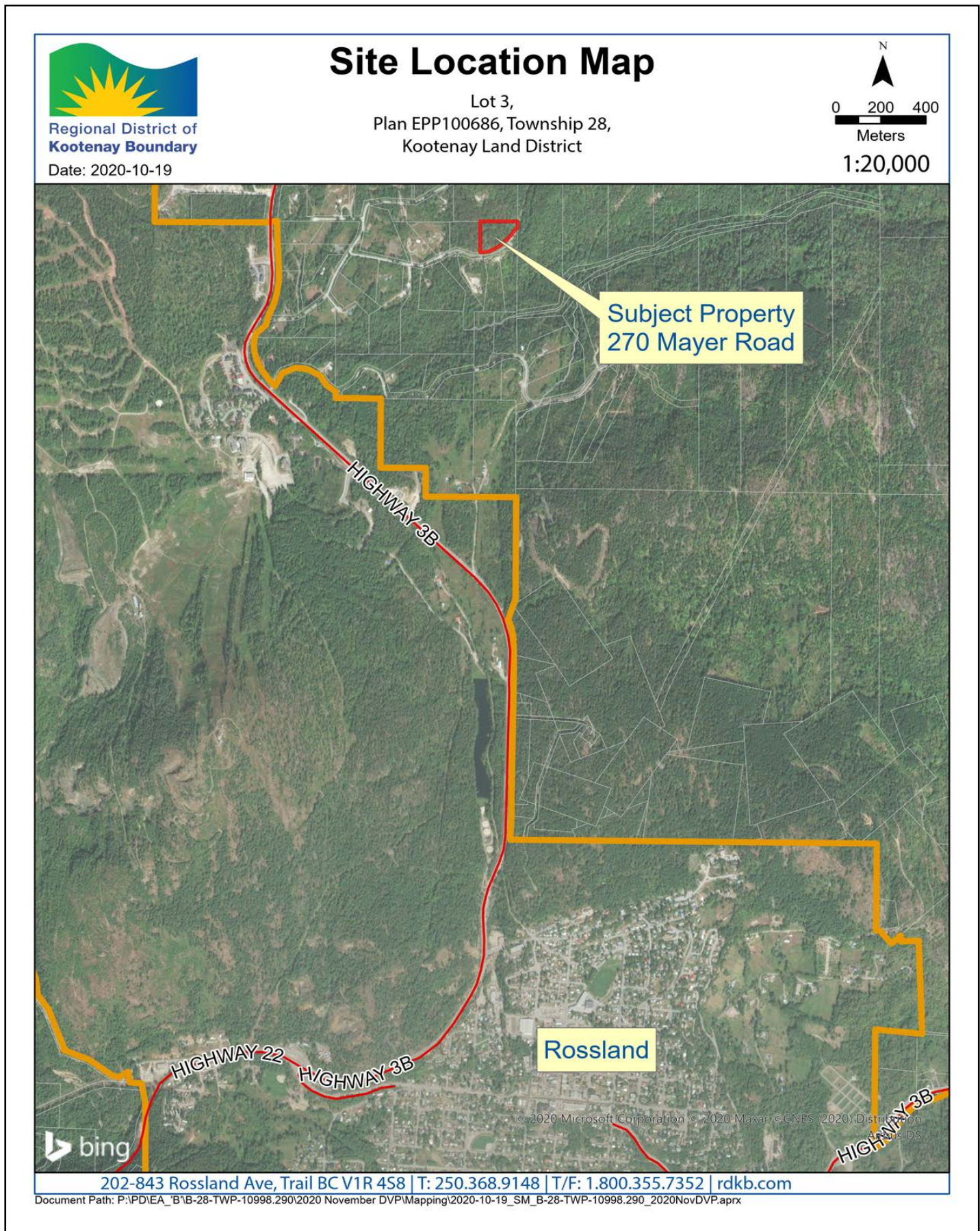
4. Once a single family dwelling is built on the subject property, the workshop could be used for personal use or a home-based business. The Area 'B' OCP Bylaw does not include policy restrictions on home-based businesses. OCP Policy 19.6.2 lists accessory buildings and structures as permitted uses in the Black Jack Rural Residential designation.
5. While the owners have stated they plan to build a house in 2021, if the Development Variance Permit is approved, the owners of the subject property would not be obligated to build a single family dwelling. This could result in an accessory building staying on the subject property indefinitely as a legal-nonconformity.
6. Only a Temporary Use Permit could require the property owners to remove the workshop in the absence of a single family dwelling after a period of time. As the Electoral Area 'B' OCP does allow Temporary Use Permits for residential use, this option is not available to the applicant. In such situations, Development Variance Permits have been used in the past as a tool to allow an increase in area of accessory buildings.

Recommendation

That the Development Variance Permit application submitted by Bradley Hanson and Tracey Hanson, to vary Section 302.2(g) of the Area 'B' Zoning Bylaw No. 1540, 2015 to increase the maximum gross floor area of storage buildings, including garages, that may be located on a parcel that does not have a principal use or building provided they are only being used for non-commercial/industrial storage of goods or vehicles belonging to the owner from 60 m² to 92 m² – a variance of 32 m², to build a workshop/storage space to store building materials in preparation for building a single family dwelling, for the property legally described as Lot 3, Township 28, Kootenay District, Plan EPP100686, Electoral Area 'B'/Lower Columbia-Old Glory, be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation to approve.

Attachments

1. Site Location Map
2. Subject Property Map
3. Applicant Submission



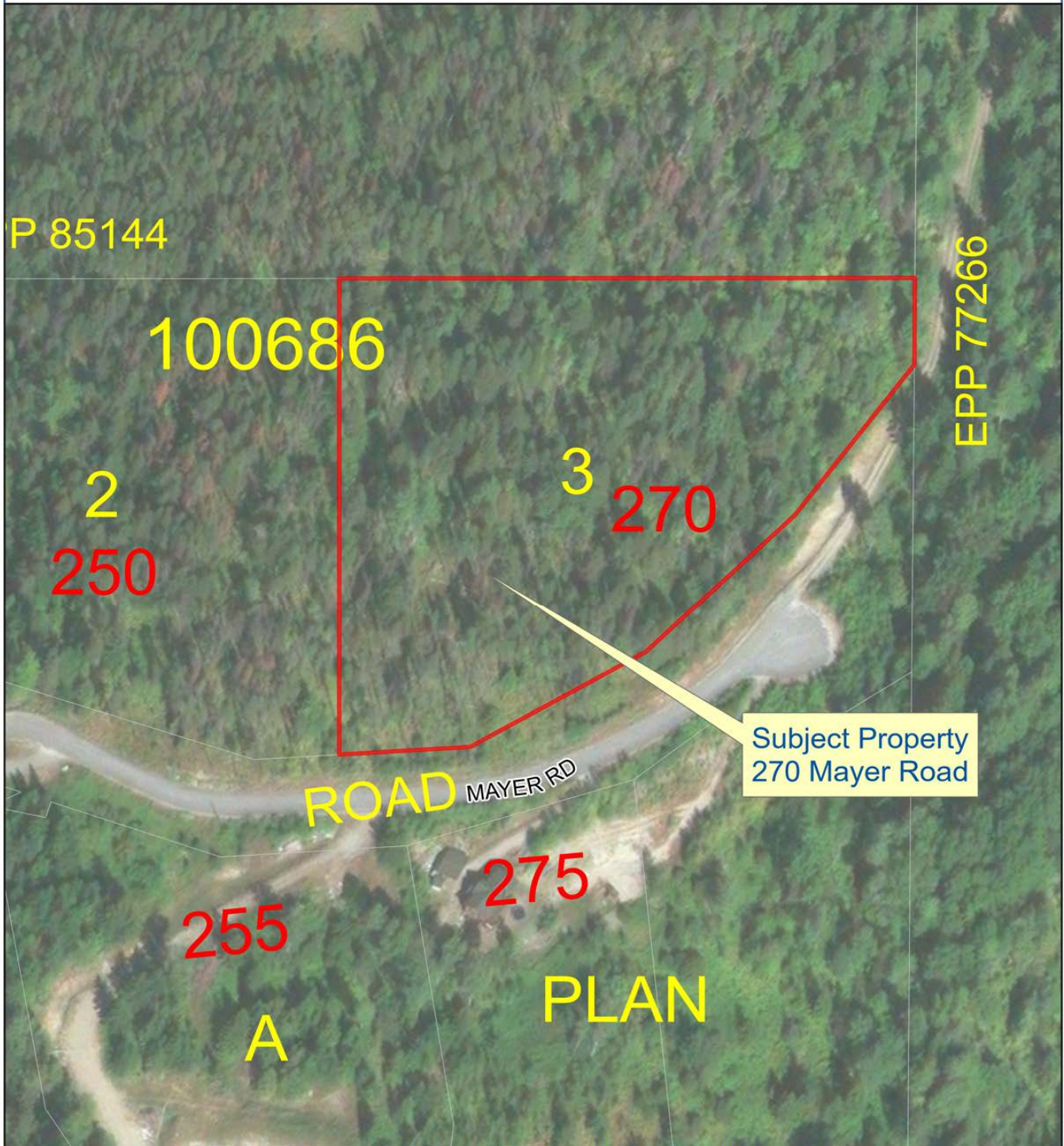
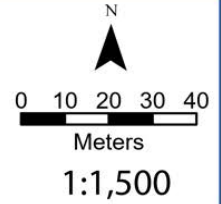


Regional District of
Kootenay Boundary

Date: 2020-10-19

Subject Property Map

Lot 3,
Plan EPP100686, Township 28,
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_B\B-28-TWP-10998.290\2020 November DVP\Mapping\2020-10-19_SM_B-28-TWP-10998.290_2020NovDVP.aprx

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

Steel Storage building Measuring 24'7" x 40'
For purpose of storage for building Materials
During Residence construction.

Permanent Concrete Slab to be constructed to facilitate
building measuring 25' x 45' @ 4" thick Concrete slab.

Building will have electrical service.

When Residence is complete, building will become
Storage/workshop (home hobbyist) space.

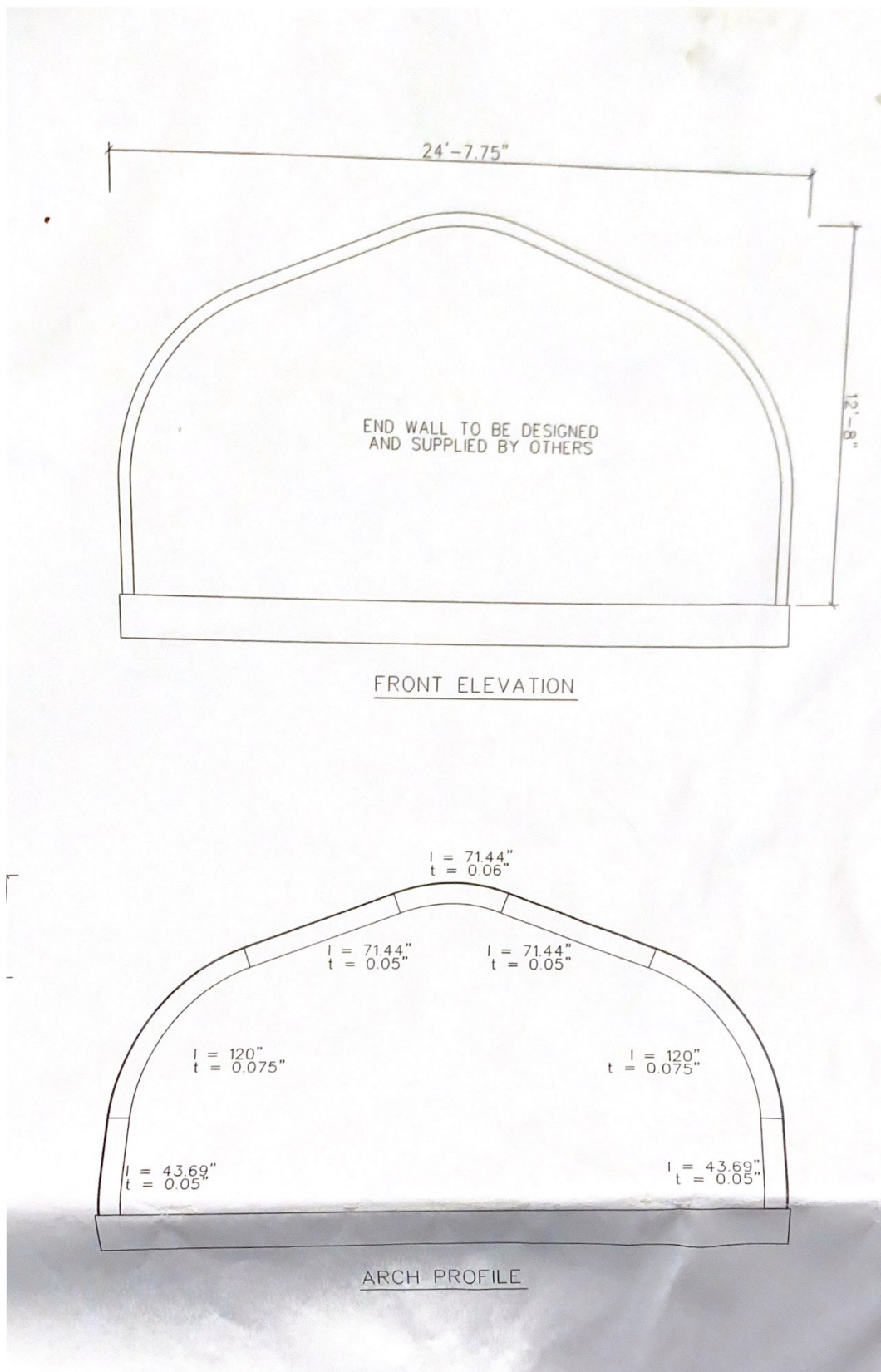
Statement Re: Request

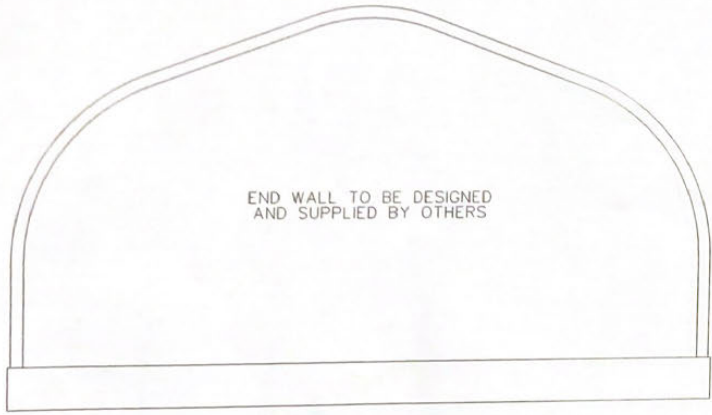
Resolves Storage issue for Residence Development.

Will provide dry storage for Materials during building
process.

Variance Required: Storage building @ 91.79 m²

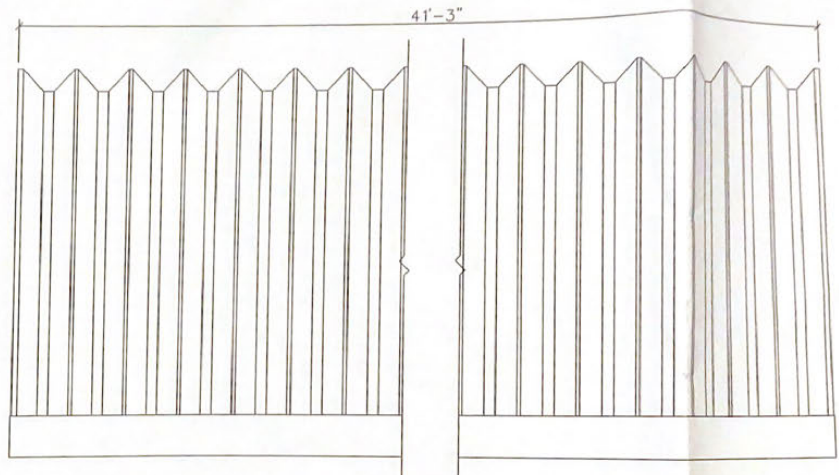
House construction to begin April 2021 - Complete
Dec-2021





END WALL TO BE DESIGNED
AND SUPPLIED BY OTHERS

REAR ELEVATION



SIDE ELEVATION



Staff Report

RE:	Housing Needs Report		
Date:	November 26, 2020	File #:	H-5
To:	Chair Langman and Members of the Board of Directors		
From:	Liz Moore, Senior Planner		

Issue Introduction

A housing needs report has been completed for RDKB's five electoral areas and eight municipalities and is ready to be made available to the public (see Attachments).

Background

In April 2019, provincial requirements came into force through the *Local Government Act* that require all local governments to complete housing needs reports. The reports must include current and anticipated needs.

In 2019, the Board directed RDKB planning staff to apply for funding from UBCM to produce a regional Housing needs report that would encompass the five electoral areas and eight municipalities. Funding from UBCM was approved and used to hire a consultant, City Spaces, to produce the housing needs report. A steering committee with representation from across the RDKB was formed in fall 2019 to oversee and guide the project.

The attached housing needs report, *House and Home – RDKB Housing Need Report* and Appendices meets the legislative requirements for RDKB's electoral areas and municipalities and is to be used for future land use planning exercises and other applicable uses for the contained information.

Implications

The Housing Needs Report has a number of uses alongside of meeting the legislative requirements described above.

Official Community Plans (OCPs)

OCPs must include statements regarding anticipated housing needs as part of the legislative requirements. The housing needs report will provide data and insights necessary to include in electoral area and municipal OCPs to address these requirements and to help us plan for population changes.

Economic Development Organizations and Social Services

A number of organizations across RDKB, who work to attract businesses and services to our area will be able to utilize information found in the housing needs report to plan and use in funding applications.

Columbia Basin Rural Development Institute (RDI)

The RDI is currently using funds from the Rural Dividend Program, as well as contributions from RDKB and neighbouring regional districts, to undertake housing research that will expand on and complement the housing needs report. RDI's research and associated report will be coming to a close near the end of 2020 and will be made available as a resource to RDKB at that point.

Boundary Poverty Reduction Plan

The RDKB has hired a consultant to develop a poverty reduction plan for the Boundary region. The findings of the housing need report will provide valuable background for the poverty reduction plan.

Next Steps

We will post the housing needs report on the RDKB's website to make the results available to the public. A few local service providers have requested that copies be made available to them.

The report has been distributed to the member municipalities for receipt by their councils at upcoming meetings as well as for posting on their websites.

Legislative requirements state that housing need reports will need to be updated every five years to keep the information current. We will reassess and plan for our approach to the required updates in the upcoming four years. One of the deliverables from City Spaces is a detailed description of the methodology used to determine the housing needs and a virtual workshop with regional district and municipal staff.

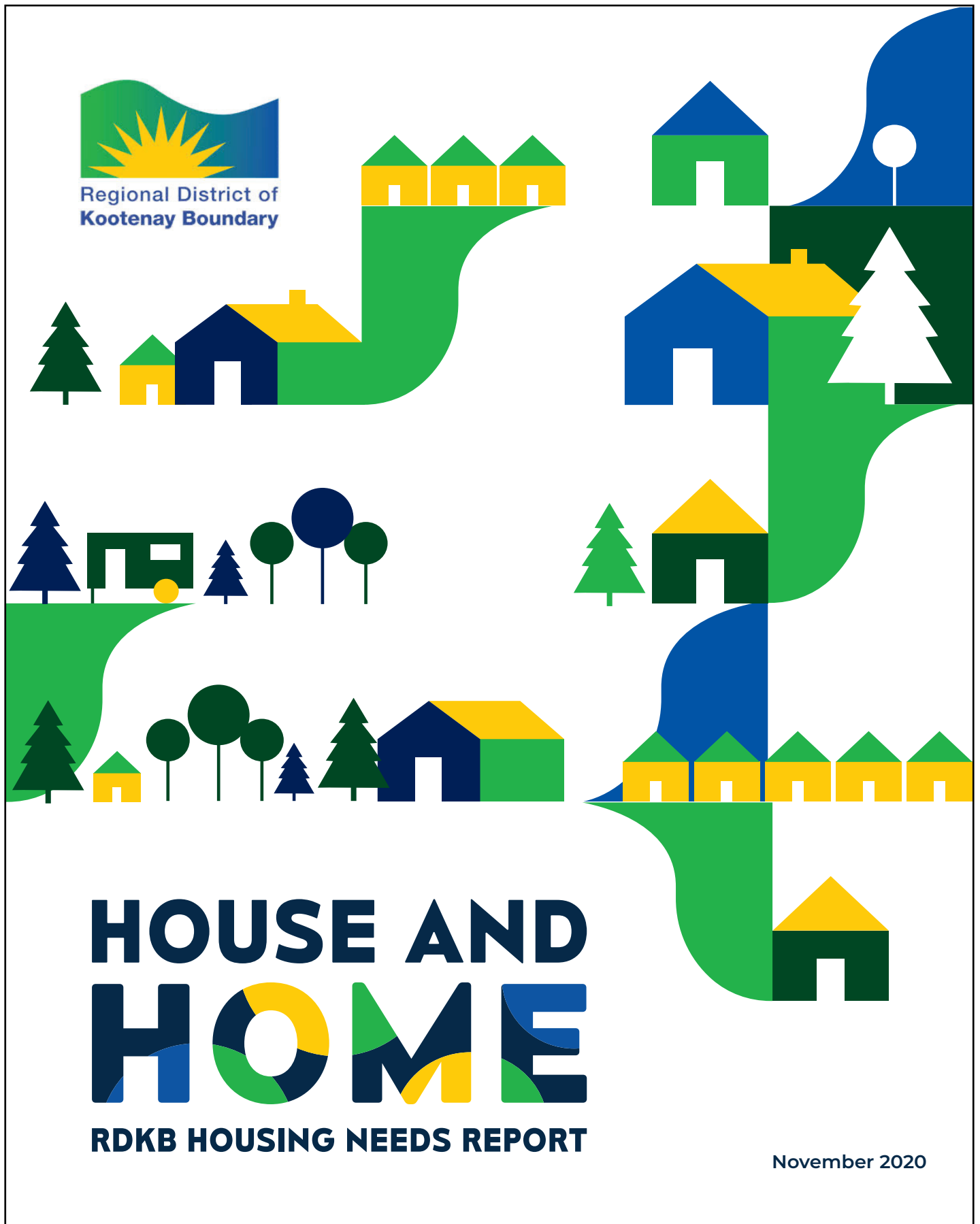
Recommendation

That the housing needs report prepared for Regional District of Kootenay Boundary's five electoral areas and eight municipalities, titled *House and Home – RDKB Housing Needs Report* and appendices be received.

Attachments

House and Home – RDKB Housing Needs Report

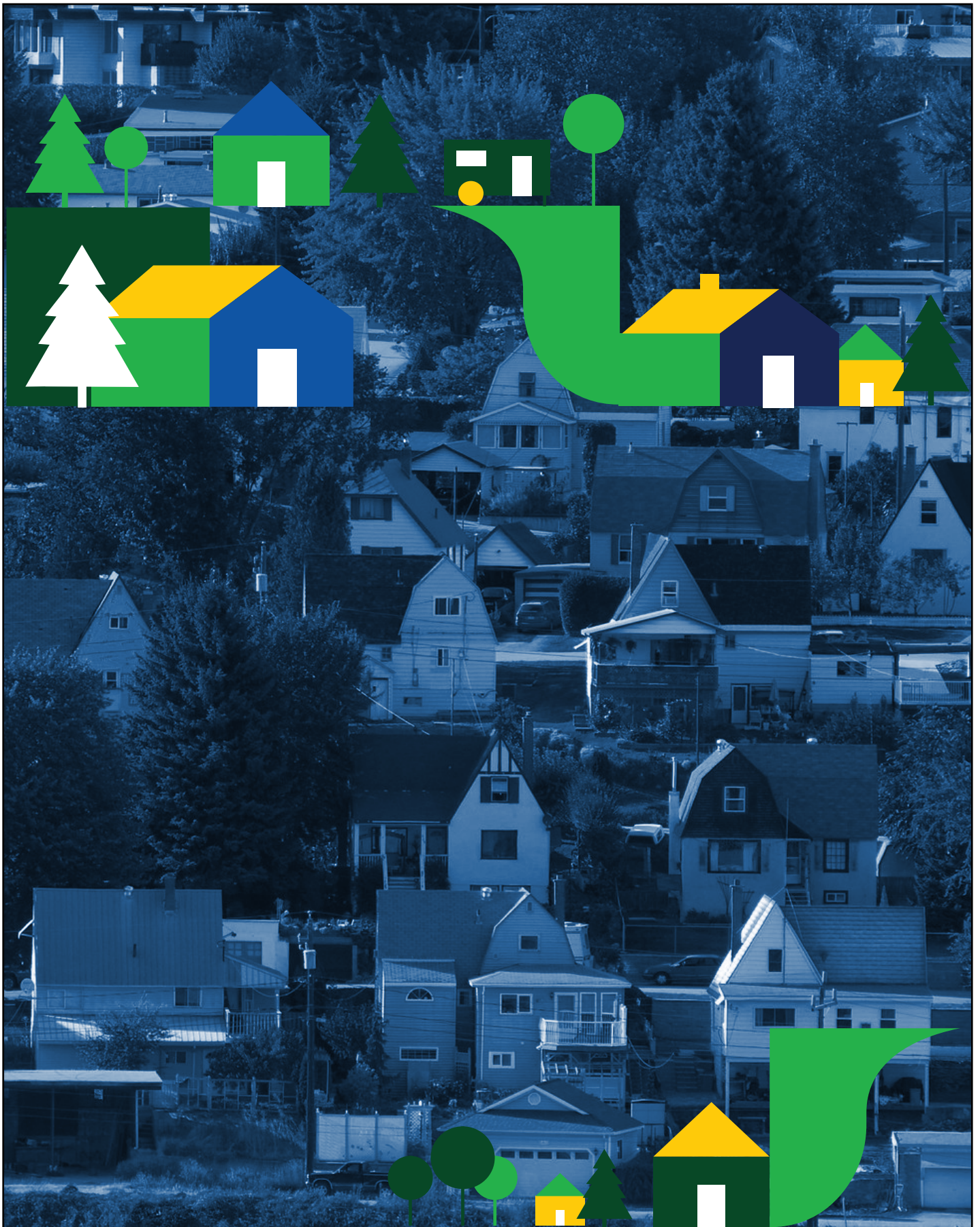
Appendices A-N



HOUSE AND HOME

RDKB HOUSING NEEDS REPORT

November 2020



ACKNOWLEDGEMENTS

On behalf of the Regional District of Kootenay Boundary (RDKB), CitySpaces Consulting led the Regional Housing Needs Report process and was the author of this report. The RDKB and CitySpaces are very appreciative of the support and advice from the **Regional Housing Needs Assessment Steering Committee**. We thank them:

- Bert Ernst, Area A / Fruitvale
- Darren Pratt, Boundary Family Services
- Gordon Titsworth, Warfield (former School Trustee)
- Jan Morton, LCCDTS Attainable Housing Committee Chair
- Lila Cresswell, Treasurer, Lower Columbia Affordable Housing Society Board
- Mary Gay, Montrose (former Councillor)
- Patricia Marshall Thompson, Vice President, Lower Columbia Affordable Housing Society
- Terry Mooney, Area C / Christina Lake
- Vicki Gee, Area E Director

The RDKB and CitySpaces are also very appreciative of the participation, insights, and observations shared by the **792 people, 22 organizations and representatives from the regions' local governments** engaged as part of this process - thank you.

This process was made possible by a grant provided by the **Union of BC Municipalities**.

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INTRODUCTION

Project Overview

The Regional District of Kootenay Boundary (RDKB) has completed its first Regional Housing Needs Report that identifies housing needs, gaps, and issues within its' eight municipalities and five electoral areas. The process weaved together evidence-based research, observations obtained through community and stakeholder engagement, and analysis to inform the Regional District and potential partners on future housing projects and initiatives.

The Regional Housing Needs Report provides the Ministry of Municipal Affairs and Housing, and the RDKB, with an understanding of the current and projected housing needs across the housing continuum, from emergency shelter to market home ownership. It also serves as a baseline report to inform policy formulation for the eight municipalities and five electoral areas with respect to housing planning and development, land use planning, and regional planning.

What can a Regional Housing Needs Report be used for?

Understanding housing needs, gaps, and related issues helps local governments formulate policies and regulations to enable new residential development projects to incorporate housing units that meet the needs of the community. Key findings can also be referenced for advocacy. A wide variety of sectors can utilize information from this report to inform their initiatives, such as developers and non-profit housing providers working towards an affordable housing project. Funders and agencies, such as BC Housing and Canada Mortgage and Housing Corporation (CMHC), typically require rationale for housing funding applications and the information from this report can help address those requirements.

Legislative Requirement

In April 2019, the Ministry of Municipal Affairs and Housing introduced new legislation under Part 14 of the *Local Government Act*. The new regulation requires local governments to complete Housing Needs Reports by 2022 and thereafter every five (5) years. The purpose of the legislation is to: (i) enable the provincial government to gain an understanding of recent changes in demographics and housing and provide important context to plan for future housing needs; (ii) enable municipalities to better understand the current and future housing needs; and, (iii) assist local governments in

implementing policies and bylaws that respond to current and projected housing needs. The indicators gathered in this report align with these requirements.

Methodology

This process began in December 2019 and was undertaken during the first wave of the COVID-19 public health emergency. Data collected for this report pre-dates COVID-19 and captures points-in-time that do not take into account potential shifts in demographic and socio-economic indicators (e.g. household income). Virtual engagement activities gained perspective from community members and stakeholders on the housing situation before and during COVID-19.

Steering Committee

This process benefitted from a Regional Housing Needs Assessment Steering Committee, which guided the consultant teams' work and provided important local context to the study and reporting. Steering Committee members were representative of the region at-large, including electoral area directors, former municipal councillors, and members from the Lower Columbia's Attainable Housing Committee.

Research

Key findings were informed by compiling and analyzing both quantitative and qualitative research:

- **Quantitative sources:** this includes data from Statistics Canada (Census 2006, 2011 and 2016); municipalities within the RDKB (e.g. building permit data); BC Assessment; BC Housing; BC Statistics; 2018/2020 Reports on Homeless Counts in BC; and CMHC Rental Market Reports. Quantitative data aligns with the requirements outlined in the Ministry of Municipal Affairs and Housing's *Guide to Requirements for Housing Needs Reports*¹.
- **Qualitative sources:** this includes results from an online survey, virtual workshops with stakeholder groups, and key informant interviews. Insights from qualitative sources were also used to supplement data that is not available at the local geography level.

¹ There may be some inconsistencies in the population and household statistics due to data sources. For some tables, Statistics Canada Census (2006 and 2016) data was used while, for others, data from the National Household Survey (2011) was used. Unlike the 2006 and 2016 census statistics, the 2011 NHS survey was voluntary and is based on 25% data. The 2011 data may not be directly comparable to the 2006 and 2016 data. The 2011 NHS survey received low response rates from some communities in the regional district and may not be directly comparable to other communities. In order to appropriately compare data across all three periods, the custom data tables procured by the Province includes only 25% data for all years. Total population counts and age breakdowns are reported as 100% data.

Engagement

The original Engagement Strategy outlined numerous in-person activities throughout the region including: workshops, pop-up focus groups, local government meetings, and community housing tours. The COVID-19 public health emergency prompted a substantial departure from the original strategy, subsequently shifting the in-person engagement activities to virtual settings. These activities were further complemented by key informant telephone/video calls and an online survey, as well as an interactive website with numerous activities for residents to passively engage.

A total of 792 people, 22 organizations, and representatives from the municipalities engaged during this process. Excerpts from engagement activities are illustrated throughout this report to provide qualitative evidence of housing needs in the region. Comprehensive detail on the engagement process can be found in the companion report: *RDKB Housing Needs Engagement Summary Report*.

The Housing Continuum

The housing continuum is an illustrative diagram that helps communicate the full range of potential housing types and tenures in a community.

The non-market side of the continuum includes emergency shelters, safe houses, transitional and supportive housing options. These housing options offer community members affordable, sometimes temporary, accommodation including for low-income households, vulnerable populations, and persons experiencing homelessness.

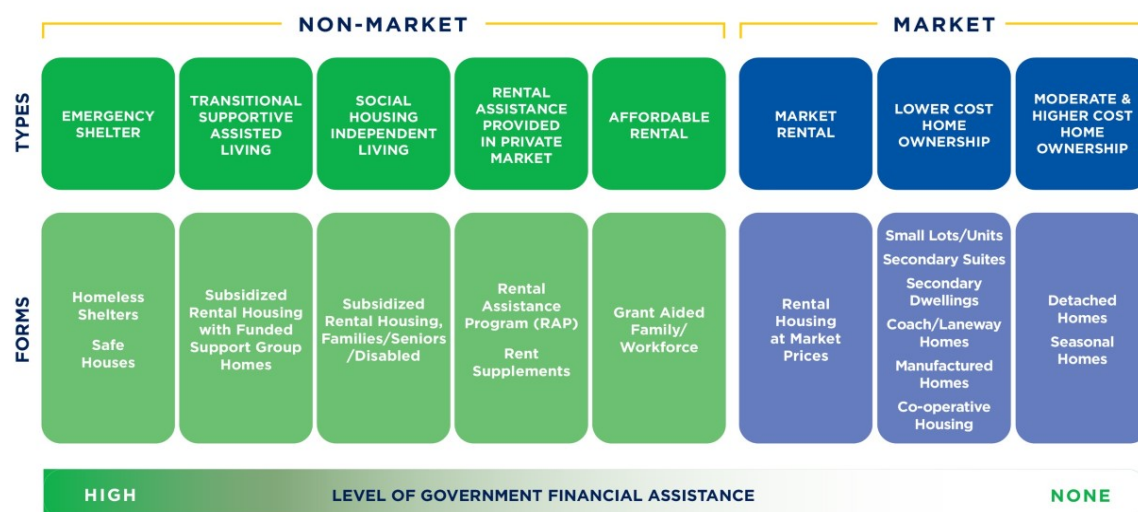
Moving along the continuum is independent social housing for low-income households. While this type of housing is still government subsidized, there is no additional support required for households to be able to live independently and often less subsidy is needed to maintain these units. Rent supplements bridge the non-market and market sides, with the remaining tenures including rental and ownership housing forms available through the private market without any subsidy.

Each source of supply along the housing continuum is interrelated and constraints in any one supply type will impact others. With an aging population, for example, senior residents are challenged to find suitable and accessible housing, which has led to seniors being 'stuck' in oversized large maintenance homes that could otherwise be available for young families.

Housing for All

The housing continuum is not linear, nor a ladder. It is a fluid network of housing options that allow households to find and afford a home that meets their needs. A household should be able to navigate this network of housing options as their lifecycle, and life circumstances, change over time - including in times of crises. There is no final destination, or ideal location, along the housing continuum; it is simply intended as a framework to understand the range of possible housing types and tenures individuals may need during their lifetime. When a household is unable to find and/or afford housing that meets their needs, this signifies a housing gap along the housing continuum.

Figure 1: Housing Continuum



MY STORY: ADULT CHILDREN, WITHOUT HOMES

"During the past 5 years living in the RDKB, my family and I have had a constant battle to find suitable, affordable, housing. The cost of rent does not reflect the incomes in this region. I believe the region needs to put in place "Need to Reside" to keep our housing affordable. We have employment but due to rental costs, rental units being sold and no place to move to, we have been forced to live in disgusting un-kept units. Having to clean rat, mouse, and many other critters droppings to be able to move in, plus knee-high garbage and still paying \$1,000 to \$1,500 a month because we need housing for larger families. This "was" an older community, things are changing, young people cannot afford to live here with the wages in the region versus the cost of living. Subsidized housing yes but integrated not segregated from the community.

My children are presently living in RVs because they cannot afford the rent and feed their children. They must move when the flood waters rise but at least they have a home, with a yard."

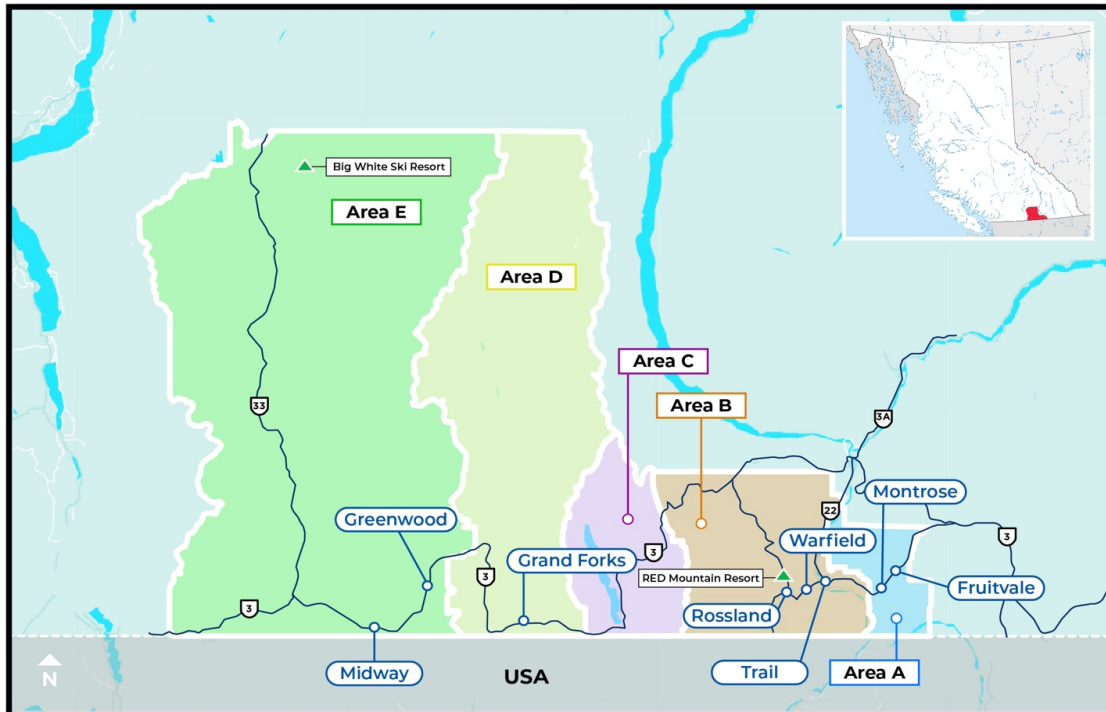
REGIONAL CONTEXT

The RDKB is a region of BC that encompasses over 8,200 square kilometers and is home to more than 31,500 residents. The region comprises eight municipalities and five electoral areas that are distinctly geographically organized:

- **The Kootenays/Lower Columbia Area:** includes the municipalities of Fruitvale, Montrose, Trail, Warfield, Rossland (including Red Mountain Resort), with Electoral Areas A and Electoral Area B / Lower Columbia-Old Glory.
- **The Boundary:** includes the municipalities of Greenwood, Grand Forks, Midway with Electoral Area C / Christina Lake, Electoral Area D / Rural Grand Forks, Electoral Area E / West Boundary and Big White.

There are distinct characteristics between The Kootenays/Lower Columbia area and the Boundary sub-regions of the RDKB. As such, key findings from this report are organized by these areas, supported by detailed community profiles found in Appendices A through N.

Figure 2: RDKB Contextual Map



Official Community Plans (OCPs) are planning tools that establish long-range policy to guide development including housing. Zoning Bylaws provide regulatory power to OCPs. The RDKB has OCPs and Zoning Bylaws for most of their Electoral Areas. Currently most of Electoral Area E does not have land use planning, although there are OCPs and Zoning for the Bridesville townsite and the resort communities of Jewel Lake, Mount Baldy and Big White. The RDKB is currently reviewing the Electoral Area C/Christina Lake OCP and preparing a Rural Bridesville land use plan. Each municipality within the RDKB has an adopted OCP². The RDKB's approach to regional planning is to coordinate the various sub-regional OCPs and does not have an overarching Regional Growth Strategy.

Indigenous Community Context

RDKB is situated on the converging, traditional and unceded lands of the Syilx (Okanagan), Secwepemc, Sinixt (Lakes), and Ktunaxa Peoples and the Metis have long been in this area. There are Indigenous people from many other Indigenous Nations within this area as well. There are nearly 2,000 Indigenous people who live in the region³. There are no Indigenous reserves located within the RDKB boundaries and there are no treaties for this area.

Many community-based organizations in the RDKB support Indigenous people who access their services. However, there are still a number of Indigenous households with disorienting experiences to accessing housing and supports, making them more vulnerable and susceptible to precarious living conditions including homelessness in the region.

The Boundary All Nation Aboriginal Council (BANAC), the Boundary Metis Association, and the Circle of Indigenous Nations Society (COINS) were established in-part to address the under-representation of, as well as provide support to, Indigenous people in the RDKB. Even with these organizations doing very important work, there is a high-level of vulnerability among Indigenous households residing within the RDKB.

Indigenous Families Have Nowhere Else to Go

"There are many Indigenous families in the area who are here because they have nowhere else to go. Grandparents raising grandkids, or young families with lots of children without social support or cultural touchstones. They face stigma and discrimination. They require a lot of support and service."

- Quote from key informant interview (abbreviated)

² Local governments currently updating their OCPs: Midway, Montrose, and Trail.

³ 1,995 persons in the RDKB were counted as "Aboriginal identity" (First Nation, Metis, Inuit), Census 2016

Regional Themes

The guide to preparing housing needs reports requires a statement on key areas of local need specific to: affordable housing; rental housing; special needs housing; housing for families; housing for seniors; and shelters for individuals experiencing homelessness and housing for individuals at-risk of homelessness. This section is organized by housing gaps and groups experiencing the greatest challenges with finding and affording housing, which addresses these requirements and adds additional insight.

Overarching Observations

- Distinct sub-regional characteristics.** Findings from the housing needs assessment process are difficult to generalize across the entire region because there are very distinct differences of housing needs, gaps, and issues in its *sub-regions*. Even within sub-regions, there are local anomalies of housing need. Geographically, the Boundary communities are more isolated, from each other and, to some degree, from the rest of the RDKB, and generally within the province. The municipalities in The Kootenays / Lower Columbia area are more clustered, allowing a greater permeability in accessing services, amenities, and housing options.
- Inherited workforce housing.** Many communities within the region were incorporated around the opportunity for resource development such as mining and forestry. In some communities, industry came first and companies built housing for its workforce. When company towns were more established and became more complex, concerns for livability and housing conditions led to change and eventually to the incorporation of municipalities. This transferred the responsibility of living conditions from companies to local governments. The inherited workforce housing was never built with longevity in mind and is starting to age and no longer meeting the needs of the evolving communities in the RDKB.
- Resource-based communities.** Most of the RDKB communities are still anchored by resource-based industries such as mining, forestry, and value-added manufacturing. Over time, some communities have diversified their economies to include health care, recreational tourism, and agriculture. Today, new industries such as film, technology, and cannabis production have been growing and providing more employment opportunities. Diversified economies help soften economic downturns and help retain wages needed for households to afford housing. Communities that rely on one or two major employers, such as a mill, are less equipped to sustain market fluctuations and the housing situation is more susceptible to boom and bust scenarios.

- Amenity migration.** The RDKB has an abundance of natural environmental amenities including rivers, lakes, trails, fresh air, and clean water. Some amenities have been developed including ski hills. This array of outdoor activities has enriched the lifestyle of local residents and also attracted new families and retirees to the region. This phenomenon is often cited as amenity migration, where people choose to move to rural areas as an alternative to urban centres, largely for pleasure rather than economic reasons. Experts in this field suggest that amenity migrants are usually highly educated, deeply engaged in outdoor recreation, and often bring with them incomes and/or wealth that act as an economic multiplier for communities⁴. Experts also suggest that there often manifests a dynamic between amenity migrants and people born / raised locally, for example opposition or support for resource development or affordable housing projects. This process revealed that there are an increasing number of amenity migrants moving to RDKB communities, bringing with them education, financial means, and demographic diversity. But it is also forming a dynamic, and in some respects disparities, in equity.
- Rural migration.** A different kind of migration; it has been observed through research and engagement that there is a shift occurring in the rural areas of the RDKB where households, mostly aging seniors, are looking to move into town. A key theme is seniors looking to downsize but lacking accessible or seniors-oriented housing options in rural areas for this transition. It is anticipated that more seniors living on the outskirts of town will make their way into the larger communities if they are able to sell their homes and find housing that meets their needs. Some of these seniors are reluctant to leave their rural settings, others are ready to have a low maintenance home and live closer to health care and services.
- Adjusting historical development patterns.** Residents, especially seniors and households without access to a vehicle, identify being close to services and amenities as an important factor in their housing choices. This includes being close to groceries, recreation, support services, and arts and culture. This a shift from historical development patterns towards an interest in more compact, complete communities.
- Sub-regional inequity.** There is a large degree of inequity across the region. There is a concentration of high-income in The Kootenays / Lower Columbia area and low-income in the Boundary area. Renters are more likely to experience core housing need across the region compared to homeowners. And there is 'new money' coming into the communities, for example retirees who sold their homes in high-valued real estate markets (e.g. Vancouver, Kelowna) now with a high degree of disposable income that is not common to the local population. The housing stock is a visible sign of this disparity: low- to moderate-income households living in

⁴ Planning for Amenity Migration in Canada, Mountain Research and Development, Raymond Chipeniuk (2004).

modest older homes, mobile homes, or rental housing; compared to high-income households living in new, large homes with mountain views, waterfront, or large acreage properties. The communities express a desire to uplift the standard of living, including housing livability, for households currently living in inadequate, unsuitable, and unaffordable housing conditions.

- **Historically underserved.** Communities in the RDKB have historically not been targeted candidates for affordable housing project investment. As a result, there is a substantial gap of housing types and tenures needed in the region to 'catch-up' to community needs, ranging from non-market rental housing to supportive housing. Recent investments in affordable housing projects (proposed or currently underway) is a positive direction for the region. Still, there is a deficit of affordable housing units that needs to be addressed.

Groups Facing the Greatest Challenges Finding and Affording Housing

- **Seniors.** The region's population is aging and also attracting retirees from other parts of BC and out of province. Seniors have few options to find suitable, affordable, and accessible housing in various communities across the region to meet their needs – from independent seniors housing to housing with integrated supports.
- **Families.** The region is an attractive place for families to call home, but many are challenged to find housing that meets their needs. For low-income families, finding housing in good condition they can afford is difficult to come-by. Families relocating from outside the region may have "cashed-out" from more expensive real estate markets, bringing their equity with them but limited to find housing that meets their consumer preferences.
- **Single-Parent Households.** Single parent households often struggle to find and afford housing to meet the needs of their families in the RDKB. Not only are housing costs generally high for a single income family, frequent stories were heard of single parents facing discrimination when trying to secure rental housing.
- **Single People.** Single individuals are challenged to afford housing without the help of a partner, roommate or other support – particularly due to a general lack of rental housing units and smaller units. As a result, single people tend to spend a higher proportion of their income on housing costs with less financial ability to pay for other basic necessities.
- **Youth and Young Adults.** Youth and young adults, who often need rental housing and are more likely to be working low wage or service workers, struggle to find housing in the RDKB. They often end up in overcrowded dwellings shared among many individuals or in precarious

situations putting them at-risk of homelessness. There is a high-degree of vulnerability for youth living in isolated rural areas of the RDKB.

- **People with Mental Health Support Needs or Experiencing Substance Use Issues.** Residents experiencing challenges related to mental health or substance use are extremely challenged in securing housing in the RDKB given the limited housing options with integrated supports.
- **People Experiencing Homelessness or At-Risk of Homelessness.** There is an increasing number of persons experiencing homelessness across the RDKB, particularly in centres such as Trail and Grand Forks but also in rural areas. There are many households living in precarious living situations: RVs, campers, tents, or friends / family couches who do not recognize that their housing situation is not secure or sub-standard. It can be challenging for residents to secure housing when experiencing homelessness. Community opposition to housing projects with supports increases this challenge. With rising rental and homeownership costs, and with little availability of rental units, a growing segment of the local population is at-risk of homelessness. Youth and low-income renters are particularly at-risk.
- **Indigenous Households.** Indigenous households experience service gaps with many existing supports offered by non-Indigenous people or programs that do not necessarily meet their needs. Housing for Indigenous youth/young adults was a particular concern identified by the community and stakeholders.
- **Seasonal Workers / Workforce.** Seasonal workers at ski resorts (such as Big White or Red Mountain), tourism staff, agricultural workers, and other seasonal staff struggle to find accommodation close to their places of employment. They often need rental housing in popular tourist destinations during peak season or in remote locations. Overcrowding is a major issue occurring in ski resort communities.

Common Experiences

- **Increasing Cost of Living.** Residents, service providers, and government officials identified a wide range of concerns related to the cost of living in the RDKB, including the cost of housing and, in particular, rental housing. Comments referred to both rapidly increasing rental and housing costs, as well as the challenge of low wages. Data evidence suggests that this experience is one-sided, where low- and moderate-income households are experiencing the burden of increasing costs to living, with higher income households able to comfortably live within their means.

- **Housing in Poor Condition.** A common theme across the RDKB is widespread deteriorating condition of homes to rent or own. Much of the housing stock is old and the rate of homes in need of major repair is substantially higher compared to the province as a whole. Rental housing and mobile homes, in particular, have been commonly described as poorly maintained and unsafe by the community. Many homes across the region are currently in need of major repairs, such as replacing wiring or plumbing, re-roofing, or structural repairs.
- **Lack of Suitable Housing Options.** Many residents cannot find suitable housing to meet their needs. This issue crosses demographics, from seniors looking for smaller one-level living, to young families looking to buy entry-level homes without significant renovation, to youth/young adults, single people, and single parents unable to find suitable rental accommodation. In some cases, the barrier is not cost – the desired housing simply does not exist for the number of families and individuals searching.
- **Discrimination and Stigma Towards Vulnerable Populations.** Service providers and vulnerable populations report discrimination being a barrier for households trying to secure rental housing. Challenges range from community opposition to affordable housing projects, to landlords not renting to single parents or individuals with pets, to the challenges faced by individuals experiencing homelessness or struggling with mental health or substance use issues.
- **High Cost of Construction or Renovation.** A common message heard across the region is the high cost to build new housing (or to renovate existing housing) relative to local incomes. This is an important factor in the RDKB context given the aging housing stock in need of major repair. Building new or repairing existing units require upfront capital and results in higher rents.

Housing Gaps

- **Year-round emergency shelter:** Specifically for the communities of Trail and Grand Forks, there is a need for year-round emergency shelter beds to support persons experiencing homelessness. A permanent, year-round emergency shelter is an essential part of the housing continuum that can support individuals experiencing short-term housing crises at any time of the year. At a shelter, individuals and families can be supported during a short-stay, assessed and rapidly re-housed when appropriate housing can be matched.
- **Youth safe house:** There is a high-level of youth vulnerability, particularly in the Boundary area. A youth safe house (or youth transitional housing or group home) is needed for the region. This could alleviate some of the informal youth safe houses being operated out of the goodwill of community members and enhance the resources available to youth in need.

- **Transitional housing for women and children:** There is a high-level of vulnerability for families experiencing violence, particularly in isolated rural communities in the Boundary area. There is a need to further explore transitional housing options specific for women and children in the area.
- **Transitional housing for persons experiencing homelessness:** Some individuals may need a step in-between a shelter and permanent housing, in what is called transitional housing. For example, there may be individual circumstances in any population needing more support or are waiting for supportive housing or affordable rental units. This is an important housing gap for re-housing persons experiencing homelessness in the RDKB.
- **Supportive housing:** Supportive housing projects are places where individuals unable to live independently and require on-site supports to maintain well-being and stability. It can serve a wide variety of households in need of support. In the RDKB, there is a need for re-housing persons experiencing homelessness, persons with disabilities, and persons experiencing mental health and/or substance use issues.
- **Non-market rental housing:** The number of persons experiencing core housing need in the RDKB indicates the need for affordable social housing with units rent-geared-to-income. Social housing (which is affordable rental housing) is needed for a wide variety of low-income households including singles, couples, families, and seniors. Given the low availability of rental units and instances of rental housing in poor condition, additional rent supplements may not be sufficient in the case of the RDKB without the rental stock to match the funds / tenants.
- **Low-end of market rental housing:** Low-end of market rental housing is rental housing delivered through the private market that is slightly below market rates (e.g. 10% below average rents). These units could be suitable for low- to moderate-income households spending greater than 30% of their gross income on housing costs but are not eligible for non-market housing units (e.g. social housing).
- **Market rental housing:** Market rental housing, in good condition, is a high priority for the RDKB, particularly purpose-built rental buildings to offset the precarious nature of the secondary rental market⁵. Market rental housing is versatile and suitable to meet the needs of singles and couple households, newcomers to the region who need a starting place, or a home that helps during life transitions such as downsizing. There is also a need for more accessible units in market rental

⁵ The secondary rental market means rental units that are not purpose-built rental. They can include condominiums, secondary suites, and single-detached homes or townhouses.

buildings to accommodate seniors or other persons with mobility issues but who can live independently and afford the average rent.

- **Short-term rental and tourist accommodation:** In resort communities, there is a need to have an adequate supply of short-term rental and tourist accommodation to help alleviate the pressure on the long-term rental stock. This form of housing is targeted to Big White, Red Mountain, and Rossland.
- **Accessible seniors-oriented housing:** There is a need for seniors-oriented housing across the seniors housing continuum – independent, semi-supportive, supportive, assisted living, and complex care. This also includes rental and ownership options and supported by better-at-home programs. This priority is supported by aging demographics and the limited options for seniors transitioning to non-single-detached housing forms as they age, requiring housing options that are suitable for ‘downsizing’. While seniors-oriented housing has been identified for every community in the RDKB, developing it may not be feasible in rural areas given infrastructure constraints and distance to services / amenities. As such, the rural senior populations and the trend of rural migration to urban centres should be a consideration for neighbouring communities planning for seniors housing.
- **Alternative housing typologies:** There is a growing appetite and need for non-single-detached housing forms in the RDKB. These include ground-oriented multi-unit housing like townhouses or apartments (rental or strata condominiums), secondary suites, and accessory detached dwelling units on rural lots / large acreages. These housing forms are versatile and can help meet the needs of families, newcomers, and seniors. A key driver for alternative housing typologies is the desire to have housing options that are new, in good condition, and accessible.

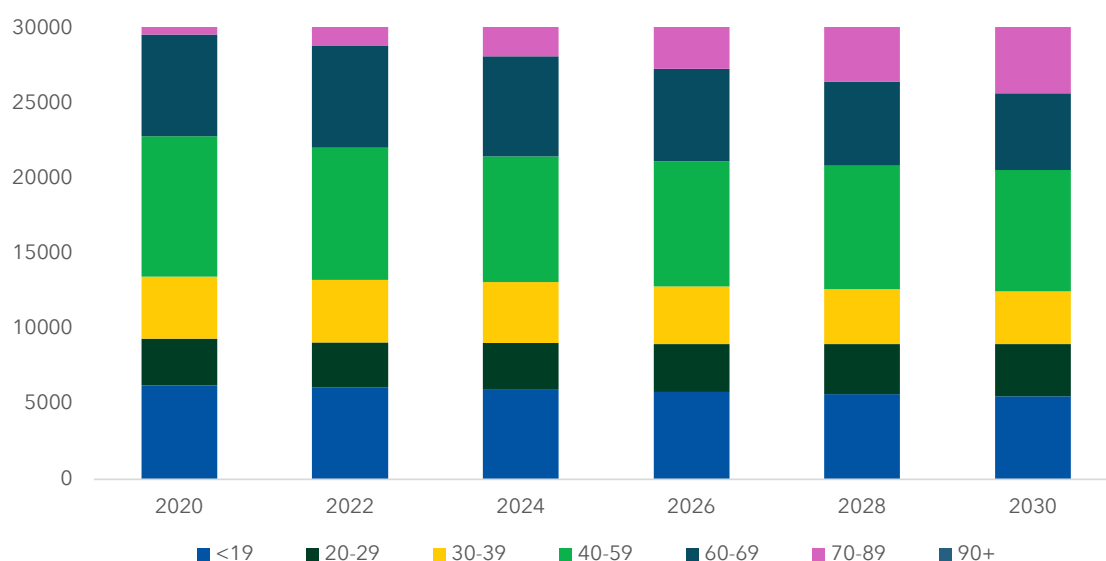
Regional Indicators

Key housing indicators outlined in the following section demonstrate the contributing factors to the housing issues in the RDKB. These include key demographic characteristics and housing stock age. Excerpts from community engagement activities are also illustrated in relation to the indicators to provide supporting qualitative evidence of housing issues in the region. Detailed tables on all housing indicators for the RDKB can be found in Appendix A.

There are over 30,000 residents distributed across the region, which has experienced a low but steady annual growth rate of 0.23%. BC Statistics projects the region to comprise over 31,000 residents by the year 2030. A key observation of future projections is the anticipated change in age characteristics, which shows a growing proportion of seniors.

Figure 3: Population Distribution by Age, RDKB (2016)

Source: BC Statistics



The median household income in the RDKB is \$60,543. A key observation of this indicator is household income disparity between owners and renters, as well as between the Kootenays communities versus the Boundary communities.

- **Renters earn significantly less compared to homeowners:** This observation makes sense – low- to moderate-income earners are less likely to be able to save for a down-payment and/or

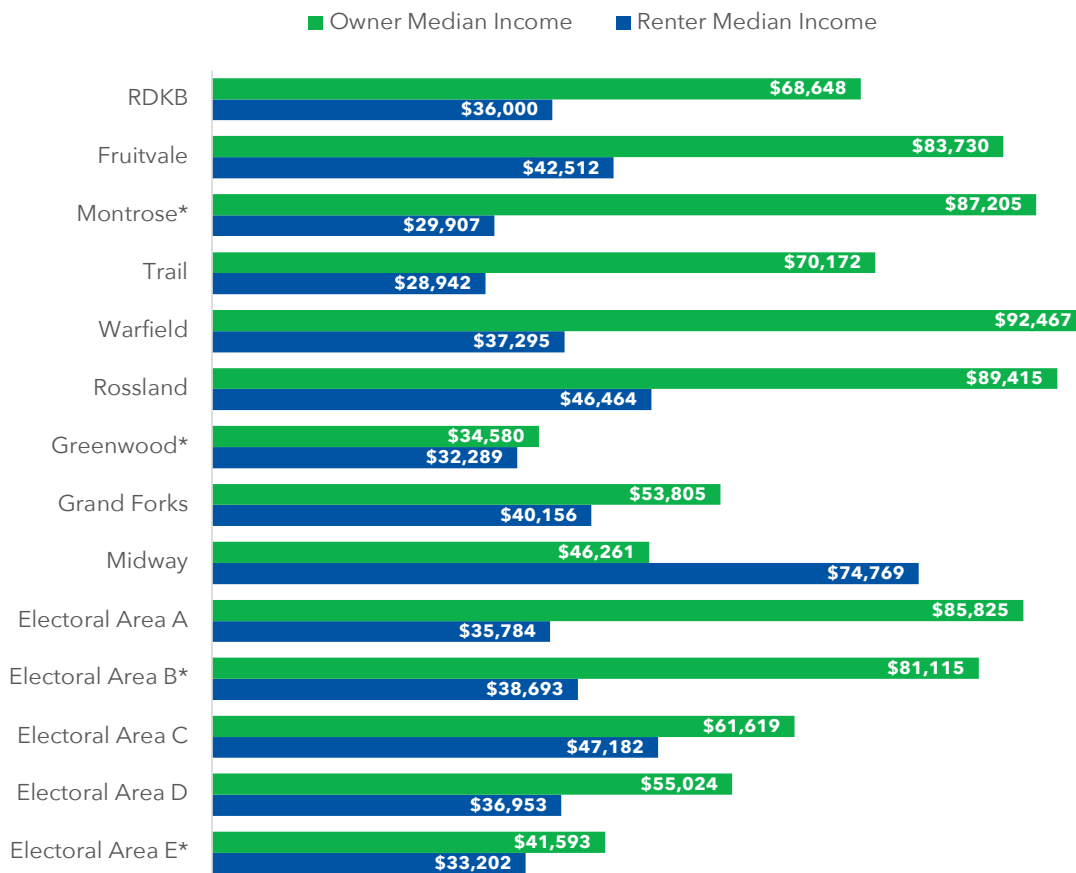
qualify for a mortgage. Higher income earners will likely invest their earnings into property, building equity over time. A consequence of this is renters are more likely to live in lower quality housing units and make trade-offs such as not having enough bedrooms for all members of their family or having to live further from work, school, and amenities.

- ▶ **High-income households are clustered in The Kootenays/Lower Columbia Area:** Warfield, Rossland, Montrose, Fruitvale, and surrounding Electoral Areas (A and B) are home to the highest-income homeowners of the region. This reflects the high-paying jobs in the region including health care, professional/technical services, and major employers such as Teck Resources. Households without access to these jobs have lower-incomes in these communities and are more likely renters. Trail, for example, has the lowest median income for renters in the region.
- ▶ **Low-income households are clustered in the Boundary area:** Greenwood, Grand Forks, and Midway have lower household incomes compared to households living in The Kootenays/Lower Columbia. While there are high-paying jobs in these communities, it is not to the same level or scale as The Kootenays/Lower Columbia. Households in the City of Greenwood have the lowest median income on the whole for the entire RDKB.

High Rates of Poverty

“The Boundary area has the highest poverty level in the province, lower than the east side of Vancouver. There needs to be more empathy for people who are having a hard time.”

– *Quote from focus group (abbreviated)*

Figure 4: Household Income of Renters vs. Owners, RDKB (2016)Source: Statistics Canada, 2016 Census⁶

The majority of the housing stock in the region was built pre-1980s (69%), with smaller 'booms' occurring during the 1990s and 2000s. New construction has slowed and is not evenly distributed across the region. Much of these homes were built to house the workforce and their families: single-detached homes on large lots.

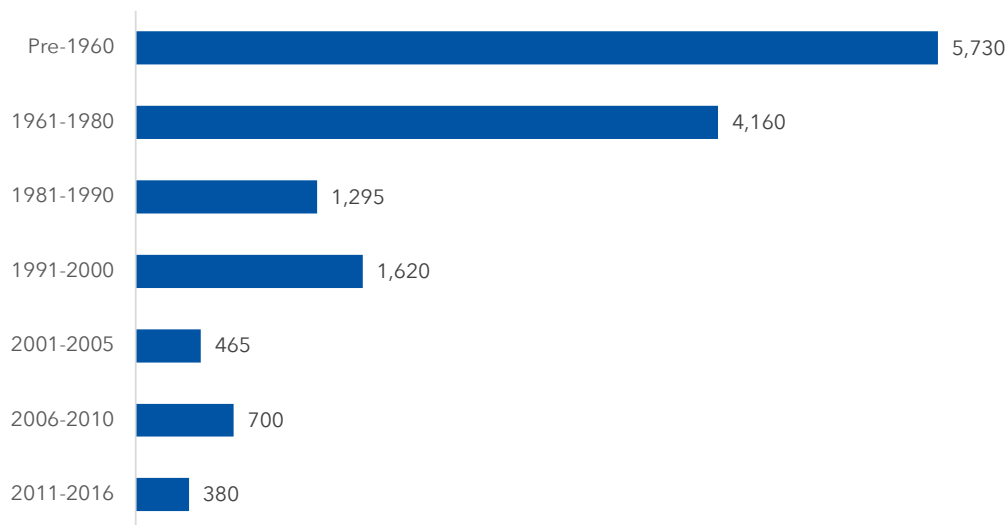
- **Aging housing stock requires more maintenance:** An important consideration to this indicator is that aging housing stock often coincides with deteriorating housing stock and/or homes that require maintenance. Older homes were also built under a different building code and are less

⁶ *community data was suppressed in 2016, 2011 or 2006 data was used instead

likely to have accessible features for seniors and persons with mobility issues (e.g. walk-up apartments with no elevator).

Figure 5: Total Number of Housing Units Built by Year, RDKB (2016)

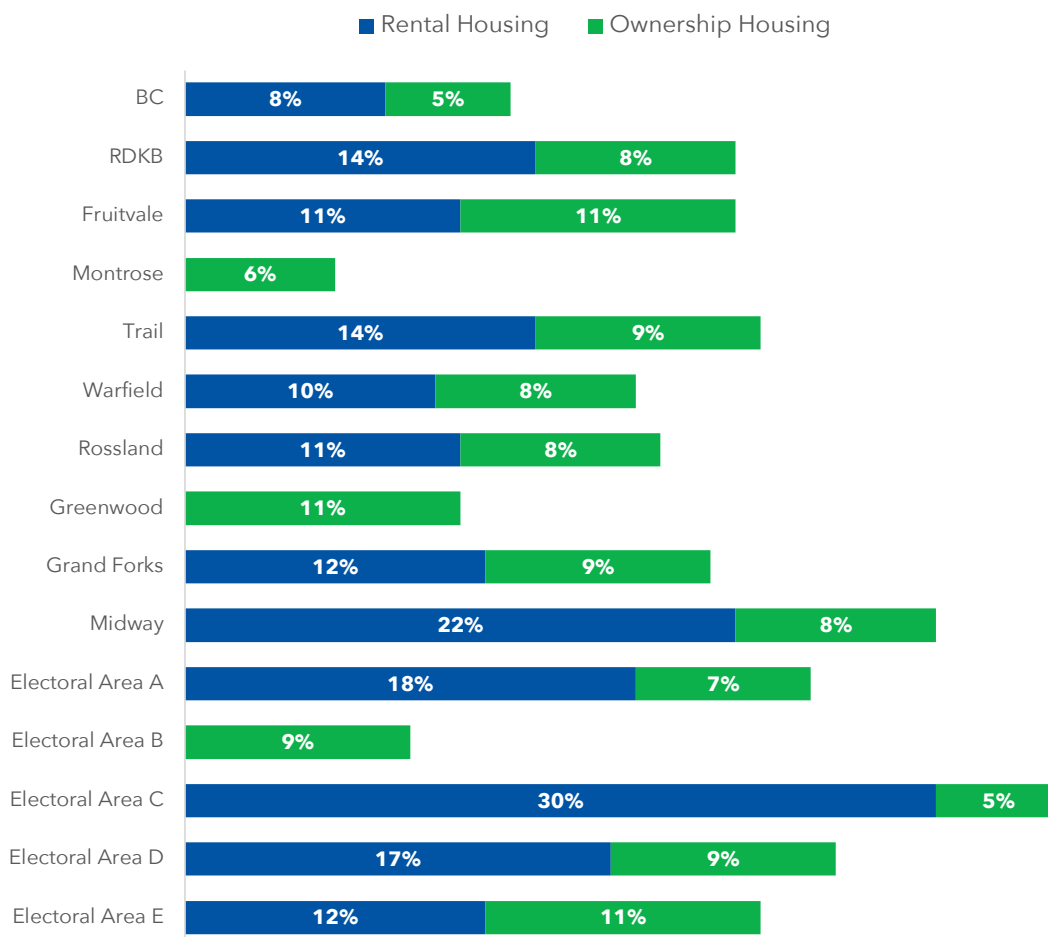
Source: Statistics Canada, 2016 Census, 2011 National Household Survey and 2006 Census Population



The majority of households in the region own their home (80%) compared to renting their home (20%). While there are fewer renters in the region, there is a growing interest and need for this type of housing based on insights obtained through community consultation, as well as the demographic indicators and trends in the region.

A key issue to meeting the growing needs of renters is the number of rental housing units in need of major repair. There has been an observed reduction of rental housing in need of major repair in the RDKB from 17% in 2006 to 14% in 2016. This indicates that there has been some reinvestment into the rental housing stock over the past decade. That said, the number of rental housing units in need of major repair is substantially higher compared to the BC average (8%). A key concern for the region is the high levels of deteriorating housing in the rural areas (Electoral Areas A, C, D, and E). The Village of Midway also has a very high-level of rental housing in poor condition (22%), as does Trail (14%).

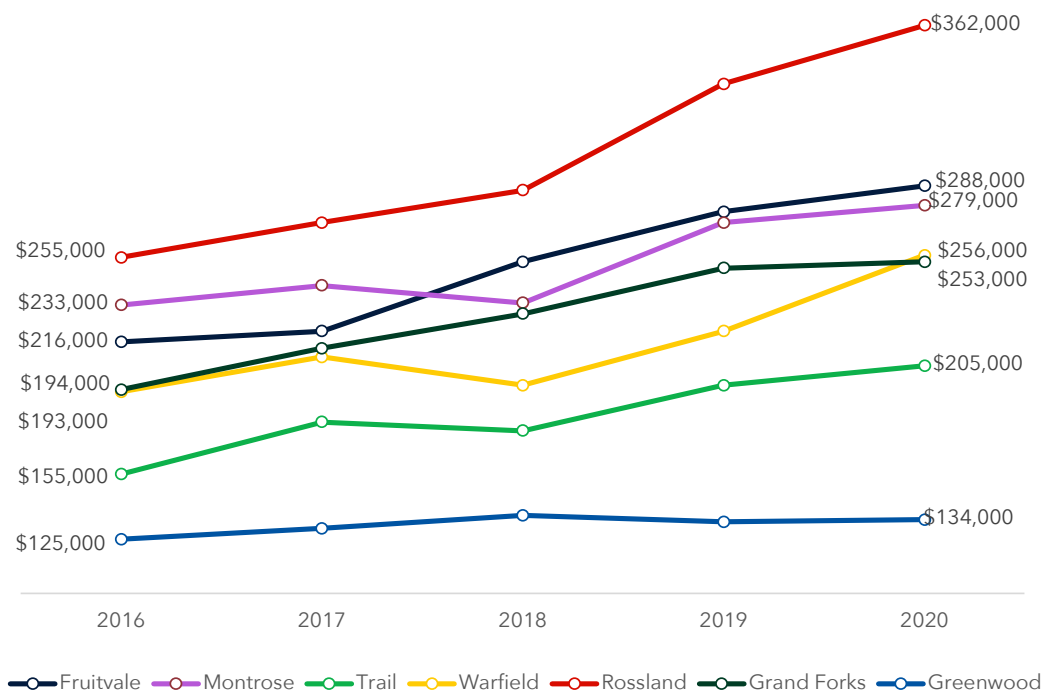
- **Homes in poor condition create livability issues:** Homes in need of major repair could mean faulty plumbing, electrical wiring, and heating (e.g. no heat). Major repairs also include homes that may have mould, defective door locks, and inaccessible windows (e.g. cannot open a window/exit during an emergency). This creates unsafe and poor livability conditions for households.

Figure 6: Housing in Need of Major Repair, RDKB (2016)*Source: Statistics Canada, Census 2016*

Residents and stakeholders raised concern over the rising cost of housing in the region, and this is not an imagined scheme. Over half of the communities in the RDKB had assessed values of single-detached homes increase by over 30% over the past 5 years. Rossland had the highest increase in recent years, with an average assessed value of a single-detached home increasing from \$255,000 to \$362,000.

Figure 7: Single-detached Housing - Assessed Value Over Time, RDKB (2016-2020)

Source: BC Assessment

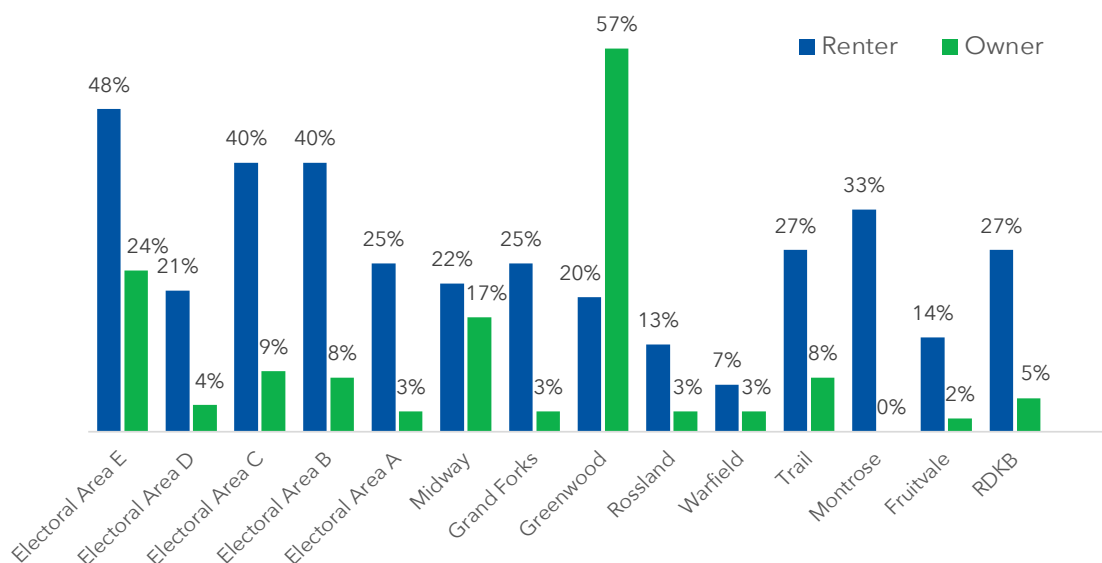


In the RDKB, 37% of renters and 11% of owners are spending greater than 30% of their household income towards shelter costs which indicates a high-level of housing affordability issues relative to income. This observation can be more clearly observed looking at core housing need (households paying more than 30% of pre-tax income for shelter, live in crowded conditions, and/or live in a home that requires major repairs). In 2016, 5% of homeowners and 27% of renters in the RDKB were considered to be in core housing need. Renters living in rural areas have very high levels of core housing need (over 40% in Electoral Areas B, C, and E). Over half of homeowners in Greenwood are considered to be in core housing need.

- Rental rates:** Traditional sources to collect rental rates (and rental vacancy rates) are not available for most communities in the RDKB. A snapshot of rental listings advertised online demonstrated two insights: (i) there are very few rental listings across the region; and (ii) the few rentals that were listed appeared 'high' relative to local incomes. The 'snapshot' of rental listings found: 2-bedroom rental in Grand Forks for \$1,050 per month; in Trail, 2-bedroom for \$1,075, 3-bedroom for \$1,400, and 4-bedroom for \$1,400 per month. Rossland had the highest rental rates at the time of this snapshot: 1-bedroom for \$1,388; 2-bedroom for \$1,650; 3-bedroom for \$1,800; and 4-bedroom for \$2,100 per month.

Figure 8: Households in Core Housing Need, RDKB (2016)

Source: Statistics Canada, 2016



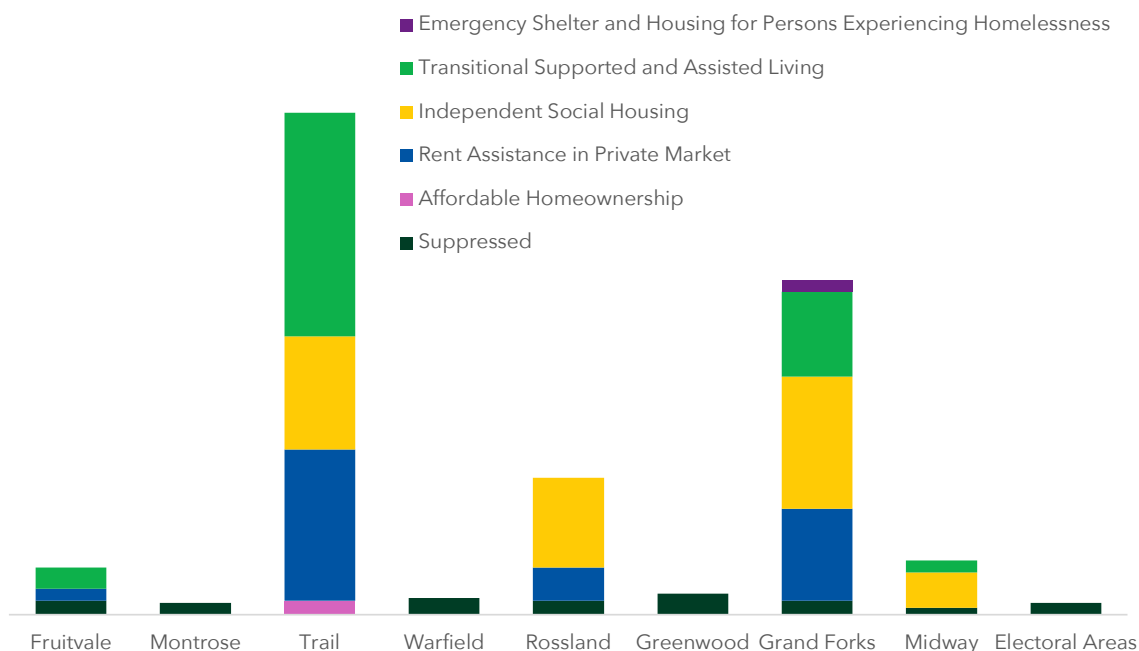
As of March 2019, there were 482 non-market housing units in the RDKB with operating agreements with BC Housing. The largest concentration of non-market housing units is located in Trail and Grand Forks. The entire region is deprived of emergency shelter beds, having only 5 spaces in Grand Forks. Temporary extreme weather response shelter spaces open up during winter months but are never guaranteed (historically, Trail with 6 spaces) and leave people experiencing a housing crisis without access to safe shelter during other times of the year. The nearest, year-round emergency shelter is located in Nelson (75km from Rossland); or Penticton (132km from Midway).

- COVID-19 community self-isolation sites:** Temporary emergency shelters became a high priority for the Provincial government during the COVID-19 public health emergency in order to provide persons experiencing homelessness a place to safely distance themselves from others to avoid the virus. Temporary accommodation also provided space to practice good hygiene (e.g. sink and soap for handwashing). In the RDKB, 1 site (3 spaces) was created in Grand Forks and 1 site (3 spaces) was created in Trail. The La Nina Temporary Shelter in Trail was also 'expanded' during COVID⁷. For comparison, self-isolation spaces created in neighbouring communities included 4 sites/52 spaces in Nelson and 2 sites/51 spaces in Cranbrook.

⁷ BC Housing, 2020.

Figure 9: Non-market Housing Units, RDKB (2019)⁸

Source: BC Housing, 2019



People Experiencing Homelessness Need Housing Before Winter Sets in

"We need to find shelter for the homeless before winter sets in this year not after it is already winter and we need mental health people to support them."

- Quote from Grand Forks survey respondent (abbreviated)

⁸ The Affordable Home Ownership Program (AHOP) is a BC Housing program that supports the development of new, owner-purchased homes for eligible middle-income households. Middle-income households are those whose gross household income does not exceed the 75th income percentile for families without children, as determined by BC Housing.

Housing Units Required

According to BC Statistics, the anticipated population in the RDKB is projected to decrease from approximately 33,042 people in 2019 to 31,576 people in 2031. This represents an anticipated decline of approximately 1,466 people (or -694 households) over the next decade. Each municipality in the RDKB has different projected futures and are described in further detail in their respective sub-sections in this report and companion appendices. In summary, municipalities expected to experience slight population increases include Fruitvale, Trail, Montrose, Warfield, Electoral Area A, and Electoral Area B. Municipalities expected to experience a population decline include Midway, Grand Forks, Greenwood, Electoral Area C, Electoral Area D, and Electoral Area E. It is anticipated that the population will slightly decline in Rossland but with persons per households, it is expected that there will be a small increase in the number of future households in Rossland.

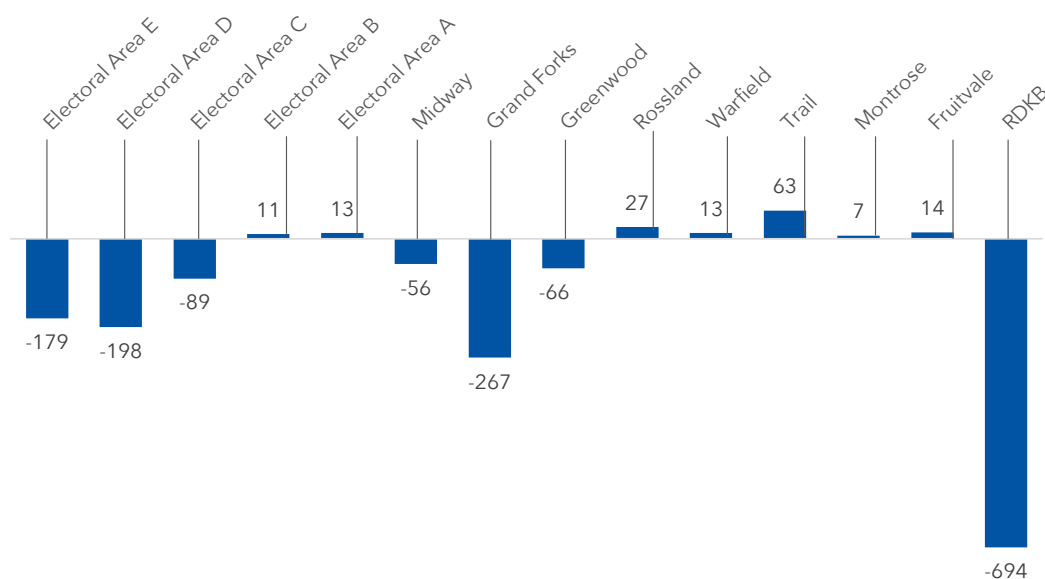
Table 1: Anticipated Population and Households, RDKB (2019 to 2031)

Source: BC Statistics, Consultant Calculations

	2019 Index	2021	2026	2031	Net Change
Projected Population	33,042	32,848	32,348	31,576	-1,466
Total Number of Households	17,309	17,244	17,033	16,615	-694

Figure 10: Anticipated Households Net Gain/Loss, RDKB (2019 to 2031)

Source: BC Statistics, Consultant Calculations



The projected number of households is referenced to inform the total number of anticipated housing units needed to accommodate future population. For municipalities with anticipated growth, this means there will be a need for a net increase in housing units. For municipalities with an anticipated decline, this will be considered a net decrease in housing units.

- ▶ **Household decline may lead to housing vacancy:** A decline in total number of households means there will be a 'negative' demand for housing units. This does not mean housing units will 'disappear' nor be demolished; it means that there will be more housing units than is needed to accommodate all members of the community. Housing units will likely sit vacant. Consecutive years of housing vacancy can lead to a deterioration of housing stock and limit the opportunity to create new housing to meet local need.

The anticipated household decline creates a planning conundrum for the RDKB. Overall, new residential development projects are not technically needed when considering the ratio between households and housing units. At the same time, the current housing stock is not meeting the needs of people in the region today nor in the future with respect to affordability, accessibility, quality/condition, and livability. A key challenge for the region will be to pursue new housing projects or initiatives to address housing needs and gaps while not unintentionally creating an oversupply situation in communities expecting a decrease in total number of households⁹.

- ▶ **Growth management when anticipating decline:** It is a difficult exercise for planners to manage growth and changing demographics when population is expected to increase in some areas but decline in others. Building large, residential subdivisions will likely not have the number of households to support that type of growth in most RDKB communities. Other approaches to residential development could include acquiring / converting some of the existing housing stock and match to households in need (through renovation or redevelopment). Another option could include utilizing rent supplements to be made available to households in need and applied to units already available within the existing housing fabric. Secondary suites are another option, which can be brought on- or off-line depending on the demand for rental housing, and can be resilient during times of population decline (compared to purpose-built rental when, if sitting vacant and not generating rent revenue, could rapidly deteriorate). Planning for future housing projects in the region should consider strategic growth management policies.

⁹ An oversupply of housing units provides more housing choice in the market for households looking to purchase or rent a home, but vacancy/unoccupied units can lead to deferred maintenance, deteriorating supply, and possibly increase infrastructure maintenance costs bared by municipalities and/or regional district.

Considering population and household projections, and assuming that the housing mix will remain the same into the future, the anticipated housing mix for the RDKB is outlined in Table 2. While this table illustrates a “net decrease” in housing units, it does not mean that units vanish from the region; rather, it is a marker of potential vacancy. The potential increase/decrease also varies at the local level.

Table 2: Anticipated Housing Units by Size, RDKB (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	2019 Index	2021	2026	2031	Mix	Net Change
Bachelor	42	42	42	41	0.24%	-2
1-Bedroom	1,352	1,347	1,330	1,298	7.81%	-54
2-Bedroom	4,581	4,564	4,508	4,397	26.46%	-184
3-Bedroom	6,778	6,752	6,669	6,506	39.16%	-272
4+Bedroom	4,557	4,539	4,484	4,374	26.32%	-183
Total	17,309	17,244	17,033	16,615	100.00%	-694

There is a high degree of uncertainty with using population projections to determine housing need, which are based on high-level trends in fertility, mortality, and migration, along with historic growth patterns. Equally important is the economic climate. For example, the aspirations for new cannabis production facilities can employ locals as well as attract new workers (and households) to the region – particularly in the Christina Lake and Grand Forks area. Expanding other sectors like retail might generate minimum wage or moderate-income workers who need rentals but at more affordable rates, while also being livable and in good condition. Substantial job creation can create demand for more housing units and influence the housing mix. As such, the projected housing unit requirements should be revisited if/when major economic initiatives are achieved in the region.

**MY STORY: MORE HOUSING IN DOWNTOWN TRAIL CAN CREATE
A THRIVING COMMUNITY WHILE PROVIDING MORE HOUSING OPTIONS**

"I would love to see more housing opportunities within downtown Trail. At the moment, very few families, seniors, or professionals are able to live in Trail as there is no appropriate housing. A city with regular foot traffic from residents living downtown and walking to shops and restaurants, families walking strollers and dogs, seniors out walking for exercise, etc. has been shown to have less crime and to be safer. Seniors who currently live on land outside of city limits, that becomes more difficult to maintain as they age, would love to have the option of selling their properties and buying a condo in downtown Trail where they have easy access to services and amenities. At the moment, this is not available and yet there are many vacant and abandoned buildings in Trail that must not be providing any source of revenue to the city or the area. Serious consideration should be given to removing or renovating these properties and providing stimulus to builders / contractors so that decent housing can be provided for families, singles who are working and seniors and, thereby also generate revenue for the city. With more people living downtown who can afford to pay for services, businesses [in the] downtown would benefit and prosper from the increased foot traffic creating a more vibrant city for everyone."

THE KOOTENAYS / LOWER COLUMBIA

The Kootenays/Lower Columbia communities (Fruitvale, Montrose, Trail, Warfield, and Rossland) are closely clustered together and, collectively, create an interconnected hub for employment, recreation, and social life. The Kootenays/Lower Columbia area is within close proximity to the communities of Castlegar and Nelson (located within the Regional District of Central Kootenay) and in some respects have more in common with its' Central Kootenay neighbours compared to other parts of the RDKB.

Some key observations of The Kootenays/Lower Columbia area include:

- Some of the communities were originally established by single-industry firms (e.g. mining companies) that built the original housing stock to accommodate the workforce. Incorporating municipalities came later, inheriting the housing stock and infrastructure originally built by industry. Some of this workforce housing is aging and reaching the end of its economic life, no longer meeting the needs of changing demographics.
- The clustered proximity of The Kootenays/Lower Columbia communities allow for a greater permeability in accessing services, amenities, and housing options. The concentration of services in Trail, particularly health services, draws seniors as they begin to require more frequent medical care. The clustering of services in and around Trail makes it easier to access help, if needed.
- Communities in The Kootenays/Lower Columbia area are also located within the Columbia Basin Trust (CBT) boundaries, providing access to various funding opportunities for community-based projects such as affordable housing, social programs, and environmental initiatives. The CBT has been involved in a number of proposed and completed affordable housing projects on The Kootenays/Lower Columbia side of the RDKB.

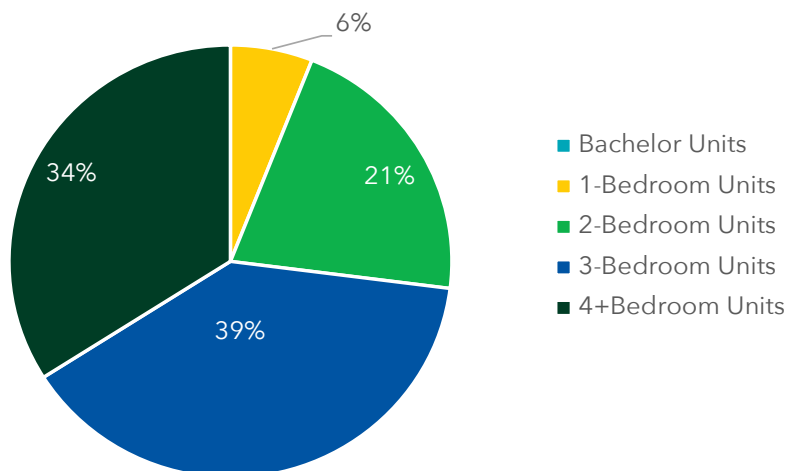
Fruitvale

FRUITVALE HOUSING HIGHLIGHTS

- Aging housing stock, with limited mix of types, tenures and bedrooms. The uniformity of housing does not reflect the diversity of community housing needs.
- Groups facing the greatest challenge finding and affording housing: seniors, low- and moderate-income families, young people, and people with disabilities.
- Common experiences: limited options to downsize, limited accessible units/buildings, and poor condition of rental units. Homes available to purchase often require considerable maintenance and repairs, adding 'hidden costs' to first-time homebuyers. Affordability is less of a concern compared to being able to find suitable housing in good condition, close to services and amenities.
- Housing gaps: market rental, low-end of market rental, non-market rental; accessible seniors-oriented housing; semi-supportive seniors housing and/or better-at-home programs; diverse housing typologies including ground-oriented multi-unit housing or apartments.
- The proposed redevelopment of the former Beaver Valley Middle School site into affordable housing with on-site childcare will help alleviate housing pressures in the community; particularly, adding more variety and tenure options including subsidized units, and in a central location within close proximity to services.

Fruitvale has a population just under 2,000 people, a number it has hovered around the past two decades. The community was largely developed pre-1980s, accounting for 67% of the housing stock. Limited, but steady, development of new housing units occurred in Fruitvale until the 2000s, when thereafter fewer homes have been built year-over-year. Some of the housing stock is starting to show its wear, with 11% of rental housing and 11% of ownership housing in need of major repair – which is above the BC average.

Most housing units in Fruitvale are single-detached houses (79%), with a large proportion of units (73%) three or more bedrooms. Between 2009 and 2019, few new housing units have been constructed in either Fruitvale (36) or the surrounding Electoral Area A (34), with the majority being single-detached (56%) or mobile homes (41%).

Figure 11: Housing Bedroom Mix, Fruitvale (2016)*Source: Statistics Canada, Census 2016*

Fruitvale has a housing issue shared by many other communities in the region: aging seniors looking to downsize from single-detached homes; and, young families moving into town unable to find and afford housing that meets their needs. The average price for a single-detached home in Fruitvale is \$288,000 – an increase of 33% since 2016 when the average price was \$216,000. There is a bottleneck issue happening along the housing continuum, where seniors do not have accessible, age-friendly homes to transition into and, as a result, they are over-housed in homes that could otherwise be made available for new families coming in.

The limited availability of apartments and rental housing makes it challenging for renters to find a home that meets their needs. This has led to issues of renters living in semi-legal and potentially unsafe secondary suites. It is also a challenge for newcomers to relocate to Fruitvale, especially given the few one-bedroom units. The shortage of units has been a key driver in pursuing a new master planned affordable housing project in the Village:

- Former Beaver Valley Middle School site of 3.7 acres, owned by the Village, is proposed to be redeveloped into a mix of market and non-market housing, with potential on-site childcare.
- Phase 1 is moving through the early planning stages, intended to meet a variety of housing needs: 20% deeply subsidized units; 50% rent geared-to-income; and 30% affordable rental for moderate-income households.

Fruitvale has a low number of non-market housing units compared to other communities in the RDKB – 20 units in total out of 482 units across the region. The proposed affordable housing project at the former school site will help provide more affordable housing options locally and take pressure off neighbouring communities.

The community engagement process confirmed much of what the data indicated as needed and also reconfirms the vision of the Beaver Valley Middle School redevelopment plan. In addition, community members and stakeholders raised concern over a lack of suitable housing options for persons with disabilities. This includes aging seniors and the onset of various chronic conditions including mobility issues, but also disabilities that can affect people of all ages such as autism, acquired brain injury, and cognitive disabilities. This concern was raised numerous times; there appears to be a need for a variety of accessible housing units in Fruitvale.

Liveable, Accessible Housing is Needed for Persons with Disabilities

"Independent housing is needed for those of all ages who may be developmentally delayed, autistic, physically and/or visually challenged and seniors who want to move from the family home. Specifically adaptive housing: wide wheelchair accessible doorways, hallways and flooring, lever handles, roll-in showers, roll-under sinks, no stairs, and community support. Any further transitional housing with increased medical care should keep them among friends and in their visually familiar community as long as possible. Common gardens, a sunroom, and/or a greenhouse provide opportunities to make/watch things grow! Housing needs to give everybody a chance to contribute toward and enjoy the benefits of their community. Neighbourhoods where seniors continue to have contact with other generations and varied family constellations inclusive of children lifts their spirit and reduces isolation."

Population and household growth in Fruitvale are anticipated to be relatively flat over the next decade, with an expected demand for +14 more housing units by the year 2031. If the Village continues historical development patterns, there will be more three- and four-bedroom units delivered to the market. If the development pattern shifts slightly to support more units for seniors, singles, and families with fewer persons per household, more one- and two-bedroom units could be delivered. Adjusting the housing mix through land use planning and housing policy in Fruitvale is challenging as it requires leveraging growth to make a substantial difference, whereas growth is expected to be limited.

Table 3: Anticipated Housing Units by Size, Fruitvale (2019 to 2031)*Source: BC Statistics, Consultant Calculations*

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	1	60	6.7%	48	107	12.0%
2-Bedroom	3	184	20.7%	67	249	28.0%
3-Bedroom	5	341	38.4%	-69	266	30.0%
4+Bedroom	5	303	34.1%	-32	266	30.0%
Total	14	888	100.0%	14	888	100.0%

Montrose

MONTROSE HOUSING HIGHLIGHTS

- On the whole, Montrose is a community with high-incomes, affordable housing prices, and homes in good condition. The 'good news story' overshadows local households experiencing real issues with finding affordable and suitable housing to meet their needs.
- It's appeal, and shortfall, is the pre-1980s housing stock. Affordable for families yet creates accessibility issues for seniors.
- Groups facing the greatest challenge finding and affording housing: seniors and low-income renters of all demographics.
- Common experiences: limited options to downsize, limited accessible units/buildings; income disparity between low-wage service industry workers compared to high-income industry workers and professionals.
- Housing gaps: low-end of market rental, non-market rental; accessible seniors-oriented housing; diverse housing typologies including ground-oriented multi-unit housing or apartments.
- One small affordable housing project in Montrose could have a big impact on the overall affordability and livability of the community.

Montrose has a population just under 1,000 people¹⁰, where it has remained fairly constant over the past two decades. Montrose was originally established in the 1950s as a retirement community for workers at Teck Resources¹¹. With that original vision, economic development was focused around essential services needed for local residents such as a post office, community hall, and, of course, housing. Much of the housing stock in Montrose today is reflective of the community needs of the past: modest-sized bungalows with generous yards and scenic surroundings. Ninety-six percent (96%) of Montrose's housing stock is categorized as single-detached housing and is in relatively good condition compared to other communities in the region.

¹⁰ The Village of Montrose had a population of 996 people in 2016, a -1.6% decline compared to 1,012 people in 2006.

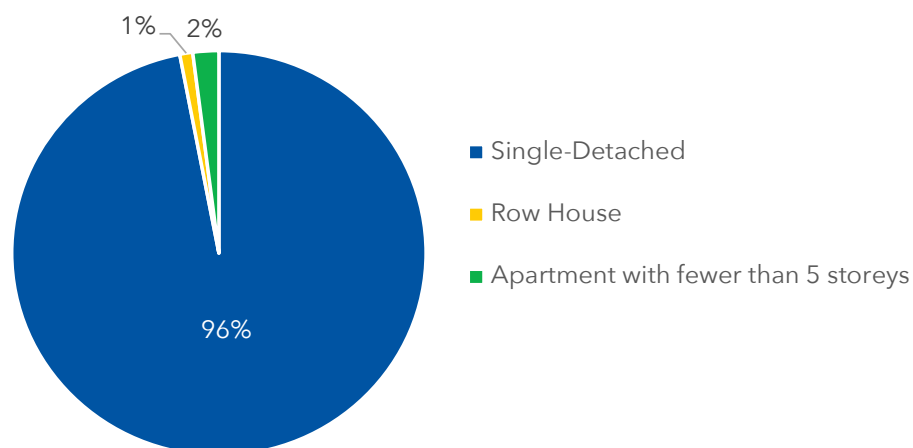
¹¹ In the 1950s, Teck Resources was Cominco Ltd.

While the initial vision of the community was for retirees, it functioned largely as a quiet, family-friendly pocket community for some of the regional workforce. Many working families raised their children in Montrose, finding themselves as 'empty-nesters' today.

Ironically, these retirement homes were not envisioned with age-friendly features in-mind. Steps and stairs, high-maintenance lawns, and aging homes that need attention have raised concern about the housing stock being equipped to accommodate an aging population. In Montrose, nearly a quarter of residents are over the age of 65 and it is anticipated that a new cohort of seniors will enter into these golden years in the near future.

Figure 12: Montrose Housing Mix (2016)

Source: Statistics Canada, 2016 Census



This creates a conundrum for Montrose. An aging population requires accessible, age-friendly homes in a community that has a built-form more suitable for young families. This also might shed light on recent trends:

- Aging households in Montrose are starting to, and have been for some years, leaving the community to find suitable housing in neighbouring communities or outside the region to be closer to healthcare. Seniors remaining in Montrose have low retirement incomes such as pension (and some have wealth accumulation in savings and home equity).
- Younger families are moving into the community, with high incomes. Typically, these households can afford the average price of a detached home. However, there is limited circulation given that many seniors, ready to downsize, do not have options to move into (and stay local) after selling their home.

While Montrose is home to a number of high-income households and has 0% of homeowners in core housing need, one-third of renters in Montrose are considered to be living in core housing need. Half of renters are spending greater than 30% of their income towards the cost of rent and utilities. There are virtually zero affordable housing units in Montrose¹². The total population of Montrose is small and 50% of renter households in core housing need translates to 15 households. In this respect, one small affordable housing project in Montrose could have a big impact on the overall affordability and livability of the community.

Figure 13: Affordability - Montrose Households Spending Greater than 30% of Income Towards Housing Costs (2016)

Source: Statistics Canada, 2016 Census



Population and household growth in Montrose are anticipated to be relatively flat over the next decade, with an expected demand for +7 more housing units by the year 2031. If Montrose continues historical development patterns, then there will be more three- and four-bedroom units delivered in the market. If the development pattern shifts slightly to support more units for seniors, then more one- and two-bedroom units could be delivered. Adjusting the housing mix through land use planning and housing policy in Montrose is challenging as it requires leveraging growth to make a substantial difference, whereas growth is expected to be limited.

¹² The low number of non-market housing units in Montrose have been suppressed for reporting purposes to protect the privacy of occupants, to <5 units/supplements, BC Housing 2019.

Table 4: Anticipated Housing Units by Size, Montrose (2019 to 2031)*Source: BC Statistics, Consultant Calculations*

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	0	11	2.3%	13	23	5.0%
2-Bedroom	1	43	9.2%	14	56	12.0%
3-Bedroom	3	214	46.0%	-10	200	43.0%
4+Bedroom	3	198	42.5%	-9	186	40.0%
Total	7	466	100.0%	7	466	100.0%

Trail

TRAIL HOUSING HIGHLIGHTS

- Desirable housing options in Trail include single-detached homes in the neighbourhoods of Miral Heights, Sunningdale, and Tadanac. These homes are meeting the needs of moderate-income family households.
- At the same time, older housing stock is aging with deteriorating conditions, leading to undesirable housing options for high-income households and unsuitable housing for some renters.
- There is a high concentration of vulnerable and low-income households in Trail, and also a hub of services to support them including health care infrastructure.
- Groups facing the greatest challenge finding and affording housing: persons experiencing homelessness and at-risk of homelessness; persons with mental health issues and substance use issues; low-income households of all demographics; seniors; single-parents; young professionals; youth and young adults.
- Common experiences: limited accessible units/buildings and poor condition of rental units. High-income households desire high-quality rental or ownership homes but are looking to neighbouring communities to find options.
- Housing gaps: year-round emergency shelter; supportive housing; market rental, low-end of market rental, non-market rental; accessible seniors-oriented housing including independent, semi-supportive, and supportive; new market condominiums.
- Trail could benefit from a housing regeneration initiative that prioritizes the protection of renter tenants and generating new, affordable housing units for low-income households.

Trail has a population of over 7,700 people, which has steadily grown over the past decade¹³. Trail is one of BC's *Instant Towns*¹⁴, first established by single-industry companies and then later

¹³ The annual growth rate of Trail between 2006 and 2016 was 0.65%, Statistics Canada (2016).

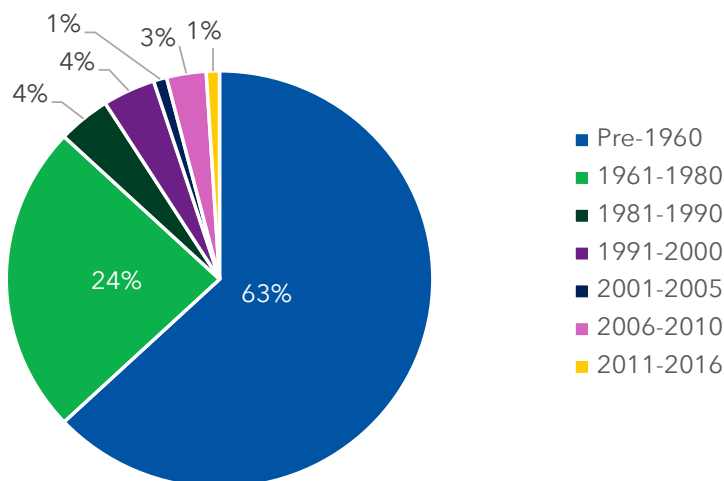
¹⁴ The *Instant Towns Act* of British Columbia gave municipal status to new resource towns. Some older settlements were granted Instant Town status. The responsibility for urban development shifted from the resource company to the province. This change aimed to ensure contemporary standards of design and facilities were maintained, as well as addressing social problems associated with living in "company towns". Trail was one of the earliest incorporated instant towns in BC (1907) when the majority were incorporated in the 1960s and 1970s.

incorporated into a formal settlement recognized as a formal municipality. Mining was the industry that lead to Trail's settlement to house and serve the workforce.

There is a common experience that unfolds among industry, instant towns in BC: housing was initially built to be temporary (to serve the industry) without longevity in-mind. But most of these communities, like Trail, stayed and grew with new industry investment and other economic initiatives to support the population. Housing that was meant for the workforce has aged, reaching the end of its economic life but not necessarily being replaced by new units. Five percent (5%) of Trail's housing stock has been built since 2001. Trail also has a higher rate of homes in need of major repair compared to neighbouring communities (9% of ownership housing and 14% of rental housing).

Figure 14: Total Number of Housing Units Built by Year, Trail (2016)

Source: Statistics Canada, 2016 Census



Part of the Trail brand was “a cheap place to live” and was marketed in that way in some respects during the early 2000s. The unintended consequences of this messaging led to low- and moderate-income households buying homes beyond their means to afford. It also attracted real estate speculators and property investors, in some instances were generating revenue on rental properties without reinvesting into the buildings. This circumstance has worsened rental conditions in Trail.

- The closure of the Groutage Apartments in Trail in the summer of 2019 resulted in 8 out of the 13 tenants having zero alternative housing options and led to a migration of vulnerable residents moving to Nelson to find a shelter bed – which was not guaranteed. Any displacement of renters

or rental units in Trail leaves tenants with limited housing alternatives, creating vulnerable and unsafe situations for them.

There is a higher number of renters in Trail compared to other RDKB communities (32%, or over 1,100 individual renters). The median income for renters in Trail is the lowest compared to all communities in the RDKB including the rural Electoral Areas. There is also a higher concentration of community-based organizations, social service agencies, and non-market housing units to support low-income households in Trail. It is the only community in the Lower Columbia Area or the RDKB that has BC Housing-supported affordable homeownership units (6 total).

Advertisements Implied that You Could Buy a House with a Credit Card

"This area was known for cheap housing. In the early 2000s, advertisements implied that you could buy a house with a credit card. Negative ramifications included slum landlords, bringing outside money into making more money. Low quality housing became worse."

- Quote from key informant interview (abbreviated)

There is a high-level of vulnerable people living in Trail as observed from both data as well as heard through engagement activities. The unemployment rate was 9.7% in 2016. Over 40% of renters in Trail spend greater than 30% of their income on housing costs. From the survey, 65% of renter respondents struggle to have enough money left over after paying rent to cover the costs of basic necessities, and 19% said they have 'nothing left' after paying rent. In 2018, 104 individuals (including 32 children) accessed the Greater Trail Homelessness program. While there is a concentration of housing and supports located in Trail, more is needed.

Trying to Relocate to Trail

"I currently live in Crescent Valley, an area outside of your survey zone. My husband currently drives 45 to 50 minutes twice per day, to and from work in Trail, each weekday. We want to buy or rent a house closer to his work."

- Quote from survey respondent (abbreviated)

Given the high need for housing in Trail, local groups have advocated for and worked towards securing new affordable housing units. This includes the determined work by the Lower Columbia Affordable Housing Society, in collaboration with the City of Trail, which has developed 6 units of independent affordable rental housing and another 9 units proposed, scheduled to be delivered in the Spring of 2021. The City of Trail is also actively working with BC Housing to create a supportive housing project for persons with mental health support needs, substance use issues, and other trauma-related circumstances.

Population and household growth in Trail are anticipated to grow with an expected demand for +63 more housing units by the year 2031. If the City continues historical development patterns, then there will be more two, three- and four-bedroom units delivered in the market. If the development pattern shifts slightly to support more units for seniors, singles and families with fewer persons per household, then more one- and two-bedroom units could be delivered.

Table 5: Anticipated Housing Units by Size, Trail (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	6	397	9.9%	130	520	13.0%
2-Bedroom	19	1,201	30.0%	98	1,280	32.0%
3-Bedroom	24	1,506	37.6%	-82	1,400	35.0%
4+Bedroom	14	897	22.4%	-83	800	20.0%
Total	63	4,000	100.0%	63	4,000	100.0%

Trail has many characteristics that make it an appealing community for residents. It has the Kootenay Boundary Regional Hospital – a critical social infrastructure to support an aging population in the region. It also has some of the regions' largest employers including Teck Resources and has a regional airport that serves the area. This process heard from residents living outside of Trail who want to relocate into town but are challenged to find a place they can afford. Trail has potential to continue housing the workforce and newcomers, alongside supporting low-income and vulnerable populations.

Warfield

WARFIELD HOUSING HIGHLIGHTS

- Warfield is an attractive community for the regional workforce and is currently experiencing an influx of new residents but also aging seniors.
- Groups facing the greatest challenge finding and affording housing: seniors, families, single people.
- Common experiences: newcomers/young families moving to Warfield and renovating old houses; limited options to downsize; limited accessible units/buildings.
- Housing gaps: low-end of market rental, market rental housing; ground-oriented multi-unit housing; accessible seniors-oriented housing.

Similar to neighbouring communities, the majority of Warfield's housing stock was built prior to 1980 (87%). Some of the housing is over 80 years old, built by Teck Resources (then Cominco) in 1938 for its employees. This was a common situation across BC, where industry built housing for workers prior to a municipality being incorporated. Cominco at the time developed 316 lots in Upper Warfield and, with its' distinct architectural design and colourful features, is warmly known as "Mickey Mouse Town"¹⁵. Today, with a population of over 1,600 people, there are 765 housing units in Warfield with a mix of single-detached homes (82%) with some small apartments (14%).

In some respects, residents characterized Warfield as an extension of Trail and many who live in Warfield access services, shops, and other amenities in downtown Trail. Stakeholders suggested that new people moving into the area are able to 'get more house' for the purchase price in Warfield compared to Trail and have the benefit of living in close proximity to work (e.g. Teck Resources) and other necessities.

Stakeholders suggested that it is more economical for households to buy an older home and renovate in Warfield than to build a new home. Even with this trend starting to emerge, engagement with Warfield residents revealed their concern about increasing home prices in the community. Data supports this observation: single-detached homes increased by 33% over the past five years, from \$193,000 in 2016 to \$256,000 in 2020.

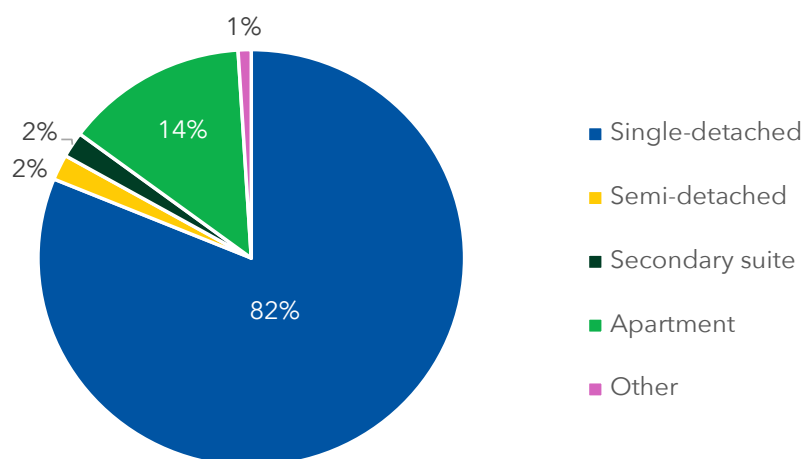
¹⁵ Mickey Mouse Town history, Village of Warfield.

- Ground-oriented multi-unit homes are more affordable compared to single-detached homes in Warfield, but there are substantially fewer available. In 2019, the assessed value of a duplex was \$162,000 – and 26 units were counted. Fourplexes were assessed at \$105,000 per unit, but only 3 units were counted.

There are 30 renters who live in Warfield and 20% of them spend greater than 30% of their gross income towards housing costs. While the overall median income in Warfield is high (\$78,000), especially compared to the RDKB as a whole, low-income renters in the community should not be dismissed.

Figure 15: Housing Mix, Warfield (2016)

Source: Statistics Canada, 2016 Census



Housing is Becoming Less Attainable

"Housing in our area is becoming less attainable as the value in homes is increasing. West Trail housing is becoming more of a rental market, the homes there that may be affordable to some are being bought up by people looking to add to their property rental empire. Rossland homes are higher priced and the physical structure of some of the older homes still need a lot of upgrading. Warfield homes are a lot smaller and the value in these homes are increasing. It's also hard to find reasonable priced lots, serviced or un-serviced to build a home."

– Quote from survey response (abbreviated)

Population and household growth in Warfield are anticipated to be relatively flat over the next decade, with an expected demand for +13 more housing units by the year 2031. If Warfield continues historical development patterns, then there will be more three- and four-bedroom units delivered in the market. If the development pattern shifts slightly to support more units for seniors, singles and families with fewer persons per household, then more one- and two-bedroom units could be delivered. Adjusting the housing mix through land use planning and housing policy in Warfield is challenging as it requires leveraging growth to make a substantial difference, whereas growth is expected to be limited.

Table 6: Anticipated Housing Units by Size, Warfield (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	0	22	2.6%	37	58	7.0%
2-Bedroom	4	259	31.0%	13	267	32.0%
3-Bedroom	6	355	42.6%	-16	334	40.0%
4+Bedroom	3	199	23.9%	-21	175	21.0%
Total	13	835	100.0%	13	835	100.0%

Rossland

ROSSLAND HOUSING HIGHLIGHTS

- There is a contrast of year-round high-income households with housing needs comfortably met, compared to seasonal low-wage workers in Rossland challenged to afford and find housing.
- Groups facing the greatest challenge finding and affording housing: seasonal workers; service sector and tourism industry workforce; seniors; single-parent households; and youth and young adults.
- Common experiences: limited options to downsize, limited accessible units/buildings, young working professionals wanting to enter into the homeownership market, but lack alternatives to single-detached homes; and seasonal peaks in demand for rental housing.
- Housing gaps: market rental, low-end of market rental, non-market rental; diverse housing typologies including ground-oriented multi-unit housing or apartments; seasonal worker accommodation.
- The proposed Midtown Mixed-use Development project, which co-locates affordable housing units with the municipal hall, will help alleviate current pressure on the housing supply.

Rossland has a population of over 3,700 people and has one of the highest population growth rates in the region at 1.38%. This population size likely fluctuates throughout the year given the recreational tourism of the area. This is a key characteristic of Rossland, given its proximity to Red Mountain Ski Resort. In many respects, Rossland is a mountain town that attracts seasonal, recreational tourists. It also attracts a number of seasonal workers occupying low-wage jobs to support tourism, including retail and restaurants as well as the ski hill. At this time, Red Mountain Resort does not provide on-site staff accommodation, which has led to resort workers finding accommodation within the City.

Low Wage Workers Need Housing

"Like it or not, we are a tourist community with many low-income workers. The rental market has always been tight here; but now with Air B&B, even though local regulations are better than they were, many former rentals are not available. Workers need some place to live. The health of our community is directly tied to the health of tourism, and the workers who support it."

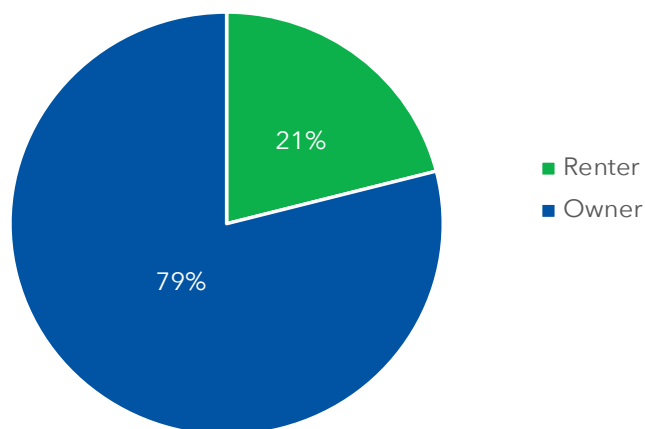
- Quote from survey response (abbreviated)

Rossland has some of the highest median incomes for both homeowners and renters in the RDKB, and some of the lowest rates of people considered to be in core housing need. Still, some of Rossland residents are low-income, with 33% of renters spending greater than 30% of their income towards rent and utilities. Ten percent (10%) of renters in Rossland are considered to be in *extreme* core housing need.

New construction has been relatively stagnant in recent years, and primarily in single-detached housing form - 66 single-detached units were built in Rossland between 2016 and 2018. Comparatively, 6 multi-unit homes were delivered during that same time period. Over 70% of Rossland's housing stock was built before 1980. That said, housing prices in Rossland are the highest in the RDKB - averaging \$350,000 for a single-detached home, \$340,000 for a townhouse, and \$158,000 for a duplex¹⁶.

Figure 16: Housing Tenure, Rossland (2016)

Source: Statistics Canada, 2016 Census



¹⁶ Assessed value by property type, BC Assessment (2019).

Community observations obtained through engagement activities raised concerns about the availability and affordability of rental housing for year-round residents and seasonal workers. There were some concerns raised around the impact of short-term rental accommodation (e.g. Airbnb¹⁷) on rental supply and how it contributes to seasonally high rental rates. Residents and stakeholders also raised concern about the lack of affordable housing options for low-income singles and families. This is confirmed by data that the majority of non-market housing units in Rossland are geared towards independent seniors, with none available for low-income singles or families.

Recognizing the deficit of affordable multi-unit housing, combined with the opportunity to replace the municipal hall, a new Midtown Mixed-use Development Project¹⁸ is being proposed for the community:

- A four-storey building with 37 affordable housing units, consisting of one-, two-, and three-bedroom units, as well as accessible units.
- Ground-floor City hall, Council Chambers, and flexible community meeting space.

The new affordable housing project proposed for Rossland is a positive step towards addressing local housing needs. However, the lack of workforce housing, specifically for seasonal workers related to the ski resort and local businesses, is a key housing issue for the context of Rossland.

Population is expected to decline slightly in Rossland but, given the number of persons per household, there is expected to be a small increase in the number of households in the future. There is an expected demand for +27 more housing units by the year 2031. If the City continues historical development patterns, then there will be more three- and four-bedroom units delivered in the market. If the development pattern shifts slightly to support more units for singles, couples and the workforce, then more one- and two-bedroom units could be delivered.

¹⁷ Data on Airbnb is not available to confirm community observations. However, the City of Rossland implemented short-term rental accommodation policy to mitigate the impact on rental vacancy and rental rates.

¹⁸ The Midtown Mixed-use Development project is a partnership between the Lower Columbia Affordable Housing Society and the City of Rossland, with the support of BC Housing and Columbia Basin Trust.

Table 7: Anticipated Housing Units by Size, Rossland (2019 to 2031)*Source: BC Statistics, Consultant Calculations*

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	2	122	7.3%	81	201	12.0%
2-Bedroom	6	355	21.2%	86	436	26.0%
3-Bedroom	11	727	43.4%	-45	671	40.0%
4+Bedroom	7	472	28.2%	-96	369	22.0%
Total	27	1,676	100.0%	27	1,676	100.0%

Electoral Areas A and B / Lower Columbia-Old Glory

ELECTORAL AREAS A AND B HOUSING HIGHLIGHTS

- Anticipation of aging households migrating from rural areas to neighbouring communities Montrose, Fruitvale, and Trail.
- Groups facing the greatest challenge finding and affording housing: seniors and low-income renters.
- Common experiences: limited options to downsize, limited accessible units/buildings, small number of renters living in core housing need; mobile homes in poor condition.
- Housing gaps: accessible seniors-oriented rental or ownership housing including independent and seniors supportive housing (may not be feasible in rural areas but a consideration for neighbouring communities that might absorb anticipated migration trends).

Electoral Area A is the rural area surrounding the communities of Fruitvale and Montrose. This area comprises over 1,800 people and 785 housing units scattered through rural cluster subdivisions, agricultural properties, and some isolated parcels. The primary housing form is single-detached housing (85%) and mobile homes (12%). There are some renters in the area (80 people), of which 25% are considered to be living in core housing need.

- Electoral Area A residents who engaged in this process expressed the need for more rental housing as well as housing options for downsizing seniors. A key challenge with meeting this need is the difficulty with building rental housing in rural areas, which are typically multi-unit projects that require site servicing (e.g. water, sewer, fire flow, etc.). Rental housing is usually better suited to be in close proximity to infrastructure, services, amenities, and public transit.

Electoral Area B (west of Area A) is known as Lower Columbia-Old Glory and is the rural area surrounding Trail, Warfield, Rossland, and the Red Mountain Ski Resort. The population was just over 1,400 people in 2016, with 645 housing units. Similar to Area A, Electoral Area B comprises primarily single-detached homes (76%) and mobile homes (22%). There are 25 renters living in this area, 40% of whom are considered to be living in core housing need.

- Electoral Area B residents responded similar to Area A – seniors looking to downsize into rental or ownership options, with the preference of affordable prices relative to their income, low maintenance, and in close proximity to services. The general sense of homeownership options in the region is single-detached housing forms, with residents looking for alternatives such as accessible, strata apartments.

The rural experience of residents in Electoral Areas A and B are common amongst similar areas in BC: households outgrowing lifelong homes out-of-town and housing showing its age. This experience tends to lead to migration of aging households moving into town from rural areas in search of housing that meets their needs. This is a key consideration for neighbouring communities of Fruitvale and Montrose, as well as Trail given its concentration of services and health care, which may absorb some of these anticipated migration patterns.

Seniors Looking to Downsize

"I would like to see one-level living, either single family or duplex type senior housing, to purchase at a reasonable cost."

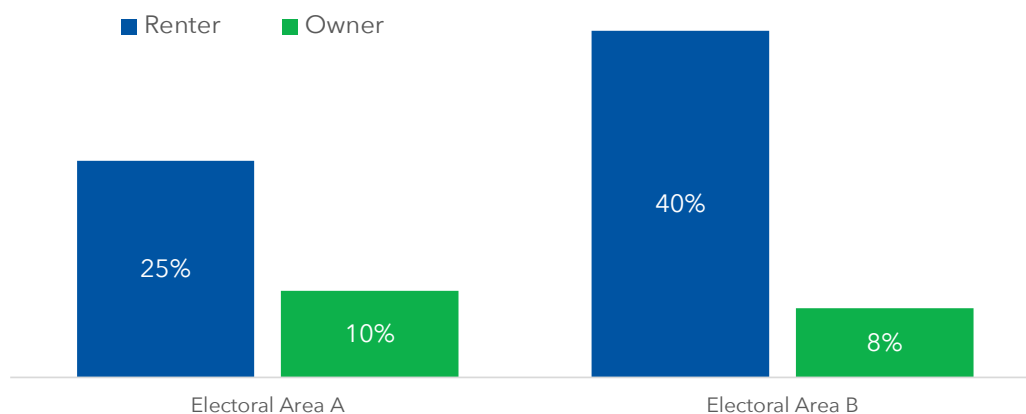
- Quote from Electoral Area A survey response (abbreviated)

"Currently living with my partner but if he dies, I would not be able to maintain or afford to continue living in our home. Not sure there is suitable affordable accommodations for me as my needs changes with age."

- Quote from Electoral Area A survey response (abbreviated)

Figure 17: Households Living in Core Housing Need, Electoral Areas A and B (2016)

Source: Statistics Canada, 2016 Census



Population and household growth in both Electoral Areas A and B are anticipated to be relatively flat over the next decade, with an expected demand for +13 more housing units for Area A and +11 units for Area B by the year 2031. If the Electoral Areas continue historical development patterns, then there will be more three- and four-bedroom units delivered in the market. If the development pattern shifts slightly to support more units for seniors and families with fewer persons per household, then more one- and two-bedroom units could be delivered. Adjusting the housing mix through land use planning and housing policy in these Electoral Areas is challenging as it requires leveraging growth to make a substantial difference, whereas growth is expected to be limited. Infrastructure is also limited to support a substantial development pattern shift.

Table 8: Anticipated Housing Units by Size, Electoral Area A (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	0	21	2.5%	4	25	3.0%
2-Bedroom	3	182	21.7%	23	201	24.0%
3-Bedroom	5	337	40.1%	-4	327	39.0%
4+Bedroom	5	299	35.7%	-9	285	34.0%
Total	13	839	100.0%	13	839	100.0%

Table 9: Anticipated Housing Units by Size, Electoral Area B (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	1	43	6.0%	20	21	3.0%
2-Bedroom	3	181	25.4%	21	157	22.0%
3-Bedroom	5	308	43.3%	19	285	40.0%
4+Bedroom	3	181	25.4%	-71	249	35.0%
Total	11	712	100.0%	11	712	100.0%

MY STORY: LACK OF HOUSING OPTIONS LEAVE PEOPLE VERY VULNERABLE

"While our personal situation is fine, we have young adult children who want to stay in the area but can't due to lack of housing. There are no apartment blocks to easily find reasonably priced housing. They have to live at home or leave the area. The competition for any rentals is so high that the rent is incredibly expensive, and no one will rent to a couple of 19-year-old friends trying to start out. The lack of rentals means that landlords won't rent to young people, people with pets, etc. as they have a huge pool of renters to choose from and don't want potential inconvenience. I have many friends with young adult children in the same situation who are forced to leave the area. If they do find something to rent, it is very sub-standard housing - I know of people renting 'basement suites' with no kitchen, a house still under construction, a place with no working furnace, a place with no hot water. Landlords take advantage of people with nowhere else to go and who are afraid to speak up for fear of losing what they do have. Lack of options and affordability leaves people very vulnerable, both financially and safety wise. Based on how quickly the single units at Raven Place filled, it needs more low-income housing for singles. It needs apartment blocks with reasonable rent for young adults, couples, single parents, young families. And affordable starter homes that aren't complete dives - maybe a nice new trailer park or town houses, or even tiny houses that people can purchase very reasonably. Housing security lifts people out of poverty and creates assets that can be passed to the next generation. Even something small, like the option to purchase your low-income apartment rather than being a lifelong renter gives people a stepping stone.

THE BOUNDARY

The Boundary area includes the communities of Grand Forks, Greenwood, Midway, and the surrounding rural areas (Electoral Areas C / Christina Lake, Electoral Area D / Rural Grand Forks, and Electoral Area E / West Boundary). This area also comprises the unincorporated communities of Big White, Westbridge, Rock Creek, Bridesville, Beaverdell, Baldy, and Jewel Lake. There is a large agricultural base in the Boundary that includes large property holdings. Geographically, Boundary communities are more isolated, from each other to some degree, but also from the rest of the RDKB, and generally within the Province.

Some key observations of the Boundary area include:

- There is a strong sense of resourcefulness and resiliency amongst the people residing in the Boundary area. Diverse and widespread community groups, many of which are run by volunteers, aim to address social issues from food security to housing. Many residents in the area had stories of people in the community helping those in need who might otherwise “fall through the cracks”. Volunteer-run with little funding supports available, the Boundary finds ways to support highly vulnerable populations.
- Other rural communities in Electoral Area E are largely low-income, highly vulnerable households with limited means to improve their living conditions.
- Big White is a satellite in Electoral Area E and in many ways has more in common with neighbouring Okanagan communities than the RDKB. There is a polarity of socio-economic conditions and the housing situation in Big White compared to the rural areas in Electoral Area E. Big White attracts affluent, weekend warriors / seasonal and year-round recreation enthusiasts, retirees, and property investors.
- The Boundary side of the RDKB is also outside the Columbia Basin Trust’s jurisdiction, which creates meaningful variation in the availability of funding for services, projects, and initiatives, compared to communities in The Kootenays/Lower Columbia area.

Greenwood

GREENWOOD HOUSING HIGHLIGHTS

- The affordability of Greenwood has attracted low- to moderate-income households to the community, but as they age and their needs change, they become “stuck” with limited means to make their homes more accessible or find alternatives.
- There is a high concentration of vulnerability in Greenwood with low-incomes, high rates of core housing need, and great concern for the well-being of local residents.
- Groups facing the greatest challenge finding and affording housing: seniors; youth and young adults; people experiencing homelessness; people with mental health issues and substance use issues.
- Common experiences: limited options to downsize, limited accessible units/buildings, high rates of core housing need including homeowners. Underserved populations access services in neighbouring communities when they can, but there remains a gap in housing and support services in Greenwood.
- Housing gaps: accessible seniors-oriented rental or ownership housing including independent and seniors supportive housing; youth safe house.

The City of Greenwood is the smallest incorporated city in Canada, with a population of 665 people (65 households altogether). Greenwood is located between Grand Forks (30-minute drive) and Midway (12-minute drive). It was initially established to support the regional mining sector but today has minimal employment with a participation rate of 37.5%¹⁹. Some locals work at the sawmill in nearby Midway, at the local businesses and cafes, or receive income through pension or income assistance.

The unique collection of heritage buildings has attracted some interest in the film industry and tourism, although these industries have not generated jobs for the community. While older buildings

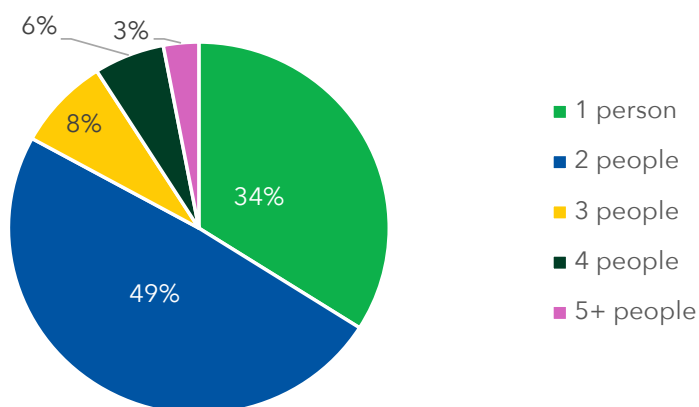
¹⁹ The participation rate measures the total labour force (comprising employed and unemployed, combined) relative to the size of the working-age population. In other words, it is the share of the working-age population that is working or looking for work. For comparison, the employment participation rate in Rossland (71%), Fruitvale (61%), Grand Forks (51%).

create a charm for Greenwood, they also represent aging infrastructure. For housing, 11% of units are in need of major repair.

The community predominately comprises couples and single person households, with few families. This reflects what was heard from the community during engagement, which identified housing needs for seniors and single youth / young adults.

Figure 18: Household Size Distribution, Greenwood (2016)

Source: Statistics Canada, 2016 Census



There is a high concentration of vulnerability in Greenwood: low-incomes, high rates of core housing need, and great concern for the well-being of local residents. Greenwood has the highest number of homeowners in core housing need, with over half (57%) in core housing need for affordability, suitability and adequacy; and some homeowners (9%) are in extreme core housing need. Greenwood also has the lowest median incomes in the RDKB. The data reflects community observations, which identified concerns for people experiencing homelessness, mental health issues, and substance use issues. Community observations shared insight into individuals living in precarious situations, such as sleeping in tents or trailers in other people's yards.

- Small communities like Greenwood often lack the scale and capacity to offer community support services to people in-need, making vulnerable populations even more vulnerable. This leads to a spillover of households seeking support from organizations in neighbouring communities like Midway and Grand Forks (which have their own capacity and resource limitations). Not everyone can access services from afar, even with outreach programs, and as a result there is a highly underserved, vulnerable population in Greenwood.

While seniors are a key demographic struggling to access the housing they need across the RDKB, Greenwood has some unique trends presenting different challenges. The relatively lower cost of housing in Greenwood has drawn lower-income residents to the community, but as they age and their needs change, they can struggle to transition out of their current homes. This relates both to seniors living in detached homes being unable to find a buyer to free-up their equity to secure new housing, and also for lower-income seniors living in mobile homes who pay a pad rent and may have no equity in their home to leverage.

Engagement with residents revealed the desire to have more housing options in Greenwood, including affordable and accessible seniors-oriented housing and rental housing for singles and couples. There are 9 BC Housing-funded non-market units in Greenwood (likely rent supplements)²⁰, but there appears to be a need greater than what is being met. There was not much indication of households wanting to leave Greenwood and it is unclear if there will be substantial migration trends of residents moving to other communities in the future.

People Who Grew Up in the Area Are Living Without a Home

"I ended up having to put someone up the other night who does not have a home. People who have mental illness do not have enough support in our area. With the pandemic, people from outside the area are buying property and housing and making it impossible for locals to purchase. There is way too much emphasis on fear about homelessness. If we just built affordable housing instead of having these nimbys around - we could house people and then have social services in place to help each other. A lot of the people who are living without a home grew up in the area. This is the way it is all over."

- Quote from survey response (abbreviated)

²⁰ The details of the 9 non-market housing units in Greenwood was suppressed for privacy purposes, BC Housing 2019.

Population and household growth in Greenwood are anticipated to decline over the next decade, with an expected demand for -66 housing units by the year 2031. This projected decline illustrates a net loss of units in all categories, which, in reality, demonstrates potential housing vacancy for the future of Greenwood.

Table 10: Anticipated Housing Units by Size, Greenwood (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	-11	56	17.1%	-2	66	20.0%
2-Bedroom	-28	138	42.1%	-28	138	42.0%
3-Bedroom	-19	95	28.9%	-22	92	28.0%
4+Bedroom	-8	39	11.8%	-14	33	10.0%
Total	-66	328	100.0%	-66	328	100.0%

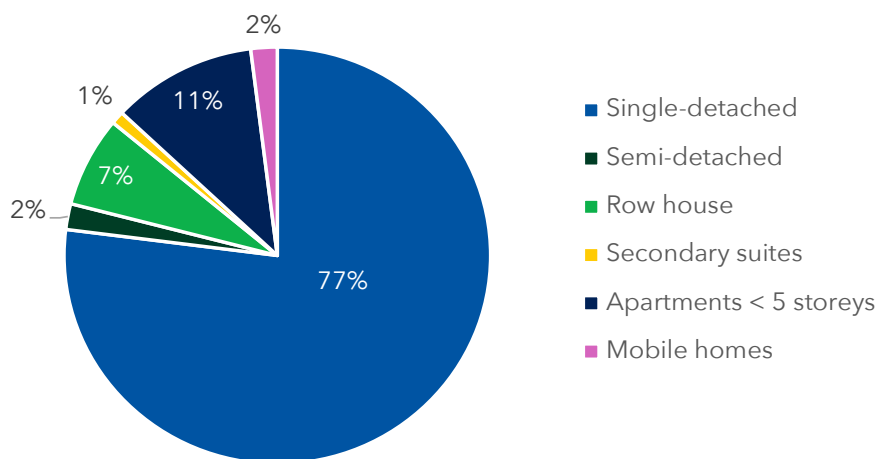
Grand Forks

GRAND FORKS HOUSING HIGHLIGHTS

- The 2018 major flooding event magnified the housing issues that already existed in Grand Forks and created long-lasting impacts on the housing situation.
- There is heightened anxiety, division, and polarity on delivering affordable housing projects in Grand Forks, which has impacted the opportunity to house people in need; the high-level of support for these projects is somewhat hidden behind loud voices of opposition.
- Groups facing the greatest challenge finding and affording housing: people experiencing homelessness; people with mental health and substance use issues; youth and young adults; low- and moderate-income families.
- Common experiences: limited options to downsize; limited accessible units/buildings, poor condition of rental units and precarious living conditions; vulnerable populations experiencing stigmatization, discrimination, and few housing options.
- Housing gaps: year-round emergency shelter; transitional and supportive housing for re-housing persons experiencing homelessness; youth safe house and youth transitional housing; market rental, low-end of market rental, non-market rental; family-oriented housing in good condition (rental or ownership); market condominiums.
- The new affordable housing project, Raven Place, has had a positive impact to housing vulnerable people in Grand Forks, but needs complementary affordable housing projects in the community to meet the widespread need across the housing continuum.

The City of Grand Forks has a population of over 4,000 people and is a hub city for the Boundary area of the RDKB with its concentration of services, amenities, and recreation. It grew out of resource development including mining activities and expanded to become a family-friendly community with a thriving workforce. Major employers include Interfor Forest Products, Selkirk College, and manufacturing companies.

The City has over 1,800 housing units that are largely single-detached houses with a small proportion of apartments, townhouses, duplexes, and mobile homes. Over half of the housing stock (60%) was built prior to 1980, mainly delivered to house the workforce.

Figure 19: Housing Mix, Grand Forks (2016)*Source: Statistics Canada, 2016 Census*

The housing context in Grand Forks cannot be separated from the major flooding event of the Kettle River and tributaries that occurred in 2018:

- At the time, the flooding event displaced nearly 2,800 residents in the center Boundary area including households on approximately 400 properties in Grand Forks. A number of properties were located within the floodplain and concentrated in the North and South Ruckle Neighbourhoods. Local businesses were also impacted and damaged during the flood.
- An immediate relief to rescue residents and find temporary housing for locals was met by a collaborative Recovery Team including: the RDKB, the City of Grand Forks, BC Housing, outreach support workers / housing lead (Urban Matters), and community-based organizations (including Boundary Family Services, Community Futures). The recovery team was also supported by the Canadian Red Cross, the Interior Health Authority, Boundary Community Food Bank, Samaritans Purse, Mennonite Disaster Service, and volunteers. Some displaced residents were able to find a place to stay with family or friends, use their RV or camper for an extended period of time, and some stayed in motels with and without government financial assistance.
- After the floodwaters subsided, the extent of damaged homes was revealed, with many no longer habitable. This left a number of households unexpectedly without housing for a long period of time.

The short-term flooding event created long-lasting impacts on the community. Many residents lived in motels for six months, a year, or longer until they could find housing alternatives. It has created planning challenges for the City with respect to the long-range future of those lands and where to plan housing in the future, while also creating a lengthy complex process of acquiring damaged properties through a voluntary buy-back program.

Lucky to find Rental Housing

"I was flooded. Lost my home. Lived in a hotel for 16 months. Was extremely lucky to find a rental. Could still be in a hotel. Not enough housing in Grand Forks. Need even more."

- Quote from survey response (abbreviated)

Part of the flood recovery effort was the affordable housing investment made by BC Housing into the development of Raven Place, a 52-unit affordable rental project with one-, two-, and three-bedroom units. This project added to the existing 142 non-market housing units in Grand Forks²¹.

Raven Place re-housed a number of low-income individuals including women who were experiencing homelessness in Grand Forks. While there had been vocal opposition to this project (as well as other proposed shelter and affordable housing projects in Grand Forks), there was positive feedback from the public during the Housing Needs Report process that may have been silenced during the intensity of the site-specific development process.

Senior Experiencing Homelessness

"As of August 1st I will be homeless in Grand Forks. Landlord moving back. No suitable affordable rental for single income senior."

- Quote from survey response (abbreviated)

Beyond the floods and recent housing projects, community residents identified other challenging housing circumstances in Grand Forks. Lack of good-quality, safe rental units; high cost of rent compared to low-wage jobs; and limited housing options to meet needs such as accessibility. Several stories emerged from the engagement process that touched on every single demographic:

²¹ Not including Raven Place, the 142 non-market housing units in Grand Forks comprise: 28 affordable rental units for low-income families; 28 affordable rental units for independent seniors; 39 seniors rent supplements; 17 seniors supportive housing units; 7 special needs units; 12 units for women and children fleeing violence; and 5 homeless rent supplements. The remainder units are not identified as they are suppressed.

relocating workers unable to find housing; vulnerable and at-risk youth having nowhere to go; people experiencing homelessness and at-risk of homelessness with limited options in winter months only; people with mental health and substance use issues needing housing with integrated supports; and seniors looking to downsize but having a lack of options.

Not Sure How Others Manage

"I think we were quite privileged as my parents had money saved for me to use as a down payment. I can't imagine how my peers will afford housing."

-Quote from survey response (abbreviated)

The 2018 major flooding event magnified the housing issues that already existed in Grand Forks. The vulnerable populations became even more vulnerable and households otherwise assumed to be stable quickly experienced an unexpected housing crisis that they were unable to get out of without the support of the community and partners. While the immediate relief of this event has come and gone, long-term solutions for nearly every aspect of the housing continuum needs to be considered for Grand Forks.

Population and household growth in Grand Forks are anticipated to decline over the next decade, with an expected demand for -267 housing units by the year 2031. This projected decline illustrates a net loss of units in the baseline scenario and for the large unit categories under the potential development pattern shift scenario - which, in reality, demonstrates potential housing vacancy for the future of Grand Forks. This projected decline could be softened to a small degree with the need to house potential workers related to the cannabis industry.

Table 11: Anticipated Housing Units by Size, Grand Forks (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	-19	128	7.2%	65	212	12.0%
2-Bedroom	-79	525	29.7%	68	672	38.0%
3-Bedroom	-93	615	34.8%	-177	531	30.0%
4+Bedroom	-76	502	28.3%	-223	354	20.0%
Total	-267	1,770	100.0%	-267	1,770	100.0%

Midway

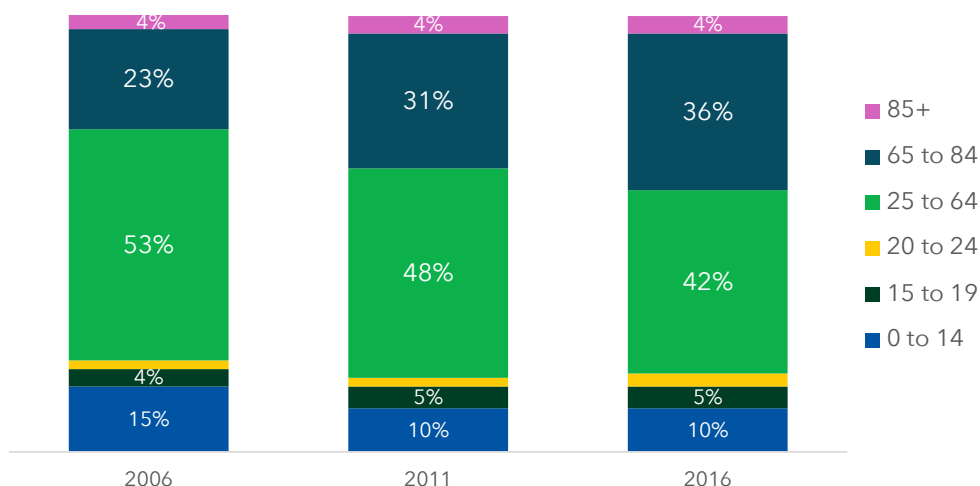
MIDWAY HOUSING HIGHLIGHTS

- Aging population, with a focus of creating a seniors-friendly community including accessible and suitable housing to meet the needs of today and the future.
- Groups facing the greatest challenge finding and affording housing: seniors, youth and young adults, and the workforce.
- Common experiences: limited options to downsize, limited accessible units/buildings.
- Housing gaps: accessible seniors-oriented housing; semi-supportive seniors housing and/or better-at-home programs; market rental, low-end of market rental, non-market rental.

Midway has a population of 649 people, a very large proportion of seniors (with a median age of 62 years, in 2016), and an aging cohort nearing retirement years. There are more singles and couples in Midway than families, which reflects the many 'empty nesters' who have remained in the community after their adult children left home and, in some cases, left the region. A major focus of Midway has been the aspirations to transition into an age-friendly community including expanding opportunities for seniors-oriented housing, support services, and community infrastructure.

Figure 20: Age Distribution Over Time, Midway (2016)

Source: Statistics Canada, 2016 Census



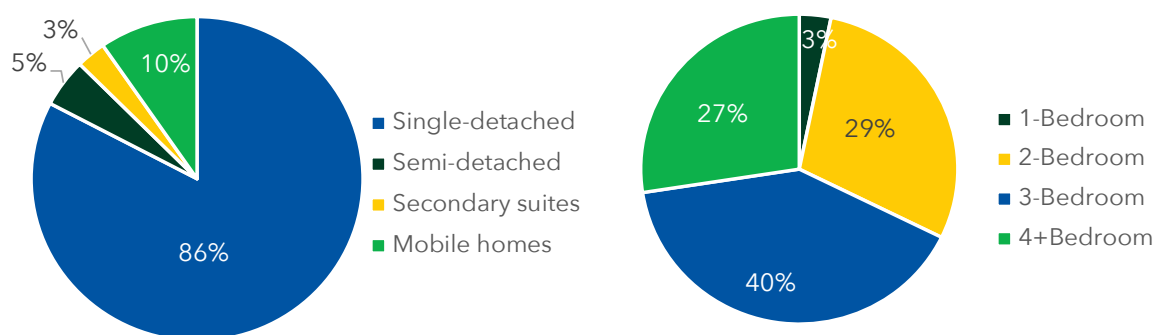
The local sawmill experiences occasional curtailments and shutdowns, which has impacted the incomes of the workers in town. New economic development to the area, including potential cannabis production in the region, could help support job growth and wages in the future.

Midway has unusually high incomes for renter households. In 2006, the median income for renters was just over \$19,000. While in 2016, the median income for renters was nearly \$75,000. New people moving into the community, with high incomes, will likely skew the rental data given the low number of rental households in Midway (40 in total). Even with the high median income for renters, over one-third of renters in Midway spend more than 30% of their income towards rent and utilities.

There is a mismatch between the aging demographics and housing to meet that need in Midway, given that the majority of the housing stock is single-detached with three or more bedrooms. There are 23 non-market housing units in Midway (5 supportive seniors housing and 15 supportive seniors housing, and the remainder suppressed), but more will be needed to support the aging demographics. Observations from community engagement confirm these issues, prioritizing the need for more accessible, seniors-oriented housing in Midway.

Figure 21: Housing Mix by Type and Number of Bedrooms, Midway (2016)

Source: Statistics Canada, 2016 Census



Midway Needs Housing for Seniors, Young Individuals and Families

"Midway needs housing suitable for seniors who can live independently but no longer can manage large homes and lots - small homes and/or rental units. Also rental units for younger individuals and families."

- Quote from survey response (abbreviated)

Population and household growth in Midway are anticipated to decline over the next decade, with an expected demand for -56 housing units by the year 2031. This projected decline illustrates a net loss of units in the baseline scenario and for the large unit categories under the potential development pattern shift scenario – which, in reality, demonstrates potential housing vacancy for the future of Midway.

Table 12: Anticipated Housing Units by Size, Midway (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	-2	9	3.2%	17	28	10.0%
2-Bedroom	-16	80	29.0%	9	105	38.0%
3-Bedroom	-22	111	40.3%	-40	94	34.0%
4+Bedroom	-15	76	27.4%	-41	50	18.0%
Total	-56	276	100.0%	-56	276	100.0%

Electoral Area C / Christina Lake

ELECTORAL AREA C / CHRISTINA LAKE HOUSING HIGHLIGHTS

- Christina Lake / Electoral Area C is at a pressure point of growth and development for an unincorporated area. It is home to long-time low- to moderate-income residents and attracts second home investors and wealthy retirees.
- Investment in cannabis production is anticipated to generate over 100 jobs in the area and needs housing for workers.
- Groups facing the greatest challenge finding and affording housing: anticipated workforce; low- to moderate-income households; youth and young adults; and seniors.
- Common experiences: seasonal rental units; mobile homes in poor condition.
- Housing gaps: year-round market rental housing; youth safe house; workforce housing; accessible seniors-oriented rental or ownership housing including independent and seniors supportive housing (may not be feasible in rural areas but a consideration for neighbouring communities that might absorb anticipated migration trends).

Christina Lake / Electoral Area C is the area bridge between The Kootenays/Lower Columbia area and the Boundary sub-regions of the RDKB. The entire population of this Electoral Area is 1,337 people, which is largely concentrated in and around Christina Lake.

Christina Lake is an unincorporated community approximately 17km from Grand Forks. It is a beautiful destination that attracts seasonal tourists but also some vacation home / second-home households. It was known to attract Albertans when their economy was thriving and also became an alternative 'affordable' option to the Okanagan market. While the Albertan buyers have lessened in recent years, there are still retired households relocating to Christina Lake - bringing their accumulated wealth and equity to build new homes or acquire existing properties. Stakeholders indicated that the influx of 'new money' has priced-out younger people and families from the area.

The housing stock in Christina Lake ranges from old, mobile homes to new, waterfront mega homes (e.g. three-car garages, +5,000 square feet). There are some rental units (e.g. secondary suites), however stakeholders suggested that these units are made available during peak tourism season (summer months) and not available during the winter. They are also in poor condition, as Electoral Area C has the highest number of rental dwellings in need of major repair (30%). This has created challenges for renters looking for longer-term options. This is especially challenging for local youth at-risk of homelessness and/or fleeing family violence, or cannot find or afford their own place when in need.

Vulnerable Youth Have No Place to Go

"There is a woman housing vulnerable youth in the basement of their commercial property. She is running it as a youth safe house under the radar. What else are we supposed to do?"

- Quote from key informant interview (abbreviated)

Electoral Area C has some proposed economic development projects that could create jobs for the area including residents in nearby Grand Forks. Christina Lake Cannabis has received a cultivation license from Health Canada to pursue a large-scale cannabis operation anticipated to generate an initial 30 jobs and then scale-up to approximately 130 jobs. This type of industry employs locals but also needs to fill vacancies with skilled labor not available in the area including technical professionals, managers - all of whom will need housing. Stakeholders suggested that the cannabis workforce could potentially find housing in Grand Forks, except there are few options there and driving conditions during winter months may not be ideal.

Housing the Cannabis Workforce

"We have a big push to hire so we can get up and running asap. 50% new hires will be general local labor, 25% mid-level junior management, and 25% technical staff that will be recruited outside of the region. Some employees will already have homes here but definitely rental housing for staff as they get established."

- Quote from key informant interview (abbreviated)

Christina Lake / Electoral Area C is entering a pressure point in its growth and development. There is limited infrastructure (e.g. no sanitary sewer) which limits its capacity to accommodate new housing forms. While there are minimal shops and services, and a desire for establishing a more 'complete community', it is difficult to scale up while remaining unincorporated. At the same time, incorporation studies have demonstrated that a change is not economically viable, particularly given the amount of infrastructure upgrading that would need to occur (such as community sewer).

A Spectrum of Seniors Housing Options is Needed

"Would like to see more options for seniors to help them remain in their own homes. Also a phased approach to residential care for seniors within a facility starting with those who need assistance with household chores/maintenance and gradually increasing level of care as needed. Kind of like a village with different levels of care so an individual can remain in a community for as long as possible."

- Quote from Electoral Area C survey response (abbreviated)

Population and household growth in Electoral Area C is anticipated to decline over the next decade, with an expected demand for -89 housing units by the year 2031. This projected decline illustrates a net loss of units in the baseline scenario and for the large unit categories under the potential development pattern shift scenario - which in reality, demonstrates potential housing vacancy for the future of Electoral Area C. The projected decline could be softened with the introduction of new industry such as cannabis, which is expected to draw in new workers who need housing - some of which might be housed in Grand Forks.

Table 13: Anticipated Housing Units by Size, Electoral Area C (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	0	0	0.0%	0	0	0.0%
1-Bedroom	-3	23	3.9%	32	59	10.0%
2-Bedroom	-29	189	32.0%	30	248	42.0%
3-Bedroom	-37	244	41.4%	-104	177	30.0%
4+Bedroom	-20	134	22.7%	-48	106	18.0%
Total	-89	590	100.0%	-89	590	100.0%

Electoral Area D / Rural Grand Forks

ELECTORAL AREA D / RURAL GRAND FORKS HOUSING HIGHLIGHTS

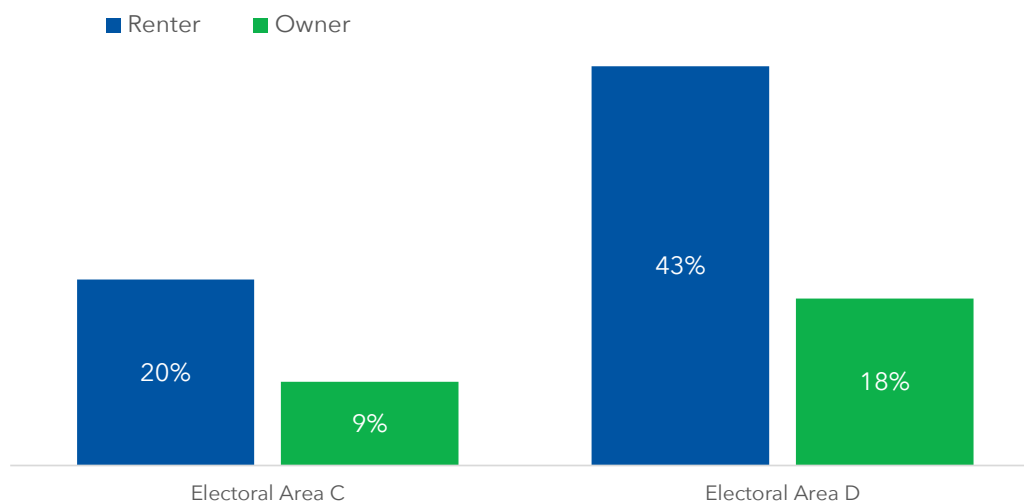
- There are nearly as many people living in the rural areas of Grand Forks as there are living in town. Housing in these areas is starting to show its age and seniors are looking for options to downsize.
- Investment in cannabis production is anticipated to generate over 100 jobs in Christina Lake, and there is discussion that housing workers may need to be located in Grand Forks.
- Groups facing the greatest challenge finding and affording housing: anticipated workforce; low to moderate income households; youth and young adults; seniors; people with mental health support needs; people with substance use issues; people experiencing homelessness.
- Common experiences: mobile homes in poor condition; seniors living on large acreages ready to transition into smaller accessible homes with limited options.
- Housing gaps: youth safe house; workforce housing; accessory detached dwelling units on rural lots / large acreages; accessible seniors-oriented rental or ownership housing including independent and seniors supportive housing (may not be feasible in rural areas but a consideration for neighbouring communities that might absorb anticipated migration trends).

Electoral Area D is the rural area surrounding Grand Forks and has a population of over 3,200 people. The boundaries of Area D expand far north along the Grandby River which has agricultural properties and homes on large acreages. Many properties in this area were also impacted by the major flooding event in 2018.

Most of Area D residents are homeowners (89%) living in single-detached homes (91% of the housing stock). There are 135 mobile homes that have both renters and homeowners. A high proportion of renter households are living in poor housing condition, with 17% of the rental stock considered to be in need of major repair. This is high compared to the BC average (8%). Renters in rural Grand Forks are also experiencing affordability challenges relative to their income, with 43% spending greater than 30% of their income towards the cost of rent and utilities.

Figure 22: Affordability - Households Spending Greater than 30% of Income Towards Housing Costs, Electoral Areas C and D (2016)

Source: Statistics Canada, 2016 Census



Area D residents participating in engagement activities were concerned about: aging seniors looking to downsize, and transitioning out of their large homes/large lot properties; vulnerable populations in the rural areas as well as in Grand Forks; and the lost opportunities to house people in need when projects did not move forward. There was a substantial expression of interest to increase density within the rural areas in the forms of detached accessory dwelling units, as an appropriate housing form in the rural areas that can contribute to the overall regional housing needs.

People Experiencing Homelessness Need Housing

"I am very concerned with the housing options for our homeless. While other communities have supportive housing, a few vocal people in our town have caused us to have no permanent options for them."

- Quote from Electoral Area D survey response (abbreviated)

Population and household growth in Electoral Area D is anticipated to decline over the next decade, with an expected demand for -198 housing units by the year 2031. This projected decline illustrates a net loss of units in both the baseline scenario and potential development pattern shift scenario and in all categories -which in reality, demonstrates potential housing vacancy for the future of Electoral Area D.

Table 14: Anticipated Housing Units by Size, Electoral Area D (2019 to 2031)*Source: BC Statistics, Consultant Calculations*

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	-1	9	0.7%	3	13	1.0%
1-Bedroom	-15	100	7.6%	16	131	10.0%
2-Bedroom	-38	255	19.4%	-5	289	22.0%
3-Bedroom	-85	560	42.7%	-120	525	40.0%
4+Bedroom	-58	387	29.5%	-91	354	27.0%
Total	-198	1,312	100.0%	-198	1,312	100.0%

Electoral Area E / West Boundary including Big White

ELECTORAL AREA E HOUSING HIGHLIGHTS

- High-level of vulnerability in isolated communities in rural areas, as well as a presence of resourcefulness and resiliency.
- Groups facing the greatest challenge finding and affording housing: families; youth.
- Common experiences: homes available to rent or purchase often require considerable maintenance and repairs; reports of housing in poor condition including mould, poor insulation and pests. Affordability is less of a concern compared to being able to find suitable housing in good condition, close to services and amenities.
- Housing gaps: youth safe house; transitional housing for women and children; market rental housing; accessible seniors-oriented housing; family-friendly ownership housing including ground-oriented affordable homeownership (may not be feasible in rural areas but a consideration for neighbouring communities that might absorb anticipated migration trends).

BIG WHITE SKI RESORT HOUSING HIGHLIGHTS

- An unincorporated community within Electoral Area E facing unique challenges of growth and development pressures common to resorts in BC: seasonal peaks in rental demand, and a growing base of permanent residents.
- Groups facing the greatest challenge finding and affording housing: seasonal workers; year-round resort staff; youth and young adults; families; seniors.
- Common experiences: limited housing options for resort workers and workers in spin-off businesses; high cost of rent; overcrowding in rental accommodation.
- Housing gaps: market rental housing; seasonal worker accommodation; short-term rental and tourist accommodation; affordable homeownership; accessible seniors-oriented housing.

Electoral Area E is the largest electoral area in the RDKB, surrounding the communities of Greenwood and Midway, along Highway 3 towards Penticton, and up Highway 33 to Big White. The total population of this area is over 2,000 people (which includes the population of the unincorporated Big White Resort). It also includes the unincorporated communities of Rock Creek, Bridesville, Beaverdell, Westbridge, Mount Baldy, and Jewel Lake. A potential population growth factor could be considered with the prospective cannabis production facilities in or near Rock Creek, Midway and Sidley – which are at various stages of licensing and development.

Most of Electoral Area E does not have Zoning. Without a regulatory framework in place for residential development, combined with site servicing constraints, there is limited clarity and certainty for prospective developers considering new housing projects. Limitations to housing development are further compounded by aging infrastructure as well as limited site servicing. Beaverdell, for example, does not have a community water or sewage system, which prevents the opportunity to redevelop sites or pursue major housing renovation projects. Bridesville has a Water Improvement District, however it is falling into disrepair.

Over 12% of rentals and 11% of ownership housing is in need of major repair. This is likely a skewed figure, where housing is in better condition in new-built projects in Big White, and in poorer condition in other parts of Electoral Area E. Reports of lack of insulation and hard to heat homes, pests, and mould was commonly shared by stakeholders and residents – particularly mobile homes and trailer courts.

Rentals are Rare

“Rentals are rarely advertised. Need to know people to find something”

– Quote from key informant interview (abbreviated)

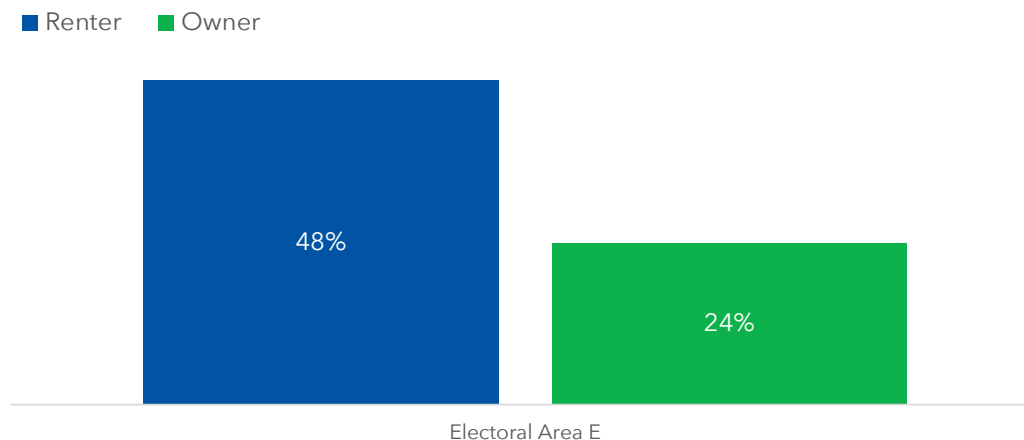
“Rental market in this area virtually does not exist.”

– Quote from Electoral Area E survey response (abbreviated)

Median household income in Electoral Area E is one of the lowest in the RDKB, particularly for homeowners (\$41,000 compared to \$68,000 for the region). Electoral Area E also has the highest rate of renters in core housing need (48%). The total renter population in this rural area is low (65 people), but nearly half of them are living in inadequate housing conditions and are over-stretched to afford the housing they are living in. In this area, rental properties are not purpose-built and are more likely to be mobile homes or cabins.

Figure 23: Households in Core Housing Need, Electoral Area E (2016)

Source: Statistics Canada, 2016 Census



Community observations suggest that there is a high level of social vulnerability in Electoral Area E. Anecdotal stories of domestic violence, gang presence, and criminal business activity have been reported. Being extremely isolated from neighbouring communities, and disconnected from community policing and social service organizations, there is minimal monitoring of social needs in this area. There is also a far distance between these communities and places where support services can be accessed (e.g. Grand Forks), with little transportation options for anyone in need. This high level of vulnerability is important to note from a housing perspective, as there may be a hidden need for safe houses (e.g. for children, youth and women fleeing violence).

There also appears to be a strong presence of resourcefulness and resiliency amongst the people who live in the rural areas of Electoral Area E. For example, Rock Creek has 3rd-4th generation ranch families who offer food security program for locals in need.

Good Will Goes A Long Way

"The weekly food share program in Rock Creek is administered by elders in the community. Last week, 46 people accessed the program"

- Quote from key informant interview (abbreviated)

Another example, residents who responded to the survey indicated that there are a number of households, particularly seniors, living in RVs during all months of the year - who perceive this as being perfectly livable housing. From a housing adequacy and suitability point of view, living in RVs

year-round is a symptom of a housing gap: not enough affordable housing to meet community needs, particularly a gap in accessible seniors-oriented housing.

Seniors Living in RVs Year-Round

"More year-round RV sites are needed as many seniors are living in a RV after selling their house so that they can afford to retire. They may not be able to travel south of the border as freely as they use to for medical reasons and Covid-19 restrictions."

- Quote from Electoral Area E survey response (abbreviated)

Big White Resort is an unincorporated community located in the northern part of Electoral Area E, with a population of 251 people (12% of the Electoral Area E population). It is closer in proximity to the Okanagan community of Kelowna (less than one-hour drive) compared to the closest Boundary communities (e.g. over two hours' drive to Grand Forks). Big White does not have a resort municipality status, and is part of Electoral Area E.

Big White experiences housing challenges commonly experienced by other resorts in BC: an influx of workers during peak tourism seasons and short and long-stay tourists at the same time, inducing demand for rental housing and short-term rentals. Big White Ski Resort has on-site staff accommodation, however can only house up to 30% of staff and the remainder need to look for other housing options in the community. Stakeholders indicated that the overcrowding of rental housing is becoming very extreme, with greatest concern for young adults (19 to 30 year olds).

Overcrowded Rentals

"There are 15 people to a condo / taking turns sleeping in the bathtub."

- Quote from key informant interview (abbreviated)

"The 19 to 30 year olds have the toughest time finding housing. And there is mental health and addiction issues, with no supports or community hub in town."

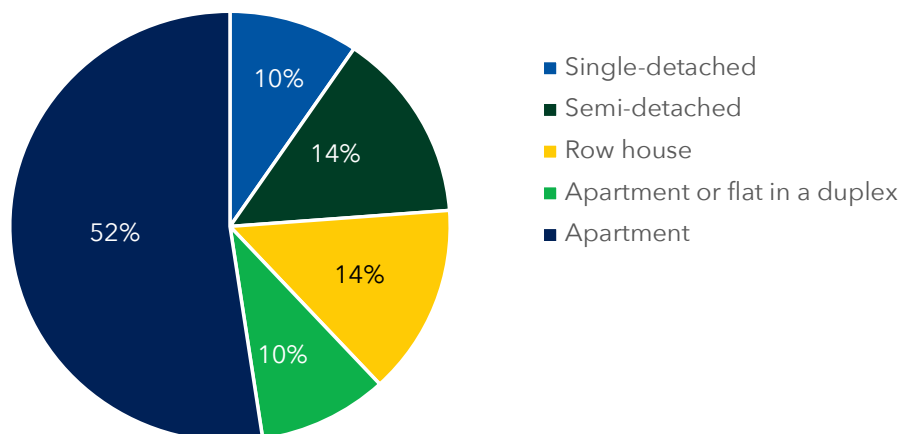
- Quote from key informant interview (abbreviated)

There is also a permanent, year-round population who live in Big White. Community engagement revealed that there are families who reside in the area but are challenged to find affordable homeownership options among the landscape of vacation homes. This is supported by the assessed value of properties for the area that reported the average price of a townhouse at \$478,000 and the

average price of a condo at \$323,000²². These are prices more comparable to the Kelowna market, than most parts of the RDKB. Unique in Big White is the housing forms, which is predominately apartments (52%) and other multi-unit housing options such as townhouses (14%) and duplexes (14%).

Figure 24: Housing Mix in Big White Unincorporated [Designated Place] (2016)

Source: Statistics Canada, 2016 Census



There are also a growing number of retirees and seniors in the area who want to remain for the lifestyle and natural amenities but are experiencing difficulties as their housing needs change as they get older. This is particularly challenging for hillside home development which have multi-levels and stairs.

Big White Needs Housing and Other Amenities to be a Complete Community

"Living at Big White there are continual issues surrounding housing availability for staff and longer term rentals. Purchasing a home is often very difficult - typically a 20-30% deposit is required or even impossible to finance depending. Access to services (medical, health, recreational) is limited and most houses have accessibility issues (lots of stairs, narrow doorways, winter access), creating challenges for seniors and those with disabilities. For families, limited recreational and schooling opportunities outside K-9. All of these contribute to many residents moving to areas outside of RDKB within 2-4 years."

- Quote from survey response (abbreviated)

²² Assessed values for Big White are part of Electoral Area E, BC Assessment (2019).

Part of the challenge of delivering housing in Big White is the increasing cost of construction, which is passed on to the consumers through rental rates and purchase prices. Big White Resort built onsite staff accommodation recently; however, they are not recovering the full costs of units through rent revenue given they needed to reduce rates to be affordable to staff. The high cost of construction is a limitation to developing more worker accommodation and is also a barrier to delivering diverse and affordable housing for the growing permanent resident population.

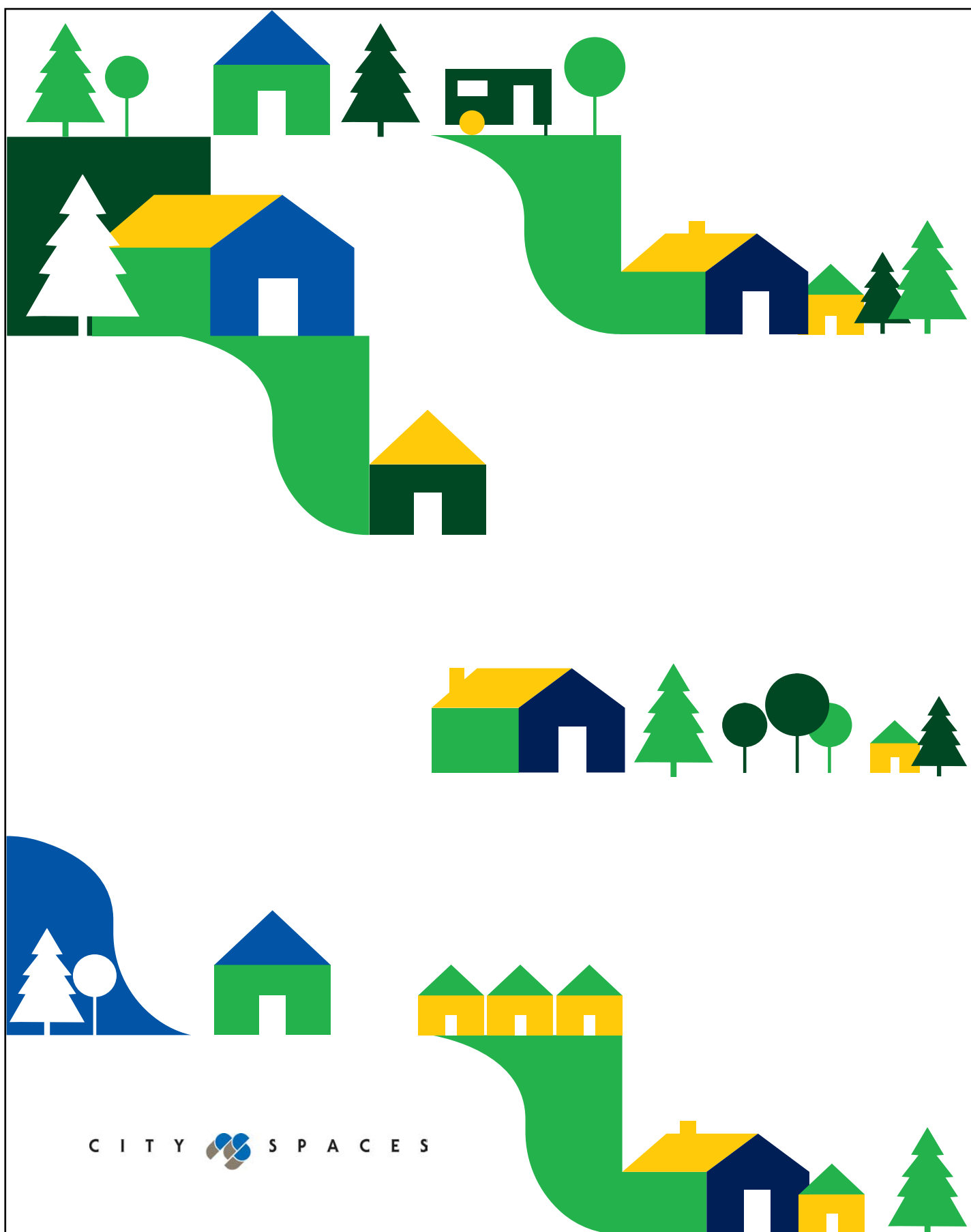
Population and household growth in Electoral Area E is anticipated to decline over the next decade, with an expected demand for -179 housing units by the year 2031. This projected decline illustrates a net loss of units in the baseline scenario and for the large unit categories under the potential development pattern shift scenario - which in reality, demonstrates potential housing vacancy for the future of Electoral Area E. This decline will likely not be distributed evenly throughout the Electoral Area; for example, there may be a net increase in units needed in Big White and a net decrease in communities such as Rock Creek.

Table 15: Anticipated Housing Units by Size, Electoral Area E (2019 to 2031)

Source: BC Statistics, Consultant Calculations

Unit Size	Baseline Scenario			Potential Development Shift Scenario		
	Net Units	Total Units	Mix	Net Units	Total Units	Mix
Bachelor	-5	23	2.6%	17	23	5.0%
1-Bedroom	-28	139	15.6%	11	139	20.0%
2-Bedroom	-50	251	28.1%	-34	251	30.0%
3-Bedroom	-64	316	35.4%	-94	316	32.0%
4+Bedroom	-33	163	18.2%	-79	163	13.0%
Total	-179	892	100.0%	-179	892	100.0%







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APPENDIX A: RDKB HOUSING CONTEXT

Population

Table 1: Population Change, Regional District of Kootenay Boundary, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
RDKB	30,742	31,138	31,447	705	2.3	0.23

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 2: Average and Median Age, Regional District of Kootenay Boundary, (2006 – 2016)

Year	Average Age	Median Age
2006	43.4	47.3
2011	45.3	49.5
2016	47.0	51.6

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 3: Age Group Distribution, Regional District of Kootenay Boundary, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	4,615	15%	4,385	14%	4,315	14%
15 to 19	1,940	6%	1,815	6%	1,520	5%
20 to 24	1,375	4%	1,300	4%	1,270	4%
25 to 64	16,590	54%	16,920	54%	16,350	52%
65 to 84	5,455	18%	5,870	19%	7,005	22%
85+	770	3%	845	3%	980	3%
Total	30,745	100%	31,135	100%	31,440	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 4: Mobility, Regional District of Kootenay Boundary, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	4,100	3,400	4,160
Non-Migrants	1,955	1,375	1,900
Migrants	2,150	2,015	2,255

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Households

Table 5: Households, Regional District of Kootenay Boundary, (2006 – 2016)

RDKB	2006	2011	2016
Total Number of Households	13,630	13,925	14,340
Average Household Size	2.2	2.2	2.1

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 6: Household Size Distribution, Regional District of Kootenay Boundary, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	4,215	31%	4,290	31%	4,595	32%
2 people	5,500	40%	5,770	41%	6,040	42%
3 people	1,695	11%	1,715	12%	1,680	12%
4 people	1,535	11%	1,510	11%	1,445	10%
5+ people	685	5%	640	5%	590	4%
Total	13,630	100%	13,925	100%	14,350	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 7: Housing Tenure, Regional District of Kootenay Boundary, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	2,415	18%	2,425	18%	2,830	20%
Owner	11,215	82%	11,505	82%	11,510	80%
Total	13,630	100%	13,930	100%	14,340	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 8: Renter Households in Subsidized Housing, Regional District of Kootenay Boundary, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
RDKB	0	0%	255	11%	270	10%

Source: Statistics Canada, 2016 Census of Population

Table 9: Average and Median Household Income, Regional District of Kootenay Boundary, (2006 – 2016)

Community		2006	2011	2016
RDKB	Average Income	\$65,146	\$65,269	\$74,878
	Median Income	\$54,424	\$52,690	\$60,543

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 10: Number of Households in Specified Income Brackets, Regional District of Kootenay Boundary, (2006 – 2016)

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	305	2%	440	3%	250	2%
\$5,000 to \$9,999	215	2%	240	2%	120	1%
\$10,000 to \$14,999	485	4%	635	5%	530	4%
\$15,000 to \$19,999	780	6%	830	6%	760	5%
\$20,000 to \$24,999	935	7%	910	7%	805	6%
\$25,000 to \$29,999	780	6%	725	5%	600	4%
\$30,000 to \$34,999	640	5%	765	5%	735	5%
\$35,000 to \$39,999	700	5%	620	4%	745	5%
\$40,000 to \$44,999	765	6%	615	4%	690	5%
\$45,000 to \$49,999	670	5%	495	4%	690	5%
\$50,000 to \$59,999	1,220	9%	865	6%	1,180	8%
\$60,000 to \$69,999	1,040	8%	1,145	8%	1,045	7%
\$70,000 to \$79,999	890	7%	840	6%	990	7%
\$80,000 to \$89,999	820	6%	595	4%	795	6%
\$90,000 to \$99,999	750	6%	730	5%	770	5%
\$100,000 to \$124,999	1,215	9%	1,425	10%	1,310	9%
\$125,000 to \$149,999	720	5%	730	5%	925	6%
\$150,000 to \$199,999	520	4%	880	6%	945	7%
\$200,000 and over	185	1%	440	3%	460	3%
Total	13,630	100%	13,925	100%	14,340	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 11: Average and Median Renter Household Income, Regional District of Kootenay Boundary, (2006 – 2016)

RDKB		2006	2011	2016
	Renter Average Income	\$38,579	\$45,082	\$47,063
	Renter Median Income	\$29,825	\$32,242	\$36,000

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 12: Number of Renter Households in Specified Income Brackets, Regional District of Kootenay Boundary, (2006 - 2016)

RDKB	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	135	6%	135	6%	95	3%
\$5,000 to \$9,999	80	3%	130	5%	50	2%
\$10,000 to \$14,999	220	9%	335	14%	290	10%
\$15,000 to \$19,999	270	11%	205	9%	315	11%
\$20,000 to \$24,999	270	11%	220	9%	235	8%
\$25,000 to \$29,999	265	11%	115	5%	210	7%
\$30,000 to \$34,999	115	5%	165	7%	180	6%
\$35,000 to \$39,999	125	5%	145	6%	190	7%
\$40,000 to \$44,999	190	8%	75	3%	155	5%
\$45,000 to \$49,999	120	5%	50	2%	135	5%
\$50,000 to \$59,999	185	8%	115	5%	210	7%
\$60,000 to \$69,999	140	6%	185	8%	205	7%
\$70,000 to \$79,999	75	3%	90	4%	105	4%
\$80,000 to \$89,999	115	5%	105	4%	105	4%
\$90,000 to \$99,999	40	2%	60	2%	90	3%
\$100,000 to \$124,999	50	2%	170	7%	120	4%
\$125,000 to \$149,999	15	1%	65	3%	85	3%
\$150,000 to \$199,999	10	0%	45	2%	50	2%
\$200,000 and over	10	0%	0	0%	20	1%
Total	2,430	100%	2,425	100%	2,830	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 13: Owner Household Income, Regional District of Kootenay Boundary, (2006 – 2016)

Community		2006	2011	2016
RDKB	Average Income	\$70,870	\$76,371	\$81,713
	Median Income	\$60,936	\$62,634	\$68,648

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 14: Number of Owner Households in Specified Income Bracket, Regional District of Kootenay Boundary, (2016)

RDKB	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	170	2%	305	3%	155	1%
\$5,000 to \$9,999	130	1%	105	1%	75	1%
\$10,000 to \$14,999	265	2%	300	3%	240	2%
\$15,000 to \$19,999	515	5%	625	5%	450	4%
\$20,000 to \$24,999	670	6%	690	6%	570	5%
\$25,000 to \$29,999	510	5%	610	5%	395	3%
\$30,000 to \$34,999	525	5%	595	5%	555	5%
\$35,000 to \$39,999	575	5%	475	4%	550	5%
\$40,000 to \$44,999	575	5%	540	5%	540	5%
\$45,000 to \$49,999	555	5%	450	4%	555	5%
\$50,000 to \$59,999	1,035	9%	755	7%	965	8%
\$60,000 to \$69,999	900	8%	950	8%	835	7%
\$70,000 to \$79,999	815	7%	750	7%	885	8%
\$80,000 to \$89,999	705	6%	495	4%	690	6%
\$90,000 to \$99,999	710	6%	670	6%	680	6%
\$100,000 to \$124,999	1,165	10%	1,255	11%	1,190	10%
\$125,000 to \$149,999	705	6%	665	6%	840	7%
\$150,000 to \$199,999	510	5%	835	7%	895	8%
\$200,000 and over	180	2%	435	4%	440	4%
Total	11,215	100%	11,505	100%	11,510	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Economic Sectors and Labour Force

Table 15: Total Number of Workers, Regional District of Kootenay Boundary, (2006 – 2016)

Community	2006	2011	2016
RDKB	15,140	14,105	14,615

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 16: Number of Workers by Industry, Regional District of Kootenay Boundary, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	930	700	805
Mining, quarrying, and oil and gas extraction	175	325	210
Utilities	255	255	230
Construction	1,170	1,150	1,320
Manufacturing	2,385	1,750	1,910
Wholesale trade	225	225	250
Retail trade	2,080	1,795	1,805
Transportation and warehousing	460	455	405
Information and cultural industries	185	115	170
Finance and insurance	380	400	415
Real estate and rental and leasing	200	150	200
Professional, scientific and technical services	510	465	675
Management of companies and enterprises	10	0	25
Administrative and support, waste management and remediation services	580	615	575
Educational services	820	1,005	920
Health care and social assistance	1,810	2,030	1,955
Arts, entertainment and recreation	410	315	340
Accommodation and food services	1,165	830	925
Other services (except public administration)	690	715	665
Public administration	615	810	595
Total	15,055	14,080	14,405

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 17: Unemployment Rate and Participation Rate, Regional District of Kootenay Boundary, (2006 – 2016)

Community		2006	2011	2016
RDKB	Unemployment Rate	6.7%	9.2%	7.9%
	Participation Rate	60.0%	55.6%	55.4%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 18: Commuting Destination, Regional District of Kootenay Boundary, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
RDKB	4,265	6,040	1,235	140

Source: Statistics Canada, 2016 Census of Population

Housing Units

Table 19: Total Number of Housing Units, Regional District of Kootenay Boundary, (2016)

Housing Units	2016
Total number of housing units	14,340

Source: Statistics Canada, 2016 Census of Population

Table 20: Breakdown by Structural Type of Units, Regional District of Kootenay Boundary, (2016)

Housing Mix	2016 #	2016 %
Single-Detached	11,425	80%
Semi-Detached	295	2%
Row House	370	3%
Apartment or Flat in a Duplex	265	2%
Apartment with fewer than 5 storeys	1,210	8%
Apartment with 5 or more storeys	5	0%
Other Single-Attached House	35	0%
Movable Dwelling ¹	735	5%
Total	14,350	100%

Source: Statistics Canada, 2016 Census of Population

¹ Includes mobile homes, house boats, recreational vehicles

Table 21: Housing Composition by Size, Regional District of Kootenay Boundary, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	35
1 Bedroom Units	1,120
2 Bedroom Units	3,795
3 Bedroom Units	5,615
4+ Bedroom Units	3,775

Source: Statistics Canada, 2016 Census of Population

Table 22: Number and Percentage Breakdown by Date Built, Regional District of Kootenay Boundary (2016)

Date Built	#	%
Pre-1960	5,730	40%
1961-1980	4,160	29%
1981-1990	1,290	9%
1991-2000	1,620	11%
2001-2005	465	3%
2006-2010	700	5%
2011-2016	380	3%
Total	14,345	100%

Source: Statistics Canada, 2016 Census of Population

Table 23: Number of Subsidized Housing Units, Regional District of Kootenay Boundary (2020)

Please note: due to the suppression of individual sub-category counts of less than five (5) some categories may not sum to their totals as expected. In other cases, only category totals are available.

Transitional Supported and Assisted Living				Independent Social Housing	
	Frail Seniors	Special Needs	Women and Children Fleeing Violence	Low Income Families	Low Income Seniors
Fruitvale	9	0	0	0	0
Trail	60	20	16	14	34
Rossland	0	0	0	42	
Grand Forks	17	0	16	77	28
Greenwood	0	0	0	4	
Midway	5			0	16
RDKB	91	20	32	95	120
	143			215	

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 24: Rent Assistance in the Private Market, Regional District of Kootenay Boundary (2020)

Please note: due to the suppression of individual sub-category counts of less than five (5) some categories may not sum to their totals as expected. In other cases, only category totals are available.

Rent Assistance in Private Market			
	Rent Assisted Families	Rent Assisted Seniors	Total
Fruitvale	-	-	7
Montrose	0	0	0
Trail	20	48	68
Warfield	-	-	4
Rossland	11	6	17
Grand Forks	-	-	44
Greenwood	-	-	5
Midway	-	-	4
Electoral Area C	-	-	5
Electoral Area D	-	-	2
Electoral Area E	-	-	5
RDKB	41	120	161

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 25: Shelter Beds and Housing Units for People Experiencing or at Risk of Homelessness, Regional District of Kootenay Boundary, (2020)

Please note: only Grand Forks has units, with only the category total provided, which may refer to "homeless housed," "homeless rent supplements," or "homeless shelters"

Emergency Shelter and Housing for the Homeless	
Grand Forks	5
RDKB	5

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 26: Registered New Homes by Date Built, Regional District of Kootenay Boundary, (2016-2018)

Date Built	2016 #	2017 #	2018 #
Single Detached	68	62	57
Multi-Unit Homes	5	56	14
Rental	0	0	6

Source: BC Housing New Homes Registry (2016 – 2018)

Table 27: Permits by Structure Type by Date Built, Regional District of Kootenay Boundary, (2010-2019)

Single	Manufactured Home	Multi-Unit	Demolition
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Year	Detached							
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	65	65	10	10	0	0	1	-
2011	50	50	12	12	12	12	-	-
2012	49	48	16	14	3	82	1	-
2013	49	49	12	12	0	0	2	-
2014	40	40	17	17	2	6	20	-
2015	50	51	7	7	0	0	24	-
2016	60	60	17	17	2	5	20	-
2017	71	71	25	25	11	73	25	-
2018	69	75	22	22	5	18	37	-
2019	84	91	39	41	7	57	25	-
Total	587	600	177	177	42	253	155	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 28: Single-Detached Typical Assessed Value in RDKB Communities, (2016-2020)

Assessed Value: Single Detached	2016	2017	2018	2019	2020	Change 2016-2020 %
City of Grand Forks	\$194,000	\$213,000	\$229,000	\$250,000	\$253,000	30%
City of Greenwood	\$125,000	\$130,000	\$136,000	\$133,000	\$134,000	7%
City of Rossland	\$255,000	\$271,000	\$286,000	\$335,000	\$362,000	42%
City of Trail	\$155,000	\$179,000	\$175,000	\$196,000	\$205,000	32%
Village of Fruitvale	\$216,000	\$221,000	\$253,000	\$276,000	\$288,000	33%
Village of Midway	\$176,000	\$183,000	\$197,000	\$212,000	\$196,000	11%
Village of Montrose	\$233,000	\$242,000	\$234,000	\$271,000	\$279,000	20%
Village of Warfield	\$193,000	\$209,000	\$196,000	\$221,000	\$256,000	33%

Source: BC Assessment, Kootenay Columbia Market Reports (2016 – 2020)

Table 29: Assessed Value by Unit Size, RDKB, (2019)

Assessed Value: By Unit Size	Units #	Average Per Unit \$
1 Bedroom Units	1,051	\$179,881
2 Bedroom Units	4,602	\$206,197
3+ Bedroom Units	12,099	\$288,689
Total	17,752	\$261,311

Source: BC Assessment. 2019 Assessment Roll

Table 30: Assessed Value by Property Class, RDKB, (2019)

Assessed Value: By Structure Type	Units #	Average Per Unit \$
Single Detached	9,823	\$272,068
2 Acres or More	2,291	\$328,513
Strata lot residence (Condo)	1,685	\$297,108
Duplex	1,181	\$155,053
Manufactured Home	979	\$102,074
Residential Dwelling with suite	743	\$146,990
Row Housing	422	\$329,258
Seasonal Dwelling	411	\$379,010
Stores and/or Offices with Apartments	100	\$43,835
Fourplex	62	\$125,968
Store(s) and Living Quarters	37	\$63,357
Triplex	9	\$196,033
Property subject to section 19(8)	9	\$317,611
Total	17,752	\$261,311

Source: BC Assessment. 2019 Assessment Roll

Table 31: Sales Value by Unit Size, RDKB, (2019)

Sales Value by Unit Size: RDKB	Sales Count #	Average Per Unit \$
1 Bedroom Units	40	\$181,865
2 Bedroom Units	291	\$227,999
3+ Bedroom Units	629	\$322,097
Total	960	\$287,730

Source: BC Assessment. 2019 Assessment Roll

Table 32: Sales Value by Property Class, RDKB, (2019)

Sales Value by Property Class: RDKB	Sales Count #	Average Per Unit \$
Single Detached	549	\$268,958
Strata Lot Residence (Condo)	127	\$360,175
Manufactured Home (Within Manufactured Home Park)	40	\$74,495
Duplex, Strata Side by Side	39	\$286,302
Manufactured Home (Not In Manufactured Home Park)	39	\$145,018

3 Acres or More (Single Family Dwelling, Duplex)	33	\$403,845
2 Acres or More (Single Family Dwelling, Duplex)	32	\$394,988
Row Housing	28	\$347,243
Residential Dwelling with Suite	26	\$257,269
Duplex, Non-Strata Side by Side or Front / Back	14	\$393,278
2 Acres or More (Manufactured Home)	7	\$204,001
4 Acres or More (Single Family Dwelling, Duplex)	7	\$431,513
Seasonal Dwelling	7	\$630,143
3 Acres or More (Manufactured Home)	3	\$266,719
2 Acres or More (Seasonal Dwelling)	2	\$380,500
5 Acres or More (Single Family Dwelling, Duplex)	2	\$1,469,513
Fourplex	2	\$420,500
4 Acres or More (Manufactured Home)	1	\$325,000
Stores and Living Quarters	1	\$450,000
Stores and/or Offices with Apartments	1	\$160,000
Total	960	\$287,730

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Core Housing Need

Table 33: Affordability - Households Spending 30%+ of Income on Shelter Costs, Regional District of Kootenay Boundary, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	2055	16%	2355	18%	2275	17%
Renter	825	37%	925	42%	1005	37%
Owner	1235	11%	1430	13%	1265	11%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 34: Adequacy - Households in Dwellings Requiring Major Repairs, Regional District of Kootenay Boundary, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	1305	10%	1400	11%	1295	9%
Renter	380	17%	365	16%	365	14%

Owner	925	9%	1035	9%	930	8%
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Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 35: Suitability – Households in Overcrowded Dwellings, Regional District of Kootenay Boundary, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	420	3%	250	2%	315	2%
Renter	180	8%	130	6%	130	5%
Owner	235	2%	120	1%	180	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 36: Households in Core Housing Need, Regional District of Kootenay Boundary (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	1,585	12%	1500	11%	1320	10%
Renter	660	29%	690	31%	735	27%
Owner	920	9%	805	7%	590	5%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 37: Households in Extreme Core Housing Need, Regional District of Kootenay Boundary (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	570	4%	665	5%	600	4%
Renter	275	12%	390	18%	345	13%
Owner	295	3%	280	3%	250	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 38: Official Community Plan Adoption in RDKB Communities

Fruitvale	2011
Montrose	2008*

Trail	2001*
Warfield	2017
Rossland	2008
Grand Forks	2011
Greenwood	2009
Midway	2007*
Area A	2011
Area B	2013
Area C	2004
Area D	2016
Area E	Mt. Baldy OCP – 2007 Big White OCP – 2001 Bridesville Townsite Land Use Plan - 2012

* Currently under review

Anticipated Population and Households

Table 39: Anticipated Population and Households, Regional District of Kootenay Boundary, (2019 to 2031)

RDKB	2019 Index #	2021 #	2026 #	2031 #	Net Change	
					#	%
Projected Population	33,042	32,848	32,348	31,576	-1,466	-4.4%
Total Number of Households	17,309	17,244	17,033	16,615	-694	-4.0%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 40: Anticipated Household Size, Regional District of Kootenay Boundary, (2020 to 2025)

Regional District	2020 #	2021 #	2022 #	2023 #	2024 #	2025 #
Kootenay Boundary	2.158	2.158	2.158	2.158	2.158	2.158

Source: BC Stats. Population and Household Projections (2019-2028)

Table 41: Anticipated Average and Median Age, Regional District of Kootenay Boundary, (2020 to 2025)

Kootenay Boundary	2020 #	2021 #	2022 #	2023 #	2024 #	2025 #
Median Age	51.5	51.8	52.2	52.5	52.8	53.0
Average Age	47.1	47.4	47.7	48.0	48.4	48.7

Source: BC Stats. Population and Household Projections (2019-2028)

Table 42: Anticipated Age Distribution, Regional District of Kootenay Boundary, (2019 to 2031)

Please Note: The regional district wide population projections were determined by summing the projections for the RDKB's three Local Health Areas

RDKB	0 to 14 #	15 to 19 #	20 to 24 #	25 to 64 #	65 to 84 #	85+ #
2019 Index	4,556	1,631	1,437	19,160	8,109	990
2020	4,509	1,744	1,388	18,727	8,474	1,001
2021	4,411	1,764	1,412	18,309	8,753	1,072
2022	4,378	1,716	1,503	17,803	9,157	1,081
2023	4,326	1,686	1,622	17,402	9,417	1,123
2024	4,273	1,688	1,667	17,065	9,661	1,158
2025	4,212	1,692	1,742	16,664	9,966	1,162
2026	4,118	1,680	1,781	16,361	10,201	1,213
2031	3,643	1,780	1,686	15,504	10,587	1,516

Source: BC Stats. Population and Household Projections (2019-2031), Consultant Calculations

Table 43: Anticipated Age Distribution, Grand Forks Local Health Area, (2019 to 2031)

NOTE: The RDKB is covered by a total of three Local Health Areas. The Grand Forks Local Health Area extends beyond municipal boundaries encompassing Electoral Areas C and D

Grand Forks LHA	0 to 14 #	15 to 19 #	20 to 24 #	25 to 64 #	65 to 84 #	85+ #
2019 Index	1,089	433	220	4,899	3,132	318

Grand Forks LHA	0 to 14 #	15 to 19 #	20 to 24 #	25 to 64 #	65 to 84 #	85+ #
2020	1,046	479	244	4,725	3,175	350
2021	985	490	287	4,560	3,222	376
2022	950	476	350	4,340	3,315	399
2023	921	458	408	4,185	3,364	406
2024	865	468	450	4,018	3,431	423
2025	820	473	484	3,862	3,499	425
2026	793	440	502	3,754	3,533	447
2031	667	349	446	3,404	3,489	587

Source: BC Stats. Population and Household Projections (2019-2031)

Table 44: Anticipated Age Distribution, Kettle Valley Local Health Area, (2019 to 2031)

NOTE: The RDKB is covered by a total of three Local Health Areas. The Kettle Valley Local Health Area extends throughout Electoral Area E

Kettle Valley LHA	0 to 14 #	15 to 19 #	20 to 24 #	25 to 64 #	65 to 84 #	85+ #
2019 Index	398	130	98	1,897	1,247	90
2020	370	157	103	1,779	1,339	85
2021	366	145	122	1,698	1,377	89
2022	362	140	136	1,591	1,450	85
2023	325	173	123	1,535	1,476	103
2024	311	174	135	1,455	1,517	111
2025	307	149	160	1,375	1,553	127
2026	292	159	152	1,306	1,583	144
2031	240	139	161	1,155	1,491	233

Source: BC Stats. Population and Household Projections (2019-2031)

Table 45: Anticipated Age Distribution, Trail Local Health Area, (2019 to 2031)

NOTE: The RDKB is covered by a total of three Local Health Areas. The Trail Local Health Area extends beyond municipal boundaries encompassing Electoral Areas A and B

Trail LHA	0 to 14 #	15 to 19 #	20 to 24 #	25 to 64 #	65 to 84 #	85+ #
2019 Index	3,069	1,068	1,119	12,364	3,730	582

Trail LHA	0 to 14 #	15 to 19 #	20 to 24 #	25 to 64 #	65 to 84 #	85+ #
2020	3,093	1,108	1,041	12,223	3,960	566
2021	3,060	1,129	1,003	12,051	4,154	607
2022	3,066	1,100	1,017	11,872	4,392	597
2023	3,080	1,055	1,091	11,682	4,577	614
2024	3,097	1,046	1,082	11,592	4,713	624
2025	3,085	1,070	1,098	11,427	4,914	610
2026	3,033	1,081	1,127	11,301	5,085	622
2031	2,736	1,292	1,079	10,945	5,607	696

Source: BC Stats. Population and Household Projections (2019-2031)

Anticipated Units Required

Table 46: Anticipated Number of Units by Size, Baseline Trend, Regional District of Kootenay Boundary, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	42	0.2%	42	0.2%	42	0.2%	41	0.2%	-2
1 Bedroom Units	1,352	7.8%	1,347	7.8%	1,330	7.8%	1,298	7.8%	-54
2 Bedroom Units	4,581	26.5%	4,564	26.5%	4,508	26.5%	4,397	26.5%	-184
3 Bedroom Units	6,778	39.2%	6,752	39.2%	6,669	39.2%	6,506	39.2%	-272
4+ Bedroom Units	4,557	26.3%	4,539	26.3%	4,484	26.3%	4,374	26.3%	-183
Total	17,309	100%	17,244	100%	17,033	100%	16,615	100%	-694

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 47: Anticipated Number of Units by Size, Development Pattern Shift, Regional District of Kootenay Boundary, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	42	0.2%	44	0.3%	47	0.3%	58	0.3%	15

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
1 Bedroom Units	1,352	7.8%	1,160	8.2%	1,550	8.6%	1,624	9.8%	272
2 Bedroom Units	4,581	26.5%	3,770	26.4%	4,811	26.4%	4,365	26.3%	-216
3 Bedroom Units	6,778	39.2%	5,143	37.6%	6,288	36.0%	5,187	31%	-1,590
4+ Bedroom Units	4,557	26.3%	3,451	25.1%	4,223	23.9%	3,362	20.2%	-1,194
Total	17,309	100%	17,244	100%	17,033	100%	16,615	100%	-694

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX B: CITY OF TRAIL HOUSING CONTEXT

Population

Table 48: Population Change, City of Trail, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Trail	7,237	7,681	7,709	472	6.5%	0.65%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 49: Average and Median Age, City of Trail, (2006 – 2016)

Year	Average Age	Median Age
2006	45.8	49.4
2011	45.4	48.9
2016	47.1	50.6

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 50: Age Group Distribution, City of Trail, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	930	13%	1,000	13%	1,055	14%
15 to 19	410	6%	455	6%	360	5%
20 to 24	350	5%	380	5%	395	5%
25 to 64	3,575	49%	3,910	51%	3,830	50%
65 to 84	1,625	22%	1,570	20%	1,665	22%
85+	350	5%	365	5%	395	5%
Total	7,240	100%	7,680	100%	7,700	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 51: Mobility, City of Trail, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	1,250	1,005	1,165
Non-Migrants	595	585	600
Migrants	650	420	565

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Households

Table 52: Households, City of Trail, (2006 – 2016)

Trail	2006	2011	2016
Total Number of Households	3,520	3,675	3,680
Average Household Size	2.0	2.0	2.0

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 53: Household Size Distribution, City of Trail, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	1,435	41%	1,445	39%	1,465	40%
2 people	1,305	37%	1,340	37%	1,345	37%
3 people	350	10%	430	12%	400	11%
4 people	290	8%	325	9%	320	9%
5+ people	130	4%	130	4%	140	4%
Total	3,510	100%	3,670	100%	3,680	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 54: Housing Tenure, City of Trail, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	985	28%	905	25%	1,180	32%
Owner	2,530	72%	2,775	76%	2,500	68%
Total	3,515	100%	3,680	100%	3,680	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 55: Renter Households in Subsidized Housing, City of Trail, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Trail	0	0%	150	17%	135	11%

Source: Statistics Canada, 2016 Census of Population

Household Income

Table 56: Average and Median Household Income, City of Trail, (2006 – 2016)

Community		2006	2011	2016
Trail	Average Income	\$60,526	\$67,527	\$70,523
	Median Income	\$51,023	\$52,367	\$55,424

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 57: Number of Households in Specified Income Brackets, City of Trail, (2006 - 2016)

Trail	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	45	1%	35	1%	40	1%
\$5,000 to \$9,999	65	2%	105	3%	35	1%
\$10,000 to \$14,999	155	4%	240	7%	230	6%
\$15,000 to \$19,999	195	6%	200	5%	225	6%
\$20,000 to \$24,999	335	9%	160	4%	225	6%
\$25,000 to \$29,999	225	6%	175	5%	175	5%
\$30,000 to \$34,999	165	5%	270	7%	205	6%
\$35,000 to \$39,999	175	5%	235	6%	175	5%
\$40,000 to \$44,999	180	5%	215	6%	150	4%
\$45,000 to \$49,999	190	5%	130	4%	190	5%
\$50,000 to \$59,999	310	9%	275	7%	270	7%
\$60,000 to \$69,999	350	10%	245	7%	310	8%
\$70,000 to \$79,999	195	6%	205	6%	260	7%
\$80,000 to \$89,999	230	7%	200	5%	140	4%
\$90,000 to \$99,999	170	5%	130	4%	220	6%
\$100,000 to \$124,999	255	7%	425	12%	295	8%
\$125,000 to \$149,999	155	4%	155	4%	215	6%
\$150,000 to \$199,999	95	3%	180	5%	205	6%
\$200,000 and over	40	1%	95	3%	115	3%
Total	3,530	100%	3,675	100%	3,680	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 58: Average and Median Renter Household Income, City of Trail, (2006 – 2016)

		2006	2011	2016
Trail	Renter Average Income	36,197	\$37,815	\$41,889
	Renter Median Income	27,936	\$24,300	\$28,942

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 59: Number of Renter Households in Specified Income Brackets, City of Trail, (2006 - 2016)

Trail	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	40	4%	25	3%	20	2%
\$5,000 to \$9,999	50	5%	55	6%	25	2%
\$10,000 to \$14,999	125	13%	175	21%	190	16%
\$15,000 to \$19,999	85	9%	100	12%	150	13%
\$20,000 to \$24,999	130	13%	105	12%	130	11%
\$25,000 to \$29,999	120	12%	30	4%	85	7%
\$30,000 to \$34,999	45	5%	65	8%	80	7%
\$35,000 to \$39,999	30	3%	85	10%	75	6%
\$40,000 to \$44,999	60	6%	20	2%	25	2%
\$45,000 to \$49,999	30	3%	0	0%	55	5%
\$50,000 to \$59,999	105	11%	30	4%	75	6%
\$60,000 to \$69,999	60	6%	60	7%	85	7%
\$70,000 to \$79,999	35	4%	0	0%	25	2%
\$80,000 to \$89,999	20	2%	65	8%	35	3%
\$90,000 to \$99,999	15	2%	0	0%	40	3%
\$100,000 to \$124,999	30	3%	35	4%	45	4%
\$125,000 to \$149,999	0	0%	0	0%	20	2%
\$150,000 to \$199,999	10	1%	0	0%	20	2%
\$200,000 and over	0	0%	0	0%	0	0%
Total	990	100%	850	100%	1,180	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 60: Owner Household Income, City of Trail, (2006 – 2016)

Community		2006	2011	2016
Trail	Average Income	\$70,001	\$77,186	\$84,077
	Median Income	\$61,480	\$64,100	\$70,712

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 61: Number of Owner Households in Specified Income Brackets, City of Trail, (2016)

Trail	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	10	0%	0	0%	20	1%
\$5,000 to \$9,999	20	1%	45	2%	10	0%
\$10,000 to \$14,999	35	1%	70	3%	40	2%
\$15,000 to \$19,999	115	5%	95	3%	75	3%
\$20,000 to \$24,999	200	8%	55	2%	100	4%
\$25,000 to \$29,999	100	4%	145	5%	95	4%
\$30,000 to \$34,999	120	5%	200	7%	130	5%
\$35,000 to \$39,999	140	6%	155	6%	105	4%
\$40,000 to \$44,999	120	5%	195	7%	125	5%
\$45,000 to \$49,999	155	6%	115	4%	135	5%
\$50,000 to \$59,999	200	8%	240	9%	195	8%
\$60,000 to \$69,999	290	11%	185	7%	225	9%
\$70,000 to \$79,999	165	6%	200	7%	230	9%
\$80,000 to \$89,999	210	8%	130	5%	110	4%
\$90,000 to \$99,999	150	6%	120	4%	180	7%
\$100,000 to \$124,999	220	9%	390	14%	250	10%
\$125,000 to \$149,999	155	6%	145	5%	190	8%
\$150,000 to \$199,999	95	4%	175	6%	185	7%
\$200,000 and over	40	2%	90	3%	110	4%
Total	2,540	100%	2,750	100%	2,510	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Economic Sectors and Labour Force

Table 62: Total Number of Workers, City of Trail, (2006 – 2016)

Community	2006	2011	2016
Trail	3,350	3,405	3,350

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 63: Number of Workers by Industry, City of Trail, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	30	35	10
Mining, quarrying, and oil and gas extraction	55	85	60
Utilities	130	115	45

Construction	170	195	240
Manufacturing	535	455	440
Wholesale trade	90	70	50
Retail trade	565	550	570
Transportation and warehousing	25	80	75
Information and cultural industries	60	0	45
Finance and insurance	105	105	130
Real estate and rental and leasing	50	40	50
Professional, scientific and technical services	125	70	125
Management of companies and enterprises	10	0	0
Administrative and support, waste management and remediation services	140	115	195
Educational services	175	180	210
Health care and social assistance	350	520	455
Arts, entertainment and recreation	65	65	35
Accommodation and food services	280	250	230
Other services (except public administration)	190	160	165
Public administration	150	180	120
Total	3,300	3,270	3,260

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 64: Unemployment Rate and Participation Rate, City of Trail, (2006 – 2016)

Community		2006	2011	2016
Trail	Unemployment Rate	6.3%	8.5%	9.7%
	Participation Rate	55.6%	53.2%	52.7%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 65: Commuting Destination, City of Trail, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Trail	1,965	325	290	30

Source: Statistics Canada, 2016 Census of Population

Housing Units

Table 66: Total Number of Housing Units, City of Trail, (2016)

Housing Units	2016
Total number of housing units	3,685

Source: Statistics Canada, 2016 Census of Population

Table 67: Breakdown by Structural Type of Units, City of Trail, (2016)

Housing Mix	2016 #	2016 %
Single-Detached	2,630	71%
Semi-Detached	150	4%
Row House	190	5%
Apartment or Flat in a Duplex	185	5%
Apartment with fewer than 5 storeys	510	14%
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	15	0%
Movable Dwelling ²	5	0%
Total	3,685	100%

Source: Statistics Canada, 2016 Census of Population

Table 68: Housing Composition by Size, City of Trail, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	365
2 Bedroom Units	1,105
3 Bedroom Units	1,385
4+ Bedroom Units	825

Source: Statistics Canada, 2016 Census of Population

Table 69: Number and Percentage Breakdown by Date Built, City of Trail, (2016)

Date Built	#	2016 %
Pre-1960	2,325	63%
1961-1980	870	24%
1981-1990	135	4%
1991-2000	135	4%
2001-2005	55	1%
2006-2010	110	3%
2011-2016	50	1%
Total	3,685	100%

Source: Statistics Canada, 2016 Census of Population

² Includes mobile homes, house boats, recreational vehicles

Table 70: Number of Subsidized Housing Units, City of Trail, (2020)

	Transitional Supported and Assisted Living			Independent Social Housing	
	Frail Seniors	Special Needs	Women and Children Fleeing Violence	Low Income Families	Low Income Seniors
Trail	60	20	16	14	34
Total	96			48	

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 71: Permits by Structure Type by Date Built, City of Trail, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	5	5	1	1	0	0	-	-
2011	8	8	2	2	0	0	-	-
2012	4	4	1	0	0	0	-	-
2013	5	5	0	0	0	0	-	-
2014	4	4	1	1	0	0	2	0
2015	3	3	0	0	0	0	9	0
2016	1	1	0	0	0	0	2	0
2017	2	2	1	1	1	4	2	0
2018	2	2	1	1	0	0	4	0
2019	6	6	0	0	0	0	3	0
Total	40	40	7	6	1	4	22	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 72: Assessed Value by Unit Size, City of Trail, (2019)

Assessed Value by Unit Size: Trail	Unit Count #	Average Per Unit \$
1 Bedroom Units	109	\$109,085
2 Bedroom Units	805	\$151,318
3+ Bedroom Units	2,740	\$205,278
Total	3,654	\$190,521

Source: BC Assessment. 2019 Assessment Roll

Table 73: Assessed Value by Property Class, City of Trail, (2019)

Assessed Value by Property Class: Trail	Unit Count #	Average Per Unit \$
Single Detached	2,725	\$215,608
Duplex	442	\$157,776
Residential Dwelling with suite	330	\$78,827
Stores and/or Offices with Apartments	66	\$40,303
Manufactured Home	19	\$63,911
Strata lot residence (Condo)	17	\$94,588
Stores and Living Quarters	16	\$25,038
Row Housing	10	\$85,160
2 Acres or More	10	\$317,090
Fourplex	8	\$108,525
Property subject to section 19(8)	6	\$248,167
Triplex	5	\$123,680
Total	3,654	\$190,521

Table 74: Sales Value by Unit Size, City of Trail, (2019)

Sales Value by Unit Size: Trail	Sales Count #	Average Per Unit \$
1 Bedroom Units	10	\$126,780
2 Bedroom Units	63	\$176,407
3+ Bedroom Units	148	\$224,473
Total	221	\$206,350

Source: BC Assessment. 2019 Assessment Roll

Table 75: Sales Value by Property Class, City of Trail, (2019)

Sales Value by Property Class: Trail	Sales Count #	Average Per Unit \$
Single Detached	172	\$200,812
Duplex, Strata Side by Side	28	\$279,790
Residential Dwelling with Suite	16	\$167,156
Strata Lot Residence (Condo)	3	\$125,000
Stores and/or Offices with Apartments	1	\$160,000
Manufactured Home (Within Manufactured Home Park)	1	\$20,000

Total	221	\$206,350
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Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 76: Affordability – Households Spending 30%+ of Income on Shelter Costs, City of Trail, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	605	18%	870	24%	660	18%
Renter	380	41%	450	52%	455	40%
Owner	230	9%	420	15%	205	8%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 77: Adequacy - Households in Dwellings Requiring Major Repairs, City of Trail, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	345	10%	490	14%	395	11%
Renter	140	15%	200	23%	165	14%
Owner	210	8%	290	11%	225	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 78: Suitability – Households in Overcrowded Dwellings, City of Trail, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	75	2%	75	2%	95	3%
Renter	40	4%	55	6%	55	5%
Owner	30	1%	15	1%	45	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 79: Households in Core Housing Need, City of Trail, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	350	10%	460	13%	430	12%
Renter	260	28%	275	32%	380	33%

Owner	90	4%	185	7%	55	2%
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Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 80: Households in Extreme Core Housing Need, City of Trail, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	175	5%	185	5%	215	6%
Renter	140	15%	135	16%	200	17%
Owner	35	1%	55	2%	20	1%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Anticipated Population and Households

Table 81: Anticipated Population and Households, City of Trail, (2019 to 2031)

Trail	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	8,099	8,131	8,189	8,187	88	1.1%
Total Number of Households	3,937	3,959	3,982	4,000	63	1.6%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 82: Anticipated Number of Units by Size, Baseline Trend, City of Trail, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	391	9.9%	393	9.9%	395	9.9%	397	9.9%	6
2 Bedroom Units	1,182	30.0%	1,189	30.0%	1,196	30.0%	1,201	30.0%	19
3 Bedroom Units	1,482	37.6%	1,490	37.6%	1,499	37.6%	1,506	37.6%	24
4+ Bedroom Units	883	22.4%	888	22.4%	893	22.4%	897	22.4%	14
Total	3,937	100%	3,959	100%	3,982	100%	4,000	100%	63

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 83: Anticipated Number of Units by Size, Development Pattern Shift, City of Trail, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	391	9.9%	417	10.5%	444	11.2%	520	13.0%	130
2 Bedroom Units	1,182	30.0%	1,204	30.4%	1,227	30.8%	1,280	32.0%	98
3 Bedroom Units	1,482	37.6%	1,469	37.1%	1,457	36.6%	1,400	35.0%	-82
4+ Bedroom Units	883	22.4%	868	21.9%	854	21.5%	800	20.0%	-83
Total	3,937	100%	3,959	100%	3,982	100%	4,000	100%	63

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX C: CITY OF ROSSLAND HOUSING CONTEXT

Population

Table 84: Population Change, City of Rossland, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Rossland	3,278	3,556	3,729	451	13.8%	1.38%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 85: Average and Median Age, City of Rossland, (2006 – 2016)

Year	Average Age	Median Age
2006	38.4	41.9
2011	38.8	39.9
2016	40	41.1

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 86: Age Group Distribution, City of Rossland, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	610	19%	655	18%	695	19%
15 to 19	230	7%	215	6%	210	6%
20 to 24	150	5%	165	5%	140	4%
25 to 64	1,900	58%	2,115	60%	2,205	59%
65 to 84	335	10%	350	10%	430	12%
85+	45	1%	45	1%	45	1%
Total	3,270	100%	3,545	100%	3,725	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population, 100% data with summed totals

Table 87: Mobility, City of Rossland, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	450	1,390	515
Non-Migrants	300	190	275
Migrants	145	815	245

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Households

Table 88: Households, City of Rossland, (2006 – 2016)

Rossland	2006	2011	2016
Total Number of Households	1,355	1,455	1,590
Average Household Size	2.4	2.4	2.3

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 89: Household Size Distribution, City of Rossland, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	375	28%	370	25%	455	29%
2 people	465	34%	470	32%	595	37%
3 people	205	15%	275	19%	235	15%
4 people	215	16%	315	22%	225	14%
5+ people	95	7%	25	2%	80	5%
Total	1,355	100%	1,455	100%	1,590	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 90: Housing Tenure, City of Rossland, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	190	14%	255	17%	330	21%
Owner	1,160	86%	1,205	83%	1,260	79%
Total	1,350	100%	1,460	100%	1,590	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 91: Renter Households in Subsidized Housing, City of Rossland, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Rossland	0	0%	0	0%	20	6%

Source: Statistics Canada, 2016 Census of Population

Household Income

Table 92: Average and Median Household Income, City of Rossland, (2006 – 2016)

Community	2006	2011	2016
Rossland	Average Income	\$85,179	\$93,013
	Median Income	\$71,096	\$78,754
			\$100,527
			\$79,376

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 93: Number of Households in Specified Income Brackets, City of Rossland, (2006 - 2016)

Rossland	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	45	3%	0	0%	10	1%
\$5,000 to \$9,999	20	1%	20	1%	10	1%
\$10,000 to \$14,999	15	1%	20	1%	30	2%
\$15,000 to \$19,999	45	3%	55	4%	45	3%
\$20,000 to \$24,999	35	3%	45	3%	45	3%
\$25,000 to \$29,999	50	4%	60	4%	35	2%
\$30,000 to \$34,999	55	4%	95	7%	55	3%
\$35,000 to \$39,999	65	5%	55	4%	80	5%
\$40,000 to \$44,999	55	4%	55	4%	65	4%
\$45,000 to \$49,999	45	3%	40	3%	70	4%
\$50,000 to \$59,999	135	10%	65	5	115	7%
\$60,000 to \$69,999	90	7%	80	6%	115	7%
\$70,000 to \$79,999	105	8%	100	7%	120	7%
\$80,000 to \$89,999	55	4%	65	5%	95	6%
\$90,000 to \$99,999	60	4%	95	7%	55	3%
\$100,000 to \$124,999	170	13%	170	12%	180	11%
\$125,000 to \$149,999	125	9%	120	8%	145	9%
\$150,000 to \$199,999	120	9%	155	11%	180	11%
\$200,000 and over	60	4%	120	8%	180	11%
Total	1,350	100%	1,415	100%	1,580	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 94: Average and Median Renter Household Income, City of Rossland, (2006 – 2016)

		2006	2011	2016
Rossland	Renter Average Income	\$33,385	\$61,288	\$61,336
	Renter Median Income	\$29,150	\$55,974	\$46,464

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 95: Number of Renter Households in Specified Income Brackets, City of Rossland, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Rossland	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	20	11%	0	0%	10	3%
\$5,000 to \$9,999	0	0%	0	0%	10	3%
\$10,000 to \$14,999	0	0%	0	0%	10	3%
\$15,000 to \$19,999	25	13%	0	0%	20	6%
\$20,000 to \$24,999	30	16%	0	0%	15	5%
\$25,000 to \$29,999	15	8%	0	0%	20	6%
\$30,000 to \$34,999	15	8%	0	0%	20	6%
\$35,000 to \$39,999	15	8%	15	6%	20	6%
\$40,000 to \$44,999	30	16%	0	0%	40	12%
\$45,000 to \$49,999	10	5%	0	0%	20	6%
\$50,000 to \$59,999	10	5%	0	0%	30	9%
\$60,000 to \$69,999	0	0%	30	12%	30	9%
\$70,000 to \$79,999	0	0%	20	8%	0	0%
\$80,000 to \$89,999	20	11%	0	0%	20	6%
\$90,000 to \$99,999	0	0%	25	10%	15	5%
\$100,000 to \$124,999	0	0%	0	0%	20	6%
\$125,000 to \$149,999	0	0%	0	0%	20	6%
\$150,000 to \$199,999	0	0%	0	0%	10	3%
\$200,000 and over	0	0%	0	0%	10	3%
Total	190		255		330	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data, Totals

Table 96: Owner Household Income, City of Rossland, (2006 – 2016)

Community		2006	2011	2016
Rossland	Average Income	\$93,575	\$99,690	\$110,792
	Median Income	\$78,827	\$85,403	\$89,415

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 97: Number of Owner Households in Specified Income Brackets, City of Rossland, (2016)

Rossland	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	20	2%	0	0%	0	0%
\$5,000 to \$9,999	20	2%	0	0%	0	0%
\$10,000 to \$14,999	10	1%	0	0%	20	2%
\$15,000 to \$19,999	25	2%	50	4%	20	2%
\$20,000 to \$24,999	10	1%	35	3%	30	2%
\$25,000 to \$29,999	40	3%	60	5%	15	1%
\$30,000 to \$34,999	35	3%	95	8%	40	3%
\$35,000 to \$39,999	55	5%	40	3%	55	4%
\$40,000 to \$44,999	25	2%	40	3%	25	2%
\$45,000 to \$49,999	40	3%	40	3%	55	4%
\$50,000 to \$59,999	130	11%	60	5%	85	7%
\$60,000 to \$69,999	80	7%	50	4%	85	7%
\$70,000 to \$79,999	105	9%	80	7%	115	9%
\$80,000 to \$89,999	30	3%	55	5%	75	6%
\$90,000 to \$99,999	60	5%	70	6%	45	4%
\$100,000 to \$124,999	170	15%	165	14%	160	13%
\$125,000 to \$149,999	125	11%	115	10%	130	10%
\$150,000 to \$199,999	120	10%	115	10%	170	14%
\$200,000 and over	60	5%	120	10%	120	10%
Total	1,160	100%	1,205	100%	1,260	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data, Totals

Economic Sectors and Labour Force

Table 98: Total Number of Workers, City of Rossland, (2006 – 2016)

Community	2006	2011	2016
Rossland	1,855	1,965	2,070

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 99: Number of Workers by Industry, City of Rossland, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	35	45	45
Mining, quarrying, and oil and gas extraction	15	40	25
Utilities	25	15	50
Construction	210	310	210

Manufacturing	305	215	265
Wholesale trade	0	0	20
Retail trade	240	145	155
Transportation and warehousing	15	0	10
Information and cultural industries	20	25	10
Finance and insurance	30	50	50
Real estate and rental and leasing	15	10	15
Professional, scientific and technical services	130	130	200
Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	55	65	70
Educational services	140	135	175
Health care and social assistance	300	330	405
Arts, entertainment and recreation	65	130	65
Accommodation and food services	120	100	155
Other services (except public administration)	55	20	75
Public administration	80	155	75
Total	1,855	1,920	2,075

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 100: Unemployment Rate and Participation Rate, City of Rossland, (2006 – 2016)

Community		2006	2011	2016
Rossland	Unemployment Rate	9.0%	8.9%	7.1%
	Participation Rate	71.5%	67.8%	70.7%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 101: Commuting Destination, City of Rossland, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province /Territory
Rossland	440	1,010	130	25

Source: Statistics Canada, 2016 Census of Population

Housing Units

Table 102: Total Number of Housing Units, City of Rossland, (2016)

Housing Units	2016
Total number of housing units	1,590

Source: Statistics Canada, 2016 Census of Population

Table 103: Breakdown by Structural Type of Units, City of Rossland, (2016)

Housing Mix	2016 #	2016 %
Single-Detached	1,295	81%
Semi-Detached	20	1%
Row House	25	2%
Apartment or Flat in a Duplex	25	2%
Apartment with fewer than 5 storeys	175	11%
Apartment with 5 or more storeys	5	0%
Other Single-Attached House	5	0%
Movable Dwelling ³	40	3%
Total	1,590	100%

Source: Statistics Canada, 2016 Census of Population

Table 104: Housing Composition by Size, City of Rossland, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	115
2 Bedroom Units	335
3 Bedroom Units	685
4+ Bedroom Units	445
Total	1,590

Source: Statistics Canada, 2016 Census of Population

Table 105: Number and Percentage Breakdown by Date Built, City of Rossland, (2016)

Date Built	#	2016 %
Pre-1960	815	51%
1961-1980	335	21%
1981-1990	85	5%
1991-2000	150	9%
2001-2005	40	3%
2006-2010	95	6%
2011-2016	65	4%
Total	1,585	100%

Source: Statistics Canada, 2016 Census of Population

³ Includes mobile homes, house boats, recreational vehicles

Table 106: Number of Subsidized Housing Units, City of Rossland, (2020)

Please note: due to the suppression of individual sub-category counts of less than five (5) some categories may not sum to their totals as expected. In other cases, only category totals are available.

	Transitional Supported and Assisted Living			Independent Social Housing	
	Frail Seniors	Special Needs	Women and Children Fleeing Violence	Low Income Families	Low Income Seniors
Rossland	0	0	0	-	-
Total	0			42	

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 107: Registered New Homes by Date Built, City of Rossland, (2016-2018)

Date Built	2016 #	2017 #	2018 #
Single Detached	20	19	27
Multi-Unit Homes	n/a	6	n/a
Rental	n/a	n/a	n/a

Source: BC Housing New Homes Registry (2016 – 2018)

Table 108: Permits by Structure Type by Date Built, City of Rossland, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	10	10	0	0	0	0	1	-
2011	12	12	0	0	1	2	0	-
2012	7	6	0	0	1	2	6	-
2013	9	9	0	0	0	0	1	-
2014	10	10	0	0	2	6	1	-
2015	14	15	1	1	0	0	2	-
2016	16	16	0	0	1	3	0	-
2017	20	20	0	0	5	12	2	-
2018	25	31	0	0	0	0	2	-
2019	27	34	2 ⁴	1	0	0	5	-
Total	150	163	1	2	10	25	15	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 109: Assessed Value by Unit Size, City of Rossland, (2019)

Assessed Value by Unit Size:	Unit Count	Average Per Unit
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⁴ Two permits were granted for additions, resulting in one new unit

Rossland	#	\$
1 Bedroom Units	103	\$159,690
2 Bedroom Units	412	\$245,464
3+ Bedroom Units	1,469	\$347,767
Total	1,984	\$316,758

Source: BC Assessment. 2019 Assessment Roll

Table 110: Assessed Value by Property Class, City of Rossland, (2019)

Assessed Value by Property Class: Rossland	Unit Count #	Average Per Unit \$
Single Detached	1,400	\$350,062
Strata Lot Residence (Condo)	253	\$243,407
Row Housing	102	\$340,460
Residential Dwelling with Suite	59	\$193,754
Duplex	49	\$158,688
Manufacture Home	46	\$55,222
2 Acres or More	30	\$497,133
Fourplex	21	\$145,386
Stores and/or Offices with Apartments	14	\$58,429
Stores and Living Quarters	6	\$62,483
Triplex	4	\$286,475
Total	1,984	\$316,758

Source: BC Assessment. 2019 Assessment Roll

Table 111: Sales Value by Unit Size, City of Rossland, (2019)

Sales Value by Unit Size: Rossland	Sales Count #	Average Per Unit \$
1 Bedroom Units	-	-
2 Bedroom Units	18	\$204,783
3+ Bedroom Units	82	\$354,943
Total	100	\$327,914

Source: BC Assessment. 2019 Assessment Roll

Table 112: Sales Value by Property Class, City of Rossland, (2019)

Sales Value by Property Class: Rossland	Sales Count	Average Per Unit
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	#	\$
Single Detached	85	\$333,141
Manufactured Home (Within Manufactured Home Park)	5	\$82,900
Duplex, Strata Side by Side	4	\$318,250
Residential Dwelling with Suite	3	\$449,667
Stores and Living Quarters	1	\$450,000
Fourplex	1	\$451,000
2 Acres or More (Single Family Dwelling, Duplex)	1	\$537,000
Total	100	\$327,914

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 113: Affordability – Households Spending 30%+ of Income on Shelter Costs, City of Rossland (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	175	14%	250	18%	230	15%
Renter	60	35%	65	31%	105	33%
Owner	120	11%	190	16%	130	10%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 114: Adequacy - Households in Dwellings Requiring Major Repairs, City of Rossland (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	165	13%	145	10%	130	8%
Renter	30	18%	20	10%	35	11%
Owner	140	13%	120	10%	95	8%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 115: Suitability – Households in Overcrowded Dwellings, City of Rossland (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	45	4%	0	0%	20	1%
Renter	25	15%	0	0%	10	3%

Owner	15	1%	0	0%	10	1%
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Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 116: Households in Core Housing Need, City of Rossland (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	40	3%	90	6%	75	5%
Renter	25	15%	40	19%	40	13%
Owner	15	1%	55	5%	35	3%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 117: Households in Extreme Core Housing Need, City of Rossland (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	30	2%	65	5%	50	3%
Renter	15	9%	35	17%	30	10%
Owner	10	1%	30	3%	25	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Anticipated Population and Households

Table 118: Anticipated Population and Households, City of Rossland, (2019 to 2031)

Rossland	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	4,072	4,000	4,028	4,027	-44	-1.1%
Total Number of Households	1,650	1,659	1,669	1,676	27	1.6%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 119: Anticipated Number of Units by Size, Baseline Trend, City of Rossland, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
1 Bedroom Units	120	7.3%	121	7.3%	121	7.3%	122	7.3%	2
2 Bedroom Units	350	21.2%	352	21.2%	354	21.2%	355	21.2%	6
3 Bedroom Units	715	43.4%	719	43.4%	723	43.4%	727	43.4%	11
4+ Bedroom Units	465	28.2%	467	28.2%	470	28.2%	472	28.2%	7
Total	1,650	100%	1,659	100%	1,669	100%	1,676	100%	27

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 120: Anticipated Number of Units by Size, Development Pattern Shift, City of Rossland, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	120	7.3%	136	8.2%	153	9.2%	201	12.0%	81
2 Bedroom Units	350	21.2%	368	22.2%	386	23.1%	436	26.0%	86
3 Bedroom Units	715	43.4%	708	42.7%	701	42.0%	671	40.0%	-45
4+ Bedroom Units	465	28.2%	447	26.9%	429	25.7%	369	22.0%	-96
Total	1,650	100%	1,659	100%	1,669	100%	1,676	100%	27

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX D: VILLAGE OF FRUITVALE HOUSING CONTEXT

Population

Table 121: Population Change, Village of Fruitvale (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Fruitvale	1,952	2,011	1,920	-32	-1.6%	-0.16%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population, 100% Data

Table 122: Average and Median Age, City of Village of Fruitvale, (2006 – 2016)

Year	Average Age	Median Age
2006	38.9	43.5
2011	44.2	49.7
2016	45.5	48.8

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 123: Age Group Distribution, Village of Fruitvale, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	360	18%	315	16%	275	14%
15 to 19	155	8%	150	8%	110	6%
20 to 24	105	5%	105	5%	115	6%
25 to 64	1,045	53%	1,070	54%	970	50%
65 to 84	255	13%	300	15%	370	19%
85+	35	2%	60	3%	85	4%
Total	1,955	100%	2,000	100%	1,925	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population, 100% data with summed totals

Table 124: Mobility, Village of Fruitvale, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	290	200	300
Non-Migrants	185	45	160
Migrants	105	160	135

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Households

Table 125: Households, Village of Fruitvale, (2006 – 2016)

Fruitvale	2006	2011	2016
Total Number of Households	795	835	820
Average Household Size	2.5	2.2	2.3

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 126: Household Size Distribution, Village of Fruitvale, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	180	23%	250	30%	220	27%
2 people	305	39%	330	40%	360	44%
3 people	125	16%	135	16%	100	12%
4 people	130	16%	100	12%	115	14%
5+ people	50	6%	20	2%	25	3%
Total	790	100%	835	100%	820	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 127: Housing Tenure, Village of Fruitvale, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	170	21%	155	19%	180	22%
Owner	625	79%	680	81%	640	78%
Total	795	100%	835	100%	820	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 128: Renter Households in Subsidized Housing, Village of Fruitvale, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Fruitvale	0	0%	30	19%	10	5%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Household Income

Table 129: Average and Median Household Income, Village of Fruitvale, (2006 – 2016)

Community		2006	2011	2016
Fruitvale	Average Income	\$67,243	\$79,188	\$86,667
	Median Income	\$59,237	\$69,476	\$73,370

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 130: Number of Households in Specified Income Brackets, Village of Fruitvale, (2006 - 2016)

Fruitvale	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	10	1%	50	6%	0	0%
\$5,000 to \$9,999	15	2%	0	0%	0	0%
\$10,000 to \$14,999	15	2%	75	9%	10	1%
\$15,000 to \$19,999	50	6%	10	1%	30	4%
\$20,000 to \$24,999	55	7%	30	4%	50	6%
\$25,000 to \$29,999	60	7%	70	9%	40	5%
\$30,000 to \$34,999	35	4%	0	0%	20	2%
\$35,000 to \$39,999	10	1%	30	4%	25	3%
\$40,000 to \$44,999	35	4%	10	1%	60	7%
\$45,000 to \$49,999	60	7%	40	5%	55	7%
\$50,000 to \$59,999	60	7%	10	1%	30	4%
\$60,000 to \$69,999	65	8%	80	10%	55	7%
\$70,000 to \$79,999	65	8%	50	6%	80	10%
\$80,000 to \$89,999	60	7%	30	4%	60	7%
\$90,000 to \$99,999	70	9%	25	3%	55	7%
\$100,000 to \$124,999	30	4%	145	18%	105	13%
\$125,000 to \$149,999	70	9%	55	7%	60	7%
\$150,000 to \$199,999	40	5%	80	10%	50	6%
\$200,000 and over	0	0%	0	0%	45	5%
Total	805	100%	790	100%	830	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 131: Average and Median Renter Household Income, Village of Fruitvale (2006 – 2016)

Fruitvale		2006	2011	2016
Fruitvale	Renter Average Income	\$33,268	\$24,063	\$54,980
	Renter Median Income	\$25,592	\$18,798	\$42,512

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 132: Number of Renter Households in Specified Income Brackets, Village of Fruitvale, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Fruitvale	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	10	6%	0	0%	0	0%
\$5,000 to \$9,999	10	6%	0	0%	0	0%
\$10,000 to \$14,999	10	6%	0	0%	0	0%
\$15,000 to \$19,999	25	15%	0	0%	25	14%
\$20,000 to \$24,999	30	18%	15	9%	25	14%
\$25,000 to \$29,999	30	18%	0	0%	25	14%
\$30,000 to \$34,999	20	12%	0	0%	10	5%
\$35,000 to \$39,999	0	0%	0	0%	10	5%
\$40,000 to \$44,999	10	6%	0	0%	20	11%
\$45,000 to \$49,999	15	9%	0	0%	15	8%
\$50,000 to \$59,999	10	6%	0	0%	10	5%
\$60,000 to \$69,999	0	0%	0	0%	0	0%
\$70,000 to \$79,999	0	0%	0	0%	10	5%
\$80,000 to \$89,999	10	6%	0	0%	10	5%
\$90,000 to \$99,999	0	0%	0	0%	10	5%
\$100,000 to \$124,999	0	0%	0	0%	0	0%
\$125,000 to \$149,999	10	6%	0	0%	10	5%
\$150,000 to \$199,999	0	0%	0	0%	0	0%
\$200,000 and over	0	0%	0	0%	10	5%
Total	165		160		185	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data, Totals

Table 133: Owner Household Income, Village of Fruitvale, (2006 – 2016)

Community		2006	2011	2016
Fruitvale	Average Income	\$76,292	\$92,027	\$95,843
	Median Income	\$70,318	\$85,178	\$83,730

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 134: Number of Owner Households in Specified Income Brackets, Village of Fruitvale, (2016)

Fruitvale	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	10	2%	0	0%
\$5,000 to \$9,999	15	2%	0	0%	10	2%
\$10,000 to \$14,999	10	2%	55	9%	10	2%
\$15,000 to \$19,999	20	3%	0	0%	0	0%
\$20,000 to \$24,999	30	5%	10	2%	20	3%
\$25,000 to \$29,999	30	5%	50	8%	10	2%
\$30,000 to \$34,999	20	3%	0	0%	15	2%
\$35,000 to \$39,999	10	2%	0	0%	25	4%
\$40,000 to \$44,999	25	4%	10	2%	35	6%
\$45,000 to \$49,999	45	7%	35	6%	35	6%
\$50,000 to \$59,999	60	9%	10	2%	15	2%
\$60,000 to \$69,999	65	10%	75	12%	50	8%
\$70,000 to \$79,999	70	11%	40	6%	65	10%
\$80,000 to \$89,999	55	8%	30	5%	50	8%
\$90,000 to \$99,999	60	9%	25	4%	50	8%
\$100,000 to \$124,999	30	5%	140	22%	105	17%
\$125,000 to \$149,999	60	9%	60	10%	50	8%
\$150,000 to \$199,999	45	7%	80	13%	50	8%
\$200,000 and over	0	0%	0	0%	40	6%
Total	650	100%	630	100%	635	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data, Totals

Economic Sectors and Labour Force

Table 135: Total Number of Workers, Village of Fruitvale, (2006 – 2016)

Community	2006	2011	2016
Fruitvale	935	830	955

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 136: Number of Workers by Industry, Village of Fruitvale, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	10	0	0

Mining, quarrying, and oil and gas extraction	15	15	10
Utilities	20	30	20
Construction	75	40	70
Manufacturing	180	170	195
Wholesale trade	10	0	15
Retail trade	160	120	130
Transportation and warehousing	60	50	35
Information and cultural industries	10	0	0
Finance and insurance	25	30	45
Real estate and rental and leasing	25	0	10
Professional, scientific and technical services	25	65	15
Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	40	55	20
Educational services	35	35	55
Health care and social assistance	90	80	135
Arts, entertainment and recreation	10	0	20
Accommodation and food services	45	0	50
Other services (except public administration)	40	90	45
Public administration	25	35	40
Total	900	815	910

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 137: Unemployment Rate and Participation Rate, Village of Fruitvale (2006 – 2016)

Community		2006	2011	2016
Fruitvale	Unemployment Rate	7.5%	6.1%	8.9%
	Participation Rate	59.2%	54.7%	60.5%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 138: Commuting Destination, Village of Fruitvale, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province /Territory
Fruitvale	140	470	105	10

Source: Statistics Canada, 2016 Census of Population

Housing Units

Table 139: Total Number of Housing Units, Village of Fruitvale, 2016

Housing Units	2016
Total number of housing units	820

Source: Statistics Canada, 2016 Census of Population

Table 140: Breakdown by Structural Type of Units, Village of Fruitvale, (2016)

Housing Mix	2016 #	2016 %
Single-Detached	640	79%
Semi-Detached	45	5%
Row House	0	0%
Apartment or Flat in a Duplex	0	0%
Apartment with fewer than 5 storeys	120	15%
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	0	0%
Movable Dwelling ⁵	10	1%
Total	815	100%

Source: Statistics Canada, 2016 Census of Population

Table 141: Housing Composition by Size, Village of Fruitvale, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	55
2 Bedroom Units	170
3 Bedroom Units	315
4+ Bedroom Units	280

Source: Statistics Canada, 2016 Census of Population

Table 142: Number and Percentage Breakdown by Date Built, Village of Fruitvale, (2016)

Date Built	#	%
Pre-1960	235	28%
1961-1980	325	39%
1981-1990	110	13%
1991-2000	85	10%
2001-2005	15	2%
2006-2010	35	4%

⁵ Includes mobile homes, house boats, recreational vehicles

2011-2016	20	2%
Total	825	100%

Source: Statistics Canada, 2016 Census of Population

Table 143: Number of Subsidized Housing Units, Village of Fruitvale, (2020)

	Transitional Supported and Assisted Living			Independent Social Housing	
	Frail Seniors	Special Needs	Women and Children Fleeing Violence	Low Income Families	Low Income Seniors
Fruitvale	9	0	0	0	0
Total	9			0	

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 144: Permits by Structure Type by Date Built, Village of Fruitvale, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	1	1	1	1	0	0	-	-
2011	1	1	0	0	0	0	-	-
2012	0	0	1	0	0	0	-	-
2013	4	4	1	1	0	0	-	-
2014	0	0	2	2	0	0	1	0
2015	3	3	0	0	0	0	2	0
2016	1	1	1	1	1	2	0	0
2017	7	7	1	1	0	0	1	0
2018	8	8	0	0	0	0	0	0
2019	2	2	1	1	0	0	2	0
Total	27	27	8	7	1	2	6	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 145: Registered New Homes by Date Built, Village of Fruitvale, (2016-2018)

Date Built	2016 #	2017 #	2018 #
Single Detached	n/a	n/a	n/a
Multi-Unit Homes	n/a	6	6
Rental	n/a	n/a	n/a

Source: BC Housing New Homes Registry (2016 – 2018)

Table 146: Assessed Value by Unit Size, Village of Fruitvale, (2019)

Assessed Value by Unit Size:	Unit Count	Average Per Unit
------------------------------	------------	------------------

Fruitvale	#	\$
1 Bedroom Units	5	\$185,900
2 Bedroom Units	162	\$163,319
3+ Bedroom Units	660	\$271,105
Total	827	\$249,476

Source: BC Assessment. 2019 Assessment Roll

Table 147: Assessed Value by Property Class, Village of Fruitvale, (2019)

Assessed Value by Property Class: Fruitvale	Unit Count #	Average Per Unit \$
Single Detached	615	\$281,927
Duplex	117	\$112,809
Manufacture Home	31	\$67,916
2 Acres or More	26	\$326,962
Residential Dwelling with Suite	20	\$160,530
Stores and/or Offices with Apartments	9	\$44,433
Fourplex	9	\$105,100
Total	827	\$235,637

Source: BC Assessment. 2019 Assessment Roll

Table 148: Sales Value by Unit Size, Village of Fruitvale, (2019)

Sales Value by Unit Size: Fruitvale	Sales Count #	Average Per Unit \$
1 Bedroom Units	1	\$85,000
2 Bedroom Units	12	\$240,516
3+ Bedroom Units	35	\$282,308
Total	48	\$267,750

Source: BC Assessment. 2019 Assessment Roll

Table 149: Sales Value by Property Class, Village of Fruitvale (2019)

Sales Value by Property Class: Fruitvale	Sales Count #	Average Per Unit \$
Single Detached	37	\$268,657
Duplex, Strata Side by Side	6	\$291,443
Duplex, Non-Strata Side by Side or Front / Back	2	\$159,000

Manufactured Home (Not In Manufactured Home Park)	2	\$85,000
2 Acres or More (Single Family Dwelling, Duplex)	1	\$675,000
Total	48	\$267,750

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 150: Affordability - Households Spending 30%+ of Income on Shelter Costs, Village of Fruitvale, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	90	11%	100	13%	130	16%
Renter	45	28%	45	38%	45	24%
Owner	50	8%	55	8%	90	14%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 151: Adequacy - Households in Dwellings Requiring Major Repairs, Village of Fruitvale, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	85	11%	115	15%	90	11%
Renter	20	13%	0	0%	20	11%
Owner	60	10%	105	16%	70	11%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 152: Suitability – Households in Overcrowded Dwellings, Village of Fruitvale, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	30	4%	0	0%	10	1%
Renter	15	9%	0	0%	0	0%
Owner	15	2%	0	0%	10	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 153: Households in Core Housing Need, Village of Fruitvale, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%

All Households	50	6%	135	17%	35	4%
Renter	30	19%	40	33%	25	14%
Owner	20	3%	100	15%	15	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 154: Households in Extreme Core Housing Need, Village of Fruitvale, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	25	3%	30	4%	20	2%
Renter	15	10%	0	0%	10	5%
Owner	0	0%	0	0%	10	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Anticipated Population and Households

Table 155: Anticipated Population and Households, Village of Fruitvale, (2019 to 2031)

Fruitvale	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	2,017	2,030	2,045	2,044	27	1.3%
Total Number of Households	874	879	884	888	14	1.6%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 156: Anticipated Number of Units by Size, Baseline Trend, Village of Fruitvale, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	59	6.7%	59	6.7%	59	6.7%	60	6.7%	1
2 Bedroom Units	181	20.7%	182	20.7%	183	20.7%	184	20.7%	3
3 Bedroom Units	336	38.4%	338	38.4%	340	38.4%	341	38.4%	5

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
4+ Bedroom Units	298	34.1%	300	34.1%	302	34.1%	303	34.1%	5
Total	874	100%	879	100%	884	100%	888	100%	14

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 157: Anticipated Number of Units by Size, Development Pattern Shift, Village of Fruitvale, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	59	6.7%	68	7.8%	78	8.8%	107	12.0%	48
2 Bedroom Units	181	20.7%	195	22.2%	209	23.6%	249	28.0%	67
3 Bedroom Units	336	38.4%	323	36.7%	310	35.0%	266	30.0%	-69
4+ Bedroom Units	298	34.1%	293	33.3%	287	32.5%	266	30.0%	-32
Total	874	100%	879	100%	884	100%	888	100%	14

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX E: VILLAGE OF MONTROSE HOUSING CONTEXT

Population

Table 158: Population Change, Village of Montrose, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Montrose	1,012	1,030	996	-16	-1.6%	-0.16%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population, 100% data

Table 159: Average and Median Age, Village of Montrose, (2006 – 2016)

Year	Average Age	Median Age
2006	42.5	46.9
2011	43.6	48.2
2016	46.0	50.9

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 160: Age Group Distribution, Village of Montrose, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	155	15%	140	14%	135	14%
15 to 19	80	8%	80	8%	65	7%
20 to 24	65	6%	50	5%	55	6%
25 to 64	565	55%	565	55%	515	52%
65 to 84	155	15%	180	18%	195	20%
85+	5	0%	10	1%	25	3%
Total	1,025	100%	1,025	100%	990	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population, 100% data with summed totals

Table 161: Mobility, Village of Montrose, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	80	65	95
Non-Migrants	10	0	10
Migrants	70	65	90

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Households

Table 162: Households, Village of Montrose, (2006 – 2016)

Fruitvale	2006	2011	2016
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Total Number of Households	405	435	425
Average Household Size	2.5	2.4	2.3

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 163: Household Size Distribution, Village of Montrose, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	90	22%	105	24%	90	21%
2 people	180	44%	175	40%	205	48%
3 people	35	9%	70	16%	65	15%
4 people	70	17%	65	15%	45	11%
5+ people	30	7%	20	5%	20	5%
Total	405	100%	435	100%	425	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 164: Housing Tenure, Village of Montrose, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	15	4%	30	7%	35	8%
Owner	390	96%	405	93%	390	92%
Total	405	100%	435	100%	425	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 165: Renter Households in Subsidized Housing, Village of Montrose, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Montrose	0	0%	0	0%	0	0%

Source: Statistics Canada, 2016 Census of Population

Household Income

Table 166: Average and Median Household Income, Village of Montrose, (2006 – 2016)

Community		2006	2011	2016
Montrose	Average Income	\$82,777	\$101,046	\$97,254
	Median Income	\$70,892	\$85,091	\$82,527

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 167: Number of Households in Specified Income Brackets, Village of Montrose, (2006 - 2016)

Montrose	2006	2011	2016
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	#	%	#	%	#	%
Under \$ 5,000	10	3%	0	0%	15	3%
\$5,000 to \$9,999	0	0%	0	0%	10	2%
\$10,000 to \$14,999	10	3%	0	0%	0	0%
\$15,000 to \$19,999	0	0%	0	0%	10	2%
\$20,000 to \$24,999	20	5%	0	0%	15	3%
\$25,000 to \$29,999	10	3%	0	0%	0	0%
\$30,000 to \$34,999	20	5%	25	7%	10	2%
\$35,000 to \$39,999	15	4%	0	0%	15	3%
\$40,000 to \$44,999	0	0%	15	4%	20	5%
\$45,000 to \$49,999	10	3%	0	0%	10	2%
\$50,000 to \$59,999	45	11%	40	11%	40	9%
\$60,000 to \$69,999	50	13%	40	11%	25	6%
\$70,000 to \$79,999	40	10%	25	7%	40	9%
\$80,000 to \$89,999	15	4%	25	7%	40	9%
\$90,000 to \$99,999	15	4%	30	8%	30	7%
\$100,000 to \$124,999	85	22%	45	12%	30	7%
\$125,000 to \$149,999	10	3%	45	12%	55	13%
\$150,000 to \$199,999	40	10%	55	14%	50	11%
\$200,000 and over	0	0%	35	9%	25	6%
Total	395	100%	380	100%	440	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 168: Average and Median Renter Household Income, Village of Montrose, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

		2006	2011	2016
Montrose	Renter Average Income	\$32,246	0	0
	Renter Median Income	\$29,907	0	0

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 169: Number of Renter Households in Specified Income Brackets, Village of Montrose, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	10	50%	0	0%	10	33%
\$5,000 to \$9,999	0	0%	0	0%	0	0%
\$10,000 to \$14,999	0	0%	0	0%	0	0%

\$15,000 to \$19,999	0	0%	0	0%	0	0%
\$20,000 to \$24,999	0	0%	0	0%	10	33%
\$25,000 to \$29,999	0	0%	0	0%	0	0%
\$30,000 to \$34,999	0	0%	0	0%	0	0%
\$35,000 to \$39,999	0	0%	0	0%	0	0%
\$40,000 to \$44,999	0	0%	0	0%	0	0%
\$45,000 to \$49,999	0	0%	0	0%	0	0%
\$50,000 to \$59,999	0	0%	0	0%	0	0%
\$60,000 to \$69,999	0	0%	0	0%	10	33%
\$70,000 to \$79,999	0	0%	0	0%	0	0%
\$80,000 to \$89,999	0	0%	0	0%	0	0%
\$90,000 to \$99,999	0	0%	0	0%	0	0%
\$100,000 to \$124,999	0	0%	0	0%	0	0%
\$125,000 to \$149,999	0	0%	0	0%	0	0%
\$150,000 to \$199,999	0	0%	0	0%	0	0%
\$200,000 and over	0	0%	0	0%	0	0%
Total	20		0		35	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data, Totals

Table 170: Owner Household Income, Village of Montrose, (2006 – 2016)

Community		2006	2011	2016
Montrose	Average Income	\$84,905	\$102,973	\$103,493
	Median Income	\$71,706	\$90,295	\$87,205

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 171: Number of Owner Households in Specified Income Brackets, Village of Montrose, (2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Montrose	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	10	3%	0	0%	0	0%
\$5,000 to \$9,999	0	0%	0	0%	0	0%
\$10,000 to \$14,999	0	0%	0	0%	0	0%
\$15,000 to \$19,999	0	0%	0	0%	0	0%
\$20,000 to \$24,999	20	5%	0	0%	10	2%
\$25,000 to \$29,999	0	0%	0	0%	10	2%

\$30,000 to \$34,999	15	4%	20	6%	10	2%
\$35,000 to \$39,999	15	4%	0	0%	15	4%
\$40,000 to \$44,999	10	3%	10	3%	20	5%
\$45,000 to \$49,999	10	3%	0	0%	10	2%
\$50,000 to \$59,999	40	11%	40	12%	40	10%
\$60,000 to \$69,999	50	13%	15	4%	20	5%
\$70,000 to \$79,999	40	11%	25	7%	45	11%
\$80,000 to \$89,999	20	5%	20	6%	40	10%
\$90,000 to \$99,999	15	4%	30	9%	25	6%
\$100,000 to \$124,999	85	22%	45	13%	30	7%
\$125,000 to \$149,999	10	3%	45	13%	50	12%
\$150,000 to \$199,999	40	11%	55	16%	50	12%
\$200,000 and over	0	0%	30	9%	30	7%
Total	390		405		395	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data, Totals

Economic Sectors and Labour Force

Table 172: Total Number of Workers, Village of Montrose, (2006 – 2016)

Community	2006	2011	2016
Montrose	515	525	465

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 173: Number of Workers by Industry, Village of Montrose, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	0	0	0
Mining, quarrying, and oil and gas extraction	25	25	0
Utilities	0	0	0
Construction	15	30	30
Manufacturing	80	105	105
Wholesale trade	0	0	10
Retail trade	60	75	95
Transportation and warehousing	15	0	0
Information and cultural industries	0	0	10
Finance and insurance	35	20	25
Real estate and rental and leasing	10	0	0
Professional, scientific and technical services	0	0	10

Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	10	20	10
Educational services	45	25	25
Health care and social assistance	80	50	40
Arts, entertainment and recreation	0	0	15
Accommodation and food services	55	35	20
Other services (except public administration)	20	50	30
Public administration	65	45	25
Total	515	480	450

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 174: Unemployment Rate and Participation Rate, Village of Montrose, (2006 – 2016)

Community		2006	2011	2016
Montrose	Unemployment Rate	4.8%	10%	4.3%
	Participation Rate	57.9%	61.5%	54.1%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 175:> Commuting Destination, Village of Montrose, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Montrose	15	340	40	0

Source: Statistics Canada, 2016 Census of Population

Housing Units

Table 176: Total Number of Housing Units, Village of Montrose, (2016)

Housing Units	2016
Total number of housing units	425

Source: Statistics Canada, 2016 Census of Population

Table 177: Breakdown by Structural Type of Units, Village of Montrose, (2016)

Housing Mix	2016 #	2016 %
Single-Detached	410	96%
Semi-Detached	0	0%
Row House	5	1%
Apartment or Flat in a Duplex	0	0%
Apartment with fewer than 5 storeys	10	2%
Apartment with 5 or more storeys	0	0%

Other Single-Attached House	0	0%
Movable Dwelling ⁶	0	0%
Total	425	100%

Source: Statistics Canada, 2016 Census of Population

Table 178: Housing Composition by Size, Village of Montrose, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	10
2 Bedroom Units	40
3 Bedroom Units	200
4+ Bedroom Units	185

Source: Statistics Canada, 2016 Census of Population

Table 179: Number and Percentage Breakdown by Date Built, Village of Montrose, (2016)

Date Built	#	%
Pre-1960	180	41%
1961-1980	180	41%
1981-1990	30	7%
1991-2000	25	6%
2001-2005	10	2%
2006-2010	10	2%
2011-2016	0	0%
Total	435	100%

Source: Statistics Canada, 2016 Census of Population

Table 180: Permits by Structure Type by Date Built, Village of Montrose, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	0	0	0	0	0	0	0	-
2011	0	0	0	0	0	0	0	-
2012	0	0	1	1	0	0	0	-
2013	1	1	0	0	0	0	0	-
2014	0	0	0	0	0	0	0	-
2015	0	0	0	0	0	0	0	-

⁶ Includes mobile homes, house boats, recreational vehicles

2016	1	1	0	0	0	0	0	-
2017	3	3	0	0	0	0	0	-
2018	2	2	0	0	0	0	0	-
2019	0	0	0	0	0	0	0	-
Total	7	7	1	1	0	0	0	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 181: Assessed Value by Unit Size, Village of Montrose, (2019)

Assessed Value by Unit Size: Montrose	Unit Count #	Average Per Unit \$
1 Bedroom Units	3	\$101,633
2 Bedroom Units	47	\$220,996
3+ Bedroom Units	394	\$275,684
Total	444	\$268,718

Source: BC Assessment. 2019 Assessment Roll

Table 182: Assessed Value by Property Class, Village of Montrose, (2019)

Assessed Value by Property Class: Montrose	Unit Count #	Average Per Unit \$
Single Detached	407	\$273,547
2 Acres or More	15	\$330,247
Residential Dwelling with Suite	10	\$150,990
Fourplex	6	\$96,750
Row Housing	4	\$189,950
Duplex	2	\$86,800
Total	444	\$268,718

Source: BC Assessment. 2019 Assessment Roll

Table 183: Sales Value by Unit Size, Village of Montrose, (2019)

Sales Value by Unit Size: Montrose	Sales Count #	Average Per Unit \$
1 Bedroom Units	-	-
2 Bedroom Units	6	\$217,750
3+ Bedroom Units	23	\$294,152
Total	29	\$278,345

Source: BC Assessment. 2019 Assessment Roll

Table 184: Sales Value by Property Class, Village of Montrose, (2019)

Sales Value by Property Class: Montrose	Sales Count #	Average Per Unit \$
Single Detached	25	\$275,520
2 Acres or More (Single Family Dwelling, Duplex)	2	\$300,750
Fourplex	1	\$390,000
Row Housing	1	\$192,500
Total	29	\$278,345

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 185: Affordability - Households Spending 30%+ of Income on Shelter Costs, Village of Montrose, (2006 – 2016)*Please note: low values may have been suppressed to zero (0) to maintain confidentiality.*

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	40	10%	45	10%	45	11%
Renter	0	0%	0	0%	15	50%
Owner	35	9%	40	10%	25	6%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 186: Adequacy – Households in Dwellings Requiring Major Repairs, Village of Montrose, (2006 – 2016)*Please note: low values may have been suppressed to zero (0) to maintain confidentiality.*

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	0	0%	10	2%	20	5%
Renter	10	100%	0	0%	0	0%
Owner	0	0%	10	2%	25	6%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 187: Suitability – Households in Overcrowded Dwellings, Village of Montrose, (2006 – 2016)*Please note: low values may have been suppressed to zero (0) to maintain confidentiality.*

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	10	3%	0	0%	0	0%

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
Renter	0	0%	0	0%	0	0%
Owner	10	3%	0	0%	0	0%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 188: Households in Core Housing Need, Village of Montrose, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	0	0%	70	16%	10	2%
Renter	0	0%	0	0%	10	33%
Owner	0	0%	45	11%	0	0%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 189: Households in Extreme Core Housing Need, Village of Montrose (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	0	0%	0	0%	10	2%
Renter	0	0%	0	0%	0	0%
Owner	0	0%	0	0%	0	0%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Anticipated Population and Households

Table 190: Anticipated Population and Households, Village of Montrose, (2019 to 2031)

Montrose	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	1,046	1,049	1,056	1,056	10	1.0%
Total Number of Households	459	461	464	466	7	1.6%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 191: Anticipated Number of Units by Size, Baseline Trend, Village of Montrose, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	11	2.3%	11	2.3%	11	2.3%	11	2.3%	0
2 Bedroom Units	42	9.2%	42	9.2%	43	9.2%	43	9.2%	1
3 Bedroom Units	211	46.0%	212	46.0%	213	46.0%	214	46.0%	3
4+ Bedroom Units	195	42.5%	196	42.5%	197	42.5%	198	42.5%	3
Total	459	100%	461	100%	464	100%	466	100%	7

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 192: Anticipated Number of Units by Size, Development Pattern Shift, Village of Montrose, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	11	2.3%	13	2.8%	16	3.4%	23	5.0%	13
2 Bedroom Units	42	9.2%	45	9.8%	48	10.3%	56	12.0%	14
3 Bedroom Units	211	46.0%	209	45.4%	208	44.8%	200	43.0%	-10
4+ Bedroom Units	195	42.5%	194	42.0%	193	41.5%	186	40.0%	-9
Total	459	100%	461	100%	464	100%	466	100%	7

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX F: VILLAGE OF WARFIELD HOUSING CONTEXT

Population

Table 193: Population Change, Village of Warfield (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Warfield	1,729	1,700	1,680	-49	-2.8%	-0.28%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population, 100%

Table 194: Average and Median Age, Village of Warfield (2006 – 2016)

Year	Average Age	Median Age
2006	40.3	43.9
2011	41.5	40.6
2016	43.3	45.3

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 195: Age Group Distribution, Village of Warfield (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	290	17%	280	17%	250	15%
15 to 19	125	7%	105	6%	95	6%
20 to 24	100	6%	85	5%	90	5%
25 to 64	945	54%	940	56%	925	55%
65 to 84	245	14%	235	14%	290	17%
85+	35	2%	45	3%	35	2%
Total	1,740	100%	1,690	100%	1,685	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population, 100% with summed totals

Table 196: Mobility, Village of Warfield (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	125	190	205
Non-Migrants	60	40	125
Migrants	70	150	80

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Households

Table 197: Households, Village of Warfield, (2006 – 2016)

Warfield	2006	2011	2016
Total Number of Households	745	770	765
Average Household Size	2.3	2.5	2.2

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 198: Household Size Distribution, Village of Warfield (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	235	31%	220	29%	250	33%
2 people	280	37%	365	48%	310	41%
3 people	80	11%	45	6%	85	11%
4 people	105	14%	85	11%	95	12%
5+ people	55	7%	50	7%	35	5%
Total	755	100%	765	100%	765	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 199: Housing Tenure, Village of Warfield (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	120	16%	140	18%	160	21%
Owner	630	84%	630	82%	610	79%
Total	750	100%	770	100%	770	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 200: Renter Households in Subsidized Housing, Village of Warfield, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Warfield	0	0%	0	0%	15	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Household Income

Table 201: Average and Median Household Income, Village of Warfield, (2006 – 2016)

Community		2006	2011	2016
Warfield	Average Income	\$71,060	\$86,204	\$88,294

Community		2006	2011	2016
	Median Income	\$59,258	\$74,102	\$78,500

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 202: Number of Households in Specified Income Brackets, Village of Warfield, (2006 – 2016)

Warfield	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	20	3%	0	0%	10	1%
\$5,000 to \$9,999	0	0%	25	3%	10	1%
\$10,000 to \$14,999	10	1%	0	0%	0	0%
\$15,000 to \$19,999	30	4%	0	0%	10	1%
\$20,000 to \$24,999	50	7%	55	7%	25	3%
\$25,000 to \$29,999	55	7%	0	0%	45	6%
\$30,000 to \$34,999	20	3%	30	4%	25	3%
\$35,000 to \$39,999	25	3%	30	4%	50	6%
\$40,000 to \$44,999	40	5%	0	0%	40	5%
\$45,000 to \$49,999	30	4%	50	7%	15	2%
\$50,000 to \$59,999	95	13%	65	9%	80	10%
\$60,000 to \$69,999	55	7%	80	11%	55	7%
\$70,000 to \$79,999	50	7%	40	5%	30	4%
\$80,000 to \$89,999	35	5%	50	7%	55	7%
\$90,000 to \$99,999	55	7%	70	10%	50	6%
\$100,000 to \$124,999	85	11%	95	13%	105	13%
\$125,000 to \$149,999	50	7%	60	8%	75	10%
\$150,000 to \$199,999	25	3%	35	5%	70	9%
\$200,000 and over	10	1%	50	7%	30	4%
Total	740	100%	735	100%	780	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 203: Average and Median Renter Household Income, Village of Warfield, (2006 – 2016)

Warfield		2006	2011	2016
	Renter Average Income	\$36,248	\$67,659	\$49,496
	Renter Median Income	\$29,882	\$46,552	\$37,295

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 204: Number of Renter Households in Specified Income Brackets, Village of Warfield (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Warfield	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	0	0%	0	0%
\$5,000 to \$9,999	0	0%	0	0%	10	7%
\$10,000 to \$14,999	0	0%	0	0%	0	0%
\$15,000 to \$19,999	20	17%	0	0%	0	0%
\$20,000 to \$24,999	20	17%	0	0%	10	7%
\$25,000 to \$29,999	25	22%	0	0%	25	18%
\$30,000 to \$34,999	0	0%	0	0%	25	18%
\$35,000 to \$39,999	0	0%	0	0%	15	11%
\$40,000 to \$44,999	20	17%	0	0%	20	14%
\$45,000 to \$49,999	0	0%	0	0%	0	0%
\$50,000 to \$59,999	20	17%	0	0%	15	11%
\$60,000 to \$69,999	0	0%	0	0%	10	7%
\$70,000 to \$79,999	0	0%	0	0%	0	0%
\$80,000 to \$89,999	0	0%	0	0%	0	0%
\$90,000 to \$99,999	0	0%	0	0%	0	0%
\$100,000 to \$124,999	10	9	0	0%	0	0%
\$125,000 to \$149,999	0	0%	0	0%	0	0%
\$150,000 to \$199,999	0	0%	0	0%	10	7%
\$200,000 and over	0	0%	0	0%	0	0%
Total	120		140		160	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data, Totals

Table 205: Owner Household Income, Village of Warfield (2006 – 2016)

Community		2006	2011	2016
Warfield	Average Income	\$77,787	\$90,250	\$98,415
	Median Income	\$69,098	\$78,455	\$92,467

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 206: Number of Owner Households in Specified Income Brackets, Village of Warfield (2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Warfield	2006	2011	2016
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	#	%	#	%	#	%
Under \$ 5,000	25	4%	0	0%	0	0%
\$5,000 to \$9,999	0	0%	0	0%	0	0%
\$10,000 to \$14,999	10	2%	0	0%	10	2%
\$15,000 to \$19,999	10	2%	0	0%	0	0%
\$20,000 to \$24,999	30	5%	50	9%	20	3%
\$25,000 to \$29,999	30	5%	0	0%	25	4%
\$30,000 to \$34,999	20	3%	15	3%	0	0%
\$35,000 to \$39,999	20	3%	25	4%	25	4%
\$40,000 to \$44,999	25	4%	0	0%	20	3%
\$45,000 to \$49,999	25	4%	30	5%	15	2%
\$50,000 to \$59,999	75	12%	50	9%	65	11%
\$60,000 to \$69,999	55	9%	85	15%	40	7%
\$70,000 to \$79,999	50	8%	25	4%	25	4%
\$80,000 to \$89,999	35	6%	45	8%	50	8%
\$90,000 to \$99,999	50	8%	60	10%	50	8%
\$100,000 to \$124,999	80	13%	90	15%	95	16%
\$125,000 to \$149,999	50	8%	25	4%	70	12%
\$150,000 to \$199,999	25	4%	35	6%	60	10%
\$200,000 and over	10	2%	50	9%	35	6%
Total	630		630		610	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data, Totals

Economic Sectors and Labour Force

Table 207: Total Number of Workers, Village of Warfield, (2006 – 2016)

Community	2006	2011	2016
Warfield	975	785	855

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 208: Number of Workers by Industry, Village of Warfield, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	0	0	10
Mining, quarrying, and oil and gas extraction	10	0	15
Utilities	25	45	15
Construction	65	40	90

Manufacturing	120	135	115
Wholesale trade	10	0	40
Retail trade	125	50	155
Transportation and warehousing	30	30	15
Information and cultural industries	10	0	0
Finance and insurance	35	35	35
Real estate and rental and leasing	0	0	10
Professional, scientific and technical services	30	40	25
Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	25	0	30
Educational services	25	70	55
Health care and social assistance	170	200	140
Arts, entertainment and recreation	30	0	20
Accommodation and food services	160	85	20
Other services (except public administration)	50	40	30
Public administration	55	15	25
Total	975	785	850

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 209: Unemployment Rate and Participation Rate, Village of Warfield, (2006 – 2016)

Community		2006	2011	2016
Warfield	Unemployment Rate	5.2%	6.1%	5.3%
	Participation Rate	67.8%	66.1%	58.3%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey and 2006 Census of Population

Table 210: Commuting Destination, Village of Warfield, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Warfield	90	505	65	30

Source: Statistics Canada, 2016 Census of Population

Housing Units

Table 211: Total Number of Housing Units, Village of Warfield, (2016)

Housing Units	2016
Total number of housing units	765

Source: Statistics Canada, 2016 Census of Population

Table 212: Breakdown by Structural Type of Units, Village of Warfield, (2016)

Housing Mix	2016 #	2016 %
Single-Detached	620	82%
Semi-Detached	15	2%
Row House	0	0%
Apartment or Flat in a Duplex	15	2%
Apartment with fewer than 5 storeys	105	14%
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	5	1%
Movable Dwelling ⁷	0	0%
Total	760	100%

Source: Statistics Canada, 2016 Census of Population

Table 213: Housing Composition by Size, Village of Warfield, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	20
2 Bedroom Units	240
3 Bedroom Units	330
4+ Bedroom Units	185

Source: Statistics Canada, 2016 Census of Population

Table 214: Number and Percentage Breakdown by Date Built, Village of Warfield, (2016)

Date Built	#	2016 %
Pre-1960	480	63%
1961-1980	185	24%
1981-1990	30	4%
1991-2000	45	6%
2001-2005	10	1%
2006-2010	15	2%
2011-2016	0	0%
Total	765	100%

Source: Statistics Canada, 2016 Census of Population

Table 215: Permits by Structure Type, Village of Warfield, (2010-2019)

Year	Single Detached	Manufactured Home	Multi-Unit	Demolition
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⁷ Includes mobile homes, house boats, recreational vehicles

	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	0	0	0	0	0	0	-	-
2011	0	0	0	0	0	0	-	-
2012	0	0	0	0	0	0	-	-
2013	0	0	0	0	0	0	-	-
2014	2	2	0	0	0	0	1	0
2015	1	1	0	0	0	0	1	0
2016	0	0	1	1	0	0	1	0
2017	2	2	0	0	0	0	0	0
2018	0	0	0	0	0	0	1	0
2019	1	1	0	0	0	0	1	0
Total	6	6	1	1	0	0	5	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 216: Assessed Value by Unit Size, Village of Warfield, (2019)

Assessed Value by Unit Size: Warfield	Unit Count #	Average Per Unit \$
1 Bedroom Units	14	\$111,736
2 Bedroom Units	147	\$161,267
3+ Bedroom Units	604	\$242,842
Total	765	\$224,767

Source: BC Assessment. 2019 Assessment Roll

Table 217: Assessed Value by Property Class, Village of Warfield, (2019)

Assessed Value by Property Class: Warfield	Unit Count #	Average Per Unit \$
Single Detached	649	\$242,567
Strata Lot Residence (Condo)	47	\$97,466
Duplex	26	\$162,754
Residential Dwelling with Suite	24	\$125,900
Manufacture Home	6	\$65,683
Stores and/or Offices with Apartments	5	\$28,120
Fourplex	3	\$105,767
2 Acres or More	3	\$587,933
Stores and Living Quarters	2	\$35,500
Total	765	\$224,767

Source: BC Assessment. 2019 Assessment Roll

Table 218: Sales Value by Unit Size, Village of Warfield, (2019)

Sales Value by Unit Size: Warfield	Sales Count #	Average Per Unit \$
1 Bedroom Units	1	\$87,000
2 Bedroom Units	12	\$126,958
3+ Bedroom Units	33	\$280,270
Total	46	\$236,074

Source: BC Assessment. 2019 Assessment Roll

Table 219: Sales Value by Property Class, Village of Warfield, (2019)

Sales Value by Property Class: Warfield	Sales Count #	Average Per Unit \$
Single Detached	36	\$257,789
Strata Lot Residence (Condo)	6	\$95,250
Residential Dwelling with Suite	2	\$290,500
Duplex, Non-Strata Side by Side or Front / Back	1	\$380,000
Manufactured Home (Within Manufactured Home Park)	1	\$46,500
Total	46	\$236,074

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 220: Affordability – Households Spending 30%+ of Income on Shelter Costs, Village of Warfield (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	65	9%	55	7%	85	11%
Renter	45	38%	0	0%	30	20%
Owner	20	3%	40	7%	55	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 221: Adequacy – Households in Dwellings Requiring Major Repairs, Village of Warfield (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%

All Households	60	8%	90	12%	65	9%
Renter	20	17%	0	0%	15	10%
Owner	40	7%	60	10%	50	8%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 222: Suitability – Households in Overcrowded Dwellings, Village of Warfield (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	10	1%	0	0%	20	3%
Renter	0	0%	0	0%	15	10%
Owner	15	3%	0	0%	0	0%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 223: Households in Core Housing Need, Village of Warfield (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	20	3%	20	3%	25	3%
Renter	20	17%	0	0%	10	7%
Owner	0	0%	0	0%	20	3%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Table 224: Households in Extreme Core Housing Need, Village of Warfield (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	0	0%	0	0%	10	1%
Renter	0	0%	0	0%	0	0%
Owner	0	0%	0	0%	10	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, 2006 Census of Population and 2006, 2011, 2016 Long-form Census Data

Anticipated Population and Households

Table 225: Anticipated Population and Households, Village of Warfield, (2019 to 2031)

Warfield	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	1,724	1,755	1,767	1,767	43	2.5%

Warfield	2019 Index #	2021 #	2026 #	2031 #	Net Change	
					#	%
Total Number of Households	822	826	831	835	13	1.6%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 226: Anticipated Number of Units by Size, Baseline Trend, Village of Warfield, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	21	2.6%	21	2.6%	21	2.6%	22	2.6%	0
2 Bedroom Units	254	31.0%	256	31.0%	257	31.0%	259	31.0%	4
3 Bedroom Units	350	42.6%	352	42.6%	354	42.6%	355	42.6%	6
4+ Bedroom Units	196	23.9%	197	23.9%	198	23.9%	199	23.9%	3
Total	822	100%	826	100%	831	100%	835	100%	13

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 227: Anticipated Number of Units by Size, Development Pattern Shift, Village of Warfield, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	21	2.6%	29	3.5%	36	4.3%	58	7.0%	37
2 Bedroom Units	254	31.0%	258	31.2%	261	31.4%	267	32.0%	13
3 Bedroom Units	350	42.6%	347	42.1%	345	41.5%	334	40.0%	-16
4+ Bedroom Units	196	23.9%	192	23.3%	189	22.7%	175	21.0%	-21
Total	822	100%	826	100%	831	100%	835	100%	13

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX G: CITY OF GRAND FORKS HOUSING CONTEXT

Population

Table 228: Population Change, City of Grand Forks, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Grand Forks	4,036	3,985	4,049	13	0.32%	0.032%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 229: Average and Median Age, City of Grand Forks, (2006 – 2016)

Year	Average Age	Median Age
2006	44.1	46.6
2011	49.1	54.5
2016	49.4	54.0

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 230: Age Group Distribution, City of Grand Forks, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	605	15%	550	14%	520	13%
15 to 19	260	6%	200	5%	160	4%
20 to 24	200	5%	135	3%	140	3%
25 to 64	1,965	49%	1,955	49%	1,885	47%
65 to 84	865	21%	990	25%	1,140	28%
85+	155	4%	160	4%	205	5%
Total	4,050	100%	3,990	100%	4,050	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data with summed totals

Table 231: Mobility, City of Grand Forks, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	585	435	635
Non-Migrants	380	205	330
Migrants	210	230	310

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Households

Table 232: Households, City of Grand Forks, (2006 – 2016)

Grand Forks	2006	2011	2016
Total Number of Households	1,790	1,835	1,870
Average Household Size	2.2	2.1	2.1

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 233: Household Size Distribution, City of Grand Forks, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	555	31%	620	34%	655	35%
2 people	745	42%	785	43%	790	42%
3 people	210	12%	180	10%	200	11%
4 people	185	10%	160	9%	145	8%
5+ people	85	5%	85	5%	75	4%
Total	1,780	100%	1,830	100%	1,865	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 234: Housing Tenure, City of Grand Forks, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	405	23%	410	22%	385	21%
Owner	1,308	77%	1,425	78%	1,480	79%
Total	1,790	100%	1,835	100%	1,870	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 235: Renter Households in Subsidized Housing, City of Grand Forks, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Grand Forks	n/a	n/a	55	13%	45	12%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Household Income

Table 236: Average and Median Household Income, City of Grand Forks, (2006 – 2016)

Community		2006	2011	2016
Grand Forks	Average Income	\$55,053	\$58,157	\$59,900
	Median Income	\$44,205	\$46,220	\$50,824

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 237: Number of Households in Specified Income Brackets, City of Grand Forks, (2006 – 2016)

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	40	2%	65	4%	30	2%
\$5,000 to \$9,999	0	0%	25	1%	0	0
\$10,000 to \$14,999	95	5%	40	2%	70	4%
\$15,000 to \$19,999	160	9%	170	9%	140	8%
\$20,000 to \$24,999	100	6%	180	10%	120	6%
\$25,000 to \$29,999	105	6%	145	8%	85	5%
\$30,000 to \$34,999	140	8%	140	8%	105	6%
\$35,000 to \$39,999	110	6%	85	5%	110	6%
\$40,000 to \$44,999	170	10%	35	2%	135	7%
\$45,000 to \$49,999	80	5%	55	3%	120	6%
\$50,000 to \$59,999	105	6%	110	6%	190	10%
\$60,000 to \$69,999	120	7%	150	8%	170	9%
\$70,000 to \$79,999	115	6%	195	11%	95	5%
\$80,000 to \$89,999	130	7%	85	%	145	8%
\$90,000 to \$99,999	115	6%	35	2%	80	4%
\$100,000 to \$124,999	115	6%	155	8%	135	7%
\$125,000 to \$149,999	60	3%	55	3%	70	4
\$150,000 to \$199,999	30	2%	75	4%	55	3%
\$200,000 and over	0	0	0	0	10	1%
Total	1,790	100%	1,835	100%	1,865	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 238: Average and Median Renter Household Income, City of Grand Forks, (2006 – 2016)

		2006	2011	2016
Grand Forks	Renter Average Income	\$40,674	\$41,361	\$44,792
	Renter Median Income	\$36,134	\$32,193	\$40,156

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 239: Number of Renter Households in Specified Income Brackets, City of Grand Forks, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	25	6%	0	0%	0	0%
\$5,000 to \$9,999	0	0%	0	0%	0	0%
\$10,000 to \$14,999	50	12%	35	9%	40	10%
\$15,000 to \$19,999	60	15%	60	15%	70	18%
\$20,000 to \$24,999	0	0%	45	11%	10	3%
\$25,000 to \$29,999	25	6%	30	7%	25	7%
\$30,000 to \$34,999	20	5%	45	11%	25	7%
\$35,000 to \$39,999	50	12%	0	0%	10	3%
\$40,000 to \$44,999	35	9%	0	0%	20	5%
\$45,000 to \$49,999	20	5%	0	0%	15	4%
\$50,000 to \$59,999	20	5%	45	11%	40	10%
\$60,000 to \$69,999	35	9%	45	11%	45	12%
\$70,000 to \$79,999	15	4%	0	0%	15	4%
\$80,000 to \$89,999	20	5%	0	0%	30	8%
\$90,000 to \$99,999	20	5%	0	0%	0	0%
\$100,000 to \$124,999	0	0%	40	10%	20	5%
\$125,000 to \$149,999	10	3%	0	0%	0	0%
\$150,000 to \$199,999	0	0%	0	0%	0	0%
\$200,000 and over	0	0%	0	0%	0	0%
Total	405	100%	405	100%	385	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 240: Owner Household Income, City of Grand Forks, (2006 – 2016)

Community		2006	2011	2016
Grand Forks	Average Income (\$)	\$59,246	\$62,935	\$63,837
	Median Income (\$)	\$48,422	\$51,067	\$53,805

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 241: Number of Owner Households in Specified Income Brackets, City of Grand Forks, (2016)

2006		2011		2016	
#	%	#	%	#	%

Under \$ 5,000	20	1%	55	4%	25	8%
\$5,000 to \$9,999	0	0%	0	0%	0	0%
\$10,000 to \$14,999	45	3%	0	0%	30	2%
\$15,000 to \$19,999	100	7%	110	8%	70	5%
\$20,000 to \$24,999	90	7%	140	10%	110	7%
\$25,000 to \$29,999	80	6%	120	8%	60	4%
\$30,000 to \$34,999	125	9%	95	7%	80	5%
\$35,000 to \$39,999	60	4%	75	5%	100	7%
\$40,000 to \$44,999	135	10%	30	2%	110	7%
\$45,000 to \$49,999	55	4%	45	3%	100	7%
\$50,000 to \$59,999	80	6%	70	5%	145	10%
\$60,000 to \$69,999	85	6%	110	8%	125	8%
\$70,000 to \$79,999	105	8%	190	13%	80	5%
\$80,000 to \$89,999	110	8%	80	6%	120	8%
\$90,000 to \$99,999	100	7%	35	2%	80	5%
\$100,000 to \$124,999	115	8%	115	8%	120	8%
\$125,000 to \$149,999	55	4%	50	4%	70	6%
\$150,000 to \$199,999	25	2%	80	6%	55	4%
\$200,000 and over	0	0%	0	0%	10	1%
Total	1,385	100%	1,400	100%	1,490	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Economic Sectors and Labour Force

Table 242: Total Number of Workers, City of Grand Forks, (2006 – 2016)

Community	2006	2011	2016
Grand Forks	1,725	1,515	1,675

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 243: Number of Workers by Industry, City of Grand Forks, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	100	50	85
Mining, quarrying, and oil and gas extraction	10	10	30
Utilities	0	0	10
Construction	130	60	155
Manufacturing	310	130	210

Wholesale trade	25	0	40
Retail trade	225	175	175
Transportation and warehousing	45	45	30
Information and cultural industries	55	0	30
Finance and insurance	45	30	55
Real estate and rental and leasing	25	0	25
Professional, scientific and technical services	45	30	50
Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	70	180	80
Educational services	55	180	85
Health care and social assistance	195	210	245
Arts, entertainment and recreation	45	25	15
Accommodation and food services	150	125	135
Other services (except public administration)	70	70	105
Public administration	95	115	90
Total	1,695	1,435	1,650

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 244: Unemployment Rate and Participation Rate, City of Grand Forks, (2006 – 2016)

Community		2006	2011	2016
Grand Forks	Unemployment Rate (%)	7.8%	8.6%	9.3%
	Participation Rate (%)	52.4%	46.1%	50.5%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 245: Commuting Destination, City of Grand Forks, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Grand Forks	950	120	75	0

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Units

Table 246: Total Number of Housing Units, City of Grand Forks, 2016

Housing Units	2016
Total number of housing units	1,865

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 247: Breakdown by Structural Type of Units, City of Grand Forks, (2016)

Housing Mix	2016 (#)	2016 (%)
Single-Detached	1440	77%
Semi-Detached	30	2%
Row House	135	7%
Apartment or Flat in a Duplex	10	1%
Apartment with Fewer than 5 Storeys	205	11%
Apartment with 5 or More Storeys	0	0%
Other Single-Attached House	0	0%
Movable Dwelling ⁸	45	2%
Total	1,865	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 248: Housing Composition by Size, City of Grand Forks, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	135
2 Bedroom Units	555
3 Bedroom Units	650
4+ Bedroom Units	530

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 249: Number and Percentage Breakdown by Date Built, City of Grand Forks, (2016)

Date Built	#	2016 %
Pre-1960	525	28%
1961-1980	605	32%
1981-1990	190	10%
1991-2000	360	19%
2001-2005	80	4%
2006-2010	55	3%
2011-2016	45	2%
Total	1,860	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

⁸ Includes mobile homes, house boats, recreational vehicles

Table 250: Number of Subsidized Housing Units, City of Grand Forks, (2020)

	Transitional Supported and Assisted Living			Independent Social Housing	
	Frail Seniors	Special Needs	Women and Children Fleeing Violence	Low Income Families	Low Income Seniors
Grand Forks	17	0	16	77	28
Total	33			105	

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 251: Shelter Beds and Housing Units for People Experiencing or at Risk of Homelessness, City of Grand Forks, (2020)*Please note: only the category total is provided, which may refer to "homeless housed," "homeless rent supplements," or "homeless shelters"*

Emergency Shelter and Housing for the Homeless	
Grand Forks	5

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 252: Shelter Beds and Housing Units for People Experiencing/At Risk of Homelessness, City of Grand Forks, (2016)

Community	Units			
	Emergency Shelter / Homeless Housing	Transitional / Supported Living	Independent Social Housing	Rent Assistance in Private Market
Grand Forks	5	36	56	41

Source: BC Housing, Unit Count Reporting Model, 31 March 2019

Table 253: Permits by Structure Type, City of Grand Forks, (2010-2019)⁹

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition ¹⁰	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	6	6	0	0	0	0	-	-
2011	9	9	4	4	4	7	-	-
2012	1	1	3	3	1	48	-	-
2013	2	2	0	0	0	0	-	-
2014	-	6	-	3	-	0	2	2
2015	-	1	-	0	-	0	3	3
2016	-	3	-	6	-	0	2	2
2017	-	9	-	3	-	8	3	3

⁹ Permits were tracked by the RDKB prior to 2014; the data provided by the City of Grand Forks for 2014-2019 only included unit counts rather than permits (except for 2019 multi-unit permits, which was provided separately)¹⁰ All demolitions in the provided data were for single detached houses

2018	-	5	-	3	-	8	16	16
2019	-	4	-	8	7	57	3	3
Total ¹¹	18+	43	7+	27	5+	128	29	29

Source: Local Government Building Permit Reports (2010 – 2019)

Table 254: Registered New Homes by Date Built, City of Grand Forks (2016-2018)

Date Built	2016 #	2017 #	2018 #
Single Detached	10	12	7
Multi-Unit Homes	n/a	n/a	n/a
Rental	n/a	n/a	6

Source: BC Housing New Homes Registry (2016 – 2018)

Table 255: Assessed Value by Unit Size, City of Grand Forks, (2019)

Assessed Value by Unit Size: Grand Forks	Unit Count #	Average Per Unit \$
1 Bedroom Units	57	\$127,219
2 Bedroom Units	517	\$174,376
3+ Bedroom Units	1290	\$249,859
Total	1,864	\$225,172

Source: BC Assessment. 2019 Assessment Roll

Table 256: Assessed Value by Property Class, City of Grand Forks, (2019)

Assessed Value by Property Class: Grand Forks	Unit Count #	Average Per Unit \$
Single Detached	1,365	\$252,195
Row Housing	129	\$161,829
Residential Dwelling with Suite	115	\$162,089
Manufacture Home	104	\$107,635
Duplex	58	\$97,428
Strata Lot Residence (Condo)	51	\$145,029
2 Acres or More	38	\$294,258
Fourplex	3	\$119,333
Property subject to section 19(8)	1	\$177,500
Total	1,864	\$225,172

¹¹ Permit count totals only include permits granted between 2010-2014

Table 257: Sales Value by Unit Size, City of Grand Forks, (2019)

Sales Value by Unit Size: Grand Forks	Sales Count #	Average Per Unit \$
1 Bedroom Units	1	\$129,000
2 Bedroom Units	35	\$240,337
3+ Bedroom Units	72	\$270,803
Total	108	\$259,617

Source: BC Assessment. 2019 Assessment Roll

Table 258: Sales Value by Property Class, City of Grand Forks, (2019)

Sales Value by Property Class: Grand Forks	Sales Count #	Average Per Unit \$
Single Detached	78	\$285,631
Row Housing	11	\$261,800
Manufactured Home (Within Manufactured Home Park)	9	\$97,044
Strata Lot Residence (Condo)	4	\$139,125
Manufactured Home (Not In Manufactured Home Park)	4	\$221,802
Residential Dwelling with Suite	2	\$281,250
Total	108	\$259,617

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 259: Affordability – Households Spending 30%+ of Income on Shelter Costs, City of Grand Forks, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	340	20%	420	24%	395	22%
Renter	145	39%	205	53%	160	43%
Owner	200	15%	210	15%	240	17%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 260: Adequacy – Households in Dwellings Requiring Major Repairs, City of Grand Forks, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	175	10%	140	8%	165	9%

Renter	75	20%	0	0%	45	12%
Owner	105	8%	130	9%	125	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 261: Suitability – Households in Overcrowded Dwellings, City of Grand Forks, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	110	6%	35	2%	45	2%
Renter	55	15%	15	4%	20	5%
Owner	50	4%	15	1%	20	1%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 262: Households in Core Housing Need, City of Grand Forks, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	195	11%	205	12%	145	8%
Renter	110	29%	135	34%	95	25%
Owner	80	6%	65	5%	50	3%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 263: Households in Extreme Core Housing Need, City of Grand Forks, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	80	5%	140	8%	80	4%
Renter	30	8%	120	30%	45	12%
Owner	55	4%	25	2%	30	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Anticipated Population and Households

Table 264: Anticipated Population and Households, City of Grand Forks, (2019 to 2031)

Grand Forks	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	4,283	4,171	3,965	3,723	-559	-13.1%
Total Number of Households	2,037	1,992	1,907	1,770	-267	-13.1%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 265: Anticipated Number of Units by Size, Baseline Trend, City of Grand Forks, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	147	7.2%	144	7.2%	138	7.2%	128	7.2%	-19
2 Bedroom Units	604	29.7%	591	29.7%	566	29.7%	525	29.7%	-79
3 Bedroom Units	708	34.8%	693	34.8%	663	34.8%	615	34.8%	-93
4+ Bedroom Units	577	28.3%	565	28.3%	540	28.3%	502	28.3%	-76
Total	2,037	100%	1,992	100%	1,907	100%	1,770	100%	-267

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 266: Anticipated Number of Units by Size, Development Pattern Shift, City of Grand Forks, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	147	7.2%	163	8.2%	174	9.1%	212	12.0%	65
2 Bedroom Units	604	29.7%	624	31.3%	629	33.0%	672	38.0%	68
3 Bedroom Units	708	34.8%	674	33.8%	627	32.9%	531	30.0%	-177
4+ Bedroom Units	577	28.3%	531	26.7%	477	25.0%	354	20.0%	-223
Total	2,037	100%	1,992	100%	1,907	100%	1,770	100%	-267

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX H: CITY OF GREENWOOD HOUSING CONTEXT

Population

Table 267: Population Change, City of Greenwood, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Greenwood	625	708	665	40	6.4%	0.64%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 268: Average and Median Age, City of Greenwood, (2006 – 2016)

Year	Average Age	Median Age
2006	45.6	49.3
2011	58.3	64.5
2016	55.4	60.6

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 269: Age Group Distribution, City of Greenwood, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	70	11%	75	11%	60	9%
15 to 19	30	5%	25	4%	25	4%
20 to 24	10	2%	20	3%	15	2%
25 to 64	340	55%	365	52%	315	47%
65 to 84	160	26%	205	29%	230	35%
85+	10	2%	10	1%	20	3%
Total	620	100%	700	100%	665	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data with summed totals

Table 270: Mobility, City of Greenwood, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	155	40	70
Non-Migrants	10	0	0
Migrants	145	30	65

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Households

Table 271: Households, City of Greenwood, (2006 – 2016)

Greenwood	2006	2011	2016
Total Number of Households	325	365	345
Average Household Size	1.9	1.9	1.9

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 272: Household Size Distribution, City of Greenwood, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	120	38%	145	40%	120	34%
2 people	140	44%	160	44%	175	49%
3 people	30	9%	30	8%	30	8%
4 people	30	9%	20	5%	20	6%
5+ people	0	0%	10	3%	10	3%
Total	320	100%	365	100%	355	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 273: Housing Tenure, City of Greenwood, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	35	11%	20	5%	40	11%
Owner	285	88%	370	94%	335	89%
Total	325	100%	395	100%	375	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 274: Renter Households in Subsidized Housing, City of Greenwood, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Greenwood	n/a	n/a	n/a	n/a	10	25%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Household Income

Table 275: Average and Median Household Income, City of Greenwood, (2006 – 2016)

Community	2006	2011	2016
Greenwood	Average Income	\$45,815	\$40,272
	Median Income	\$38,302	\$26,206
			\$29,744

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 276: Number of Households in Specified Income Brackets, City of Greenwood, (2006 – 2016)

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	10	3%	0	0%	15	4%
\$5,000 to \$9,999	10	3%	0	0%	0	0%
\$10,000 to \$14,999	30	9%	0	0%	30	8%
\$15,000 to \$19,999	15	5%	15	4%	70	18%
\$20,000 to \$24,999	50	16%	110	28%	45	12%
\$25,000 to \$29,999	0	0%	50	13%	25	7%
\$30,000 to \$34,999	15	6%	0	0%	20	5%
\$35,000 to \$39,999	50	16%	10	3%	30	8%
\$40,000 to \$44,999	10	3%	0	0%	10	3%
\$45,000 to \$49,999	10	3%	15	4%	10	3%
\$50,000 to \$59,999	35	11%	15	4%	30	8%
\$60,000 to \$69,999	40	13%	85	22%	20	5%
\$70,000 to \$79,999	15	5%	0	0%	20	5%
\$80,000 to \$89,999	20	6%	0	0%	10	3%
\$90,000 to \$99,999	10	3%	0	0%	10	3%
\$100,000 to \$124,999	15	5%	0	0%	10	3%
\$125,000 to \$149,999	0	0%	0	0%	15	4%
\$150,000 to \$199,999	0	0%	0	0%	10	3%
\$200,000 and over	0	0%	0	0%	0	0%
Total	320	100%	395	100%	380	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 277: Average and Median Renter Household Income, City of Greenwood, (2006 – 2016)

		2006	2011	2016
Greenwood	Renter Average Income	\$43,212	\$36,819.	n/a
	Renter Median Income	\$38,743	\$32,289.	n/a

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 278: Number of Renter Households in Specified Income Brackets, City of Greenwood, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	n/a	n/a	10	22%
\$5,000 to \$9,999	0	0%	n/a	n/a	0	0%

\$10,000 to \$14,999	10	29%	n/a	n/a	10	22%
\$15,000 to \$19,999	0	0%	n/a	n/a	10	22%
\$20,000 to \$24,999	10	29%	n/a	n/a	10	22%
\$25,000 to \$29,999	0	0%	n/a	n/a	0	0%
\$30,000 to \$34,999	10	29%	n/a	n/a	0	0%
\$35,000 to \$39,999	0	0%	n/a	n/a	0	0%
\$40,000 to \$44,999	0	0%	n/a	n/a	0	0%
\$45,000 to \$49,999	0	0%	n/a	n/a	10	22%
\$50,000 to \$59,999	0	0%	n/a	n/a	0	0%
\$60,000 to \$69,999	15	43%	n/a	n/a	0	0%
\$70,000 to \$79,999	0	0%	n/a	n/a	0	0%
\$80,000 to \$89,999	0	0%	n/a	n/a	0	0%
\$90,000 to \$99,999	0	0%	n/a	n/a	0	0%
\$100,000 to \$124,999	10	0%	n/a	n/a	0	0%
\$125,000 to \$149,999	10	0%	n/a	n/a	0	0%
\$150,000 to \$199,999	0	0%	n/a	n/a	0	0%
\$200,000 and over	0	0%	n/a	n/a	0	0%
Total	35		25		45	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 279: Owner Household Income, City of Greenwood, (2006 – 2016)

Community		2006	2011	2016
Greenwood	Average Income	\$46,132	\$40,493	\$46,735
	Median Income	\$38,285	\$26,196	\$34,580

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 280: Number of Owner Households in Specified Income Brackets, City of Greenwood, (2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	10	4%	0	0%	10	3%
\$5,000 to \$9,999	0	0%	0	0%	0	0%
\$10,000 to \$14,999	20	7%	0	0%	25	8%
\$15,000 to \$19,999	15	5%	0	0%	65	19%
\$20,000 to \$24,999	45	16%	105	28%	35	10%

\$25,000 to \$29,999	0	0%	0	0%	30	9%
\$30,000 to \$34,999	10	4%	0	0%	20	6%
\$35,000 to \$39,999	45	16%	10	3%	30	9%
\$40,000 to \$44,999	10	4%	0	0%	10	3%
\$45,000 to \$49,999	10	4%	20	5%	0	0%
\$50,000 to \$59,999	30	11%	15	4%	25	8%
\$60,000 to \$69,999	25	9%	80	21%	20	6%
\$70,000 to \$79,999	15	5%	0	0%	20	6%
\$80,000 to \$89,999	20	7%	0	0%	10	3%
\$90,000 to \$99,999	10	4%	0	0%	0	0%
\$100,000 to \$124,999	10	4%	0	0%	10	3%
\$125,000 to \$149,999	10	4%	0	0%	15	5%
\$150,000 to \$199,999	0	0%	0	0%	15	5%
\$200,000 and over	0	0%	0	0%	0	0%
Total	285		375		335	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Units

Table 281: Total Number of Housing Units, City of Greenwood, 2016

Housing Units	2016
Total number of housing units	380

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 282: Breakdown by Structural Type of Units, City of Greenwood, (2016)

Housing Mix	2016 (#)	2016 (%)
Single-Detached	310	82%
Semi-Detached	0	0%
Row House	10	3%
Apartment or Flat in a Duplex	0	0%
Apartment with fewer than 5 storeys	15	4%
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	0	0%
Movable Dwelling ¹²	45	12%
Total	380	100%

¹² Includes mobile homes, house boats, recreational vehicles

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 283: Housing Composition by Size, City of Greenwood, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	65
2 Bedroom Units	160
3 Bedroom Units	110
4+ Bedroom Units	45

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 284: Number and Percentage Breakdown by Date Built, City of Greenwood, (2016)

Date Built	#	%
Pre-1960	180	48%
1961-1980	90	24%
1981-1990	45	12%
1991-2000	30	8%
2001-2005	0	0%
2006-2010	20	5%
2011-2016	0	0%
Total	375	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 285: Number of Subsidized Housing Units, City of Greenwood, (2020)

	Transitional Supported and Assisted Living			Independent Social Housing	
	Frail Seniors	Special Needs	Women and Children Fleeing Violence	Low Income Families	Low Income Seniors
Greenwood	0	0	0	-	-
Total	0			4	

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 286: Permits by Structure Type, Village of Greenwood, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	1	1	0	0	0	0	-	-
2011	0	0	0	0	0	0	-	-
2012	0	0	0	0	0	0	-	-

2013	0	0	0	0	0	0	-	-
2014	0	0	0	0	0	0	0	0
2015	0	0	0	0	0	0	2	0
2016	1	1	0	0	0	0	3	0
2017	0	0	1	1	0	0	0	0
2018	0	0	1	1	0	0	0	0
2019	0	0	0	0	0	0	2	0
Total	2	2	2	2	0	0	7	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 287: Assessed Value by Unit Size, Village of Greenwood, (2019)

Assessed Value by Unit Size: Greenwood	Unit Count #	Average Per Unit \$
1 Bedroom Units	22	\$114,418
2 Bedroom Units	139	\$114,326
3+ Bedroom Units	238	\$147,118
Total	399	\$133,891

Source: BC Assessment. 2019 Assessment Roll

Table 288: Assessed Value by Property Class, City of Greenwood, (2019)

Assessed Value by Property Class: Greenwood	Unit Count #	Average Per Unit \$
Single Detached	279	\$149,316
Manufacture Home	81	\$100,240
Store(s) and Living Quarters	10	\$87,700
Residential Dwelling with Suite	8	\$105,288
Row Housing	8	\$101,913
Fourplex	6	\$108,183
Stores and/or Offices with Apartments	6	\$60,833
2 Acres or More	1	\$95,400
Total	399	\$133,891

Source: BC Assessment. 2019 Assessment Roll

Table 289: Sales Value by Unit Size, Village of Greenwood (2019)

Sales Value by Unit Size: Greenwood	Sales Count #	Average Per Unit \$
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1 Bedroom Units	-	-
2 Bedroom Units	8	\$129,125
3+ Bedroom Units	12	\$157,265
Total	20	\$146,009

Source: BC Assessment. 2019 Assessment Roll

Table 290: Sales Value by Property Class, City of Greenwood, (2019)

Sales Value by Property Class: Greenwood	Sales Count #	Average Per Unit \$
Single Detached	10	\$160,357
Manufactured Home (Not In Manufactured Home Park)	10	\$131,661
Total	20	\$146,009

Source: BC Assessment. 2019 Assessment Roll

Economic Sectors and Labour Force

Table 291: Total Number of Workers, City of Greenwood, (2006 – 2016)

Community	2006	2011	2016
Greenwood	250	150	255

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 292: Number of Workers by Industry, City of Greenwood (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	65	10	10
Mining, quarrying, and oil and gas extraction	0	0	0
Utilities	0	0	0
Construction	15	50	20
Manufacturing	35	0	15
Wholesale trade	0	0	10
Retail trade	30	0	20
Transportation and warehousing	0	0	25
Information and cultural industries	0	0	0
Finance and insurance	10	0	10
Real estate and rental and leasing	0	0	10
Professional, scientific and technical services	10	0	10

Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	10	0	10
Educational services	15	0	10
Health care and social assistance	10	15	15
Arts, entertainment and recreation	10	0	10
Accommodation and food services	20	0	40
Other services (except public administration)	0	0	10
Public administration	10	0	20
Total	240	150	215

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 293: Unemployment Rate and Participation Rate, City of Greenwood, (2006 – 2016)

Community		2006	2011	2016
Greenwood	Unemployment Rate	8.0%	21.2%	13.3%
	Participation Rate	46.3%	25.2%	37.5%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 294: Commuting Destination, City of Greenwood, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Greenwood	45	80	0	10

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Values: Households in Core Housing Need

Table 295: Affordability – Households Spending 30%+ of Income on Shelter Costs, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	80	26%	55	14%	65	18%
Renter	15	43%	0	0%	20	57%
Owner	65	24%	45	12%	45	14%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 296: Adequacy – Households in Dwellings Requiring Major Repairs, City of Greenwood, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

2006	2011	2016
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Core Housing Need Indicators	#	%	#	%	#	%
All Households	55	18%	45	12%	45	13%
Renter	0	0%	0	0%	0	0%
Owner	50	19%	40	11%	35	11%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 297: Suitability – Households in Overcrowded Dwellings, City of Greenwood, (2006 – 2016)

Please note: the suitability data for Greenwood has been suppressed in 2006, 2011, and 2016

Table 298: Households in Core Housing Need, City of Greenwood, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	120	39%	70	18%	90	25%
Renter	15	43%	15	75%	20	20%
Owner	110	41%	45	12%	65	57%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 299: Households in Extreme Core Housing Need, City of Greenwood, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	45	15%	30	8%	35	10%
Renter	0	0%	0	0%	0	0%
Owner	45	17%	30	8%	30	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Anticipated Population and Households

Table 300: Anticipated Population and Households, City of Greenwood, (2019 to 2031)

Greenwood	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	714	693	652	602	-112	-15.7%
Total Number of Households	394	388	368	328	-66	-16.8%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 301: Anticipated Number of Units by Size, Baseline Trend, Village of Greenwood, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	67	17.1%	66	17.1%	63	17.1%	56	17.1%	-11
2 Bedroom Units	166	42.1%	163	42.1%	155	42.1%	138	42.1%	-28
3 Bedroom Units	114	28.9%	112	28.9%	106	28.9%	95	28.9%	-19
4+ Bedroom Units	47	11.8%	46	11.8%	44	11.8%	39	11.8%	-8
Total	394	100%	388	100%	368	100%	328	100%	-66

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 302: Anticipated Number of Units by Size, Development Pattern Shift, Village of Greenwood, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	67	17.1%	69	17.7%	67	18.3%	66	20.0%	-2
2 Bedroom Units	166	42.1%	163	42.1%	155	42.1%	138	42.0%	-28
3 Bedroom Units	114	28.9%	112	28.8%	105	28.6%	92	28.0%	-22
4+ Bedroom Units	47	11.8%	45	11.5%	41	11.1%	33	10.0%	-14
Total	394	100%	388	100%	368	100%	328	100%	-66

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX I: VILLAGE OF MIDWAY HOUSING CONTEXT

Population

Table 303: Population Change, Village of Midway, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Midway	621	674	649	28	4.5%	0.45%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 304: Average and Median Age, Village of Midway, (2006 – 2016)

Year	Average Age	Median Age
2006	46.4	51.8
2011	49.7	56.7
2016	54.3	62.2

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 305: Age Group Distribution, Village of Midway, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	90	15%	65	10%	65	10%
15 to 19	25	4%	35	5%	30	5%
20 to 24	10	2%	15	2%	20	3%
25 to 64	325	53%	320	48%	275	42%
65 to 84	140	23%	205	31%	235	36%
85+	25	4%	30	4%	25	4%
Total	615	100%	670	100%	650	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data with summed totals

Table 306: Mobility, Village of Midway, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	535	65	85
Non-Migrants	10	0	25
Migrants	50	55	55

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Households

Table 307: Households, Village of Midway, (2006 – 2016)

Midway	2006	2011	2016
Total Number of Households	280	305	295
Average Household Size	2.1	2.1	2.0

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 308: Household Size Distribution, Village of Midway, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	75	27%	100	34%	80	27%
2 people	145	52%	150	51%	160	54%
3 people	20	7%	0	0%	20	7%
4 people	30	11%	45	15%	25	8%
5+ people	10	4%	0	0%	10	3%
Total	280	100%	295	100%	295	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 309: Housing Tenure, Village of Midway, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	35	13%	55	18%	40	13%
Owner	240	87%	250	82%	270	87%
Total	275	100%	305	100%	310	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Household Income

Table 310: Average and Median Household Income, Village of Midway, (2006 – 2016)

Community	2006	2011	2016
Midway	Average Income	\$62,722	\$48,925
	Median Income	\$45,081	\$40,450
			\$56,237
			\$49,719

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 311: Number of Households in Specified Income Brackets, Village of Midway, (2006 – 2016)

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	20	7%	10	3%

\$5,000 to \$9,999	0	0%	0	0%	0	0%
\$10,000 to \$14,999	0	0%	20	7%	0	0%
\$15,000 to \$19,999	55	20%	30	10%	40	13%
\$20,000 to \$24,999	10	4%	25	8%	20	6%
\$25,000 to \$29,999	15	5%	0	0%	0	0%
\$30,000 to \$34,999	10	4%	0	0%	10	3%
\$35,000 to \$39,999	20	7%	20	7%	15	5%
\$40,000 to \$44,999	15	5%	0	0%	20	6%
\$45,000 to \$49,999	10	4%	0	0%	45	14%
\$50,000 to \$59,999	15	5%	45	15%	25	8%
\$60,000 to \$69,999	10	4%	0	0%	35	11%
\$70,000 to \$79,999	10	4%	0	0%	10	3%
\$80,000 to \$89,999	30	11%	0	0%	20	6%
\$90,000 to \$99,999	0	0%	0	0%	25	8%
\$100,000 to \$124,999	25	9%	20	7%	0	0%
\$125,000 to \$149,999	15	5%	0	0%	0	0%
\$150,000 to \$199,999	15	5%	0	0%	15	5%
\$200,000 and over	10	4%	0	0%	0	0%
Total	280	100%	305	100%	315	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 312: Average and Median Renter Household Income, Village of Midway, (2006 – 2016)

Midway	2006		2011		2016	
	Renter Average Income	\$27,874	\$54,516	\$71,518		
	Renter Median Income	\$19,176	\$37,240	\$74,769		

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 313: Number of Renter Households in Specified Income Brackets, Village of Midway, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	0	0%	0	0%
\$5,000 to \$9,999	10	29%	0	0%	0	0%
\$10,000 to \$14,999	0	0%	0	0%	0	0%
\$15,000 to \$19,999	15	42%	0	0%	10	22%
\$20,000 to \$24,999	0	0%	0	0%	0	0%
\$25,000 to \$29,999	0	0%	0	0%	0	0%
\$30,000 to \$34,999	0	0%	0	0%	0	0%
\$35,000 to \$39,999	0	0%	0	0%	0	0%

	2006		2011		2016	
	#	%	#	%	#	%
\$40,000 to \$44,999	10	29%	0	0%	0	0%
\$45,000 to \$49,999	10	29%	0	0%	10	22%
\$50,000 to \$59,999	0	0%	0	0%	0	0%
\$60,000 to \$69,999	0	0%	0	0%	0	0%
\$70,000 to \$79,999	0	0%	0	0%	10	22%
\$80,000 to \$89,999	0	0%	0	0%	10	22%
\$90,000 to \$99,999	0	0%	0	0%	10	22%
\$100,000 to \$124,999	0	0%	0	0%	0	0%
\$125,000 to \$149,999	0	0%	0	0%	0	0%
\$150,000 to \$199,999	0	0%	0	0%	0	0%
\$200,000 and over	0	0%	0	0%	0	0%
Total	35		55		45	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 314: Owner Household Income, Village of Midway, (2006 – 2016)

Community		2006	2011	2016
Midway	Average Income	\$68,049	\$47,714	\$53,824
	Median Income	\$53,982	\$40,612	\$46,261

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 315: Number of Owner Households in Specified Income Brackets, Village of Midway, (2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	10	4%	0	0%	0	0%
\$5,000 to \$9,999	0	0%	0	0%	10	4%
\$10,000 to \$14,999	0	0%	0	0%	10	4%
\$15,000 to \$19,999	35	14%	20	8%	35	13%
\$20,000 to \$24,999	10	4%	25	10%	20	7%
\$25,000 to \$29,999	15	6%	0	0%	0	0%
\$30,000 to \$34,999	10	4%	0	0%	15	5%
\$35,000 to \$39,999	20	8%	0	0%	15	6%
\$40,000 to \$44,999	10	4%	0	0%	20	7%

\$45,000 to \$49,999	0	0%	0	0%	35	13%
\$50,000 to \$59,999	20	8%	50	20%	25	9%
\$60,000 to \$69,999	10	4%	0	0%	30	11%
\$70,000 to \$79,999	10	4%	0	0%	10	4%
\$80,000 to \$89,999	30	13%	0	0%	10	4%
\$90,000 to \$99,999	10	4%	0	0%	15	6%
\$100,000 to \$124,999	25	10%	0	0%	0	0%
\$125,000 to \$149,999	15	6%	0	0%	10	4%
\$150,000 to \$199,999	15	6%	0	0%	15	6%
\$200,000 and over	10	4%	0	0%	10	4%
Total	240		250		270	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Economic Sectors and Labour Force

Table 316: Total Number of Workers, Village of Midway (2006 – 2016)

Community	2006	2011	2016
Midway	260	210	185

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 317: Number of Workers by Industry, Village of Midway, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	30	35	35
Mining, quarrying, and oil and gas extraction	10	0	0
Utilities	0	0	0
Construction	15	30	0
Manufacturing	95	0	25
Wholesale trade	0	0	10
Retail trade	25	0	25
Transportation and warehousing	0	0	15
Information and cultural industries	0	0	0
Finance and insurance	10	0	0
Real estate and rental and leasing	0	0	0

Professional, scientific and technical services	10	0	0
Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	0	0	10
Educational services	20	0	10
Health care and social assistance	15	0	10
Arts, entertainment and recreation	0	0	10
Accommodation and food services	20	0	10
Other services (except public administration)	0	0	10
Public administration	15	20	25
Total	265	200	195

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 318: Unemployment Rate and Participation Rate, Village of Midway, (2006 – 2016)

Community		2006	2011	2016
Midway	Unemployment Rate	3.9%	13.9%	8%
	Participation Rate	52.5%	39.8%	33%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 319: Commuting Destination, Village of Midway, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Midway	45	80	0	10

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Units

Table 320: Total Number of Housing Units, Village of Midway, 2016

Housing Units	2016
Total number of housing units	310

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 321: Breakdown by Structural Type of Units, Village of Midway, (2016)

Housing Mix	2016 (#)	2016 (%)
Single-Detached	265	86%
Semi-Detached	15	0%
Row House	0	5%
Apartment or Flat in a Duplex	10	0%

Apartment with fewer than 5 storeys	0	3%
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	0	0%
Movable Dwelling ¹³	30	10%
Total	320	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 322: Housing Composition by Size, Village of Midway, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	10
2 Bedroom Units	90
3 Bedroom Units	125
4+ Bedroom Units	85

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 323: Number and Percentage Breakdown by Date Built, Village of Midway, (2016)

Date Built	2016	
	#	%
Pre-1960	70	22%
1961-1980	110	35%
1981-1990	50	16%
1991-2000	55	17%
2001-2005	0	0%
2006-2010	20	6%
2011-2016	10	3%
Total	315	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 324: Number of Subsidized Housing Units, Village of Midway, (2020)

	Transitional Supported and Assisted Living			Independent Social Housing	
	Frail Seniors	Special Needs	Women and Children Fleeing Violence	Low Income Families	Low Income Seniors
Midway	9	0	0	0	0

¹³ Includes mobile homes, house boats, recreational vehicles

Transitional Supported and Assisted Living			Independent Social Housing	
	Frail Seniors	Special Needs Women and Children Fleeing Violence	Low Income Families	Low Income Seniors
Total	9		0	

Source: BC Housing Research and Corporate Planning Dept, Unit Count Reporting Model, 31 March 2020

Table 325: Permits by Structure Type, Village of Midway, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	0	0	0	0	0	0	-	-
2011	0	0	0	0	0	0	-	-
2012	0	0	0	0	0	0	-	-
2013	1	1	1	1	0	0	-	-
2014	0	0	0	0	0	0	0	0
2015	1	1	2	2	0	0	0	0
2016	1	1	0	0	0	0	1	0
2017	3	3	1	1	0	0	1	0
2018	1	1	2	2	0	0	0	0
2019	1	1	2	2	0	0	0	0
Total	8	8	8	8	0	0	2	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 326: Assessed Value by Unit Size, Village of Midway, (2019)

Assessed Value by Unit Size: Midway	Unit Count #	Average Per Unit \$
1 Bedroom Units	9	\$162,644
2 Bedroom Units	110	\$146,329
3+ Bedroom Units	213	\$245,392
Total	332	\$210,327

Source: BC Assessment. 2019 Assessment Roll

Table 327: Assessed Value by Property Class, Village of Midway, (2019)

Assessed Value by Property Class: Midway	Unit Count #	Average Per Unit \$
Single Detached	231	\$234,458

Manufacture Home	54	\$90,528
2 Acres or More	25	\$323,492
Duplex	10	\$110,420
Residential Dwelling with Suite	8	\$132,588
Fourplex	3	\$140,967
Store(s) and Living Quarters	1	\$105,200
Total	332	\$210,327

Source: BC Assessment. 2019 Assessment Roll

Table 328: Sales Value by Unit Size, Village of Midway, (2019)

Sales Value by Unit Size: Midway	Sales Count #	Average Per Unit \$
1 Bedroom Units	-	-
2 Bedroom Units	9	\$113,600
3+ Bedroom Units	13	\$270,500
Total	22	\$206,314

Source: BC Assessment. 2019 Assessment Roll

Table 329: Sales Value by Property Class, Village of Midway, (2019)

Sales Value by Property Class: Midway	Sales Count #	Average Per Unit \$
Single Detached	10	\$229,650
Manufactured Home (Not In Manufactured Home Park)	4	\$82,250
3 Acres or More (Single Family Dwelling, Duplex)	3	\$406,667
Duplex, Non-Strata Side by Side or Front / Back	2	\$250,000
Manufactured Home (Within Manufactured Home Park)	2	\$30,500
2 Acres or More (Single Family Dwelling, Duplex)	1	\$132,400
Total	22	\$206,314

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 330: Affordability – Households Spending 30%+ of Income on Shelter Costs, Village of Midway, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%

All Households	45	17%	75	27%	50	16%
Renter	20	67%	0	0%	15	33%
Owner	30	13%	60	26%	40	15%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 331: Adequacy – Households in Dwellings Requiring Major Repairs, Village of Midway, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	45	17%	0	0%	25	8%
Renter	15	50%	0	0%	10	22%
Owner	30	13%	0	0%	20	8%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 332: Suitability – Households in Overcrowded Dwellings, Village of Midway, (2006 – 2016)

Please note: the suitability data for Midway has been suppressed in 2006, 2011, and 2016

Table 333: Households in Core Housing Need, Village of Midway, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	65	25%	75	27%	55	18%
Renter	25	83%	0	0%	10	22%
Owner	35	15%	60	26%	45	17%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 334: Households in Extreme Core Housing Need, Village of Midway, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	15	6%	0	0%	30	10%
Renter	0	0%	0	0%	0	0%
Owner	10	4%	0	0%	25	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Anticipated Population and Households

Table 335: Anticipated Population and Households, Village of Midway, (2019 to 2031)

Midway	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	681	665	626	578	-103	-15.1%
Total Number of Households	332	327	310	276	-56	-16.8%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 336: Anticipated Number of Units by Size, Baseline Trend, Village of Midway, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	#
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	11	3.2%	11	3.2%	10	3.2%	9	3.2%	-2
2 Bedroom Units	96	29.0%	95	29.0%	90	29.0%	80	29.0%	-16
3 Bedroom Units	134	40.3%	132	40.3%	125	40.3%	111	40.3%	-22
4+ Bedroom Units	91	27.4%	90	27.4%	85	27.4%	76	27.4%	-15
Total	332	100%	327	100%	310	100%	276	100%	-56

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 337: Anticipated Number of Units by Size, Development Pattern Shift, Village of Midway, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	#
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	11	3.2%	15	4.6%	18	5.9%	28	10.0%	17
2 Bedroom Units	96	29.0%	101	30.8%	101	32.6%	105	38.0%	9
3 Bedroom Units	134	40.3%	128	39.1%	117	37.8%	94	34.0%	-40

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
4+ Bedroom Units	91	27.4%	83	25.5%	73	23.7%	50	18.0%	-41
Total	332	100%	327	100%	310	100%	276	100%	-56

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX J: ELECTORAL AREA A HOUSING CONTEXT

Population

Table 338: Population Change, Electoral Area A, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Area A	1,989	1,850	1,891	-98	-4.9%	-0.49%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 339: Average and Median Age, Electoral Area A, (2006 – 2016)

Year	Average Age	Median Age
2006	40.0	44.2
2011	40.5	43.8
2016	42.8	44.5

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 340: Age Group Distribution, Electoral Area A, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	345	17%	270	15%	310	16%
15 to 19	170	9%	130	7%	105	6%
20 to 24	90	5%	95	5%	70	4%
25 to 64	1,140	58%	1,110	60%	1,090	58%
65 to 84	220	11%	235	13%	290	15%
85+	15	1%	10	1%	25	1%
Total	1,980	100%	1,850	100%	1,890	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data with summed totals

Table 341: Mobility, Electoral Area A, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	215	230	160
Non-Migrants	80	30	60
Migrants	135	195	100

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Households

Table 342: Households, Electoral Area A, (2006 – 2016)

Electoral Area A	2006	2011	2016
Total Number of Households	780	725	785
Average Household Size	2.5	2.7	2.4

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 343: Household Size Distribution, Electoral Area A, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	155	20%	90	12%	200	26%
2 people	300	39%	335	46%	300	38%
3 people	140	18%	105	14%	120	15%
4 people	125	16%	105	14%	115	15%
5+ people	55	7%	95	13%	50	6%
Total	775	100%	730	100%	785	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 344: Housing Tenure, Electoral Area A, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	85	11%	100	14%	80	10%
Owner	695	89%	625	86%	705	90%
Total	780	100%	725	100%	785	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Household Income

Table 345: Average and Median Household Income, Electoral Area A, (2006 – 2016)

Community	2006	2011	2016
Electoral Area A	Average Income	\$82,572	\$86,372
	Median Income	\$72,395	\$84,300
			\$82,016

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 346: Number of Households in Specified Income Brackets, Electoral Area A, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

2006		2011		2016	
#	%	#	%	#	%

Under \$ 5,000	15	2%	0	0%	20	3%
\$5,000 to \$9,999	10	1%	0	0%	0	0%
\$10,000 to \$14,999	15	2%	0	0%	15	2%
\$15,000 to \$19,999	30	4%	0	0%	25	3%
\$20,000 to \$24,999	25	3%	50	7%	40	5%
\$25,000 to \$29,999	25	3%	0	0%	30	4%
\$30,000 to \$34,999	25	3%	25	3%	35	5%
\$35,000 to \$39,999	35	5%	30	4%	35	5%
\$40,000 to \$44,999	45	6%	25	3%	10	1%
\$45,000 to \$49,999	35	5%	0	0%	10	1%
\$50,000 to \$59,999	55	7%	45	6%	60	8%
\$60,000 to \$69,999	60	8%	35	5%	30	4%
\$70,000 to \$79,999	45	6%	35	5%	75	10%
\$80,000 to \$89,999	35	5%	50	7%	60	8%
\$90,000 to \$99,999	80	10%	100	14%	30	4%
\$100,000 to \$124,999	115	15%	60	8%	110	14%
\$125,000 to \$149,999	55	7%	65	9%	75	10%
\$150,000 to \$199,999	70	9%	80	11%	115	15%
\$200,000 and over	0	0%	35	5%	20	3%
Total	775		725		795	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 347: Average and Median Renter Household Income, Electoral Area A, (2006 – 2016)

		2006	2011	2016
Electoral Area A	Renter Average Income	\$48,078	\$58,983	\$45,442
	Renter Median Income	\$36,805	\$77,911	\$35,784

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 348: Number of Renter Households in Specified Income Brackets, Electoral Area A, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	0	0%	20	25%
\$5,000 to \$9,999	10	12%	0	0%	0	0%
\$10,000 to \$14,999	15	18%	0	0%	0	0%
\$15,000 to \$19,999	0	0%	0	0%	0	0%

\$20,000 to \$24,999	0	0%	0	0%	10	12%
\$25,000 to \$29,999	10	12%	0	0%	0	0%
\$30,000 to \$34,999	0	0%	0	0%	10	12%
\$35,000 to \$39,999	10	12%	0	0%	15	19%
\$40,000 to \$44,999	0	0%	0	0%	0	0%
\$45,000 to \$49,999	10	12%	0	0%	0	0%
\$50,000 to \$59,999	0	0%	0	0%	10	13%
\$60,000 to \$69,999	15	18%	0	0%	10	13%
\$70,000 to \$79,999	0	0%	30	32%	0	0%
\$80,000 to \$89,999	10	12%	0	0%	0	0%
\$90,000 to \$99,999	0	0%	0	0%	0	0%
\$100,000 to \$124,999	0	0%	0	0%	0	0%
\$125,000 to \$149,999	0	0%	0	0%	10	13%
\$150,000 to \$199,999	10	11%	0	0%	0	0%
\$200,000 and over	0	0%	0	0%	0	0%
Total	90	100%	95	100%	85	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 349: Owner Household Income, Electoral Area A, (2006 – 2016)

Community		2006	2011	2016
Electoral Area A	Average Income	\$86,886	\$90,647	\$95,085
	Median Income	\$80,154	\$89,830	\$85,825

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Table 350: Number of Owner Households in Specified Income Brackets, Electoral Area A, (2016)

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	15	2%	0	0%	0	0%
\$5,000 to \$9,999	10	1%	0	0%	0	0%
\$10,000 to \$14,999	0	0%	0	0%	15	2%
\$15,000 to \$19,999	25	4%	0	0%	25	4%
\$20,000 to \$24,999	15	2%	50	8%	35	5%
\$25,000 to \$29,999	20	3%	0	0%	25	4%
\$30,000 to \$34,999	20	3%	0	0%	30	4%

\$35,000 to \$39,999	25	4%	30	5%	20	3%
\$40,000 to \$44,999	35	5%	30	5%	10	1%
\$45,000 to \$49,999	25	4%	0	0%	10	1%
\$50,000 to \$59,999	55	8%	45	7%	55	8%
\$60,000 to \$69,999	50	7%	35	6%	15	2%
\$70,000 to \$79,999	50	7%	0	0%	75	11%
\$80,000 to \$89,999	30	4%	20	3%	60	9%
\$90,000 to \$99,999	80	12%	95	15%	30	4%
\$100,000 to \$124,999	110	16%	60	10%	110	16%
\$125,000 to \$149,999	60	9%	60	10%	65	9%
\$150,000 to \$199,999	65	9%	85	14%	115	16%
\$200,000 and over	0	0%	30	5%	20	3%
Total	690	100%	625	100%	715	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Economic Sectors and Labour Force

Table 351: Total Number of Workers, Electoral Area A, (2006 – 2016)

Community	2006	2011	2016
Electoral Area A	1,105	935	965

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 352: Number of Workers by Industry, Electoral Area A, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	25	25	25
Mining, quarrying, and oil and gas extraction	20	40	15
Utilities	30	30	35
Construction	65	85	100
Manufacturing	190	175	215
Wholesale trade	10	0	15
Retail trade	150	105	100
Transportation and warehousing	60	45	50
Information and cultural industries	15	15	10
Finance and insurance	10	25	15
Real estate and rental and leasing	0	20	10

Professional, scientific and technical services	45	15	50
Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	50	45	20
Educational services	75	30	30
Health care and social assistance	170	125	120
Arts, entertainment and recreation	15	0	30
Accommodation and food services	60	50	55
Other services (except public administration)	75	50	25
Public administration	10	35	45
Total	1,075	915	965

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 353: Unemployment Rate and Participation Rate, Electoral Area A, (2006 – 2016)

Community		2006	2011	2016
Electoral Area A	Unemployment Rate (%)	4.1%	9.6%	5.2%
	Participation Rate (%)	67.7%	59.9%	62.9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 354: Commuting Destination, Electoral Area A, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Electoral Area A	15	580	130	0

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Units

Table 355: Total Number of Housing Units, Electoral Area A, 2016

Housing Units	2016
Total number of housing units	785

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 356: Breakdown by Structural Type of Units, Electoral Area A, (2016)

Housing Mix	2016 (#)	2016 (%)
Single-Detached	670	85%
Semi-Detached	0	0%
Row House	10	1%
Apartment or Flat in a Duplex	10	1%

Apartment with fewer than 5 storeys	0	0%
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	0	0%
Movable Dwelling ¹⁴	95	12%
Total	785	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 357: Housing Composition by Size, Electoral Area A, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	20
2 Bedroom Units	170
3 Bedroom Units	315
4+ Bedroom Units	280

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 358: Number and Percentage Breakdown by Date Built, Electoral Area A, (2016)

Date Built	2016	
	#	%
Pre-1960	200	26%
1961-1980	275	35%
1981-1990	160	20%
1991-2000	90	12%
2001-2005	25	3%
2006-2010	25	3%
2011-2016	0	0%
Total	775	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 359: Permits by Structure Type, Electoral Area A, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	4	4	1	1	0	0	-	-
2011	1	1	2	2	0	0	-	-

¹⁴ Includes mobile homes, house boats, recreational vehicles

2012	1	1	0	0	0	0	-	-
2013	2	2	2	2	0	0	-	-
2014	1	1	3	3	0	0	0	0
2015	1	1	2	2	0	0	0	0
2016	0	0	4	4	0	0	1	0
2017	1	1	4	4	0	0	1	0
2018	1	1	0	0	0	0	1	0
2019	0	0	4	4	0	0	0	0
Total	12	12	22	22	0	0	3	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 360: Assessed Value by Unit Size, Electoral Area A, (2019)

Assessed Value by Unit Size: Electoral Area A	Unit Count #	Average Per Unit \$
1 Bedroom Units	10	\$227,890
2 Bedroom Units	155	\$167,365
3+ Bedroom Units	637	\$321,063
Total	802	\$290,197

Source: BC Assessment. 2019 Assessment Roll

Table 361: Assessed Value by Property Class, Electoral Area A, (2019)

Assessed Value by Property Class: Electoral Area A	Unit Count #	Average Per Unit \$
2 Acres or More	396	\$345,625
Single Detached	300	\$285,814
Manufacture Home	83	\$80,908
Residential Dwelling with Suite	14	\$153,571
Duplex	6	\$107,617
Fourplex	3	\$205,000
Total	802	\$290,197

Source: BC Assessment. 2019 Assessment Roll

Table 362: Sales Value by Unit Size, Electoral Area A, (2019)

Sales Value by Unit Size: Electoral Area A	Sales Count #	Average Per Unit \$
1 Bedroom Units	-	-

2 Bedroom Units	8	\$119,962
3+ Bedroom Units	25	\$345,480
Total	33	\$290,809

Source: BC Assessment. 2019 Assessment Roll

Table 363: Sales Value by Property Class, Electoral Area A (2019)

Sales Value by Property Class: Electoral Area A	Sales Count #	Average Per Unit \$
Single Detached	18	\$295,056
2 Acres or More (Single Family Dwelling, Duplex)	8	\$443,250
Manufactured Home (Within Manufactured Home Park)	3	\$56,465
Manufactured Home (Not In Manufactured Home Park)	3	\$85,100
Duplex, Non-Strata Side by Side or Front / Back	1	\$315,000
Total	33	\$290,809

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 364: Affordability - Households Spending 30%+ of Income on Shelter Costs, Electoral Area A, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	85	12%	60	9%	85	12%
Renter	20	24%	0	0%	15	27%
Owner	60	9%	45	8%	70	10%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 365: Adequacy - Households in Dwellings Requiring Major Repairs, Electoral Area A, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	65	9%	50	8%	55	7%
Renter	10	12%	0	0%	10	18%
Owner	50	8%	40	7%	50	7%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 366: Suitability – Households in Overcrowded Dwellings, Electoral Area A, (2006 – 2016)*Please note: low values may have been suppressed to zero (0) to maintain confidentiality.*

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	15	2%	0	0	10	1%
Renter	10	12%	0	0	0	0
Owner	0	0%	0	0	0	0

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 367: Households in Core Housing Need, Electoral Area A, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	90	12%	80	12%	30	4%
Renter	40	47%	20	25%	15	25%
Owner	50	8%	60	10%	20	3%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 368: Households in Extreme Core Housing Need, Electoral Area A, (2006 – 2016)*Please note: low values may have been suppressed to zero (0) to maintain confidentiality.*

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	30	4%	25	4%	10	1%
Renter	20	24%	0	0%	0	0%
Owner	20	3%	0	0%	10	1%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Anticipated Population and Households

Table 369: Anticipated Population and Households, Electoral Area A, (2019 to 2031)

Electoral Area A	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	1,956	1,980	1,994	1,994	38	2.0%
Total Number of Households	826	830	835	839	13	1.6%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 370: Anticipated Number of Units by Size, Baseline Trend, Electoral Area A, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	21	2.5%	21	2.5%	21	2.5%	21	2.5%	0
2 Bedroom Units	179	21.7%	180	21.7%	181	21.7%	182	21.7%	3
3 Bedroom Units	331	40.1%	333	40.1%	335	40.1%	337	40.1%	5
4+ Bedroom Units	294	35.7%	296	35.7%	298	35.7%	299	35.7%	5
Total	826	100%	830	100%	835	100%	839	100%	13

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 371: Anticipated Number of Units by Size, Development Pattern Shift, Electoral Area A, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	21	2.5%	22	2.6%	23	2.7%	25	3.0%	4
2 Bedroom Units	179	21.7%	184	22.1%	189	22.6%	201	24.0%	23
3 Bedroom Units	331	40.1%	331	39.9%	331	39.7%	327	39.0%	-4
4+ Bedroom Units	294	35.7%	293	35.3%	292	35.0%	285	34.0%	-9
Total	826	100%	830	100%	835	100%	839	100%	13

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX K: ELECTORAL AREA B / LOWER COLUMBIA – OLD GLORY HOUSING CONTEXT

Population

Table 372: Population Change, Electoral Area B, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Area B	1,418	1,395	1,442	24	1.7%	0.17%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 373: Average and Median Age, Electoral Area B, (2006 – 2016)

Year	Average Age	Median Age
2006	43.5	47.0
2011	46.1	47.6
2016	48.5	53.2

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 374: Age Group Distribution, Electoral Area B, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	180	13%	145	10%	160	11%
15 to 19	105	7%	90	6%	60	4%
20 to 24	65	5%	60	4%	45	3%
25 to 64	860	61%	920	63%	845	59%
65 to 84	195	14%	220	15%	310	22%
85+	10	1%	15	1%	20	1%
Total	1,415	100%	1,450	100%	1,440	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data with summed totals

Table 375: Mobility, Electoral Area B, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	130	110	130
Non-Migrants	20	20	35
Migrants	110	85	100

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Households

Table 376: Households, Electoral Area B, (2006 – 2016)

Electoral Area B	2006	2011	2016
Total Number of Households	625	645	670
Average Household Size	2.3	2.2	2.1

Source: Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 377: Household Size Distribution, Electoral Area B, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	155	25%	170	27%	190	28%
2 people	270	44%	290	46%	305	45%
3 people	110	18%	105	17%	95	14%
4 people	65	10%	60	10%	70	10%
5+ people	20	3%	0	0%	15	2%
Total	620	100%	625	100%	675	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 378: Housing Tenure, Electoral Area B, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	45	7%	20	3%	25	4%
Owner	585	93%	625	97%	650	96%
Total	630	100%	645	100%	675	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Household Income

Table 379: Average and Median Household Income, Electoral Area B, (2006 – 2016)

Community	2006	2011	2016
Electoral Area B	Average Income	\$74,390	\$77,299
	Median Income	\$63,025	\$60,365
			\$88,966
			\$79,352

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 380: Number of Households in Specified Income Brackets, Electoral Area B, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	0	0%	15	2%
\$5,000 to \$9,999	10	2%	0	0%	0	0%
\$10,000 to \$14,999	0	0%	0	0%	10	2%
\$15,000 to \$19,999	15	2%	0	0%	0	0%
\$20,000 to \$24,999	10	2%	75	12%	25	4%
\$25,000 to \$29,999	30	5%	15	2%	25	4%
\$30,000 to \$34,999	40	6%	0	0%	25	4%
\$35,000 to \$39,999	50	8%	10	2%	30	5%
\$40,000 to \$44,999	25	4%	80	12%	35	5%
\$45,000 to \$49,999	30	5%	0	0%	15	2%
\$50,000 to \$59,999	85	14%	30	5%	40	6%
\$60,000 to \$69,999	30	5%	80	12%	55	8%
\$70,000 to \$79,999	55	9%	25	4%	50	8%
\$80,000 to \$89,999	65	10%	0	0%	40	6%
\$90,000 to \$99,999	45	7%	80	12%	65	10%
\$100,000 to \$124,999	45	7%	25	4%	95	14%
\$125,000 to \$149,999	30	5%	35	5%	60	9%
\$150,000 to \$199,999	55	9%	50	8%	55	8%
\$200,000 and over	10	2%	30	5%	20	3%
Total	630		645		660	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 381: Average and Median Renter Household Income, Electoral Area B, (2006 – 2016)

Electoral Area B		2006	2011	2016
	Renter Average Income	\$66,238	\$60,492	n/a
	Renter Median Income	\$71,102	\$38,693	n/a

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 382: Number of Renter Households in Specified Income Brackets, Electoral Area B, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006	2011	2016
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	#	%	#	%	#	%
Under \$ 5,000	0	0%	n/a	n/a	0	0%
\$5,000 to \$9,999	0	0%	n/a	n/a	0	0%
\$10,000 to \$14,999	0	0%	n/a	n/a	0	0%
\$15,000 to \$19,999	0	0%	n/a	n/a	0	0%
\$20,000 to \$24,999	0	0%	n/a	n/a	0	0%
\$25,000 to \$29,999	10	22%	n/a	n/a	0	0%
\$30,000 to \$34,999	0	0%	n/a	n/a	0	0%
\$35,000 to \$39,999	0	0%	n/a	n/a	10	40%
\$40,000 to \$44,999	0	0%	n/a	n/a	0	0%
\$45,000 to \$49,999	0	0%	n/a	n/a	10	40%
\$50,000 to \$59,999	0	0%	n/a	n/a	0	0%
\$60,000 to \$69,999	0	0%	n/a	n/a	0	0%
\$70,000 to \$79,999	25	56%	n/a	n/a	0	0%
\$80,000 to \$89,999	10	22%	n/a	n/a	10	40%
\$90,000 to \$99,999	0	0%	n/a	n/a	0	0%
\$100,000 to \$124,999	0	0.0%	n/a	n/a	0	0%
\$125,000 to \$149,999	0	0.0%	n/a	n/a	0	0%
\$150,000 to \$199,999	0	0.0%	n/a	n/a	0	0%
\$200,000 and over	0	0.0%	n/a	n/a	0	0%
Total	45		15		30	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 383: Owner Household Income, Electoral Area B, (2006 – 2016)

Community		2006	2011	2016
Electoral Area B	Average Income	\$75,002	\$77,769	\$90,688
	Median Income	\$59,141	\$62,138	\$81,115

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 384: Number of Owner Households in Specified Income Brackets, Electoral Area B, (2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	0	0%	10	2%
\$5,000 to \$9,999	10	2%	0	0%	0	0%

\$10,000 to \$14,999	0	0%	0	0%	10	2%
\$15,000 to \$19,999	20	3%	0	0%	10	2%
\$20,000 to \$24,999	10	2%	0	0%	30	5%
\$25,000 to \$29,999	25	4%	20	3%	25	4%
\$30,000 to \$34,999	40	7%	0	0%	30	5%
\$35,000 to \$39,999	50	9%	10	2%	25	4%
\$40,000 to \$44,999	25	4%	80	13%	30	5%
\$45,000 to \$49,999	30	5%	0	0%	10	2%
\$50,000 to \$59,999	85	15%	25	4%	45	7%
\$60,000 to \$69,999	25	4%	80	13%	50	8%
\$70,000 to \$79,999	35	6%	25	4%	55	8%
\$80,000 to \$89,999	50	9%	0	0%	35	5%
\$90,000 to \$99,999	40	7%	75	12%	65	10%
\$100,000 to \$124,999	45	8%	25	4%	90	14%
\$125,000 to \$149,999	35	6%	30	5%	60	9%
\$150,000 to \$199,999	50	9%	45	7%	60	9%
\$200,000 and over	10	2%	30	5%	20	3%
Total	585		625		660	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Economic Sectors and Labour Force

Table 385: Total Number of Workers, Electoral Area B, (2006 – 2016)

Community	2006	2011	2016
Electoral Area B	835	590	760

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 386: Number of Workers by Industry, Electoral Area B, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	10	0	35
Mining, quarrying, and oil and gas extraction	0	0	10
Utilities	15	0	30
Construction	85	15	85

Manufacturing	120	70	115
Wholesale trade	10	0	15
Retail trade	95	60	95
Transportation and warehousing	80	55	20
Information and cultural industries	0	0	20
Finance and insurance	25	35	15
Real estate and rental and leasing	20	0	20
Professional, scientific and technical services	30	0	40
Management of companies and enterprises	0	0	10
Administrative and support, waste management and remediation services	15	0	15
Educational services	55	0	20
Health care and social assistance	110	80	105
Arts, entertainment and recreation	40	0	25
Accommodation and food services	60	50	45
Other services (except public administration)	40	25	25
Public administration	25	50	20
Total	835	590	765

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 387: Unemployment Rate and Participation Rate, Electoral Area B, (2006 – 2016)

Community		2006	2011	2016
Electoral Area B	Unemployment Rate	3.0%	5.9%	9.8%
	Participation Rate	66.8%	48.2%	58.8%

Table 388: Commuting Destination, Electoral Area B, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Electoral Area B	30	375	175	10

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Units

Table 389: Total Number of Housing Units, Electoral Area B, 2016

Housing Units	2016
Total number of housing units	645

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 390: Breakdown by Structural Type of Units, Electoral Area B, (2016)

Housing Mix	2016 (#)	2016 (%)
Single-Detached	515	77%
Semi-Detached	0	0%
Row House	0	0%
Apartment or Flat in a Duplex	0	0%
Apartment with fewer than 5 storeys	0	0%
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	0	0%
Movable Dwelling ¹⁵	150	23%
Total	665	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 391: Housing Composition by Size, Electoral Area B, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	40
2 Bedroom Units	170
3 Bedroom Units	290
4+ Bedroom Units	170

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 392: Number and Percentage Breakdown by Date Built, Electoral Area B, (2016)

Date Built	2016	
	#	%
Pre-1960	175	26%
1961-1980	220	33%
1981-1990	65	10%
1991-2000	105	16%
2001-2005	45	7%
2006-2010	45	7%
2011-2016	20	3%

¹⁵ Includes mobile homes, house boats, recreational vehicles

Total	675	100%
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Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 393: Permits by Structure Type, Electoral Area B, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	2	2	4	4	0	0	-	-
2011	2	2	6	6	0	0	-	-
2012	0	0	1	1	0	0	-	-
2013	2	2	3	3	0	0	-	-
2014	1	1	1	1	0	0	1	0
2015	3	3	0	0	0	0	0	0
2016	2	2	1	1	0	0	1	0
2017	1	1	2	2	0	0	0	0
2018	6	6	6	6	0	0	1	0
2019	5	5	7	5	0	0	2	0
Total	24	24	31	29	0	0	5	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 394: Assessed Value by Unit Size, Electoral Area B, (2019)

Assessed Value by Unit Size: Electoral Area B	Unit Count #	Average Per Unit \$
1 Bedroom Units	11	\$264,682
2 Bedroom Units	247	\$153,794
3+ Bedroom Units	458	\$323,337
Total	716	\$263,948

Source: BC Assessment. 2019 Assessment Roll

Table 395: Assessed Value by Property Class, Electoral Area B, (2019)

Assessed Value by Property Class: Electoral Area B	Unit Count #	Average Per Unit \$
Single Detached	404	\$300,494
2 Acres or More	148	\$367,055
Manufacture Home	146	\$69,925
Residential Dwelling with suite	18	\$169,672
Total	716	\$263,948

Source: BC Assessment. 2019 Assessment Roll

Table 396: Sales Value by Unit Size, Electoral Area B, (2019)

Sales Value by Unit Size: Electoral Area B	Sales Count #	Average Per Unit \$
1 Bedroom Units	-	-
2 Bedroom Units	17	\$95,236
3+ Bedroom Units	26	\$355,641
Total	43	\$252,690

Source: BC Assessment. 2019 Assessment Roll

Table 397: Sales Value by Property Class, Electoral Area B, (2019)

Sales Value by Property Class: Electoral Area B	Sales Count #	Average Per Unit \$
Single Detached	20	\$341,765
Manufactured Home (Within Manufactured Home Park)	17	\$69,648
2 Acres or More (Single Family Dwelling, Duplex)	5	\$531,230
2 Acres or More (Manufactured Home)	1	\$190,209
Total	43	\$252,690

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 398: Affordability - Households Spending 30%+ of Income on Shelter Costs, Electoral Area B, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	75	12%	40	6%	35	5%
Renter	10	22%	0	0%	10	33%
Owner	75	13%	30	5%	25	4%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 399: Adequacy - Households in Dwellings Requiring Major Repairs, Electoral Area B, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Core Housing Need Indicators	2006	2011	2016
---------------------------------	------	------	------

	#	%	#	%	#	%
All Households	60	10%	20	3%	55	8%
Renter	0	0%	0	0%	0	0%
Owner	55	10%	15	2%	55	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 400: Suitability – Households in Overcrowded Dwellings, Electoral Area B, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	15	2%	0	0%	15	2%
Renter	15	33%	0	0%	0	0%
Owner	0	0%	0	0%	15	2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 401: Households in Core Housing Need, Electoral Area B, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	60	10%	0	0%	55	8%
Renter	10	22%	0	0%	10	40%
Owner	55	10%	0	0%	50	8%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 402: Households in Extreme Core Housing Need, Electoral Area B, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	15	2%	0	0%	10	2%
Renter	0	0%	0	0%	0	0%
Owner	15	3%	0	0%	0	0%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Anticipated Population and Households

Table 403: Anticipated Population and Households, Electoral Area B, (2019 to 2031)

Electoral Area B	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#		
Projected Population	1,491	1,509	1,520	1,520	29	1.9%
Total Number of Households	701	705	709	712	11	1.6%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 404: Anticipated Number of Units by Size, Baseline Trend, Electoral Area B, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	42	6.0%	42	6.0%	42	6.0%	43	6.0%	1
2 Bedroom Units	178	25.4%	179	25.4%	180	25.4%	181	25.4%	3
3 Bedroom Units	303	43.3%	305	43.3%	307	43.3%	308	43.3%	5
4+ Bedroom Units	178	25.4%	179	25.4%	180	25.4%	181	25.4%	3
Total	701	100%	705	100%	709	100%	712	100%	11

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 405: Anticipated Number of Units by Size, Development Pattern Shift, Electoral Area B, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	42	6.0%	38	5.4%	34	4.8%	21	3.0%	20
2 Bedroom Units	178	25.4%	174	24.7%	170	24.0%	157	22.0%	21
3 Bedroom Units	303	43.3%	301	42.6%	298	42.0%	285	40.0%	19

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
4+ Bedroom Units	178	25.4%	192	27.3%	207	29.2%	249	35.0%	-71
Total	701	100%	705	100%	709	100%	712	100%	-11

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX L: ELECTORAL AREA C / CHRISTINA LAKE HOUSING CONTEXT

Population

Table 406: Population Change, Electoral Area C, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Area C	1,435	1,391	1,337	-98	-6.8%	-0.68%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 407: Average and Median Age, Electoral Area C, (2006 – 2016)

Year	Average Age	Median Age
2006	49.1	56.1
2011	41.6	58.6
2016	52.1	58.4

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 408: Age Group Distribution, Electoral Area C, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	180	13%	170	12%	135	10%
15 to 19	50	4%	75	5%	60	4%
20 to 24	55	4%	35	3%	25	2%
25 to 64	720	51%	765	55%	650	49%
65 to 84	385	27%	335	24%	435	33%
85+	35	2%	20	1%	30	2%
Total	1,425	100%	1,400	100%	1,335	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data with summed totals

Table 409: Mobility, Electoral Area C, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	155	45	140
Non-Migrants	40	0	45
Migrants	110	40	100

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Households

Table 410: Households, Electoral Area C, (2006 – 2016)

Electoral Area C	2006	2011	2016
Total Number of Households	675	615	635
Average Household Size	2.1	2.1	2.1

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 411: Household Size Distribution, Electoral Area C, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	175	26%	130	22%	180	28%
2 people	335	50%	360	60%	325	50%
3 people	75	11%	80	13%	75	12%
4 people	60	9%	30	5%	50	8%
5+ people	25	4%	0	0%	15	2%
Total	670	100%	600	100%	645	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 412: Housing Tenure, Electoral Area C, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	40	6%	65	11%	50	8%
Owner	630	93%	550	89%	585	92%
Total	670	100%	615	100%	635	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Household Income

Table 413: Average and Median Household Income, Electoral Area C, (2006 – 2016)

Community	2006	2011	2016
Electoral Area C	Average Income	\$64,425	\$81,570
	Median Income	\$50,434	\$63,406
		\$60,157	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 414: Number of Households in Specified Income Brackets, Electoral Area C, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

2006	2011	2016
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	#	%	#	%	#	%
Under \$ 5,000	10	1%	0	0%	0	0%
\$5,000 to \$9,999	25	4%	0	0%	0	0%
\$10,000 to \$14,999	10	1%	0	0%	10	2%
\$15,000 to \$19,999	35	5%	25	4%	20	3%
\$20,000 to \$24,999	65	10%	50	8%	40	6%
\$25,000 to \$29,999	65	10%	30	5%	10	2%
\$30,000 to \$34,999	15	2%	50	8%	45	7%
\$35,000 to \$39,999	65	10%	0	0%	40	6%
\$40,000 to \$44,999	40	6%	25	4%	25	4%
\$45,000 to \$49,999	15	2%	0	0%	50	8%
\$50,000 to \$59,999	60	9%	75	12%	75	12%
\$60,000 to \$69,999	25	4%	45	7%	40	6%
\$70,000 to \$79,999	40	6%	40	7%	45	7%
\$80,000 to \$89,999	55	8%	20	3%	50	8%
\$90,000 to \$99,999	40	6%	20	3%	50	8%
\$100,000 to \$124,999	50	7%	90	15%	55	9%
\$125,000 to \$149,999	30	4%	15	2%	35	5%
\$150,000 to \$199,999	0	0%	70	11%	25	4%
\$200,000 and over	30	4%	0	0%	25	4%
Total	675	100%	615	100%	640	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 415: Average and Median Renter Household Income, Electoral Area C, (2006 – 2016)

Electoral Area B	2006		2011		2016	
	Renter Average Income	\$28,112	Renter Average Income	\$63,245	Renter Average Income	\$62,956
	Renter Median Income	\$29,208	Renter Median Income	\$35,644	Renter Median Income	\$47,182

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 416: Number of Renter Households in Specified Income Brackets, Electoral Area C, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	n/a	n/a	0	0%
\$5,000 to \$9,999	0	0%	n/a	n/a	0	0%

	2006		2011		2016	
	#	%	#	%	#	%
\$10,000 to \$14,999	0	0%	n/a	n/a	0	0%
\$15,000 to \$19,999	0	0%	n/a	n/a	0	0%
\$20,000 to \$24,999	10	25%	n/a	n/a	10	20%
\$25,000 to \$29,999	10	25%	n/a	n/a	0	0%
\$30,000 to \$34,999	0	0%	n/a	n/a	0	0%
\$35,000 to \$39,999	10	25%	n/a	n/a	15	30%
\$40,000 to \$44,999	10	25%	n/a	n/a	0	0%
\$45,000 to \$49,999	0	0%	n/a	n/a	10	20%
\$50,000 to \$59,999	0	0%	n/a	n/a	10	20%
\$60,000 to \$69,999	0	0%	n/a	n/a	0	0%
\$70,000 to \$79,999	0	0%	n/a	n/a	0	0%
\$80,000 to \$89,999	0	0%	n/a	n/a	0	0%
\$90,000 to \$99,999	0	0%	n/a	n/a	10	20%
\$100,000 to \$124,999	0	0%	n/a	n/a	0	0%
\$125,000 to \$149,999	0	0%	n/a	n/a	10	20%
\$150,000 to \$199,999	0	0%	n/a	n/a	0	0%
\$200,000 and over	0	0%	n/a	n/a	0	0%
Total	40		65		50	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 417: Owner Household Income, Electoral Area C, (2006 – 2016)

Community		2006	2011	2016
Electoral Area C	Average Income	\$66,769	\$83,718	\$78,986
	Median Income	\$51,198	\$64,193	\$61,619

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 418: Number of Owner Households in Specified Income Brackets, Electoral Area C, (2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	0	0%	10	2%
\$5,000 to \$9,999	25	4%	0	0%	0	0%
\$10,000 to \$14,999	10	2%	0	0%	10	2%

	2006		2011		2016	
	#	%	#	%	#	%
\$15,000 to \$19,999	30	5%	25	5%	15	3%
\$20,000 to \$24,999	60	9%	35	6%	40	7%
\$25,000 to \$29,999	55	9%	25	5%	0	0%
\$30,000 to \$34,999	15	2%	45	8%	50	9%
\$35,000 to \$39,999	65	10%	0	0%	25	4%
\$40,000 to \$44,999	35	6%	30	5%	25	4%
\$45,000 to \$49,999	15	2%	0	0%	50	9%
\$50,000 to \$59,999	55	9%	70	13%	70	12%
\$60,000 to \$69,999	20	3%	45	8%	40	7%
\$70,000 to \$79,999	40	6%	45	8%	40	7%
\$80,000 to \$89,999	55	9%	0	0%	40	7%
\$90,000 to \$99,999	40	6%	20	4%	40	7%
\$100,000 to \$124,999	55	9%	65	12%	55	9%
\$125,000 to \$149,999	35	6%	15	3%	30	5%
\$150,000 to \$199,999	10	2%	70	13%	20	3%
\$200,000 and over	30	5%	0	0%	25	4%
Total	650		550		585	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Economic Sectors and Labour Force

Table 419: Total Number of Workers, Electoral Area C, (2006 – 2016)

Community	2006	2011	2016
Electoral Area C	580	575	595

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 420: Number of Workers by Industry, Electoral Area C, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	25	0	25
Mining, quarrying, and oil and gas extraction	10	25	10
Utilities	0	0	0
Construction	85	60	55
Manufacturing	80	85	40
Wholesale trade	10	0	0
Retail trade	110	55	80
Transportation and warehousing	20	55	25
Information and cultural industries	0	0	10
Finance and insurance	30	30	25
Real estate and rental and leasing	0	0	10
Professional, scientific and technical services	15	0	30
Management of companies and enterprises	0	0	10
Administrative and support, waste management and remediation services	35	0	35
Educational services	40	55	65
Health care and social assistance	40	40	60
Arts, entertainment and recreation	35	0	30
Accommodation and food services	30	0	40
Other services (except public administration)	0	0	35
Public administration	10	40	15
Total	575	560	600

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 421: Unemployment Rate and Participation Rate, Electoral Area C, (2006 – 2016)

Community		2006	2011	2016
Electoral Area C	Unemployment Rate	7.8%	7.0%	10.2%
	Participation Rate	47.0%	51.1%	50.4%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 422: Commuting Destination, Electoral Area C, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Electoral Area C	160	195	15	10

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Units

Table 423: Total Number of Housing Units, Electoral Area C, 2016

Housing Units	2016
Total number of housing units	640

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 424: Breakdown by Structural Type of Units, Electoral Area C, (2016)

Housing Mix	2016 (#)	2016 (%)
Single-Detached	570	89%
Semi-Detached	0	0%
Row House	0	0%
Apartment or Flat in a Duplex	0	0%
Apartment with fewer than 5 storeys	10	2%
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	0	0%
Movable Dwelling ¹⁶	65	10%
Total	640	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 425: Housing Composition by Size, Electoral Area C, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	0
1 Bedroom Units	25
2 Bedroom Units	205
3 Bedroom Units	265
4+ Bedroom Units	145

¹⁶ Includes mobile homes, house boats, recreational vehicles

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 426: Number and Percentage Breakdown by Date Built, Electoral Area C, (2016)

Date Built	2016	
	#	%
Pre-1960	85	13%
1961-1980	160	25%
1981-1990	105	17%
1991-2000	145	23%
2001-2005	40	6%
2006-2010	70	11%
2011-2016	30	5%
Total	635	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 427: Permits by Structure Type, Electoral Area C, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	9	9	1	1	0	0	-	-
2011	8	8	0	0	0	0	-	-
2012	18	18	2	2	0	0	-	-
2013	7	7	0	0	0	0	-	-
2014	6	6	1	1	0	0	6	0
2015	11	1	0	0	0	0	3	0
2016	10	10	1	1	0	0	6	0
2017	6	6	2	2	0	0	7	0
2018	8	8	5	5	0	0	5	0
2019	15	15	5	5	0	0	3	0
Total	98	98	17	17	0	0	30	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 428: Assessed Value by Unit Size, Electoral Area C, (2019)

Assessed Value by Unit Size: Electoral Area C	Unit Count #	Average Per Unit \$
1 Bedroom Units	166	\$341,080
2 Bedroom Units	457	\$301,475

3+ Bedroom Units	733	\$428,099
Total	1,356	\$374,772

Source: BC Assessment. 2019 Assessment Roll

Table 429: Assessed Value by Property Class, Electoral Area C, (2019)

Assessed Value by Property Class: Electoral Area C	Unit Count #	Average Per Unit \$
Single Detached	682	\$414,256
2 Acres or More	238	\$395,815
Seasonal Dwelling	216	\$397,662
Manufacture Home	168	\$160,013
Residential Dwelling with Suite	50	\$349,892
Property Subject to Section 19(8)	2	\$596,000
Total	1,356	\$374,772

Source: BC Assessment. 2019 Assessment Roll

Table 430: Sales Value by Unit Size, Electoral Area C, (2019)

Sales Value by Unit Size: Electoral Area C	Sales Count #	Average Per Unit \$
1 Bedroom Units	4	\$469,750
2 Bedroom Units	19	\$365,332
3+ Bedroom Units	28	\$427,349
Total	51	\$407,570

Source: BC Assessment. 2019 Assessment Roll

Table 431: Sales Value by Property Class, Electoral Area C, (2019)

Sales Value by Property Class: Electoral Area C	Sales Count #	Average Per Unit \$
Single Detached	25	\$456,500
Manufactured Home (Not in Manufactured Home Park)	9	\$159,222
2 Acres or more (Single Family Dwelling, Duplex)	5	\$339,460
Seasonal Dwelling	4	\$686,500
2 Acres or More (Manufactured Home)	2	\$209,266
3 Acres or More (Single Family Dwelling, Duplex)	2	\$325,365
Residential Dwelling with Suite	1	\$650,000
4 Acres or More (Single Family Dwelling, Duplex)	1	\$332,000

5 Acres or More (Single Family Dwelling, Duplex)	1	\$950,000
2 Acres or More (Seasonal Dwelling)	1	\$496,000
Total	51	\$407,570

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 432: Affordability - Households Spending 30%+ of Income on Shelter Costs, Electoral Area C, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	90	14%	75	12%	65	10%
Renter	15	38%	30	46%	10	20%
Owner	70	11%	45	8%	50	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 433: Adequacy - Households in Dwellings Requiring Major Repairs, Electoral Area C, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	25	4%	0	0%	45	7%
Renter	0	0%	0	0%	15	30%
Owner	25	4%	0	0%	30	5%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 434: Suitability – Households in Overcrowded Dwellings, Electoral Area C, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality.

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	10	2%	0	0%	10	2%
Renter	0	0%	0	0%	0	0%
Owner	10	2%	0	0%	0	0%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 435: Households in Core Housing Need, Electoral Area C, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	95	15%	75	12%	70	11%
Renter	20	57%	30	50%	20	40%
Owner	80	13%	40	7%	50	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 436: Households in Extreme Core Housing Need, Electoral Area C, (2006 – 2016)*Please note: low values may have been suppressed to zero (0) to maintain confidentiality.*

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	30	5%	20	3%	15	2%
Renter	0	0%	0	0%	0	0%
Owner	30	5%	0	0%	15	3%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Anticipated Population and Households

Table 437: Anticipated Population and Households, Electoral Area C, (2019 to 2031)

Electoral Area C	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	1,396	1,382	1,314	1,233	-163	-11.7%
Total Number of Households	679	664	635	590	-89	-13.1%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 438: Anticipated Number of Units by Size, Baseline Trend, Electoral Area C, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	27	3.9%	26	3.9%	25	3.9%	23	3.9%	-3

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
2 Bedroom Units	217	32.0%	213	32.0%	204	32.0%	189	32.0%	-29
3 Bedroom Units	281	41.4%	275	41.4%	263	41.4%	244	41.4%	-37
4+ Bedroom Units	154	22.7%	150	22.7%	144	22.7%	134	22.7%	-20
Total	679	100%	664	100%	635	100%	590	100%	-89

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 439: Anticipated Number of Units by Size, Development Pattern Shift, Electoral Area C, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
Bachelor Units	0	0%	0	0%	0	0%	0	0%	0
1 Bedroom Units	27	3.9%	34	5.1%	40	6.3%	59	10.0%	32
2 Bedroom Units	217	32.0%	226	34.0%	229	36.0%	248	42.0%	30
3 Bedroom Units	281	41.4%	260	39.1%	234	36.8%	177	30.0%	-104
4+ Bedroom Units	154	22.7%	144	21.7%	132	20.8%	106	18.0%	-48
Total	679	100%	664	100%	635	100%	590	100%	-89

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX M: ELECTORAL AREA D / RURAL GRAND FORKS HOUSING CONTEXT

Population

Table 440: Population Change, Electoral Area D, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Area D	3,176	3,187	3,225	49	1.5%	0.15%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 441: Average and Median Age, Electoral Area D, (2006 – 2016)

Year	Average Age	Median Age
2006	44.7	49.4
2011	47.9	53.1
2016	50.7	56.0

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 442: Age Group Distribution, Electoral Area D, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	455	14%	415	13%	375	12%
15 to 19	205	6%	185	6%	150	5%
20 to 24	95	3%	100	3%	105	3%
25 to 64	1,820	57%	1,740	55%	1,640	51%
65 to 84	555	17%	695	22%	900	28%
85+	45	1%	45	1%	55	2%
Total	3,175	100%	3,180	100%	3,225	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data with summed totals

Table 443: Mobility, Electoral Area D, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	345	220	345
Non-Migrants	150	125	115
Migrants	195	95	230

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Households

Table 444: Households, Electoral Area D, (2006 – 2016)

Electoral Area D	2006	2011	2016
Total Number of Households	1,350	1,400	1,435
Average Household Size	2.3	2.3	2.2

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 445: Household Size Distribution, Electoral Area D, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	345	26%	365	26%	370	26%
2 people	605	45%	640	46%	705	49%
3 people	190	14%	165	12%	165	11%
4 people	135	10%	125	9%	120	8%
5+ people	75	6%	105	8%	75	5%
Total	1350	100%	1400	100%	1435	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 446: Housing Tenure, Electoral Area D, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	115	9%	80	6%	160	11%
Owner	1,235	91%	1,320	94%	1,275	89%
Total	1,350	100%	1,400	100%	1,435	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 447: Renter Households in Subsidized Housing, Electoral Area D, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Electoral Area D	n/a	n/a	n/a	n/a	25	16%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Household Income

Table 448: Average and Median Household Income, Electoral Area D, (2006 – 2016)

Community		2006	2011	2016
Electoral Area D	Average Income	\$60,561	\$63,019	\$66,207

Community		2006	2011	2016
	Median Income	\$53,637	\$49,834	\$52,965

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 449: Number of Households in Specified Income Brackets, Electoral Area D, (2006 - 2016)

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	30	2%	60	4%	40	3%
\$5,000 to \$9,999	15	1%	0	0%	30	2%
\$10,000 to \$14,999	55	4%	30	2%	60	4%
\$15,000 to \$19,999	75	6%	155	11%	65	5%
\$20,000 to \$24,999	95	7%	45	3%	70	5%
\$25,000 to \$29,999	75	6%	95	7%	65	5%
\$30,000 to \$34,999	45	3%	60	4%	100	7%
\$35,000 to \$39,999	60	4%	65	5%	95	7%
\$40,000 to \$44,999	60	4%	85	6%	85	6%
\$45,000 to \$49,999	85	6%	110	8%	55	4%
\$50,000 to \$59,999	185	14%	75	5%	160	11%
\$60,000 to \$69,999	100	7%	125	9%	95	7%
\$70,000 to \$79,999	95	7%	70	5%	100	7%
\$80,000 to \$89,999	65	5%	50	4%	65	5%
\$90,000 to \$99,999	75	6%	110	8%	75	5%
\$100,000 to \$124,999	145	11%	95	7%	95	7%
\$125,000 to \$149,999	50	4%	90	6%	75	5%
\$150,000 to \$199,999	15	1%	70	5%	70	5%
\$200,000 and over	15	1%	0	0%	35	2%
Total	1,340	100%	1,390	100%	1,435	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 450: Average and Median Renter Household Income, Electoral Area D, (2006 – 2016)

Electoral Area B		2006	2011	2016
	Renter Average Income	\$45,788	\$48,964	\$49,566
	Renter Median Income	\$47,174	\$46,876	\$36,953

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 451: Number of Renter Households in Specified Income Brackets, Electoral Area D, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	0	0%	0	0%	0	0%
\$5,000 to \$9,999	0	0%	0	0%	10	6%
\$10,000 to \$14,999	0	0%	0	0%	20	13%
\$15,000 to \$19,999	10	9%	0	0%	10	6%
\$20,000 to \$24,999	0	0%	0	0%	10	6%
\$25,000 to \$29,999	15	13%	0	0%	20	13%
\$30,000 to \$34,999	0	0%	0	0%	20	13%
\$35,000 to \$39,999	10	9%	0	0%	10	6%
\$40,000 to \$44,999	10	9%	0	0%	10	6%
\$45,000 to \$49,999	20	17%	0	0%	0	0%
\$50,000 to \$59,999	20	17%	0	0%	15	9%
\$60,000 to \$69,999	10	9%	0	0%	0	0%
\$70,000 to \$79,999	0	0%	0	0%	20	13%
\$80,000 to \$89,999	10	9%	0	0%	0	0%
\$90,000 to \$99,999	10	9%	0	0%	10	6%
\$100,000 to \$124,999	0	0%	0	0%	10	6%
\$125,000 to \$149,999	0	0%	0	0%	10	6%
\$150,000 to \$199,999	0	0%	0	0%	0	0%
\$200,000 and over	0	0%	0	0%	0	0%
Total	115		80		160	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 452: Owner Household Income, Electoral Area D, (2006 – 2016)

Community	2006	2011	2016
Electoral Area D	Average Income	\$61,947	\$63,835
	Median Income	\$56,329	\$49,895
			\$55,024

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 453: Number of Owner Households in Specified Income Brackets, Electoral Area D, (2016)

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	30	2%	55	4%	35	3%
\$5,000 to \$9,999	15	1%	0	0%	20	2%

	2006		2011		2016	
	#	%	#	%	#	%
\$10,000 to \$14,999	55	4%	30	2%	45	4%
\$15,000 to \$19,999	65	5%	150	11%	55	4%
\$20,000 to \$24,999	95	8%	35	3%	65	5%
\$25,000 to \$29,999	60	5%	80	6%	45	4%
\$30,000 to \$34,999	40	3%	55	4%	85	7%
\$35,000 to \$39,999	55	4%	70	5%	85	7%
\$40,000 to \$44,999	45	4%	90	7%	75	6%
\$45,000 to \$49,999	65	5%	105	8%	55	4%
\$50,000 to \$59,999	160	13%	55	4%	145	11%
\$60,000 to \$69,999	95	8%	115	9%	85	7%
\$70,000 to \$79,999	95	8%	70	5%	85	7%
\$80,000 to \$89,999	55	4%	50	4%	65	5%
\$90,000 to \$99,999	70	6%	105	8%	70	5%
\$100,000 to \$124,999	145	12%	85	6%	80	6%
\$125,000 to \$149,999	50	4%	95	7%	70	5%
\$150,000 to \$199,999	15	1%	65	5%	70	5%
\$200,000 and over	15	1%	0	0%	35	3%
Total	1,225	100%	1,310	100%	1,270	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Economic Sectors and Labour Force

Table 454: Total Number of Workers, Electoral Area D, (2006 – 2016)

Community	2006	2011	2016
Electoral Area D	1,650	1,685	1,390

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 455: Number of Workers by Industry, Electoral Area D, (2006 – 2016)

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	285	270	230
Mining, quarrying, and oil and gas extraction	10	0	15
Utilities	0	0	10
Construction	130	160	125
Manufacturing	215	120	125
Wholesale trade	30	45	15
Retail trade	190	185	105
Transportation and warehousing	75	25	65

Information and cultural industries	15	25	25
Finance and insurance	30	15	10
Real estate and rental and leasing	15	15	35
Professional, scientific and technical services	35	60	60
Management of companies and enterprises	0	0	0
Administrative and support, waste management and remediation services	80	35	50
Educational services	80	165	105
Health care and social assistance	180	240	170
Arts, entertainment and recreation	60	20	50
Accommodation and food services	80	65	55
Other services (except public administration)	75	55	70
Public administration	60	80	60
Total	1,645	1,580	1,380

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 456: Unemployment Rate and Participation Rate, Electoral Area D, (2006 – 2016)

Community		2006	2011	2016
Electoral Area D	Unemployment Rate	6.3%	9.5%	4.9%
	Participation Rate	62.1%	60.2%	50.2%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 457: Commuting Destination, Electoral Area D, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Electoral Area D	165	780	45	15

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Units

Table 458: Total Number of Housing Units, Electoral Area D, 2016

Housing Units	2016
Total number of housing units	1,435

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 459: Breakdown by Structural Type of Units, Electoral Area D, (2016)

Housing Mix	2016 (#)	2016 (%)
Single-Detached	1,300	91%
Semi-Detached	0	0%
Row House	0	0%
Apartment or Flat in a Duplex	0	0%
Apartment with fewer than 5 storeys	0	0%

Housing Mix	2016 (#)	2016 (%)
Apartment with 5 or more storeys	0	0%
Other Single-Attached House	0	0%
Movable Dwelling ¹⁷	135	9%
Total	1,435	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 460: Housing Composition by Size, Electoral Area D, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	10
1 Bedroom Units	110
2 Bedroom Units	280
3 Bedroom Units	615
4+ Bedroom Units	425

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 461: Number and Percentage Breakdown by Date Built, Electoral Area D, (2016)

Date Built	#	2016 %
Pre-1960	335	23%
1961-1980	490	34%
1981-1990	170	12%
1991-2000	235	16%
2001-2005	45	3%
2006-2010	120	8%
2011-2016	35	2%
Total	1,430	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 462: Permits by Structure Type, Electoral Area D, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	11	11	1	1	0	0	-	-
2011	7	7	1	1	0	0	-	-
2012	6	6	3	3	0	0	-	-
2013	6	6	1	1	0	0	-	-

¹⁷ Includes mobile homes, house boats, recreational vehicles

2014	4	4	4	4	0	0	6	0
2015	4	4	1	1	0	0	2	0
2016	4	4	1	1	0	0	3	0
2017	5	5	9	9	0	0	3	0
2018	5	5	1	1	0	0	4	0
2019	6	6	5	5	0	0	3	0
Total	58	58	27	27	0	0	21	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 463: Assessed Value by Unit Size, Electoral Area D, (2019)

Assessed Value by Unit Size: Electoral Area D	Unit Count #	Average Per Unit \$
1 Bedroom Units	62	\$229,039
2 Bedroom Units	339	\$220,702
3+ Bedroom Units	990	\$330,597
Total	1,391	\$299,288

Source: BC Assessment. 2019 Assessment Roll

Table 464: Assessed Value by Property Class, Electoral Area D, (2019)

Assessed Value by Property Class: Electoral Area D	Unit Count #	Average Per Unit \$
2 Acres or More	772	\$321,701
Single Detached	442	\$327,993
Manufacture Home	157	\$121,867
Residential Dwelling with Suite	16	\$182,544
Duplex	2	\$207,000
Store(s) and Living Quarters	2	\$257,750
Total	1,391	\$299,288

Source: BC Assessment. 2019 Assessment Roll

Table 465: Sales Value by Unit Size, Electoral Area D, (2019)

Sales Value by Unit Size: Electoral Area D	Sales Count #	Average Per Unit \$
1 Bedroom Units	-	-
2 Bedroom Units	17	\$269,524
3+ Bedroom Units	36	\$358,163

Total	53	\$329,731
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Source: BC Assessment. 2019 Assessment Roll

Table 466: Sales Value by Property Class, Electoral Area D, (2019)

Sales Value by Property Class: Electoral Area D	Sales Count #	Average Per Unit \$
3 Acres or More (Single Family Dwelling, Duplex)	21	\$384,340
Single Detached	16	\$312,077
Manufactured Home (Not In Manufactured Home Park)	4	\$220,118
2 Acres or More (Single Family Dwelling, Duplex)	4	\$339,750
Manufactured Home (Within Manufactured Home Park)	2	\$105,500
2 Acres or More (Manufactured Home)	2	\$272,700
Residential Dwelling with Suite	1	\$397,000
4 Acres or More (Single Family Dwelling, Duplex)	1	\$378,500
3 Acres or More (Manufactured Home)	1	\$315,000
4 Acres or More (Manufactured Home)	1	\$325,000
Total	53	\$329,731

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 467: Affordability - Households Spending 30%+ of Income on Shelter Costs, Electoral Area D, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	175	14%	135	11%	225	15%
Renter	30	27%	0	0%	65	43%
Owner	150	13%	135	12%	165	18%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 468: Adequacy - Households in Dwellings Requiring Major Repairs, Electoral Area D, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	85	7%	160	13%	115	9%
Renter	20	18%	0	0%	25	17%

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
Owner	70	6%	150	13%	95	9%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 469: Suitability – Households in Overcrowded Dwellings, Electoral Area D, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	35	3%	40	3%	55	4%
Renter	10	9%	0	0%	20	13%
Owner	30	3%	30	3%	40	4%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 470: Households in Core Housing Need, Electoral Area D, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	215	17%	45	4%	70	6%
Renter	40	35%	0	0%	30	21%
Owner	170	15%	45	4%	40	4%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 471: Households in Extreme Core Housing Need, Electoral Area D, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	40	3%	40	3%	25	2%
Renter	15	13%	0	0%	15	10%
Owner	30	3%	35	3%	15	1%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Anticipated Population and Households

Table 472: Anticipated Population and Households, Electoral Area D, (2019 to 2031)

Electoral Area D	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	3,368	3,326	3,162	2,969	-399	-11.8%
Total Number of Households	1,510	1,477	1,414	1,312	-198	-13.1%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 473: Anticipated Number of Units by Size, Baseline Trend, Electoral Area D, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	#
Bachelor Units	10	0.7%	10	0.7%	10	0.7%	9	0.7%	-1
1 Bedroom Units	115	7.6%	113	7.6%	108	7.6%	100	7.6%	-15
2 Bedroom Units	294	19.4%	287	19.4%	275	19.4%	255	19.4%	-38
3 Bedroom Units	645	42.7%	631	42.7%	604	42.7%	560	42.7%	-85
4+ Bedroom Units	446	29.5%	436	29.5%	417	29.5%	387	29.5%	-58
Total	1,510	100%	1,477	100%	1,414	100%	1,312	100%	-198

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 474: Anticipated Number of Units by Size, Development Pattern Shift, Electoral Area D, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	#
Bachelor Units	10	0.7%	11	0.8%	12	0.8%	13	1.0%	3
1 Bedroom Units	115	7.6%	120	8.1%	121	8.6%	131	10.0%	16
2 Bedroom Units	294	19.4%	295	20.0%	289	20.5%	289	22.0%	-5
3 Bedroom Units	645	42.7%	623	42.2%	588	41.6%	525	40.0%	-120

Housing Mix	2019 Index		2021		2026		2031		Net Change #
	#	%	#	%	#	%	#	%	
4+ Bedroom Units	446	29.5%	428	29.0%	403	28.5%	354	27.0%	-91
Total	1,510	100%	1,477	100%	1,414	100%	1,312	100%	-198

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations



APPENDIX N: ELECTORAL AREA E / WEST BOUNDARY INCLUDING BIG WHITE HOUSING CONTEXT

Population

Table 475: Population Change, Electoral Area E, (2006 – 2016)

Community	2006 Population	2011 Population	2016 Population	Growth, 2006-2016	Percent Change, 2006-2016	Annual Growth Rate
Electoral Area E	2,234	1,970	2,155	-79	-3.5%	-0.35%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 476: Average and Median Age, Electoral Area E, (2006 – 2016)

Year	Average Age	Median Age
2006	44.2	49.5
2011	44.2	48.6
2016	45.9	49.6

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 477: Age Group Distribution, Electoral Area E, (2006 – 2016)

Age Group	2006		2011		2016	
	#	%	#	%	#	%
0 to 14	345	15%	290	15%	290	13%
15 to 19	110	5%	80	4%	95	4%
20 to 24	75	3%	45	2%	60	3%
25 to 64	1,350	60%	1,175	59%	1,185	55%
65 to 84	340	15%	370	19%	505	23%
85+	15	1%	25	1%	25	1%
Total	2,235	100%	1,985	100%	2,160	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population, 100% data

Table 478: Mobility, Electoral Area E, (2006 – 2016)

Mobility Status	2006	2011	2016
Movers	265	330	305
Non-Migrants	110	105	125
Migrants	160	225	180

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Households

Table 479: Households, Electoral Area E, (2006 – 2016)

Electoral Area E	2006	2011	2016
Total Number of Households	1,005	845	965
Average Household Size	2.2	2.2	2.2

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 480: Household Size Distribution, Electoral Area E, (2006 – 2016)

Household Size	2006		2011		2016	
	#	%	#	%	#	%
1 person	320	32%	260	31%	320	33%
2 people	420	42%	370	44%	370	39%
3 people	115	12%	85	10%	125	13%
4 people	95	10%	75	9%	90	9%
5+ people	50	5%	60	7%	55	6%
Total	1000	100%	850	100%	960	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 481: Housing Tenure, Electoral Area E, (2006 – 2016)

Housing Tenure	2006		2011		2016	
	#	%	#	%	#	%
Renter	175	18%	210	25%	150	16%
Owner	825	82%	640	75%	815	84%
Total	1,005	100%	845	100%	965	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 482: Renter Households in Subsidized Housing, Electoral Area E, (2016)

Community	2006		2011		2016	
	#	%	#	%	#	%
Electoral Area E	n/a	n/a	n/a	n/a	10	7%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Household Income

Table 483: Average and Median Household Income, Electoral Area E, (2006 – 2016)

Community		2006	2011	2016
Electoral Area E	Average Income	\$53,256	\$47,669	\$54,437
	Median Income	\$40,644	\$28,530	\$41,539

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 484: Number of Households in Specified Income Brackets, Electoral Area E, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	55	6%	115	14%	55	6%
\$5,000 to \$9,999	45	5%	30	4%	35	4%
\$10,000 to \$14,999	70	7%	115	14%	50	5%
\$15,000 to \$19,999	85	9%	65	8%	85	9%
\$20,000 to \$24,999	85	9%	75	9%	75	8%
\$25,000 to \$29,999	55	6%	40	5%	50	5%
\$30,000 to \$34,999	65	7%	20	2%	70	7%
\$35,000 to \$39,999	25	3%	15	2%	45	5%
\$40,000 to \$44,999	85	9%	0	0%	40	4%
\$45,000 to \$49,999	75	8%	20	2%	45	5%
\$50,000 to \$59,999	35	4%	15	2%	70	7%
\$60,000 to \$69,999	55	6%	70	8%	55	6%
\$70,000 to \$79,999	50	5%	45	5%	50	5%
\$80,000 to \$89,999	25	3%	15	2%	30	3%
\$90,000 to \$99,999	35	4%	20	2%	30	3%
\$100,000 to \$124,999	80	8%	90	11%	90	9%
\$125,000 to \$149,999	55	6%	20	2%	45	5%
\$150,000 to \$199,999	15	2%	25	3%	40	4%
\$200,000 and over	15	2%	0	0%	0	0%
Total	1,010		845		960	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 485: Average and Median Renter Household Income, Electoral Area E, (2006 – 2016)

		2006	2011	2016
Electoral Area B	Renter Average Income	\$47,436	\$46,175	\$46,919
	Renter Median Income	\$23,238	\$33,202	\$41,496

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 486: Number of Renter Households in Specified Income Brackets, Electoral Area E, (2006 - 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	25	14%	0	0%	0	0%
\$5,000 to \$9,999	20	11%	0	0%	0	0%
\$10,000 to \$14,999	10	6%	60	29%	10	7%
\$15,000 to \$19,999	20	11%	0	0%	25	17%
\$20,000 to \$24,999	20	11%	0	0%	10	7%
\$25,000 to \$29,999	0	0%	0	0%	10	7%
\$30,000 to \$34,999	10	6%	0	0%	0	0%
\$35,000 to \$39,999	0	0%	0	0%	10	7%
\$40,000 to \$44,999	10	6%	0	0%	10	7%
\$45,000 to \$49,999	10	6%	0	0%	0	0%
\$50,000 to \$59,999	0	0%	0	0%	10	7%
\$60,000 to \$69,999	10	6%	0	0%	10	7%
\$70,000 to \$79,999	10	6%	0	0%	20	13%
\$80,000 to \$89,999	20	11%	0	0%	0	0%
\$90,000 to \$99,999	10	6%	0	0%	0	0%
\$100,000 to \$124,999	0	0%	0	0%	0	0%
\$125,000 to \$149,999	0	0%	0	0%	10	7%
\$150,000 to \$199,999	0	0%	0	0%	0	0%
\$200,000 and over	0	0%	0	0%	0	0%
Total	175		205		150	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 487: Owner Household Income, Electoral Area E, (2006 – 2016)

Community		2006	2011	2016
Electoral Area E	Average Income	\$54,489	\$48,154	\$55,798
	Median Income	\$42,072	\$27,455	\$41,593

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 488: Number of Owner Households in Specified Income Brackets, Electoral Area E, (2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

	2006		2011		2016	
	#	%	#	%	#	%
Under \$ 5,000	25	3%	110	17%	45	6%

	2006		2011		2016	
	#	%	#	%	#	%
\$5,000 to \$9,999	25	3%	15	2%	35	4%
\$10,000 to \$14,999	60	7%	55	9%	35	4%
\$15,000 to \$19,999	65	8%	65	10%	65	8%
\$20,000 to \$24,999	65	8%	65	10%	65	8%
\$25,000 to \$29,999	50	6%	30	5%	45	6%
\$30,000 to \$34,999	55	7%	0	0%	70	9%
\$35,000 to \$39,999	25	3%	15	2%	40	5%
\$40,000 to \$44,999	75	9%	0	0%	30	4%
\$45,000 to \$49,999	65	8%	0	0%	45	6%
\$50,000 to \$59,999	35	4%	15	2%	50	6%
\$60,000 to \$69,999	50	6%	55	9%	40	5%
\$70,000 to \$79,999	40	5%	35	5%	30	4%
\$80,000 to \$89,999	10	1%	15	2%	25	3%
\$90,000 to \$99,999	30	4%	0	0%	25	3%
\$100,000 to \$124,999	75	9%	50	8%	85	10%
\$125,000 to \$149,999	55	7%	15	2%	35	4%
\$150,000 to \$199,999	15	2%	25	4%	40	5%
\$200,000 and over	0	0%	0	0%	0	0%
Total	820		640		805	

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Economic Sectors and Labour Force

Table 489: Total Number of Workers, Electoral Area E, (2006 – 2016)

Community	2006	2011	2016
Electoral Area E	1,250	1,060	1,090

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 490: Number of Workers by Industry, Electoral Area E, (2006 – 2016)

Please note: low values may have been suppressed to zero (0) to maintain confidentiality. As a result, category values may not sum up to the total for each year.

Industry	Number of Workers		
	2006	2011	2016
Agriculture, forestry, fishing and hunting	310	175	280
Mining, quarrying, and oil and gas extraction	15	0	0
Utilities	0	0	10

Construction	120	70	140
Manufacturing	120	75	45
Wholesale trade	30	0	15
Retail trade	105	255	110
Transportation and warehousing	50	35	30
Information and cultural industries	0	0	10
Finance and insurance	0	0	0
Real estate and rental and leasing	20	0	10
Professional, scientific and technical services	0	0	60
Management of companies and enterprises	0	0	10
Administrative and support, waste management and remediation services	30	50	45
Educational services	60	25	65
Health care and social assistance	110	120	55
Arts, entertainment and recreation	50	15	20
Accommodation and food services	90	30	85
Other services (except public administration)	70	100	50
Public administration	20	30	40
Total	1,200	1,040	1,080

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 491: Unemployment Rate and Participation Rate, Electoral Area E, (2006 – 2016)

Community		2006	2011	2016
Electoral Area E	Unemployment Rate	8.4%	17.9%	6.9%
	Participation Rate	67.4%	64.6%	60.7%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 492: Commuting Destination, Electoral Area E, (2016)

Community	Within Census Subdivision	To Different Census Subdivision	To Different Census Division	To Another Province/Territory
Electoral Area E	160	125	155	10

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Housing Units

Table 493: Total Number of Housing Units, Electoral Area E, 2016

Housing Units	2016
Total number of housing units	965

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 494: Breakdown by Structural Type of Units, Electoral Area E, (2016)

Housing Mix	2016 (#)	2016 (%)
Single-Detached	755	78%
Semi-Detached	15	2%
Row House	0	0%
Apartment or Flat in a Duplex	10	1%
Apartment with fewer than 5 storeys	50	5%
Apartment with 5 or more storeys	10	1%
Other Single-Attached House	0	0%
Movable Dwelling ¹⁸	125	13%
Total	965	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 495: Housing Composition by Size, Electoral Area E, (2016)

Housing Mix	2016
Bachelor Units (0 bedrooms)	25
1 Bedroom Units	150
2 Bedroom Units	270
3 Bedroom Units	340
4+ Bedroom Units	175

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 496: Number and Percentage Breakdown by Date Built, Electoral Area E, (2016)

Date Built	#	%
Pre-1960	125	13%
1961-1980	315	33%

¹⁸ Includes mobile homes, house boats, recreational vehicles

Date Built	2016	
	#	%
1981-1990	100	10%
1991-2000	165	17%
2001-2005	95	10%
2006-2010	80	8%
2011-2016	90	9%
Total	965	100%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 497: Permits by Structure Type, Electoral Area E, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	16	16	1	1	0	0	-	-
2011	5	5	0	0	0	0	-	-
2012	11	11	4	4	0	0	-	-
2013	9	9	4	4	0	0	-	-
2014	6	6	2	2	0	0	0	0
2015	5	5	1	1	0	0	0	0
2016	15	15	2	2	0	0	0	0
2017	9	9	1	1	0	0	4	0
2018	3	3	3	3	0	0	3	0
2019	10	10	4	4	0	0	0	0
Total	89	89	22	22	0	0	7	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 498: Permits by Structure Type, Electoral Area E – Big White, (2010-2019)

Year	Single Detached		Manufactured Home		Multi-Unit		Demolition	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
2010	0	0	0	0	0	0	-	-
2011	0	0	0	0	0	0	-	-
2012	1	1	0	0	1	32	-	-
2013	1	1	0	0	0	0	-	-
2014	0	0	0	0	0	0	0	0
2015	3	3	0	0	0	0	0	0
2016	5	5	0	0	0	0	0	0
2017	3	3	0	0	5	49	1	0

2018	3	3	0	0	5	10	0	0
2019	7	7	3	6	0	0	1	0
Total	23	23	3	6	11	91	2	-

Source: Local Government Building Permit Reports (2010 – 2019)

Table 499: Assessed Value by Unit Size, Electoral Area E, (2019)

Assessed Value by Unit Size: Electoral Area E	Unit Count #	Average Per Unit \$
1 Bedroom Units	480	\$147,240
2 Bedroom Units	1,065	\$267,809
3+ Bedroom Units	1,673	\$344,341
Total	3,218	\$289,613

Source: BC Assessment. 2019 Assessment Roll

Table 500: Assessed Value by Property Class, Electoral Area E, (2019)

Assessed Value by Property Class: Electoral Area E	Unit Count #	Average Per Unit \$
Strata lot residence (Condo)	1,317	\$323,053
2 Acres or More	589	\$293,855
Duplex	469	\$170,972
Single Detached	324	\$240,904
Seasonal Dwelling	195	\$358,349
Row Housing	169	\$478,801
Manufacture Home	84	\$77,795
Residential Dwelling with suite	71	\$251,607
Total	3,218	\$289,613

Source: BC Assessment. 2019 Assessment Roll

Table 501: Sales Value by Unit Size, Electoral Area E, (2019)

Sales Value by Unit Size: Electoral Area E	Sales Count #	Average Per Unit \$
1 Bedroom Units	23	\$166,383
2 Bedroom Units	67	\$317,352
3+ Bedroom Units	96	\$486,789
Total	186	\$386,135

Source: BC Assessment. 2019 Assessment Roll

Table 502: Sales Value by Property Class, Electoral Area E, (2019)

Sales Value by Property Class: Electoral Area E	Sales Count #	Average Per Unit \$
Strata Lot Residence (Condo)	114	\$388,063
Single Detached	17	\$233,000
Row Housing	16	\$415,656
Duplex, Non-Strata Side by Side or Front / Back	8	\$499,111
3 Acres or More (Single Family Dwelling, Duplex)	7	\$483,571
2 Acres or More (Single Family Dwelling, Duplex)	5	\$287,055
4 Acres or More (Single Family Dwelling, Duplex)	5	\$462,019
Manufactured Home (Not In Manufactured Home Park)	3	\$128,039
Seasonal Dwelling	3	\$555,000
2 Acres or More (Manufactured Home)	2	\$136,935
3 Acres or More (Manufactured Home)	2	\$242,578
Residential Dwelling with Suite	1	\$475,000
Duplex, Strata Side by Side	1	\$310,000
5 Acres or More (Single Family Dwelling, Duplex)	1	\$1,989,025
2 Acres or More (Seasonal Dwelling)	1	\$264,999
Total	186	\$386,135

Source: BC Assessment. 2019 Assessment Roll

Housing Values: Households in Core Housing Need

Table 503: Affordability - Households Spending 30%+ of Income on Shelter Costs, Electoral Area E, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	185	29%	185	29%	200	25%
Renter	50	38%	70	38%	60	46%
Owner	135	25%	115	25%	135	21%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 504: Adequacy - Households in Dwellings Requiring Major Repairs, Electoral Area E, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	140	16%	110	17%	80	10%
Renter	40	27%	50	27%	15	12%
Owner	100	14%	55	12%	70	11%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 505: Suitability – Households in Overcrowded Dwellings, Electoral Area E, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	60	7%	35	5%	45	6%
Renter	15	10%	0	0%	10	8%
Owner	50	7%	35	8%	40	6%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 506: Households in Core Housing Need, Electoral Area E, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	285	33%	155	24%	220	28%
Renter	70	47%	75	41%	65	48%
Owner	215	30%	80	18%	155	24%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Table 507: Households in Extreme Core Housing Need, Electoral Area E, (2006 – 2016)

Core Housing Need Indicators	2006		2011		2016	
	#	%	#	%	#	%
All Households	90	10%	100	16%	95	12%
Renter	40	27%	55	30%	25	19%
Owner	55	8%	45	10%	70	11%

Source: Statistics Canada, 2016 Census of Population, 2011 National Household Survey, and 2006 Census of Population

Anticipated Population and Households

Table 508: Anticipated Population and Households, Electoral Area E, (2019 to 2031)

Electoral Area E	2019 Index	2021	2026	2031	Net Change	
	#	#	#	#	#	%
Projected Population	2,196	2,157	2,029	1,874	-322	-14.7%
Total Number of Households	1,071	1,056	1,000	892	-179	-16.8%

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Anticipated Units Required

Table 509: Anticipated Number of Units by Size, Baseline Trend, Electoral Area E, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	#
Bachelor Units	28	2.6%	27	2.6%	26	2.6%	23	2.6%	-5
1 Bedroom Units	167	15.6%	165	15.6%	156	15.6%	139	15.6%	-28
2 Bedroom Units	301	28.1%	297	28.1%	281	28.1%	251	28.1%	-50
3 Bedroom Units	379	35.4%	374	35.4%	354	35.4%	316	35.4%	-64
4+ Bedroom Units	195	18.2%	192	18.2%	182	18.2%	163	18.2%	-33
Total	1,071	100%	1,056	100%	1,000	100%	892	100%	-179

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

Table 510: Anticipated Number of Units by Size, Development Pattern Shift, Electoral Area E, (2019 to 2031)

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	#
Bachelor Units	28	2.6%	33	3.1%	36	3.6%	45	5.0%	17
1 Bedroom Units	167	15.6%	174	16.5%	174	17.4%	178	20.0%	11
2 Bedroom Units	301	28.1%	301	28.5%	289	28.9%	268	30.0%	-34
3 Bedroom Units	379	35.4%	367	34.7%	341	34.1%	285	32.0%	-94

Housing Mix	2019 Index		2021		2026		2031		Net Change
	#	%	#	%	#	%	#	%	
4+ Bedroom Units	195	18.2%	181	17.2%	161	16.1%	116	13.0%	-79
Total	1,071	100%	1,056	100%	1,000	100%	892	100%	-179

Source: BC Stats. Population and Household Projections (2019-2031), Consultant's Calculations

2021 RDKB PUBLIC MEETING CALENDAR

July & August Committee Meetings:

The Scheduling of Committee meetings, if there is enough business, during July and August is at the discretion of the Committee Chairs.

Two Monthly Board Meetings:

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

- The first Board meeting is arranged for the second Wednesday of the month and is scheduled to commence at 1:00 pm after the monthly Utilities Committee meeting commencing at 11:00 am.
- The second Board meeting is usually held the last Thursday of each month commencing at 1:00 pm after the monthly Policy and Personnel Committee meeting commencing at 10:00 am.
- Should there not be enough business for one of the two monthly Board meetings, the Chair will consider cancelling that meeting.

Board and Committee Meetings – December 2020:

- No Committee meetings will be scheduled in December. Should meetings be necessary they will be at the discretion of the Committee Chairs. There will only be one (regular) Board meeting (2nd Wednesday) in December. Board photos and the East end Christmas Dinner will follow the December Board meeting (Covid-19 dependent).

Conflicts with Conferences and Statutory Holidays:

Where there are meeting conflicts with conferences, conventions, travel, etc., staff have moved certain Committee and or Board meetings. Where there is a conflict with one of the two Board meeting dates, there will only be one Board meeting that month.

- The Board elects Chair and Vice Chair at the STATUTORY meeting held the second Wednesday of November. As this is the STAT meeting and not a regular BOD meeting, there are fewer items on the agenda.
- The calendar includes regular conferences and statutory holidays with corresponding meeting date adjustments.
- Due to Covid-19, many 2021 conferences will likely look quite different than previous years.
- The Board approves the calendar in November of 2020 and changes will be made throughout 2021 as required.

January 2021						
◀ Dec 2020						Feb 2021 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 NEW YEARS DAY STAT	2
3	4	5	6 BSC 10:00 AM	7 LWMP STEERING COMMITTEE 12:00 PM	8	9
10	11	12	13 UTILITIES 11:00 AM BOD 1:00 PM	14 EAS 10:30 AM SWMP STEERING COMMITTEE 1:00 PM	15	16
17	18	19 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	20	21	22	23
24	25	26	27	28 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	29	30
31						

February 2021						
◀ Jan 2021						Mar 2021 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 LGLA EA Elected Officials Seminar	3 LGLA EA Elected Officials Seminar LGLA FORUM	4 LGLA FORUM	5	6
7	8	9 BSC 10:00 AM	10 UTILITIES 11:00 AM BOD 1:00 PM	11 EAS 10:00 AM LWMP STEERING COMMITTEE 12:00 PM	12	13
14	15 FAMILY DAY STAT	16 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	17	18	19	20
21	22	23	24	25 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	26	27
28						

March 2021						
◀ Feb 2021						Apr 2021 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3 BSC 10:00 AM	4 LWMP STEERING COMMITTEE 12:00 PM	5	6
7	8	9	10 UTILITIES 11:00 AM BOD 1:00 PM	11 EAS 10:30 AM SWMP STEERING COMMITTEE 1:00 PM	12	13
14	15	16 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	17	18	19	20
21	22	23	24 MFA AGM	25 MFA AGM	26	27
28	29	30	31 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM			

April 2021						
◀ Mar 2021						May 2021 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 LWMP STEERING COMMITTEE 12:00 PM	2 GOOD FRIDAY STAT	3
4	5 EASTER MONDAY STAT	6	7 BSC 10:00 AM COFI	8 COFI	9 COFI	10
11	12	13	14 UTILITIES 11:00 AM BOD 1:00 PM	15 EAS 10:30 AM	16	17
18	19	20 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	21	22	23 AKBLG	24 AKBLG
25 AKBLG	26	27	28	29 LGLA CHIEF ELECTED OFFICIAL FORUM POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	30 LGLA CHIEF ELECTED OFFICIAL FORUM	

May 2021						
◀ Apr 2021						Jun 2021 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5 BSC 10:00 AM	6 LWMP STEERING COMMITTEE 12:00 PM	7	8
9	10	11	12 UTILITIES 11:00 AM BOD 1:00 PM	13 EAS 10:30 AM SWMP STEERING COMMITTEE 1:00 PM	14	15
16	17	18 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	19	20	21	22
23	24 VICTORIA DAY STAT	25	26	27 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	28	29
30	31					

June 2021						
◀ May 2021						Jul 2021 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 BSC 10:00 AM	3 LWMP STEERING COMMITTEE 12:00 PM FCM OPTION 1	4 FCM OPTION 1	5 FCM OPTION 1
6 FCM OPTION 1	7	8	9 UTILITIES 11:00 AM BOD 1:00 PM	10 EAS 10:30 AM FCM OPTION 2	11 FCM OPTION 2	12 FCM OPTION 2
13 FCM OPTION 2	14	15 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	16	17	18	19
20	21	22	23	24 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	25	26
27	28	29	30			

July 2021

There is only 1 Board meeting scheduled. If required, a 2nd Board meeting will be at the call of the Board Chair. July Committee meetings are only included on the calendar as placeholders.

Meetings will be confirmed at the call of the Committee Chairs.

◀ Jun 2021

Aug 2021 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 CANADA DAY STAT	2	3
4	5	6	7 BSC 10:00 AM	8 LWMP STEERING COMMITTEE 12:00 PM	9	10
11	12	13	14 UTILITIES 11:00 AM BOD 1:00 PM	15 EAS 10:30 AM SWMP STEERING COMMITTEE 1:00 PM	16	17
18	19	20 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	21	22	23	24
25	26	27	28	29 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	30	31

August 2021

There is only 1 Board meeting scheduled. If required, a 2nd Board meeting will be at the call of the Board Chair. August Committee meetings are only included on the calendar as placeholders.

◀ Jul 2021

Meetings will be confirmed at the call of the Committee Chairs.

Sep 2021 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 BC DAY STAT	3	4 BSC 10:00 AM	5 LWMP STEERING COMMITTEE 12:00 PM	6	7
8	9	10	11 UTILITIES 11:00 AM BOD 1:00 PM	12 EAS 10:30 AM	13	14
15	16	17 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	18	19	20	21
22	23	24	25	26 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	27	28
29	30	31				

September 2021						
◀ Aug 2021						Oct 2021 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 BSC 10:00 AM	2 LWMP STEERING COMMITTEE 12:00 PM	3	4
5	6 LABOUR DAY STAT	7	8 UTILITIES 11:00 AM BOD 1:00 PM	9	10	11
12	13 UBCM	12 UBCM	13 UBCM	16 UBCM	17 UBCM	18
19	20	21 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	22	23 EAS 10:30 AM SWMP STEERING COMMITTEE 1:00 PM	24	25
26	27	28	29	30 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM		

October 2021						
◀ Sep 2021					Nov 2021 ▶	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 BSC 10:00 AM	7 LWMP STEERING COMMITTEE 12:00 PM	8	9
10	11 THANKSGIVING STAT	12	13 UTILITIES 11:00 AM BOD 1:00 PM	14 EAS 10:30 AM	15	16
17	18	19 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	20	21	22	23
24	25	26	27	28 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	29	30
31						

November 2021						
◀ Oct 2021						Dec 2021 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3 BSC 10:00 AM	4 LWMP STEERING COMMITTEE 12:00 PM	5	6
7	8	9	10 UTILITIES 11:00 AM BOD 1:00 PM STATUTORY MTG.	11 REMEMBRANCE DAY STAT	12	13
14	15	16 BV RECREATION 9:00 AM EAST END SERVICES 10:30 AM	17	18 EAS 10:30 AM SWMP STEERING COMMITTEE 1:00 PM	19	20
21	22	23	24	25 POLICY & PERSONNEL 10:00 AM BOD 1:00 PM	26	27
28	29	30				

December 2021						
◀ Nov 2021						Jan 2022 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8 BoD 1:00 PM BoD Photos Christmas Dinner	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25 CHRISTMAS DAY
26 BOXING DAY	27 CHRISTMAS DAY STAT IN LIEU	28 BOXING DAY STAT IN LIEU	29	30	31	



ORDER OF THE PROVINCIAL HEALTH OFFICER

(Pursuant to Sections 30, 31, 32 and 39 (3) *Public Health Act*, S.B.C. 2008)

GATHERINGS AND EVENTS

The *Public Health Act* is at:

<http://www.bclaws.ca/civix/content/complete/statreg/08028/?xsl=/templates/browse.xsl>

(excerpts enclosed)

- TO: OWNERS AND OPERATORS OF BANQUET HALLS**
- TO: OWNERS AND OPERATORS OF VACATION ACCOMMODATION**
- TO: OCCUPANTS OF VACATION ACCOMMODATION AND GUESTS**
- TO: OWNERS AND OCCUPANTS OF PRIVATE RESIDENCES AND GUESTS**
- TO: OWNERS AND OPERATORS OF PLACES, INCLUDING PREMISES SUBJECT TO THE *FOOD AND LIQUOR SERVING PREMISES ORDER***
- TO: PERSONS WHO ORGANIZE EVENTS**
- TO: PERSONS WHO ATTEND EVENTS**
- TO: PERSONS WHO OWN OR OPERATE OR ARE PASSENGERS IN PERIMETER SEATING VEHICLES AND PERIMETER SEATING BUSES**
- TO: MEDICAL HEALTH OFFICERS**

WHEREAS:

1. On March 17, 2020 I provided notice under section 52 (2) of the *Public Health Act* that the transmission of the infectious agent SARS-CoV-2, which has caused cases and outbreaks of a serious communicable disease known as COVID-19 among the population of the Province of British Columbia, constitutes a regional event as defined in section 51 of the *Public Health Act*;
2. The SARS-CoV-2 virus, an infectious agent, can cause outbreaks of COVID-19;

3. A person infected with SARS-CoV-2 can infect other people with whom the infected person is in direct contact, through droplets in the air, or from fluid containing SARS-CoV-2 left on surfaces;
4. The gathering of people in close contact with one another can promote the transmission of SARS-CoV-2 and increase the number of people who develop COVID-19 and become seriously ill;
5. Social mingling coupled with the consumption of alcohol which increases risky behavior, and/or the presence of loud background sound which causes people to move closer together to be heard or to speak more forcefully, is associated with significant increases in the transmission of SARS-CoV-2 and increases the number of people who develop COVID-19 and become seriously ill;
6. With schools and post-secondary institutions operating and the change of seasons bringing cooler weather, people are interacting more and spending more time indoors which increases the risk of the transmission of SARS-CoV-2 in the population thereby increasing the number of people who develop COVID-19 and become seriously ill;
7. Seasonal and other celebrations in private residences have resulted in the transmission of SARS-CoV-2 and increases in the number of people who develop COVID-19 and become seriously ill;
8. For certainty, this Order does not apply to health care related events such as immunization clinics, health authority COVID-19 testing centres and blood donation clinics; court sittings wherever they occur; workers at a worksite when engaged in their work activities; workers living at a work camp; students, teachers or instructors at a school or post-secondary educational institution when engaged in educational activities; individuals attending regularly scheduled classes or practices in a recreation centre, pool or fitness facility; customers in a mall or retail establishment when engaged in shopping activities or seeking services; individuals attending an episodic vending market such as a Farmers Market or a Community Market which is subject to the *Vending Markets Order*; individuals in a campground or any other place when not attending an event; or the use of any place for municipal, provincial or federal election purposes.
9. For further certainty, this Order applies to private residences, private clubs and meetings or conferences held in hotels or any other place.
10. I have reason to believe and do believe that
 - (i) the risk of an outbreak of COVID-19 among the public constitutes a health hazard under the *Public Health Act*;

- (ii) because the risk of outbreaks resulting from the gathering of people and attendance at events extends beyond the authority of one or more medical health officers and coordinated action is needed to protect the public from contracting COVID-19, it is in the public interest for me to exercise the powers in sections 30, 31, 32 and 39 (3) of the *Public Health Act* **TO ORDER** as follows:

THIS ORDER REPEALS AND REPLACES MY ORDER OF OCTOBER 30, 2020 WITH RESPECT TO GATHERINGS AND EVENTS AND CONFIRMS MY ORAL ORDER OF NOVEMBER 7 WITH RESPECT TO PERIMETER SEATING VEHICLES OR PERIMETER SEATING BUSES

Definitions in this Order:

“affected area” means those areas of British Columbia that under the Health Authorities Act [RSBC 1996] Ch.180 have been designated as the regions for the Fraser Health Authority and the Vancouver Coastal Health Authority, except those areas which make up the local health areas of Bella Coola Valley and Central Coast;

“banquet hall” means a stand-alone premises built for the purpose of holding large social events, including banquets, generally involving many hundreds of people. It does not include the premises associated with a private club, hotel, house of worship, recreation centre, sports organization or other non- profit organization with a community, educational, historical, sports or similar purpose, or owned or operated or otherwise controlled by a government;

“event” refers to anything which gathers people together whether on a one-time, regular or irregular basis, including a gathering in vacation accommodation, a private residence, banquet hall or other place, a party, worship service, ceremony or celebration of any type, reception, wedding, funeral, celebration of life, musical, theatrical or dance entertainment or performance, live band performance, disc jockey performance, strip dancing, comedic act, art show, magic show, puppet show, fashion show, book signing, reading, recitation, display, movie, film, meeting, conference, lecture, talk, educational presentation (except in a school or post-secondary educational institution), auction, fund raising benefit, contest, competition, quiz, game, rally, festival, presentation, demonstration, athletic, sporting or other physical activity, exhibition, market or fair, including a trade fair, agricultural fair, seasonal fair or episodic indoor event that has as its primary purpose the sale of merchandise or services e.g. Christmas craft markets, home shows, antique fairs and the like and for certainty includes a gathering preceding or following another event;

“guest” means a person who attends an event in vacation accommodation or a private residence;

“organizer” means the person responsible for organizing an event and the person who acts as host at an event.

“owner” includes an occupier or operator or person otherwise responsible for a place;

“patron” means a person who attends an event, including a guest and an occupant for the purposes of Part B, and a passenger on a perimeter seating vehicle or a perimeter seating bus for the purposes of Part E, but does not include a host of an event in vacation accommodation or in a private residence, staff in a place subject to the *Food and Liquor Serving Premises* order, event staff, volunteers, vendors, exhibitors, performers, presenters, the members of a team engaged in an event, team managers, coaches, persons such as referees, time keepers or score keepers, and staff associated with any of the foregoing;

“physical barrier” means a barrier which is designed, installed and maintained in accordance with WorkSafeBC guidelines;

“a place” includes areas both inside and outside, and premises not ordinarily open to the public, but does not include a private residence, vacation accommodation or a banquet hall;

“occupant” means an individual who occupies vacation accommodation or resides in a private residence;

“perimeter seating” and **“perimeter seating bus”** have the same meaning as in the Passenger Transportation Regulation made under the *Passenger Transportation Act* [SBC2004] Ch. 39;

“private event” means an event only open to individuals who are known to, and invited by name by, the person by whom, or on whose behalf, the event is organized;

“private residence” includes areas both inside and outside;

“vacation accommodation” means a house, townhouse, cottage, cabin, apartment, condominium, mobile home, recreational vehicle, hotel suite, tent, yurt, houseboat or any other type of living accommodation and associated deck, garden or yard, when used for vacation purposes by the owner, tenant, guest or any other person;

A. BANQUET HALLS:

1. The holding of an event in a banquet hall *[see definition above]* is prohibited.
2. For certainty, this does not include the use of banquet halls for the purposes of holding municipal, provincial or federal elections, or health care related events such as immunization clinics, health authority COVID-19 testing centres or blood donation clinics.

B. VACATION ACCOMMODATION AND PRIVATE RESIDENCES

1. The gathering of more than six guests in addition to the occupants in vacation accommodation *[see definition above]* or a private residence *[see definition above]* for the purposes of an event is prohibited.
2. Subject to a maximum number of six guests, the gathering of guests at a vacation accommodation or a private residence for the purposes of an event is only permitted if there is space available inside to permit all individuals who do not reside together to maintain a distance of two metres from one another.
3. A guest must not attend an event at a vacation accommodation or a private residence if there are more than six guests in addition to the occupants or there is not space available inside to permit all individuals who do not reside together to maintain a distance of two metres from one another..
4. An occupant must not attend an event at a vacation accommodation or a private residence if there are more than six guests in addition to the occupants or there is not space available inside to permit all individuals who do not reside together to maintain a distance of two metres from one another.
5. The owner of vacation accommodation must require any tenant, guest or other person using or occupying the vacation accommodation to comply with section 1.
6. A person must not host an event at a vacation accommodation or a private residence if there are more than six guests in addition to the occupants or if there is not space available inside to permit all individuals who do not reside together to maintain a distance of two metres from one another.

C. PLACES NOT SUBJECT TO THE *FOOD AND LIQUOR SERVING PREMISES ORDER*

1. Subject to section 15, the gathering of more than fifty patrons at a place *[see definition above]* for the purpose of an event is prohibited.
2. Up to fifty patrons may attend an event in a place if the following conditions are met:
 - a. there is an organizer of the event;
 - b. access to the event is controlled;
 - c. the number of patrons is closely monitored;
 - d. there is sufficient space available to permit the patrons to maintain a distance of two metres from one another;

- e. the patrons maintain a distance of two metres from one another when standing or sitting, unless they belong to the same party;
 - f. measures are put in place to prevent the congregation of patrons outside the place, such as by taking reservations and requesting patrons to remain in their cars or elsewhere until notified by telephone or an App that there is room for them;
 - g. the place is assessed for areas where patrons may congregate, and measures are put in place to avoid congregation;
 - h. physical devices, markers or other methods are used to guide and assist patrons in maintaining a distance of two metres from other patrons, if they are not seated;
 - i. if there are tables provided for the use of patrons, no more than six patrons sit at a table, even if they belong to the same party, and there are at least two metres between the backs of the chairs at one table and the backs of the chairs at another table, unless the chairs are separated by a physical barrier;
 - j. if live performance is provided, or there is a presenter or a presider, there is a physical barrier between the performer, presenter or presider and the patrons which blocks the transmission of droplets from the performer, presenter or presider, or there is at least a three metre separation between the performer, presenter or presider and the patrons;
 - k. patrons must not engage in Karaoke or dance on the premises;
 - l. jam and open mic sessions must not be held on the premises;
 - m. if there is a self-serve food or drink station,
 - i. hand washing facilities or alcohol-based sanitizers are within easy reach of the station;
 - ii. signs reminding patrons to wash or sanitize their hands before touching self-serve food, drink or other items, and to maintain a two metre distance from other patrons, are posted at the self-serve station; and
 - iii. high touch surfaces at the station, and utensils that are used for self-serve, are frequently cleaned and sanitized.
 - n. hand sanitation supplies are readily available to patrons;
 - o. washroom facilities with running water, soap and paper towels for hand washing and drying purposes, or hand sanitation supplies, are available.
3. Subject to a maximum number of fifty patrons, the owner of a place in which events are hosted must calculate the maximum number of patrons who can be accommodated safely

during an event, taking into consideration the requirements of this order and must document this number in the safety plan with respect to events.

4. The organizer must monitor the number of patrons present during an event and ensure that the number of patrons present does not exceed the maximum number documented in the safety plan with respect to events.
5. If an event is in a part of place which is completely separated from the rest of the place, and which has its own entrance and washrooms, there may be additional patrons present in other parts of the place who are not attending the event, if the total number of patrons present in the place does not exceed the maximum number of patrons permitted on the premises under the safety plan. Patrons attending an event in part of a place must not have contact with patrons in another part of the place who are not attending the event.
6. If there are one or more separate premises in a place, there may be an event in each of the premises as long as
 - a. patrons attending an event do not have contact with patrons attending an event in other premises in the place, or with individuals who are in the place but not in the premises in which the event is being held;
 - b. there is a separate entrance to each of the premises in which an event is being held; and
 - c. there are separate washrooms for each of the premises.
7. During an event, patrons who leave the place in which an event is being held must not be replaced by other patrons.
8. Following an event, and during an appropriate interval of time before any subsequent event commences, a place must be cleaned, sanitized and ventilated while there are no patrons present. There must be a sufficient period of time between events to permit a place to be cleaned, sanitized and ventilated without any patrons being present and to ensure that patrons leaving one event do not have contact with patrons arriving for a subsequent event. Patrons must disperse immediately after an event and must not congregate with patrons who are leaving the event or arriving for a subsequent event.
9. Liquor service must stop at 10:00 pm;
10. At an event at which liquor is served the event must conclude and patrons vacate the premises by 11:00 pm.
11. There must be no liquor consumed on the premises by any person, including patrons, owners, operators, organizers or staff after 11:00 pm.
12. At an event at which liquor is served

- a. the obligations under sections 61 (2) of the *Liquor Control and Licensing Act* must be complied with,
 - b. the directives and guidance provided by the Liquor and Cannabis Regulation Branch to ensure that patrons do not over order, overconsume or binge drink must be followed (see [Liquor and Cannabis Regulation Branch website](#)), and
 - c. the authority under section 61 (3) of the *Liquor Control and Licensing Act* must be exercised when appropriate
- 13. The organizer must ensure that the conditions, requirements and obligations in sections 1, 2 and 4 to 12 are met.
- 14. The organizer must
 - a. collect the first and last names and telephone number, or email address, of every patron who attends an event or of every driver of a vehicle present at a drive-in event; and
 - b. retain this information for thirty days, in case there is a need for contact tracing on the part of the medical health officer, in which case the information must be provided to the medical health officer.
- 15. If the event is a drive in, the organizer may permit more than fifty patrons to be present, if the following conditions, as well as the requirements in section 14, are met:
 - a. patrons only attend in a vehicle;
 - b. no more than fifty vehicles are present at the drive in;
 - c. patrons are informed that they must stay in their vehicles except to use washroom facilities, and when outside their vehicles they must maintain a distance of two metres from other patrons, and this is monitored;
 - d. no food or drink is sold.
- 16. If the organizer is not the owner or operator, the owner or operator must satisfy themselves that the organizer is aware of the requirements in sections 1, 2 and 4 to 13 or, if applicable, section 15, and has the capacity to fulfill them.
- 17. Patrons must comply with
 - a. the limitation on the number of patrons permitted to gather in section 1,
 - b. the distancing and other requirements in sections 2 (e) and (i), 11 and 15 (a) and (c), and

- c. measures, and guidance and directions from owners, operators, organizers or staff, designed to avoid the gathering of more than the permitted number of patrons or the congregation of patrons.

D. PLACES SUBJECT TO THE *FOOD AND LIQUOR SERVING PREMISES* ORDER

1. The gathering of more than fifty patrons at a place [*see definition above*] which is subject to the *Food and Liquor Serving Premises* order for the purpose of an event is prohibited.
2. Subject to a maximum number of fifty patrons, the owner of food and liquor serving premises in which events are hosted must calculate the maximum number of patrons who can be accommodated safely during an event, taking into consideration the requirements of this order and must document this number in the safety plan with respect to events.
3. The organizer must monitor the number of patrons present during an event and ensure that the number of patrons present does not exceed the maximum number documented in the safety plan with respect to events.
4. If the event is a private event, Part C applies.
5. If the event is open to the public the following conditions apply:
 - a. sections 2 (a), (b), (j) and (m); and 7 to 12 of Part C apply;
 - b. patrons must be able to maintain a distance of two metres from other patrons, unless they are separated by physical barriers;
 - c. if patrons remain on the premises, other than tasting rooms with a liquor manufacturer licence, after being served or serving themselves, there must be sufficient seating for them, whether at tables, booths or counters, and patrons must be seated;
 - d. in licensed premises, other than cafeterias, private clubs or tasting rooms with a liquor manufacturer licence, patrons must be assigned to a table, booth or counter and shown to their seats and patrons must stay in the seat assigned to them and must not move from table to table;
 - e. liquor may only be served to patrons who are seated, other than in cafeterias, private clubs or tasting rooms with a liquor manufacturer licence;
 - f. patrons must remain seated in all premises, other than cafeterias, private clubs or tasting rooms with a liquor manufacturer's licence, except to use a self-serve food or non-alcoholic drink station, use washroom facilities or leave the premises;

- g. there must be a sufficient number of staff at premises, other than cafeterias, private clubs or tasting rooms with a liquor manufacturer's licence, to ensure that patrons remain seated;
- h. there must be a sufficient number of staff at premises, other than cafeterias, private clubs or tasting rooms with a liquor manufacturer's licence, to ensure that patrons do not congregate in areas of the premises;
- i. patrons who are not in the same party must be seated two metres apart from one another, unless they are separated by a physical barrier;
- j. there must be no more than six patrons seated at a table or booth, even if they belong to the same party;
- k. there must be a distance of two metres between the backs of the seats of patrons seated at adjacent tables or booths, even if members of the same party are seated at adjacent tables or booths, unless the adjacent tables or booths are separated by physical barriers;
- l. there must be two metres between patrons seated at a counter, unless the patrons are in the same party or they are separated by physical barriers;
- m. if a party of patrons is seated at a counter, there must be no more than six members of the party seated less than two metres apart from one another, unless they are separated by a physical barrier from other members of the party who are seated adjacent to them at the counter;
- n. measures must be put in place to prevent the congregation of patrons outside the premises, such as by taking reservations and requesting patrons to remain in their cars or elsewhere until notified by telephone or an App that there is seating available for them on the premises;
- o. the premises must be assessed for places where patrons may congregate, and measures put in place to avoid congregation;
- p. physical devices, markers or other methods to guide and assist patrons in maintaining a distance of two metres from other patrons if they are not seated must be used.
- q. the premises must be monitored, and patrons reminded to maintain a distance of two metres from one another.
- r. if there are physical barriers between tables or booths or seats at a counter, the tops and bottoms of the physical barriers must be positioned so that the physical barriers block the transmission of droplets produced by breathing, talking,

coughing or sneezing between patrons who are seated at adjacent tables, booths or seats at a counter;

- s. dance floors must be closed with physical barriers or occupied with tables;
 - t. patrons must not sing, engage in Karaoke or dance on the premises;
 - u. jam and open mic sessions must not be held on the premises;
 - v. background music and any other background sounds, such as from televisions or other electronic sound producing devices, must be no louder than the volume of normal conversation;
 - w. if background music is provided by a live performer or performers or a disc jockey, a physical barrier must be installed between the performers or disc jockey and the patrons which blocks the transmission of droplets produced by performers or disc jockey, or there must be at least a three metre separation between performers and patrons;
6. The organizer must ensure that the conditions in section 5 are met.
 7. If the organizer is not the owner or operator, the owner or operator must be satisfied that the organizer is aware of the requirements which apply to the event and has the capacity to fulfill them.
 8. Patrons must comply with
 - a. the limitation on the number of patrons permitted to gather in section 1,
 - b. the distancing and other requirements in sections 5 (d), (f), (i), (j) (k), (l), (m), and (t) and sections 10 and 11 in Part C, and
 - c. measures, and guidance and directions from owners, operators, organizers or staff, designed to avoid the gathering of more than the permitted number of patrons or the congregation of patrons.

E. PERIMETER SEATING VEHICLES AND PERIMETER SEATING BUSES

1. No person may operate, or permit to be operated, a perimeter seating vehicle or a perimeter seating bus with passengers in the affected area between the hours of 11:00 PM and 6:00 AM, except for the purpose of transporting workers to or from a workplace, transporting persons to or from work related meetings or transporting persons to or from health care appointments.

2. No person may operate, or permit to be operated, a perimeter seating vehicle or a perimeter seating bus for the purpose of transporting passengers to or from events, and a passenger must not be present in a perimeter seating vehicle or a perimeter seating bus in the affected area for the purpose of being transported to or from events. This prohibition does not apply if the passengers are workers at the event.

F. RELATED MEDICAL HEALTH OFFICERS ORDERS

Recognizing that the risk differs in different regions of the province and that medical health officers are in the best position to assess local circumstances and to determine whether or not additional or more restrictive steps need to be taken to reduce the risk arising from people gathering together, **I FURTHER ORDER:**

1. A medical health officer may issue an order further to this Order for the purpose of having the provisions of the order incorporated into this Order. Such an order may add further prohibitions, or impose more restrictive limitations or conditions, with respect to gatherings and events in the geographic area of the province, or a part of the geographic area of the province, for which the medical health officer is designated and, subject to section 2, the provisions of the order are incorporated into this Order when posted on my website. For certainty, a contravention of a medical health officer order issued further to this order and posted on my website is a contravention of this Order.
2. While it is in force, a provision in an order made by a medical health officer further to this Order and posted on my website which adds further prohibitions or imposes more restrictive limitations or conditions than this Order applies in the geographic area of the province, or a part of the geographic area of the province, for which the medical health officer is designated, despite the provisions of this Order.

This Order does not have an expiration date.

You are required under section 42 of the *Public Health Act* to comply with this Order. Failure to comply with this Order is an offence under section 99 (1) (k) of the *Public Health Act*.

Under section 43 of the *Public Health Act*, you may request me to reconsider this Order if you:

1. Have additional relevant information that was not reasonably available to me when this Order was issued,
2. Have a proposal that was not presented to me when this Order was issued but, if implemented, would

- (a) meet the objective of the order, and
- (b) be suitable as the basis of a written agreement under section 38 [may make written agreements]

3. Require more time to comply with the order.

Under section 43 (6) an Order is not suspended during the period of reconsideration unless the health officer agrees, in writing, to suspend it.

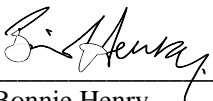
If you fail to comply with this Order, I have the authority to take enforcement action against you under Part 4, Division 6 of the *Public Health Act*.

You may contact me at:

Dr. Bonnie Henry, Provincial Health Officer
4th Floor, 1515 Blanshard Street
PO Box 9648 STN PROV GOVT, Victoria BC V8W 9P4
Fax: (250) 952-1570
Email: ProvHlthOffice@gov.bc.ca

DATED THIS: 10th day of November 2020

SIGNED:



Bonnie Henry
MD, MPH, FRCPC
Provincial Health Officer

DELIVERY BY: Posting to the BC Government the BC Centre for Disease Control websites.

Enclosure: Excerpts of the *Public Health Act* and the *Liquor Control and Licensing Act*.

ENCLOSURE**Excerpts of the *Public Health Act* [SBC 2008] c. 28****Definitions**

1 In this Act:

"health hazard" means

- (a) a condition, a thing or an activity that
 - (i) endangers, or is likely to endanger, public health, or
 - (ii) interferes, or is likely to interfere, with the suppression of infectious agents or hazardous agents, or
- (b) a prescribed condition, thing or activity, including a prescribed condition, thing or activity that
 - (i) is associated with injury or illness, or
 - (ii) fails to meet a prescribed standard in relation to health, injury or illness;

When orders respecting health hazards and contraventions may be made

30 (1) A health officer may issue an order under this Division only if the health officer reasonably believes that

- (a) a health hazard exists,
- (b) a condition, a thing or an activity presents a significant risk of causing a health hazard,
- (c) a person has contravened a provision of the Act or a regulation made under it, or
- (d) a person has contravened a term or condition of a licence or permit held by the person under this Act.

(2) For greater certainty, subsection (1) (a) to (c) applies even if the person subject to the order is complying with all terms and conditions of a licence, a permit, an approval or another authorization issued under this or any other enactment.

General powers respecting health hazards and contraventions

31 (1) If the circumstances described in section 30 [*when orders respecting health hazards and contraventions may be made*] apply, a health officer may order a person to do anything that the health officer reasonably believes is necessary for any of the following purposes:

- (a) to determine whether a health hazard exists;
- (b) to prevent or stop a health hazard, or mitigate the harm or prevent further harm from a health hazard;
- (c) to bring the person into compliance with the Act or a regulation made under it;
- (d) to bring the person into compliance with a term or condition of a licence or permit held by that person under this Act.

(2) A health officer may issue an order under subsection (1) to any of the following persons:

- (a) a person whose action or omission
 - (i) is causing or has caused a health hazard, or
 - (ii) is not in compliance with the Act or a regulation made under it, or a term or condition of the person's licence or permit;
- (b) a person who has custody or control of a thing, or control of a condition, that
 - (i) is a health hazard or is causing or has caused a health hazard, or
 - (ii) is not in compliance with the Act or a regulation made under it, or a term or condition of the person's licence or permit;
- (c) the owner or occupier of a place where
 - (i) a health hazard is located, or
 - (ii) an activity is occurring that is not in compliance with the Act or a regulation made under it, or a term or condition of the licence or permit of the person doing the activity.

Specific powers respecting health hazards and contraventions

32 (1) An order may be made under this section only

- (a) if the circumstances described in section 30 [*when orders respecting health hazards and contraventions may be made*] apply, and
- (b) for the purposes set out in section 31 (1) [*general powers respecting health hazards and contraventions*].

(2) Without limiting section 31, a health officer may order a person to do one or more of the following:

- (a) have a thing examined, disinfected, decontaminated, altered or destroyed, including
 - (i) by a specified person, or under the supervision or instructions of a specified person,
 - (ii) moving the thing to a specified place, and
 - (iii) taking samples of the thing, or permitting samples of the thing to be taken;
- (b) in respect of a place,
 - (i) leave the place,
 - (ii) not enter the place,
 - (iii) do specific work, including removing or altering things found in the place, and altering or locking the place to restrict or prevent entry to the place,
 - (iv) neither deal with a thing in or on the place nor dispose of a thing from the place, or deal with or dispose of the thing only in accordance with a specified procedure, and
 - (v) if the person has control of the place, assist in evacuating the place or examining persons found in the place, or taking preventive measures in respect of the place or persons found in the place;
- (c) stop operating, or not operate, a thing;
- (d) keep a thing in a specified place or in accordance with a specified procedure;
- (e) prevent persons from accessing a thing;
- (f) not dispose of, alter or destroy a thing, or dispose of, alter or destroy a thing only in accordance with a specified procedure;
- (g) provide to the health officer or a specified person information, records, samples or other matters relevant to a thing's possible infection with an infectious agent or contamination with a hazardous agent, including information respecting persons who may have been exposed to an infectious agent or hazardous agent by the thing;
- (h) wear a type of clothing or personal protective equipment, or change, remove or alter clothing or personal protective equipment, to protect the health and safety of persons;

(i) use a type of equipment or implement a process, or remove equipment or alter equipment or processes, to protect the health and safety of persons;

(j) provide evidence of complying with the order, including

(i) getting a certificate of compliance from a medical practitioner, nurse practitioner or specified person, and

(ii) providing to a health officer any relevant record;

(k) take a prescribed action.

(3) If a health officer orders a thing to be destroyed, the health officer must give the person having custody or control of the thing reasonable time to request reconsideration and review of the order under sections 43 and 44 unless

(a) the person consents in writing to the destruction of the thing, or

(b) Part 5 [*Emergency Powers*] applies.

May make written agreements

38 (1) If the health officer reasonably believes that it would be sufficient for the protection of public health and, if applicable, would bring a person into compliance with this Act or the regulations made under it, or a term or condition of a licence or permit held by the person under this Act, a health officer may do one or both of the following:

(a) instead of making an order under Division 1, 3 or 4, enter into a written agreement with a person, under which the person agrees to do one or more things;

(b) order a person to do one or more things that a person has agreed under paragraph (a) to do, regardless of whether those things could otherwise have been the subject of an order under Division 1, 3 or 4.

(2) If, under the terms of an agreement under subsection (1), a health officer conducts one or more inspections, the health officer may use information resulting from the inspection as the basis of an order under this Act, but must not use the information as the basis on which to

(a) levy an administrative penalty under this Act, or

(b) charge a person with an offence under this Act.

Contents of orders

39 (3) An order may be made in respect of a class of persons.

Duty to comply with orders

42 (1) A person named or described in an order made under this Part must comply with the order.

(2) Subsection (1) applies regardless of whether the person leaves the geographic area for which the health officer who made the order is designated.

Reconsideration of orders

43 (1) A person affected by an order, or the variance of an order, may request the health officer who issued the order or made the variance to reconsider the order or variance if the person

(a) has additional relevant information that was not reasonably available to the health officer when the order was issued or varied,

(b) has a proposal that was not presented to the health officer when the order was issued or varied but, if implemented, would

(i) meet the objective of the order, and

(ii) be suitable as the basis of a written agreement under section 38 [*may make written agreements*], or

(c) requires more time to comply with the order.

(2) A request for reconsideration must be made in the form required by the health officer.

(3) After considering a request for reconsideration, a health officer may do one or more of the following:

(a) reject the request on the basis that the information submitted in support of the request

(i) is not relevant, or

(ii) was reasonably available at the time the order was issued;

(b) delay the date the order is to take effect or suspend the order, if satisfied that doing so would not be detrimental to public health;

(c) confirm, rescind or vary the order.

(4) A health officer must provide written reasons for a decision to reject the request under subsection (3) (a) or to confirm or vary the order under subsection (3) (c).

(5) Following a decision made under subsection (3) (a) or (c), no further request for reconsideration may be made.

(6) An order is not suspended during the period of reconsideration unless the health officer agrees, in writing, to suspend it.

(7) For the purposes of this section,

(a) if an order is made that affects a class of persons, a request for reconsideration may be made by one person on behalf of the class, and

(b) if multiple orders are made that affect a class of persons, or address related matters or issues, a health officer may reconsider the orders separately or together.

(8) If a health officer is unable or unavailable to reconsider an order he or she made, a similarly designated health officer may act under this section in respect of the order as if the similarly designated health officer were reconsidering an order that he or she made.

Review of orders

44 (1) A person affected by an order may request a review of the order under this section only after a reconsideration has been made under section 43 [*reconsideration of orders*].

(2) A request for a review may be made,

(a) in the case of an order made by a medical health officer, to the provincial health officer, or

(b) in the case of an order made by an environmental health officer, to a medical health officer having authority in the geographic area for which the environmental health officer is designated.

(3) If a review is requested, the review is to be based on the record.

(4) If a review is requested, the reviewer may do one or more of the following:

(a) delay the date the order is to take effect or suspend the order, if satisfied that doing so would not be detrimental to public health;

(b) confirm, vary or rescind the order;

(c) refer the matter back to the person who made the order, with or without directions.

(5) A reviewer must provide written reasons for an action taken under subsection (4) (b) or (c), and a person may not request further review of an order.

Offences

99 (1) A person who contravenes any of the following provisions commits an offence:

...

(k) section 42 [*failure to comply with an order of a health officer*], except in respect of an order made under section 29 (2) (e) to (g) [*orders respecting examinations, diagnostic examinations or preventive measures*];

Excerpts of the *Liquor Control and Licensing Act* [SBC 2015] Chapter 19

Conduct at event site or in establishment, service area or liquor store

- 61** (2) A licensee or permittee or an employee of either must not
- (a) sell or serve liquor to an intoxicated person or a person showing signs of intoxication, or
 - (b) allow
 - (i) a person in a service area to become intoxicated,
 - (ii) an intoxicated person to enter or remain in a service area,
- (3) A licensee or permittee or an employee of either may,
- (a) if he or she believes a person is intoxicated,
 - (i) request that the person leave a service area, or
 - (ii) forbid the person from entering a service area,

From: "Minister, MAH MAH:EX" <MAH.Minister@gov.bc.ca> **Date:** November 21, 2020 at 8:16:56 AM PST
Subject: New COVID-19 Provincial Health Orders (Ref: 258110)

Ref: 258110

Mayors and Chairs

Stephen Brown, Deputy Minister, Ministry of Health
Lori Halls, Deputy Minister, Emergency Management BC
Trevor Hughes, Deputy Minister, Ministry of Labour
Chief Administrative Officers
Gary MacIsaac, Executive Director, Union of BC Municipalities Nancy Taylor, Executive Director, Local Government Management

Todd Pugh, Executive Director, CivicInfo

cc:

Association

Dear Mayors and Chairs:

As you know, Provincial Health Officer Dr. Bonnie Henry announced a number of new province-wide restrictions to curb the increased spread of COVID-19 across the province. As I have committed to staying in touch and keeping you informed with respect to COVID-19 related information, I am reaching out today to provide a summary on some key topics in relation to the new COVID-19 provincial health orders. I would also strongly encourage you to stay up-to-date on the latest information available by regularly checking the provincial government's COVID-19 website at <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions> - which also contains some helpful examples and further details on the new restrictions outlined below.

Some of the topics discussed below are ones that came up in our conversations last week with local governments in Vancouver Coastal and Fraser Health regions about the restrictions that were in place for those regions, and they are certainly ones that I have heard about generally from community leaders throughout the province.

These restrictions are in effect province-wide from November 19, 2020 at midnight to December 7, 2020 at midnight.

- **PHO order on province-wide restrictions, social gatherings and events**

By order, all individuals, places of work and businesses in B.C. must significantly reduce social interactions. No social gatherings of any size at people's residences with anyone other than your household or core bubble are permitted. In addition, all events and community-based gatherings as defined in the [PHO order – Gatherings and Events \(PDF\)](#) are suspended and there are additional restrictions in place by sector. The order makes clear that suspension does not apply to formal meetings such as local government council or board meetings or business meetings – these are not social gatherings. For additional information see <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions#pho-order> The order does not suspend operations in restaurants and bars and other types of businesses, such as retail and movies. Such operations can continue to operate as long as they have a COVID-19 Safety Plan and employee protocols in place, including masks in all public indoor spaces. All Safety Plans should be reviewed and updated to reflect things such as mandatory masks.

- **Athletic activities**

Businesses, recreation centres or other organizations that organize or operate high risk indoor group physical activities must suspend the following activities: spin classes, hot yoga and high intensity interval training (HIIT). Guidance on other physical activities done with a group indoors (e.g. dance, martial arts, cheerleading) will need to follow updated guidance that is being developed. Gyms and recreation facilities that offer individual workouts and 1-2 person personal training sessions can remain open as long as they have a COVID-19 Safety Plan that is strictly followed. Sports games, competitions and practices can continue with no spectators and no travel. For additional information see <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions#athletics> Note that businesses that close due to COVID-19 restrictions could be eligible to receive rent support of up to 90 percent.

- **Places of worship**

In-person religious gatherings and worship services are suspended by order. Religious services can continue using remote or virtual attendance options, like Zoom or Skype. People can still visit your place of worship for individual activities, such as contemplation or personal prayer, and meal preparation as part of a religious service

can continue provided protocols are followed.

- **Mask requirements**

Masks are now required for everyone in all public indoor settings, all retail stores and common spaces/shared spaces at workplaces. People who cannot wear a mask due to medical conditions or who cannot put on or remove a mask on their own are exempt under the order. Masks are not recommended for children under the age of 2. For additional information see <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions#masks> Note that the formal written order is expected to be issued early next week, with further details about the mask mandate, including enforcement. It is government's expectation that the public abide by the mask mandate immediately along with the public health orders that were announced.

- **Ordering masks and other critical supplies**

Masks, along with other critical Personal Protective Equipment (PPE) and cleaning supplies, are available for purchase through the Province's COVID-19 Supply Hub at: www.gov.bc.ca/supplyhub The Province now holds large inventories of masks, gloves, gowns, goggles, face shields, industrial cleaner, disinfectant cleaner and wipes, bleach, hand sanitizer and trigger sprays – and can accommodate large orders for organizations looking to build up supplies for the winter season. There are no quantity restrictions on orders. Based on ongoing market analysis, prices are at or below available supply in the private market. Delivery is province-wide, typically shipped within one week of an approved order.

- **Travel advisory**

At this time, all non-essential travel should be avoided. This includes travel into and out of B.C. and between communities of the province. Individual circumstances may affect whether a particular trip is considered essential or non-essential. Essential travel within B.C. includes: regular travel for work within your region; and travel for things like medical appointments and hospital visits. For more information see <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/restrictions#travel>

- **Enforcement of Provincial Health Orders – role/responsibilities of local government bylaw officers**

The role/responsibilities of local government bylaw officers have not changed. Local government bylaw officers' primary role is education of the public and compliance support, as well as collaboration with the police for a jurisdiction, authorized provincial enforcement officers and health officers if those officers see a need to move to enforcement of the provincial health orders. WorkSafe BC personnel can enforce safety plans (e.g. for businesses). Local government bylaw officers are not authorized to ticket in relation to the provincial health orders, however, they can issue tickets for bylaw infractions that may arise in circumstances related to provincial health orders. In

addition to compliance activities by WorkSafeBC, an Environmental Health Officers team will focus on workplaces in the Vancouver Coastal and Fraser Health regions over the next two weeks to ensure COVID-19 Safety Plan compliance and enable rapid response and action.

Our commitment to supporting each other and coming together as a community is now more important than ever to curb the spread of COVID-19 in our province. The choices we make now and in the coming weeks and months will be essential to getting and keeping our province on the right track and addressing the pressures on our health care system and our communities. We need to step our efforts up now to keep essential services open.

As Dr. Henry says, remember to be kind, calm and look after each other in these challenging times.

Sincerely,

Selina Robinson
Minister of Municipal Affairs
and Housing



STAFF REPORT

Date: 26 Nov 2020 **File**
To: **Chair Langman and Board of Directors**
From: Freya Phillips, Senior Energy Specialist
Re: Green Municipal Fund Grant Agreement for the EV Infrastructure Study

Issue Introduction

A staff report from Freya Phillips, Senior Energy Specialist regarding the Green Municipal Fund Grant Agreement GMF 16869 with the Federation of Canadian Municipalities for the Electric Vehicle Infrastructure Study.

History/Background Factors

On March 11, 2020, the Regional District of Kootenay Boundary (RDKB) Board of Directors direct staff to:

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

On April 16, 2020, the EV infrastructure study FCM Green Municipal Fund grant application was submitted for up to \$10,000, i.e. 50% of the total eligible project costs of \$20,000. The eligible project costs include the consultants' costs for undertaking the study, contingency, and 30 hours of RDKB staff time. On October 8, 2020, the RDKB was notified the grant

application was successful and on November 2, 2020 it was provided with the Green Municipal Fund Grant Agreement GMF 16869 for signature.

In April 21, 2020, the RDKB engaged AES Engineering to undertake the EV infrastructure study. The study included the design of the electrical upgrades and EV charging infrastructure at the Trail and Grand Forks offices. This work has now been completed.

Implications

The grant amount is equal to the lower of \$10,000 or 50% of eligible costs. The total eligible project costs to date are \$18,300. The approval of the FCM Grant agreement allows the RDKB to reduce its CARIP allocation towards the study to \$9,150.

Under the agreement, the RDKB is required to provide the FCM with a copy of the final EV Infrastructure report and design (confidential), a EV infrastructure study report to be made publicly available and a project completion report.

Advancement of Strategic Planning Goals

The Environmental Stewardship/Climate Preparedness strategic planning goal.

Background Information Provided

1. The Green Municipal Fund Grant Agreement GMF 16869 with FCM

Alternatives

1. That the Regional District of Kootenay Boundary (RDKB) Board of Directors approve the Green Municipal Fund Grant Agreement GMF 16869 with the Federation of Canadian Municipalities (FCM) as presented to the Board on November 26, 2020 for a grant amount of \$10,000 or 50% of eligible costs allocated to the RDKB Electric Vehicle and Infrastructure Study. FURTHER that the RKDB Board approve the authorized RDKB signatories to sign and enter into the agreement.
2. That the Regional District of Kootenay Boundary Board of Directors refer the Staff Report back to staff for further investigation as directed by Board.
3. That the Regional District of Kootenay Boundary Board of Directors do not approve the Green Municipal Fund Grant Agreement GMF 16869.

Recommendation(s)

That the Regional District of Kootenay Boundary (RDKB) Board of Directors approve the Green Municipal Fund Grant Agreement GMF 16869 with the Federation of Canadian Municipalities (FCM) as presented to the Board on November 26, 2020 for a grant amount of \$10,000 or 50% of eligible costs allocated to the RDKB Electric Vehicle and Infrastructure Study. FURTHER that the RKDB Board approve the authorized RDKB signatories to sign and enter into the agreement.



**Solid Waste Management Plan Steering & Monitoring Committee
Minutes**

Thursday, May 14, 2020

Via Zoom Online Teleconferencing

Committee Members Present:

Director G. McGregor, Chair
Director R. Russell, Vice Chair
Director L. Worley
Director V. Gee
Director R. Cacchioni

Staff Members Present:

J. Dougall, General Manager of Environmental Services
T. Dueck, Solid Waste Program Coordinator
S. Surinak, Secretary/Clerk/Receptionist/Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 1:00 pm.

LAND ACKNOWLEDGEMENT

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.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the May 14, 2020 Solid Waste Management Plan Steering & Monitoring Committee meeting was presented.

Moved: Director Cacchioni Seconded: Director Worley

That the agenda for the May 14, 2020 Solid Waste Management Plan Steering & Monitoring Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes for the Solid Waste Management Plan Steering & Monitoring Committee meeting held on March 11, 2020 were presented.

Moved: Director Gee Seconded: Director Cacchioni

That the minutes of the Solid Waste Management Plan Steering & Monitoring Committee meeting held on March 11, 2020 be adopted as presented.

Carried.

UNFINISHED BUSINESS

- A) The Terms of Reference for the Solid Waste Management Plan Steering & Monitoring Committee were presented.

Janine Dougall, General Manager of Environmental Services, presented the Terms of Reference and outlined the changes made based on direction received at the March 11, 2020 Solid Waste Management Plan Steering & Monitoring Committee meeting.

Moved: Director Cacchioni Seconded: Director Russell

That the Terms of Reference for the Solid Waste Management Plan Steering & Monitoring Committee be adopted as presented.

Carried.

- B) The Terms of Reference for the East End Curbside Collection Working Group were presented.

Janine Dougall, General Manager of Environmental Services, reviewed the Terms of Reference and asked the Committee for input and questions.

The Committee agreed that the TOR looked good.

The one point of clarification that was requested concerning the Working Groups reporting structure. Any recommendations from the Working Group would be forwarded to the Solid Waste Committee for consideration.

Moved: Director Cacchioni Seconded: Director Worley

That the Terms of Reference for the East End Curbside Collection Working Group be adopted as presented.

Carried.

- C) The Briefing Notes for the Organics Expansion Project-Grand Forks and McKelvey Creek Upgrade Project were presented.

Janine Dougall, General Manager of Environmental Services, reviewed the briefing notes for the Grand Forks Organics Infrastructure Expansion Project-Grand Forks and asked the Committee for feedback.

The Committee liked the simplicity of the briefing note.

The Committee asked if a cost breakdown could be included showing the percentages of tax payer monies vs grant monies. They also asked if this was to be a public document.

Janine will attach a copy of the briefing notes to the Work Plan update to be presented to the Board at the May 28, 2020 meeting.

Janine then reviewed the briefing note for the McKelvey Creek Landfill Upgrade Project.

Moved: Director Russell Seconded: Director Gee

That the Briefing Notes for the Organics Expansion Project-Grand Forks and McKelvey Creek Upgrade Project be received as presented.

Carried.

NEW BUSINESS

There was no new business for the Committee to discuss.

ITEMS FOR DISCUSSION

There were no items for discussion.

LATE (EMERGENT) ITEMS

There were no late (emergent) items for the Committee to discuss.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

The were no items for future meetings for the Committee to discuss.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was no required at the meeting.

ADJOURNMENT

There being no further business to discuss, the Chair adjourned the meeting at 1:36 pm.



**Liquid Waste Management Plan Steering & Monitoring Committee
Minutes
Thursday, September 3, 2020
RDKB Boardroom, Trail BC**

Committee Members Present:

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

Staff Members Present:

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.

CHAIR AND VICE CHAIR

Chair Langman, Board of Directors

Re: Discussion about the Chair and Vice-Chair of the Steering and Monitoring Committee

The Committee discuss the matter of the Chair and Vice-Chair for this Committee. See the unfinished business section of these minutes for the results.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the September 3, 2020 LWMP Steering and Monitoring Committee meeting was presented.

Moved/Seconded

That the agenda for the September 3, 2020 LWMP Steering and Monitoring Committee meeting be adopted as presented.

Carried.

Page 1 of 3

Liquid Waste Management Plan Steering & Monitoring Committee
September 3, 2020

ADOPTION OF MINUTES

The minutes for the LWMP Steering and Monitoring Committee July 2, 2020 meeting were presented.

Moved/Seconded

That the minutes of the LWMP Steering and Monitoring Committee July 2, 2020 meeting be adopted as presented.

Carried.

UNFINISHED 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 new terms of reference for the LWMP Steering and Monitoring Committee was given.

The Terms of Reference were approved at the July 2020 Board of Directors meeting. The procedure regarding the choosing of the Committee chair was changed to align with the other RDKB Committees. The Chair will be appointed by the RDKB Chair and the Vice-Chair will be elected by the Committee.

Moved/Seconded

That the Steering and Monitoring Committee receive the report.

Carried.

G. Denkovski

Re: Info-graphic and Briefing Note for CPCC Upgrade Advocacy Update

Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the info-graphic and briefing notes for advocating the CPCC Upgrade Grant was presented.

Positive feedback was received from the Provincial Government. They requested that the phrase "funding is pending" be added to the info-graphic.

Several of the Committee Members have spoken to our Federal & Provincial Representatives and will forward the info-graphic to them as soon as it is approved. It

Page 2 of 3

**Liquid Waste Management Plan Steering & Monitoring Committee
September 3, 2020**

can also be sent to Provincial & Federal Ministers, Municipal Councils and the media as well.

Goran Denkovski will create a short presentation to be given to the various Municipal Councils at their Oct/Nov meetings. Area 'B' to be included with the Warfield Council meeting and present it for review by the Committee at the next Liquid Waste meeting.

Moved/Seconded

That the Steering and Monitoring Committee receive the report.

Carried.

NEW BUSINESS

The Committee discussed the timeline for the CPCC Upgrade grant application. The successful applicants will be announced in the Spring of 2021.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

Director Cacchioni requested a discussion regarding a timeline for the resumption of in person meetings. Director Langman and RDKB CAO Mark Andison will meet to discuss this matter.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

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



Policy and Personnel Committee

**Thursday, September 17, 2020
Zoom Online Video Conferencing**

Minutes

Committee Members Present:

Director G. McGregor, Chair
Director A. Grieve, Vice Chair
Director V. Gee
Director S. Morissette
Director D. Langman
Director R. Dunsdon
Alternate Director B. Edwards

Staff Present

M. Andison, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration Corp. Officer/Recording Secretary
B. Ihlen, General Manager of Finance/Chief Financial Officer
C. Gillis, Manager of Finance

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT

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.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the September 17, 2020 Policy and Personnel Committee meeting was presented.

Moved / Seconded

That the agenda for the September 17, 2020 Policy and Personnel Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the June 25, 2020 Policy and Personnel Committee meeting were presented.

Moved / Seconded

That the minutes of the June 25, 2020 Policy and Personnel Committee meeting be adopted as presented.

Carried.

GENERAL DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

There wasn't any unfinished business for the Committee to consider.

NEW BUSINESS

M. Andison, Chief Administrative Officer (CAO)

Re: 2020 CAO Performance Evaluation

A staff report from Mark Andison, Chief Administrative Officer, intended to initiate the annual CAO performance evaluation for 2020 was presented.

Mark Andison, CAO reviewed his report and explained the current performance evaluation process. Directors McGregor and Langman advised that this process has worked well in the past and that they support the recommendation as presented in the staff report, and it was;

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors initiate the 2020 CAO performance evaluation process using the process and questionnaire utilized in 2019.
FURTHER that the Board develop a list of objectives that it would like the CAO to focus on over the coming year, the results of which will be considered in the 2021 evaluation.

Carried.

B. Ihlen, General Manager of Finance/Chief Financial Officer (CFO)
Re: Wage Continuation Policy September Update

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the proposed updated changes to the Wage Continuation Policy during the COVID-19 Pandemic was presented.

Staff reviewed proposed minor edits as well as changes to the section of the current Policy which describes the process RDKB employees must follow when they exhibit COVID-19 symptoms.

Staff answered inquiries from the Committee, and it was;

Moved / Seconded

That the Policy and Personnel Committee approve the revisions to the Wage Continuation Policy-COVID-19 Pandemic as presented to the Committee on September 17, 2020.
FURTHER that the revised Policy be referred to the Directors for comments as per the Policy Development and Review Policy.

Carried.

B. Ihlen, General Manager of Finance/Chief Financial Officer (CFO)
Re: Financial Policies Related to the Financial Plan and Cost Allocations

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the proposed updated changes to the Financial Plan Policy and the proposed new policy on Cost Allocations was presented.

Barb Ihlen, General Manager of Finance/CFO reviewed the proposed changes to the *Financial Plan Policy* noting the differences with the current policy and explaining that the policy has not been revised since 2010. She also noted that the proposed updates were drafted based on local government best practices and she explained the rationale for the changes.

Staff answered inquiries from the Committee, and it was;

Moved / Seconded

That the Policy and Personnel Committee approve the updates to the current Financial Plan Policy as presented to, and approved by the Policy and Personnel Committee on September 17, 2020. **FURTHER** that the Policy be referred to the Directors for comments as per the RDKB Policy Development and Review Policy.

Carried.

Staff presented the proposed *Cost Allocations Policy*. Barb Ihlen, General Manager of Finance/Chief Finance Officer reviewed the Board Fee financial and human resource allocations noting that the proposed policy would provide transparency, service stability and a methodology for resource allocation. She also reviewed costs that are, and those that could be, allocated between General Government (001) and Electoral Area Services (002).

Staff answered inquiries from the Committee members and explained each service should share an appropriate portion of the RDKB support services such as administration, human resources, corporate building expenses and insurance costs, which also would allow services to stand alone.

The Committee members reviewed and discussed the information provided. Staff was directed to investigate this matter further and to update the list of committee services. A report will be provided to the Committee at a future meeting.

There was general agreement that this matter will require further discussion and review, and it was;

Moved / Seconded

That the Policy and Personnel Committee refer the proposed Cost Allocation Policy back to staff and that for presentation at a future meeting, staff provide a report that will illustrate a philosophical framework as to just how the allocation of resources between the various services should be accomplished.

Carried.

LATE (EMERGENT) ITEMS

There were no late emergent items to discuss.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

A discussion was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period was not necessary.

CLOSED (IN CAMERA) SESSION

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

Moved / Seconded

That the Policy and Personnel Committee proceed to a closed meeting pursuant to Section 90 (1) (c) of the *Community Charter* (time: 10:50 a.m.).

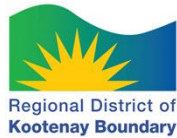
Carried.

The Committee reconvened to the open meeting at 11:04

ADJOURNMENT

There being no further business to discuss, the open meeting was adjourned at 11:04 p.m.

TL



Beaver Valley Regional Parks and Regional Trails Committee

Minutes Wednesday, October 7, 2020 Held via Zoom Online Video Conferencing

Committee members present:

Director A. Grieve, Chair
Director S. Morissette
Director M. Walsh

Staff present:

M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Chandler, General Manager of Operations/Deputy CAO
M. Daines, Manager of Facilities and Recreation
B. Ihlen, General Manager of Finance

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT

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.

ACCEPTANCE OF THE AGENDA (additions/deletions)

The agenda for the October 7, 2020 Beaver Valley Regional Parks and Regional Trails Committee was presented.

Moved / Seconded

That the agenda for the October 7, 2020 Beaver Valley Regional Parks and Regional Trails Committee be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the September 21, 2020, Beaver Valley Regional Parks and Regional Trails Committee meeting were presented.

Moved / Seconded

That the minutes of the September 21, 2020 Beaver Valley Regional Parks and Regional Trails Committee meeting be adopted as presented.

Carried.

DELEGATIONS

There were no delegations present.

UNFINISHED BUSINESS

There was no unfinished business for discussion.

NEW BUSINESS

Discussion

Re: Beaver Valley and Pend O'Reille Historical Society Artifacts

The Committee discussed recent communications from C. Horsland regarding the storage of historical artifacts he collected over time on behalf of the community and the Beaver Valley and Pend O'Reille Historical Society. Director Morissette informed the Committee members that the Fruitvale Memorial Hall had a vacant room that could be made suitable for the artifacts following necessary renovations. Discussion ensued around applying for grant funding to cover the costs of the renovations.

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee directs staff to pursue grant funding opportunities understanding the short turn around time in meeting the funding application deadline of October 29, 2020.

Carried.

Staff will reach out to contractors for an estimate for renovations of the space. The Committee and staff will meet with Mr. Horsland to view the artifacts.

Discussion

Re: Proposed Replica Train Station in Fruitvale

Director Grieve informed the Committee members about a proposal from S. Weatherford, Atco Lumber, on building a replica train station in Fruitvale that had been previously presented to the Mayor of Fruitvale and Area A a few years ago. The original train station is currently situated in Salmo. Electoral Area A has \$150,000 earmarked for this project. Building ownership, proposed usage and location for the train station was discussed. The Committee suggested writing a letter to the owner of the proposed site, Burlington-Northern-Santa Fe Railroad, asking about purchasing the property or having a long-term lease drawn up. The group suggested moving the Park Siding School next to the proposed train station.

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee members will each write a letter of appeal to Burlington-Northern-Santa Fe Railroad, along with Atco Lumber, seeking permission to amend the existing lease agreement in order to construct the proposed replica train station.

Carried.

Funding would be identified in the 2021 budget for this proposed project.

Discussion

Re: Park Siding School

The Committee discussed moving the Park Siding School to a more accessible location in Fruitvale. There was agreement by the Committee members to sell the land once the school has been relocated. The Committee will confirm that the land was donated, and if so, communicate with the original land donor of the intent to dispose of the land. Staff will review all legalities around the disposition of land and report back to the Committee at the next meeting.

Discussion

Re: Newsletter Additions

Director Grieve encouraged the Committee members to send ideas for the November/December newsletter to M. Daines, Manager of Facilities and Recreation. The Village of Montrose was invited to support and contribute to the newsletter.

LATE (EMERGENT) ITEMS

There were no late (emergent) items for discussion.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

A discussion of items for future meetings was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 11:00 am.



Boundary Community Development Committee

Minutes

Wednesday, October 7, 2020

Held via Zoom Online Video Conferencing

Committee members present:

Director G. McGregor, Chair
Director V. Gee
Director R. Dunsdon
Director C. Korolek
Alternate Director M. Tollis

Staff and others present:

M. Andison, Chief Administrative Officer
J. Chandler, General Manager of Operations/Deputy CAO
M. Forster, Executive Assistant/Recording Secretary
B. Ihlen, General Manager of Finance
D. Dean, Manager of Planning and Development
P. Keys, Manager of Facilities and Recreation
F. Maika, Corporate Communications Officer
J. Wetmore, Community Futures Boundary
S. Elzinga, Community Futures Boundary
J. Fero, Chair, Boundary Country Regional Chamber of Commerce
Sarah Dinsdale - Marketing & Business Revitalization Coordinator, Boundary
Country Reg. Chamber of Commerce

CALL TO ORDER

The Chair called the meeting to order at 1:00 pm.

LAND ACKNOWLEDGEMENT

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.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 7, 2020 Boundary Community Development Committee meeting was presented.

Moved / Seconded

That the agenda for the October 7, 2020 Boundary Community Development Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The draft minutes of the September 2, 2020 Boundary Community Development Committee were presented.

Moved / Seconded

That the draft minutes of the September 2, 2020 Boundary Community Development Committee be adopted as presented.

Carried.

GENERAL DELEGATIONS

Jennifer Wetmore - Community Futures Boundary
Sandy Elzinga - Community Futures Boundary
Jeff Fero - Chair, Boundary Country Regional Chamber of Commerce
Sarah Dinsdale - Marketing & Business Revitalization Coordinator,
Boundary Country Reg. Chamber of Commerce
Re: Report on Projects and Initiatives - March - September 2020

J. Wetmore and S. Elzinga, Community Futures Boundary and J. Fero and S. Dinsdale, Boundary Country Regional Chamber of Commerce attended the meeting and provided the Committee members with a presentation on joint initiatives and engagements during March - September 2020 and results of a business survey conducted between May and June 2020.

Moved / Seconded

That the Boundary Community Development Committee receive the information as presented.

Carried.

The group left the meeting at 1:20 pm.

OLD BUSINESS**J. Chandler, General Manager of Operations/Deputy CAO****F. Maika, Corporate Communications Officer****Re: Boundary Transit Community Engagement Update and Proposed Second Phase**

The Committee members were informed that the second phase would allow staff to determine, using a more detailed questionnaire and more face-to-face engagements in areas C, D and E, whether the residents are in favour of increased or expanded transit service in the Boundary. The RDKB may consider collaborating with BC Transit to do some marketing.

Moved / Seconded

That the Boundary Community Development Committee approve staff moving forward with Phase 2 of the Boundary Transit community engagement process, as presented in the staff report, titled, "Boundary Transit Community Engagement Update and Proposed Second Phase", presented to the committee on October 7th 2020.

Carried.

NEW BUSINESS**J. Chandler, General Manager of Operations/Deputy CAO****Re: Christina Lake Pedestrian Bridge - Grant Application**

The purpose of this report was to seek approval for the grant application to the ICIP Recreation and Culture stream and to support the proposed financing model for inclusion Christina Lake Regional Lake Parks and Trails budget for 2021.

Moved / Seconded

That the Regional District Board of Directors approve the Christina Lake Pedestrian Bridge – Grant application October 2020 Funding plan staff report, as presented to the Boundary Community Development Committee on October 7th 2020. **FURTHER** that the Board of Directors support the Regional District contribution for the project estimated at \$564,357 for a total project cost of \$2,116,075 and that up to \$350,000 will be considered through short term borrowing in support of the project and funded from the Christina Lake Parks and Trails service #027.

Carried.

S. Carlyle-Smith, Project Manager - TOTA
Re: Tourism Update - September 30, 2020

A tourism update was provided to the Committee members.

Moved / Seconded

That the Boundary Community Development Committee receive the TOTA monthly tourism update for September 30, 2020 as presented.

Carried.

K. Anderson, Watershed Planner
Re: Boundary Integrated Watershed Service Monthly Update

D. Dean, Manager of Planning and Development presented the October 2020 report on the activities of the Boundary Integrated Watershed Service (BIWS).

Moved / Seconded

That the staff report regarding the BIWS progress for October 2020 be received.

Carried.

Director V. Gee
Re: Update on Meat Project

The Committee was informed that the business plan from the perspective of the meat producers is almost done. The plan could be presented to meat producers for investment equity share and membership drive purposes. The project is divided into 3 sections: Community Services Coop, meat producers and Magnum Meats. Support is being provided by Coops First from Saskatchewan to assist with planning.

Director V. Gee
Re: Food Lab/Purchase of Kitchen Trailer Proposal

The Committee was informed that Whispers of Hope in Grand Forks are looking to sell a trailer they own. Director Gee provided examples of potential demand for the trailer in the Boundary and was seeking the Committee's approval to put down a deposit for the trailer.

Moved / Seconded

That the Boundary Community Development Committee authorizes up to \$2,000 be applied as a down payment on the purchase of a kitchen trailer from Whispers of Hope. **FURTHER**, that the funds will come from the Boundary Economic Development Service (008).

Carried.

Director V. Gee
Re: Food Hub Update

The Committee was informed that the Regional District applied for grant funding during the food hub intake last year and was not successful. She reinforced that the food hub would be a boundary-wide initiative and important that all food related organizations are involved with this.

LATE (EMERGENT) ITEMS

A discussion of late (emergent) items was not required.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

A discussion of items for future agendas was not required.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 2:06 pm.



**Utilities Committee
Minutes
Wednesday, October 14, 2020
Via Zoom Online Video Conferencing**

Committee Members Present:

Director R. Cacchioni, Chair
Director G. McGregor, Vice-Chair
Director A. Grieve
Director L. Worley
Director V. Gee
Director D. Langman
Director S. Morissette
Director A. Morel

Staff Members Present:

M. Andison, CAO, RDKB
J. Dougall, General Manager of Environmental Services
G. Denkovski, Manager of Infrastructure and Sustainability
G. Wiebe, Engineering and Safety Coordinator
S. Surinak, Secretary/Clerk/Receptionist/Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 11:04 am.

LAND ACKNOWLEDGEMENT

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.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the October 14, 2020 Utilities Committee meeting was presented.

Moved / Seconded

That the agenda for the October 14, 2020 Utilities Committee meeting be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Utilities Committee meeting held on September 9, 2020 were presented.

Moved / Seconded

That the minutes of the Utilities Committee meeting held on September 9, 2020 be adopted as presented.

Carried.

GENERAL DELEGATIONS

There were no general delegations to this meeting.

UNFINISHED BUSINESS

G. Denkovski

Re: Grant Opportunity Tracking

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

The Committee discussed the various grant opportunities (current & upcoming), as well as the various shovel ready projects that could be completed using grant monies.

The Committee discussed the Asset Management Plan and its affect on grant applications.

Director Cacchioni requested that Goran Denkovski provide the Committee Members a list of projects that will be submitted for grant funding.

Moved / Seconded

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

Carried.

G. Wiebe

Re: Beaver Valley Water Service Water Conservation Plan

A Staff Report from Gabe Wiebe, Engineering and Safety Coordinator, regarding the Water Conservation Plan for the Beaver Valley Water Service was presented.

The Beaver Valley Water Service Water Conservation Plan has been updated to include indoor conservation measures.

A grant application has been made that would cover 80% of the cost of water conservation measures including the water ambassador program and rebates for smart controllers and drought resistant landscaping. If the grant application is unsuccessful, the program will still be implemented but on a smaller scale.

The Committee discussed the implementation of district wide water restrictions and leak detection in downtown Fruitvale.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Beaver Valley Water Service (500) Water Conservation Plan as presented to the Board on October 14, 2020. **FURTHER**, that staff be directed to implement the Plan.

Carried.

NEW BUSINESS

G. Wiebe

Christina Lake Water Utility Water Conservation Plan

A Staff Report from Gabe Wiebe, Engineering and Safety Coordinator, regarding the Water Conservation Plan for the Christina Lake Water Utility was presented.

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Utilities Committee meeting

October 14, 2020

This Plan is very similar to the Beaver Valley Water Conservation Plan discussed in the previous agenda item.

As this is a new program to the community, the water ambassador position will be very important.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Christina Lake Water Utility (550) Water Conservation Plan as presented to the Board on October 14, 2020. **FURTHER**, that staff be directed to implement the Plan.

Carried.

G. Wiebe

Rivervale Water and Streetlight Service Water Conservation Plan

A Staff Report from Gabe Wiebe, Engineering and Safety Coordinator, regarding the Water Conservation Plan for the Rivervale Water and Streetlight Service was presented.

As this is a new program to the community, the water ambassador position will be very important.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Rivervale Water and Streetlight Service (650) Water Conservation Plan as presented to the Board on October 14, 2020. **FURTHER**, that staff be directed to implement the Plan.

Carried.

G. Denkovski

Re: Christina Lake Water April to August 2020 Monthly Reports

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water April to August 2020 Monthly reports was presented.

During this period, there were some high Coliform bacteria level. The intake area was cleaned.

Moved / Seconded

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water Utility April to August 2020 Monthly reports, be received.

Carried.

G. Denkovski

Re: Solar Aquatic Center Operations Reports

A staff report from Goran Denkovski, regarding the Solar Aquatic Center Operations reports for the 2nd quarter 2020 was presented.

Moved / Seconded

That the Solar Aquatic Center reports be received.

Carried.

Jeff Paakkunainen

Re: Warfield, Columbia Gardens and Rivervale Water Monthly Report - April to August 2020

A staff report from Jeff Paakkunainen, Chief Utilities Operator, regarding the Water Monthly report for April to August 2020 was presented.

The water metre readings for the Trail Airport was high during this period. The new landscaping at the Airport could account for this usage level.

Moved / Seconded

That the staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the East End Water Monthly reports from April to August 2020, be received.

Carried.

Jeff Paakkunainen

Re: CPCC Sanitary Sewer Monthly Report August 2020

A staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report for August 2020, is presented

Moved / Seconded

That the staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report from August 2020, be received.

Carried.

LATE (EMERGENT) ITEMS

There were no late (emergent) items for the Committee to discuss.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

An update regarding projects for grant applications.

QUESTION PERIOD FOR PUBLIC AND MEDIA

There were no questions for the public nor the media.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not needed for this meeting.

ADJOURNMENT

There being no further business to discuss, the Chair adjourned the meeting at 11:30 am.



**Electoral Area Services Committee
Minutes**

Thursday, October 15, 2020, 11:00 a.m.
Via Zoom Video Conference

Directors Present:

Ali Grieve, Chair
Linda Worley
Grace McGregor
Director Vicki Gee

Alternate Directors Present:

Michael Tollis

Staff Present:

Mark Andison, Chief Administrative Officer
Donna Dean, Manager of Planning and Development
Maria Ciardullo, Recording Secretary

Guests: S. Doyle and J. Gagnon

CALL TO ORDER

Chair Grieve called the meeting to order at 11:00 a.m.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

Item 6C was moved ahead on the agenda.

Moved / Seconded

That the October 15, 2020 Electoral Area Services Agenda be adopted as amended.

Carried.

*Electoral Area Services
October 15, 2020
Page 1 of 7*

MINUTES

Moved / Seconded

That the September 10, 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

Item moved ahead on the agenda:

Joseph Gagnon and Sheri Anne Doyle

RE: Development Variance Permit
7390 Porcupine Road
RDKB File: BW-4109s-07405.000

Ms. Sherri Doyle and Mr. Joe Gagnon were in attendance and spoke to their application. They described the state of disrepair of the old stairs and explained that they had them replaced when they had the opportunity this fall.

Moved / Seconded

That the Development Variance Permit application submitted by Sheri Doyle, on behalf of Sheri Doyle and Joseph Gagnon, to vary Section 402.7 of the Big White Zoning Bylaw No. 1166, 2001 to reduce the minimum front lot line setback from 4.5 m to 0 (zero) m – a variance of 4.5 m, for the construction of a covered staircase on the property legally described as Lot 10 Plan KAP23322 District Lot 4109S Similkameen Division of Yale Land District, Big White, Electoral Area 'E'/West Boundary be deferred, until the applicant has had the opportunity to update their proposal, address the Building Permit stop work order, and provide additional information on the status of permitting from the MoTI.

Carried.

Michael Combs and Erica Boyko

RE: Development Variance Permit
 7775 and 7777 McRae Road
 RDKB File: C-4037s-07285.055

Moved / Seconded

That the Development Variance Permit application submitted by Brock Pendergraft of Pendergraft Professional Land Surveying Inc., on behalf of Erica Boyko and Michael Combs, to vary Section 302.1(i) of the Area 'C' Zoning Bylaw No. 1300, 2007 to increase the maximum gross floor area of storage buildings, including garages, that may be located on a parcel that does not have a principal use or building provided they are only being used for non-commercial/industrial storage of personal goods or vehicles from 60 m² to 250 m² – a variance of 190 m², to facilitate the future subdivision on the properties legally described as Lot 2 District Lot 4037s Similkameen Division Yale District Plan KAP51313 and Lot 11 District Lot 4037s Similkameen Division Yale District Plan 31906, Electoral Area C/Christina Lake, be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation to deny.

Carried.

Lorne Garrett

RE: Development Variance Permit
 1586 Neimi Road, Christina Lake
 RDKB File: C-317-00273.010

Mr. Garrett's intent to withdraw his application was discussed although it was not confirmed.

Moved / Seconded

That the Development Variance Permit application submitted by Lorne Garrett, to allow for a variance of Section 402.6 of Electoral Area 'C' Zoning Bylaw No. 1300 to reduce the minimum front parcel line setback from 4.5 m to 2.4 m – a variance of 2.1 m for the construction of a single family dwelling on the property legally described as Parcel E Block 14 Plan KAP50 District Lot 317 Similkameen Division of Yale Land, Electoral Area 'C'/Christina Lake, Christina Lake, be deferred until the applicant has had an opportunity to further assess their site plan and provided specific measurements of site setbacks, distance between buildings, and the parcel area of each building.

Carried.

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 October 15, 2020
 Page 3 of 7*

Ryan/Jessica Onyschuk and Jason/Julie MacKenzie

RE: Development Permit
216 Feather Way, Big White
RDKB File: BW-4222-07499.008

Moved / Seconded

That the staff report regarding the Development Permit application submitted by Jason Mackenzie on behalf of Ryan Onyschuk, Jessica Onyschuk, Julie Mackenzie, and Jason Mackenzie, to construct a single family dwelling in the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area (DP2) on the parcel legally described as Strata Lot 5 Plan KAS3398 District Lot 4222 Similkameen Division of Yale Land District, Big White, Electoral Area 'E', be received.

Carried.

Karen and Mathew Lewis

RE: MOTI Subdivision
RDKB File: E-2989s-07007.030

Moved / Seconded

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed four lot conventional subdivision, for the parcel legally described as the Lot 3 District List 2989s Similkameen Division Yale District Plan KAP91954, located in Electoral Area 'E', be received.

Carried.

Cowboy Forestry Ltd.

RE: MOTI Subdivision
9190 Paradise Road, Electoral Area E/West Boundary
RDKB File: E-1920s-04956.000

Moved / Seconded

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed four lot conventional subdivision, for the parcels legally described as the District Lot 1920s Similkameen Division of Yale Land District except Plan 28042, located in Electoral Area 'E', be received;

*Electoral Area Services
October 15, 2020
Page 4 of 7*

And Further, that park dedication in the form of land or cash be secured for Proposed Lot 2.

Carried.

Bylaw Enforcement Update

Donna Dean, Manager of Planning and Development, provided an update on the numbers and types of complaints received. There was discussion on possible provincial funding regarding any enforcement due to Covid-19. The Committee requested staff to track the number of noise complaints received and to explore the possibility of working with a not-for profit organization to arrange for removal of derelict vehicles for landowners who wish to participate.

Moved / Seconded

That the Staff Report regarding the October 15, 2020 Bylaw Enforcement Update be received.

Carried.

Draft Notice Enforcement Bylaw

The draft notice enforcement bylaw was presented along with a flow chart of the adjudication process. Also discussed was the importance of communications with the public prior to implementation. Committee members expressed an interest in having the system in place as soon as possible.

Moved / Seconded

That the Staff Report regarding the Draft Notice Enforcement Bylaw be received.

Carried.

**Ministry of Agriculture Intentions Paper
RE: Rural Slaughter Modernization**

Moved / Seconded

That the Ministry of Agriculture Intentions Paper dated September 4, 2020 be received.

Carried.

Agricultural Land Commission Update

Moved / Seconded

That the Agriculture Land Commission update dated October 5, 2020 be received.

Carried.

Grant in Aid Report

Moved / Seconded

That the Grant in Aid report be received.

Carried.

Gas Tax Report

Moved / Seconded

That the Gas Tax report be received.

Carried.

Grants in Aid

Moved / Seconded

That this item be deferred to a future meeting.

Carried.

Gas Tax - Threat to 3rd party applicants

This was brought up at a recent UBCM meeting and the value it has for Electoral Areas. Director McGregor is going to bring it forward at the next UBCM meeting.

Statutory Exemptions (through BC Assessment) vs. Permissive Tax Exemption (RDKB)

Director Gee would like clarification on the difference(s) between these 2 types of exemptions.

Moved / Seconded

That staff provide a report to differentiate between statutory exemption and permissive tax exemption.

Carried.

LATE (EMERGENT) ITEMS

There were no late items.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

There was no discussion.

CLOSED (IN CAMERA) SESSION

A closed meeting was not required.

ADJOURNMENT

There being no further business to discuss, Chair Grieve adjourned the meeting at 12:33 p.m.



Grand Forks & District Recreation Commission
Regular Meeting
Thursday, October 8, 2020
Jack Goddard Arena - Viewing Room
8:45 AM
Minutes

Commission Members Present:

Brian Noble
 Bob MacLean
 Eric Gillette
 Jaime Massey
 Terry Doody

Absent:

Chris Moslin
 Nigel James
 Roly Russell
 Susan Routley

Staff Present:

Paul Keys
 Melina Van Hoogevest

1. Call to Order

- 1.a) The Chair called the meeting to order at 8:47am.

2. Consideration of the Agenda (additions/deletions)

- 2.a) The agenda for the October 8, 2020 Grand Forks & District Recreation Commission meeting was presented.

The agenda was amended with the addition of New Business items; 6.b) Community Garden, 6.c) Joint Use Agreement between RDKB and School District 51, and 6.d) Leisure Access & Inclusion Program.

- 29-20** Moved: Jaime Massey Seconded: Eric Gillette

That the Agenda for the October 8, 2020 Grand Forks & District Recreation Commission meeting be adopted as presented.

Carried

3. Draft Minutes

- 3.a)** The draft minutes of the Grand Forks & District Recreation Commission meeting held on September 10, 2020, were presented and it was;

30-20 Moved: Bob MacLean Seconded: Jaime Massey

That the draft minutes for the Grand Forks & District Recreation Commission meeting held on September 10, 2020, be adopted as presented.

4. Delegation

- 4.a)** There were no delegations to be made.

5. Unfinished Business

- 5.a)** Recruitment to the Recreation Commission

Bob MacLean has requested permission to invite Cheryl Ahrens, who is interested in becoming a Commission Member, to the Grand Forks & District Recreation Commission meeting scheduled for November 12, 2020. This request was granted by staff.

Jaime Massey will send an email to the School District Trustees for additional recruitment.

Staff will confirm with RDKB if Grand Forks & District Recreation Commission members are eligible for reappointment once they have served three consecutive terms according to Bylaw No. 927.

It was suggested that the Grand Forks & District Recreation Commission change the scheduled meetings from 8:45am to an evening start to possibly recruit potential members who are employed during daytime hours. It is scheduled to be discussed further at next month's meeting.

- 5.b)** Pumphouse Demolition – Staff Report

A written Staff Report was included in the agenda package and staff followed up with a verbal report.

Staff has reached out to an environmental consultant on an informal basis to discuss the process that will be needed to properly decommission the well located next to Jack Goddard Memorial Arena and remove the building. Rod Zielinski, new Utilities Manager for the City of Grand Forks wants to be extremely sure that there is no future need for the pump house prior to starting on the project. Rod will also be involved on behalf of the City of Grand Forks in dealing with

removal of the electrical structure located adjacent to the pump house. The goal remains to get the pump house removed before the end of the year.

Eric Gillette questioned why RDKB is involved in this process as the well is located on City land.

5.c) Fortis Energy Assessment Update – Staff Report

A written Staff Report was included in the agenda package and staff followed up with a verbal report.

Fortis is currently offering two fully funded programs, a Recommissioning Program, and a Custom Energy Efficiency Program that is available until March 31, 2021. Given the solar infrastructure already in place at the Aquatic Centre, RDKB decided to apply for a grant to pursue a custom energy study. To take advantage of this opportunity, Staff partnered with the RDKB's Senior Energy Specialist and developed an RFP to find a professional engineer that will fill out the detailed Fortis grant application, and once approved, carry out the Custom Energy Study at the Grand Forks Aquatic Centre.

Building Energy Solutions Ltd. (BES) was awarded the service contract on September 21, 2020. BES is the same company that carried out a smaller scale energy study at the Aquatic Centre in 2017. This study will review that existing data, update information to the current operating practices, and push forward to identify a number of opportunities to improve energy efficiency, reduce energy costs and greenhouse gas emissions.

The study is dependant on approval from Fortis to move forward. BES will be developing the application to Fortis on our behalf at no cost, opposed to the \$1000 we thought it would cost. The goal is to have the study completed before the end of 2020.

6. New Business

6.a) Arena Ice Schedule – Staff Report

A written Staff Report was included in the agenda package and staff followed up with a verbal report.

Approximately thirty percent of Grand Forks Border Bruin players this year are still in high school and have requested to move their practice time away from school hours and into a prime time scheduling spot. They specifically covet the slot immediately after school that the Grand Forks Figure Skating Club has traditionally held on Monday and Wednesdays. Staff has scheduled the Border Bruins on Tuesday and Thursdays immediately after school, Monday night after Minor Hockey for a 9pm start and Wednesday's during the school lunch hour.

The Bruins would have preferred a consistent practice time from day to day, but seem happy with the compromise. Staff has reached out to the Adult Rec League to request a schedule change on Wednesday's to avoid a school lunch hour practice for the Bruins. All other user groups are planning to return to the ice following Thanksgiving. The Boundary Adult Hockey League will be back, forming two Cohorts of four teams and forty-eight players each. The Black Betty's are returning on Thursday night's as well. We are working to form a local Boundary Cohort of up to fifty seniors to play Senior Not Drop-In Hockey this year. Players wanting to play will have to be registered members of the Cohort before they are able to reserve a spot to play hockey with our senior group. Minor Hockey is also returning under a similar cohort structure to what the Border Bruins will be using. The Figure Skating Club has received a grant to help cover ice time this year on Monday's and Wednesday's after school. They currently do not have an instructor certified through Skate Canada due to courses not being available during covid-19. Staff is working with them to find a solution. Staff has gathered a number of Facility Allocation municipal policies to compare and will begin working on a policy. Staff will present this policy to the Commission to help guide possible decisions in the future.

Eric Gillette suggested that for future ice allocations all clubs and teams engage in a meeting to determine the schedule for the season. It was also noted that ice allocations are historically done in the spring prior to each season, however, covid-19 delayed that process this year.

- 6.b)** Community Garden
Brian Noble spoke to Angela Nichols, President of the AG Society, in regards to opening the Learning Garden to the public. Staff met with the City of Grand Forks CAO, Duncan Redfearn, and both have agreed, with covid-19 procedures in place, the Learning Garden can be reopened to the public.
- 6.c)** Joint User Agreement between RDKB and School District 51
The Joint User Agreement between RDKB and School District 51 was provided for all Grand Forks & District Recreation Commission members that were present at the meeting. The last signed agreement on file is dated November 2, 2016. School District 51 has a draft version for 2017/18. It was submitted to the Trail RDKB office in May 2018 and not returned. Staff will work with School District 51 to establish a new agreement. It was also noted that the Board of Education passed a motion in September, 2020 to suspend all community rentals of their facilities until December 2020 due to COVID-19 and their health and safety protocols. It will be reviewed in January 2021.
- 6.d)** Leisure Access & Inclusion Program.
Staff provided members that were present at the meeting with a new Leisure Access & Inclusion Program pamphlet and a letter that was recently sent to all previous clients of this program. Staff provided a brief explanation as to what the program entails. The Leisure Access & Inclusion Program provides a fifty percent reduction in price for general admission and swimming lessons for low income

families whose gross income falls below the low income levels recognized by Statistic Canada. One of the changes made to the program was in regards to a language change from 'Special Needs' to 'Individuals with a Disability'. Staff also discussed the importance of a fee review in the near future, including the removal of 'Special Needs' pricing as individuals with a disability can apply for the Leisure Access & Inclusion Program to reduce their costs, if they qualify based on their annual gross income. In the spring of 2020 staff conducted a research project to determine what other aquatic centers are charging for general admission, lessons and leadership courses. This will be beneficial for our future fee review process.

31-20 Moved: Jaime Massey Seconded: Eric Gillette

That the Staff Reports for the Grand Forks & District Recreation Commission meeting held on October 8, 2020, be adopted as presented.

7. Communications-Information Only

7.a) There was no communications for information to present.

8. Reports

8.a) Supervisor Reports

The following Supervisor Reports for the month of September 2020 were presented:

- Aquatic Maintenance Coordinator
- Aquatic Program Coordinator
- Arena Maintenance Chief Engineer
- Recreation Program Services Supervisor

It was discussed that the Grand Forks & District Recreation Commission members would like to meet face to face with the Grand Forks & District Recreation Supervisors on an annual basis. It was agreed that the Aquatic Maintenance Coordinator would be invited to attend a meeting in September to verbally report on the Aquatic Centre shutdown project. The Aquatic Program Coordinator would be invited to attend a meeting in November and the Arena Maintenance Chief Engineer would be invited to attend in February near the end of the ice season.

32-20 Moved: Bob MacLean Seconded: Terry Doody

That the Supervisor Reports of the Grand Forks & District Recreation Commission meeting held on October 2020, be adopted as presented.
Carried

9. Round Table

9.a) **School District #51**

Jaime Massey has reported that the Superintendent, Ken Minette, indicated that there are presently ninety-two percent of students that have returned to in class learning, five percent are doing the SD51 Distance Learning Program, and three percent have enrolled in distance learning programs outside of SD51 or are homeschooling. SD 51 has had thirty new students enroll this fall which has brought them close to the anticipated student enrollment for SD51, despite a small number of students participating in other distance learning programs. Most parents of students enrolled in the SD51 Distance Learning Program have indicated that they plan to have their children return to in class learning. Children in elementary school classes, Kindergarten through to Gr. 7, can return after Christmas Break or after Spring Break. GFSS students in Grades 8-12 can return at the beginning of each new 1/4 semester.

The Director of Learning, Anna Lautard, has reported that Food Security Programs can facilitate support for students and families that are struggling with food at home. Taking care of basic needs can have an impact on individual student learning. The Board is discussing options going forward. Anna Lautard also spoke about wellness and the discussions with Amy Allan, a trained counsellor, for providing support and upcoming training in Trauma Informed Practice. Trauma Informed Practice is a way that educators can recognize signs of trauma and be knowledgeable of the effects. It is a way of working with students that emphasizes safety, trustworthiness, choice, connection, collaboration, strengths, skill building, and self-care. Amy Allan will facilitate two sessions with each Boundary school staff to explain things they might note in their own behaviour or their students behaviour as they manage student learning during a pandemic.

The Board Office Staff spent most of their summer working with the Ministry of Education for a return to school. It involved creating clear Guidelines for School Restart, coordinating individual school plans to manage regular full time student attendance, staffing, including adding a Distance Learning opportunity and busing, to name a few.

Jackie Schott, Principal of Perley Elementary, is keeping students safe using learning groups which include mustering stations to start the school day and staggered breaks and lunches so there is equitable access to different areas of the school.

Jaime Massey has indicated that the current SD 51 Board Office is not considered an inclusive space based on the poor layout for meeting room access. There are several sets of stairs to access any room/floor/space in the SD 51 Board Office. It was requested that RDKB consider a partnership with SD51 in regards to sharing office space within the new proposed Community Centre.

9.b) Library and Arts Societies (Culture) – Vacant

No report provided.

9.c) Recreation and Culture Committee of City Council

No report provided.

9.d) Community Members at Large

Bob MacLean asked Staff to outline the expectations for the Senior's Not-Drop In Hockey Program. Staff explained the procedures and indicated that there would be a copy of the updated rules and regulations available for the cohort as they emerged. Bob is concerned about mixing the 55+ and 65+ age groups as these were two separate programs in previous years.

Eric Gillette asked if RDKB has made a \$20,000 contribution towards The Phoenix Ski Hill. Staff has confirmed that all Community Association Grants have been paid out.

10. Late (Emergent) Items

There were no late emergent items to consider.

11. Discussion of Items for Future Meetings

A discussion was not necessary.

12. Question Period for Public and Media

There weren't any questions from the public or media.

13. Adjournment

33-20 Moved: Jaime Massey Seconded: Eric Gillette


That there being no further business to discuss, the meeting was adjourned (time 10:24am).

Carried

The next Grand Forks & District Recreation Commission meeting will be held on November 12, 2020

Melina Van Hoogevest,
Recording Secretary

Brian Noble,
Chairperson

 <p>Regional District of Kootenay Boundary</p>	<p>ELECTORAL AREA 'C'/CHRISTINA LAKE</p> <p>ADVISORY PLANNING COMMISSION</p> <p>MINUTES</p>
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Tuesday, November 3, 2020 VIA ZOOM, commencing at 7:00 p.m.

PRESENT: Peter Darbyshire, Phil Mody, Terry Mooney, Dave Bartlett, Jeff Olsen, Jason Patrick Taylor, Annie Rioux, Jessica Coleman, Butch Bisaro, Leanne Keys

ABSENT:

RDKB DIRECTOR: Grace McGregor, Donna Wilchynski, Alternate and Recording Secretary

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA (Additions/Deletions)

Moved, Seconded and Resolved: That the November 3, 2020 Electoral Area 'C'/Christina Lake Advisory Planning Commission Agenda be adopted as amended (8.1 added).

3. ADOPTION OF MINUTES

Moved, Seconded and Resolved: That the October 6, 2020 Electoral Area 'C'/Christina Lake Advisory Planning Commission Meeting Minutes be adopted as presented.

4. DELEGATIONS

None.

5. OLD BUSINESS & UPDATES TO APPLICATIONS AND REFERRALS

6. NEW BUSINESS

Grant & Susie Stevens
RE: Development Permit
3035 East Lake Drive
RDKB File: C-963-04311.000

Discussion/Observations:

APC committee discussed sewage disposal system for this development.

APC members felt that the environmental piece has been left out of the RDKB Reporting when discussing applications, (ie under History / Background Information) it states the "importance of Christina Lake and its tributary systems for domestic water and its high recreational value". APC members would like to see an environmental "notation" highlighted as well per the current Christina Lake Official Community Plan.

Moved, Seconded and Resolved: that the APC recommend to the Regional District that the application be supported (with a note that the Commission's preference would be to use a Type 2 Sewage Disposal System).

7. FOR INFORMATION

8. DISCUSSION

8.1 December Meeting to be Held

Would like to move December's meeting date up to November 23 to accommodate an application that had a delay in processing.

Moved, Seconded and Resolved: That the APC bring the December meeting forward to November 23rd, 2020 via ZOOM at 7:00 PM.

9. ADJOURNMENT

Moved, Seconded and Resolved: That the meeting be adjourned at 7:47



ELECTORAL AREA 'E'/WEST BOUNDARY
ADVISORY PLANNING COMMISSION
MINUTES TEMPLATE

Monday, November 2, 2020 @ Riverside Centre, 3990 Highway 3, Rock Creek,
commencing at 6:04 p.m.

PRESENT: In person: Florence Hewer, Fred Marshall, Jamie Haynes, Via
Zoom: Randy Trerise, Lynne Storm, Michael Fenwick-Wilson.

ABSENT with
notification

Absent without Grant Harfman
notification

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 November 2, 2020 Electoral Area 'E'/West Boundary Planning Commission Agenda be adopted as presented. Moved and seconded. Motion carried.

3. **ADOPTION OF MINUTES**

Recommendation: That the October 5, 2020 Electoral Area 'E'/West Boundary Planning Commission Minutes be adopted as presented. Moved and seconded. Motion carried.

4. **DELEGATIONS** None

5. UPDATES TO APPLICATIONS AND REFERRALS

Information letters were received from the ALC with their recent decisions to approve the application by Naturo for non-farm use (on DL 346 SDYD) and the approval of the application by Brock Pendergraft for lot boundary adjustment with the addition of an archaeological site preservation covenant (on lot 61 DL 683 SDYD) located on Kettle Valley East Rd.

6. NEW BUSINESS

Ken Flett

RE: MOTI Subdivision

8930 Highway 33

RDKB File: E-1909s-04955.000

Discussion/Observations: There was no overview map of the application so no way of knowing where it is without local knowledge. Overview maps to show where the application is in relation to local communities should be part of the package in all cases. It was noted that there is no power in this location; it appears that driveways are already under construction; this is a very dangerous location for any intersections with highway 33; evidently approval has yet to be given for road junction to the highway; there are a number of lots smaller than the 1 ha recommended by interior health; there is a flood plain evident on the property and we do not favour further construction in a flood plain, We request that the watershed planner review this application.


Recommendation:

It was moved, seconded, and resolved that the APC recommends to the Regional District that the referral be

Not Supported - because the minimum lot size is below what is recommended by Interior Health; the lots do not meet minimum size for perc tests and wells; access from the highway to several lots is on a dangerous curve and at the bottom of a steep grade; the wetland needs protection; lots would be in a flood plain; there is no provision for the runoff/ flooding from the adjacent Clark and Kallis Creeks (members of the APC have observed flooding from these creeks in the spring); several lots are located on a wetland/slough. It appears that road construction has already begun.

Moved and seconded. Motion carried.

7. FOR INFORMATION: None**8. FOR DISCUSSION: None****9. ADJOURNMENT 6:30 PM**

 <p>Regional District of Kootenay Boundary</p>	<p>ELECTORAL AREA B/LOWER COLUMBIA-OLD GLORY</p> <p>ADVISORY PLANNING COMMISSION</p> <p>MINUTES TEMPLATE</p>
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Monday, November 2, 2020 via Zoom, commencing at 7:00 p.m.

PRESENT: Grant Sapruff, Mary MacInnis, Fern Acton, Henk Ravestien,

ABSENT: Graham Jones, Darlene Espenhain

RDKB DIRECTOR: Linda Worley, Bill Edwards, Alternate.

RDKB STAFF:

GUESTS: Brad Hanson

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved and seconded that the November 2, 2020 Electoral Area B/Lower Columbia-Old Glory APC agenda be adopted. Done passed

3. ADOPTION OF MINUTES

It was moved and seconded that the August 31, 2020, 2020 Electoral Area B/Lower Columbia-Old Glory APC minutes be adopted. Done passed

4. DELEGATIONS

5. UPDATES TO APPLICATIONS AND REFERRALS

6. NEW BUSINESS

Brad and Tracey Hanson
RE: Development Variance Permit
270 Mayer Road
RDKB File: B-Twp28-10998.290

Discussion/Observations:

Brad explained that they have not yet decided on a building that they will be using for their home. They are hoping to start it in the spring. In the meantime, he is having difficulties acquiring materials for the build. They want to put a Quonset hut up that will enable them to store the building materials out of the elements.

We were wondering why he needs to come and ask for the variance. If they knew what home, they will be building could he have lumped the Quonset hut and home in the same building permit?

We have no problem with this application.

Recommendation:

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

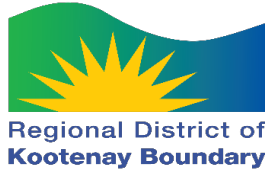
This sounds like a decent addition the property is certainly large enough.

7. FOR INFORMATION

8. FOR DISCUSSION

9. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 7:30pm



POLICY TITLE: Canada Works Fund (Gas Tax)

APPROVAL DATE: October 28, 2010

REVIEWED BY P&P COMMITTEE: June 2014/June 25/20, Oct 29, 2020

ADOPTED BY BOARD OF DIRECTORS: July 2014/November 26, 2020

Policy: The RDKB Board of Directors hereby establishes a policy to manage the District's use of Canada Works Fund (Gas Tax) allocations.

Purpose: To ensure that Gas Tax allocations are appropriately expended in accordance with the agreement between Canada and the UBCM.

Procedure: Gas Tax funds are allocated amongst the electoral areas on the basis of population.

All gas tax funds shall be expended in accordance with the agreement entered into between the Government of Canada and the UBCM.

All parties applying for funding shall be responsible for completing the application form (see Appendix A). All necessary back-up information shall be supplied.

The completed application form shall be presented to the Electoral Area Services Committee. The Electoral Area Services Committee will make a recommendation to the Board as to the disposition of the application. At the Committee table it will be "one Director, one vote". The recommendation when taken to the Board will be voted on by the Electoral Area Directors only, and the vote will be weighted.

At no time will the Electoral Area Services Committee consider an application that does not have all of the appropriate information provided.

At no time will the Board consider a Gas Tax application that has not been considered by the Electoral Area Services Committee. If the project approved is for a third party the third party will be required to enter into the Canada Works Fund Third Party Contract attached to this policy (see Appendix B).



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
202 – 843 Rossland Avenue, Trail, BC V1R 4S8

THIS AGREEMENT called the Community Works Funding Third Party Agreement and dated for reference , _____

BETWEEN:

REGIONAL DISTRICT OF Kootenay Boundary, a Regional District pursuant to the *Local Government Act*, and incorporated pursuant to the laws of the Province of British Columbia with a place of business at 202 – 843 Rossland Avenue, Trail, BC V1R 4S8

(hereinafter referred to as “the RDKB”)

AND:

OF THE FIRST PART

, with a place of business at

(hereinafter referred to as “the Proponent”)

OF THE SECOND PART

WHEREAS:

- A. The RDKB has entered into an Agreement with the Union of British Columbia Municipalities (the “UBCM”) for the transfer of Federal gas tax revenues under the New Deal for Cities and Communities through the Community Works Fund;
- B. The purpose of the program is to fund “Environmentally Sustainable Municipal Infrastructure (ESMI) Projects”, meaning projects that result in tangible capital assets in British Columbia primarily for public use or benefit and owned by the Proponent, that improve the quality of the environment and contribute to reduced greenhouse gas emissions, clean water or clean air;
- C. “Tangible Capital Assets” are non-financial assets having physical substance that: are held for use in the production of supply goods or services, for rental to others for administrative purposes or for the development, construction, maintenance or repair of other tangible capital assets; have useful economic lives extending beyond an accounting period; are to be used on a continuing basis; and are not for sale in the ordinary course of operations;
- D. The RDKB wishes to fund the (“the Project”) through the Community Works Fund;

NOW THEREFORE, in consideration of the premises and the terms, conditions, consideration, warranties, and representations contained herein, the parties hereto covenant and agree with each other as follows:

1. TERM

- 1.1 This Agreement shall commence on and expire five (5) years following the completion of the project.

2. RESPONSIBILITIES

- 2.1 The Proponent shall employ, discharge, supervise, and supervise all volunteers and pay employees or contractors considered by the Proponent to be necessary for the efficient completion of the Project, and in so doing, shall abide by all employment laws currently in force in the Province of British Columbia.

3. FUNDING CONDITIONS

- 3.1 The Proponent agrees to receive funding from the RDKB in a manner consistent with the terms of this Agreement and to expend said funds solely for the purposes of the Project as identified in Schedule A and in accordance with the Project financial plan. Should the project not proceed as presented and the contribution be used for a purpose other than a purpose permitted under this Agreement, the Proponent shall immediately repay the total amount of the Contribution on demand to the RDKB.
- 3.2 The Proponent shall be responsible for raising the balance of any funds required to complete the Project.
- 3.3 As a condition of receiving funding from the RDKB, the Proponent agrees to:
- (a) submit a Project financial plan to the RDKB;
 - (b) keep proper accounts and records of all disbursements;
 - (c) start the project within six (6) months from the date of the contract. Should the project not start as determined by the RDKB, the funds would be returned to the RDKB within ten (10) business days following the six (6) month project start deadline. The deadline may be extended with the agreement of both the Proponent and the RDKB.
 - (d) submit to the RDKB, an unaudited Balance Sheet and project update report and Statement of Income and Expenditures by December 31st for the year the funds were dispersed to finance project;
 - (e) submit to the RDKB copies of all invoices that account for how Community Works Funds were spent on the Project, along with a summary report outlining Project outcomes that were achieved including information on the degree to which the Project has contributed to the objectives of cleaner air, cleaner water and reduced GHG emissions;
 - (f) submit to the RDKB, a list of Proponent Executive and Board members, where such list is to be kept current and submitted to the RDKB when any change occurs;
 - (g) maintain all administrative, corporate, and accounting records related to receipt and expenditure of the Project grant in accordance with generally accepted accounting principles, and retain these records for five years following completion of the Project; and
 - (h) the Local Government's Funding Agreement and the provisions included in this Protocol, particularly that:

- a. All communications referring to projects funded under this Agreement will clearly recognize Canada's investments.
- (i) consult with any applicable provincial agencies to obtain any permits prior to construction; and
- (j) adhere to any conditions required by permits.

4. PAYMENT

- 4.1 The RDKB will provide a grant net of GST in the amount lower of _____ (\$) or actual costs incurred (based invoices submitted) to the Proponent based on the Project financial plan as submitted by the Proponent.
- 4.2 The RDKB shall pay the grant to the Proponent in accordance with the following schedule of payments:

Schedule of Payments

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

5. COMPLIANCE WITH REGULATIONS

- 5.1 The Proponent shall in all respects abide by and comply with all applicable lawful rules, regulations and bylaws of the federal, provincial or local governments, or any other governing body whatsoever, in any manner affecting the Project.

6. ACCESS

- 6.1 The RDKB shall have full and free access for inspection purposes during normal business hours to any and every part of the Project in order to confirm that the asset has been installed. The RDKB will provide a minimum of 48 hours notice prior to accessing the Project site.
- 6.2 A representative of the RDKB may, upon notice to the Proponent, inspect the books of accounts and records during normal business hours to review, copy or audit the same and such representative shall be provided with access to all accounts and records related to this Agreement.
- 6.3 Whenever the Government of Canada ("Canada") requires the UBCM to provide Canada an audit of the Project, the Proponent must permit such audit and fully cooperate with any auditor retained by the UBCM for such purpose.
- 6.4 As Canada may, at any time during the period for which records must be kept pursuant to Section 3.3(f) of this Agreement, conduct a performance audit (value of money) with the UBCM which may include a Project, the Proponent will permit and cooperate in such audit; making all records pursuant to Section 3.3(f) available to such person as Canada may retain to conduct such audit.

7. OWNERSHIP

- 7.1 The Proponent shall retain title to, and ownership of, the infrastructure resulting from the Project for at least five years after the Project completion.
- 7.2 If, at any time within 5 years from the date of completion of the Project, the Proponent sells, leases, encumbers or otherwise disposes of, directly or indirectly, any asset constructed, rehabilitated or improved, in whole or in part, with funds contributed by the RDKB under the terms of this Agreement, other than to Canada, the Province of British Columbia ("British Columbia"), a Local Government, or a Crown Corporation of British Columbia that is the latter's agent for the purpose of implementing this agreement, the Proponent shall repay the RDKB, if demanded, a proportionate amount of the funds contributed by the RDKB, as follows:

Where Project asset is sold, leased, encumbered, or disposed of:	Repayment of contribution (in current dollars):
Within 2 years after Project completion	100%
Between 2 and 5 years after Project completion	55%

- 7.3 The Proponent agrees to notify the RDKB in writing as soon as practicable of any transaction triggering the above-mentioned repayment.

8. INSURANCE AND INDEMNITY

- 8.1 The Proponent shall indemnify and save harmless the RDKB from and against all claims, demands, losses, costs, damages, actions, suits or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by or attributed to any breach of any provision of this Agreement to be performed by the Proponent and the officials, servants, employees, members, agents, and contractors of the Proponent.

9. WORKMANSHIP

- 9.1 The Proponent agrees to use qualified tradesmen for the purpose of installing the Equipment associated with this project.
- 9.2 The Proponent will comply with all Federal and Provincial Government Acts and Regulations that apply to the hiring of employees and subcontractors required to carry out the Project. This includes, but is not limited to, the Workers' Compensation Act.

10. PARTNERSHIP

- 10.1 Nothing in this agreement shall be interpreted as creating an agency, partnership or joint venture between the RDKB and the Proponent.

11. DEFAULT AND TERMINATION

- 11.1 If the Proponent fails to observe or comply with any of the terms or conditions set out in this Agreement, including the established spending criteria, the RDKB, upon the recommendation of the RDKB Board, may, at its discretion exercisable by written notice to the Proponent, reduce, suspend or terminate any further payment.
- 11.2 On receipt by the Proponent of the default notice under Section 9.1, the Proponent:

- (a) must not further expend or thereafter commit to expend any funds then held by it, pursuant to this Agreement; and
- (b) must within 30 days of receipt of such notice, remedy the default, or demonstrate to the satisfaction of the RDKB that it has taken sufficient actions as necessary to commence during the default or must proceed to dispute resolution.

11.3 In case any default, breach or non-observance be made or suffered by the Proponent at any time or times, in or in respect of any of the covenants, provisos, conditions and reservations herein contained, which on the part of the Proponent ought to be observed or performed, then and in every such case, provided reasonable steps have not been taken to cure any such default, breach or non-observance within 30 days from the date of notice in writing thereof from the RDKB to the Proponent, the RDKB may terminate this Agreement without further notice and require full repayment of all grant monies that have been paid to the Proponent.

12. DIFFERENCES

12.1 All matters of difference arising between the RDKB and the Proponent in any matter connected with or arising out of this Agreement whether as to interpretation or otherwise, shall be determined by the RDKB but without prejudice to the Proponent to any recourse available under law.

13. NOTICES

13.1 Any notice or other writing required or permitted to any of the parties shall be sufficiently given if delivered personally, by courier or if transmitted by facsimile to the addresses or facsimile numbers specified on the first page of this Agreement. Such addresses and facsimile numbers may be changed from time to time by either party giving notice as above provided.

14. ASSIGNMENT

14.1 This Agreement shall not be assigned by either party without the prior written approval of the other.

15. ENTIRE AGREEMENT

15.1 This Agreement shall be deemed to constitute the entire Agreement between the RDKB and the Proponent hereto with respect to the subject matter hereof and shall supersede all previous negotiations, representations, and documents in relation hereto made by any party to this Agreement.

16. SEVERANCE

16.1 If any portion of this Agreement is held to be illegal or invalid by a court of competent jurisdiction, the illegal or invalid portion must be severed and the decision that it is illegal or invalid does not affect the validity of the remainder of this Agreement.

17. ADVICE

- 17.1 The Regional District of Kootenay Boundary advises all Proponents to seek legal council prior to signing this agreement.

The Corporate Seal of the **REGIONAL DISTRICT**)
OF KOOTENAY BOUNDARY was hereunto affixed)
in the presence of:)

Chair)

Manager of Corporate Administration)

Signed by the Proponent)
in the presence of:)

Witness Name)

Witness Address)

PRESIDENT

TREASURER

Schedule A



Federal/Provincial Gas Tax Funding 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.

Application Date

Project Title

Applicant Contact Information:

Name of Organization			
Address			
Phone No.		Fax No.	
Email Address			

Director(s) in Support
Of Project

Area

Amount Required \$

Is your organization a (please check where appropriate):

<input type="checkbox"/> Not-For-Profit/Charity	<input type="checkbox"/> Society #	<input type="checkbox"/> Community Organization
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Land Ownership – Please check one of the following:

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

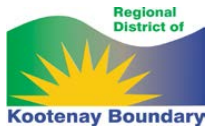
Do you have the Landowner's written approval to complete the works on the land(s)?

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

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

Registered Owners of Land	Legal Description of land(s)
<input type="text"/>	<input type="text"/>

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

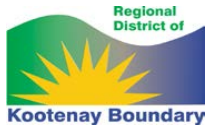


Application Contents – must include all of the following:

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

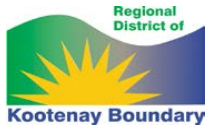
1. Eligible Project Description including timeline:

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



1.1 Project Impact:

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



1.2 Project Outcomes:

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

1.3 Project Team and Qualifications:

--

2. Project Budget:

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

Items	Details	Cost (\$)
	Total	\$

Additional Budget Information

--

3. Accountability Framework:

The Eligible Recipient will ensure the following:

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

Schedule of Payments

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

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

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

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

Signature	Name	Date

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

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

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

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

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

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

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

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

Federal/Provincial Gas Tax Funding Project Budget Amendment 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.

This application form is to be used for approved projects to request additional funding due to a budget amendment. Project scope changes require a new application.

Amendment Date

Project Title

Applicant Contact Information:

Name of Organization			
Address			
Phone No.		Fax No.	
Email Address			

Director(s) in Support
Of Project

Area

Additional Amount Requested

\$

Application Contents – must include all of the following:

1. Description of revisions required to project budget and timeline.
2. Revised total project budget.
3. Applicant declaration

1. Description of revisions required to project budget and timeline.

Please attach additional pages as required.

--

2. Revised total project budget.

Eligible revised costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. If more space is needed, please attach additional pages. **Attach supporting quotes and estimates.**

Item	Original Amount	Revised Amount	Net Change
TOTAL	\$	\$	\$

3. Application declaration

By signing below, the applicant confirms that there has been no change of scope to the original application, and all other information from the original approved application remains unchanged. Further, the applicant confirms that the information contained in this application is complete.

Signature	Name	Date



**Regional District of
Kootenay Boundary**

STAFF REPORT

Date: **File**
To: **Chair McGregor and Members of the Policy and Personnel Committee**
From: Mark Andison, Chief Administrative Officer
Re: Policy Review - Canada Works Fund (Gas Tax) Policy

Issue Introduction

A staff report from Mark Andison, Chief Administrative Officer, presenting for review the Regional District of Kootenay Boundary Canada Works Fund (Gas Tax) Policy.

History/Background Factors

The RDKB Canada Works Fund (Gas Tax) Policy was first adopted by the Board in 2014 and is due for review. There have been some recent changes to the process and documentation associated with the Canada Works Fund (Gas Tax) Policy that should be reflected in an updated version of the policy:

1. At its April meeting, the Policy and Personnel Committee provided direction to refer Gas Tax applications directly to the Board of Directors for approval, rather than being vetted through the Electoral Area Services Committee;
2. In February 2020, the Electoral Area Services Committee approved the use of a newly developed Federal/Provincial Gas Tax Funding Project Budget Amendment Application that is not currently included in the policy as an appendix; and
3. In 2019, a new RDKB Federal/Provincial Gas Tax Funding Application was developed to replace the older version that remains included as an appendix to the policy.

Additionally, staff is recommending that the standard RDKB Community Works Funding Third Party Agreement, which is currently included within the policy, be deleted from the policy to allow the contract to be updated as required and to allow

Attachment # 6.a)

some flexibility for minor changes to contracts, without the risk of having those updates or minor changes being inconsistent with the Board's policy.

The proposed changes are attached, with the two new appendices.

Implications

The proposed changes will make the policy consistent with changes in process and documentation developed over the past year, and reduce the risk of a third party agreement being developed which is inconsistent with Board policy, which may call into question the validity of the agreement.

Advancement of Strategic Planning Goals

Regular review and updating of Board of Directors policies advances the Board's strategic objective of providing exceptional cost effective and efficient services.

Background Information Provided

Draft Canada Works Fund (Gas Tax) Policy, showing proposed changes

Alternatives

1. Refer the Draft RDKB Canada Works Fund (Gas Tax) Policy to Directors for comment, with the changes proposed by staff, as per the Policy Development and Review Policy;
2. Make further changes to Canada Works Fund (Gas Tax) Policy and refer to Directors for comment, as per the Policy Development and Review Policy;
3. Refer the policy back to staff for further information.

Recommendation(s)

That the Draft RDKB Canada Works Fund (Gas Tax) Policy be referred to Directors for comment, with the changes proposed by staff, as per the Policy Development and Review Policy


POLICY TITLE: Wage Continuation Policy – COVID-19 Pandemic
ADOPTED BY P&P COMMITTEE: October 29, 2020
ADOPTED BY BOARD OF DIRECTORS: March 2020/November 26, 2020
POLICY PRINCIPLES:

When and where operationally applicable, it is the policy of the RDKB to implement federal and provincial direction, guiding principles and/or best management practices in order to help minimize the health, economic, and social impacts of the evolving public health issue of the COVID-19 Pandemic, while at the same time, to ensure adequate levels of service are continued to be delivered within the RDKB. The RDKB will focus its efforts on maintaining essential services and paying employees and suppliers. Barring any employee participation in a federal or provincial support program, the Wage Continuation Policy will be in effect.

BACKGROUND/SCOPE:

The global spread of the Coronavirus Disease from Wuhan, China, first reported to the World Health Organization (WHO) Country Office on December 31, 2019, has been classified as a pandemic due to the number of cases worldwide. Several countries, including Canada have now imposed restrictions to international travel, including the requirement to self-isolate for up to 14 days upon return to Canada. Further, the Province of British Columbia has advised on further restrictions to travel, putting on events/ gatherings and best management practices for prevention and risk.

The RDKB will notify employees as soon as possible and following government protocols if employees are working in a workplace that was exposed to COVID-19. The RDKB will detail the measures that are being taken to protect them from exposure, in addition to existing measures ensuring they are provided with all protective measures necessary to perform their duties safely.

PURPOSE:

The purpose of this policy is to establish clear guidelines and expectation for employees regarding the implementation of preparedness strategies to plan for the scenario of significant community spread of COVID-19 and do our part in reducing the spread of the COVID-19. The RDKB will provide wage protection to employees who are affected by this policy and the RDKB will have the right to remove this protection if an employee is suspected of abuse.

Notwithstanding the Policy Review policy of the RDKB, this policy will be reviewed

and revised if and when necessary as the direction and guidelines from the Province of British Columbia and the Federal Government of Canada changes.

DEFINITIONS:

Self-isolation is a requirement for an employee to remain at home, away from others and the workplace, for an extended period of time (usually 14 days), as it relates to the current provincial and federal guidelines related to COVID-19 virus. This includes symptoms of a cold or flu and self-isolation at home will last for 10 days after the onset of symptoms. After 10 days, if your temperature is normal and you feel better, you can return to your routine activities. The time period may be longer depending on the situation or as otherwise recommended by the BCCDC.

Essential services are determined by the RDKB and includes services such as waste management, emergency preparedness, fire and rescue, water and sewer, and finance.

High risk person is a person who is most vulnerable to the COVID-19 virus and are identified as those who have serious chronic medical conditions like diabetes, heart disease, lung disease, immunocompromised, and older adults.

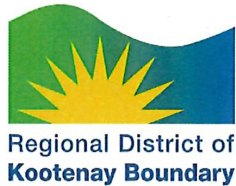
REVIEW PROCESS, REQUIREMENTS & PROCEDURES:

1. All RDKB Employees shall inform their immediate manager as to any international travel for the purposes of personal vacation, conference attendance, general meetings, etc. If any non-essential international travel has been undertaken, self-isolating and testing pursuant to applicable guidelines is required. Results of self-isolating testing and any signs of cold or flu symptoms shall be forwarded to the Employee's immediate manager for general information and operational planning purposes only.
2. RDKB Employees who choose to travel outside of Canada after March 13, 2020 will not be eligible for any wage protection. However, the employee is expected to self-isolate for 14 days as per federal and provincial government guidelines and not come to work during this period. If work is available, the employee is expected to work with their manager to work from home. If work is not available, the employee will be allowed to utilize their sick leave bank until the sick leave is exhausted. Should the isolation extend beyond their available sick leave, they will be able to use vacation or request a leave without pay. During this period, if the employee begins to exhibit symptoms of COVID- 19, the employee is expected to continue to self-isolate and advise their manager and Finance to commence their application for Short Term Disability benefits.
3. RDKB employees are not expected to attend conferences or gatherings as a representative of the RDKB.
4. Where feasible and as determined by the RDKB, employees are expected to tele-commute, thereby performing their duties at home for the duration of this policy. A technology allowance of \$50 per month will be provided to employees who use their own equipment and cover costs including internet access,

computer hardware, and cell phone. Please see the administrative policy – Work from Home for more information.

5. Regular, temporary and casual employees required to self-isolate and who cannot reasonably tele-commute will receive their regular or typical wages for the duration of the order. Regular or typical wages will be determined on the following basis:
 - (a) Wage protection for regular full-time employees will be calculated based on their full-time hours.
 - (b) Wage protection for part-time employees will be calculated based on their average of their typical weekly shift pattern over the prior two pay periods (four weeks) excluding overtime, vacation, or sick leave or as determined by the RDKB.
 - (c) Wage protection for casual employees will be paid based on scheduled hours over the prior two pay periods (four weeks) excluding overtime, vacation, or sick leave or as determined by the RDKB.
6. Any employee subject to self-isolation will experience no reduction of any leave bank for the duration of the order other than described in paragraph 2.
7. Employees who exhibit any of the COVID-19 symptoms listed by the BC Centre for Disease Control (BCCDC) will notify their manager and contact Healthlink BC (8-1-1) immediately and, if advised, be tested for COVID-19. Wage continuation as per paragraph 5 will apply until the employee is advised by Healthlink BC that testing is not necessary based on the employee's symptoms or testing for COVID-19 confirms a negative result. If the employee tests positive, they will immediately notify their manager and paragraph 5 will continue to apply until the employee receives written approval from a medical professional that they may safely return to work. If the employee tests negative or is advised by Healthlink BC that testing is not necessary based on the employee's symptoms, they will notify their manager and are encouraged to stay home until they are no longer contagious. The employee is able to use their sick leave bank, vacation bank or request an unpaid leave during this time. If feeling well enough, the employee may request to work from home from their manager. The manager will not deny this request if it is operationally feasible for the employee to tele-commute.
8. Where employees are affected by a facility or program closure or curtailment, for the duration of the closure or curtailment, regular or typical weekly wages will be maintained, to be calculated as set out in paragraph 5, above. Subject to the Letter of Understanding (LOU) with CUPE Local 2254 regarding COVID-19 response, the RDKB reserves the right to re-assign employees to other duties not included in an employee's job description. Where an employee declines to work other duties without adequate reason, as determined by the RDKB, the RDKB reserves the right to discontinue wage payments.

9. Employees who notify their manager that they must absent themselves from their place of work (self-isolate) due to being a high risk person, paragraph 5 will apply and other duties may be assigned and the employee may be expected to tele-commute.
10. Employees who notify their manager that they must absent themselves from work due to a family member who shares the same household and who needs to self-isolate will be permitted to stay home and self-isolate without loss of pay in accordance with paragraph 5. Other duties may be assigned and the employee may be expected to tele-commute. This support is only applicable if the employee is not participating in any other federal or provincial program (e.g. Canada Recovery Caregiving Benefit).
11. If an employee who is in self-isolation and starts to exhibit COVID-19 symptoms, paragraph 7 will apply.
12. Appropriate documentation of a requirement for self-isolation will be provided to the Employer electronically as it becomes available.



STAFF REPORT

Date: 10 September 2020 **File**
To: Chair McGregor and
 Members of the Policy &
 Personnel Committee
From: Barb Ihlen,
 General Manager of Finance/CFO
Re: Wage Continuation Policy
 September Update

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the proposed updated changes to the Wage Continuation Policy during the COVID-19 Pandemic.

History/Background Factors

Over the past several months, more information about the COVID-19 pandemic has been gained. Staff have reviewed the Wage Continuation Policy with a better understanding of the provincial and federal requirements and processes including access to testing for the virus. The objective of the proposed Wage Continuation Policy is to incentive employees to follow provincial and federal guidelines to self-isolate when required. This includes employees who may be at higher risk of contracting the virus and/or who have household members who are at higher risk.

Other than minor edits and adjustments throughout the policy, the language in clause 7 has been significantly updated and focuses on the process employees should follow when they exhibit COVID-19 symptoms.

Implications

There are no negative implications with the changes to the policy. Employees who are in self-isolation and free from cold, flu or COVID-19 symptoms will work from home where possible. Employees affected by the closure of facilities will continue to provide service to the RDKB.

Attachment # 6.b)

Background Information Provided

Wage Continuation-COVID-19 Pandemic Policy, Updated September 2020

Alternative

- Approval

Recommendation(s)

That the Policy and Personnel Committee receive the changes to the Wage Continuation-COVID-19 Pandemic Policy and recommend approval to the Regional District of Kootenay Boundary Board of Directors.


POLICY TITLE: Financial Plan Policy
ORIGINAL APPROVED BY BOARD OF DIRECTORS: October 29, 2010
REVISED APPROVED BY BOARD OF DIRECTORS: November 26, 2020

Policy: The Regional District of Kootenay Boundary (RDKB) shall have a pre-determined open procedure for the development, consultation and presentation of the Five Year Financial Plan.

Purpose: To establish a policy that guides the financial planning process and financial decision making for the RDKB.

The RDKB manages 69 services on behalf of the residents of the Kootenay Boundary. The RDKB is made up of eight municipalities (Fruitvale, Grand Forks, Greenwood, Midway, Montrose, Rossland, Trail, and Warfield) and five electoral areas (Area 'A', Area 'B'/Lower Columbia-Old Glory, Area 'C'/Christina Lake, Area 'D'/Rural Grand Forks, and Area 'E'/West Boundary). The municipalities and the electoral areas participate in a variety of services that are provided to residents in their areas. Each service includes a combination of participants depending on what the service is and where the service is provided. For example, regionally provided services such as Regionalized Waste Management or 911 Communications are paid for by residents in the eight municipalities and the five electoral areas whereas localized services such as an electoral area fire service would be paid for by residents in a prescribed service area only.

The financial planning policy guides the budgeting process by determining the commitment of financial resources to services provided by the RDKB and to the achievement of board strategic priorities. Since economic circumstances and community needs can change from year to year, the financial planning policy is intended to guide financial decision making in any given budget cycle.

Scope: This policy provides a framework for the development, communication and approval process of the RDKB five year financial plan. The policy also guides the overall fiscal planning and management of the RDKB services.

Guiding Principles:

The financial plan for the RDKB:

- a) Incorporates the priority objectives of the Regional District of Kootenay Boundary Strategic Plan. The RDKB strategic plan provides the goals and objectives of the board over the three year term of office and provides a level of continuity from board term to term.
- b) Provides resources to meet the board's priority objectives as directed through the strategic planning process.
- c) Provides financial information that enables the board to make informed decisions.
- d) Balances the community's economic environment with ensuring that there are adequate cash flows for service continuity and level of service commitments.
- e) Follows life cycle costing principles in budgeting for capital reserve contributions, asset replacement and asset maintenance costs.
- f) Builds trust through ongoing respect of the work performed by board members and staff.

Policy Statement:

- 1. Balanced budget
 - a) The financial plan must be balanced with revenues available to cover planned expenditures.
- 2. Five year plan
 - a) The financial plan is a five year plan as per section 815 of the *Local Government Act*.
 - b) The financial plan is intended as a means to manage resources and achieve board strategic goals in the most effective manner.
 - c) The financial plan determines the capacity to match community needs with available resources.
- 3. Establishment of new services
 - a) Ongoing funding obligations are considered for new services in context of those residents impacted by the establishment and ongoing revenue requirements for the service.
 - b) Jurisdictional responsibilities are determined prior to considering new service establishments.
- 4. Costs of services
 - a) Each service budget must include all projected costs related to providing that service including a share of general administration costs allocated as per board policy. The BC Consumer Price Index (BCCPI) will be applied each year to support operational expenses in attempt to maintain service

delivery.

5. Reserve Funds

- a) The financial plan considers reserve fund levels for those services that expose the RDKB to a level of risk and/or that require the ongoing replacement and acquisition of capital items. Budgeted reserve contributions strive to balance immediate service needs and tax payer impacts with longer term funding requirements.
- b) The financial plan considers reserve contribution requirements of services where an asset management plan is an integral part of the service's long term fiscal management.

6. Borrowing

- a) Borrowing is an appropriate method of financing projects (mostly capital) that have a useful life of at least the term of the debt. The term of the debt is determined by the lifespan of the asset and the capacity of the service to pay for the annual debt servicing costs.

7. Revenue and expenditures

- a) Wherever possible, ongoing operations should be funded from ongoing revenue sources such as taxation and user fees. Reserve funds and/or long term debt are appropriate funding sources for capital expenditures and significant long term projects.

8. Legal obligations

- a) The RDKB financial plan is prepared in compliance with the relevant sections of the *Local Government Act*.
- b) The five year financial plan is required to be adopted by March 31st as per section 815(1) of the *Local Government Act*.

9. Strategic and regulatory alignment/compliance

- a) The financial plan contains resources necessary to meet regulatory requirements. The broad range of services provided by the RDKB necessitates compliance with a variety of legislative and regulatory requirements such as Interior Health Authority's (IHA) regulations and the provincial *Drinking Water Protection Act* in the case of water supply systems or the BC Ministry of Environment requirement to complete and comply with a solid waste management plan.
- b) Work Plans for each service will outline how proposed projects will meet the strategic priorities of the RDKB.

10. Timeline and schedule

- a) All budgets are open for final discussion and revision based on approved board motion.
- b) The financial plan is presented to the RDKB board as per the following schedule:

Budget Type	Timeline	Time Period	Content
Service work plans are presented and approved.	Presented to each relevant stakeholder committee in November and approved in January	1 year	<ul style="list-style-type: none"> Service Work Plan listing projects and alignment with Strategic Priorities
Preliminary Consolidated	November	Consolidated 5 years	<ul style="list-style-type: none"> Roll up of first Consolidated Budget (Year 1)
Proposed Service Budgets (5 year plan)	January to early March of new budget year	5 years	<ul style="list-style-type: none"> Budget Summaries – 5 Years with prior year to date actuals Staff reports for selected service budgets
Recommended	February/March of new budget year	5 years	<ul style="list-style-type: none"> Budget Summaries – 5 Years with prior year to date actuals Budget Summaries reflect changes made to proposed budgets
Recommended	March of new budget year with 1 st , 2 nd , 3 rd reading of budget bylaw	5 years	<ul style="list-style-type: none"> Financial Plan Bylaw and full 5 year service operating and capital budget summaries
Adopted	March of new budget year with final reading of budget bylaw	5 years	<ul style="list-style-type: none"> Financial Plan Bylaw and full 5 year service operating and capital budget summaries

11. Presentation of the financial plan

- a) The financial plan is provided to the RDKB board in open session.
- c) The five year proposed financial plan includes the five year

- line item budget for each service.
- d) The financial plan is presented in a format that enables the board to make informed decisions.
- e) The financial planning policy will be presented to the board for information purposes at the beginning of each annual financial planning cycle.

12. Public Access – Publication of Details

- a) As per 816(1) of the *Local Government Act*, "A board must undertake a process of public consultation regarding the proposed financial plan before it is adopted." Financial plans are presented in open session at all relevant committee meetings throughout the budgeting process.
- b) Financial plan summaries and presentation materials are posted on the RDKB website throughout the proposed, recommended and adopted stages.
- c) Notice of meetings are posted and available to the public on the RDKB website.
- d) Meeting agendas and minutes are posted and available to the public on the RDKB website.

13. Approvals

- a) Service budgets are approved and/or amended throughout the financial planning cycle at the committee level through discussion and committee recommendations.
- b) The financial plan is adopted by the RDKB board by way of a budget bylaw in March and must be adopted prior to March 31st as per section 815(1) of the *Local Government Act*.

14. Amendments

- a) Budget amendment requests, that arise after the financial plan is adopted, are considered by the board throughout the budget year. During the year, budget amendments are considered by the relevant committee and if approved are consolidated into the financial plan and capital expenditure program bylaw amendment. The consolidated budget amendment is approved each year at the January board meeting.

Committee/Stakeholder Group Consultation:

The attached chart lists each service and the participant stakeholders. This chart will be updated annually prior to the development of the financial plan.

Regional District of Kootenay Boundary

Stakeholder / Committee Listing

Cost Centre	Description
-------------	-------------

MUNICIPALITY								ELECTORAL AREA				
TR	RS	FV	MN	WF	GF	MD	GW	A	B	C	D	E

Board (Finance)

001	General Government Services
001 MFA	MFA Debenture Debt
004	Building & Plumbing Inspection
006	Reserve for Feasibility Studies

X	X	X	X	X	X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X					
X		X	X	X		X	X	X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X

Board (Environmental Services)

010	Regionalized Waste Management
064	Refuse Disposal - Big White

X	X	X	X	X	X	X	X	X	X	X	X	X
												X

Board (Protective services)

015	911 Emergency Communications
012	Emergency Preparedness

X	X	X	X	X	X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X

Beaver Valley Recreation

020-011	Beaver Valley Arena
020-013	Beaver Valley Recreation
019	Beaver Valley Parks & Trails

		X	X					X				
		X	X					X				
		X	X					X				

East End Services

009	Police Based Victims' Assistance
014	Parks & Trails - Electoral Area 'B'/ Lower Columbia - Old Glory
017	East End Economic Development
018	Culture Arts & Rec in the Lower Columbia
050	Kootenay Boundary Regional Fire Rescue
070	Animal Control - East End
090	Gardens
122	House Numbering - Electoral Area 'B'/ Lower Columbia - Old Glory
150	Cemeteries - East End
710	Mill Road Sewer Collection Services
900	East End Transit

X	X	X	X	X				X	X			
									X			
	X	X	X	X				X	X			
X	X	X	X	X				X	X			
X		X	X					X	X			
								X				
									X			
X	X	X	X	X				X	X			
								X				
X	X	X	X	X				X	X			

Regional District of Kootenay Boundary

Stakeholder / Committee Listing

Cost Centre	Description
-------------	-------------

[illegible]

Regional District of Kootenay Boundary

Stakeholder / Committee Listing

Cost Centre	Description
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MUNICIPALITY								ELECTORAL AREA				
TR	RS	FV	MN	WF	GF	MD	GW	A	B	C	D	E

Boundary Community Development Committee

081	Mosquito Control - Christina Lake
091	Weed Control - Christina Lake Milfoil
092	Forks & Electoral Area 'E' / West Boundary
121	Grand Forks
123	Electoral Area 'E' / West Boundary
140	'C'/Christina Lake & Electoral Area 'D' / Rural
141	Specified Electoral Area 'E' / West Boundary
145	Cemetery Services
170	Boundary Integrated Watershed
950	Boundary Transit

										X		
										X		
											X	X
											X	
												X
					X					X	X	
												X
							X					X
					X	X	X			X	X	X
					X		X				X	X

Utilities Committee

101	Street Lighting - Big White
103	Street Lighting - Beaverdell
500	Beaver Valley Water Supply
550	Christina Lake Water Utility
600	Columbia Gardens Water Supply Utility
650	Rivervale Water & Street Lighting Utility
700	East End Regionalized Sewer Utility
700-001	East End Regionalized Sewer Utility - Trail
700-002	East End Regionalized Sewer Utility - Rossland
700-003	Rossland/Warfield
800	Oasis-Rivervale Sewer Utility

												X
												X
		X						X				
										X		
								X				
									X			
X	X			X								
X												
	X											
	X			X								
									X			

Electoral Area Services

002	Electoral Area Administration
003	Grants - in - Aid
005	Planning & Development
120	House Numbering - Electoral Area 'A' & Electoral Area 'C'/Christina Lake

								X	X	X	X	X
								X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X
								X		X		

Attachment # 7.C)



Regional District of
Kootenay Boundary

STAFF REPORT

Date: 10 September 2020 **File**
To: Chair McGregor and
 Members of the Policy &
 Personnel Committee
From: Barb Ihlen,
 General Manager of Finance/CFO
Re: Financial policies related to the
 Financial Plan and Cost Allocations

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the proposed updated changes to the Financial Plan Policy and the proposed policy on Cost Allocations.

History/Background Factors

The Financial Plan Policy was last updated in 2010. Staff reviewed other policies throughout the local government sector and updated the language to reflect best practice. In addition, a review of the Board Fee allocation was completed over the last several months and there was very little documentation found that explained the rationale behind the allocation. Again, staff looked at best practice and are proposing for the Board's consideration the Cost Allocations Policy as a fair and transparent solution to ensure each service is sharing the appropriate load of base support services like administration, human resources, corporate building expenses and insurance costs.

Implications

There are no negative implications with the changes to the policy or the introduction of a holistic and transparent approach to allocating shared costs that support services throughout the RDKB. The result will be a truer reflection of operating costs for each service.

Background Information Provided

Financial Plan Policy updated September 2020
 Cost Allocations Policy proposed September 2020

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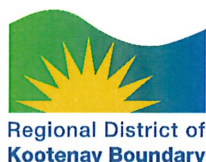
Attachment # 7.C)

Alternative

- Approval

Recommendation(s)

That the Policy and Personnel Committee receive the updated Financial Plan Policy and the Cost Allocations Policy and recommend approval to the Regional District of Kootenay Boundary Board of Directors.


POLICY TITLE: Financial Plan Policy
ORIGINAL APPROVED BY BOARD OF DIRECTORS: October 29, 2010
REVISED APPROVED BY BOARD OF DIRECTORS:

Policy: The Regional District of Kootenay Boundary (RDKB) shall have a pre-determined open procedure for the development, consultation and presentation of the Five Year Financial Plan.

Purpose: To establish a policy that guides the financial planning process and financial decision making for the RDKB.

The RDKB manages over 70 services on behalf of the residents of the Kootenay Boundary. The RDKB is made up of eight municipalities (Fruitvale, Grand Forks, Greenwood, Midway, Montrose, Rossland, Trail, and Warfield) and five electoral areas (Area 'A', Area 'B'/Lower Columbia-Old Glory, Area 'C'/Christina Lake, Area 'D'/Rural Grand Forks, and Area 'E'/West Boundary). The municipalities and the electoral areas participate in a variety of services that are provided to residents in their areas. Each service includes a combination of participants depending on what the service is and where the service is provided. For example, regionally provided services such as Regionalized Waste Management or 911 Communications are paid for by residents in the eight municipalities and the five electoral areas whereas localized services such as an electoral area fire service would be paid for by residents in a prescribed service area only.

The financial planning policy guides the budgeting process by determining the commitment of financial resources to services provided by the RDKB and to the achievement of board strategic priorities. Since economic circumstances and community needs can change from year to year, the financial planning policy is intended to guide financial decision making in any given budget cycle.

Scope: This policy provides a framework for the development, communication and approval process of the RDKB five year financial plan. The policy also guides the overall fiscal planning and management of the RDKB services.

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Financial Plan Policy
September 2020*

Guiding Principles:

The financial plan for the RDKB:

- a) Incorporates the priority objectives of the Regional District of Kootenay Boundary Strategic Plan. The RDKB strategic plan provides the goals and objectives of the board over the three year term of office and provides a level of continuity from board term to term.
- b) Provides resources to meet the board's priority objectives as directed through the strategic planning process.
- c) Provides financial information that enables the board to make informed decisions.
- d) Balances the community's economic environment with ensuring that there are adequate cash flows for service continuity and level of service commitments.
- e) Follows life cycle costing principles in budgeting for capital reserve contributions, asset replacement and asset maintenance costs.
- f) Builds trust through ongoing respect of the work performed by board members and staff.

Policy Statement:

- 1. Balanced budget
 - a) The financial plan must be balanced with revenues available to cover planned expenditures.
- 2. Five year plan
 - a) The financial plan is a five year plan as per section 815 of the *Local Government Act*.
 - b) The financial plan is intended as a means to manage resources and achieve board strategic goals in the most effective manner.
 - c) The financial plan determines the capacity to match community needs with available resources.
- 3. Establishment of new services
 - a) Ongoing funding obligations are considered for new services in context of those residents impacted by the establishment and ongoing revenue requirements for the service.
 - b) Jurisdictional responsibilities are determined prior to considering new service establishments.
- 4. Costs of services
 - a) Each service budget must include all projected costs related to providing that service including a share of general administration costs allocated as per board policy. The BC Consumer Price Index (BCCPI) will be applied each year to support operational expenses in attempt to maintain service

delivery.

5. Reserve Funds

- a) The financial plan considers reserve fund levels for those services that expose the RDKB to a level of risk and/or that require the ongoing replacement and acquisition of capital items. Budgeted reserve contributions strive to balance immediate service needs and tax payer impacts with longer term funding requirements.
- b) The financial plan considers reserve contribution requirements of services where an asset management plan is an integral part of the service's long term fiscal management.

6. Borrowing

- a) Borrowing is an appropriate method of financing projects (mostly capital) that have a useful life of at least the term of the debt. The term of the debt is determined by the lifespan of the asset and the capacity of the service to pay for the annual debt servicing costs.

7. Revenue and expenditures

- a) Wherever possible, ongoing operations should be funded from ongoing revenue sources such as taxation and user fees. Reserve funds and/or long term debt are appropriate funding sources for capital expenditures and significant long term projects.

8. Legal obligations

- a) The RDKB financial plan is prepared in compliance with the relevant sections of the *Local Government Act*.
- b) The five year financial plan is required to be adopted by March 31st as per section 815(1) of the *Local Government Act*.

9. Strategic and regulatory alignment/compliance

- a) The financial plan contains resources necessary to meet regulatory requirements. The broad range of services provided by the RDKB necessitates compliance with a variety of legislative and regulatory requirements such as Interior Health Authority's (IHA) regulations and the provincial *Drinking Water Protection Act* in the case of water supply systems or the BC Ministry of Environment requirement to complete and comply with a solid waste management plan.
- b) Work Plans for each service will outline how proposed projects will meet the strategic priorities of the RDKB.

Attachment # 7.C)

10. Timeline and schedule

- a) All budgets are open for final discussion and revision based on approved board motion.
- b) The financial plan is presented to the RDKB board as per the following schedule:

Budget Type	Timeline	Time Period	Content
Service work plans are presented and approved.	Presented to each relevant stakeholder committee in November and approved in January	1 year	<ul style="list-style-type: none"> Service Work Plan listing projects and alignment with Strategic Priorities
Preliminary Consolidated	November	Consolidated 5 years	<ul style="list-style-type: none"> Roll up of first Consolidated Budget (Year 1)
Proposed Service Budgets (5 year plan)	January to early March of new budget year	5 years	<ul style="list-style-type: none"> Budget Summaries – 5 Years with prior year to date actuals Staff reports for selected service budgets
Recommended	February/March of new budget year	5 years	<ul style="list-style-type: none"> Budget Summaries – 5 Years with prior year to date actuals Budget Summaries reflect changes made to proposed budgets
Recommended	March of new budget year with 1 st , 2 nd , 3 rd reading of budget bylaw	5 years	<ul style="list-style-type: none"> Financial Plan Bylaw and full 5 year service operating and capital budget summaries
Adopted	March of new budget year with final reading of budget bylaw	5 years	<ul style="list-style-type: none"> Financial Plan Bylaw and full 5 year service operating and capital budget summaries

11. Presentation of the financial plan

- a) The financial plan is provided to the RDKB board in open session.
- c) The five year proposed financial plan includes the five year

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line item budget for each service.

- d) The financial plan is presented in a format that enables the board to make informed decisions.
- e) The financial planning policy will be presented to the board for information purposes at the beginning of each annual financial planning cycle.

12. Public Access – Publication of Details

- a) As per 816(1) of the *Local Government Act*, "A board must undertake a process of public consultation regarding the proposed financial plan before it is adopted." Financial plans are presented in open session at all relevant committee meetings throughout the budgeting process.
- b) Financial plan summaries and presentation materials are posted on the RDKB website throughout the proposed, recommended and adopted stages.
- c) Notice of meetings are posted and available to the public on the RDKB website.
- d) Meeting agendas and minutes are posted and available to the public on the RDKB website.

13. Approvals

- a) Service budgets are approved and/or amended throughout the financial planning cycle at the committee level through discussion and committee recommendations.
- b) The financial plan is adopted by the RDKB board by way of a budget bylaw in March and must be adopted prior to March 31st as per section 815(1) of the *Local Government Act*.

14. Amendments

- a) Budget amendment requests, that arise after the financial plan is adopted, are considered by the board throughout the budget year. During the year, budget amendments are considered by the relevant committee and if approved are consolidated into the financial plan and capital expenditure program bylaw amendment. The consolidated budget amendment is approved each year at the January board meeting.

Committee/Stakeholder Group Consultation:

The attached chart lists each service and the participant stakeholders. This chart will be updated annually prior to the development of the financial plan.

Regional District of Kootenay Boundary

Stakeholder / Committee Listing

Cost Centre	Description
-------------	-------------

MUNICIPALITY								ELECTORAL AREA				
TR	RS	FV	MN	WF	GF	MD	GW	A	B	C	D	E

Board (Finance)

001	General Government Services
001 MFA	MFA Debenture Debt
004	Building & Plumbing Inspection
006	Reserve for Feasibility Studies

X	X	X	X	X	X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X					
X		X	X	X		X	X	X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X

Board (Environmental Services)

010	Regionalized Waste Management
064	Refuse Disposal - Big White

X	X	X	X	X	X	X	X	X	X	X	X	X
												X

Board (Protective services)

015	911 Emergency Communications
012	Protective Services/Emergency Preparedness

X	X	X	X	X	X	X	X	X	X	X	X	X
X		X	X	X	X	X	X	X	X	X	X	X

Beaver Valley Recreation

020-011	Beaver Valley Arena
020-013	Beaver Valley Recreation
019	Beaver Valley Parks & Trails

		X	X					X				
		X	X					X				
		X	X					X				

East End Services

009	Police Based Victims' Assistance
017	East End Economic Development
018	Culture Arts & Rec in the Lower Columbia
050	Kootenay Boundary Regional Fire Rescue
070	Animal Control - East End
150	Cemeteries - East End
900	East End Transit

X	X	X	X	X				X	X			
	X	X	X	X				X	X			
X	X	X	X	X				X	X			
X	X	X	X	X				X	X			
X		X	X					X	X			
X	X	X	X	X				X	X			
X	X	X	X	X				X	X			

Regional District of Kootenay Boundary

Stakeholder / Committee Listing

Cost Centre	Description
-------------	-------------

MUNICIPALITY								ELECTORAL AREA				
TR	RS	FV	MN	WF	GF	MD	GW	A	B	C	D	E

Boundary Community Development Committee

008	Boundary Economic Development					X	X	X			X	X	X
	Recreation - Grand Forks & Electoral Area 'D'/'												
021	Rural Grand Forks					X					X		
	Recreation - Greenwood, Midway , Electoral												
022	Area 'E' / West Boundary						X	X					X
023	Recreation - Christina Lake									X			
024	Recreation Facilities - Christina Lake									X			
026	Boundary Museum Service									X	X		
027	Electoral Area 'C'/Christina Lake												
	Regional Parks & Trails									X			
030	Grand Forks Arena					X						X	
031	Grand Forks Curling Rink					X				X	X		
040	Grand Forks Aquatic Centre					X						X	
057	Fire Protection - Grand Forks Rural											X	
071	Animal Control - West End					X		X		X	X		
077	Development									X			
078	Area 'D' & Grand Forks Economic Development					X					X		
079	Area 'E' Economic Development												X
080	Mosquito - Grand Forks,												
	Electoral Area 'D' / Rural Grand Forks					X					X		
081	Mosquito Control - Christina Lake									X			
140	Library - Grand Forks, Electoral Area												
	'C'/Christina Lake & Electoral Area 'D' / Rural					X				X	X		
145	Greenwood, Electoral Area 'E' / West Boundary												
	Cemetery Services							X					X
170	Boundary Integrated Watershed					X	X	X		X	X	X	
950	Boundary Transit					X		X			X	X	

Attachment # 7.C)

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DRAFT

Stakeholder / Committee Listing

Cost Centre	Description
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Utilities Committee

101	Street Lighting - Big White
103	Street Lighting - Beaverdell
500	Beaver Valley Water Supply
550	Christina Lake Water Utility
600	Columbia Gardens Water Supply Utility
650	Rivervale Water & Street Lighting Utility
700	East End Regionalized Sewer Utility
700-001	East End Regionalized Sewer Utility - Trail
700-002	East End Regionalized Sewer Utility - Rossland
700-003	Rossland/Warfield
800	Oasis-Rivervale Sewer Utility

Electoral Area Services

002	Electoral Area Administration
003	Grants - in - Aid
005	Planning & Development
	Parks & Trails -
014	Electoral Area 'B'/ Lower Columbia - Old Glory
028	Beaverdell Community Club Service
	Electoral Area 'D'/ Rural Grand Forks
045	Regional Parks & Trails
	Heritage Conservation -
047	Electoral Area 'D'/ Rural Grand Forks
051	Fire Protection - Christina Lake
053	Fire Protection - Beaverdell
054	Big White Fire - Specified Area
056	Rural Greenwood Fire Service
058	Electoral Area 'E'/West Boundary Regional Fire
	Electoral Area 'E'/ West Boundary
	Regional Parks & Trails
074	Big White Security Services
075	Big White Noise Control Service

MUNICIPALITY								ELECTORAL AREA				
TR	RS	FV	MN	WF	GF	MD	GW	A	B	C	D	E

								X
								X
		X				X		
							X	
						X		
X	X			X			X	
X								
	X							
	X			X				
							X	

[illegible]

Regional District of Kootenay Boundary

Stakeholder / Committee Listing

Cost Centre	Description
-------------	-------------

MUNICIPALITY								ELECTORAL AREA				
TR	RS	FV	MN	WF	GF	MD	GW	A	B	C	D	E

Electoral Area Services

090	Weed Control - Electoral Area 'A' - Columbia Gardens
091	Weed Control - Christina Lake Milfoil
092	Weed Control - Electoral Area 'D'/ Rural Grand Forks & Electoral Area 'E'/ West Boundary
120	House Numbering - Electoral Area 'A' & Electoral Area 'C'/Christina Lake
121	House Numbering - Electoral Area 'D'/ Rural
122	House Numbering - Electoral Area 'B'/ Lower Columbia - Old Glory
123	House Numbering - Electoral Area 'E'/ West Boundary Library -
141	Specified Electoral Area 'E'/ West Boundary
710	Mill Road Sewer Collection Services

								X				
										X		
											X	X
								X		X		
											X	
									X			
												X
												X
								X				



STAFF REPORT

Date: 12 November, 2020

File

ES – Solid Waste

To: Chair McGregor and
members of the Solid Waste
Management Plan Steering
and Monitoring Committee

From: Tim Dueck, Solid Waste Program
Coordinator

Re: Changes to *BC Recycling Regulations*

Issue Introduction

A staff report from Tim Dueck, Solid Waste Program Coordinator regarding the proposed changes to the *BC Recycling Regulation*.

History/Background Factors

Most recycling programs in BC have grown from industry's response to regulations from the *Environmental Management Act*. This *Act* has various regulatory sections which compel brand owners to enact 'end-of-life' management plans for their products and packaging. These are called Extended Producer Responsibility (EPR) programs.

In 2019 the Province issued the CleanBC Plastics Action Plan to address the growing problem of single use plastics heading to landfills and oceans. The results of this consultation have prompted the Province to propose adding more products to the *Recycling Regulation*.

This fall, the Province released their *Recycling Regulation Policy Intentions Paper* which maps out a strategy for adding product types to the *Regulation*.

Stakeholders, local governments, citizens and industry are asked to respond to this Policy Paper by November 20, 2020.

This Report highlights the product additions which will most impact the operations of the RDKB.

The *Intentions Paper* describes four main product categories which will be considered for inclusion in the *Recycling Regulation*.

1) Mattresses and Box Springs

This product has always been problematic for landfill operators. Proper landfilling requires that the garbage needs to be compacted to reduce the volume of materials and eliminate air pockets. Mattresses are designed to resist compaction.

Many jurisdictions are already diverting mattresses but this is costly and takes up space. Efficient diversion requires involvement of the furniture supply chain.

2) Expanding the Hazardous Products category

This EPR program targets products which are hazardous to manage in landfills or could potentially leak into ground water. This includes:

- propane canisters
- fire extinguishers
- pool and spa chemicals
- fertilizer and weed control chemicals
- automotive paint and fuel additives
- bear spray, flares
- veterinary medicine for pets
- syringes

The RDKB has budgeted \$9,000 for the cost of recycling single-use propane canisters in 2020. Other product categories listed above all represent potential long-term liabilities when buried in the landfill.

3) New technology and batteries.

Emerging products include solar panels and batteries used in electric vehicles, e-cigarettes/vapes, singing balloons, light-up shoes etc.

This product category is only expanding. The intention is to ensure that new products are produced with the knowledge that they will be required to be disassembled at their end of life.

4) Expanding the Packaging and Paper Products category to include materials from non-residential sources.

The RDKB has long lobbied for the expansion of the residential blue box and depot program to all sources – Industrial, Commercial and Institutional (ICI). While much of this material is diverted in business to business arrangements in larger centers, rural areas continue to rely on local governments to provide this service.

The provision of recycling collection services is well-integrated into the RDKB's solid waste services at Big White, Mt. Baldy as well as each of our staffed waste facilities.

5) Marine debris and fishing gear.

This is a more serious issue on the coast.

It is recognized that this is a fairly ambitious list but not exhaustive. Missing from this list is the category of construction and demolition debris – a major contributor to our landfills. This must be considered at some future point.

Implication

The cost of providing recycling services to the ICI sector in the RDKB in 2019 was \$299,233. The presence of mattresses and hazardous materials in landfills represents a future liability for the RDKB.

The cost of managing single-use propane bottles in the RDKB in 2019 was approx. \$9,000.

Background Information Provided

- * Recycling Regulation Policy Intentions Paper
- * RDKB's Submission

Alternatives

- 1) That the Solid Waste Management Plan Steering and Monitoring Committee receive the Staff Report and refer the submission to the Recycling Regulation Policy Intentions consultation to the Board of Directors.
- 2) That the Solid Waste Management Plan Steering and Monitoring Committee receive the Staff Report and refer the submission to the Recycling Regulation Policy Intentions consultation to the Board of Directors with amendments.
- 3) That the Solid Waste Management Plan Steering and Monitoring Committee take no action.

Recommendation

- 1) That the Solid Waste Management Plan Steering and Monitoring Committee receive the Staff Report and refer the submission to the Recycling Regulation Policy Intentions consultation to the Board of Directors.

Attachment #1
Regulation Intentions Paper



1 INTRODUCTION

Historically, local and Indigenous governments and taxpayers have carried the burden of waste management costs with little incentive for producers to either provide consumers with convenient recycling options or produce more durable and easily recyclable packaging and products.

Since 2004, B.C. has regulated many products through Extended Producer Responsibility (EPR) under the [Recycling Regulation](#)¹ (the regulation). EPR requires 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 local and Indigenous governments and taxpayers to the producers and consumers of products.

By making regulated producers accountable, EPR programs reduce waste by incentivizing producers to design products that are durable and more recyclable in order that material and components can be recovered for future use instead of going to disposal. EPR is one of the key pillars that supports a circular economy approach to waste management where resources are continually conserved and reused as raw materials. Although B.C. is the North American leader with over 20 EPR programs already in place, more can be done to support B.C. communities and protect the environment.

The [CleanBC Plastics Action Plan](#)², released in 2019, received significant feedback from local governments, Indigenous groups and a range of stakeholders expressing a desire to expand EPR. To find out more, see the [Plastics Action Plan What We Heard Report](#)³.

While many products are already covered by EPR, given B.C.'s successful experience, we are now ready to do more and will develop a multi-year strategy, including further outreach, on proposed priorities. Through the release of this Intentions Paper, B.C. is engaging on expanding EPR by including more products under the regulation and other waste reduction policy approaches to ensure that these items are managed responsibly.

Instructions on how to provide comments are provided on the last page of this Intentions Paper and should be submitted by November 20, 2020.

Expanding Recycling and Recovery

By regulating even more products, EPR can further reduce local and Indigenous governments' waste management costs, make recycling more accessible for consumers with province-wide collection networks, grow B.C. recycling businesses, incent innovation, and create job opportunities.

The ministry is asking for feedback on adding more products to the Recycling Regulation to be recovered and recycled by producers, including:

- Mattresses
- Moderately hazardous products
- Electronic and electrical products and batteries
- Packaging and paper products beyond residential sources

¹ Recycling Regulation - http://www.bclaws.ca/civix/document/id/complete/statreg/449_2004

² CleanBC Plastics Action Plan -

https://cleanbc.gov.bc.ca/app/uploads/sites/436/2019/08/CleanBC_PlasticsActionPlan_ConsultationPaper_07252019_B.pdf

³ Plastics Action Plan What We Heard Report - <https://cleanbc.gov.bc.ca/plastics>

2 RECYCLING REGULATION

The regulation sets out the requirements for EPR in B.C., giving producers the flexibility to find efficient and innovative ways to meet regulated outcomes that prevent waste disposal, improve recycling, and support reuse and resource recovery. Producers often come together to form agencies that operate recycling programs on their behalf.

Producers are also responsible for managing and funding their recycling programs, leading to cost-effective business decisions and market-driven solutions. These costs can be covered directly by producers or passed along to consumers through product pricing or applying an additional charge, such as an “eco-fee”.

Reuse, recycling, and remanufacturing creates more jobs than traditional waste disposal and supports a resource-efficient economy⁴. Regulating the management of post-consumer products leads to increased material recovery rates from waste streams, creating economies of scale to better support B.C.’s growing recycling sector and secondary markets. There are substantial economic and environmental benefits from EPR programs operating in B.C. A report commissioned by the ministry in 2016⁵, found that EPR in B.C. created over 900 jobs, and in one year: the value of recovered materials was over \$46 million; 160,000 tonnes of material was diverted from landfill; and greenhouse gas emissions were reduced by over 200,000 tonnes (CO₂e).

3 EXPANDING RECYCLING AND RECOVERY

New products and packaging are added to the regulation through the addition of new or amended Schedules and associated Product Categories. The ministry is currently evaluating the opportunity to add more products through changes to regulation. These products could include:

- Adding mattresses and foundations as a new product category.
- Expanding the residual product category to include more moderately hazardous products, such as single-use propane canisters.
- Expanding the electronic and electrical product category to include more items, such as electric vehicle batteries.
- Expanding the packaging and paper product category beyond residential sources.

3.1 New Schedule for Mattresses

Every year in B.C., approximately 200,000 used mattresses and box springs are recycled by local and Indigenous governments, recycling businesses, and retailers, with inconsistent levels of material recovery depending on how and where they are processed. Though highly recyclable, the large size of mattresses makes them challenging and expensive to manage, costing up to \$40 per unit to recycle. In more remote and rural regions of B.C. where the cost of recycling is too high and in certain urban areas

^{4/5} Assessment of Economic and Environmental Impacts of Extended Producer Responsibility Programs Operating in B.C. - https://www2.gov.bc.ca/assets/gov/environment/waste-management/recycling/recycle/res/res/2014_assessment_of_economic_environmental_impacts_of_extd_producer_responsibility_programs_bc.pdf

where storage space is limited, mattresses are still being landfilled. Mattresses in landfills damage machinery and take up landfill space costing local governments up to \$340,000 annually in landfill costs alone. Having producers take responsibility for mattresses would provide convenient, free collection services to residents and businesses, replacing the patchwork of recycling options with province-wide coverage.

Jurisdictions in the United States have seen success by regulating producer responsibility for mattresses, which is credited for helping to grow their mattress recycling sector. The recycling infrastructure to manage mattresses is already in place in B.C. with capacity to process more. Adding a new Schedule within the regulation would ensure more consistent standards for recycling all the materials found in mattresses (and foundations or box springs). Most are made of steel, wood, fabric, and foam, while other types such as air mattresses, and camping pads are comprised of plastics. Although regulating other furniture is not part of this consultation, producer responsibility or alternative policy approaches for these items may be considered in the future.

Supporting local and Indigenous governments and British Columbians with more recycling

- Disposal fees and transportation challenges are major reasons why residents illegally dump their used mattresses in alleyways and wilderness areas.
- In Metro Vancouver alone, approximately 10,000 mattresses are abandoned each year, costing municipalities up to \$1.5 million to manage.

Questions:

- Do you have comments or suggestions on the intention to add mattresses and foundations to the regulation?
- Are there exemptions to this new product category that you believe should be considered?

3.2 Update Existing Schedules and Product Categories

3.2.1 Schedule 2 - Residual Product Category

Most products in the Residual Product Category are intended to be used or consumed; however, when households and businesses have residual amounts of product, safe recycling and disposal options are needed. Although many products are already regulated and responsibly managed by producers, including paint, solvents, gasoline, pesticides, pharmaceuticals, and other products, there are gaps in the regulation. Safe management is needed for a broad range of other problematic products, as well as the containers that may be contaminated. These products may include:

- Compressed gas in canisters - fuel and helium
- Fire extinguishers
- Pool and spa chemicals
- More pest control and rodenticides
- Fertilizer and weed control
- Automotive additives and touch-up paint
- More paint, sealers and adhesives
- Bear spray and flares
- Veterinary medicine for pets
- Medical syringes

Unregulated products have resulted in high waste management costs to local and Indigenous governments, and unsafe disposal, such as pool chemicals causing landfill fires and fuel canisters being illegally dumped in curbside recycling, parks, and at marinas. One B.C. regional district reported that the

safe collection and recycling of unregulated materials, such as these, costs approximately \$400,000 each year. Capturing more materials will ensure producers safely manage these products and reduce costs for local and Indigenous governments.

Developing clearly defined product categories in the regulation that capture a broad range of product types will be complicated. Other jurisdictions have also faced challenges when classifying residual products in a manner that allows consumers, retailers and collection facility staff to easily understand what is regulated. For this reason, this consultation provides the opportunity to make suggestions on defining product categories that are comprehensive but remain user-friendly.

Supporting B.C. Businesses

Product Care Recycling, an EPR agency representing obligated producers that safely recycles and manages paint and other regulated wastes (pesticides, gasoline) invested approximately \$9 million to build and operate a modern facility in Delta with 34 employees.

One option to identify products intended for regulation is to use existing warning symbols required on product labels – flammable, corrosive, toxic (poison), and explosive. However, within the residual product category we will also need to capture additional products that are not labelled with these warning symbols on the packaging, but consumers generally consider hazardous and require proper disposal. For example, mineral spirits and furniture strippers may be formulated with different chemicals resulting in different labeling requirements.

Questions:

- Do you have comments or suggestions on the intention to regulate more product types?
- What product types should be prioritized for regulation?
- Do you have comments or suggestions on how to clearly define/classify product categories in the regulation that are user friendly?
- Are there product types you believe should be exempt from the regulation, beyond products such as cleaners that are intended for use down the drain?

3.2.2 Schedule 3 – Electronic and Electrical Product Category

From flashlights to fridges, most consumer electronic and electrical products, along with batteries and lightbulbs, are already regulated in B.C. and managed responsibly by producers. However, the rapid adoption of new trends and emerging technology has led to gaps in product coverage, such as e-cigarettes, vapes, motorized yard decorations, large drones, photovoltaic (solar) panels, and electric vehicle batteries.

Modernizing to keep up with trends

The growing inconsistency between regulated and unregulated products causes confusion for consumers and retailers, adds waste management costs for local and Indigenous governments, and creates inequitable requirements for the producers of similar products. Streamlining the regulation will help eliminate regulatory gaps and provide for better oversight.

B.C.'s experience has demonstrated that legally obligating producers drives proper management and responsible recycling. For example, regulated producers use recycling facilities in B.C. that adhere to leading safety and environmental standards for processing electronic and electrical products. This level

of oversight and diligence is also needed for managing batteries used in new products/applications, including everything from singing balloons and light-up shoes to golf carts and cars. Comprehensive battery management is needed to safeguard workers from fire risks associated with improper disposal in the garbage, residential curbside recycling, or the scrap metal industry.

The intention is to regulate additional electronic and electrical products as well as items that are used with these products, including electrical cords and printer cartridges. Consideration will also be given to exempting products, such as escalators or elevators and other large-scale fixed installations, that may be better managed through alternative policy approaches. Regulated producers in B.C. currently operate nine programs for electronic and electrical products under Schedule 3, covering thousands of products. For more information please visit the B.C. [Electronics and Electrical Recycling](#)⁶ website.

Supporting CleanBC - Electric vehicle batteries, charging equipment, and solar panels

The CleanBC plan and initiatives are supporting the use of electric vehicles, charging equipment, and solar (photovoltaic) systems, which will also necessitate safe reuse and recycling systems for when they are no longer functional.

Electric Vehicle Batteries

Many hybrid and electric vehicles on the road are nearing end-of-life and require safe disposal. However, unlike other vehicle components that are already regulated and responsibly managed by producers, including lead-acid batteries, tires, oil, and antifreeze, a reliable province-wide electric vehicle battery recycling system is not yet developed to meet current demand and anticipated growth. Approximately 50,000 electric vehicles are already on the road in B.C. and by 2040 all new light-duty cars and trucks sold in B.C. will be [Zero Emission Vehicles](#)⁷.

Electric vehicles use specialized batteries that range in weight and chemistry, making them challenging to safely handle and manage – a B.C. recycling company reports that these batteries are labour intensive and costly to process, with over 100 different configurations to date. Vehicle producers are continually redesigning batteries for better performance. Under producer responsibility, recycling costs are reflected in the vehicle producers' design and manufacturing choices, providing an incentive to make batteries that are easier to disassemble for recycling and reuse in applications such as residential and commercial energy storage in communities that may need back-up power. With emerging technologies being developed globally, this opportunity may further support reuse of electrical vehicle batteries in B.C.

Supporting B.C. Businesses

B.C.'s recycling companies have become leaders in processing waste electronics and batteries for recycling. These companies improve safety, protect our environment, and create jobs in B.C. Currently, producer responsibility programs support four facilities located in Delta, Chilliwack and two in Trail.

This has resulted in:

- Over \$13.2 million invested in technology, equipment and infrastructure.
- Over 150 jobs, with many entry level workers gaining valuable skills and training.

⁶ B.C. Electronic and Electrical Recycling - <https://www2.gov.bc.ca/gov/content/environment/waste-management/recycling/extended-producer-responsibility/electronics-and-electrical>

⁷ B.C. Zero-Emission Vehicles Act - <https://www2.gov.bc.ca/gov/content/industry/electricity-alternative-energy/transportation-energies/clean-transportation-policies-programs/zero-emission-vehicles-act>

Producers need to safely manage their batteries and ensure that the responsibility and costs do not default to local and Indigenous governments and vehicle dismantlers. Over time, there will also be a greater need to help B.C.'s residents and businesses properly manage charging stations at their end of life. For more information on electric vehicles and charging stations refer to the [CleanBC - Go Electric Program](#)⁸.

Solar Technology

Solar technology has a broad range of uses from camping equipment and household rooftop panels to freestanding off-grid power generation systems. Although solar panels are recyclable, producers need to establish collection and recycling programs for homeowners and communities, particularly rural and remote, that otherwise will have limited options to divert from disposal. The recycling industry may benefit from our proximity to Washington State, where producers will be launching their reuse and recycling programs next year.

Questions:

- Do you have comments or suggestions on the intention to regulate more electronic and electrical products, including batteries?
- What product types should be prioritized for regulation?
- Are there product types you believe should be exempt from the regulation and may be better managed through alternative policy approaches?

3.2.3 Schedule 5 - Packaging and Paper Product Category

Residential packaging and paper products

In 2014, B.C. led the nation by being the first province to make producers fully responsible for managing residential packaging and paper products. Being first required a lot of work, with extensive consultation and collaboration taking place with numerous stakeholders. Today, producers successfully operate an efficient province-wide recycling system that collects and manages over 186,000 tonnes of material each year. Most materials are collected through curbside programs, from multi-family residence, or a network of more than 200 recycling depots across B.C. Most beverage containers are managed under the deposit-refund system with different regulatory requirements.

Supporting B.C. Businesses

[Recycle BC](#)⁹, a producer-funded agency, collects 41% of all plastic packaging from the residential stream, while nationally the collection rate of all plastic packaging is estimated to be 23%¹⁰. Additionally, more than 98% of plastics collected by the Recycle BC program, remain in B.C., with a local end-market in Metro Vancouver.

⁸ CleanBC - Go Electric Program - <https://www2.gov.bc.ca/gov/content/industry/electricity-alternative-energy/transportation-energies/clean-transportation-policies-programs/clean-energy-vehicle-program>

⁹ Recycle BC - <https://recyclebc.ca/about-recyclebc/>

¹⁰ Economic Study of the Canadian Plastic Industry, Markets and Waste - http://publications.gc.ca/collections/collection_2019/eccc/En4-366-1-2019-eng.pdf

Transitioning from the patch work of local and Indigenous government funded programs to a standardized system has improved the supply of clean recycled plastics for re-manufacturing. As a result, B.C. businesses have invested in infrastructure and processing capacity, with more materials continuing to be recycled here, while recycling programs across the rest of North America have been heavily impacted by diminishing export markets.

Packaging and paper products beyond residential sources

Currently, packaging and paper products beyond the residential stream are independently managed and not obligated under the regulation. There are a number of different sectors where these products are found, such as office buildings, warehouses, stadiums, grocery stores and food services, institutions, and agricultural applications. To inform any future decision making, we need to better understand how these products are diverted from landfills for urban and rural areas, and the recycling rates for the broad range of different material types generated from these sectors - collectively referred to as the Industrial, Commercial and Institutional (ICI) sector.

Through the CleanBC Plastics Action Plan engagement process, local governments, Indigenous Nations and a range of stakeholders expressed a desire to expand EPR to include ICI generated waste and recyclables. These groups noted that the ICI sector is a large contributor to overall waste in B.C.

While packaging and paper products from the ICI sector is not regulated under EPR legislation in North America, the European Union has developed a Packaging and Packaging Waste Directive mandating members meet targets for recovery and recycling of all packaging waste. To date, Austria, Netherlands, Belgium and Germany, have passed laws requiring producers, predominantly of industrial and commercial packaging, to fund collection, sorting and recycling. In Germany, for example, producers are responsible for collecting and managing materials at restaurants, hotels, hospitals, educational facilities, sports stadiums, cinemas, and museums.

The ICI sector is complex and may require a measured, phased approach that considers the diversity of the sector. For example, waste diversion from the backend of a grocery store in the greater Vancouver area is very different than waste diversion from a remote mining site. When policy tools, such as extended producer responsibility, are evaluated, it will be important to consider what this may look like for the sub-sectors involved and the different management needs and economic impacts. Through this initial consultation, the ministry is soliciting feedback on approaches to ensure greater waste diversion from landfills and better recycling outcomes, along with more information to fully understand the related waste management challenges in B.C. for the ICI sector.

Supporting B.C. Businesses

- B.C. has seen significant investments by recycling businesses, particularly around the residential packaging and paper program.
- In 2014, this induced \$20 million in capital investment, including a new plant to process plastic containers, with a further \$25 million investment in 2020 for enhanced sorting of packaging, cardboard and paper allowing for greater access to local markets.
- The province-wide collection system for packaging and paper has also helped reduce contamination rates, which helps retain the value of materials and allows access to downstream markets.

Questions:

- While EPR for ICI packaging and paper has been suggested by some stakeholders, there are also other approaches that have been advanced for commercial business waste management. Do you have comments or suggestions on EPR or alternative policy approaches that address the need for greater diversion from landfills and to better manage ICI materials?
- Are there sources of ICI waste that should be the primary focus for better management, such as food services, office buildings, or sports stadiums?

4 MARINE DEBRIS IN B.C – END-OF-LIFE MANAGEMENT OF LOST FISHING GEAR

Lost or abandoned fishing gear in the marine environment from commercial fisheries, aquaculture, and recreational fisheries, such as long lines, nets, traps, and floats, is a significant source of marine pollution in B.C. These items harm our marine environment and impact the fishing and tourism industry, threatening the health and economies of coastal communities throughout the province.

Local governments, Indigenous Nations and environmental organizations have long-raised concerns about the need to more effectively manage lost fishing gear found in our coastal waters and shorelines, and as a result, Premier Horgan asked Sheila Malcolmson, Member of the Legislative Assembly of British Columbia for Nanaimo, Special Advisor for Marine Debris Protection and Parliamentary Secretary for Environment to find solutions to the issues of abandoned vessels, marine debris, and marine-sourced plastics. Parliamentary Secretary Malcolmson met with interested parties affected by marine debris including coastal local governments, Indigenous Nations, industry, and environmental organizations, to understand the issue and discuss potential solutions. Based on this ongoing initiative, an initial [What We Heard on Marine Debris in B.C.](#)¹² report was released in February 2020.

Supporting B.C. Communities

While we continue to develop a long-term approach to manage lost fishing gear, B.C. has launched the [Clean Coast, Clean Waters Initiative Fund](#)¹¹.

This helps small ship tour operators, Indigenous Nations, local communities and others participating in a multi-million dollar clean-up of the shores of the central coast, creating jobs and supporting coastal communities as they recover from the COVID-19 economic downturn impacting tourism.

Parliamentary Secretary Malcolmson's work to date shows that abandoned or lost fishing gear presents a unique set of problems not generally encountered when managing recovery and recycling programs for used fishing gear and other more consumer-facing products. As a result, solving these challenges may require different solutions for the different types of fishing gear and marine debris including multiple and complementary policy approaches. Given the complex and unique challenges associated with managing lost fishing gear, this Intentions Paper builds upon Parliamentary Secretary Malcolmson's initial engagement work by providing further opportunity for a broad range of interested stakeholders to provide feedback on approaches to improve fishing gear collection and management.

¹¹ Clean Coast, Clean Waters Initiative Fund - <https://news.gov.bc.ca/releases/2020ENV0045-001613>.

¹² What We Heard on Marine Debris in B.C. - https://www2.gov.bc.ca/assets/gov/environment/waste-management/zero-waste/marine-debris-protection/marine_debris_what_we_heard_report_final_web.pdf

Question:

- Do you have comments or suggestions on policy approaches to better manage fishing gear?

5 ASSURING COMPLIANCE

The ministry promotes compliance among regulated producers by ensuring they are aware of their regulatory requirements resulting from any changes to the regulation. Compliance promotion will be consistent with past outreach efforts, which included developing and sharing information and educational materials with regulated parties and industry associations.

The ministry's approach to assuring compliance includes a range of tools and actions from written advisories to administrative monetary penalties. Compliance and enforcement is informed by the [Compliance Management Framework](#)¹³ and [Compliance and Enforcement Policy and Procedure](#)¹⁴, which considers the compliance history for the regulated party and the significance of the impact from the non-compliance occurrence.

6 IMPLEMENTATION

The Ministry of Environment and Climate Change Strategy welcomes your input regarding potential products for inclusion in the Recycling Regulation, or other policy initiatives to minimize waste. The ministry will review all consultation comments and feedback to inform the development of a multi-year strategy, including further outreach on proposed priorities, see below.

Question:

- To help inform the development of the multi-year strategy, do you have comments or suggestions on what product categories outlined in this Intentions Paper should be prioritized for regulation?

All comments received through webinars, meetings, mail or email by November 20, 2020 will be compiled for review by ministry staff.

Please visit the [B.C. Extended Producer Responsibility](#)¹⁵ website for more information and the online [Intentions Paper Feedback Form](#)¹⁶. Any future updates will also be posted to this website.

¹³ Compliance Management Framework - https://www2.gov.bc.ca/assets/gov/environment/research-monitoring-and-reporting/reporting/reporting-documents/environmental-enforcement-docs/compliance_mgmt_framework.pdf

¹⁴ Compliance and Enforcement Policy and Procedure - https://www2.gov.bc.ca/assets/gov/environment/research-monitoring-and-reporting/reporting/reporting-documents/environmental-enforcement-docs/ce_policy_and_procedure_2018.pdf

¹⁵ B.C. Extended Producer Responsibility - <https://www2.gov.bc.ca/gov/content/environment/waste-management/recycling/extended-producer-responsibility/recycling-regulation>

¹⁶ Intentions Paper Feedback Form - <https://feedback.engage.gov.bc.ca/574734?lang=en>

October 31, 2020

To:

Ministry of Environment and Climate Change
Recycling Regulation Amendments

From:

The Chair and Board of the Regional District of Kootenay Boundary

The RDKB appreciates the opportunity to participate in the consultation process for changes to the *Recycling Regulation*. While the RDKB and other local governments in BC have been long involved in providing recycling and diversion services to residents, we fully embrace the evolution and transition to Extended Producer Responsibility programs that are fully funded by producers, manufacturers and ultimately consumers.

Section 3.1 – New Schedule for Mattresses

Q: Do you have comments or suggestions on the intention to add mattresses and foundations to the regulation?

A: The RDKB fully supports the move to regulate mattresses and foundations, including box springs. This product category is quite problematic when buried in a landfill, and is expensive to disassemble and recycle, especially given the geographic location of the RDKB in relation to existing recycling opportunities. As this product category is generally experiencing design innovations, it is a good time to ensure that new designs incorporate disassembly principles. In developing the product categories for inclusion, it is hoped that the emerging “adjustable base” foundations are included. In future, the RDKB would also support the inclusion of bedding fabrics and other furniture items.

Q: Are there exemptions to this new product category that you believe should be considered?

A: No exemptions should be contemplated other than potentially for mattresses that are so heavily soiled (contaminated) that processing would not be able to be conducted safely. All mattresses and foundations from both commercial and residential sectors should be included in the regulation.

Section 3.2.1 – Schedule 2 - Residual Product Category

Q: Do you have comments or suggestions on the intention to regulate more product types? What product types should be prioritized for regulation? Do you have comments or suggestions on how to clearly define/classify product categories in the regulation that are user friendly? Are there product types you believe should be exempt from the regulation beyond products such as cleaners that are intended for use down the drain?

A: The expansion of the hazardous products category is welcomed. The RDKB recognises the problems with having compressed gas canisters, fire extinguishers, and flares in the landfill. Single use propane tanks are quite problematic and easy to hide in garbage bags if tipping fees are applied. It is requested that emergency marine flares be included in this category as well. Expansion should be further considered for the inclusion of industrial-sourced chemicals, mercury and paints.

Main

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Trail, BC V1R 4S8
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T/F: 1.800.355.7352
F: 250.368.3990

Grand Forks

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T/F: 1.877.520.7352
F: 250.442.2688

rdkb.com



Exemptions should be avoided as this causes confusion on the part of the consumer, as well as illegal drop offs at depot facilities, which is why the existing suite of regulated products is not sufficient.

Section 3.2.2 – Schedule 3 - Electronic and Electrical Product Category

Q: Do you have comments or suggestions on the intention to regulate more electronic and electrical products, including batteries? What product types should be prioritized for regulation? Are there product types you believe should be exempt from regulation and may be better managed through alternative policy approaches?

A: Product types that can result in transfer station or landfill fires if not disposed of properly should be prioritized for inclusion in the regulation, with significant incentives developed to drive the success of collection programs in all areas of BC.

As this sector is characterised by innovation, it is important that designers incorporate principles of replacement, repair, and recyclability.

Section 3.2.3 – Schedule 5 - Packaging and Paper Product Category

Q: While EPR for ICI packaging has been suggested by some stakeholders, there are also other approaches that have been advanced for commercial business waste management. Do you have comments or suggestions on EPR or alternative policy approaches that address the need for greater diversion from landfills and to better manage ICI materials? Are there sources of ICI waste that should be the primary focus for better management, such as food services, office buildings or sports stadiums?

A: The RDKB supports the inclusion of Packaging and Printed Paper from the ICI sector in the Recycling Regulation. This is a much more significant cost for rural jurisdictions where reduced population density and greater distance to markets are impediments to recycling.

It should also be noted that all approved stewardship plans should also include verifiable strategies for the packaging materials used in the recycling process. For example, shrink wrap, pallets and bulk packaging containers need to be recycled or reused as well.

Packaging associated with grocery and food products that are diverted to composting operations can and will have a significant impact on the cost of producing high quality soil products. For Regional Districts that have or are in the process of developing composting diversion and processing facilities, it is critical to have plastics and non-biodegradable materials removed prior to collection programs.

Although cardboard is always considered as the easiest product category to recycling from the ICI sector, plastic based films, wraps have a much more significant impact on the success and cost of other waste diversion programs. Therefore from a priority perspective, focus should be on those packaging materials from the ICI sector that are the most difficult/costly and have the most profound impact on the success of other recycling/reuse programs.

Although it is appreciated that certain sectors of business and industry will challenge and question the need for inclusion of ICI Packaging and Paper in the recycling regulation, it is clear that business will not drive the development and implementation of effective programs unless there is a regulatory requirement. And that regulatory requirement must be fair and equitable across all areas of BC.

Generally, the RDKB has concerns about the proliferation of degradable polymer packages which are destined to be composted. Regulations must be created to standardize what can be described as 'compostable'. As well, composting facilities (mostly local government run) must be able to recover costs for handling compostable packaging.

Section 4 - Marine Debris in BC – End-of-Life Management of Lost Fishing Gear

Q: Do you have comments or suggestions on policy approaches to better manage fishing gear?

A: N/A

Section 6 - Implementation

Q: To help inform the development of the multi-year strategy, do you have comments or suggestions on what product categories outlined in this Intentions Paper should be prioritized for regulation?

A: Due to its significant impact on the success of other programs such as organics diversion, as well as the global market influences, addressing the inclusion of ICI packaging and printed paper in the Recycling Regulation should be viewed as the priority.

Products that have significant hazards or impacts to landfills and the environment should also be of high priority.

The RDKB lauds this ambitious step in stewardship. We would also propose that the next round of expansion should address the waste generated by both the agricultural sector (agricultural plastics) and from building construction and demolition sources.

Thanks you for the opportunity to participate in this process.

Sincerely,



Diane Langman, RDKB Board Chair



Electoral Area Services (EAS) Committee Staff Report

RE:	Development Variance Permit Application – Doyle-Gagnon		
Date:	November 12, 2020	File #:	BW-4109s-07405.000
To:	Chair Grieve and members of the EAS Committee		
From:	Danielle Patterson, Planner		

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received a Development Variance Permit application to reduce the front lot line setback to allow for the construction of an enclosed staircase in Electoral Area 'E'/West Boundary at Big White (see Attachment 1 – Applicant Submission and Attachment 2 – Addendum to Applicant Submission).

Property Information	
Owners:	Sheri Doyle and Joseph Gagnon
Agent:	Sheri Doyle
Location:	7390 Porcupine Road
Electoral Area:	Electoral Area 'E'/West Boundary
Legal Description:	Lot 10 Plan KAP23322 District Lot 4109S Similkameen Division of Yale Land District
Area:	983.4 m ² (0.2 ac)
Current Use:	Residential
Land Use Bylaws	
OCP Bylaw: 1125	Medium Density Residential
DP Area(s):	Commercial and Multi-Family DP1 and Alpine Environmentally Sensitive DP2
Zoning Bylaw: 1166	Chalet Residential 1 (R1)
Other	
Waterfront / Floodplain:	NA
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

There is a single family dwelling on the subject property, located at Big White Ski Resort (see Attachments 3 and 4 – Site Location and Subject Property Maps). Single family dwellings are a permitted use in the Chalet Residential 1 Zone.

The proposal is exempt from the Commercial and Multiple Family Development Permit Area requirements as the proposal does not include building an addition to the existing dwelling. An Alpine Environmentally Sensitive Development Permit was approved for the subject property on June 8, 2020 for a staircase replacement. As reduced setbacks are not part of the Development Permit guidelines, the requested variance could not be considered as part of the June 2020 Development Permit.

EAS Committee

At the October 15, 2020 EAS Committee meeting, the EAS Committee passed a motion to defer consideration of the Development Variance Permit, *"until the applicant has had the opportunity to update their proposal, address the Building Permit stop work order, and provide additional information on the status of permitting from the MoTI"*.

Since the time of the original Staff Report (See Attachment 5), the Planning Staff have confirmed with Building Inspection that the applicant has engaged with an engineer to meet Building Inspection requirements related to the enclosed staircase. In addition, the applicant has submitted an addendum to their application that confirms a permit is not required by MoTI for the reduced front yard setback for the staircase and confirmed they have modified their request for an enclosed staircase.

Proposal

The applicant built an enclosed staircase prior to securing permits for the portion of the staircase built in the 4.5 m setback in order to replace an aging wood staircase that was in disrepair, in order to navigate the terrain of the subject property and prevent build up of snow on the staircase.

The applicant is seeking a Development Variance Permit to vary the minimum front lot line setback for a structure from 4.5 m to 0 (zero) m – a variance of 4.5 m. The staircase extends into the MoTI's Right-of-Way.

Implications

The RDKB application requests a clear rationale as to whether a Development Variance Permit proposal may resolve a hardship, improve the development, or cause negative impacts to the neighbouring properties.

The applicant's rationale states the only access point to the subject property is by way of this staircase. In addition, the applicant states the slope of the property requires a reduced front lot line setback.

The proposal utilizes the footprint of the former staircase, which encroached into the front lot line setback and into the MoTI Right-of-Way. Some residences on the same road have covered and enclosed staircases protrude into the minimum front line setback outlined in the Zoning Bylaw.

The MoTI contacted the applicant requiring modifications to the portion of the staircase located in the MoTI Right-of-Way as it was not in compliance with the Encroachment Permit. The existing Encroachment Permit is for maintenance of an existing unenclosed

staircase. The MoTI communicated to the applicant that the newly built staircase protrudes farther into the MoTI Right-of-Way than was permitted. It also appears to be located within the road drainage swale, potentially blocking drainage and creating snow removal issues.

Staff received communications from the applicant and the MoTI showing that the applicant is working to address the above noted concerns. While the location and design of the portion of the staircase located on the MoTI Right-of-Way is not under the authority of the RDKB, if the MoTI requires the applicant to set the staircase back to the originally approved encroachment, it may require the removal of the foundation pour for the lowest section of the staircase. In such a circumstance, the applicant has stated this would require structural changes. This could affect the portion of the staircase located on the subject property and under consideration in the Development Variance Permit application. Staff have included a list of conditions in the recommendation in case this circumstance arises.

Due to the broad wording of Development Permit 649-20D and the content of the permit schedules, an approval of this proposal would not require amendments to Development Permit 649-20D.

Recommendation

That the Development Variance Permit application submitted by Sheri Doyle, on behalf of Sheri Doyle and Joseph Gagnon, to vary Section 402.7 of the Big White Zoning Bylaw No. 1166, 2001 to reduce the minimum front lot line setback from 4.5 m to 0 (zero) m – a variance of 4.5 m, for the construction of an enclosed staircase on the property legally described as Lot 10, Plan KAP23322, District Lot 4109s, Similkameen Division of Yale Land District, Electoral Area 'E'/West Boundary be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation to approve, subject to the following conditions:

1. That the staircase shall comply with the terms and conditions as outlined in Alpine Environmentally Sensitive Development Permit 649-20D;
2. That issuance of the Development Variance Permit be withheld until the property owner has provided clear evidence to the satisfaction of the Manager of Planning and Development that the development is in compliance the Ministry of Transportation and Infrastructure's Encroachment Permit for the subject property; and
3. That the staircase shall comply with any outstanding requirements of a Regional District of Kootenay Boundary Building Official, which may include changes to the built stairs to comply with B.C. Building Code or engineering reporting standards.

Attachments

1. Applicant Submission
2. Addendum to Applicant Submission
3. Site Location Map
4. Subject Property Map
5. October 15, 2020 EAS Committee Staff Report

September 10, 2020

Development Variance Permit Application – Staircase Replace and Rebuild

7390 Porcupine Road, Big White, V1P 1P3
 Lot 10 Plan KAP23322 District Lot 4109S Land District 54
 PID: 006-481-744

Project Description

The chalet at 7390 Porcupine was built in 1971. It is located on a slope with the only accessible entrance at the top of a steep staircase. Due to the slope, the stairs cross the property line onto the highway right of way (as do the covered staircases of adjacent properties).

The staircase is in disrepair. Several stairs and some railings are in poor condition and pose a safety risk. The project involves the rebuilding of a new wood staircase following the same “footprint” as the old. The new staircase will have a small roof over the stairs to prevent snow buildup and to improve safety (for ice buildup etc.). The roof will be like those above the staircases of adjacent properties. BAR Engineering was retained to draw up the construction plan – all work will be done to code and will enhance the appearance of the chalet.

The following permits have been requested and obtained:

1. Development Permit #649-20D (RDKB) – Approving landscape reclamation plan
2. Building Permit 20-0252BW (RDKB) – permitting the building of the covered staircase respecting a 4.5 meter setback from property line
3. Encroachment Permit #2020-03461 (Ministry of Transportation – attached) – permitting staircase within right-of-way of Porcupine Road. The Ministry confirmed by email that they do not consider a covered staircase to be a “building or structure” – consequently, it did not trigger the need for a Setback permit from the Ministry

We are requesting a variance of the front setback requirements – from 4.5 M to 0 M – to allow the covered staircase to extend to the property line.

The reasons for the request are as follows:

1. To enable the staircase to be completely covered from top to bottom – the steep slope does not allow for an alternative configuration and is the only way to access the chalet.
2. The covered stairs will be safer (less ice buildup) and relieve the hardship of shoveling over 35 stairs to the front door in an area that receives frequent heavy snowfall.
3. Neighboring properties have covered stairs that extend into the road right-of-way.
4. The construction will improve the curb appeal of the property as stairs will be new, solid and with a tasteful design.
5. There is no impact on our neighbors from this construction.
6. We have already received permission for the covered staircase from the Ministry of Transportation for the portion extending into the road right-of-way (and they do not object to the construction of the covered staircase within the setback, as they do not consider the covered stairs to be a “building or structure”).

**Front View of Chalet showing existing staircase. Same footprint will be used for new staircase
(note covered staircase of neighbor)**



Attachments

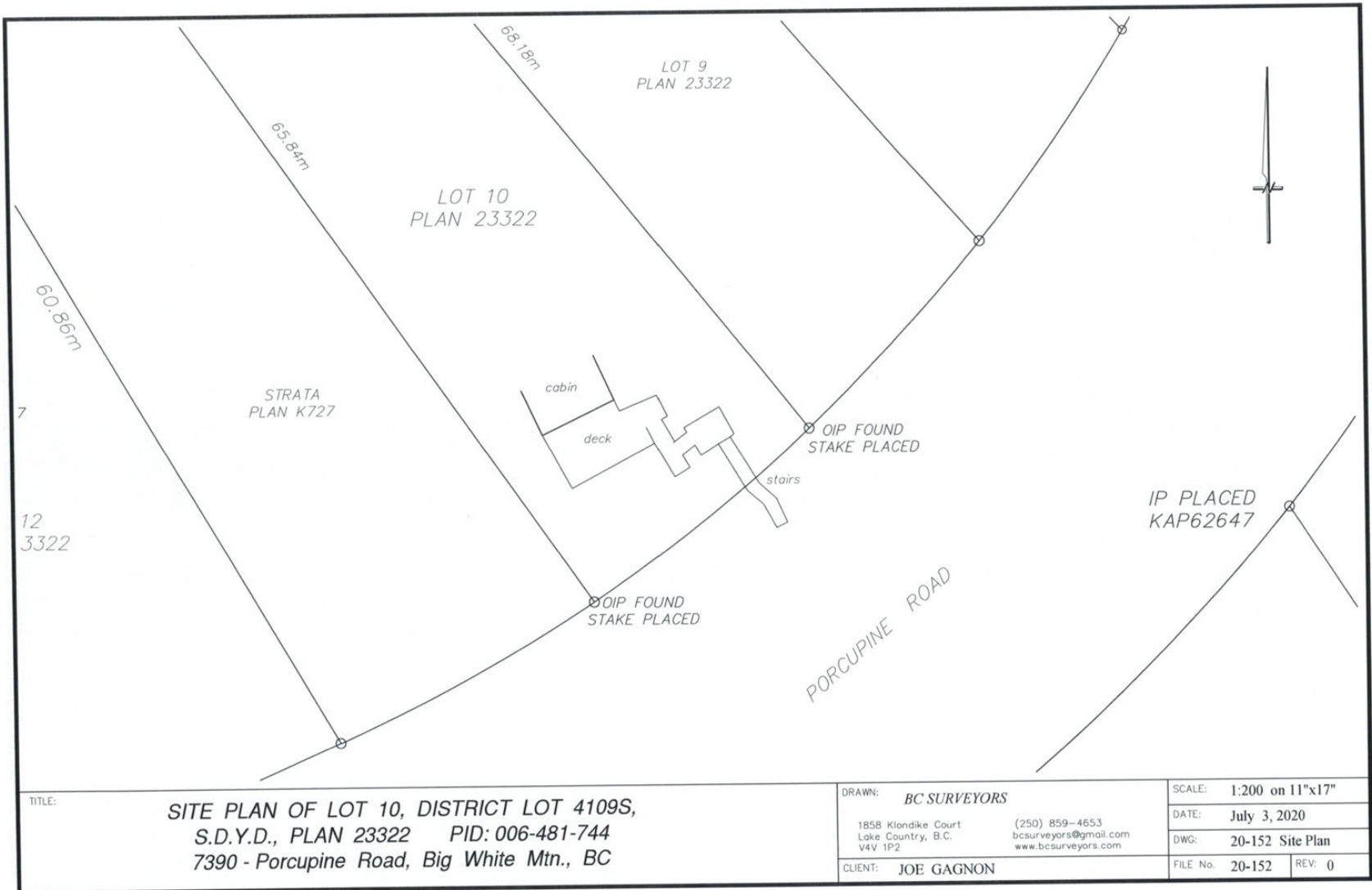
[A] – Site Survey

[B] – BAR Engineering Structure Design

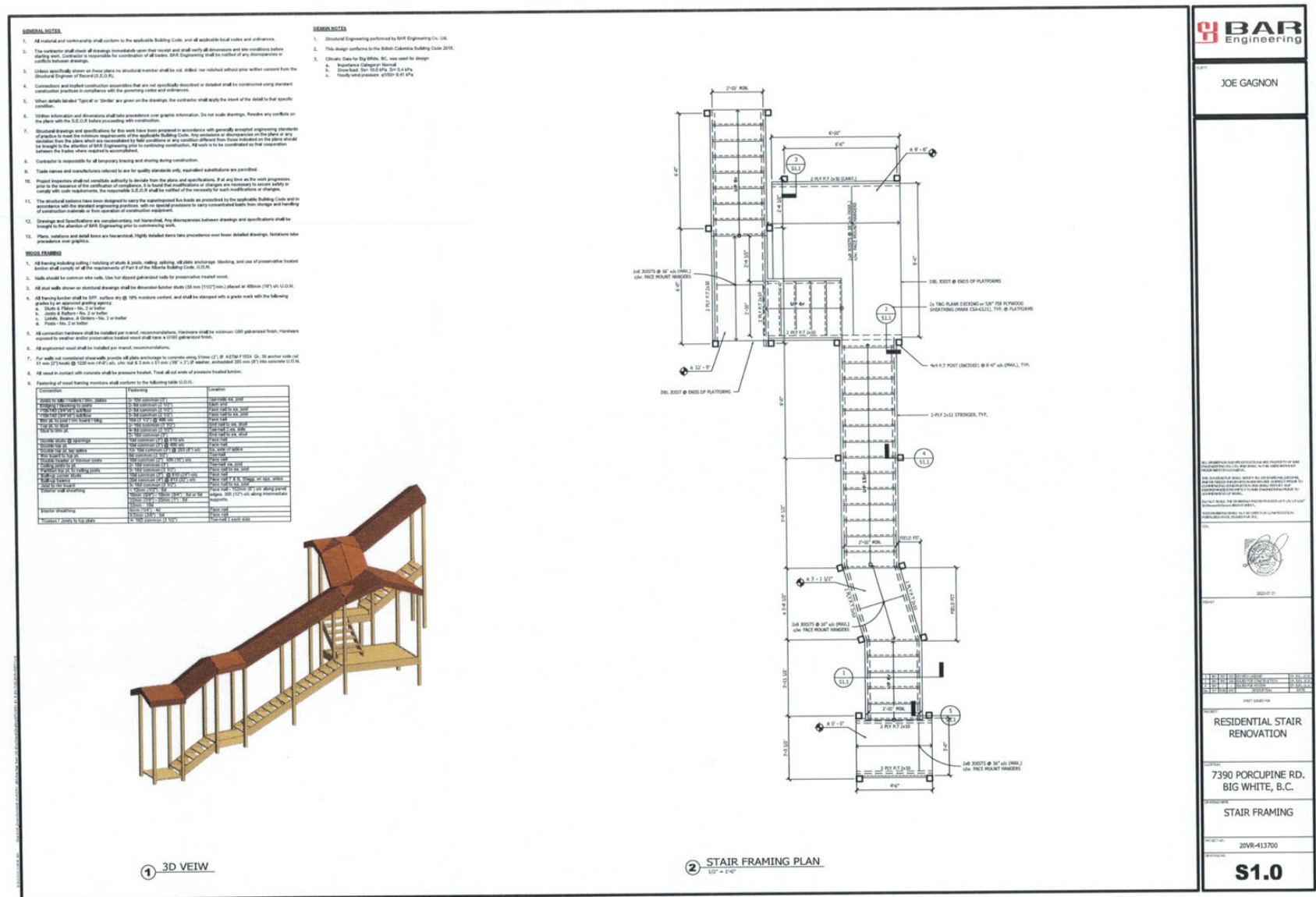
[C] – Design Indicating Setbacks/Property Line

[D]- Copy 2020 Tax Notice

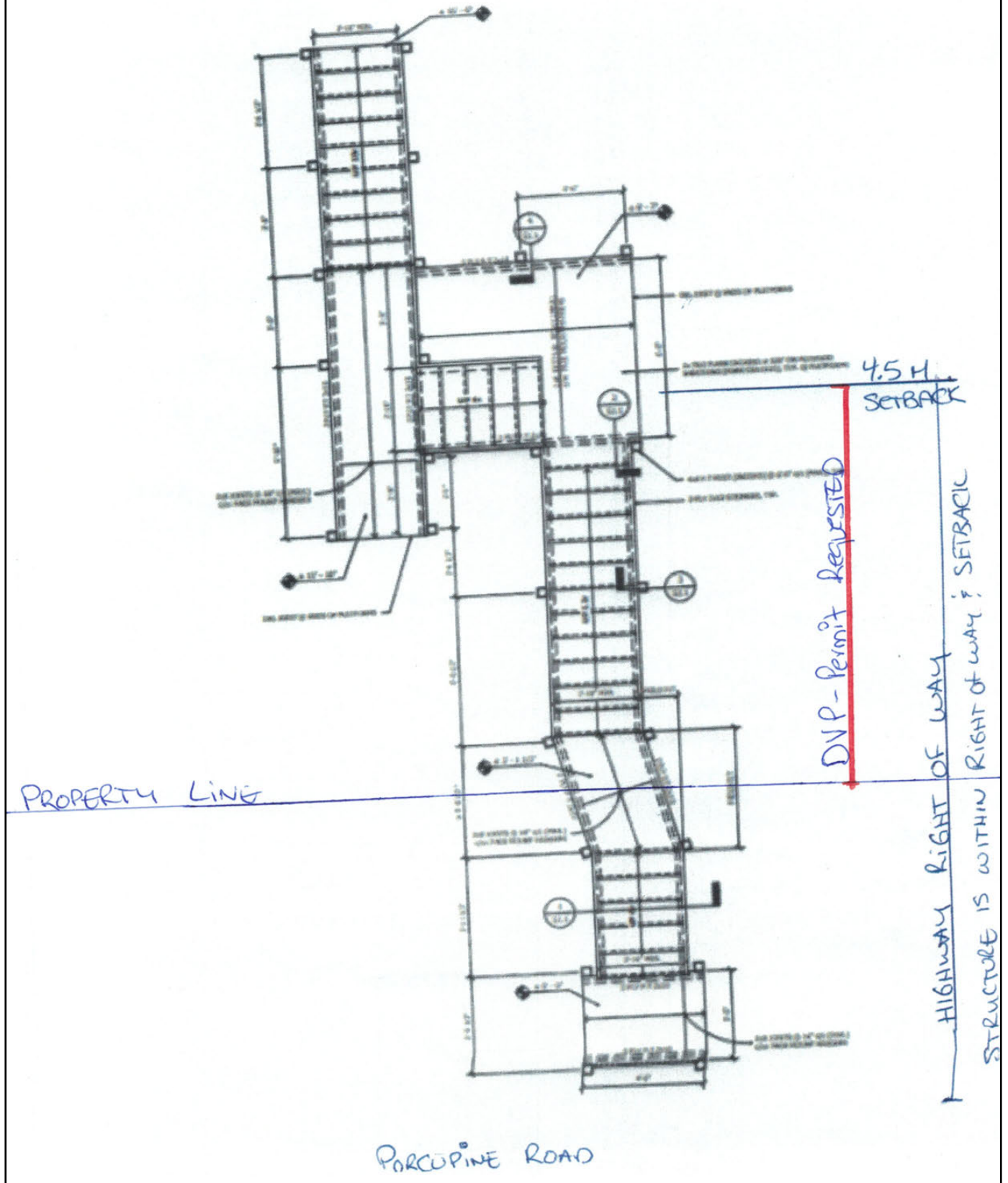
[E] – Encroachment Permit – Ministry of Transportation and related emails



[A] Site Survey



[C] - Design INDICATING SETBACKS



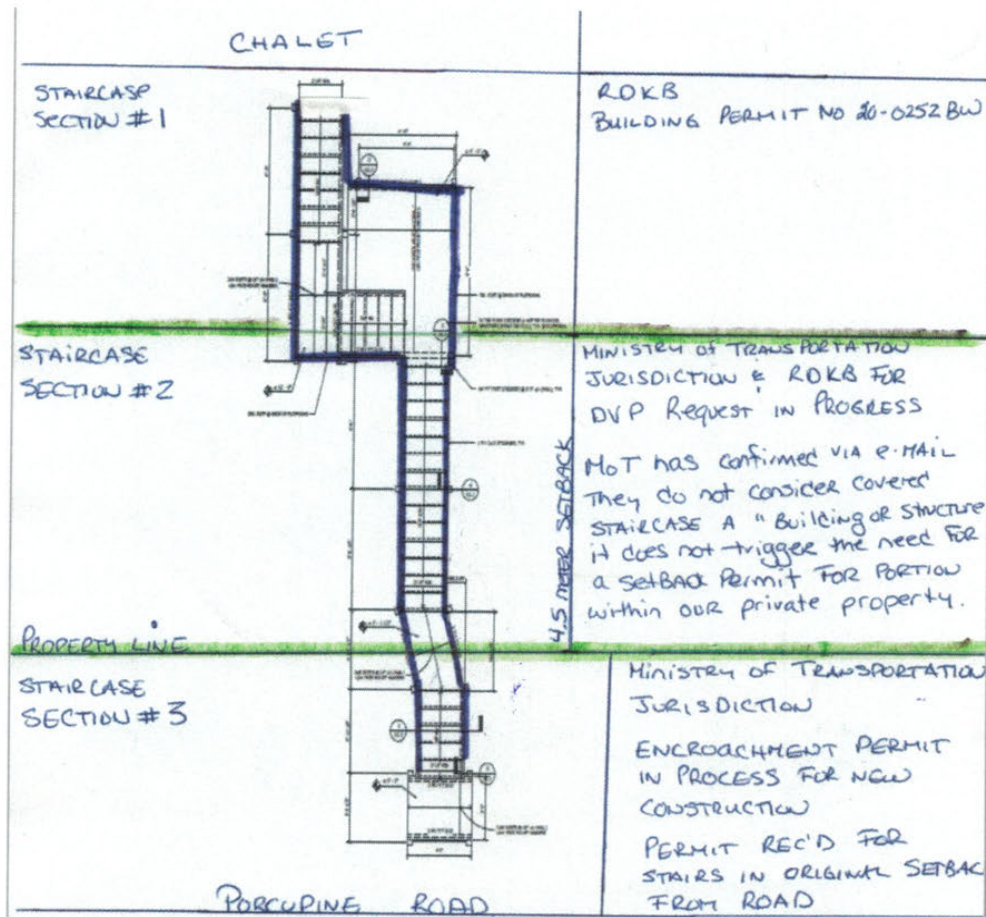
November 3rd, 2020

Response to the EAS Committee RE: Development Variance Permit RDKB File: BW-4109s-07405.000 – Joseph Gagnon & Sheri Anne Doyle

Thank you for the opportunity to provide a response to address concerns and provide additional information for the consideration of our request for a front setback variance. We appreciated the time allotted to us at the EAS Committee meeting on October 15th, 2020.

We have requested a variance of the front setback requirements, from 4.5 meters to 0 meters, to allow the covered staircase to extend to our property line, which is in the middle section of the staircase (Staircase Section #2 – outlined in green).

The diagram below depicts the design of the staircase with the outlined section in purple indicating where the stairs are roofed with plywood walls.



See below for images of the completed staircase:



First, we respectfully submit that the concerns raised by the Advisory Planning Commission generally do not relate to the section of the covered staircase that is the subject of the DVP request (Section #2 in diagram). As our property is on a slope, the only accessible entrance is at the top of a steep staircase. Due to the slope, the stairs cross our property line onto the highway right of way, as do the covered staircases of adjacent properties (there are 4 other covered staircases in direct vicinity). The staircase can be considered to have three distinct sections (refer to diagram above):

Section #1: From front door to beginning of setback: Building permit 20-0252BW (RDKB)

Section #2: Middle portion – represents the subject of our DVP application with RDKB for a variance of the front setback requirements to allow the covered staircase to extend to the property line. The Ministry of Transportation has confirmed that no setback permit is required from them (see Ministry of Transportation).

Section #3: Bottom portion from the property line to bottom of stairs. This area is under jurisdiction of the Ministry of Transportation as it falls within the right of way of Porcupine Road and beyond the property line. We are currently working with the Ministry of Transportation to address and resolve concerns regarding the bottom portion of the stairs.

Ministry of Transportation

The Ministry of Transportation has considered two requests from us for permits.

Setback Permit – For portion of covered staircase within 4.5M setback from property line (Section #2) - the same area under application with RDKB for DVP.

A request was made for a setback permit, however, in an email dated September 1st, 2020, Robyn Clifford, Development Officer with Ministry of Transportation, concluded that no setback permit was required from the Ministry for this section as the covered stairwell was not deemed a building or structure. A copy of the email exchange is included with this response.

On October 21st, 2020, I (Sheri Doyle) had a phone conversation with Robyn whereby she confirmed that no setback permit was required for this section from MoT and believed her email confirming this fact

would be sufficient evidence for RDKB to have confidence that the DVP area under consideration does not require a setback permit from MoT.

Encroachment Permit - For portion of covered staircase beyond property line within highway right of way (Section #3).

An application for an encroachment permit was made with MoT. The project was described in the application as follows: "Replace existing staircase with new covered stair similar to others on adjacent properties. Current staircase is in disrepair – want to cover due to snowfall. Due to steep slope accessing chalet, the staircase is within right of way and setback distance."

Status of permitting with MoT – Encroachment permit

We received an encroachment permit (no. 2020-03461) on September 1st, 2020. Our understanding of this permit was that we could proceed with the project as described in our application – to replace existing staircase with new covered staircase like those on adjacent properties.

We can confirm that the contractor did extend the staircase further than original footprint to facilitate climbing stairs. We did not see this as an issue as the stairs still begin on the slope and are located in a similar position as those of adjacent properties.

The starting point of the stairs has become a concern to the Ministry as they believe the staircase may protrude too far into the road, with associated risks related to snow removal, road maintenance operations, road drainage swale and public safety.

We are committed to working with the MoT to rectify the situation to their satisfaction. We have submitted a proposal to the MoT on October 27th, 2020 and we understand our proposal is currently under review.

The issues raised by the Advisory Planning commission brought forward to the EAS Committee largely relate to Section #3 of the staircase that is within the jurisdiction of MoT - that being said, we will address each of the concerns raised in the following paragraphs.

Snow Runoff

A concern was raised regarding the impact of the staircase on snow runoff. The stairs are raised off the ground to allow runoff underneath.

Front view of stairs



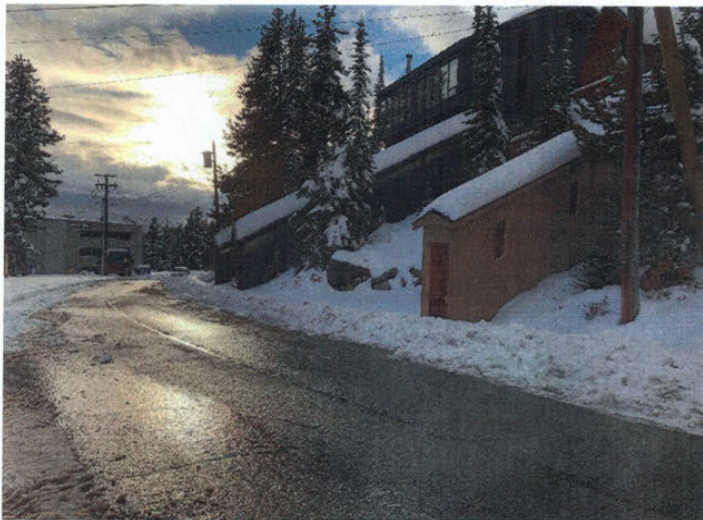
Back view of stairs



The Ministry of Transportation did raise a concern regarding the road drainage swale. As noted above, we are working at resolving the concerns raised by the MoT with respect to the bottom of the stairs (Section #3) which are within the jurisdiction of MoT and which are tied to the Encroachment Permit.

Snow Removal

The stairs start on the slope and do not appear impede snow removal. The following picture has been taken after a snowfall and show the path of snow removal in front of our staircase as well as the covered staircases of our two neighbors to the right.



However, as noted above with respect to the Ministry of Transportation encroachment permit, we are working with the MoT to resolve issues which may be caused due to the stairs protruding out further than the original stairs.

Site Line of Road

The issue of the site line of the road relates specifically to the bottom portion of the stairs. Mr. Robert Silva, Building & Plumbing Official, visited the property and he stated that he does not believe the development variance permit proposal will affect site lines based on the location of the parking on the subject property.

Encroachment on neighboring property

A question was raised as to whether the staircase may be encroaching on a neighbor's property. This is not the case, as confirmed by Robert Silva upon his visit to the property on October 7, 2020 where he stated the "newly built staircase **does not** encroach on the neighbor's property".

Stairs are built past original foundation

As noted above, this is correct, the stairs as built were brought down to land at the edge of the "flat" portion of the graveled roadside, tight to the slope. We understand that this is a concern for the Ministry of Transportation as it relates to the encroachment permit and we are working to resolve this issue to their satisfaction.

Additional Comments

Our intention was never to skirt the system, we have been in the permitting process for well over 6 months and have spent approximately \$40k on the staircase, with engineer drawings, permitting fees and construction costs. On the same small stretch of Porcupine Road where our chalet is located (a dead end that ends at a ski run), there are 4 other covered staircases substantially the same as ours (see photo above with two of them directly adjacent to ours). As others have been accepted, we did not anticipate the challenges we have recently faced.

We were naïve in several respects and regret the trouble caused by completing the stairs. Weather was rapidly changing, and we were losing the opportunity to finalize before the snow came. On a personal note, I (Sheri) had cancer surgery and am unable to shovel – I was hoping to use the property during my recovery and the covering of the stairs was important for me to access the chalet.

Purchasing this chalet was the realization of a dream for us – we are a skiing family and are so excited to be part of the community at Big White. Our goal for the staircase was for it to be solid, aesthetically pleasing and safe and we look forward to years of enjoyment.

We look forward to working with RDKB to finalize the permitting process.

Regards,

Sheri Anne Doyle & Joseph Gagnon

9/3/2020

Gmail - Encroachment Permit



Sheri Doyle <sherianne.doyle@gmail.com>

Encroachment Permit

5 messages

Clifford, Robyn TRAN:EX

To:

Tue, Sep 1, 2020 at 1:50 PM

Our file: 2020-03461

Dear Sheri and Joe,

Attached is a copy of permit no. 2020-03461 for that portion of the stairwell encroaching within the right-of-way of Porcupine Road, with no originals to follow.

After further consideration of your application we can advise that, as the portion of the stairwell within your private property is not considered a 'building or structure', it does not trigger the need for a Setback permit and no further permissions are required from this Ministry.

Good luck with your construction.

Regards,

Robyn M. Clifford

Development Officer, Okanagan Shuswap District

Ministry of Transportation & Infrastructure

#300 – 1358 St. Paul Street

Kelowna BC, V1Y 2E1

Phone: 250-212-0673

•

2 attachments**202-03461 permit cover letter.pdf**

170K

**2020-03461 signed permit.pdf**

408K

<https://mail.google.com/mail/u/0?ik=a77cd76c69&view=pt&search=all&permthid=thread-f%3A1676666158355221992&simpl=msg-f%3A16766661583...> 1/3

9/3/2020

Gmail - Encroachment Permit

Sheri Doyle [REDACTED]
[REDACTED]

Tue, Sep 1, 2020 at 2:01 PM

On Tue, Sep 1, 2020 at 1:50 PM Clifford, Robyn TRAN:EX [REDACTED] wrote:

Hi Robyn- we would like to cover the stairwell within the setback so I understand a permit is required.

Please advise whether a covered stairwell is considered a "structure".

Thanks

Sheri

[Quoted text hidden]

Clifford, Robyn TRAN:EX [REDACTED]

To: Sheri Doyle [REDACTED]

Tue, Sep 1, 2020 at 2:09 PM

Hi Sheri,

The covered stairwell is not deemed a structure or building, so no permit required from the Ministry. You will of course require any necessary permits and approvals from the Regional District.

Regards,

Robyn

From: Sheri Doyle [REDACTED]

Sent: September 1, 2020 2:01 PM

To: Clifford, Robyn TRAN:EX [REDACTED]

Subject: Re: Encroachment Permit

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

[Quoted text hidden]

Sheri Doyle [REDACTED]

Tue, Sep 1, 2020 at 3:55 PM

To: [REDACTED]

[Quoted text hidden]

Sheri Doyle [REDACTED]

Tue, Sep 1, 2020 at 4:09 PM

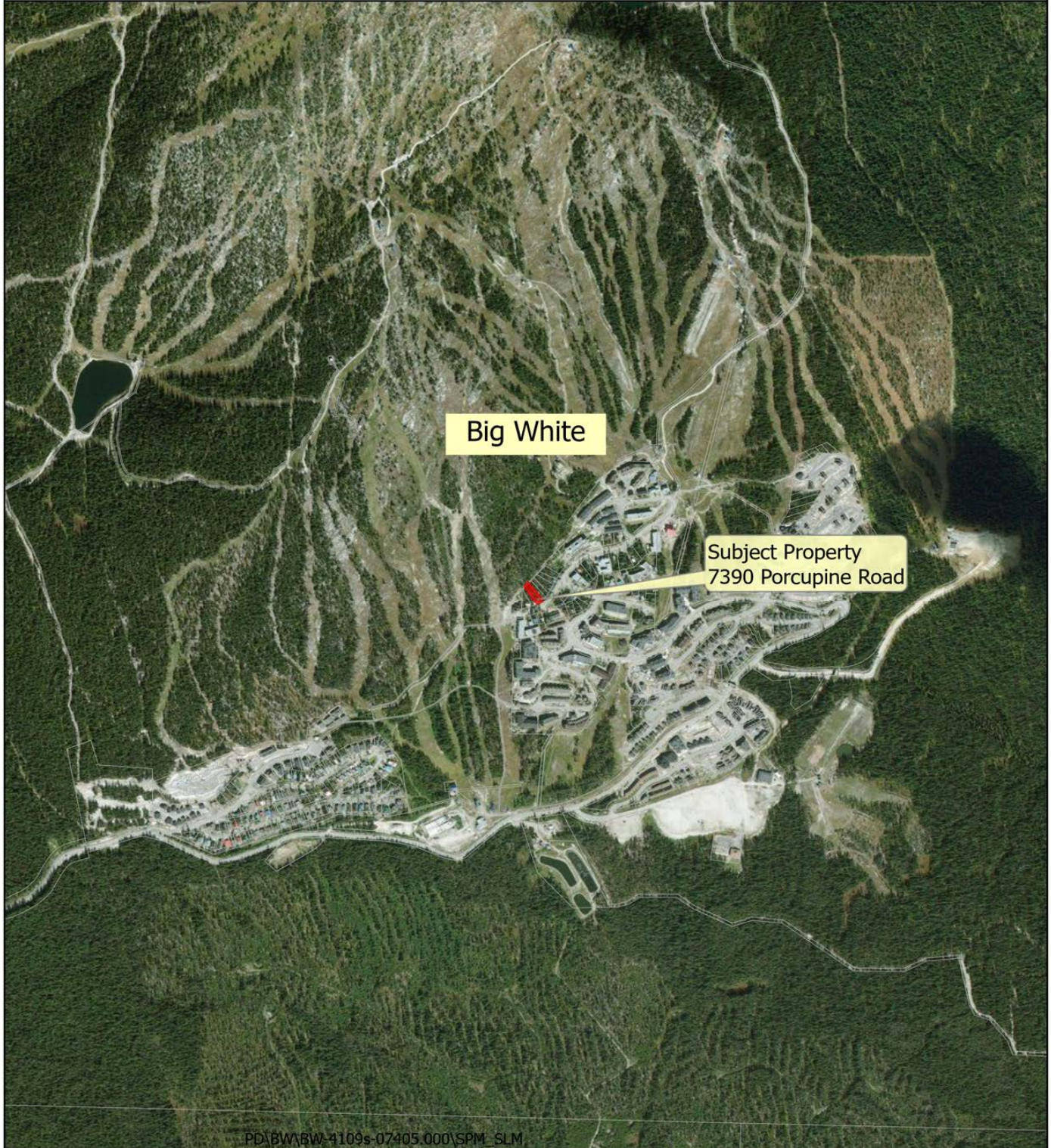
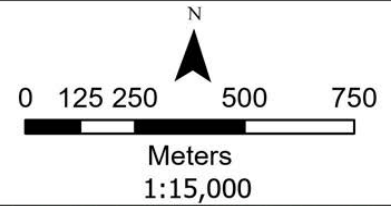
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2020-05-14

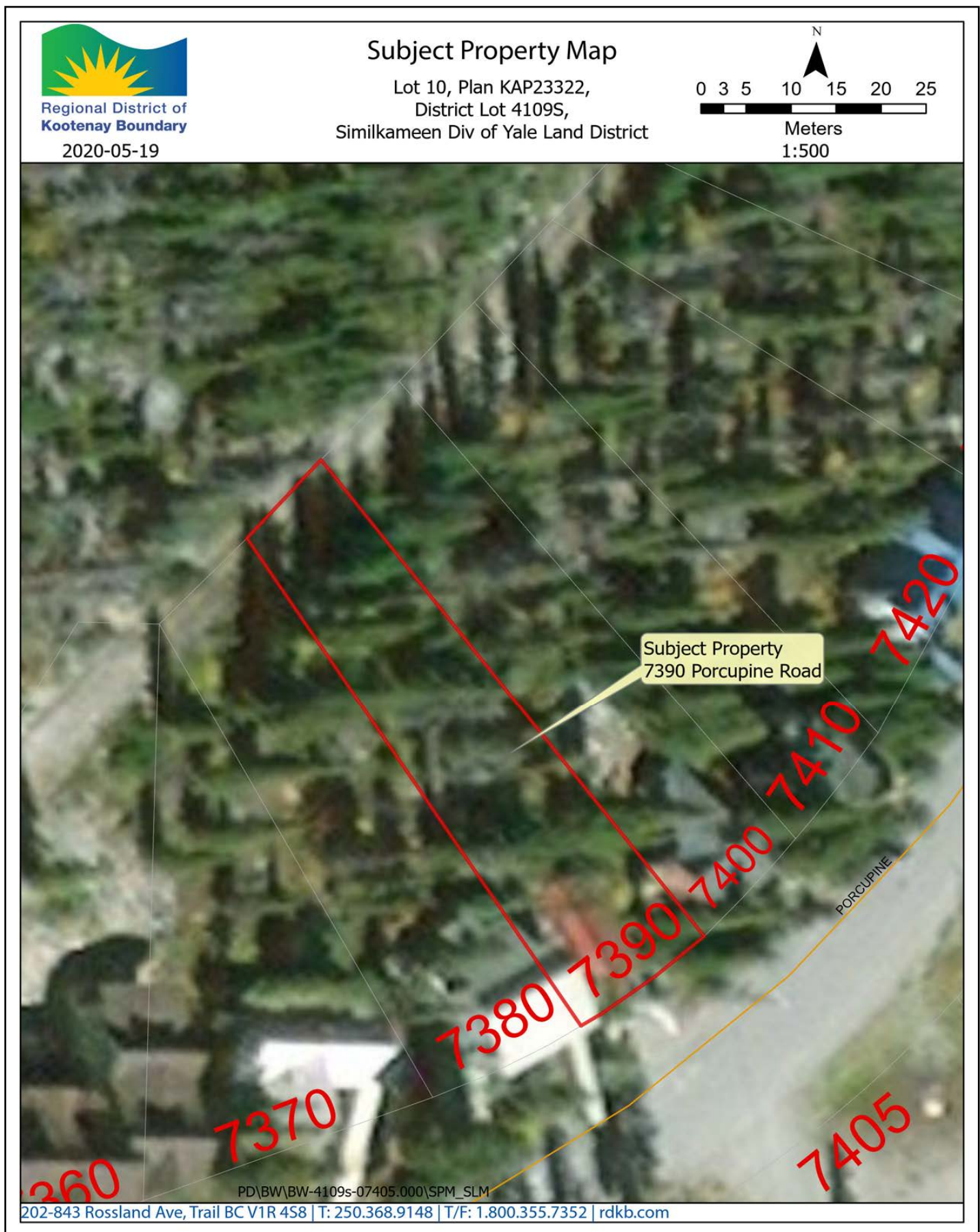
Site Location Map

Lot 10, Plan KAP23322,
District Lot 4109S,
Similkameen Div of Yale Land District



PD\BW\BW-4109s-07405.000\SPM_SLM

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Electoral Area Services (EAS) Committee Staff Report

RE:	Development Variance Permit Application – Doyle-Gagnon		
Date:	October 15, 2020	File #:	BW-4109s-07405.000
To:	Chair Grieve and members of the EAS Committee		
From:	Danielle Patterson, Planner		

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received a development variance permit application to reduce the front lot line setback to allow for the construction of a covered staircase in Electoral Area 'E'/West Boundary at Big White (see attachments).

Property Information	
Owner(s):	Sheri Doyle and Joseph Gagnon
Agent:	Sheri Doyle
Location:	7390 Porcupine Road
Electoral Area:	Electoral Area 'E'/West Boundary
Legal Description:	Lot 10 Plan KAP23322 District Lot 4109S Similkameen Division of Yale Land District
Area:	983.4 m ² (0.2 ac)
Current Use:	Residential
Land Use Bylaws	
OCP Bylaw: 1125	Medium Density Residential
DP Area(s):	Commercial and Multi-Family DP1 and Alpine Environmentally Sensitive DP2
Zoning Bylaw: 1166	Chalet Residential 1 (R1)
Other	
Waterfront / Floodplain:	NA
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

The subject property has a single family dwelling and is located at Big White Ski Resort (see Site Location and Subject Property Maps). Single family dwellings are a permitted use in the Chalet Residential 1 Zone.

The proposal is exempt from the Commercial and Multiple Family Development Permit Area requirements as the proposal does not include building an addition to the existing dwelling. An Alpine Environmentally Sensitive Development Permit was approved for the subject property on June 8, 2020 for a staircase replacement (see Development Permit 649-20D in attachments). As reduced setbacks are not part of the Development Permit guidelines, the requested variance could not be considered as part of the June 2020 Development Permit.

Proposal

The applicant proposed replacing an aging wood staircase that was in disrepair with a new covered staircase (see Applicant Submission). The proposal is to vary the minimum front lot line setback for a structure from 4.5 m to 0 (zero) m, in order to navigate the terrain of the subject property (see Applicant Submission). The proposal includes the staircase being constructed on the Ministry of Transportation and Infrastructure's (MoTI's) Highway Right-of-Way.

Since the time of the receipt of the Development Variance Permit application, staff have become aware that the applicant has replaced the staircase without a development variance permit. This is discussed in both the "Advisory Planning Commission (APC)" and "Implications" sections of this report.

Advisory Planning Commission (APC)

The Electoral Area 'E'/Big White APC considered the application at their October 6, 2020 meeting. The APC recommends the application not be supported.

During their discussions the APC noted the following about the proposed DVP:

- When the applicant's initial Alpine Environmentally Sensitive Development Permit application was reviewed by the APC, the membership "were fine with it replacing the original stairs with covered stairs," but noted that the applicant has since built their staircase without receiving an approved Development Variance Permit and that the staircase has is built "past the original foundations and well into the highway right of way".
- Concerns were raised about the proposal's impact on run off in the ditch, snow removal, and the site line of the road. Furthermore, the APC membership had concerns the new staircase built by the applicant prior, without a Development Variance Permit, may be encroaching on a neighbouring property.

On October 7, 2020 Building/Plumbing Official R. Silva visited the subject property and was able to confirm that a new staircase had been built.

While the Building Inspection Department had issued a Building Permit for a new staircase on the subject property, the Building Permit was for a staircase that conformed to the 4.5 m front lot line setback requirements of the Zoning Bylaw. R. Silva confirmed that the

Page 2 of 4

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newly built staircase does not conform to the design or setbacks of the issued Building Permit. As a result of this, R. Silva is issuing a stop work order for the staircase.

R. Silva stated the newly built staircase does not encroach on the neighbour's property and does not believe the development variance permit proposal will effect site lines based on the location of the parking on the subject property.

On October 8, 2020, Bylaw Enforcement Officer B. Rafuse took photos of the subject property showing a newly built staircase (see Photos in Attachments).

Implications

The RDKB application requests the inclusion of a clear statement as to whether a Development Variance Permit proposal may resolve a hardship, improve the development, or cause negative impacts to the neighbouring properties.

The applicant's rationale states the only access point to the subject property is by way of this staircase. In addition, the applicant states the slope of the property requires a reduced front lot line setback and an encroachment on the MoTI Right-of-Way.

The proposal, as presented by the applicant, utilizes the footprint of the former staircase, which encroached into the front lot line setback into the MoTI Right of Way. Some residences on the same road have covered staircases that fall short of the minimum front line setback outlined in the Zoning Bylaw.

Since that time the applicant has built the staircase which has added complexity in evaluating the implications of the proposal. It creates a situation where it is difficult to distinguish whether it is the proposed staircase or the staircase as built that should be evaluated in the consideration of the Development Variance Permit application.

This newly built and enclosed staircase does not match the open design presented in applicant's proposal. This effects the consideration of the proposal as any approved Development Variance Permit would be specific to the proposal. As such it would not apply in an open-ended manner to the design or siting of any staircase. Questions have also been brought forward by the APC related to effects of drainage and snow removal, which are both under the jurisdiction of the MoTI but may effect conditions on neighbouring properties.

While the applicant has a permit from the MoTI to allow the former staircase to encroach approximately 3 m into the Highway Right-of-Way, the wording of the MoTI permit does not include new staircases. Approval from the MoTI for a new staircase encroachment would be required prior any final approval by the RDKB of a Development Variance Permit.

More information from Building Inspection, the MoTI, and the applicants through an update to their Development Variance Permit application would have the potential of adding clarity to the applicant's proposal.

Due to the broad wording of Development Permit 649-20D and the content of the permit schedules, an approval of this proposal would not require amendments to Development

Page 3 of 4

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Permit 649-20D unless the newly built staircase is shown to not comply with the terms of Development Permit 649-20D.

Recommendation

That the Development Variance Permit application submitted by Sheri Doyle, on behalf of Sheri Doyle and Joseph Gagnon, to vary Section 402.7 of the Big White Zoning Bylaw No. 1166, 2001 to reduce the minimum front lot line setback from 4.5 m to 0 (zero) m – a variance of 4.5 m, for the construction of a covered staircase on the property legally described as Lot 10 Plan KAP23322 District Lot 4109S Similkameen Division of Yale Land District, Big White, Electoral Area 'E'/West Boundary be deferred, until the applicant has had the opportunity to update their proposal, address the Building Permit stop work order, and provide additional information on the status of permitting from the MoTI.

Attachments

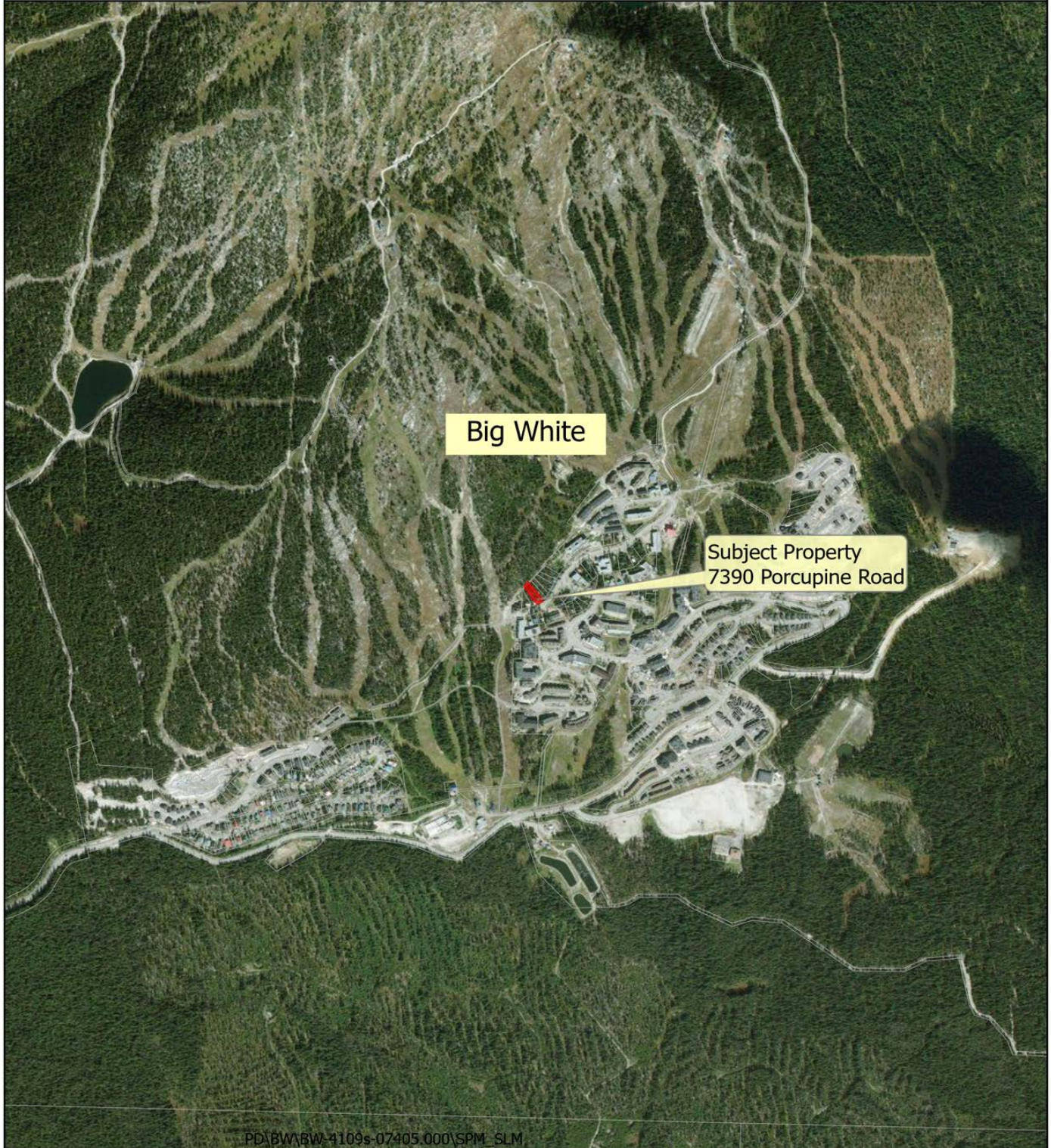
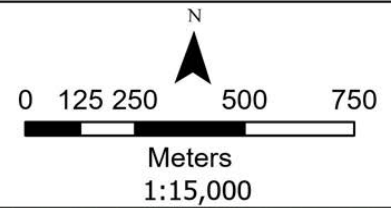
1. Site Location Map
2. Subject Property Map
3. Development Permit 649-20D
4. Applicant Submission
5. Site Photos from October 8, 2020



2020-05-14

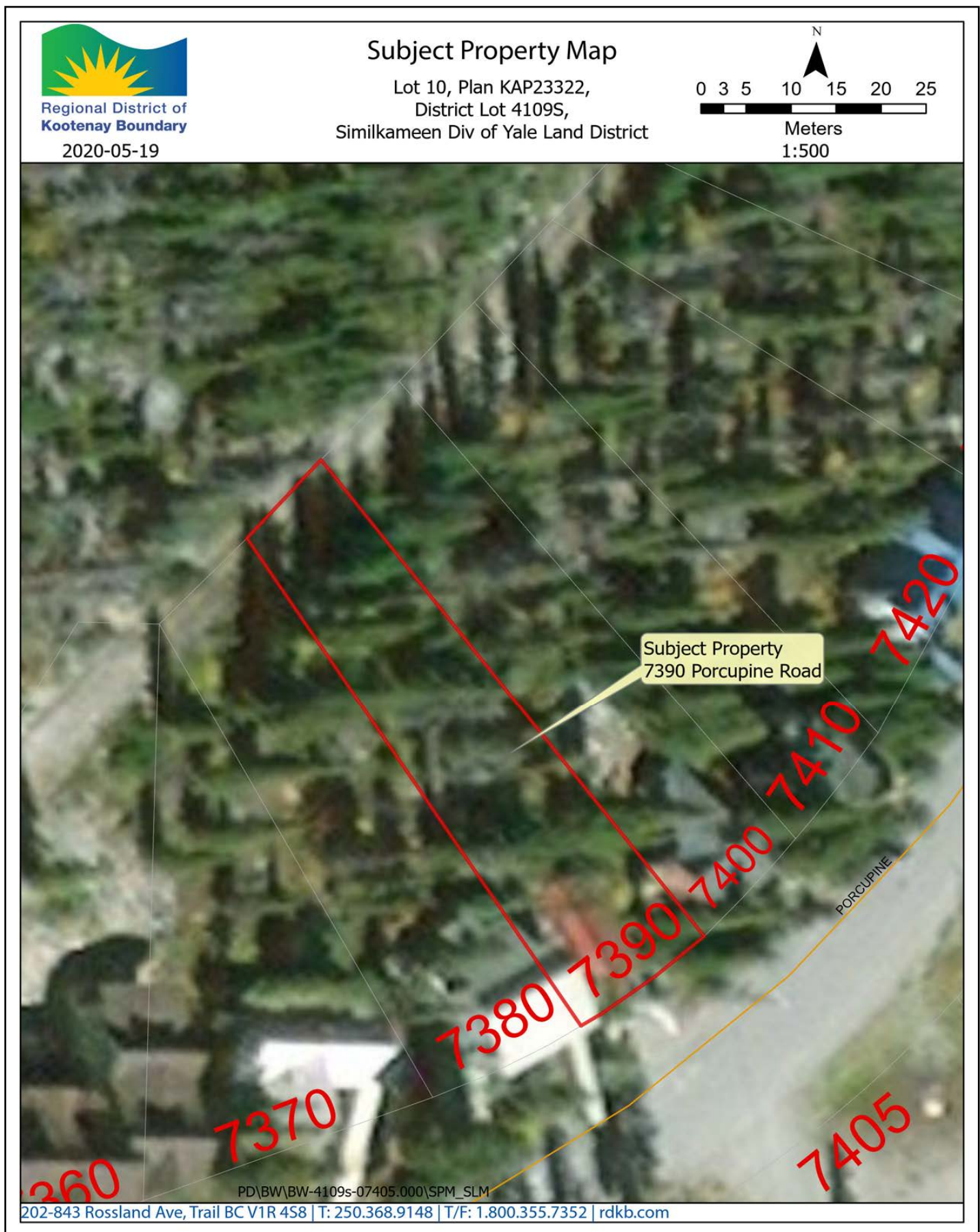
Site Location Map

Lot 10, Plan KAP23322,
District Lot 4109S,
Similkameen Div of Yale Land District



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REGIONAL DISTRICT OF KOOTENAY BOUNDARY

202-843 Rossland Avenue
Trail, BC V1R 4S8

Phone: 250-368-9148 1-800-355-7352

Permit No.: 649-20D
 Date Issued: June 8, 2020
 File No.: BW-4109s-07405.000
 Address: 7390 Porcupine Road
 Issued to: Joe Gagnon & Sheri Anne Doyle *
 * (Owners as defined in the *Community Charter*, hereinafter referred to as the Permittee)

DEVELOPMENT PERMIT

1. This Development Permit is issued subject to compliance with all of the bylaws of the Regional District of Kootenay Boundary (RDKB) applicable thereto, except as specifically varied by this permit.
2. No variances to any RDKB Bylaw may be construed to be granted as a result of the Development Permit approval process unless specifically identified in the text of this Permit.
3. This Permit applies to and only to those lands within the RDKB described below, and any and all buildings, structures and other development thereon: **Lot 10, Plan KAP23322, DL4109S, SDYD**; as shown outlined in red on the attached **Schedule 1**, forming part of this Permit, referred to hereafter as the "land".
4. If the works permitted by this Permit are not commenced within two years of the date of the issuance of this Permit, this Permit shall lapse.
5. This Permit shall not have the effect of varying the use or density of land as specified in the applicable Zoning Bylaw of the RDKB, nor a floodplain specification under Section 524(3) of the *Local Government Act*.
6. The Permittee has received approval from the RDKB to:
to replace an existing wooden staircase with a new covered staircase in substantial compliance with the plans identified as 'Schedule 2' attached hereto and forming a part of this Permit.
7. As a condition of the approval granted in Section 6 above, the Permittee is required to:
 - a) Reclaim all disturbed areas using natural vegetation as soon as reasonably possible to ensure successful planting and retention;
 - b) Plant fire-resistant vegetation, avoid the application of wood chips and take appropriate measures to mitigate the threat of wildfire;
 - c) Ensure that grass and wildflower seed mixes do not include invasive plant species.

- d) Remove construction debris;
- e) Designate areas for snow clearing and storage to ensure vegetation is not destroyed by these activities.
- f) Comply with the Landscape Reclamation Plan submitted by the Permittee, attached to and forming a part of this permit as **Schedule 2**. Areas disturbed during construction activities must be replanted in substantial compliance to the Landscape Plan. The Landscaping must be satisfactory to the Building Inspector before a Certificate of Final Occupancy is issued.

If landscape reclamation cannot be fully implemented prior to issuance of a Certificate of Final Occupancy, the Regional District of Kootenay Boundary may require the deposit of a security from the Permittee, in an amount to be determined by the Regional District of Kootenay Boundary. Receipt of a security may allow a Certificate of Final Occupancy to be issued before the Landscape Reclamation Plan is implemented.

A security deposit shall be in the form of an automatically renewing Irrevocable Letter of Credit (ILOC). Any fees associated with the issuance and renewal of the ILOC are the responsibility of the Permittee.

As a condition of the posting of the security, should the Permittee fail to carry out the landscape reclamation works as herein above stated, according to terms and conditions of this permit within the time provided, the Regional District may use the security to complete the landscape reclamation works by servants, agents or contractors, and any surplus shall be paid over to the Permittee. If the security deposit is insufficient to cover the actual cost of completing the said works, then the Permittee shall pay such deficiency to the Regional District immediately upon receipt of the Regional District's bill for same.

The Permittee shall complete the landscape reclamation works required by this permit within twelve (12) months of the occupancy permit being issued for the building(s). Within this twelve (12) month period, the required landscape reclamation works must be installed by the Permittee, and inspected and approved by the Regional District.

If the landscape reclamation is not approved within this twelve (12) month period, the Regional District has the option of continuing to renew the security until the required landscape reclamation is completed or has the option of drawing the security and using the funds to complete the required landscape reclamation. In such a case, the Regional District or its agents have the irrevocable right to enter into the property to undertake the required landscape reclamation for which the security was submitted

- 8. The approval in **Section 6** in no way relieves the Permittee of the responsibility of adhering to all other legislation that may apply to the land.
- 9. The land remains within the Alpine Environmentally Sensitive DP2 AND Commercial & Multiple Family DP1 Development Permit Area of the **Big White Official Community Plan, Bylaw No. 1125, 2001**. Any additional work to buildings and/or the land not specifically authorized in this Permit may necessitate another development permit application.

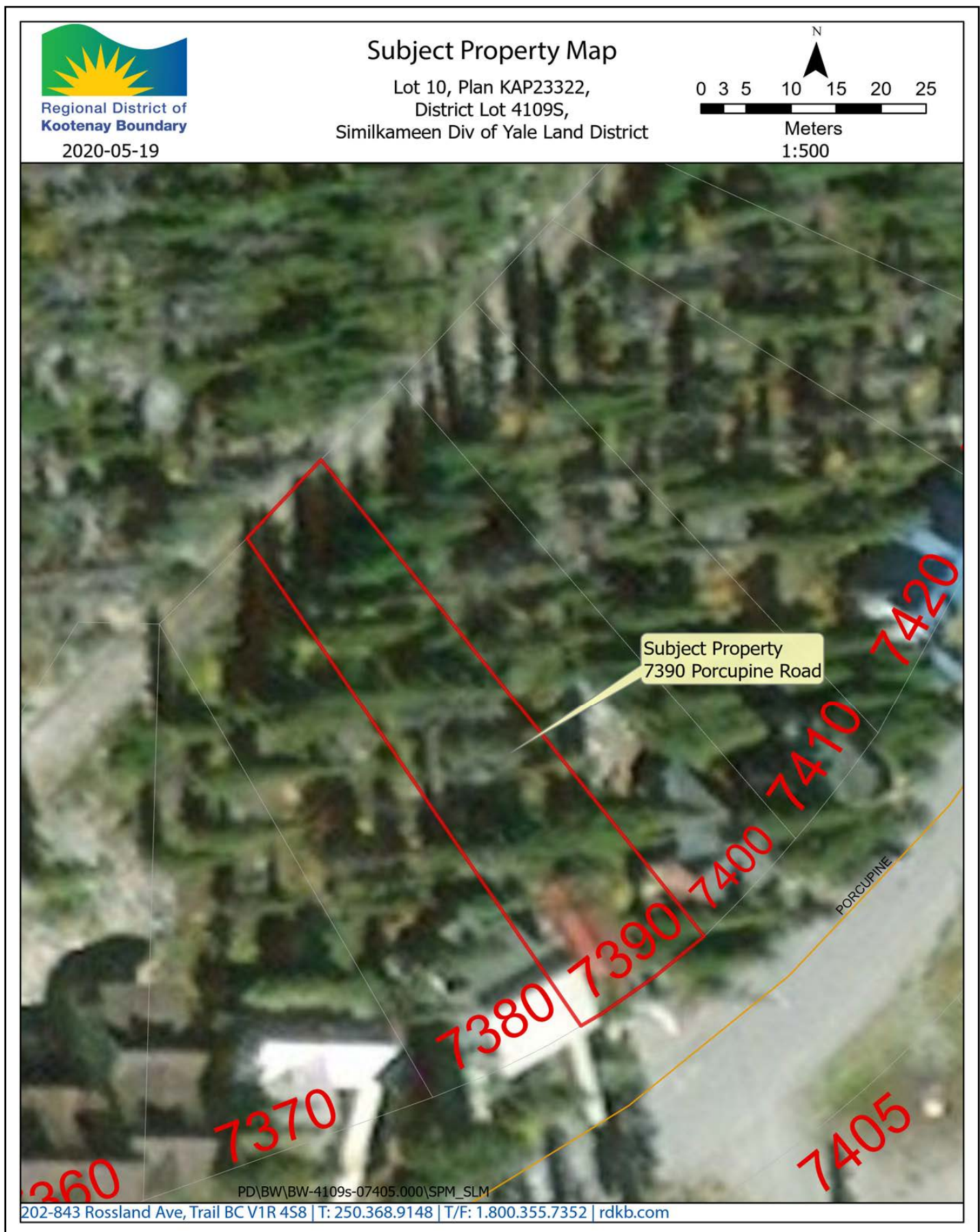
10. The land shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached hereto which shall form a part hereof.
11. This Permit prevails over the provisions of the bylaw in the event of conflict.
12. This Permit is not a Building Permit.

APPLICATION APPROVED by a designated officer of the Regional District of Kootenay Boundary this 8th day of June, 2020.



Designated Officer of the Regional District of
Kootenay Boundary

PERMIT ISSUED THIS 8th DAY OF June, 2020.



May 12, 2020

Landscape Reclamation Plan – Staircase Replace and Rebuild

7390 Porcupine Road, Big White, V1P 1P3
Lot 10 Plan KAP23322 District Lot 4109S Land District 54
PID: 006-481-744

Project Description

The staircase leading to the entrance of the cottage at 7390 Porcupine Road is in disrepair. The current staircase has been in place for many years (20+). Several stairs and some railings are in poor condition and pose a safety risk.

The project involves the rebuilding of a new staircase in the same location as the old. The new staircase will follow the same “footprint” as the old and be made of wood. The new staircase will have a small roof over the stairs to prevent snow buildup and to improve the safety of the staircase (for ice buildup etc.). The roof will be similar to those above the staircases of adjacent properties. All existing trees/shrubs will be retained.

Landscape Remediation Plan

As there has been a staircase in place for over twenty years, there is minimal vegetation under the staircase due to lack of sunlight. The vegetation consists of native grass. The slope upon which the staircase is build is mainly rock with several fir trees and small shrubs on either side of the stairs.

We will protect the natural landscape during the construction of a new staircase in the following ways:

1. Staircase will be constructed using footprint of existing staircase
2. No trees or shrubs will be removed – several fir trees on either side of staircase provide slope erosion control.
3. Debris will be removed immediately (and not piled on existing vegetation)
4. Staircase will rest on footings – with soil disruption only needed at footing locations. This reduces erosion.
5. Reseeding any area where landscape may have been disturbed with Eco-Green Rapid Cover Reveg Mix for rapid erosion control.

Time Sensitivity of Request

Outdoor construction at Big White has a short window. We were planning on beginning construction in June/July 2020 and ask that this request be approved as soon as possible to provide the opportunity to schedule a contractor to complete the project (subject to approval of building permit – to be submitted shortly).

Image #1 – Front View of Cottage showing existing staircase. Same footprint will be used for new staircase



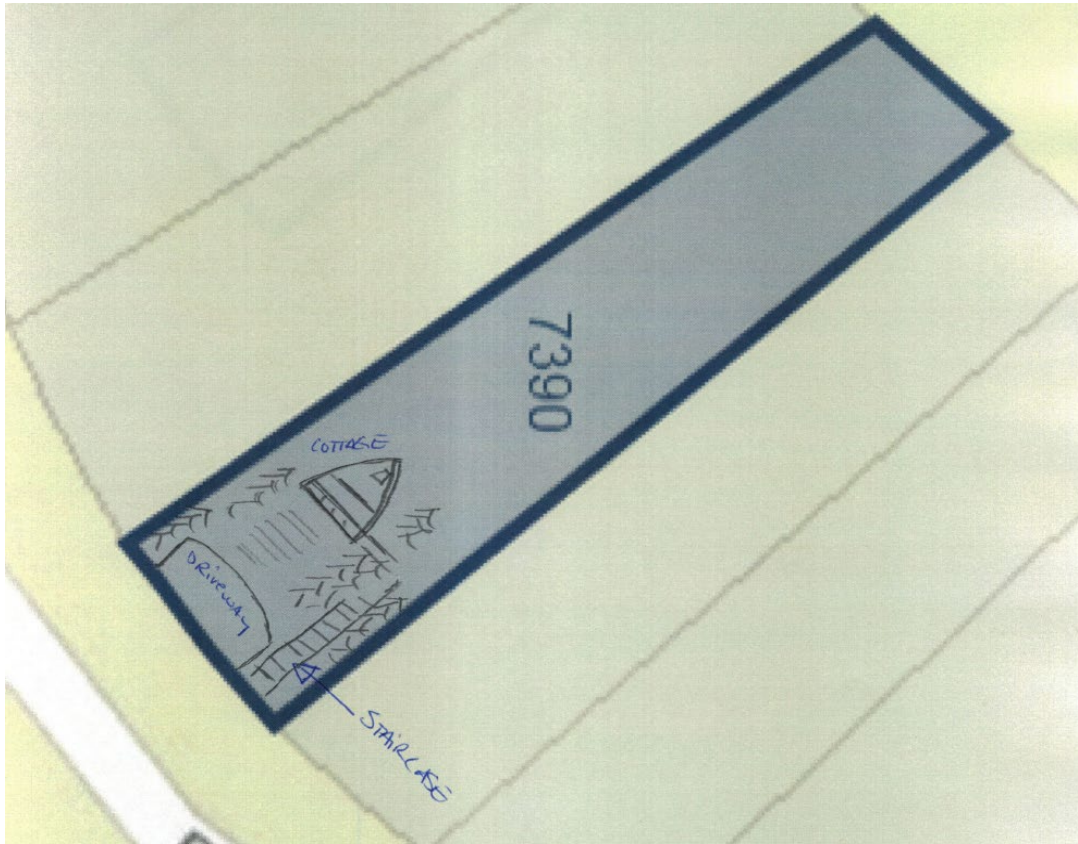
Image #2 – Closer view of existing staircase depicting vegetation under stairs (minimal native grass among rock)



Image #3 – View of staircase from cottage depicting fir trees surrounding staircase which will not be disturbed, and which provide erosion control on slope



Image #6 – Image showing staircase placement on property (refer also to Image #1 for stair placement as new stairs will replace old)



September 10, 2020

Development Variance Permit Application – Staircase Replace and Rebuild

7390 Porcupine Road, Big White, V1P 1P3
 Lot 10 Plan KAP23322 District Lot 4109S Land District 54
 PID: 006-481-744

Project Description

The chalet at 7390 Porcupine was built in 1971. It is located on a slope with the only accessible entrance at the top of a steep staircase. Due to the slope, the stairs cross the property line onto the highway right of way (as do the covered staircases of adjacent properties).

The staircase is in disrepair. Several stairs and some railings are in poor condition and pose a safety risk. The project involves the rebuilding of a new wood staircase following the same “footprint” as the old. The new staircase will have a small roof over the stairs to prevent snow buildup and to improve safety (for ice buildup etc.). The roof will be like those above the staircases of adjacent properties. BAR Engineering was retained to draw up the construction plan – all work will be done to code and will enhance the appearance of the chalet.

The following permits have been requested and obtained:

1. Development Permit #649-20D (RDKB) – Approving landscape reclamation plan
2. Building Permit 20-0252BW (RDKB) – permitting the building of the covered staircase respecting a 4.5 meter setback from property line
3. Encroachment Permit #2020-03461 (Ministry of Transportation – attached) – permitting staircase within right-of-way of Porcupine Road. The Ministry confirmed by email that they do not consider a covered staircase to be a “building or structure” – consequently, it did not trigger the need for a Setback permit from the Ministry

We are requesting a variance of the front setback requirements – from 4.5 M to 0 M – to allow the covered staircase to extend to the property line.

The reasons for the request are as follows:

1. To enable the staircase to be completely covered from top to bottom – the steep slope does not allow for an alternative configuration and is the only way to access the chalet.
2. The covered stairs will be safer (less ice buildup) and relieve the hardship of shoveling over 35 stairs to the front door in an area that receives frequent heavy snowfall.
3. Neighboring properties have covered stairs that extend into the road right-of-way.
4. The construction will improve the curb appeal of the property as stairs will be new, solid and with a tasteful design.
5. There is no impact on our neighbors from this construction.
6. We have already received permission for the covered staircase from the Ministry of Transportation for the portion extending into the road right-of-way (and they do not object to the construction of the covered staircase within the setback, as they do not consider the covered stairs to be a “building or structure”).

**Front View of Chalet showing existing staircase. Same footprint will be used for new staircase
(note covered staircase of neighbor)**



Attachments

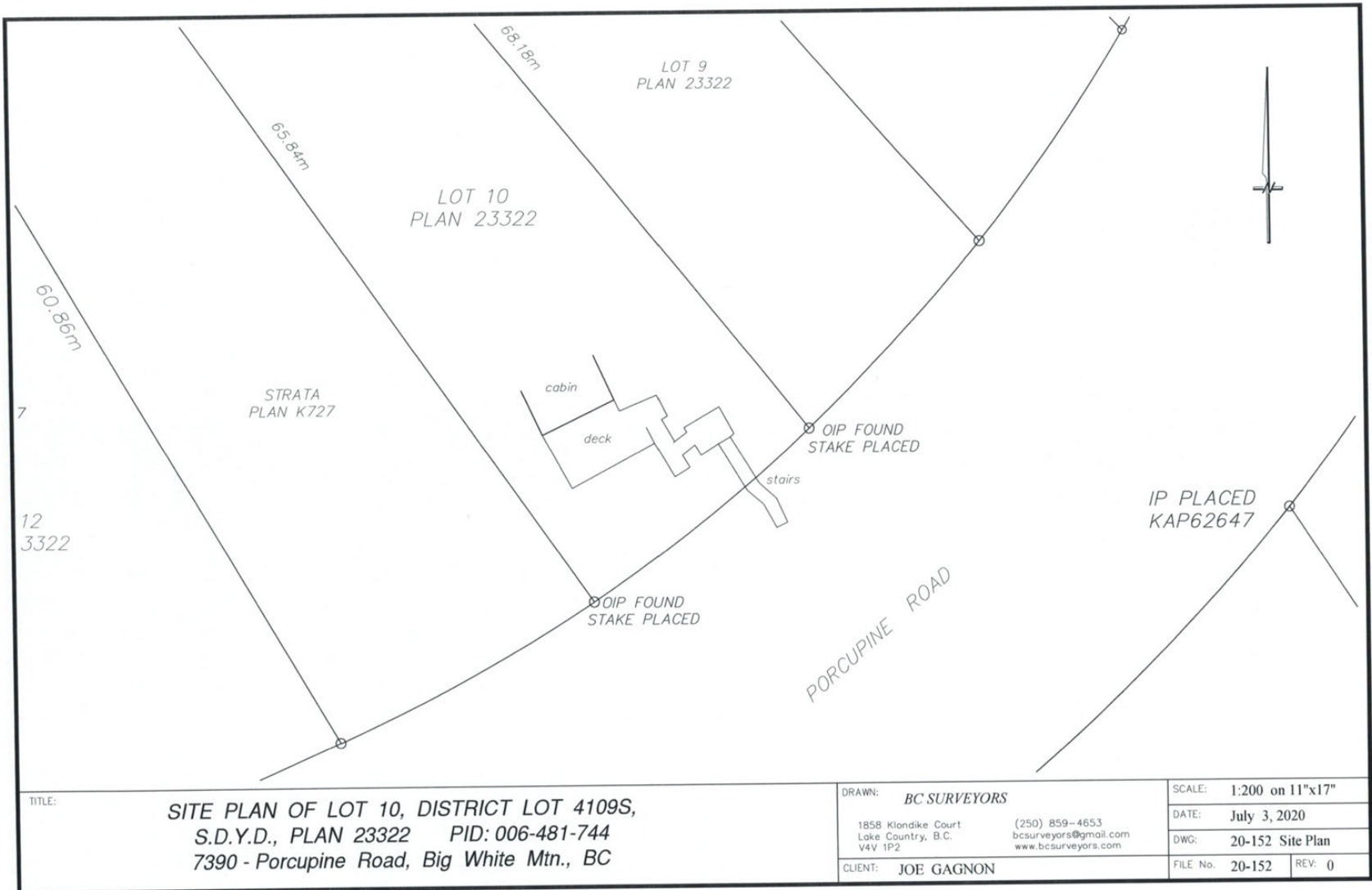
[A] – Site Survey

[B] – BAR Engineering Structure Design

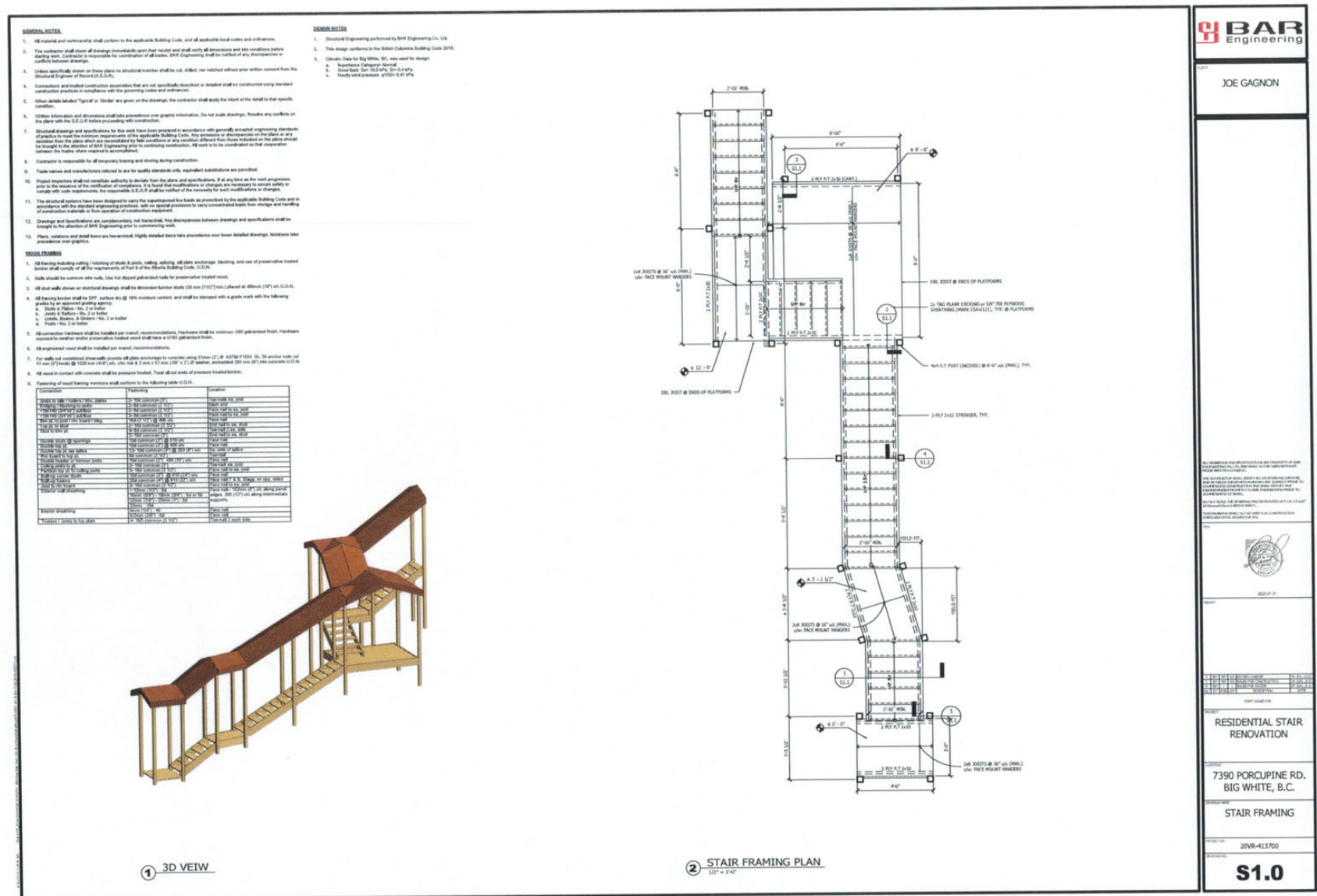
[C] – Design Indicating Setbacks/Property Line

[D]- Copy 2020 Tax Notice

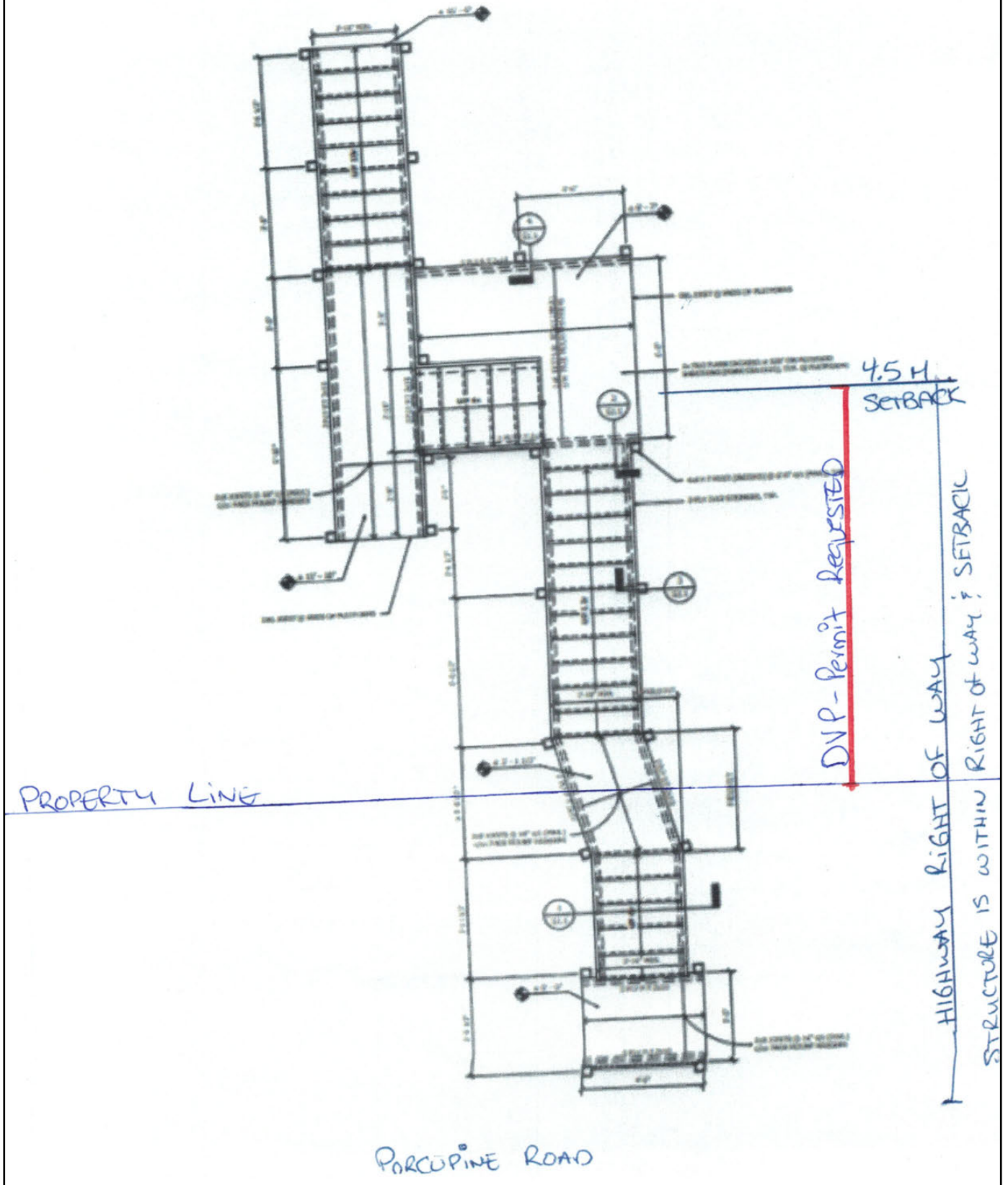
[E] – Encroachment Permit – Ministry of Transportation and related emails



[A] Site Survey



[C] - Design INDICATING SETBACKS



**Development Variance Permit Application – Doyle-Gagnon
Photos of New Staircases Constructed Prior to Board of Directors'
Consideration of DVP Application**

Photo #1: wide view of new staircase from Porcupine Road



Photo #2: close up of first landing attached to existing deck



**Development Variance Permit Application – Doyle-Gagnon
Photos New Staircases Constructed Prior to Board of Directors'
Consideration of DVP Application Continued**

Photo #3: close up of first new staircase



Photo #4: entrance of new staircase





Big White Solid Waste Management

2021 Work Plan



Big White Solid Waste Management

2021

Janine Dougall, General Manager, Environmental Services

Draft Version: Board Nov 26, 2020



Big White Solid Waste Management

2021 Work Plan

Service Name: Big White Solid Waste Management

Service Number: 064

Committee Having Jurisdiction: Board of Directors

General Manager/Manager Responsible: Janine Dougall, General Manager of Environmental Services

Description of Service:

Provides solid waste management services to Big White.

The Big White Refuse Disposal (BWRD) function provides garbage handling services to all properties in the specified area. The function is unique in that all commercial facility solid waste services are provided by the RDKB contractor which is why the function is separate from the Regionalized Solid Waste Management Function (RSWM). The BWRD function only manages Big White garbage; collecting and transporting recyclables is funded by the RSWM function.

BWRD pays the contractor collecting from commercial facilities and the Big White Transfer Station (BWTS). The garbage and recyclable materials from non-commercial sources, generally single-family dwellings or townhouse type facilities is self-hauled by residents to the BWTS.

The BWTS contains a compactor for garbage and a compactor for recycling. The compactors are operated by Big White residents and hauled to Kelowna by the RDKB hauling contractor. The BWTS is maintained under a separate service contract.

Establishing Authority:

Service is established by Bylaws 330 dated June 25, 1981 and Big White Refuse Disposal Service Conversion, Establishment and Amending Bylaw No. 1587, 2015.

Requisition Limit:

As outlined in Bylaw No. 1587, 2015, the maximum tax requisition is the greater of:

- a) Two Hundred and twenty thousand dollars (\$220,000); or
- b) An amount equal to the amount that could be raised by a property value tax of forty four point three cents (\$0.443) per one thousand (\$1,000.00) dollars applied to the net taxable value of land and improvements (calculated maximum is \$410,715).

2020 Requisition / Budgeted Expenditures / Actual Expenditures:

Requisition - \$271,055 / Budgeted Expenditures - \$299,431 / Actual Projected Expenditures - \$299,226

Reserve Balance Projections:

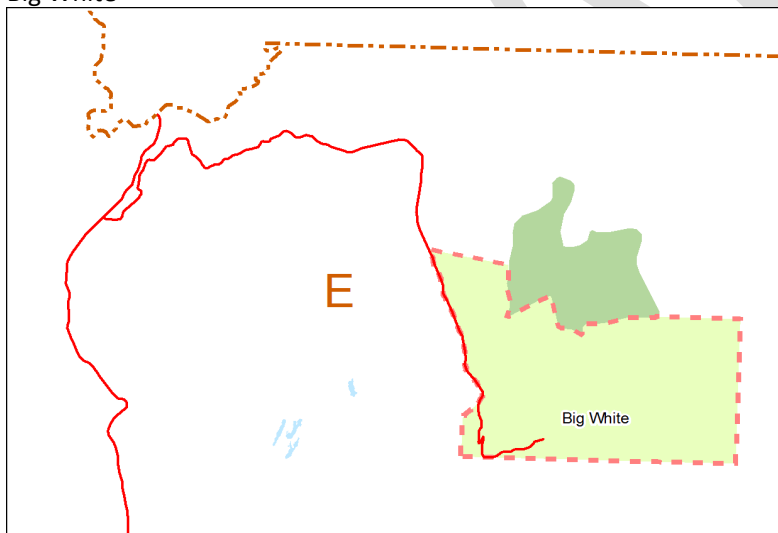
	2020	2021	2022	2023	2024	2025
Opening Balance	\$0	\$5,000	\$5,050	\$10,100	\$15,201	\$20,354
Closing Balance	\$5,000	\$5,050	\$10,100	\$15,201	\$20,354	\$25,557

Regulatory or Administrative Bylaws:

Not Applicable

Service Area / Participants:

Big White

**Service Levels**

Weekly collection from commercial operators, transfer station open 24/7.

Human Resources:

GM of Environmental Services (3.5% FTE), Solid Waste Program Coordinator (3% FTE), contracted collection and transfer station maintenance.

2020 Accomplishments:

RDKB staff have been engaging with Stewards representing provincially regulated extended producer responsibility programs to see if improved access to recycling can be achieved for items such as beverage containers, large appliances, small appliances and household hazardous waste. The intent behind the conversations has been to obtain a commitment from the Stewards to pick up collected products and determine what infrastructure upgrades would be required at the Big White Transfer Station. To date positive conversations have been had with representatives of the large appliance, small appliance, lighting and household hazardous waste programs.

Encorp has initiated an Express and Go pilot program which entails the placement of a customized container (along with power) in which can be stored bags of collected beverage containers. At a separate location a kiosk exists to which people interested in collecting beverage containers sign up for an account and then are printed labels that can be attached to the bags. A local Bottle Depot then removes the collected bags from the container, processes the bottles and distributes the deposit refund to the account holder through electronic means. This type of collection program is seen as a model with significant potential for implementation at Big White and in 2020 Encorp moved forward with establishing an Express and Go bin system at Big White. An agreement was signed with the RDKB to allow the location of the Express and Go bin at the Big White Transfer Station. Upgrades at the transfer station facility to address on-site drainage issues and allow for the potential placement of seacans for collection of stewardship materials had been completed earlier in 2020 and ultimately this work facilitated the quick placement of the Express and Go bin. Other smaller modifications to the inside of the transfer station were also completed to provide the kiosk and label printing system as well as a "Waste Reduction Information Zone".



The Big White Transfer Station Maintenance Contract was extended for an additional year with the existing contractor, to allow for a better understanding of operational needs at the site given the changes associated with the establishment of collection for stewardship materials.

2020 Projects Not Completed:

The Community Issues Analysis Project was delayed due to the challenges associated with the Covid-19 Pandemic. It is anticipated that this project will now be completed in early 2021.

Significant Issues and Trends:

Recycling Contamination Rates:

The BWTS is currently an unattended transfer station which is open 24/7. This operational model creates challenges with inappropriately dumped materials as well as maintaining a clean and tidy facility that meets the expectations of local area residents. To properly screen waste and recyclables the transfer station would need to be controlled which means restricting open hours and having an attendant on duty when the site is open.

An audit of the composition of the recycling stream collected in the unattended bin at the Big White Transfer Station as well as from buildings/commercial business with waste rooms was completed in February 2019. The audit material was gathered between January 31st, 2019 and February 25th, 2019. The audit occurred on February 28th, 2019. The total weight of audited material was 23,082 kgs. The composition of the material in the recycling stream is indicating significant amounts of non-recyclable materials (garbage) are being placed in the bin. Although signs are located at the facility to try and educate residents on what is to go into the bins, the fact that the site is unattended is not helping matters.

The results from the 2019 recycling stream audit are as follows:

Material Type	Percentage Based on Weight
Cardboard (OCC)	40
Garbage	21
Mixed Paper	20
PCF Plastics	11
Glass	4
Tin	3
Plastic Film	1

For the years from 2013-2018 the garbage percentage was between 15-17%. The increase to 21% is seen as a significant issue.

In 2020, the company processing the collected recyclables from the Big White indicated that the amount of contamination must decrease to below 10%. Should the RDKB not be able to reduce the contamination levels in collected materials, by the end of February 2021, the pricing for processing may be increased substantially. New signage was installed at the Transfer Station and it is hoped that further engagement with the community of the importance of recycling properly that the additional costs can be avoided.

Bear Aware:

Another emerging challenge is the increased use of the mountain during the summer months, which is changing the needs for solid waste collection in the community. In 2018, a “pilot” program was initiated by Big White to provide cart collection for garbage and recyclables during a major mountain biking event. Future conversations will need to be had regarding bear proofing the community and having more Bear Aware public education programs.

2021 Proposed Projects:

Strategic Priority	Project name	Days to Complete	Internal/External	Budget (Est)	Risk/priority
	Big White/Idabel Lake Garbage and Recycling Collection Contract Renewal Current Contract Expires August 31, 2021	15	Internal	N/A	High
	Big White Transfer Station Maintenance Contract Renewal	10	Internal	N/A	High
   	Community Issues Analysis	15	Internal	N/A	High

Project: Big White/Idabel Lake Garbage and Recycling Collection Contract Renewal**Project Description:**

The contract with SuperSave Disposal for the provision of garbage and recycling services to residents of Idabel Lake as well as businesses in Big White and at the Big White Transfer Station expires on August 31, 2021. It is anticipated that the work completed during the Community Issues Analysis Project may influence the service levels requested by the community and as such will have impacts to the renewal/procurement process associated.

Relationship to Strategic Priorities:

This project is directly related to the provision of “Exceptional Cost Effective and Efficient Services”.

Project: Big White Transfer Station Maintenance Contract Renewal**Project Description:**

The contract for conducting maintenance activities at the unattended Big White Transfer Station facility expires at the end of June 2021. Work associated with the current contract includes:

- Attending the site on a regular basis to conduct clean-up activities;
- Liaising with building managers, Big White Staff and collection contractor;
- Transporting stewardship and bulky items to Kelowna for appropriate recycling or disposal.

Relationship to Strategic Priorities:



This project is directly related to the provision of “Exceptional Cost Effective and Efficient Services”.

Project: Community Issues Analysis

Project Description:

It is planned that RDKB Environmental Services staff will be active participants in a community issues analysis for Big White, as it is anticipated that solid waste services will be a topic of interest for the community.

Relationship to Strategic Priorities:



Participation in this project will allow for a greater understanding of community concerns and needs which will contribute to the potential future development of solid waste infrastructure to support the goal of landfill extension by “zero waste” under the “Environmental Stewardship/Climate Preparedness” strategic priority area.



This project is also directly related to the provision of “Exceptional Cost Effective and Efficient Services” as well as “Responding to Demographic/Economic/Social Change”.



Given that direct communication will take place with community stakeholders, the strategic priority area of “Improve and Enhance Communication” is also related to this project.

Action Item List

BIG WHITE SOLID WASTE SERVICE			
Initiation Date	Action / Issue	Staff Resources	Comments
Feb. 2016	<u>Solid Waste Removal Policy:</u> That the Committee of the Whole (Environmental Services) direct Staff to carry out community consultation and	Environmental Services Staff	Big White waste management service has since been tendered and contracted for a 5-year term. The overall

	create a Draft Big White Solid Waste Removal Policy. FURTHER, that the draft policy be presented to the COW at a future meeting for consideration, approval, and incorporation into the tender documents for the Big White Solid Waste Service.		policy regarding service levels is under development.
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DRAFT



Regional Solid Waste Management

2021 Work Plan



REGIONAL SOLID WASTE MANAGEMENT

2021

Janine Dougall, General Manager, Environmental Services

Draft Version: Board Nov 26, 2020



Regional Solid Waste Management

2021 Work Plan

Service Name: Regional Solid Waste Management

Service Number: 010

Committee Having Jurisdiction: Board of Directors

General Manager/Manager Responsible: Janine Dougall, General Manager of Environmental Services

Description of Service:

Regionalized Solid Waste Management Services is one of the few fully integrated region-wide services in the RDKB providing solid waste management services to every person, business or organization in the RDKB daily, either directly or indirectly.

Solid waste disposal services are provided to all residents and businesses through landfills and transfers stations. The RDKB operates three regional landfills, three staffed transfer stations, 4 unstaffed transfer stations, as well as curbside organics and garbage collection in the Boundary.

Disposal facilities are regulated by the province and the RDKB must comply with operating certificates and permits that specify responsibilities including but not limited to environmental monitoring, types and quantities of materials buried and site security.

Waste diversion programs, which are an integral component in achieving “zero waste”, include curbside collection, depot operations and partnerships with Extended Producer Responsibility (Stewardship) programs such as RecycleBC and Product Care Recycling.

Establishing Authority:

Bylaw 1090, the service establishment bylaw that created the fully regionalized integrated solid waste management service area states that the purpose of the function is to, “*undertake and carry out, or cause to be carried out solid waste management in and for the local service area (the entire RDKB including all municipalities and electoral areas) and do all things necessary or convenient in connection therewith including, but not limited to, collection, removal, recycling, treatment and disposal of waste and noxious, offensive or unwholesome substances*”.

Bylaw 1090 was established in 2000 to regionalize solid waste management services partly in response to provincial legislation adopted in the early 1990's which delegated responsibility for solid waste management to regional districts.

Requisition Limit:

Bylaw 1090 limits the annual tax requisition to the greater of either \$1,000,000 or \$0.50 of net taxable value of land and improvements in the RDKB, which calculated out sets the current tax requisition ceiling at \$3,348,512.

2020 Requisition / Budgeted Expenditures / Actual Expenditures:

Requisition - \$1,402,108 / Budgeted Expenditures - \$5,706,828 / Projected Actual Expenditures - \$5,855,945.

The majority of revenue is generated from user fees. In 2020, user fee revenue is projected to be approximately \$2,400,000.

Reserve Balance Projections:

	2020	2021	2022	2023	2024	2025
Opening Balance	\$2,032,902	\$2,507,531	\$1,672,597	\$419,323	\$435,516	\$488,051
Closing Balance	\$2,507,531	\$1,672,597	\$419,323	\$435,516	\$488,051	\$522,932

Regulatory or Administrative Bylaws:

RDKB Bylaw 1744, 2020 - A Bylaw to regulate and set fees for the use of Solid Waste Management Facilities in the Regional District of Kootenay Boundary.

Service Area / Participants:

Electoral Area 'A', Electoral Area 'B'/Lower Columbia/Old Glory, Electoral Area 'C'/ Christina Lake, Electoral Area 'D'/Rural Grand Forks, Electoral Area 'E'/West Boundary, Fruitvale, Montrose, Trail, Warfield, Rossland, Grand Forks, Greenwood and Midway.

Service Levels:

The RDKB operates six staffed disposal facilities as follows:

Facility	Location	Hours of Operation	Total Number of Hours Open Per Week
Beaverdell Transfer Station	40 Beaverdell Dump Rd.	Open: Wednesday, Sunday: 10am to 2pm. Closed: Monday, Tuesday, Thursday, Friday, Saturday and Statutory Holidays.	8
Rock Creek Transfer Station	1610 Rock Creek Dump Rd.	Open: Monday, Thursday, Saturday: 10am - 3pm, Sunday: 10am - 5pm. Closed: Tuesday, Wednesday, Friday and Statutory Holidays.	22
Christina Lake Transfer Station	834 Cascade Dump Rd.	<i>September-June:</i> Open: Saturday to Monday, Thursday: 10am to 3pm. Closed: Tuesday, Wednesday, Friday and Statutory Holidays.	20
		<i>July-August:</i> Open: Saturday to Tuesday, Thursday: 10am to 3pm. Closed: Wednesday, Friday and Statutory Holidays.	25
West Boundary Regional Landfill	2050 Motherlode Rd.	Open: Tuesday, Friday, Saturday: 9am to 4pm. Closed: Monday, Wednesday, Thursday, Sunday and Statutory Holidays.	21
Grand Forks Regional Landfill	8798 Granby Rd.	Open: Tuesday to Saturday: 8:30am to 4pm, Sunday: 12pm to 4pm. Closed: Monday and Statutory Holidays.	41.5
McKelvey Creek Regional Landfill	1900 Hwy 3B, Trail	Open: Monday to Friday: 7am-5pm. Saturday, Sunday: 10am-5pm. Closed: Statutory Holidays	64

Unattended RDKB transfer stations are located at:

- Big White
- Idabel Lake
- Christian Valley – garbage only
- Mount Baldy

In addition, green bin (organic food waste) and garbage collection is provided across all electoral areas and municipalities in the Boundary region with the exception of Greenwood.

Residential packaging and printed paper recycling is provided by RecycleBC, which is a non-profit stewardship organization that was formed and is funded by brand holders in response to packaging and printed paper being added to the BC Recycling Regulation. RecycleBC provides recycling collection programs bi-weekly to about 95% of households in the RDKB. Recycling depots funded by RecycleBC and operated by the RDKB provide recycling services to those households not serviced by curbside and are also utilized by households serviced by curbside collection. The RDKB operate recycling bins at 6 staffed facilities plus provide 3 unattended recycling bins (see table below).

Packaging and Printed Paper Depot Facilities Operated by the RDKB:

Location	Residential Drop Off	Residential Funded by RecycleBC	ICI Drop Off
Rock Creek Transfer Station	Yes	Yes	Yes
Christina Lake Transfer Station	Yes	Yes	Yes
Beaverdell Transfer Station	Yes	No	Yes
Big White Transfer Station (Unattended)	Yes	No	Yes
Idabell Lake Transfer Station (Unattended)	Yes	No	Yes
Mount Baldy Transfer Station (Unattended)	Yes	No	Yes
West Boundary Landfill	Yes	Yes	Yes
Grand Forks Landfill	No*	No*	Yes
McKelvey Creek Landfill	Yes	Yes	Yes

Note: *The Grand Forks residential depot was transitioned to the Grand Forks Bottle Depot in October 2018.

Human Resources:

Staff: GM of Environmental Services (80% FTE), Operations Coordinator, Landfill Supervisor, Program Coordinator (95%), Engineering and Safety Coordinator (50% FTE), Clerk (50% FTE), Chief Operator, 2 Drivers, Landfill Operator, 11 Site Attendants.

Contractors: Collections in the Boundary, heavy equipment operations in Trail, various consulting firms retained (groundwater monitoring, volume measurements).

2020 Accomplishments:

Planning Projects

McKelvey Creek Landfill Upgrade Project

As the RDCK was successful in receiving an Organics Infrastructure Grant for the construction of a processing facility near Salmo, BC, this will enable the RDKB to move forward with implementation of a green bin (food waste) curbside collection program in 2022 for residents in the McKelvey Creek Wasteshed.

To facilitate the transport of collected food waste from residential and commercial sources to the RDCK facility, the RDKB will be proceeding with the construction of a transfer station facility at the McKelvey Creek Landfill. Tetra Tech Canada Ltd. was retained to complete preliminary design work in 2020.

The following includes the areas to be investigated/considered during the Project:

- Establishment of new Organic Material Transfer Station Infrastructure;
- Site servicing for water/sewer/fiber optic (eg. tying into Columbia Basin Broadband Corporation Infrastructure);
- Addition of second weigh scale;
- Optimized traffic flow with minimized health and safety issues;
- Potential relocation of existing recycling infrastructure;
- Minimizing impacts to available landfill space;
- Consideration for snow removal/stock pile areas;
- Stormwater collection and drainage.

On September 17, 2020 Tetra Tech Canada Inc. presented two conceptual design options along with Class D cost estimates for the upgrades to the McKelvey Creek Landfill. The purpose of providing the conceptual designs was to receive approval from the Board to proceed with one design, for which preliminary design was to be completed and a grant application submitted with Class C cost estimates to the Investing in Canada Infrastructure Program - Rural and Northern Communities Infrastructure (ICIP-RNC) by October 22, 2020.

At the September 17, 2020 Board meeting the Board selected Option 2, which includes a 50mm water service, on-site septic and two new scales as the preferred conceptual design for the McKelvey Creek Landfill Upgrade Project.

The final report from Tetra Tech Canada Inc., which included Class C cost estimates for the project, was received on October 19, 2020 and subsequently a grant application was submitted on October 21, 2020. Grant announcements regarding successful projects are not anticipated until the fall of 2021. As such, the RDKB will be proceeding with the completion of detailed design in 2021 to allow for construction to occur in 2022.

Green Bin Curbside Collection Program Expansion:

As significant planning and coordination with municipal partners will be required to successfully launch curbside collection programs to approximately 8,000 households, the RDKB formed the East End Curbside Collection Working Group. The Working Group reports to the Solid Waste Management Plan Steering and Monitoring Committee and is comprised of the elected representatives from the City of Rossland, Village of Warfield, City of Trail, Village of Montrose, Village of Fruitvale and Electoral Areas A and B (Lower Columbia/Old Glory).

Landfill Design Operations Closure Plan Updates:

The RDKB has updated the DOC Plan for the West Boundary Landfill. The project was completed in late 2019 and a copy of the Plan was submitted to the Ministry of Environment for review and approval. The RDKB received approval for the plan in the fall of 2020, with additional requirements at the facility that will have to be addressed over the coming years. These issues include:

- Additional environmental monitoring (water sampling and analysis) on Motherloade Creek
- Installation of landfill gas probe/detection system
- Completion of hydrogeological conceptual site model
- Addressing long term issue of bear access to facility
- Testing and assessment of old mining related soils for use as cover material

Operational Based Projects

In 2020 a number of contracts associated with solid waste and recycling operations were either renewed or a procurement process completed.

Boundary Processing Recycling Contract Renewal

The Agreement for the Processing of Certain Materials (Recyclables) contract with Cascades Recovery was renewed in 2020. The RDKB provides the opportunity for businesses to drop off their cardboard, rigid plastic, tin cans and office paper for free at all our staffed Boundary facilities: Christina Lake Waste Transfer Station, Grand Forks Landfill, West Boundary (Greenwood) Regional Landfill, Rock Creek Waste Transfer Station, and Beaverdell Waste Transfer Station. The RDKB also provides drop off through bins at three other unstaffed locations: Mt. Baldy Waste Transfer Station, Big White Waste Transfer Station and Idabel Lake resort community. Materials from the Boundary (except for Big White) are transported by RDKB staff to Cascades Recovery in Kelowna for processing and marketing.

The contamination rate in the recyclable materials collected from Big White has increased in recent years, based on waste audit data. From 2013-2018 the garbage percentage was between 15-17%. In 2019, the value increased to 21% and this is seen as a significant issue.

Under the renewal terms with Cascades Recovery, the RDKB must take actions to decrease the contamination rate to below 10%. Should the RDKB not be able to reduce the contamination levels in collected materials, by the end of February 2021, the pricing for processing may be increased substantially. New signage was installed at the Transfer Station and it is hoped that further engagement with the community of the importance of recycling properly that the additional costs can be avoided.

McKelvey Creek Wasteshed Commercial Recycling Contract Renewal

The Recycling Services Provision Contract - McKelvey Creek Wasteshed is was to expire on April 30, 2020. This work included the provision of a drop off bin at the McKelvey Creek Landfill, the weekly curbside collection services for approximately 50 businesses in Beaver Valley and 80 businesses Rossland and the processing/marketing of the materials (cardboard, rigid plastic, tin cans and office paper).

The provision of curbside collection to business is not provided consistently across the RDKB. Following extensive discussions by the Solid Waste Management Plan Steering and Monitoring Committee and the Board of Directors, a decision was made to discontinue the business curbside collection services provided in the Rossland and Beaver Valley areas. Depot collection services are to remain at the McKelvey Creek Landfill. This transition will occur in 2021 and will make recycling service provision to business more fair and equitable across the RDKB.

Based on the direction from the RDKB Board, a new contract for the provision of depot (bin) drop off services at the McKelvey Creek Landfill was completed.

Capital Projects

Grand Forks Organics Composting Facility Upgrade Project

The intention of this project is to upgrade the composting operation at the Grand Forks Landfill to expand the RDKB's organics processing capacity to include food waste materials from the ICI sector throughout the Boundary region and initiate food waste collection for residents from the City of Greenwood. The upgraded facility will primarily process food waste, wood and yard & garden waste but also septage and biosolids from the City of Grand Forks. The facility will create a Class A product for use in landscaping, erosion control, and agricultural applications throughout the RDKB.

This project has been funded in part by the Government of Canada and the Province of British Columbia through the Low Carbon Economy Leadership Fund - Organics Infrastructure Program. The total project cost is estimated at \$3,546,020. Of this total, \$2,364,012 are grant monies with the remaining RDKB required portion (\$1,182,008) from reserve funds.

The upgrades to the Grand Forks composting operation will include the installation of impermeable surfaces, leachate collection and control, surface and storm water diversion, in-trench active aeration of composting bunkers, and enhanced odour control via GORE membrane covers. Estimate of organic waste processing capacity (tonnes/year): 4,000

In 2020, the consulting firm of Tetra Tech Canada Ltd. was retained to complete required design work for the upgrades for the facility. The supply of the membrane covered composting technology is a critical path activity, and therefore a procurement process was completed for the equipment in advance of the general construction contract. Sustainable Generation was awarded the work associated with supply of materials including GORE membrane covers, monitoring system and blower systems. Sustainable Generation also contributed their knowledge and expertise in the design process for the overall facility.

It is planned to have design work for the project completed by the end of 2020 to allow for a procurement process in early 2021 for general construction activities, which are anticipated to begin in April/May 2021.

Big White Transfer Station Recycling Infrastructure Upgrades

RDKB staff have been engaging with Stewards representing provincially regulated extended producer responsibility programs to see if improved access to recycling can be achieved for items such as beverage containers, large appliances, small appliances and household hazardous waste. The intent

behind the conversations has been to obtain a commitment from the Stewards to pick up collected products and determine what infrastructure upgrades would be required at the Big White Transfer Station. To date positive conversations have been had with representatives of the large appliance, small appliance, lighting and household hazardous waste programs.

Encorp has initiated an Express and Go pilot program which entails the placement of a customized container (along with power) in which can be stored bags of collected beverage containers. At a separate location a kiosk exists to which people interested in collecting beverage containers sign up for an account and then are printed labels that can be attached to the bags. A local Bottle Depot then removes the collected bags from the container, processes the bottles and distributes the deposit refund to the account holder through electronic means. This type of collection program is seen as a model with significant potential for implementation at Big White and in 2020 Encorp moved forward with establishing an Express and Go bin system at Big White. An agreement was signed with the RDKB to allow the location of the Express and Go bin at the Big White Transfer Station. Upgrades at the transfer station facility to address on-site drainage issues and allow for the potential placement of seacans for collection of stewardship materials had been completed earlier in 2020 and ultimately this work facilitated the quick placement of the Express and Go bin. Other smaller modifications to the inside of the transfer station were also completed to provide the kiosk and label printing system as well as a "Waste Reduction Information Zone".



Equipment/Truck Replacement:

A new excavator was purchased to replace an existing piece of equipment in the fall of 2019. Delivery of the new excavator occurred in early 2020 (see picture below). The excavator that was replaced in early 2020 was put up for bid, however no bids were received. A new bid process will be completed in 2020 for this surplus excavator.



In 2020, there were a number of vehicles in the Environmental Service Department that required replacement. In the Boundary, the Service Truck, which was originally planned for replacement in 2019 was replaced following a procurement process. The new Service truck is anticipated to arrive by the end of 2020 and as such the existing surplus unit will be auctioned off through bid in 2021.

Also in the budget for 2020 was the replacement of the 2004 Ford Ranger that was in use at the McKelvey Creek Landfill and a new vehicle for use by Environmental Services Staff out of the main RDKB office in Trail. As the use of the truck at the McKelvey Creek Landfill is limited, the 2015 full-size truck that is currently being utilized by the Operations Supervisor (Boundary) will be transferred for use to McKelvey Creek. One of the new vehicles purchased will be for the Operations Supervisor.

Two new trucks were purchased in 2020 following a procurement process, both of which arrived in 2020. The now surplus Ford Ranger will be disposed of in 2021.



Fuel/Oil Storage Upgrades - Grand Forks Landfill

The current fuel/oil storage infrastructure requires upgrading to meet current regulatory standards such as double wall liners and spill containment system. A procurement process was initiated in the fall of 2020 to purchase the storage infrastructure. Pending delivery of equipment the project will be completed in late 2020 or early 2021.

***2020 Projects Not Completed:***

The projects that were included in the 2020 Work Plan but not completed included:

- Mount Baldy - General Infrastructure Upgrades – The planned installation of concrete slabs for the placement of the bins servicing Mount Baldy was deferred to 2021.

Significant Issues and Trends:***Vandalism and Theft:***

Incidences of vandalism and theft from Solid Waste facilities continued 2020 with multiple occurrences. The primary target of thieves was auto batteries from the heavy equipment in the Boundary. For each incident, the RCMP was contacted and where possible, camera footage was provided. Additional steps are being taken such as installation of additional lights and cameras as well as blocking roads that provide perimeter access to the sites.

Increasing Regulatory Requirements:

The Province of BC continues to impose stricter operating requirements on disposal facilities. There is the potential for these new regulatory requirements to significantly change the design and development requirements for landfills operated by the RDKB. At minimum, these requirements will require greater utilization of third-party qualified professionals for design, testing, analysis and reporting and will increase costs in future years.

In 2019, the Ministry of Environment, Compliance and Enforcement Branch began conducting site visits at RDKB Solid Waste Management Facilities. The last time these types of inspections were conducted

was in 2012. The results of the inspections have shown some deficiencies at RDKB facilities, primarily associated with annual reporting and has also highlighted that some of the language in the existing Operational Certificates are outdated and ideally will be changed in the future.


Marketability of Recyclable Materials:

There are new export restrictions on mixed recyclables. Most of the recyclable material collected in BC is the responsibility of RecycleBC however the materials collected from small business and the few unstaffed depots in the RDKB will have a very difficult time meeting the low contamination levels demanded. Efforts to minimize contamination rates or sort products after collection will increase the cost of these programs.

2021 Projects:

The following projects have been identified for 2021 and have been included in the 2021-2025 financial plan for the Regional Solid Waste (010) Service.

Strategic Priority	Project name	Days to Complete	Internal/External	Budget (Est)	Risk/Priority
  	Big White Recycling Infrastructure Upgrades	15	Both	\$30,000	Medium
	Mount Baldy - General Infrastructure Upgrades	10	Both	\$25,000	Medium
 	Rossland, Beaver Valley Commercial Curbside Collection Program Transition	10	Internal	N/A	High
	Big White/Idabel Lake Garbage and Recycling Collection Contract Renewal	15	Both	Unknown	High
	Weigh Scale Software Upgrades and associated Computer Hardware Upgrades	20	Both	\$100,000	High
 	West Boundary Landfill – Additional Site Investigations	15	Both	\$50,000	High
  	Grand Forks Landfill – Organics Infrastructure Upgrade	25	Both	\$3,024,274	High
  	Boundary Wasteshed - Organics Diversion Expansion	10	Internal	N/A	High




  	McKelvey Creek Landfill – Upgrades	25	Both	\$130,000	High
  	McKelvey Creek Wasteshed Curbside Organics Collection	20	Internal	N/A	
  	Asset Management Planning	Ongoing	Internal	N/A	

Project: Big White Transfer Station Recycling Infrastructure Upgrades

Project Description:

Current recycling opportunities for items such as large appliances, small appliances and lighting products are limited at Big White. Generators of these products are requested to return these items to depots in Kelowna. Unfortunately, many of these items are inappropriately left at the Big White Transfer Station. Due to this, RDKB staff have been working with Stewardship Organizations for products covered under the BC Recycling Regulation to improve recycling opportunities at the Big White Transfer Station. These discussions are progressing and the potential addition of recycling infrastructure is planned for 2021. The proposed infrastructure currently includes the installation of modified sea containers for the collection and storage of products. As similar recycling infrastructure is located at other solid waste management facilities, this project has been included in the Regional Solid Waste Management Service rather than the Big White Solid Waste Management Service.

Relationship to Board Priorities:

-  Continuation of recycling products directly supports the goal of landfill extension by “zero waste” under the “Environmental Stewardship/Climate Preparedness” strategic priority area.
-  This project is also directly related to the provision of “Exceptional Cost Effective and Efficient Services”.
-  The project is anticipated to result in the need for additional education and engagement at Big White to ensure appropriate use of the infrastructure.

Project: Mount Baldy Transfer Station General Infrastructure Upgrades

Project Description:

The RDKB has unattended garbage and recycling bins located to serve Mount Baldy. Currently the bins are on gravel pads that are impacted when the bins are picked up and replaced. The result is bins that are constantly shifting and tilting. A project that has been identified for a number of years is the construction of a concrete pad to place the bins onto to make the user experience better and minimize ongoing gravel pad maintenance activities.

Relationship to Board Priorities:

This project is directly related to the provision of “Exceptional Cost Effective and Efficient Services”.

Project: Rossland, Beaver Valley Commercial Recycling Curbside Collection Program Transition*Project Description:*

The provision of curbside collection to business is not provided consistently across the RDKB. Following extensive discussions by the Solid Waste Management Plan Steering and Monitoring Committee and the Board of Directors, a decision was made to discontinue the business curbside collection services provided in the Rossland and Beaver Valley areas. Depot collection services are to remain at the McKelvey Creek Landfill. This transition will occur in April 2021 and will make recycling service provision to business more fair and equitable across the RDKB.

Relationship to Board Priorities:

This project is directly related to the provision of “Exceptional Cost Effective and Efficient Services”.



The project will require the RDKB to engage with impacted businesses to assist in the transition process.

Project: Big White/Idabel Lake Garbage and Recycling Collection Contract Renewal*Project Description:*

The contract with SuperSave Disposal for the provision of garbage and recycling services to residents of Idabel Lake as well as businesses in Big White and at the Big White Transfer Station expires on August 31, 2021. It is anticipated that the work completed during the Community Issues Analysis Project may influence the service levels requested by the community and as such will have impacts to the renewal/procurement process associated.

Relationship to Strategic Priorities:

This project is directly related to the provision of “Exceptional Cost Effective and Efficient Services”.

Project: Weigh Scale Software Upgrades and associated Computer Hardware Upgrades

Project Description:

Current weigh scale software support will cease at the end of December 2021 (originally installed 2016), therefore upgrading of the scale software is required. Scale software and hardware upgrades to be completed at Rock Creek Transfer Station, West Boundary Landfill, Grand Forks Landfill, Christina Lake Transfer Station and McKelvey Creek Landfill.

Relationship to Board Priorities:



This project is directly related to the provision of “Exceptional Cost Effective and Efficient Services”.

Project: West Boundary Landfill – Additional Site Investigations

Project Description:

The Ministry of Environment and Climate Change Strategy is requiring the completion of additional hydrogeological studies associated with leachate migration potential. In 2021, additional surface water sampling along Motherloade Creek will be initiated. In addition, work will commence on completing a hydrogeological conceptual site model for the site to further assess landfill leachate migration potential.

Bears accessing the waste at the active face of the landfill is becoming a significant issue at the facility. An electric fence has been installed around the site perimeter, however ongoing vandalism which impacts the proper functioning of the fence is resulting in the need to investigate alternative models of operation. The RDKB will be proceeding with an investigation into the construction of an internal transfer station (similar to that at the Grand Forks and McKelvey Creek Landfills) as well as the use of an alternative cover system called an Iron Grizzly.

Relationship to Board Priorities:



The further investigations into environmental impacts and changes to operations is related to the “Environmental Stewardship/Climate Preparedness” strategic priority area.



This project is related to the provision of “Exceptional Cost Effective and Efficient Services”.

Project: Grand Forks Landfill Organics Infrastructure Upgrade

Project Description:

Work will continue in 2021 associated with the completion of the upgrades to the composting facility at the Grand Forks Landfill.

The remaining components of the project that will be completed in 2021 include the following items:

- General Contractor Construction Works
- Engineering/Construction Quality Assurance
- Mobile Equipment Supply of Wood Grinder, Mixer, Screener
- Regulatory Permitting

It is anticipated that the project will be completed in the fall of 2021, which will then allow the expansion of material processed at the facility to include commercial organics, residential green bin from the Village of Greenwood as well as biosolids from the City of Grand Forks.

Relationship to Board Priorities:



The expansion of organic waste collection and composting operations is a significant opportunity for the RDKB to minimize green house gas emissions from landfill. In addition, the upgrades to the Grand Forks Composting facility will result in improvements to leachate collection and management, as well as odour management.



The project have implications to cost effective and efficient services as the benefits will include extending landfill life and minimizing regulatory requirements surrounding landfill gas emissions.



The project will entail significant public and stakeholder engagement in infrastructure development as well as initiating curbside collection programs. Communications will also be required in the marketing of finished compost products.

Project: Boundary Wasteshed - Expansion of Organics Diversion

Project Description:

Once the infrastructure upgrades at the Grand Forks Landfill Composting facility are complete, this will then allow the expansion of material processed at the facility to include commercial organics, residential green bin from the Village of Greenwood as well as biosolids from the City of Grand Forks.

Implementing curbside green bin programs to the residents of Greenwood will be completed in conjunction with the Village of Greenwood. An educational program will be developed for the commercial sector to encourage implementation of organic diversion. One of the key messaging associated with these programs will be to stress the importance of keeping any and all plastic materials out of the collected organics materials.

Relationship to Board Priorities:



The expansion of organic waste collection is a significant opportunity for the RDKB to minimize green house gas emissions from landfill. In addition, the upgrades to the Grand Forks Composting facility will result in improvements to leachate collection and management, as well as odour management.



The project has implications to cost effective and efficient services as the benefits will include extending landfill life and minimizing regulatory requirements surrounding landfill gas emissions.



The project will entail public and stakeholder engagement in initiating curbside collection programs. Communications will also be required for the commercial sector to maximize participation and educate on acceptable materials to be diverted.

Project: McKelvey Creek Landfill Upgrades

Project Description:

In October 2020 the RDKB submitted an application to the Investing in Canada Infrastructure Program - Rural and Northern Communities Infrastructure (ICIP-RNC) for upgrades to the McKelvey Creek Landfill. The upgrades to the facility are required to facilitate the transport of collected food waste from residential and commercial sources to the RDCK composting facility located near Salmo, BC.

As the project is tying in directly with the initiation of curbside green bin programs in late 2022, the RDKB will be proceeding with detailed design, cost estimates and tender development in 2021 to enable required construction activities to be initiated in early 2022.

Relationship to Board Priorities:



The initiation of food waste collection and diversion from landfill is a significant opportunity for the RDKB to minimize green house gas emissions from landfill.



The project has implications to cost effective and efficient services as the benefits will include extending landfill life and minimizing regulatory requirements surrounding landfill gas emissions. In addition, changes to traffic flow and the addition of a second scale will improve wait times and reduce congestion.



The project will entail public engagement in infrastructure development/construction timing as well as initiating curbside collection programs.

Project: McKelvey Creek Wasteshed – Residential Green Bin Program

Project Description:

Work will continue in 2021 to develop and plan for the implementation of residential curbside collection programs for green bin (food waste) in the McKelvey Creek Wasteshed. A grant opportunity under the Organics Infrastructure Program – Collection/Facility was announced in the fall of 2020, with an intake deadline of January 12, 2021. The RDKB will be moving forward with submitting a grant application for the supply of green bins for residential programs as well as educational programs.

Following grant application submission further work on the project will include:

- Educational Roll-Out Planning
- Procurement process for contract work associated with residential curbside green bin program.

Relationship to Board Priorities:



The initiation of food waste collection and diversion from landfill is a significant opportunity for the RDKB to minimize green house gas emissions from landfill.



The project has implications to cost effective and efficient services as the benefits will include extending landfill life and minimizing regulatory requirements surrounding landfill gas emissions.



The project will entail public engagement associated with initiating curbside collection programs.

Project: Asset Management Planning

Project Description:

Participation in the corporate-wide asset management planning process.

Relationship to Board Priorities:



Due to the high costs of solid waste infrastructure such as landfill phase development, leachate collection and treatment, landfill closure and heavy equipment replacement, long term visioning of anticipated costs is critical in the provision of “Exceptional Cost Effective and Efficient Services”. Appropriate long term visioning will also take into consideration changes to demographics as well as environmental and regulatory changes.

Action Item List

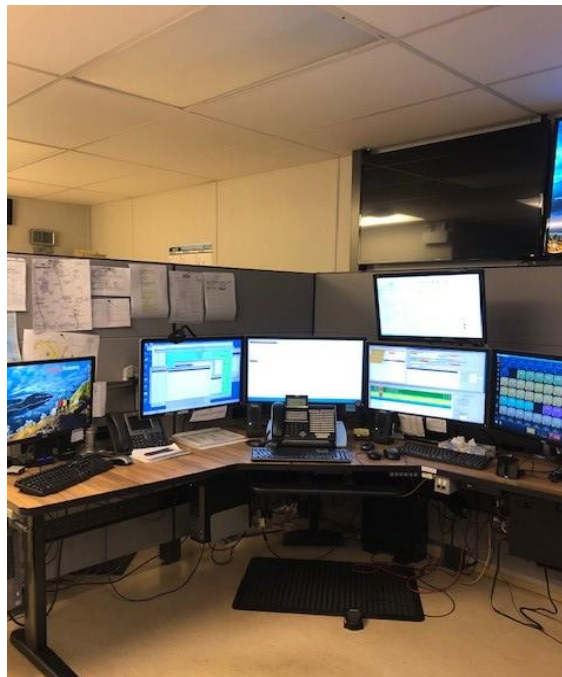
REGIONAL SOLID WASTE MANAGEMENT SERVICE			
Initiation Date	Action / Issue	Staff Resources	Comments
Oct. 2016	<u>Solid Waste Management Plan:</u> That staff proceed with the Solid Waste Management Plan (SWMP) process with the new Provincial Guidelines in place. As part of the planning process, the Solid Waste Management Plan Steering Committee (SWMPSC) is requested	Environmental Services Staff	On-going work, eastern communities organic diversion planning activities underway. The matter is being considered by the SWMP Steering Committee. No change to status, longer

	to look at ongoing collection systems and a plan for the introduction or organics recovery in the east end, the problem of illegal dumping, and the possibility of developing prevention programs.		term project, should refer action item to Solid Waste Management Plan Steering Committee.
May 2017	<u>Organics Collection:</u> Analyze existing collection programs and determine steps to add organics.		Work in progress.



9-1-1 Emergency Communications Service

2021 Work Plan



9-1-1 EMERGENCY COMMUNICATIONS SERVICE

Dan Derby, Regional Fire Chief/Fire Dispatch Manager
Service Number 015
As of November 13, 2020



9-1-1 Emergency Communications Service

2021 Work Plan

Service Name: 9-1-1 Emergency Communications Service

Service Number: 015

Committee Having Jurisdiction: Board of Directors – Protective Services Committee

General Manager/Manager Responsible:

James Chandler, General Manager Operations / Deputy CAO
Dan Derby, Regional Fire Chief

Description of Service:

The RDKB's 9-1-1 Emergency Communications service provides both public safety answering point (PSAP) and secondary service answer point services. Our PSAP service are provided by E-Comm 9-1-1 in Vancouver under contract in partnership with the Regional District Central Okanagan (RDCO). They provide PSAP services for 25 regional districts and communities across British Columbia. A PSAP call center is responsible for answering calls to an emergency telephone number (9-1-1) for police, fire and ambulance services, where they are transferred to the requested agency. Our secondary service answering point services are provided by Kelowna Fire Dispatch, under contract between the City of Kelowna and the Regional District Kootenay Boundary. Their dispatchers are supported by a computer aided dispatch system that allows for swift and easy access to a wide range of information critical to efficient dispatch of fire rescue services.

Establishing Authority:

Section 332, *Local Government Act, RSBC 2015* (formerly Section 796, LGA, RSBC 1996, ch. 323)

Bylaw No. 1152 adopted 26th day of July, 2001

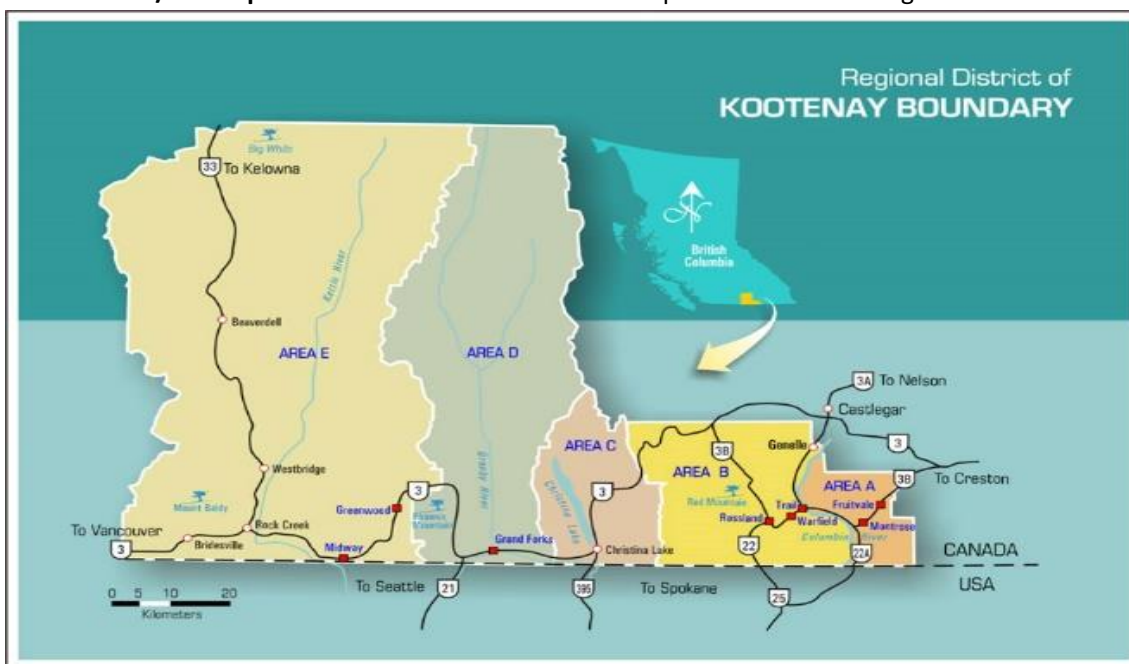
Requisition Limit: N/A

2020 Requisition / Budgeted Expenditures/Actual to end of September:

\$340,735 / \$374,207 / \$139,090

Regulatory or Administrative Bylaws: Not Applicable

Service Area / Participants: All Electoral Areas and Municipalities within the Regional District.



Service Levels: E-COMM 9-1-1(public-safety answering point) and Kelowna Fire Dispatch (secondary safety answering point)

Human Resources:

- General Manager Operations / Deputy CAO
- Regional Fire Chief
 - 1 – Fire & Emergency Services Administrative Assistant
- Kelowna Fire Dispatch
 - Deputy Chief, Communications and Emergency Management
 - Fire Dispatch Supervisor
 - 12 Fire Dispatchers (minimum staffing of 2 at all times)

2021 Staff Time Allocation for Public Safety Services

Position	KBRFR	Emergency Management	9-1-1 Emergency Communications
Regional Fire Chief	50%	25%	25%
Deputy Fire Chief	100%		
Fire & Emergency Services Administrative Assistant	50%		50%

Fire Dispatch Services History (2020 Accomplishments):

In May 2018, Trail Fire Dispatch closed and fire dispatch services were transitioned to the City of Kelowna's Fire Dispatch, under a 5-year contract (April 30, 2018 – December 31, 2022). In September the RDKB, board approved the extension of 9-1-1 agreement with the Regional District Central Okanagan (November 18, 2019 – December 31, 2020).

Operationally all repeater sites have preventative maintenance and repairs completed annually. Renewal of repeater site and network agreements continues to be a priority to ensure the long-term reliability of our fire dispatch network.

September 2020 9-1-1 Emergency Communications Service Workplan Update

Service Name	Project	Budget	Status
911 Emergency Communications Service	Fire Dispatch Network Radio Coverage Assessment	\$10,000	Project did not proceed in 2020. Looking to carry over to 2021.




Significant Issues and Trends:

The transition to Kelowna Fire Dispatch has taken far longer than forecasted by the City of Kelowna in their proposal. This is a result of their underestimating the scope and complexity of the services provided by Trail Fire Dispatch and management staffing changes within the Kelowna Fire Department. Transition projects that were scheduled to be completed by the first quarter of 2019 are still ongoing. Additionally, the time and effort to address operational issues with the dispatch services has continued to utilise department staff time in excess of the anticipated level of effort and continued throughout 2020, effecting staff resource and time for other work plan projects.

While four of the seven departments serviced by our dispatch network upgraded to a fibre network connection through the transition process in 2018. The other three fire departments (Greenwood, Midway & Beaverdell) will need to be upgraded to a fibre connection when fibre connectivity is available to Kelowna.

Upgrades to our repeater site and dispatch centres radio networks will provide significant cost pressures moving forward (2022) to meet fire service operational needs and federal Next Gen911 standards. The planned Fire Dispatch Network Radio Coverage Assessment will address the January 2017 Board Action Item, “Greenwood Area Communications Gap”.

Our contract with Kelowna Fire Dispatch terminates on December 31, 2022. On or before December 31st, 2021, either party is required to communicate to the other their interest in negotiating terms of a subsequent agreement.

2021 Projects				
Strategic Priority	Project name	Internal/External	Budget (Est)	Risk/priority
  	Fire Dispatch Network Radio Coverage Assessment	Both	\$35,000	High

Legend – RDKB Board Strategic Priorities



Environmental Stewardship/Climate Preparedness



Exceptional Cost Effectiveness and Efficient Services



Responding to Demographic/Economic/Social Change



Improve and Enhance Communication



Emergency Preparedness Service

2021 Work Plan



CARMI WILDFIRE AUGUST 19, 2020

EMERGENCY PREPAREDNESS SERVICE

Mark Stephens, Manager of Emergency Programs

Service Number 012

As of November 26, 2020



Emergency Preparedness Service

2021 Work Plan

Service Name: Emergency Preparedness

Service Number: 012

Committee Having Jurisdiction: Board of Directors – Protective Services Committee

General Manager/Manager Responsible:

James Chandler, General Manager Operations / DCAO

Dan Derby, Regional Fire Chief / Fire Dispatch Manager

Mark Stephens, Manager of Emergency Programs

Description of Service:

The Emergency Preparedness Service has been established to provide an integrated and effective approach to emergency preparedness, response, recovery, and mitigation within all municipalities and electoral areas of the Regional District of Kootenay Boundary (RDKB). An Emergency Management Program Agreement has been implemented to facilitate the cooperation between the Regional District and participating municipalities. The Agreement outlines the process by which resources are shared and how joint or Regional Emergency Operation Centers are established. Under the agreement, everyone adheres to one Regional Emergency Plan (the Plan).

The Plan provides the policies and procedures as the framework to guide Regional District activities before, during and after an emergency event. Based on the BC Emergency Management System, the plan is intended to meet the requirements of all applicable Provincial legislation and regulations. The RDKB works cooperatively with other internal and external Emergency Plan Holders, Agency Partners and Emergency Responders to ensure a state of readiness should an emergency or disaster occur. In addition to reviewing the Plan along with its policies and procedures on an on-going basis, Emergency Program staff participate in annual exercises and training to further advance the ability of the RDKB and partner municipalities to effectively coordinate the response to any emergency or disaster that

occurs within the Region. Additionally, individuals and families within the Regional District must also take the necessary steps to prepare for emergencies and disasters.

A strong, well-resourced and well-supported Emergency Preparedness Service will ensure that the RDKB's response to, resiliency during, and recovery from emergency events within the District will be greatly enhanced.

Establishing Authority:

Section 332, Local Government Act, RSBC 2015 (formerly Section 796, LGA, RSBC 1996, ch. 323)

Bylaw No. 1256 Electoral Areas 'A', 'B', 'C', 'D' & 'E' for the purpose of establishing an Emergency Response and Recovery Plan(s) for the RDKB, adopted January 27, 2005.

Bylaw No. 1286 amending Bylaw No. 1256 to include all municipalities within the RDKB, adopted November 24, 2005.

Bylaw No. 1613 RDKB Emergency Planning Service Establishment Amendment Bylaw approving the City of Rossland's re-entry to the service as a participant.

Requisition Limit: Not Applicable

2020 Requisition / Budgeted Expenditures / Actual to end of September 2020:

\$266,894/ \$590,582 / \$873,392

Regulatory or Administrative Bylaws:

Bylaw No. 1312 A bylaw to regulate the RDKB Emergency Management Organization as a service of the RDKB, adopted May 4, 2006.

Legislation & Regulations:

Provides authority for and governs operations and service delivery.

- Local Government Act
- Community Charter
- Emergency Preparedness Act
- Emergency Program Management Regulation
- Local Authority Emergency Management Regulation
- Compensation and Disaster Financial Assistance Regulation

Service Area / Participants: All Electoral Areas and Municipalities within the Regional District.



Service Levels

Emergency planning, preparedness, response, mitigation, and recovery services.

Human Resources:

- General Manager, Operations / DCAO
- Regional Fire Chief
 - Manager of Emergency Programs
 - Emergency Program Coordinator
 - Fire & Emergency Services Administrative Assistant

2021 Staff Time Allocation for Emergency Preparedness Service

EM Staff	Operational FTE	Operational Days	Project FTE	Project Days
Manager of Emergency Programs	76%	171	24%	54
Emergency Program Coordinator - 2 year term	76%	171	24%	54
Fire & Emergency Services Administrative Assistant	50%	112.5		0
Regional Fire Chief / Fire Dispatch Manager	25%	56.25		0

The staffing table above shows the configuration of staffing for 2021. In September the Deputy Flood Recovery Manager/ Manager of Emergency Programs resigned from his position creating a 1.0 FTE vacancy for two years that will be filled as outlined in the 2020-2025 five year financial plan. Staff are currently working to recruit to this position for the two year term.

2020 Events:

The RDKB Regional EOC was first activated on March 10th at a level one for freshet monitoring. This was followed by a further level 1 EOC activation of March 18, 2020 in response to COVID-19. For the first time in RDKB history we were asked to be a host community for the RDCK for up to 187 households that were being placed on evacuation order due to flooding concerns. The RDKB EOC team performed incredibly well given the short amount of notice they were given and the high level of stress in the situation. The EM program saw two responses due to extreme weather, these types of responses are becoming more and more common as our region is affected by climate change.

Below is a list of events within the RDKB in 2020.

- Extreme cold, January 2020, 2 days, Planning/ Monitoring
- COVID-19 March 2020, 45 Days, Level 1 Activation
- Snow Ghost Inn roof collapse, April 2020, 3 days, Level 2 ESS Response
- Freshet, March-July 2020, 105 days, Level 3 Activation
- Salmo/Ymer Evacuation, May 2020, 2 Days, Level 3 Activation
- Extreme weather, June 2020, 2 days, Level 1 Activation
- Wildfire, August 20, 10 days, Level 2 Activation

Total days in response for 2020: 167 days

A ratio of response to recovery work that is widely used in the Emergency Management field is 1:50. This means that for every one day the EOC is active, there will be 50 days of recovery work. A response is defined as an event that requires the activation of the EOC.

In 2020 the following projects were completed.

- Evacuation Route Planning, grant - complete
- Boundary ESS/ Canadian Red Cross Mobile Office and Storage, grant –Complete
- ESS/CRC Technology Kits, grant – Complete
- Emergency Program Act Modernization consultation - ongoing
- 2018 CRI FireSmart Project, grant – 90% complete
- Flood Response plan review – 50 % Complete
- EOC Technology and training grant – 25 % complete
- 2018 Freshet Response claim process Completed
- 2018 Freshet Recovery Completion

Significant Issues and Trends:

In 2020 the EM program returned to a trend that is dominated by Emergency Operation Centre (EOC) Activations, with over 165 days spent in the EOC. This trend puts enormous pressure on the Emergency Management program as well as other departments within the RDKB. 2021 will be the first year that the EM program has 2.0 FTE available for response and project work. This is partly due to the completion of the 2018 Freshet response financial claims and recovery activities that have required considerable program resources. It is hoped that this should result in the

easing of pressure on other RDKB departments by being able to handle smaller emergencies with little assistance from other departments. This coupled with a larger number of RDKB and member municipal staff being trained should allow for better business continuity during larger emergencies.



Climate change remains a large threat to the over all operation of the EM program. In the past five years the EM program has responded to two devastating wildfire season, three devastating freshets and a growing number of extreme weather events. The increased volume of events puts a strain on the daily and regulatory operation of the Emergency Program and this pattern also highlights the need for significant application of resources to Emergency Management functions within local government.

The Province of BC is undergoing a modernization of the Emergency Program Act with an aggressive timeline of consultation in 2020 and implementation in 2021. The EM program has provided feedback during the two opportunities which have be given. The latest information on the process is that the Province will be in a position to table legislation in the spring of 2021, EMBC is currently saying that there will be a “phased in approach” to the legislation to help local authorities cope with the changes. From the information that has been shared there is likely to be significant downloading of responsibilities and tasks on the local emergency programs.

The Work Plan projects as detailed below represents roughly 398 days of staff time to complete. Given the five-year average event workload and Emergency Program administrative workload of 171 days, the total time available in 2020 for Work Plan projects is **54 days**.

The list of projects below is roughly ordered based on what the Emergency Management staff see as Board priorities, funding availability and best use of staff time.

Project time cutoff line

Normal Activation		54 day project time given 5 year EOC activation average.
No Activation		If 2021 has no EOC activations an additional 68 days will be available for project work. The Emergency Program will update the Board of Directors as to this status during the quarterly updates.

Legend – RDKB Board Strategic Priorities



Environmental Stewardship/Climate Preparedness



Exceptional Cost Effectiveness and Efficient Services








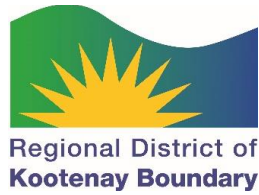
Responding to Demographic/Economic/Social Change



Improve and Enhance Communication

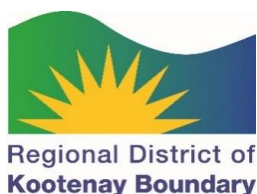
2021 Project list

Strategic Priority	Project name	Days to complete	Internal/External	Budget (Est)	Risk/priority
   	Update Regional HRVA	40	Both	\$1,000	High
   	Update Regional Emergency Plan	40	Both	\$1,000	High
   	RDKB FireSmart Program	20	Both		High
   	RDKB EOC Activation Business continuity planning	40	Both		High
   	Pet & Livestock Plan	30	Internal	\$1,000	High
   	EOC Staff Training/ Orientation / Exercise	20	Internal		High
  	Development of an RDKB wide community wildfire risk and prevention plan	15	External	\$50,000.00	High
 	Public Education and Community Outreach	20	Both	\$4,000	High
  	Flood Fighting Trailer Grant Request	15	Internal	N/A	Medium
	Records management of EM files	10	Internal	N/A	Medium
 	Analysis and recommendation of best practices re: emergency evacuations	15	Both		Medium
 	Analysis of the rapid damage assessment process used in 2018, identify best practices	3	Internal		Medium
  	Remote river monitoring system	40	Both		Medium
  	Scoping for a stand-alone EOC for Grand Forks	10	Both		Low
 	Pre-positioning emergency management supplies across the Boundary region	20	Internal		Low
 	Development of a common IT operating platform for EOC operations	20	Internal		Low
  	Regional weather station network	40	Both		Low
Total		398			



2021 Work Plan - Draft **BUILDING INSPECTION SERVICES**





BUILDING INSPECTION SERVICES

Service Name: Building Inspection Services

Service Number: 004

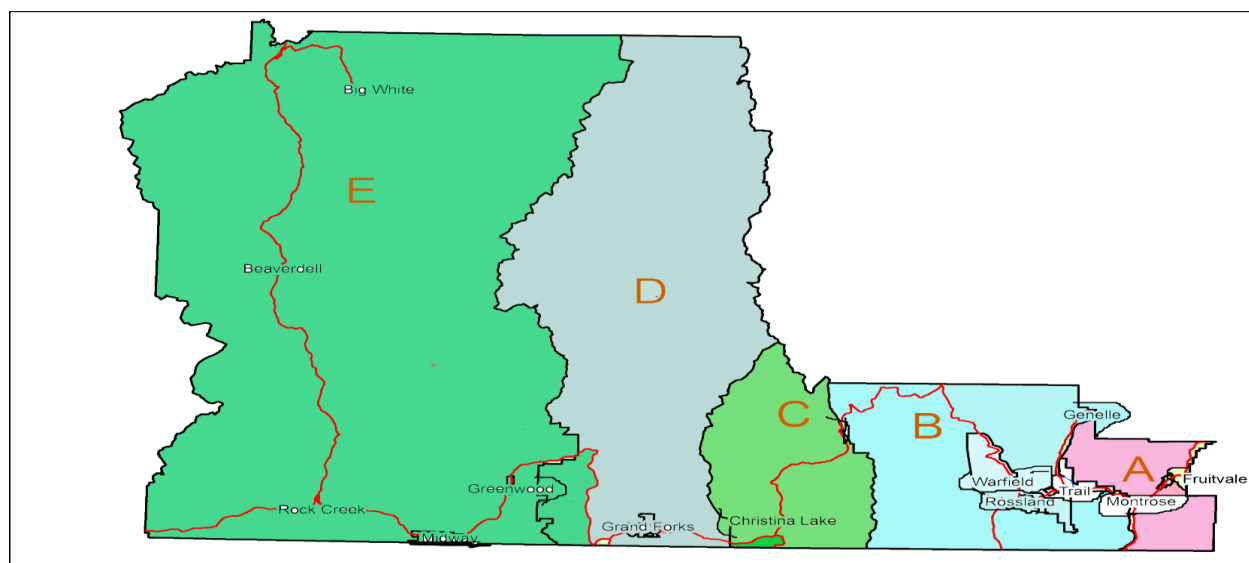
Committee Having Jurisdiction: Committee of the Whole – Finance

General Manager/Manager Responsible:

J. Chandler, General Manager Operations/DCAO / B. Champlin, Manager of Building Inspection Services

Description of Service:

Building Inspection Services provides building and plumbing inspection throughout all electoral areas. The service also provides building and plumbing inspection services to six municipalities on a contract basis.



Structure of Building Inspection Services

RDKB Building Inspection Services is considered to be an electoral area service. It was one of the RDKB's first services established upon incorporation, under Letters Patent. RDKB Bylaw No. 1, 1966 was the original regulatory building bylaw for the electoral areas. It has since been replaced by Bylaw No. 449, 1985 and amendments thereto, as the regulatory bylaw that currently applies to all of the electoral areas. The service was converted in 1989 to an extended service established by bylaw (Bylaw No. 619, 1989).

Municipal Contracts

Over the years, the RDKB established contracts with several member municipalities for the purpose of providing building inspection services to municipal partners. This contract arrangement recognizes the economies of scale associated with sharing building inspection service among the participating jurisdictions. The current contracts with the municipalities were originally developed in 1994. At that time each of the eight municipalities signed contracts for building inspection service. Since then, two municipalities have used the termination provisions in the contract to withdraw from the contractual arrangement. The City of Rossland terminated its contract with the Regional District in 2008; but has since approached the Regional District to engage in a new contract to provide vacation relief services for the City of Rossland's Building and Plumbing Official. Discussions are underway, but the details of the contract have not been finalized. The City of Grand Forks terminated its contract in 2013.

The contracts with municipalities have been reviewed twice since they were originally signed in 1994 with no resulting changes to the structure of the service or the contracts themselves.

The contract outlines the elements of the building inspection service for which each party is responsible. Each participating municipality contributes to the costs of operating the service based upon a formula that is contained within the contract. The formula for determining each participant's financial contribution to the service utilizes three methods of apportionment:

1. Each participating member municipality and electoral area contributes a basic service fee determined by apportioning the costs of the Manager of Building Inspection Services salary plus a 40% administration fee among the participants, on the basis of population;
2. Based upon the actual value of permits issued two years previous, each member municipality and electoral area pays an additional fee as follows:
 - i. \$5.00/\$1,000 of residential permit value;
 - ii. \$2.00/\$1,000 of commercial permit value;
 - iii. \$1.00/\$1,000 of industrial permit value;
 - iv. \$1.00/\$1,000 of institutional permit value;
3. Additional funding requirements for the operation of the service after the above-described fees have been allocated are apportioned among the participating municipalities and electoral areas on the basis of Hospital District Assessment.

Under the terms of the contract, all building permit fees generated from within a municipality are returned to that municipality.

Because one of the apportionment considerations is the actual value of permits issued two years previous (i.e. apportionment in 2020 is based upon each participant's respective construction values in 2018), there has been some variability in the requisition paid by participating members from year to year. Significant requisition increases in any given year have generally been associated with increased construction values within that municipality, so building permit fee revenues returned to the municipality tend to offset requisition increases - to varying degrees.

Establishing Authority:

Section 332, *Local Government Act, RSBC 2015* (formerly Section 796, LGA, RSBC 1996, Ch. 323)
Building and Plumbing Inspection Extended Service Establishment Bylaw No. 619, 1989

Requisition Limit: No requisition limit

2020 Requisition / Budgeted Expenditures / Actual Expenditures:

\$1,086,485 / \$1,189,958 / \$804,944 (Year to date Actuals, current to the end of September 2020)

Regulatory or Administrative Bylaws:

RDKB Building and Plumbing Amendment Bylaw No. 1741, and amendments thereto

Service Area / Participants:

Throughout all electoral areas; and the following municipalities, on a contract basis:

- City of Trail
- City of Greenwood
- Village of Fruitvale
- Village of Montrose
- Village of Warfield
- Village of Midway

Human Resources:

The Manager of Building Inspection Services is responsible for operational management of the Building Inspection Service, along with the other services within his mandate. The department is currently staffed with nine employees plus the manager. All employees report directly to the Manager of Building Inspection Services.

Staffing for the department is composed of:

- Two Building and Plumbing Officials – Grand Forks
- Three Building and Plumbing Officials - Trail
- 1 Clerk/Secretary/Receptionist – Grand Forks
- 1 Clerk/Secretary/Receptionist – Trail
- Manager of Building Inspection Services – Trail
- 2 (*Relief coverage/casual Clerk/Secretary/Receptionists*) – Trail and Grand Forks

The Building Inspection Department's staff contingent is split between two work sites. In the Trail office, there are currently two Level 1 Building and Plumbing Officials, 1 Level in training, and 1 Level 3 Building and Plumbing Official (Manager) and 1 full time Clerk/Secretary/Receptionist, with 1 Vacation Relief Clerk/Secretary/Receptionist that serve all of the Lower Columbia communities in Electoral areas A and B, except Rossland.

In the Grand Forks office there are two full time Building and Plumbing Officials once again, as we have hired a level 1 building official to fulfill our vacant position. We also have one Clerk/Secretary/Receptionist, one Vacation Relief Clerk/Secretary/Receptionist, all serving Electoral Areas 'C' - Christina Lake, 'D' – Rural Grand Forks and 'E' – West Boundary.

2020 Accomplishments:

Building Permit Applications

The primary goal of the Building Inspection Department is to provide the most effective and efficient building inspection services possible on a day-to-day, operational basis for all of our clients that the department serves within our electoral boundaries and regional communities. Accordingly, one of the goals of the 2020 departmental work plan was to *“Continue to provide prompt and effective building and plumbing inspection services”* for home owners, contractors, developers and other industry stakeholders throughout our region”. With the onset of the Covid-19 Pandemic and the closing of our offices to the public, we have adapted relatively well to using other platforms such as zoom, WebEx and face time to host meetings, conduct building and plumbing inspections, complete plan reviews, issued permits and provide other services associated with building inspection department. In addition to learning how to become more versatile using other electronic platforms to conduct our business, we also purchased two new laptops for our clerk, secretary, receptionists in both the Trail and Grand Forks offices, in order to make our operations more mobile in the event that unforeseen circumstances cause us to relocate to another building in the future. Throughout the year we have received several comments from our industry stakeholders regarding our customer service, promptness of inspections and issuance of building permits, which during this Pandemic has been very positive, as our building department staff are very conscious about the customer service they provide and are always concerned about meeting the needs of homeowners, contractor and other industry stakeholders in the building community. Inspections are conducted on the day they are requested, unless the day is full, then they are conducted on the following day. Building Permits are normally issued within 10 working days once all the information has been submitted by the homeowner or contractor; however, in the past few months, we have

experienced some delays in receiving the required information from the applicants which in turn has increased the wait times for our clients to receive their finalized building and plumbing permits.

Operations of the building department are largely reactive in nature, responding to applications for building projects with professional plan reviews, a series of inspections for each project, and required documentation.

While the number of building permits is down slightly for 2020 from 2019 totals, the value of construction decreased significantly in 2020.

The detailed statistics, with building permit numbers and values of construction to **September 2020** are broken down by electoral area and municipality in the table below:

Total Permits in September 2020 was **365** versus **393** in September of 2019.

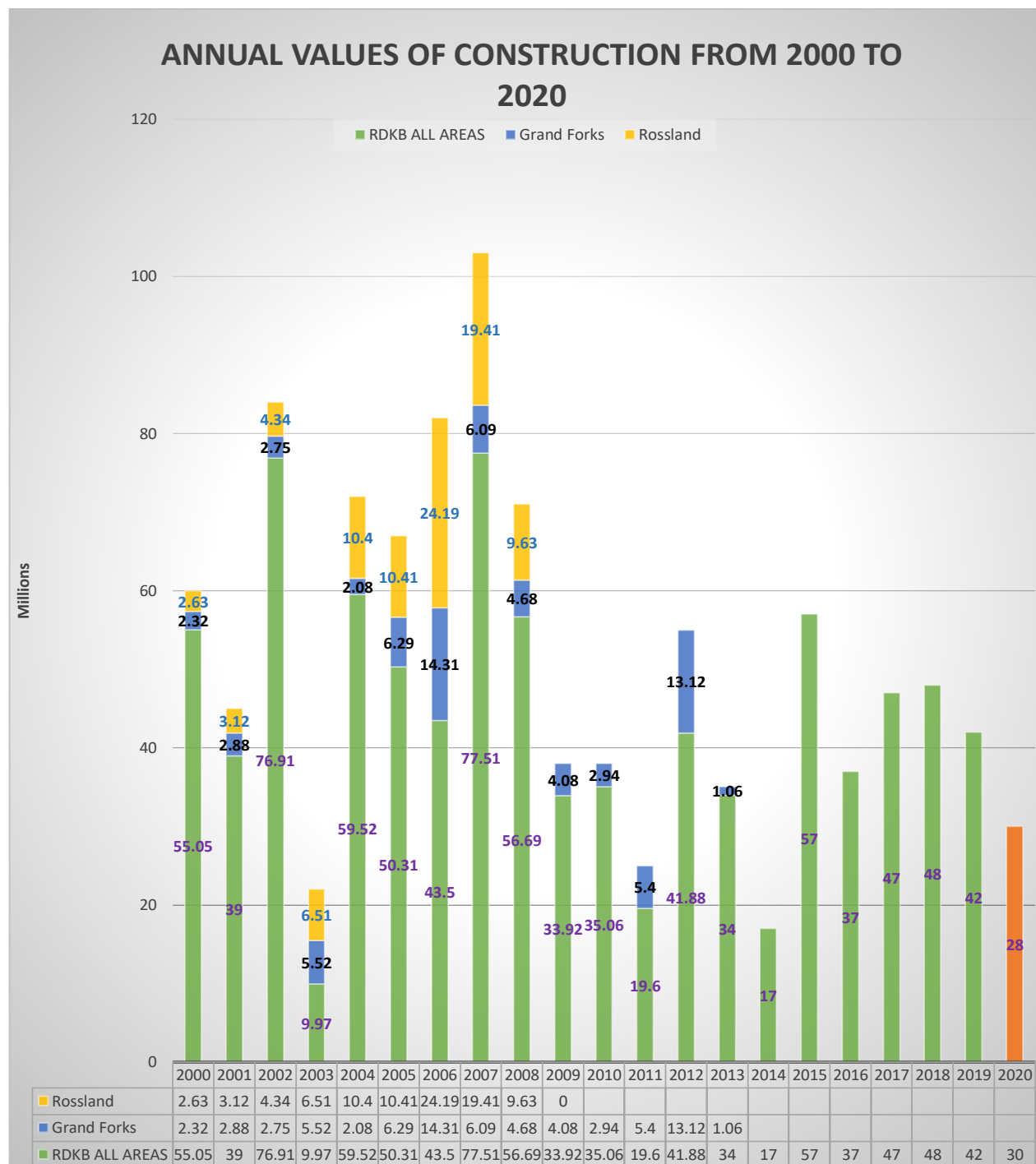
Revenue in construction value of permits for 2020 = **\$27, 815,146** versus **\$42,079,124** in 2019.

A difference of – \$14,263,978 less than in 2019.

COMPARISON BUILDING REPORT FOR 2019 AND 2020 (TO END OF SEPTEMBER 2020)

AREA	# PERMITS	# UNITS	TOTAL VALUE
FRUITVALE			
Year Ending 2020	28	4	\$1,421,515
Year Ending 2019	34	3	\$2,450,976
GREENWOOD			
Year Ending 2020	3	1	\$162,000
Year Ending 2019	10	0	\$189,980
MIDWAY			
Year Ending 2020	8	1	\$670,500
Year Ending 2019	8	3	\$441,734
MONTROSE			
Year Ending 2020	14	0	\$431,980
Year Ending 2019	8	0	\$117,800
TRAIL			
Year Ending 2020	119	13	\$6,856,736
Year Ending 2019	127	6	\$7,114,139
WARFIELD			
Year Ending 2020	16	2	\$2,012,450
Year Ending 2019	13	1	\$385,000
AREA 'A'			

Year Ending 2020	28	3	\$1,872,745
Year Ending 2019	22	4	\$1,656,147
AREA 'B'			
Year Ending 2020	18	2	\$627,650
Year Ending 2019	31	8	\$2,791,931
AREA 'C'			
Year Ending 2020	32	7	\$3,218,040
Year Ending 2019	44	16	\$5,868,700
AREA 'D'			
Year Ending 2020	40	7	\$3,120,280
Year Ending 2019	39	11	\$2,998,317
AREA 'E'			
Year Ending 2020	31	9	\$2,721,500
Year Ending 2019	31	12	\$4,978,200
AREA 'BIG WHITE'			
Year Ending 2020	28	11	\$4,699,750
Year Ending 2019	26	11	\$13,086,200
TOTAL YEAR ENDING 2020	365	60	\$27,815,146
TOTAL YEAR ENDING 2019	393	75	\$42,079,124



The above graph represents the fluctuations in the Annual Values of Construction in Millions, for all areas from 2000 to 2020 including Rossland until 2008, and Grand Forks until 2013. The orange column represents the actual values of construction to the end of September 2020.

Significant Issues and Trends:

Building Activity

While the increased building activity over the past couple of years, economic projections, and local anecdotal information, are now showing that building activity in 2021 will continue to decline at the beginning of the year and may continue with lower permit numbers and revenue throughout the year.

If we look at the graph above showing the variables in construction values measured along a timeline of 20 years, we can see that in every five and six years or so, the value of construction is fairly consistent then drops down for a year or two then back up for the next five or six years and continues along this path in a relatively consistent cycle.

New Inspection Checklist Procedures

During 2020, the Building Inspection Department further refined the building and plumbing inspection checklists that we have been using to ensure that each inspection on a project is conducted and documented uniformly and consistently with the requirements of the respective building bylaws.

During the course of the year it was identified that the inspection checklist is being used more consistently by all inspectors and ongoing consistency is imperative to our operations in order to reduce our risk of liability. Moving forward, our goal for 2021 is still 100% compliance which is achievable once we move to an electronic inspection software program.

We purchased the mobile inspection software through CityView this year and training will begin in December 2020 with the use of this program coming online in January of 2021. The benefits of electronic inspection software in addition to being simple and easy to use, is the consistency that is automatically achieved when a user enters data into the inspection program; leaving no room for complacency. In addition to this, once the report is filed, a copy of the inspection is automatically sent to the Contractor, Owner or both, and Building Department along with any photographs of deficiencies that were taken during the inspection.

Building Bylaw Review

Another goal identified in the 2020 departmental work plan was to review and develop a new building bylaw. The Building Inspection Department has revised the current building bylaw that applies to the electoral areas (Bylaw 449, 1985) as the Municipal Insurance Association of BC has now produced an updated "Core Building Bylaw" for local governments to use as a model bylaw to minimize their liability exposures. It was expected that the new building bylaw would be ready for adoption by the Board in late February or early March of 2020; however, we chose to delay adoption of this bylaw until we had explored all of the provisions of the Provincial Energy Step Code that will come into force in the new BC Building Code in 2022. After significant research and review by staff, the board decided to proceed with voluntary compliance and no additional language is required to be written into our proposed Building Bylaw No. 1741, 2020 which is currently in the process of being vetted by our lawyers and being made ready for introduction at the RDKB Board of Directors meeting being held on December 9, 2020.

Asbestos Exposure Control Safe Work Procedure Implementation – Ongoing

All Building Officials are currently complying with the Asbestos Exposure Control Safe Work Procedure plan implemented by the department back in 2016 and this will continue to be a departmental goal from year-to-year. In addition to this, we have written requirements for building owners, contractors and developers to submit to our office in advance, or have copies of the hazardous materials assessment report on the building site for older buildings built prior to 1990 and undergoing renovations where hazardous materials could affect the health and safety of building officials and others.

Prior to entering a building site, we require access to a copy of the hazardous materials assessment report and follow up report, confirming that the site has been made safe and any asbestos or other hazardous materials that had previously been identified in the hazardous materials assessment, have been removed and the building is now safe for entry.

We have also developed a written notice for identifying the WorkSafe BC OHS regulations for asbestos and hazardous materials and have included this handout inside all of our building permit application forms, which provides the basic requirements and contact information for WorkSafe BC.

Enforcement

Ongoing enforcement of the various building bylaws administered by the department throughout the RDKB was also a goal of the 2020 work plan and will continue to be a departmental goal from year-to-year. Staff reports to the Board recommending enforcement action against property-owners in contravention of the Building Bylaw were prepared and acted upon throughout the year relating to rural properties. Similar reports were prepared and sent to municipal staff for properties located within the participating municipalities for Council consideration.

Continuation of the Mentorship Program for RDKB Building and Plumbing Officials to achieve Level Qualifications

Annual Review and Update:

The mentorship program is on track, with all building officials working towards higher levels of qualification and we continue to support their efforts through supplementary educational course, while advancing their levels of certification as well by providing a combination of experience and training to meet their needs.

2021 PROJECTS

Legend – RDKB Board Strategic Priorities



Environmental Stewardship/Climate Preparedness



Exceptional Cost Effectiveness and Efficient Services



Responding to Demographic/Economic/Social Change



Improve and Enhance Communication

Project: New Provincial Building Official in Training Program – Trainee Class & Reliance Class Building Official Endorsement

Project Description:

This program is for all Building and Plumbing Officials in the Province who currently do not meet the Provincial Qualification requirements to regulate Building and Plumbing codes and will not have achieved the required qualifications prior to the Provincial Qualifications coming into force under the BC Building Act on February 28, 2021 and those persons with no qualifications wishing to enter into this profession.

Members of the Trainee Class are registered Officials who are temporarily allowed to make Code compliance decisions on buildings or plumbing systems for which they would not otherwise be qualified for. These individuals are permitted to do this because they are actively pursuing the skills and knowledge needed to successfully pass the qualification exams for that level.

Initially this program was developed as an introductory program for unqualified persons to enter the profession, except that it became clear that there was also a need for those persons with some qualifications to be able to further develop their careers, through additional ongoing training as well.

Under the current system building and plumbing officials must pass qualification exams within a certain period of time, which ends on February 28, 2021. After this date holding the appropriate qualifications to conduct plan reviews and inspections becomes a prerequisite for employment, meaning that whatever level these individuals are currently qualified to practice at is the level of inspections they will be qualified to work at. As we have several building and plumbing officials below level 3, we have the option to enroll them into this new program to develop their current skills further to reach level 3 building and level 2 plumbing, which will permit them to make limited decisions at these higher levels under the direction of their manager or supervisor.

Project Timelines and Milestones:

This new program will begin on or before February 28, 2021 and will continue for up to two years for those pursuing the Building Official Level 3 in-Training program.

Project Risk Factors:

There is a significant risk to the ability of the department to conduct plan reviews and building inspection after February 28, 2021 if these goals are not achieved, and this program provides an opportunity to achieve a higher level of qualification, and reduces the risk of liability for local governments as their members are being mentored and trained to meet best practices guidelines throughout this process.

Internal Resource Requirements:

The project will be administered by the Building Inspection Department and the program will be supplemented by courses at BCIT for Level 3 Education and Camosun College for Levels 1 and 2 Plumbing Education.

Estimated Cost and Identified Financial Sources:

The primary source of funding would be the annual tax requisition and it is anticipated that no additional revenue will be required over and above those resources previously allocated in 2021 budget, as much of this training will be in-house. Training allowances are found in GL Page 11 of the budget under "Travel Expenses" and includes Technical Seminars, Technical Conferences, and Training and Examinations.

Relationship to Board Priorities:

This project supports the following categories for the RDKB's strategic plan:



Exceptional Cost Effectiveness and Efficient Services

Project: **Asset Management Planning**

Project Description:

Participation in the corporate-wide asset management planning process.

Project Timelines and Milestones:

Throughout 2020-2021.

Project Risk Factors:

Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

Internal Resource Requirements:

The corporate asset management plan is being led by the Finance Department, with participation by all other departments.

Estimated Cost and Identified Financial Sources: N/A

Relationship to Board Priorities:

This project supports the following categories for the RDKB's strategic plan:



Exceptional Cost Effectiveness and Efficient Services





General Government Services (Administration)

2021 Work Plan

(Draft #1- To Board of Directors November 26, 2020)



2021

Mark Andison,
Chief Administrative Officer



General Government Services (Administration)

2021 Work Plan

Service Name: General Government Services

Service Number: 001

Committee Having Jurisdiction: Board

General Manager/Manager Responsible:
Mark Andison, CAO

Description of Service:

This service provides legislative and administrative support to the Board.

The legislative of the service include:

1. Provision of broad legislative, legal and administrative support to the overall Board (001) and RDKB staff
2. Regional Districts must establish Statutory Officer positions (LGA 234 (1) (a)), including a position to manage legislative/corporate services
3. Corporate obligations are similar to those of a “clerk” and which are legislatively required for this position include the following powers, duties and functions:
 - a. ensure meeting agendas and minutes are prepared
 - b. keeping bylaws
 - c. acts as Commissioner for taking Oaths and Affidavits

- d. certifying documents and custody of the Corporate Seal
- e. processes and manages official documents related to land transactions and property transfers
- f. conflict of interest and ethics
- g. legal matters
- h. Freedom of Information Protection of Privacy Officer, and
- i. Paper and Electronic Records Management

This service also includes Finance, which is primarily responsible for compliance with the financial reporting requirements of various levels of government, including the budget and financial plan, the annual preparation of the audited Financial Statements, Statement of Financial Information Act and additional reporting required by the Ministry. Finance is also responsible for investments, risk management, insurance, asset management, payroll, accounts receivable, customer billings and supplier payments.

Also included is information technology which performs the primary functions of service desk, infrastructure, and mobile/wireless services for the organization.

The corporate communications function is also included under General Government Services, however the costs of corporate communications are shared between three services (General Government Services 55%; Electoral Area Services 35%; Emergency Preparedness 10%).

The RDKB's climate action and sustainability functions and initiatives also included under this service.

The RDKB's occupational health and safety program also falls under the General Government Services area of responsibility.

Other items included are legal support, liability insurance, consultant fees, etc.

Establishing Authority:

Local Government Act Sections 233, 234, 236, 263
 RDKB Officer Establishment Bylaw No. 1050; 1999

Requisition Limit:

Not Applicable

2020 Requisition / Budgeted Expenditures / Q3 Actual Expenditures:

\$521,653 / \$3,944,385 / \$2,216,015

Regulatory or Administrative Bylaws:

RDKB Procedure Bylaw No. 1720, 2020

Service Area Map



Service Area / Participants:

All Electoral Areas and Municipalities within the Regional District

Service Levels

1. Maintains Best Practices and protocols for Board and Committee meeting administration, keeping current with legislative changes that affect the RDKB
2. Committee and Board meeting scheduling and meeting notices (confirmation, cancellations etc.).
3. Committee and Board agendas.
4. Attends Committee and Board meetings as meeting/minutes recorder.
5. Voting rules.
6. Bylaws: Procedure Bylaw, Loan Authorization Bylaws, Member Municipality and RDKB Security Issuing Bylaws, Conversion Bylaws (from SLPs to Establishment), Service Establishment and Service Establishment Amendment Bylaws.
7. Administrative policies.
8. Freedom of Information and Protection of Privacy Officer.
9. Paper and electronic records management.
10. Manage RDKB contracts, agreements, leases etc.-signing authority.
11. Special projects (e.g. staff training (FOI, records management, electronic signatures, privacy impact assessments, records retention) and performs other duties as assigned in accordance with departmental and corporate objectives.
12. Advice, information-sharing, training and coaching and support to staff as well as oversees staff administrative procedures, RDKB events, internal health and wellness matters.
13. Management of the Regional District's administrative facilities.

14. Management of the RDKB sustainability program.
15. Undertaking the Regional District's obligations to develop and manage an organization-wide occupational health and safety program.
16. AKBLG and UBCM Resolutions.
17. Oversees, manages and is first point of contact for employees regarding the RDKB Employee and Family Assistance Program (EFAP).

Human Resources:

Administration:

- CAO
- General Manager, Operations / DCAO (70%)
- Manager of Corporate Administration
- Executive Assistant
- Clerk/Secretary/Receptionists (1.8 fte)
- Corporate Communications Officer (54%)
- Manager of Infrastructure and Sustainability (15%)
- Engineering Technician (25%)
- Manager of Facilities and Recreation (East End) (10%)
- Manager of Facilities and Recreation (Grand Forks) (5%)
- Senior Energy Specialist

Finance:

- General Manager of Finance
- Financial Services Manager
- Financial Analyst
- Financial Specialist
- Accounting Clerk/Receptionist

Information Technology:

- Manager of Information Services
- Network Infrastructure Analyst
- Web/Help Desk Analyst

2020 Accomplishments:

Significant headway has been made in the development of an Asset Management Plan for the Regional District. Staff is continuing to work with the consultants to complete detailed data collection for remaining facilities. Staff has worked with the consultants on the development of dashboards for each service that will lead to financial strategies and an Asset Management and Inventory Plan Report. Along with a property appraisal that was undertaken for all RDKB properties in the fall, we

have been provided with third party condition assessments for our assets which will add value to our asset management plan.

For the Big White Community Issues Assessment project, Urban Systems Ltd. continues work on the project doing background research and those components of the project that do not entail public engagement due to COVID restrictions. The timeline for completion of the project has been extended into 2021 to allow an opportunity for public consultation during the winter operating season. Early closure of the resort in March due to COVID 19 concerns required the original consultation plan to be re-vamped. Ministry of Municipal Affairs and Housing staff have reviewed the new project plan/timeline and have approved the changes.

Implementation of the Corporate Communications Plan was on-going through 2020 with a focus on completion of the RDKB Website Redesign, and launch of the RDKB Online Newsletter, both being implemented in the fall of 2020.

Board room audio-video upgrades were completed in early 2020, with 1080p cameras being deployed.

Work on implementing the new Cityview software suite continued through 2020 with cutover to the live suite occurring in the fall of 2020.

With respect to the new primary corporate data storage replacement project, a request for proposals process resulted in the selection of a new Nutanix hyperconverged suite of storage products, including a Cloud disaster recovery service, which will greatly enhance the capacity of the RDKB to recover from site disasters. The hardware came in slightly under budget at \$118,874. The equipment has arrived and live cutover will be completed by Q1 2021.

Work on Freedom of Information and Protection of Privacy Act inquiries has continued to intensify over 2020. A new RDKB *Administration of the Freedom of Information and Protection of Privacy Act Bylaw* was developed and subsequently adopted at the October 29th Board meeting.

After months of bylaw development work by staff and multiple reviews by the Board, the RDKB adopted a new Procedure Bylaw at the June 25th meeting of the Board of Directors.

Lease assignment transfers for the rural Grand Forks fire halls was completed during 2020 with assistance from the RDKB's solicitors.

Work has continued through 2020 to install electric vehicle charging infrastructure at both the Trail and Grand Forks RDKB administration buildings and a Low Carbon fleet Management Plan has been drafted.

Considerable work has been completed in reviewing BC Energy Step Code options for the RDKB with the Board selecting a path forward in late 2020. Related to that work, work was initiated on Community Energy Retrofit Plan options.

A preliminary petition process has demonstrated an interest from the Anaconda community in pursuing a RDKB service establishment process. Consultation with the Anaconda community about parcel consolidations as a precursor to service establishment has been delayed due to COVID-19 restrictions.

Significant Issues and Trends:

Over the past couple of years, human resource issues have escalated in number and complexity. This represents a significant challenge for the RDKB, considering the size of the organization and the lack of any dedicated human resource staff positions.

The cost of providing the administration service is distributed to services through a Board Fee. A review of the Board Fee is expected to continue into 2021 and form part of the 2021 budget and five-year financial plan deliberations. The Policy and Personnel Committee has been reviewing alternative options presented by staff as a new Cost Allocation Policy.

Access to information requests continue to increase which has a significant time and resource impact on all departments. Multiple requests are now processed on a weekly basis.

Increasing involvement and partnership agreements with the Provincial government, other local governments, non-profit, and local community groups.

More public consultation, outreach required for special projects and legislative changes to respond to growing customer expectations.

Ongoing improvement in efficiency and effectiveness of action items, tasks, duties, etc.

The trend of increasing EOC activations of longer duration and complexity has the potential for significant impacts on staff resources and Work Plans. Staff involvement in Emergency Management, EOC training and activations will continue to be a growing responsibility for Regional District staff.

There will be a significant amount of time required of all management staff relating to Asset Management. It is expected that the plan will need to be developed, reviewed, and revised continuously moving forward.

Legend:



Responding to Climate Change Impacts



Cost Effective and Efficient Services



Responding to Demographic / Economic / Social Change



Improve and Enhance Communication

2021 Project Summary

Relationship to Board Strategic Priorities	Project	Internal / External Resources	Risk/Priority
	Asset Management – develop a corporate plan and training of staff to maintain database, etc.	Led by GM Finance, with GM Operations and GM Environmental Services as sub-leads. Consultant services being utilized with further anticipated grant funding.	High
	Big White Community Issues Assessment	Led by GM Operations / Deputy CAO, with involvement by multiple departments and utilizing consultant services	High
	RDKB Photo Refresh Project	Led by Corporate Communications Officer with assistance from photo consultants.	High
	Digital Maturity Mapping	Led by Corporate Communications Officer with assistance from consultants.	Medium
	Public Engagement Policy and Framework	Led by Corporate Communications Officer with assistance from consultants.	Medium
	Completion of rdkb.com Website Re-design	Led by Corporate Communications Officer with input from all departments, utilizing external consultant specialists	High
	Communications Plan Update	Led by Corporate Communications Officer	Medium
	RDKB Brand Refresh Project	Led by Corporate Communications Officer with assistance from consultants.	Medium

Relationship to Board Strategic Priorities	Project	Internal / External Resources	Risk/Priority
	Internal Communications Plan	Led by Corporate Communications Officer	Medium
	Online Engagement Continuity	Led by Corporate Communications Officer with input from all departments, utilizing external consultant specialists. utilizing external online engagement platform	High
	Digital Strategy	Led by Corporate Communications Officer	Medium
	Security Gateway Replacement – installing new higher capacity digital gateways to enable improved remote work and access	Manager of Information Technology and IT staff	High
	Server Services Rebuild – to modernize data centre operations	Manager of Information Technology and IT staff	Medium
	Virtual Desktop Infrastructure Virtual private network (VPN) upgrades to enable more functional remote work	Manager of Information Technology with input from other departments	High
	Electronic and Paper Records Management (RDKB Internal Filing Systems)	Jointly led by the Manager of Corporate Administration and Manager of Information Technology, with assistance from Administration staff	Medium
	Primary Corporate Storage Replacement	Led by Manager of Information Technology, with Network Infrastructure Analyst	High

Relationship to Board Strategic Priorities	Project	Internal / External Resources	Risk/Priority
	Development of Annual Report with summary of achievements along with anticipated GFOA award submission	Led by GM Finance with input from all departments.	High
	Operational Reviews and Implementation of Best Practices / Restructure	This could be a 1-3 year project for a dedicated human resource position, focusing on solid waste management and Grand Forks Aquatic Centre worksites first.	High
	Energy and Climate Change Project – Fortis BC Agreement	Led by Senior Energy Specialist	High
	Community and Corporate Climate Plan	Led by Senior Energy Specialist with input from all departments, utilizing external consultant specialists	High
	Energy and Climate Change Project – Part 2	Led by Senior Energy Specialist	High
	Anaconda Community Water Service Establishment Review	Led by Environmental Services with assistance of multiple departments	High
	Work with Non-Profit Organizations in the Boundary to Assist Facilitation of Community Meat Processing and Food Hub Projects	Largely Finance Department staff involved in receiving dispersing and ensuring reporting on grant funds from the provincial government	High



STAFF REPORT

Date: 26 Nov 2020 **File**
To: **Chair Langman and Board of Directors**
From: Freya Phillips, Senior Energy Specialist
Re: Community Energy Retrofit Approach

Issue Introduction

A staff report from Freya Phillips, Senior Energy Specialist regarding Community Energy Retrofit approach for the Regional District of Kootenay Boundary.

History/Background Factors

Province

The Province has indicated that new standards for building upgrades and retrofits will be developed by 2024 and will be directed by the updated National Energy Code due 2022. At this point, it is unclear what the provincial policy will look like, and what role local governments will have.

The RDKB Housing Stock

The Kootenay Boundary region has 18,300 private homes with 7,600 in the RDKB electoral areas. Around 69% of the region's homes were built before 1980 when the energy efficiency requirements in the building standards were lower. Generally, they have poor airtightness and consume more energy and according to the 2016 Census data, 10% of the region's housing stock is in need of major repair.

Benefits and Challenge of Energy Retrofits

A building energy retrofit is a renovation to an existing building that aims to reduce energy usage and/or greenhouse gas emissions. This can range from minor retrofits targeted at "low hanging fruit" to deep retrofits where there is an extensive overhaul of the buildings systems.

Benefits of Energy Retrofit - There are many potential benefits to undertaking building energy retrofits which include improved home comfort, improved indoor air quality, reduced repairs and maintenance requirements and costs, reduced energy consumption resulting in lower utility bills, and reduced greenhouse gas emissions.

Barriers and Challenges - Despite the benefits, the uptake of energy retrofits is low. Some of the common barriers include high capital cost of energy-efficient upgrades, lack of consumer knowledge and information, the complexity of home energy evaluation reports, and lack of skilled and knowledgeable contractors advocating energy retrofit work.

The uptake of existing incentive programs suggests the market cannot solely rely on this to increase energy efficiency in existing building stock and overcome the barriers.

The RDKB work to date on Community Energy Retrofit

Income Qualified Programs - Based on the 2016 census data 34% households in the region earn less than \$40k therefore could be eligible for the free Energy Conservation Assistance Program or other energy efficiency income qualified programs. Building awareness of these programs is being done through local service organizations and community groups that provide support to income qualified people. This has started with Trail FAIR, Community Volunteer Income Tax Program and the Age Friendly programs.

Promotion of Existing Programs - Promotion and awareness of existing programs available to residents of the RDKB. The new RDKB website will promote energy efficiency and climate action, along with where to find free energy coaching and information on incentives. The promotion of the small business programs is done through the local Chamber of Commerces.

Kootenay Clean Energy Transition - A tri regional initiative with RDCK and RDEK facilitated by Community Energy Association and Kootenay Employment Services to expedite the clean energy transition through:

- Capacity building and training for building industry
- Aggregated procurement
- Focused micro-pilots/prototyping
- Consistent marketing and communications

Community energy retrofit approach

The below summarizes the suggested additional elements to a Community Energy Retrofit approach.

Home Energy Evaluation Trial - This small-scale trial would target people that are considering home renovations in the next year or so in two different areas of the region. The trial will provide home renovators with a home energy evaluation outlining potential energy retrofit opportunities that can be factored into their home renovations. The purpose of the trial is to understand their renovation priorities and drivers, effectiveness of evaluation communication tools, decision making process when renovating a home and barriers to undertaking energy retrofit opportunities.

Income Qualified - Continue to work with service organizations across the region with an increased focus on the Boundary. In addition, explore with FortisBC opportunities for enhanced income qualified community programs.

Contractor Education and Accreditation – In the Kootenay Boundary, there are minimal trades participating in the FortisBC and / or BetterHomesBC programs. These programs provide opportunity for best practice training, contractor recognition and provide assurance to customers. The aim is understand the barriers, increase awareness of these programs and training opportunities within the region.

Implications

Staff time: The implementation of the proposed additional elements of the Community Energy Retrofit approach will involve the Senior Energy Specialist time. It does form part of the existing FortisBC agreement year 2 workplan and is part of the Energy and Climate Action project in 001 General Administration Service workplan until August 12, 2021.

Financial: A FortisBC funding application will be required to cover the expense of the home energy evaluations and advertising the trial.

Advancement of Strategic Planning Goals

The RDKB Community Energy Retrofit approach advances the Environmental Stewardship/Climate Preparedness strategic planning goal.

Background Information Provided

Attachment 1 – Summary of Energy Retrofit Options

Alternatives

1. That the Regional District of Kootenay Boundary Board of Directors receive the Staff Report.
2. That the Regional District of Kootenay Boundary Board of Directors refer the Staff Report back to staff for further investigation as directed by Board.
3. That the Regional District of Kootenay Boundary Board of Directors do not receive the Staff Report.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors receive the Staff Report.

Attachment 1 – Summary of Energy Retrofit Options

Below is a summary of different potential elements of community energy retrofit program:

Education and Awareness - Resident

See the Heat (Thermal Imaging Camera) - Residents are provided the opportunity to take home a thermal imaging camera that connects to a smart phone to learn more about the energy efficiency of a home – inside and out. The idea is that using the cameras and providing energy saving tips / pathway will influence residences to adopt energy efficiency measures.

MyHeat software (Neighbourhood Thermal Imaging) provides thermal imaging of rooftop heat loss for every residential structure within the community. The data is collected with a plane flying over the city at night. The platform also allows residents to connect to energy efficiency programs.

Home Energy Evaluation - Residents can access an energy evaluation to determine what energy efficient upgrades (retrofits) can be done to reduce energy consumption. This EnerGuide evaluation is based on construction and operating conditions of the house and estimates annual energy consumption.

Energy Coach / Coordinator – to assist and support with the options and opportunities to improve the energy efficiency of homes, generally based on an EnerGuide home evaluation completed prior.

Education and Awareness – Building Industry

Trade Networks connect contractors with customer who are looking for safe, energy-efficient equipment installation and service. Most programs require the organization to undergo pre-qualification including licensed with Technical Safety BC, WorksafeBC coverage, insurance, quality checks on installations and best practice installation training. In return, builders receive training and advertising incentives.

Builder and Trade Education Programs to increase skills and knowledge.

Real Estate Energy Efficiency Program that educates realtors about energy efficiency benchmarking and home retrofit incentive programs that are available to homeowners. This is done in small groups who also explore practical ways to incorporate energy efficiency seamlessly into the sales process.

Incentives

Rebates – the aim help overcome the barrier of higher up-front costs of energy-efficient products or services by offering a financial refund to lower costs. Utilities are required to provide product incentives.

Local Government Top-Ups - are offering top-up rebates to the CleanBC Better Homes and Home Renovation Rebate Program on products, home evaluations or reduction in energy consumption.

Financing

Local Improvement Charge (LIC) / Property Assessed Clean Energy (PACE) Financing - BC has not developed LIC or PACE enabling legislation, therefore municipalities are currently limited in terms of implementing a local program.

Low Interest Loans – low interest financing to undertake energy retrofit e.g. FortisBC heat pump loan, bank or credit union for energy efficiency upgrades, local utilities on-bill financing.

Regulatory and Policy

Energy Codes - The Province indicated in the CleanBC Plan that it intends to implement a retrofit code by 2024. In its absence, the RDKB cannot create its own code. A legal opinion obtained by the City of Victoria suggests that BC local governments can require an EnerGuide assessment as a condition of receiving a building permit, however cannot require energy efficiency levels or upgrades.

Home Energy Labelling - Residential home energy ratings be disclosed at various trigger points (e.g., time of home listing or sale). Local Governments cannot require home energy labelling, but provincial governments can and through CleanBC.



STAFF REPORT

Date: 26 Nov 2020 **File**
To: **Chair Langman and Board of Directors**
From: Freya Phillips, Senior Energy Specialist
Re: FortisBC BuildBetter Funding Agreement

Issue Introduction

A staff report from Freya Phillips, Senior Energy Specialist regarding the approval of the FortisBC BuildBetter funding agreement.

History/Background Factors

On September 17, 2020 the Regional District of Kootenay Boundary (RDKB) Board of Directors committed to the implementation of the BC Energy Step Code (ESC) through voluntary compliance from January 1, 2021. This means when an owner or a builder applies for a building permit to construct a new building in the RDKB electoral areas, they have a choice to go down the energy performance compliance path or the existing prescriptive path in the Building Code.

One of the key drivers for the RDKB to implement voluntary compliance with the ESC was to help the building industry, energy advisors and building officials prepare for the mandating of ESC in the 2022 BC Building Code. The aim is to build local knowledge and skills, minimize the risk of non-compliance and the cost to consumers.

FortisBC's BuiltBetter Program

FortisBC currently provides sponsorship funding for builder-related event in return for a speaking, or other promotional opportunities to inform attendees about their rebate programs. In addition, FortisBC has developed a pilot BuiltBetter Communities Program to supporting a more

holist approach and a series of events to help in the transition to the ESC and building high performance buildings.

The RDKB Build Energy Smart

The RDKB has developed a Build Energy Smart plan to support the implementation of ESC. The plan focuses on:

- internal training for building inspectors and planners,
- further development of RDKB guidance materials and handouts,
- increasing awareness of ESC across the region,
- a series of builder and industry events including new techniques for constructing high performance buildings.

In addition, the RDKB is proposing to launch a project in Join the Conversation to provide the building industry with access to resources, information on education and training sessions, materials guidance, provide regular updates and gather their feedback.

The RDKB is able to gain funding for the implementation of the plan through the FortisBC pilot BuiltBetter Communities Program.

Implications

Financial: The FortisBC's BuiltBetter Communities Program funding covers the cost of implementing the plan, \$18,690. This includes the cost of speakers and trainers, advertising of events, the generation of resources and guidance materials, capturing some training on video and the training course registration fees for RDKB staff. FortisBC will provide 80% of the funding upfront and 20% on completion of the plan in 2021.

Staff Time: Building industry awareness & education is part of the Senior Energy Specialist year 2 workplan under the FortisBC agreement. The plan is scheduled to be completed at the end of the Senior Energy Specialist year 2 workplan in August 2021.

As raised in the Staff Report - Implementation of BC Energy Step Code, staff time is required for training building inspectors and also planners.

Do nothing

The RDKB can apply for FortisBC sponsorship funding for each builder event rather than the activities outlined in the plan. The FortisBC sponsorship funding would not cover the RDKB staff training costs or the generation of additional guidance materials.

Advancement of Strategic Planning Goals

Environmental Stewardship/Climate Preparedness

Background Information Provided

1. FortisBC BuildBetter Funding Agreement

Alternatives

1. That the Regional District of Kootenay Boundary (RDKB) Board of Directors approve the FortisBC Build Better funding agreement for the amount of \$18,690. FURTHER that the Board approve the authorized RDKB signatories to sign and enter into the agreement. FURTHER that the 2020-2024 Financial Plan Bylaw 1735 be amended to include \$2,750 in 2020 and defer \$15,940 to 2021.
2. That the Regional District of Kootenay Boundary Board of Directors refer the Staff Report back to staff for further investigation as directed by Board.
3. That the Regional District of Kootenay Boundary Board of Directors do not approve the FortisBC Build Better funding agreement.

Recommendation(s)

That the Regional District of Kootenay Boundary (RDKB) Board of Directors approve the FortisBC Build Better funding agreement for the amount of \$18,690. FURTHER that the Board approve the authorized RDKB signatories to sign and enter into the agreement. FURTHER that the 2020-2024 Financial Plan Bylaw 1735 be amended to include \$2,750 in 2020 and defer \$15,940 to 2021.

FUNDING AGREEMENT

THIS AGREEMENT is dated for reference November 1, 2020 (the "**Effective Date**").

BETWEEN:

Regional District of Kootenay Boundary, 202-843 Rossland Ave, Trail, BC V1R 4S8
(the "**RDKB** ")

AND:

FORTISBC ENERGY INC., 16705 Fraser Highway, Surrey, BC V4N 0E8
("**FortisBC**")

WHEREAS:

- A. On September 17, 2020 the RDKB Board of Directors approved implementing voluntary compliance with Energy Step Code from January 1, 2020. This will cover the RDKB electoral areas which in 2019, 85% of the new build building permits issued by the RDKB building services department were in the electoral areas. Implementing the compliance and building inspection processes within the RDKB does allow the 6 municipalities it provides building inspection services to also implement Energy Step Code. The objective of this program is to build knowledge and skills for builders, trades, energy advisors and building officials within the region to prepare for the implementation of the Energy Step Code in the 2022 Building Code. In addition, to minimize the risk of non-compliance and the cost to consumers. The program focuses on internal training, increasing awareness across the region and providing the industry with opportunities for skill development and techniques in constructing high performance buildings.
- B. FortisBC supports the RDKB's initiatives in emissions reductions and energy conservation and efficiency, and wishes to provide funding and support for the Funded Initiatives, on the following terms and conditions.

NOW THEREFORE, the parties agree as follows:

1. **Term.** Unless earlier terminated, this Agreement shall commence as of the Effective Date and shall expire **November 30, 2021** (the "**Term**").
2. **Conduct of the Funded Initiatives**
 - 2.1. **Conduct.** The RDKB shall ensure the Funded Initiatives are carried out promptly, diligently and in a professional manner in accordance with the terms and conditions of this Agreement.
 - 2.2. **Material Changes.** The RDKB shall immediately advise FortisBC of any material changes to the Funded Initiatives.
 - 2.3. **Compliance.** The RDKB shall comply with all applicable laws in relation to the Funded Initiatives.
3. **FortisBC Support**
 - 3.1. **Initiative Support** FortisBC shall provide the support as more particularly set out in Schedule A (Scope and Funding).
 - 3.2. **No Liability.** Despite any involvement on the advisory team or any input sought from, or provided by, FortisBC to the RDKB, FortisBC shall not have any liability or responsibility relating to such involvement or information or for errors or omissions in, or any decisions made by the RDKB in reliance on, any such information.

4. **FortisBC Funding**

- 4.1. *Funding.* FortisBC will provide funding, up to the maximum amount set out in Schedule A (Scope and Funding) (the “**FortisBC Funding**”), plus applicable taxes thereon, to the RDKB , in such increments, and allocated to such Funded Initiative elements, as more specifically set out in Schedule A (Scope and Funding), provided the RDKB has provided an invoice to FortisBC upon completion of each Funded Initiative, or part thereof, in such form and containing such detail as reasonably required by FortisBC to confirm eligibility for the applicable FortisBC Funding for such Funded Initiatives.
- 4.2. *Payment.* Payments of the applicable FortisBC Funding amount will be made by FortisBC within 30 days of receipt and acceptance of the invoice by FortisBC.
- 4.3. *Pre-Payment.* Despite section 4.1 (*Funding*), FortisBC may, in its discretion provide any portion of the FortisBC Funding in advance of completion of the applicable Funded Initiatives in the manner, at such times, and subject to the repayment obligations as may be set out in Schedule A (Scope and Funding) or otherwise in this Agreement.
- 4.4. *Goods and Services Tax.* The RDKB warrants and represents to FortisBC that the RDKB is tax-exempt and Goods and Services Tax (“**GST**”) is not applicable to the FortisBC Funding. The RDKB agrees to indemnify and hold FortisBC harmless from and against any order, penalty, interest or tax that may be exercised or levied against FortisBC for failure to apply or remit GST.
- 4.5. *Use of Funds.* The RDKB shall use the FortisBC Funding for the Funded Initiatives and retains the ultimate and sole discretion to determine how the FortisBC Funding is applied to the Funded Initiatives.

5. **Recognition Plan and RDKB**

- 5.1. *FortisBC Recognition.* The RDKB will develop and implement a recognition plan to publicize and acknowledge the FortisBC Funding in a manner acceptable to FortisBC. The recognition plan will include:
- (a) announcing the FortisBC Funding in any press releases, or websites managed by the RDKB , with respect to the Funded Initiatives; and
 - (b) acknowledging the FortisBC Funding in any other RDKB , promotion and other forms of release or communication associated with this Agreement or the Funded Initiatives.
- 5.2. *Approval.* The RDKB shall submit to FortisBC all communications mentioning FortisBC to FortisBC for approval before release. The RDKB will not use any of FortisBC’s logos or trademarks in any of those communications without FortisBC’s prior approval.
- 5.3. *Promotion.* FortisBC shall have the right to promote its participation in the Funded Initiatives, and the amount of FortisBC Funding, in whatever means it deems appropriate, including but not limited to, the following: case studies; internal communications channels (e.g. employee newsletters and website); and external communication channels (e.g. industry events, website and media). FortisBC will not use any of the RDKB’s logos or trademarks in any of those communications without the RDKB ’s prior approval.
6. **Reporting.** In addition to any additional reports and deliverables required under this Agreement, the RDKB shall provide to FortisBC the deliverables set out in Schedule A.
7. **Intellectual Property**

7.1. *Deliverables.* FortisBC will not acquire any intellectual property or other ownership or other rights in and to any reports or deliverables submitted to FortisBC by the RDKB pursuant to this Agreement (the “**Deliverables**”), except as specifically provided herein, including Schedule A.

7.2. *Licence Rights.* The RDKB hereby grants FortisBC with an assignable, transferable, royalty-free, non-exclusive and worldwide licence in perpetuity to the Deliverables. FortisBC shall be entitled to use the Deliverables as more specifically set out in Schedule A.

8. Accounts and Audit

8.1. *Books and Audit.* The RDKB shall, at all times,:

- (a) keep proper financial books, accounts, and records of funding received and expenditure incurred in connection with FortisBC’s funding; and
- (b) on demand, make available to FortisBC such books, accounts, records, invoices and receipts as provided in Section 8.1(a) above and permit FortisBC to examine and audit and take copies and extracts from such documents at FortisBC’s expense. Such audit shall take place at the RDKB’s office during regular business hours.

8.2. *Discrepancy.* If any discrepancy is identified between the amounts payable under this Agreement by FortisBC, the appropriate adjustments shall be promptly made between the parties.

9. Indemnity and Liability

9.1. *No Liability.* FortisBC, as a result of its financial contribution to, and support of, the Funded Initiatives, does not bear any liability with respect to the Funded Initiatives.

9.2. *Indemnity.* The RDKB shall indemnify and save harmless FortisBC, its officers, employees and agents from and against any and all claims, damages, losses, costs and expenses which may be, or be alleged to be, caused or suffered as a result of the carrying out of the Funded Initiatives or any part thereof, the provision of funding or other support by FortisBC to the RDKB or any participation by FortisBC on any advisor teams or in the preparation or review of any materials, except to the extent caused by the gross negligence or willful misconduct of FortisBC, its officers, employees or agents.

9.3. *Survival.* This provision shall survive expiry or earlier termination of the Agreement.

10. Default and Termination

10.1. *Events and Effect of Default.* If, in the opinion of FortisBC, acting reasonably,:

- (a) there has been a misrepresentation or a breach of warranty by the RDKB;
- (b) the RDKB fails to proceed diligently with the Funded Initiatives or is otherwise in default in carrying out any of the terms, conditions, covenants or obligations of this Agreement; or
- (c) the RDKB becomes bankrupt or insolvent or has a receiving order made against it, or a receiver is appointed, or the RDKB makes an assignment for the benefit of creditors;

FortisBC may, exercise any or all of the following remedies:

- (d) terminate the whole or any part of this Agreement; and/or
- (e) terminate the obligation on the part of FortisBC to pay any monies in respect of the Funded Initiatives, including monies due or accruing due; and/or
- (f) demand the RDKB immediately repay all or any part of the FortisBC Funding paid pursuant to this Agreement.

- 10.2. **Early Termination.** Despite any other provision of this Agreement, FortisBC reserves the right, in its sole discretion, to cancel this Agreement without damages or penalty whatsoever by giving the RDKB thirty (30) days written notice.
- 10.3. **BCUC Decision.** FortisBC is a "public utility" as defined in the *Utilities Commission Act* (British Columbia), and this Agreement, and the supply of funding to support it, may be subject to approval by the British Columbia Utilities Commission ("BCUC"). If support for funding of the Funded Initiatives or this Agreement is challenged, withdrawn, or denied by the BCUC, FortisBC may terminate this Agreement without damages or penalty whatsoever by giving the RDKB thirty (30) days written notice.
11. **Confidentiality.** It is not expected that the parties will exchange confidential information as a part of this Agreement. However, if the exchange of confidential information becomes necessary, the parties will enter into a separate confidentiality agreement.
12. **Personal Information**
- 12.1. **Disclosure of Personal Information.** If any personal information is included in any Deliverables, reports or other information provided by the RDKB to FortisBC under this Agreement, the RDKB shall ensure that all personal information (as defined in the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FOIPPA")) disclosed pursuant to this Agreement or the Funded Initiatives, is done so in accordance with FOIPPA. The RDKB, as required by and in accordance with applicable privacy laws, will obtain the necessary written consent authorizing the RDKB to disclose to FortisBC, and consenting to FortisBC collecting, such person's personal information.
- 12.2. **Use of Personal Information.** If the RDKB discloses personal information to FortisBC, FortisBC shall ensure that its use and disclosure of that personal information is in accordance with the *Personal Information Protection Act* (British Columbia).
13. **Dispute resolution**
- 13.1. **Process.** Where any dispute arises out of or in connection with this Agreement, either party may request the other party to appoint senior representatives to meet and attempt to resolve the dispute either by direct negotiations or mediation. Unresolved disputes may be submitted for final resolution by arbitration administered by the British Columbia International Commercial Arbitration Centre under its "Shorter Rules for Domestic Commercial Arbitration" in Vancouver, British Columbia, Canada. The language of that arbitration will be English. Alternatively, the Parties may agree, within 15 days of request by a party for final resolution, to submit that dispute for final resolution by arbitration in another manner.
- 13.2. **Continuing Obligations.** The parties shall continue to fulfill their respective obligations pursuant to this Agreement during the resolution of any dispute in accordance with this section.
14. **Assignment.** The RDKB will not assign its rights or obligations under this Agreement without the prior written consent of FortisBC, which shall not be unreasonably withheld.
15. **Amendment.** This Agreement may not be modified or amended except by an instrument in writing signed by the parties hereto or their successors or permitted assigns.
16. **Notices.** Notices hereunder shall be in writing and forwarded by registered or certified mail or postage prepaid and shall be addressed as follows:

To FortisBC:

To the RDKB :

FORTISBC ENERGY INC.
16705 Fraser Hwy, Surrey, BC V4N 0E8

Attention: Stephanie Yen, Product & Services
Marketing Manager

**REGIONAL DISTRICT OF KOOTENAY
BOUNDARY, 202 – 843 Rossland Ave, Trail, BC
V1R 4S8**

Attention: _____

With a copy to: stephanie.yen@fortisbc.com (or
designate as named in an “out of office” reply)

- 17. Relationship.** Nothing in this Agreement shall be deemed or construed to create a joint venture, partnership, employment or agency relationship between the parties for any purpose.
- 18. Not an Exclusive Agreement.** This Agreement in no way constitutes an exclusive agreement by either party and each party reserves the right to enter into funding and sponsorship agreements with other parties.
- 19. Entire Agreement.** This Agreement and any Schedules attached constitute the entire agreement between the parties pertaining to the subject matter hereof. There are no representations, warranties, covenants or agreements between the parties in connection with such subject matter except as specifically set out or referred to in this Agreement.
- 20. Governing Law.** This Agreement is governed by, and will be construed in accordance with, the laws of British Columbia and the laws of Canada in force in that province, without regard to its conflict of law rules. The Parties agree that by executing this Agreement, they have attorned to the exclusive jurisdiction of the Supreme Court of British Columbia.
- 21. Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. Delivery of an executed counterpart of this Agreement by facsimile or electronic transmission shall be as effective as delivery of an originally executed counterpart hereof.

IN WITNESS WHEREOF the parties to this Agreement have executed this Agreement by their duly authorized representatives effective as of the Effective Date.

FORTISBC ENERGY INC.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name: Bea Bains
Title: Manager, Energy Products & Services

Name:
Title:

Schedule A**Scope and Funding**

A. Scope and Associated Funding - Funding and support will be expended as follows:

Scope	Details	Funding Allocation
BC Energy Step Code Implementation (new construction) education	General understanding of Energy Step Code Outline of RDKB requirements - building and planning <ul style="list-style-type: none"> • Video by CEA • Overview of Energy Step Code • RDKB approach and why • RDKB processes and requirements • What does this mean for developments • Role of Energy Advisor • High level compliance - what required to meet • Discussion on other impacts <p>Time: 1.5 hour Zoom or Presentation General Handouts / Materials Resource: Energy Advisor \$250</p> <p>Refer if further training is required after this introduction session.</p>	\$250.00
	Zero Energy Building Fundamentals Building science fundamentals and strategies to meet the requirements of the Upper Steps of the BC Energy Step Code <ul style="list-style-type: none"> • Introduce to the performance metrics of both the BC Energy Step Code, Net Zero Ready standard. • Review the 6 principles of high performance buildings and fundamental principles of building science including heat transfer, vapour diffusion, air flow, and moisture management. <p>Part 1 BCIT Course Create own course with others.</p> <p>Timing August 2021</p>	\$390.00

BC Energy Step Code Implementation (new construction) education	ESC Compliance Requirements - Part 9 Understanding of process, compliance and Energy Step code metric <ul style="list-style-type: none"> • RDKB processes and requirements • Overview of Energy Step Code metric • Understanding the energy modelling reports • Understanding the compliance reports • Lessons from other Building Officials Time: day (maybe 2 x half days) Speakers costs \$1,500 Venue / Interactive Webinar: \$1,000 Timing First session December 2020 and second session March 2021	\$2500.00
Education for Building Officials	Blower Door Test Education Blower Door Test demonstration - mid construction or final test Video blower door test (preferably mid-construction) and include smoke to allow visual on any leaks. Time: 2 hours Note: COVID restrictions Trail & Boundary \$500 x 2 (Energy advisor with travel) Video: awaiting \$500.00 Timing April 2021	\$1500.00
Education for Building Officials	Builders Breakfasts - Information Sessions * Familiarization with Energy Step Code * RDKB requirements * Share experience of others Initial: <ul style="list-style-type: none"> o Local Government approach to step code, o Builders experience & learning journey with ESC o Working with an energy advisor, o Incentives from FortisBC o Talk about other training opportunities Time: 1 to 1.5 hour Virtual or Online Speakers: \$750 x 2 Audience: open to all RDKB Timing Dec 2020 and February 2021	\$1500.00

Education Builder Training	Topic Specific Sessions Topics based on builders feedback: For Example <ul style="list-style-type: none"> • Air tightness techniques • Windows • HVAC sizing • Building modelling tools • Integrated design approach Webinar & Online - recorded Will be available on line after the sessions Timing: 1.5 hours Speakers / Presenters = \$750 x 4 Starting Winter with CPD points Summer in person 2 x 1200.00 Timing: August 2021	\$5400.00
Education for Builders, Designers and Energy Advisors Tail Gate Meetings with Builders (On site crew, Builders, trades)	Familiarity Blower Door test & air tightness Better understanding of requirements of ESC, performance pathway and air tightness <ul style="list-style-type: none"> • Better understanding of requirements of ESC & performance pathway • Demonstration of Blower Door Test • Opportunities to improve air tightness and common air leakage – everyone's impact • Better understanding of their importance in ESC home and empowerment Focus on Boundary – Rock Creek, Christina Lake & Grand Forks; Lower Columbia Learn from Peers Timing: Spring & summer 4 Sessions x \$750 COVID considerations Plan B: Stream or video or Blow Door Test (less sessions to cover video cost) Timing August 2021	\$3000.00
RDKB Central Platform for Builder News	RDKB Build Better - resource (<i>change name</i>) Provide up to date information for building industry - one stop shop to direct them Newsletter - providing updates from the Building Industry and in conjunction with FortisBC Resources - links to resources and guidance Training courses within region and online Information on incentives for the region	\$150.00

Communication & Resource Package	RDKB Join the Conversation - project Social Media advertising \$150 Operational by December 2020	
	ESC package for Builders Overview of Energy Step Code Outline of RDKB processes A list of local energy advisors Direct to RDKB Build Better (<i>change the name</i>) Information on rebates Education Resources & Case Studies Handouts FortisBC would like the opportunity to review Costs: Design and printing costs Timing: January 2021	\$2000.00
Virtual Building Tour Interviews for Owner, Builder and Customers	What is ESC and Benefits - See what an Energy Step Code (say Step 3 or 4) looks like - Benefits & experience of owner Case study (video or documenting) of new build within Boundary or Lower Columbia Interview with the owner and builder - their experience Audience: Owners, builders and customers Video: \$2,000 Timing: End of Winter	\$2000.00
TOTAL AMOUNT		\$18,690.00

B. Deliverables - The RDKB shall provide the following deliverables to FortisBC:

- Quarterly updates on the Funded Initiatives progress and implementation.
- Final report upon completion of activities outlining:
 - List of events including date, topic, presenters and number of participants

C. Payment Schedule

Timing	Amount
Upon signing of agreement	80% (\$14,952)
Upon completion of all initiatives in Section A (Scope and Associated Funding) of this Schedule and FortisBC's receipt	Balance of FortisBC Funding

and approval of the Final Report	
----------------------------------	--

- D. Return of FortisBC Funding** - In addition to any repayments to be made pursuant to section 10 (*Default and Termination*) of the body of this Agreement, the RDKB shall, unless otherwise agreed to by FortisBC in writing, return the FortisBC Funding made with respect to a Funding Initiative, in whole or in part (as reasonable determined and calculated by FortisBC), and FortisBC will be under no obligation to make any further FortisBC Funding with respect to such Funding Initiative , if the Funding Initiative does not proceed, or is not completed to the reasonable satisfaction of FortisBC. The RDKB will return such FortisBC Funding within thirty (30) days of request to do so from FortisBC.

**STAFF REPORT**

Date: 18 Nov 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:

250 Richie Road, Rossland, B.C.
Electoral Area 'B' / Lower Columbia-Old Glory
Parcel Identifier: 026-149-427
Lot 5 Township 28 Kootenay District Plan NEP77083
Owner: Sarissa Pause

History/Background Factors

The owner, Sarissa Pause, has constructed an accessory building without a building permit.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 (1985) states:

Prohibition

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;

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 August 19, 2020;
- Registered letter dated July 6, 2020;
- Registered letter dated December 12, 2019;
- Photo taken December 3, 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)

1. That the Regional District of Kootenay Boundary Board of Directors invite the owner, Sarissa Pause, 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 5, Township 28, Kootenay District, Plan NEP77083.

**STAFF REPORT ATTACHMENT**

Date:	November 18, 2020	File:	
To:	Chair Langman and Board of Directors		
From:	Brian Champlin, Manager of Building Inspection Services		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> 250 RICHIE ROAD, ROSSLAND, B.C. ELECTORAL AREA 'B' / LOWER COLUMBIA-OLD GLORY PARCEL IDENTIFIER: 026-149-427 LOT 5 TOWNSHIP 28 KOOTENAY DISTRICT PLAN NEP77083 OWNER: SARISSA PAUSE		

History/Background Factors

The owner, Sarissa Pause, has constructed an accessory building without a building permit.

Dec. 3, 2019	Stop Work Order posted;
Dec. 12, 2019	First registered letter mailed to owner, requesting a response by January 2, 2020;
Dec. 19, 2019	Canada Post confirmation that the letter was delivered;
Jan. 22, 2020	Email from Brian Zanussi, Building and Plumbing Official, to owner requesting application;
Jan. 31, 2020	Requirement letter mailed to owner, requesting a response by March 2, 2020;
March 2, 2020	Received drawings for pole barn accessory building;
March 9, 2020	Requirement letter mailed to owner, requesting a response by April 9, 2020;
May 21, 2020	Second registered letter mailed to owner, requesting a response by June 19, 2020;
June 10, 2020	Canada Post confirmation that the letter was delivered;
June 23, 2020	Email from owner outlining inability to conform to requirements;
July 6, 2020	Third registered letter mailed to owner, requesting a response by August 6, 2020;
July 21, 2020	Canada Post confirmation that the notice card was left for owner, new COVID-19 protocol;
Aug. 19, 2020	Fourth registered letter mailed to owner, requesting a response by September 18, 2020;
Sept. 9, 2020	Canada Post confirmation that the letter was delivered;
Nov. 18, 2020	To date, we have received no further response from the owner.

August 19, 2020

Folio #: 10967.150
REGISTERED MAIL

Sarissa Pause
PO Box 512
Rossland, B.C. V0G 1Y0

**Re: Accessory Building
250 Richie Road, Rossland, B.C. (Area 'B')
Lot 29 Block 8 District Lot 367 Kootenay District Plan 2384**

Further to our registered letters dated May 21, 2020 and July 6, 2020, we have not received the requested documentation. No valid building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449 (1985);

PROHIBITION

- 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;

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.

Prior to issuing a permit for the pole barn, we require the following:

1. An application form to be completed and submitted;
2. A sealed letter or Schedule B (at their discretion) from a B.C. registered professional engineer for the timber frame and foundations;
Note: beam appears to be undersized so confirmation and/or documentation required;
3. Occupancy of a recreational vehicle is permitted for 60 days as per RDKB Electoral Area 'B' Zoning Bylaw No. 1540, 2015, Section 302 1. (f) (copy enclosed) – to remain living in the recreational vehicle past 60 days of this dated letter, we will require the permit and documentation for the new SFD to be submitted with a letter of intent agreeing to cease occupancy of the recreational vehicle after 2 years time – Section 302 2. (h).

The above noted items do not limit further information being requested prior to issuance of the building permit. If we do not receive requested documentation by **September 18, 2020**, 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.

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



If you have any questions, please contact the undersigned at (250) 368-0222.

Regards,



Brian Zanussi
Building and Plumbing Official

cc: Brian Champlin, Manager of Building Inspection Services

Attachment

BZ/sb

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



July 6, 2020

Folio #: 10967.150
REGISTERED LETTER

Sarissa Pause
PO Box 512
Rossland, B.C. V0G 1Y0

**Re: Accessory Building
250 Richie Road, Rossland, B.C. (Area 'B')
Lot 29 Block 8 District Lot 367 Kootenay District Plan 2384**

Further to our registered letter dated May 21, 2020, we have not received the requested documentation. No valid building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449 (1985);

PROHIBITION

- 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;

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.

Prior to issuing a permit for the pole barn, we require the following:

1. An application form to be completed and submitted;
2. A sealed letter or Schedule B (at their discretion) from a B.C. registered professional engineer for the timber frame and foundations;
Note: beam appears to be undersized so confirmation and/or documentation required;
3. Occupancy of a recreational vehicle is permitted for 60 days as per RDKB Electoral Area 'B' Zoning Bylaw No. 1540, 2015, Section 302 1. (f) (copy enclosed) – to remain living in the recreational vehicle past 60 days of this dated letter, we will require the permit and documentation for the new SFD to be submitted with a letter of intent agreeing to cease occupancy of the recreational vehicle after 2 years time – Section 302 2. (h).

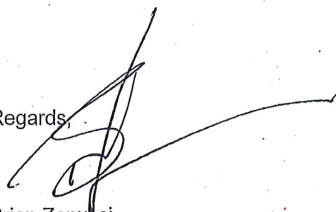
The above noted items do not limit further information being requested prior to issuance of the building permit. Please submit requested information by **August 6, 2020**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned at (250) 368-0222.

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



Regards,


Brian Zanussi
Building and Plumbing Official

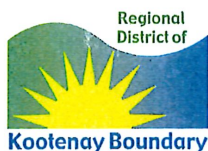
cc: Brian Champlin, Manager of Building Inspection Services

Attachment

BZ/sb

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





May 21, 2020

Folio #: 10967.150
REGISTERED LETTER

Sarissa Pause
PO Box 512
Rossland, B.C. V0G 1Y0

**Re: Accessory Buildings
250 Richie Road, Rossland, B.C. (Area 'B')
Lot 29 Block 8 District Lot 367 Kootenay District Plan 2384**

Further to our letter dated March 9, 2020, we have not received the requested documentation. No valid building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449 (1985);

PROHIBITION

- 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;

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.

Prior to issuing a permit for the pole barn, we require the following:

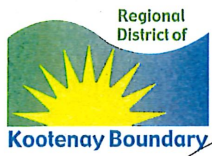
1. An application form to be completed and submitted;
2. A sealed letter or Schedule B (at their discretion) from a B.C. registered professional engineer for the timber frame and foundations;
Note: beam appears to be undersized so confirmation and/or documentation required;
3. Occupancy of a recreational vehicle is permitted for 60 days as per RDKB Electoral Area 'B' Zoning Bylaw No. 1540, 2015, Section 302 1. (f) (copy enclosed) – to remain living in the recreational vehicle past 60 days of this dated letter, we will require the permit and documentation for the new SFD to be submitted with a letter of intent agreeing to cease occupancy of the recreational vehicle after 2 years time – Section 302 2. (h).

The above noted items do not limit further information being requested prior to issuance of the building permit. Please submit requested information by **June 19, 2020**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned at (250) 368-0222.

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com





Regards,

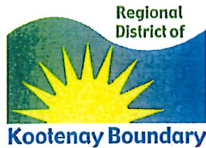
Brian Zanussi
Building and Plumbing Official

Attachment

BZ/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com





December 12, 2019

Folio #: 10967.150
REGISTERED MAIL

Sarissa Pause
PO Box 512
Rossland, B.C. V0G 1Y0

**Re: STOP WORK ORDER
250 Richie Road, Rossland, B.C. (Area 'B')
Lot 5 Township 28 Kootenay District Plan NEP77083**

This letter confirms a Stop Work Order for construction of multiple accessory buildings at the above noted address. No valid building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449 (1985);

PROHIBITION

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;

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.

Please contact our office to discuss the uses associated with each of the structures and the recreational vehicle on the property to ensure that you are compliant with all RDKB bylaws.

To apply for a permit, please complete and submit enclosed application with two sets of construction drawings to our office by **January 2, 2020**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned at 250-368-0222.

Regards,

A handwritten signature in black ink, appearing to read "Brian Zanussi", is written over the "Regards," text.

Brian Zanussi
Building and Plumbing Official

cc: Brian Champlin, Manager Building Inspection Services

BZ/sb
Attachment







STAFF REPORT

Date: 18 Nov 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:

Westlake Drive, Christina Lake, B.C.

Electoral Area 'C' / Christina Lake

Parcel Identifier: 005-586-917

Lot 27 District Lot 317 Similkameen Division Yale District Plan 25163

Owners: James Niblow and Sabrina Rosa

History/Background Factors

The owners, James Niblow and Sabrina Rosa, have constructed an accessory building and accessory structure without a building permit.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 (1985) states:

Prohibition

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;

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

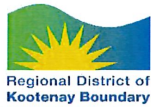
- History / Background Factors;
- Registered letter dated September 4, 2020;
- Registered letter dated June 2, 2020;
- Registered letter dated April 27, 2020;
- Photos taken March 12, 2020.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the Regional District of Kootenay Boundary Board of Directors invite the owners, James Niblow and Sabrina Rosa, 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 27, Township 28, District Lot 317, Similkameen Division Yale District, Plan 25163.

**STAFF REPORT ATTACHMENT**

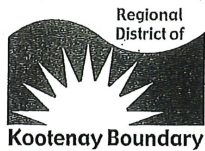
Date:	November 18, 2020	File:	
To:	Chair Langman and Board of Directors		
From:	Brian Champlin, Manager of Building Inspection Services		
RE:	BUILDING BYLAW CONTRAVENTION WESTLAKE DRIVE, CHRISTINA LAKE, B.C. ELECTORAL AREA 'C' / CHRISTINA LAKE PARCEL IDENTIFIER: 005-586-917 LOT 27 DISTRICT LOT 317 SIMILKAMEEN DIVISION YALE DISTRICT PLAN 25163 OWNERS: JAMES NIBLOW AND SABRINA ROSA		

History/Background Factors

The owners, James Niblow and Sabrina Rosa, have constructed an accessory building and accessory structure without a building permit.

March 14, 2018	Board Meeting deferred registered bylaw contravention due to conflicting issues and reports;
Feb. 24, 2020	Email from Rosanne Johnson, Grand Forks Building Department Receptionist, to Mark Andison, CAO, Brian Champlin, Manager of Building Inspection Services, and Sara Bradley, Trail Building Department Receptionist, requesting clarification of deference;
March 10, 2020	Email from Rosanne Johnson, Grand Forks Building Department Receptionist, to Theresa Lenardon, Manager of Corporate Administration / Corporate Officer / FOI Head, requesting clarification of deference;
March 12, 2020	Email from Rosanne Johnson, Grand Forks Building Department Receptionist, to Brian Champlin, Manager of Building Inspection Services, confirming continuity of history of deference;
March 12, 2020	Email from Robert Silva, Building and Plumbing Official, to Brian Champlin, Manager of Building Inspection Services, and Rosanne Johnson, Grand Forks Building Department Receptionist, confirming three structures located on the property;
March 13, 2020	Email from Brian Champlin, Manager of Building Inspection Services, to Robert Silva, Building and Plumbing Official, and Rosanne Johnson, Grand Forks Building Department Receptionist, confirming two structures require a building permit. Notation made that owners possibly connected to Christina Lake Water District System and possibly installed illegal sewage disposal system;
March 25, 2020	Email from Goran Denkovski, Manager of Infrastructure and Sustainability, to Barb Ihlen, General Manager of Finance / CFO, confirming owners connected to Christina Lake Water District System;
April 27, 2020	First registered letter mailed to owners requesting a response by May 27, 2020;
April 29, 2020	Canada Post confirmation that the letter was delivered;

May 19, 2020	Telephone call from owner, James Niblow, inquiring about registered letter and permitted septic system;
June 2, 2020	Second registered letter mailed to owners requesting a response by July 2, 2020;
June 8, 2020	Canada Post confirmation that the letter was delivered;
June 8, 2020	Telephone call from owner, James Niblow, inquiring about building permits for structures, indicating compliance;
Sept. 4, 2020	Third registered letter mailed to owners requesting a response by October 5, 2020;
Sept. 9, 2020	Canada Post confirmation that the letter was delivered;
Nov. 18, 2020	To date, we have had no further response from the owners.



September 4, 2020

REGISTERED

James Niblow & Sabrina Rosa
1485 Lily Street
Trail, B.C.
V1R 2S2

Re: STOP WORK ORDER
Westlake Drive, Christina Lake, B.C.
Lot 27, D.L. 317, SDYD, Plan 25163

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated **April 27, 2020** and **June 2, 2020**. A **Stop Work Order** was posted on August 28, 2017 for construction of an **Accessory Structure** without a building permit.

To date, no response has been received by this office as requested.

We will now be recommending to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on 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 or wish to discuss this notice, please contact the undersigned by **October 5, 2020**.

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. Your attention to this matter is appreciated.

Yours truly,

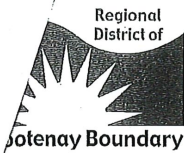
Robert Silva, RBO
Building & Plumbing Official

Attachment

RS:rj

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





June 2, 2020

REGISTERED

James Niblow & Sabrina Rosa
1485 Lily Street
Trail, B.C.
V1R 2S2

Re: STOP WORK ORDER
Westlake Drive, Christina Lake, B.C.
Lot 27, D.L. 317, SDYD, Plan 25163

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated April 27, 2020. A Stop Work Order was posted on August 28, 2017 for construction of an Accessory Structure at the above referenced property without a building permit.

This office mailed three registered letters, with confirmation of receipt to the above referenced address. (Aug 28, 2017, Sept 19, 2017 & Oct 20, 2017)

Due to unforeseen circumstances, this file was placed on hold in priority sequence for further review. As the file is now under review, it is noted that a second Accessory Structure has been constructed 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 including sealed documentation for septic installation from a certified septic installer by July 2, 2020. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Respectfully,

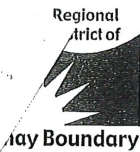
Robert Silva, RBO
Building & Plumbing Official

Attachment :

Cc: Brian Champlin, RBO, CRBO | Manager of Building Inspection Services
Mark Andison, RDKB Chief Administrative Officer
Goran Denkovski, P.Ag, Manager of Infrastructure and Sustainability
Brandy Rafuse, RDKB Bylaw Enforcement Officer
Shelley Kronebusch, Environmental Public Health Clerk, Interior Health

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email: gfbldg@rdkb.com • web: www.rdkb.com





April 27, 2020

REGISTERED

James Niblow & Sabrina Rosa
1485 Lily Street
Trail, B.C.
V1R 2S2

Re: STOP WORK ORDER
Westlake Drive, Christina Lake, B.C.
Lot 27, D.L. 317, SDYD, Plan 25163

This letter confirms the posting of a **Stop Work Order** on August 28, 2017 for construction of an Accessory Structure at the above referenced property without a building permit.

This office mailed three registered letters, with confirmation of receipt to the above referenced address. (Aug 28, 2017, Sept 19, 2017 & Oct 20, 2017) (attached)

Due to unforeseen circumstances this file was placed on hold in priority sequence for further review. As the file is now under review, it is noted that a second Accessory Structure has been constructed 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;

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toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbldg@rdkb.com • web: www.rdkb.com



2

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. Additionally, please confirm legal connection to Christina Lake Water District Utility Service as well as sealed documentation for septic installation from a certified septic installer to our office by **May 27, 2020**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

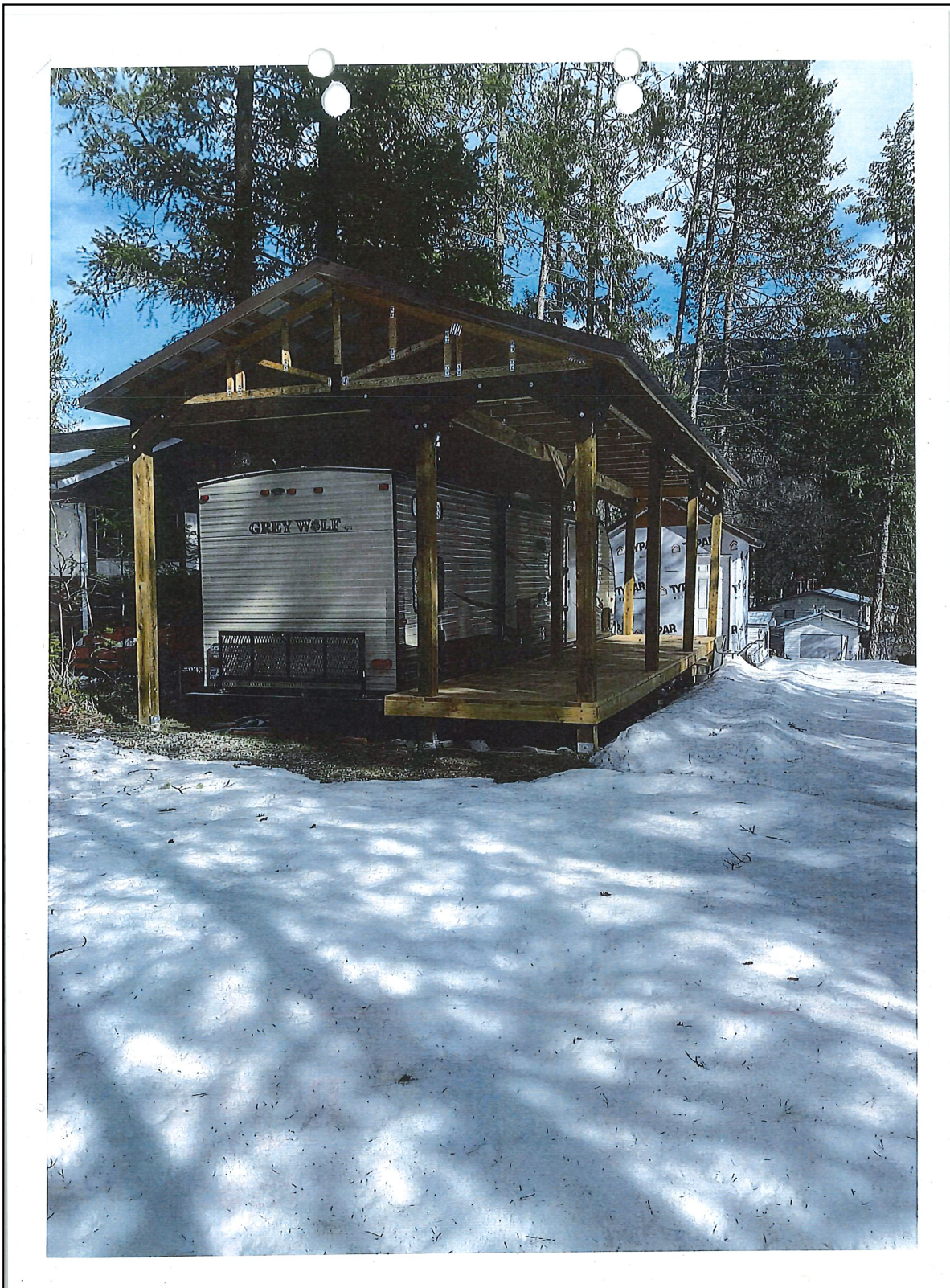


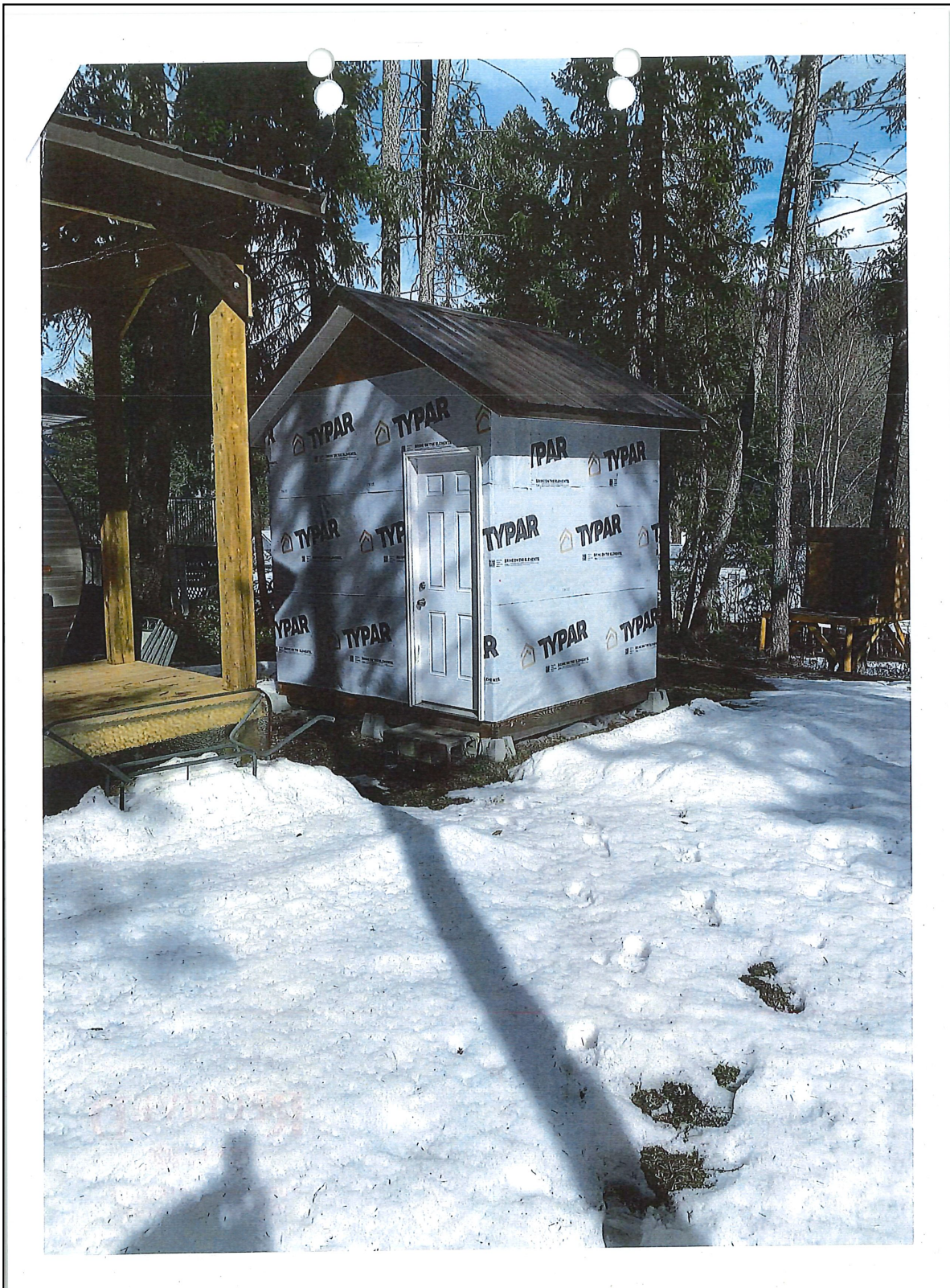
Robert Silva, RBO
Building & Plumbing Official

Attachment

Cc: Brian Champlin, RBO, CRBO | Manager of Building Inspection Services
Mark Andison, RDKB Chief Administrative Officer
Goran Denkovski, P.Ag, Manager of Infrastructure and Sustainability











STAFF REPORT

Date: 19 Nov 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:

340 Cougar Road, Mount Baldy, B.C.

Electoral Area 'E' / West Boundary

Parcel Identifier: 023-629-851

Strata Lot 272 District Lot 100S Similkameen Division Yale District

Strata Plan KAS1840

Owners: Roger and Lisa Schimek

History/Background Factors

The owners, Roger and Lisa Schimek, have constructed a single family dwelling without a final inspection or occupancy certificate.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Prohibition

7.2 No person shall occupy or use any building or part thereof contrary to the terms of any permit, notice or certificate given by the authority having jurisdiction;

Permits

10.10 Where a building permit has been issued for a single family residence, the owner may apply for a permit to occupy the building prior to completion of construction, which permit may be withheld until the building or part thereof complies with this Bylaw and with the health and safety requirements of the Bylaws of the authority having jurisdiction or the provisions of any Provincial or Federal statutes;

Duties of the Owner

12.1 Every owner shall:

(h) give at least 72 hours notice to the authority having jurisdiction and request his

inspection of the work:

(v) after the building or portion thereof is complete and ready for occupancy, but

before occupancy takes place of the whole or portion of the building.

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

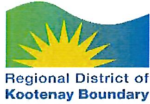
- History / Background Factors;
- Registered letter dated January 23, 2019;
- Registered letter dated October 11, 2018;
- Registered letter dated February 19, 2015;
- Building Permit 13-0282E.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the Regional District of Kootenay Boundary Board of Directors invite the owners, Roger and Lisa Schimek, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Strata Lot 22, District Lot 100S, Similkameen Division Yale District, Strata Plan KAS1840.

**STAFF REPORT ATTACHMENT**

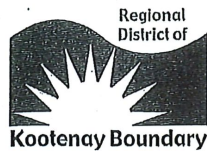
Date:	November 18, 2020	File:	
To:	Chair Langman and Board of Directors		
From:	Brian Champlin, Manager of Building Inspection Services		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> 340 COUGAR ROAD, MOUNT BALDY, B.C. ELECTORAL AREA 'E' / WEST BOUNDARY PARCEL IDENTIFIER: 023-629-851 STRATA LOT 22 DISTRICT LOT 100S SIMILKAMEEN DIVISION YALE DISTRICT STRATA PLAN KAS1840 OWNERS: ROGER AND LISA SCHIMEK		

History/Background Factors

The owners, Roger and Lisa Schimek, have constructed a single family dwelling without a final inspection or occupancy certificate.

July 8, 2013	Application received to construct a single family dwelling;
Sept. 25, 2013	Building Permit 13-0282E issued to construct a single family dwelling;
Feb. 18, 2015	Site inspection;
Oct. 1, 2015	Site inspection;
Feb. 19, 2015	First registered letter mailed to owners, requesting a response by August 15, 2016;
March 13, 2015	Telephone call from owner, Roger Schimek, to Robert Silva, Building and Plumbing Official, updating work to resume August 2015;
July 13, 2016	Site inspection;
Aug. 29, 2016	First registered letter returned, owners moved;
Sept. 1, 2016	Email from Rosanne Johnson, Grand Forks Building Department Receptionist, requesting new mailing address;
Sept. 6, 2016	Email from owner, Roger Schimek, providing new mailing address;
Aug. 30, 2018	Letter mailed to owners, requesting a response by October 1, 2018;
Oct. 11, 2018	Second registered letter mailed to owners, requesting a response by November 30, 2018;
Oct. 25, 2018	Canada Post confirmation that the letter has arrived in a foreign country;
Jan. 23, 2019	Third registered letter mailed to owners, requesting a response by March 22, 2019;
Jan. 24, 2019	Email from Rosanne Johnson, Grand Forks Building Department Receptionist, to owner, Roger Schimek, providing copy of third registered letter;
Feb. 20, 2019	Email from owner, Roger Schimek, to Rosanne Johnson, Grand Forks Building Department Receptionist, updating project progress;
Feb. 21, 2019	Email from Robert Silva, Building and Plumbing Official, to owner, Roger Schimek, requesting approximate completion timeline;
Feb. 22, 2019	Email from owner, Roger Schimek, to Robert Silva, Building and Plumbing Official, providing completion date of March 30, 2020;

March 6, 2019	Third registered letter returned;
Feb. 28, 2020	Email from Rosanne Johnson, Grand Forks Building Department Receptionist, to owner, Roger Schimek, requesting update on project status;
March 10, 2020	Email from owner, Roger Schimek, to Rosanne Johnson, Grand Forks Building Department Receptionist, updating project progress;
March 12, 2020	Email from Rosanne Johnson, Grand Forks Building Department Receptionist, to owner, Roger Schimek, providing extension to July 2020;
Nov. 18, 2020	To date, we have received no further response from the owners.



January 23, 2019

Roger & Lisa Schimek
PO Box 389
Jindabyne NSW, 2627
Australia

REGISTERED

Re: BYLAW CONTRAVENTION
Building Permit #13-0282E – Construct Single Family Dwelling
340 Cougar Rd., Mount Baldy, B.C.
Plan KAS1840, DL 100s, Lot 22

A recent review was carried out on your building permit file for a single family dwelling which indicates that an inspection has not been carried out since issuing the permit, **October 15, 2013**.

No occupancy permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449:

10.10 Where a building permit has been issued for a single family residence, the owner may apply for a permit to occupy the building prior to completion of construction, which permit may be withheld until the building or part thereof complies with this Bylaw and with the health and safety requirements of the Bylaws of the authority having jurisdiction or the provisions of any Provincial or Federal statutes.

12.1(h)
(v) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or a portion of the building.

To date, no response has been received by this office for an *inspection as requested* in our letters dating August 30, 2018 & October 11, 2018. This office has not received a Schedule C-B to indicate engineered inspections have been conducted. A Bylaw Contravention was posted to your file on January 15, 2019.

We will now be recommending to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on 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 or wish to discuss this notice, please contact the undersigned by **March 22, 2019**.

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.

Respectfully,

A handwritten signature in cursive script, appearing to read "R Silva".

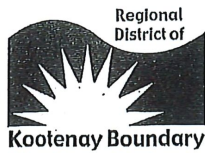
Robert Silva, RBO
Building & Plumbing Official

RS:rj

Cc: Brian Champlin, RBO, CRBO | Manager of Building Inspection Services

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toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbldg@rdkb.com • web: www.rdkb.com





October 11, 2018

REGISTERED

Roger & Lisa Schimek
PO Box 389
Jindabyne NSW, 2627
Australia

**RE: Inspection for Building Permit 13-0282E – Single Family Dwelling
340 Cougar Rd., Mount Baldy, B.C.
Lot 22, DL 100s, Plan KAS1840**

A recent review was carried out on your building permit file, which indicates that this office has not received a response to our letter dated August 30, 2018 requesting that you call for an inspection to update your file.

No inspections have been carried out since issuing the permit, October 15, 2013.

It is imperative that you contact the Building Department at (250) 442-2708 or 1-877-520-7352 by **November 30, 2018** and book a final inspection so we may update and/or close your file.

Failure to respond by November 30, 2018 may result in the Regional District of Kootenay Boundary taking legal action.

Respectfully,

A handwritten signature in cursive script, appearing to read "R Silva".

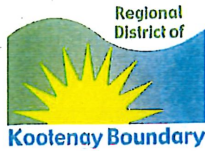
Robert Silva
Building & Plumbing Official

RS:rj

Cc: Brian Champlin, RBO, CRBO, Manager of Building Inspection Services ✓

2140 Central Ave. Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: gfbuilding@rdkb.com • web: www.rdkb.com





February 19, 2015

REGISTERED

Roger & Lisa Schimek
29 Carpenter Crescent
Warrie Wood, Sydney
2102
Australia

**RE: Inspection for Building Permit 13-0282E – Single Family Dwelling
340 Cougar Rd., Mount Baldy, B.C.
Lot 22, DL 100s, Plan KAS1840**

A recent review was carried out on the above mentioned building permit file, which indicates that none of the required inspections have been carried out.

As required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 12.1 Every owner shall:

- (h) give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work:
- (v) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or a portion of the building.

Please contact our Building Department at 250-442-2708 or 1-877-520-7352 by August 15, 2016 and make arrangements for an inspection. Thank you.

Respectfully,

COPY

Robert Silva, RBO
Building & Plumbing Official

RS:rt

2140 Central Ave Box 1965 Grand Forks, British Columbia Canada V0H 1H0
toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: building-gf@rdkb.com • web: www.rdkb.com



DATE HEARD
GRADED
Sep 25, 13

DAIRY-FIELD
GRAFTED

BUILDING INSPECTION DEPT.

2140 Central Ave., Box 1885, Grand Forks, B.C. V0H 1H0

PERMIT TO CONSTRUCT, ERECT, INSTALL, ALTER, ADD TO, REPAIR, MOVE, OR DEMOLISH, A BUILDING, STRUCTURE, OR PLUMBING

PARTICULATES - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS

[illegible]

WAIVER OF INDEMNITY

[illegible]

O'Quinn's Signature

PRIO

INSPECTOR'S SIGNATURE

DATE PAID Oct 15, 13

1. Prior to placing concrete in footings
2. After installation of drain tiles/dampproofing/before backfilling
3. When framing completed
4. Insulation and vapour barrier completed
5. Before any part of plumbing system covered
6. Final inspection - An occupancy permit is required prior to occupancy of building.

REGIONAL DISTRICT OF WASHINGTON
 1911-1912



November 10, 2020

Regional District Kootney Boundry
202-843 Rossland Ave
Trail , BC
V1R 4S8

Re: Letter of support for ABC Communications submission to the Connecting British Columbia Program

Dear Regional District Kootney Boundry,

We respectfully request your support towards our application to the Economic Recovery Program recently launched by Northern Development Initiative Trust. Your letter of support in our pursuit to further develop last mile internet services throughout the province of BC will go a long way to ensuring the success of our application.

Our application consists of further developing LTE systems and Fibre networks into the rural and remote areas of Beaverdell. These systems will provide network speeds of 50 Mbps to the end user, with scalability to 1 Gbps in some network elements.

We appreciate your support and advocacy towards Rural Broadband.

Sincerely,

A handwritten signature in black ink, appearing to read "Falko Kadenbach".

Falko Kadenbach
Vice President
ABC Communications

248 Reid Street, Quesnel BC, V2J 2M2 Phone (250) 992-1230 Fax (250) 992-3930
www.abccomm.com falko.kadenbach@abccomm.com

Northern Development Initiative Trust

301-1268 Fifth Avenue

Prince George, BC

V2L 3L2

To: Whom it May Concern

Re: ABC Communications Application: Connecting British Columbia Program - Economic Recovery Intake

The <insert community name and/or Regional District> fully supports the ABC Communications Application to provide increased broadband connectivity to <insert community> under the Connecting BC Program - Economic Recovery Intake.

Once this network investment is operational, it will allow communities, health care providers, educators, government administrations, and businesses an opportunity to better deliver services and develop new solutions to support our members to stay local, stay connected and to attract new residents.

The funding assistance from the Connecting BC Program for the delivery of broadband connectivity is an invaluable tool for the creation of innovative partnerships between local governments and ISP's that offer viable delivery models to rural communities. Without the support of this program, many communities would not be able to enjoy the level of internet services that are required to maintain rural residents and businesses.

Thank you for the opportunity to support this application,

Sincerely,

<Name, Title, Signature>



Staff Report

RE:	Parkland Provision for Subdivision – Hicks		
Date:	November 26, 2020	File #:	C-750-04040.000
To:	Chair Langman and members of the Board of Directors		
From:	Danielle Patterson, Planner		

Issue Introduction

An adjustment to a subdivision site plan forwarded to the Regional District of Kootenay Boundary (RDKB) from the Ministry of Transportation and Infrastructure (MoTI) has triggered consideration by the Regional Board of Part 14, Division 11, Section 510 of the *Local Government Act* for park provision for a proposed subdivision located in Electoral Area C/Christina Lake (see Attachment 1 –Site Location Map).

Property Information	
Owners:	Barry Hicks and Lana Hicks
Location:	1930 Setterland Road
Electoral Area:	Electoral Area C/Christina Lake
Legal Description(s):	Lot 5, Plan KAP2164, District Lot 750, Similkameen Division Yale Land District
Area:	16.9 ha (41.7 ac)
Current Uses:	Mobile Home Park
Land Use Bylaws	
OCP Bylaw: 1250	Residential and Rural
DP Area:	Waterfront Environmentally Sensitive
Zoning Bylaw: 1300	Single Family Residential (R1), Manufactured Home Park 6 (R6), and Rural 1 (Rur1)
Other	
ALR:	NA
Waterfront / Floodplain:	Sutherland Creek (western boundary)
Service Area:	NA
Planning Agreement Area:	NA

History / Background Information

The subject property is located on Setterland Road at Christina Lake (see Attachment 2 – Subject Property Map).

Page 1 of 4

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These properties are part of a MoTI subdivision application that was referred to the RDKB in 2019. That preliminary subdivision involved taking a large parcel and creating two smaller, leaving a larger remainder lot, for a total of three lots. The site plan had an access road leading to these lots.

Through the subdivision referral process, the proposal was identified as not meeting the Zoning Bylaw and Official Community Plan (OCP) land use designation requirements. On July 21, 2020 the Regional Board adopted OCP amendment Bylaw 1724 and Zoning Amendment Bylaw 1726 to amend the Area C OCP and Electoral Area C Zoning Bylaw map schedules, respectively.

This changed portions of the subject property from the Residential and Natural Resource designations to the Rural designation. Further, portions of the property once zoned Natural Resource 1 and Manufactured Home Park 6 were rezoned to the Rural 1 zone and another portion was rezoned from Manufactured Home Park 6 to Single Family Residential.

Once the OCP and zoning amendments were completed, the applicants began to work with the MoTI to refine and finalize the details of their subdivision plan.

Proposal

As part of the refinement and final review of the applicants' subdivision plan, the MoTI requires the applicants to change the access road for the proposed three lots to a "Common Lot 4" (see Attachment 3 – Applicants' Updated Site Plan). This essentially substitutes an extension of Settlement Road, which is owned by the MoTI, with a private access road legally held in common among the three proposed lots.

The MoTI sent this updated site plan to staff for review to ensure it still meets the RDKB's regulations, as per usual practice.

Implications

The change in the applicants' proposed subdivision from a public, MoTI-owned road to a road held in common does not change the design of the subdivision. While this change also has no effect on any of the RDKB's policies or bylaws, it technically creates a fourth lot. This has triggered consideration by the Regional Board of Part 14, Division 11, Section 510 of the *Local Government Act* for the requirement for provision of park land or payment for parks purposes because the proposal now includes more than three lots where the smallest lot is smaller than 2 ha.

As the Electoral Area C OCP contains policies and designations respecting the location and types of future parks, the RDKB may determine if the owner of the land is to provide land or money for park provision. If the owner is to pay monies, the *Local Government Act* states the following for determining the value of the land:

- "(a) if the local government and the owner agree on a value for the land, the value on which they have agreed;*
- (b) the average market value of all the land in the proposed subdivision calculated*

- (i) as that value would be on the date of preliminary approval of the subdivision or, if no preliminary approval is given, a date within 90 days before the final approval of the subdivision,*
- (ii) as though the land is zoned to permit the proposed use, and*
- (iii) as though any works and services necessary to the subdivision have not been installed."*

The RDKB has the following options:

1. Require monies for parkland provision. This can be for five percent or less of the land value;
2. Require lands for parkland. This can be for five percent or less of the land area. The RDKB would then be responsible for the land, including associated liabilities;
3. Require a combination of land and monies for a value of five percent or less. This is a permitted but uncommon choice as it can be a complex and onerous process for the land owner and the local government; or
4. Not require any land or monies.

If the MoTI had permitted a public, MoTI-operated road access for the original three lots, the proposal would not be eligible for parkland provision consideration. The proposed use and function have not changed since the original subdivision proposal; only the form of ownership of the road. Based on subdivision regulations, this change of ownership necessitates referencing a piece of road as its own separate "common access lot."

Some local governments in British Columbia have established policies in place for considering parkland provision, including exemptions¹. Such policies are used to streamline the consideration of process; provide some upfront guidance and certainty for land owners; and to ensure that situations that are unusual, impractical, or create hardships (for the local government or the land owner) may be exempted from parkland provision requirements.

While the RDKB does not have a parkland provision policy, the *Local Government Act* does not require local governments to exercise their parkland provision capabilities. This uncommon situation where the only trigger for parkland dedication is the MoTI's requirement to classify a road as a "lot" may be viewed as a suitable circumstance for the RDKB to not exercise its parkland provision capabilities. The applicants are not able to utilize the lot for anything other than roads. Further, the parkland provision process would add administrative processing delays and additional costs that were unforeseeable for the applicants.

Recommendation

That the staff report regarding the park dedication related to the updated Ministry of Transportation and Infrastructure requirements for the proposed subdivision, for the parcel legally described as Lot 5, Plan KAP2164, District Lot 750, Similkameen Division

¹ This includes but is not limited to, the Regional District of Nanaimo, the Columbia Shuswap Regional District, and the Regional District of Central Kootenay.

Yale Land District, Electoral Area C/Christina Lake, be received, and further that staff forward comment to the Ministry of Transportation and Infrastructure and land owners that the Regional District shall not require land or monies for parkland provision for the proposed subdivision due to proposed Lot 4 being designated as a common access lot.

Attachments

1. Site Location Map
2. Subject Property Map
3. Applicants' Updated Site Plan

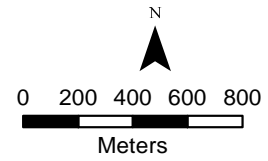


Regional District of
Kootenay Boundary

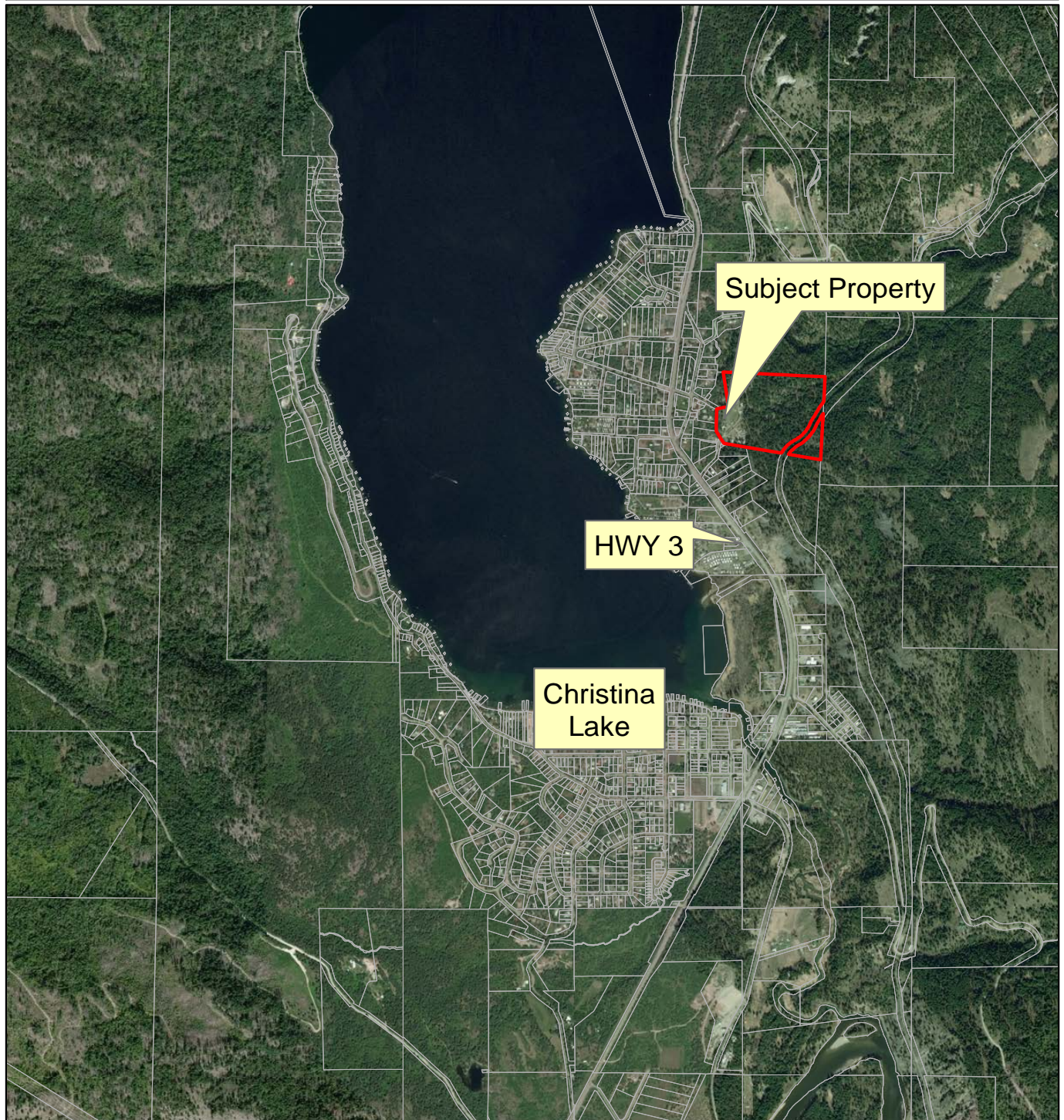
Date: 20/03/2019

Site Location Map

Lot 5, Plan KAP2164, DL 750, SDYD



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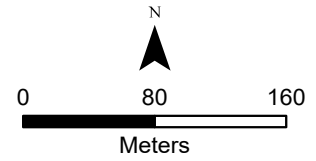


Regional District of
Kootenay Boundary

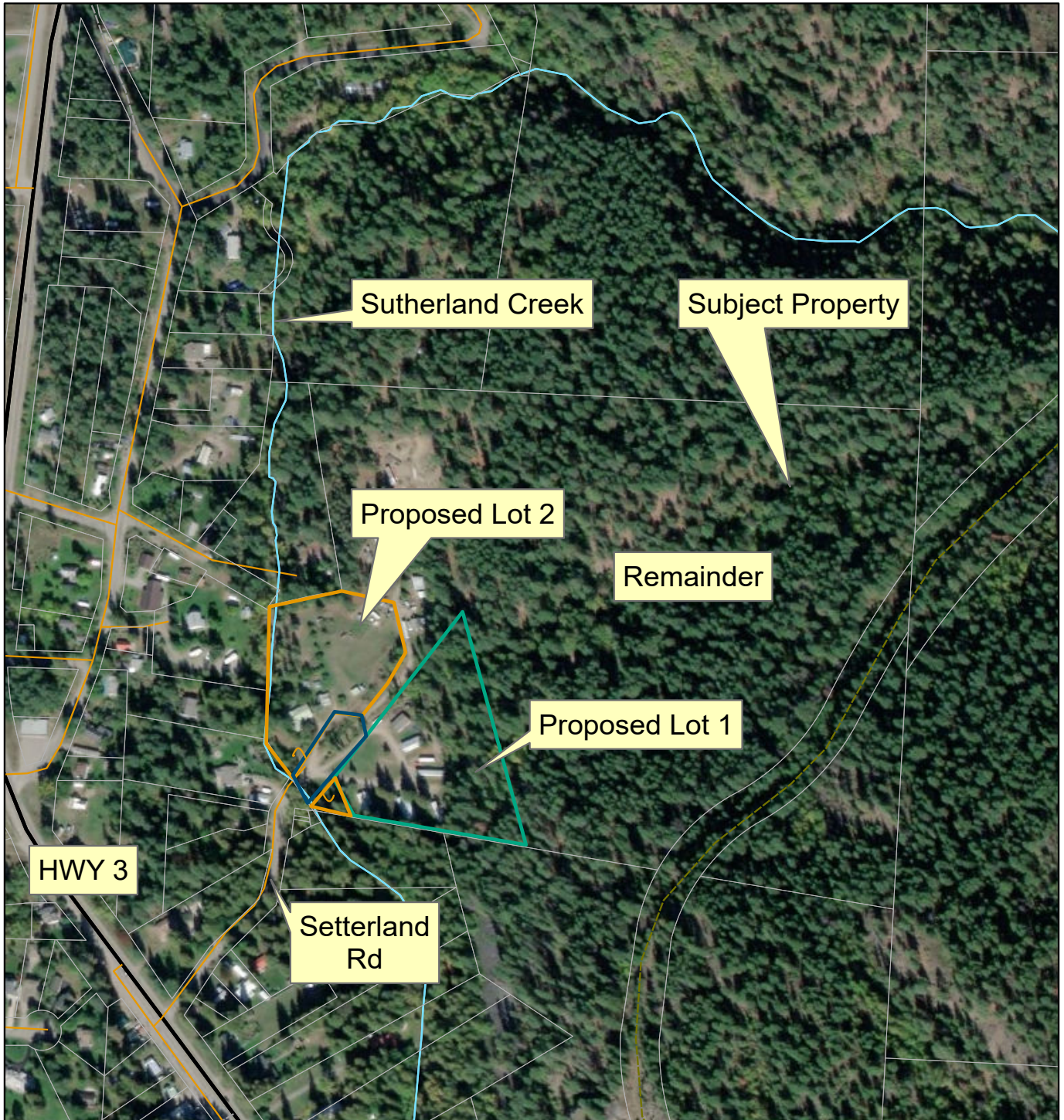
Date: 2019-10-23

Subject Property Map

Lot 5, Plan KAP2164, DL 750, SDYD



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PROPOSED

SUBDIVISION PLAN OF LOT 5, DL 750,
SDYD, PLAN 2164, EXCEPT PLANS
B4557, B5691, B6221, 3426, 2412, AND 25939.

PURSUANT TO SECTION 67 L.T.A.
BCGS 82E.002

PID: 007-792-367
CHARGES: UNDER-SURFACE RIGHTS- A4150, K019408, L0529550
PARAGRAPHS (E) AND (F) SEC 23(1) LTA - OF M26728, 12/5/77

CIVIC ADDRESS:
1930 - SETTERLAND ROAD, CHRISTINA LAKE

CLIENT: DAVE BEATON / BARRY HICKS
DATE: JUNE 13, 2019

FIELD SURVEY DATE: MAY 17, 2019

VERSION # 2
REVISED DATE: DECEMBER 4, 2019

REMOVED PALM ROAD DEDICATION
- SETTERLAND ROAD DEDICATION CHANGED TO COMMON LOT 4
- REMAINDER CHANGED TO BE PART OF SUBDIVISION NOW LOT 3
- SEPTIC FIELD IN LOT 2 CHANGED TO BE PART OF LOT 1 (HOOKED)
- EASEMENTS ADDED FOR ACCESS AND TIES ACROSS LOTS 2 AND 3
- LOT 2 SIZE INCREASED TO MEET 1 ha MINIMUM ZONING
- AREA TABLE REVISED
- ADDED COVENANT NOTATIONS
- ADDED INTEREST IN COMMON LOT TABLE

SCALE 1:1000
20 10 0 20 40 60

ALL DISTANCES SHOWN ARE IN METRES
THE INTENDED SIZE OF THIS PLAN IS 864 mm
IN WIDTH BY 1120 mm IN HEIGHT (E 82E)
WHEN PLOTTED AT A SCALE OF 1:1000

THIS SKETCH PLAN WAS PREPARED FOR
SUBDIVISION APPLICATION PURPOSES
ONLY AND IS FOR THE EXCLUSIVE
USE OF THE CLIENT SHOWN.
LOT BOUNDARIES SHOWN ARE DERIVED FROM CURRENT FIELD SURVEY
BY BROCK PENDERGRAFT, B.C.S. 996, AND ARE SUBJECT TO
CHANGE UPON REGISTRATION OF A COMPLETE NEW LEGAL SURVEY.
DIMENSIONS SHOWN ARE NOT TO BE USED TO
DEFINE BOUNDARIES OR PROPERTY CORNERS.

LEGEND

- DENOTES STANDARD IRON POST PLACED
 - DENOTES TRAVESSE HUB PLACED
 - ⊙ DENOTES NON-STANDARD POST (ROUND) FOUND
 - ⊖ DENOTES STANDARD CAPPED POST FOUND
 - × DENOTES UNMONUMENTED MEASURED POINT
- NOTE: THIS PLAN SHOWS ONE OR MORE WITNESS
POSTS WHICH ARE NOT SET ON THE TRUE CORNERS)

GRID BEARINGS ARE DERIVED FROM GNSS DUAL
FREQUENCY OBSERVATIONS AND ARE REFERRED
TO THE CENTRAL MERIDIAN OF UTM ZONE 11.
TO OBTAIN LOCAL ASTROMETRIC BEARINGS REFERRED
TO THE MERIDIAN THROUGH THE TRAVESSE HUB
LABELLED "SPK3882", SUBTRACT 0° 55' 00".

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES
UNLESS OTHERWISE SPECIFIED, TO COMPUTE GRID DISTANCES
MULTIPLY GROUND-LEVEL DISTANCES BY THE AVERAGE
COMBINED FACTOR OF 0.9998242. THE AVERAGE COMBINED
FACTOR HAS BEEN DETERMINED BASED ON AN ELLIPSOIDAL
ELEVATION OF 456 METRES.

THE UTM COORDINATES AND ESTIMATED HORIZONTAL POSITIONAL
ACCURACY ACHIEVED ARE DERIVED FROM GNSS DUAL FREQUENCY
OBSERVATIONS USING NATURAL RESOURCES CANADA PPP SERVICES.

BOOK OF REFERENCE	
DESCRIPTION	AREA
LOT 1, PART SOUTH OF LOT 3	1.23 ha
LOT 1, PART NORTH OF LOT 3	799.7 m ²
LOT 1, TOTAL AREA	1.31 ha
LOT 2, PART SOUTH OF COMMON LOT 4	254.9 m ²
LOT 2, PART NORTH OF COMMON LOT 4	1.01 ha
LOT 2, TOTAL AREA	1.03 ha
LOT 3, PART WEST OF LOT 10 (RAILWAY)	13.0 ha
LOT 3, PART EAST OF LOT 10 (RAILWAY)	14.4 ha
LOT 3, TOTAL AREA	14.4 ha
RETURN TO CROWN (NORTH)	980.6 m ²
RETURN TO CROWN (MIDDLE)	59.8 m ²
RETURN TO CROWN (SOUTH)	103.9 m ²
TOTAL RETURN TO CROWN	0.114 ha
COMMON LOT 4 (ACCESS)	785.2 m ²

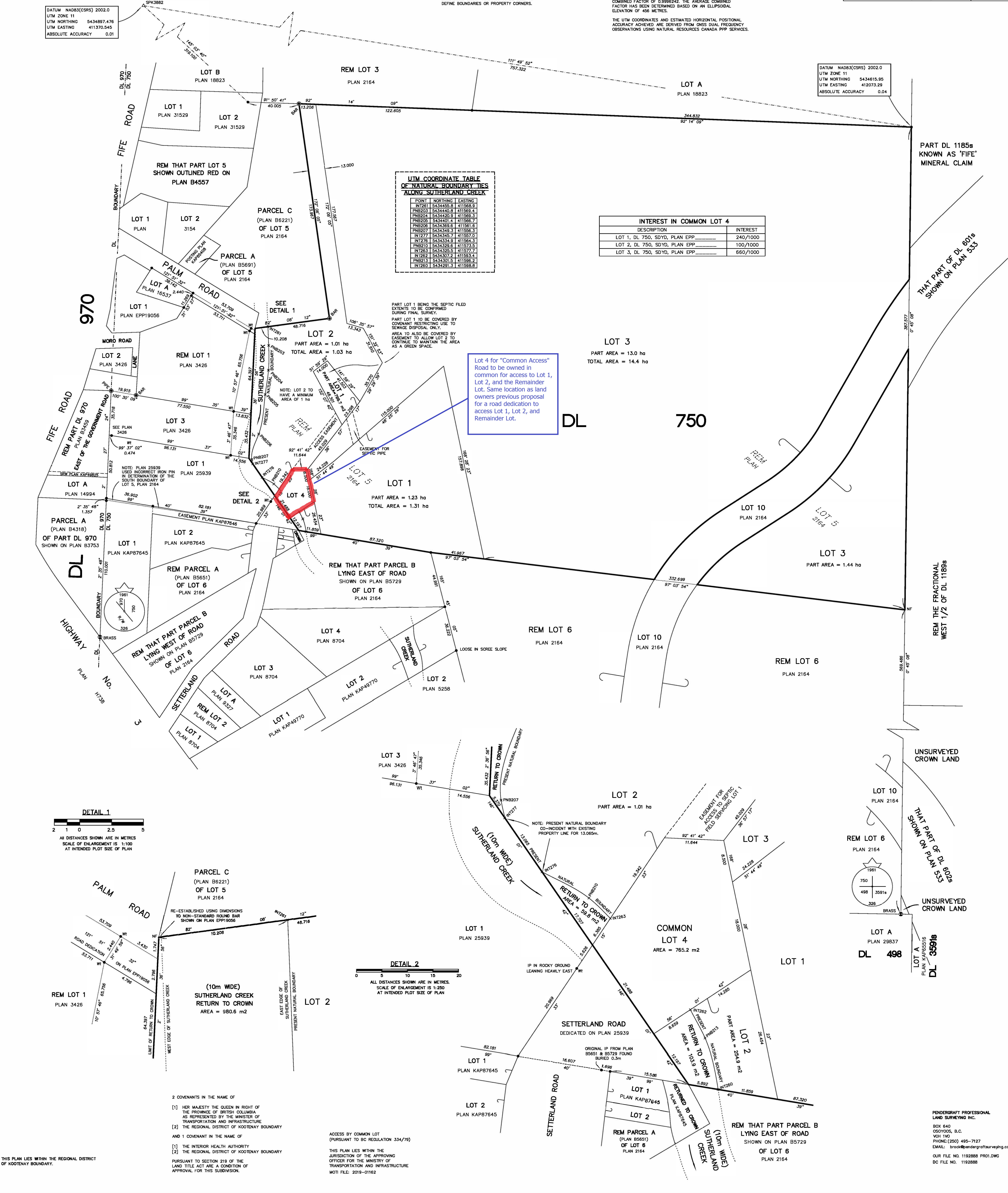
DATUM: NAD83(CRS) 2002.0
UTM ZONE 11
UTM NORTHING 5434897.476
UTM EASTING 411370.545
ABSOLUTE ACCURACY 0.01

DATUM: NAD83(CRS) 2002.0
UTM ZONE 11
UTM NORTHING 5434615.95
UTM EASTING 412073.29
ABSOLUTE ACCURACY 0.04

UTM COORDINATE TABLE OF NATURAL BOUNDARY LINES ALONG SUTHERLAND CREEK		
POINT	NORTHING	EASTING
INT201	5434455.8	411568.5
INT202	5434440.8	411569.4
INT203	5434430.9	411569.3
INT204	5434420.4	411568.7
INT205	5434410.6	411568.1
INT206	5434395.6	411567.3
INT207	5434384.3	411566.3
INT208	5434370.8	411565.3
INT209	5434355.5	411564.3
INT210	5434340.8	411563.3
INT211	5434325.5	411562.7
INT212	5434310.2	411561.8
INT213	5434295.3	411560.8

INTEREST IN COMMON LOT 4	
DESCRIPTION	INTEREST
LOT 1, DL 750, SDYD, PLAN EPP	240/1000
LOT 2, DL 750, SDYD, PLAN EPP	100/1000
LOT 3, DL 750, SDYD, PLAN EPP	660/1000

Lot 4 for "Common Access"
Road to be owned in
common for access to Lot 1,
Lot 2, and the Remainder
Lot. Same location as land
owners previous proposal
for a road dedication to
access Lot 1, Lot 2, and
Remainder Lot.





RDKB Board of Directors Staff Report

RE:	Endorsement of the RDKB Drought Management Plan: Kettle River Watershed		
Date:	November 4, 2020	File #	BIWS-DMP
To:	Chair Langman and members of Board of Directors		
From:	Kristina Anderson, Watershed Planner		

Issue Introduction

A staff report to present the RDKB Drought Management Plan: Kettle River Watershed for final review and endorsement.

Background

The RDKB Drought Management Plan: Kettle River Watershed (DMP) is a standalone document, detailing past and future drought conditions for the Boundary region. This is a supporting document to the Boundary Region Drought Response Plan that was endorsed by the RDKB Board this past September. The Kettle River Watershed Advisory Council and the Boundary Water Suppliers Working Group both had the opportunity to comment on the document, with comments incorporated into this final version. A draft version of the DMP has not been released to the public. The DMP was supported by the Boundary Community Development Committee in their last meeting.

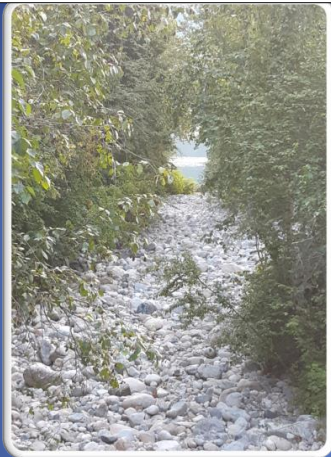
Recommendation

That the Regional District of Kootenay Boundary Board of Directors endorse the Kettle River Drought Management Plan as presented to, and supported by the Boundary Community Development Committee on November 4, 2020.

Attachment

RDKB Drought Management Plan: Kettle River Watershed

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
DROUGHT MANAGEMENT PLAN:
KETTLE RIVER WATERSHED**



September 2020

Acknowledgements

Thank you to:

- Jessica Mace, Nicole McCallum and Michael Tollis of Collective Roots Consulting for their research and work preparing the draft 2019 Drought Management Plan;
- The Kettle River Watershed Authority Committee, now known as the Kettle River Watershed Advisory Council, for their invaluable input and continued support on our regional watershed and drought management;
- The Thompson Okanagan and Kootenay Boundary, BC Provincial staff from Forests, Lands, Natural Resource Operations and Rural Development for their continued support towards Boundary drought management; and
- Our funders, who, without their support this plan would not have been possible: City of Grand Forks; City of Greenwood; Federal Gas Tax Fund Electoral Areas C, D and E; Provincial Infrastructure Planning Grant; Village of Midway; West Boundary Community Forest; and members of the Water Suppliers Working Group: Sion Improvement District, Big White Utilities and Mount Baldy Utilities.

Contact: Kristina Anderson, M.Sc., P.Ag.
Watershed Planner
Regional District of Kootenay Boundary
Phone: 250-442-4111
Email: watershedplanner@rdkb.com

Funding Contributors:



Infrastructure Planning Grant Program



Government of Canada
Gouvernement du Canada



Federal Gas Tax Fund: Electoral Areas C, D, E



Executive Summary

Since the early 2000's, Boundary area residents have become increasingly aware of low flows and declining fish stocks in the Kettle River Watershed. These concerns prompted the development of the Kettle River Watershed Management Plan (KRWMP). The KRWMP (Regional District of Kootenay Boundary, 2015) outlines actions towards an integrated and ecosystem-based watershed management approach, with a focus on drought management. Four out of the five years between 2015 and 2019 experienced either very dry (Provincial drought level 3) or extremely dry (Provincial drought level 4) conditions, prompting concerns for fish survival and causing adverse economic, ecological and health impacts. Climate projections for this region suggest that drought conditions will become more common, highlighting the need for committed drought planning and management in the Boundary.

In response to actions outlined in the KRWMP, and with support from the Regional District of Kootenay Boundary (RDKB), Boundary Directors, Provincial and Local Government staff, water suppliers, and the public, the RDKB initiated the development of regional Drought Management Plans.

Four documents are being developed to support drought management in the Boundary Region of the RDKB:

- (1) RDKB Drought Management Plan: Kettle River Watershed (DMP),
- (2) RDKB Drought Management Plan: Nine Mile Creek,
- (3) RDKB Boundary Drought Response Plan, and
- (4) RDKB Boundary Drought Management Public Engagement Strategy.

Together, these Plans will support collaboration between the Province, RDKB, water suppliers and water users, as collective and focused efforts are necessary for successful drought management in the Boundary Region. The DMP details recommendations for water rights holders and stakeholders; public engagement and communication strategies; water and watershed monitoring; and adaptive management approaches.

Realizing that water management and conservation has been a component of many individual practices, it is important that these efforts continue and all water users in the Boundary region work consistently towards careful management of this finite resource. Continuing from the important conservation and land management work already underway, drought management is a key action that can help to reduce the severity of a drought thereby lessening negative impacts. This work is all the more important now as we prepare for a changing climate, which is forecasted to include warmer and wetter winters in combination with warmer springs shifting to hotter and drier summers.

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List of Abbreviations

BMP	Best Management Practices
CEFT	Critical Environmental Flow Threshold
DMP	RDKB Drought Management Plan: Kettle River Watershed
DMT	Kettle River Watershed Drought Management Team
DRP	RDKB: Boundary Drought Response Plan
ECCC	Environment and Climate Change Canada
EFP	Environmental Farm Plan
FLNRORD	Forests Lands, Natural Resource Operations and Rural Development
GDD	Growing Degree Days
KBFA	Kootenay Boundary Farm Advisors
KBR	Kootenay Boundary Region – Province of BC
KRW	Kettle River Watershed
KRWMP	Kettle River Watershed Management Plan
LG	Local Government
MOTI	Ministry of Transportation and Infrastructure
ORW	Okanagan River Watershed
PES	RDKB: Boundary Drought Management Public Engagement Strategy
RCP	Representative Concentration Pathways
RDKB	Regional District of Kootenay Boundary
RDNO	Regional District of North Okanagan
TOR	Thompson Okanagan Region – Province of BC
WSC	Water Survey of Canada
WSWG	Water Suppliers Working Group

1.0 Introduction

Water is vital for sustaining all life. Our relationship with and access to water can shape our quality of life, as understood through this excerpt from the Sylix Water Declaration:

"When we take care of the land and water, the land and water takes care of us".

Okanagan Nation Alliance (2020)

The climate change for the Kettle River Watershed (KRW) is forecast to include drier summers, higher annual temperature and an earlier snowmelt (University of Victoria, 2020). Along with the anticipation that both the frequency and magnitude of extreme events will increase. Accordingly, the management and adequate conservation of water to support a healthy ecosystem and economy is becoming more and more important.

A common assumption is that water use cannot noticeably affect the flow from large rivers in the KRW. However, discharge measurements taken on the Kettle River in Laurier, Washington show that the Kettle River can be affected by water withdrawal. During very dry years¹ and based on water use in 2012, water users are already licensed to divert enough water for the river to be flowing 38 to 90% lower than what would have occurred naturally (Summit Environmental Consultants, 2012). This is attributed to surface water withdrawals as well as groundwater withdrawals, as groundwater extraction can affect surface water levels.

A simplified version of the water cycle (Figure 1.1 and 1.2) helps remind us that water movement through the earth is cyclical; what happens on the surface can affect groundwater, which then flow back towards the surface, evaporating and falling again as precipitation.

¹ In this circumstance, Summit Environmental (2012) defines a "very dry year" to be when the water level in the Kettle River reaches a monthly low flows that, based on statistics, would be expected to occur once in every 50 year (1 in 50 year return period).

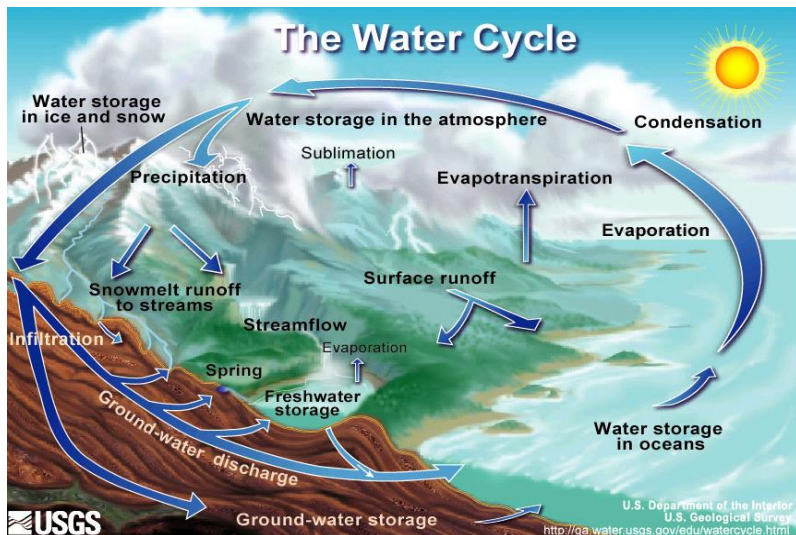


Figure 1.1 Water cycle. Source: U.S. Geological Survey

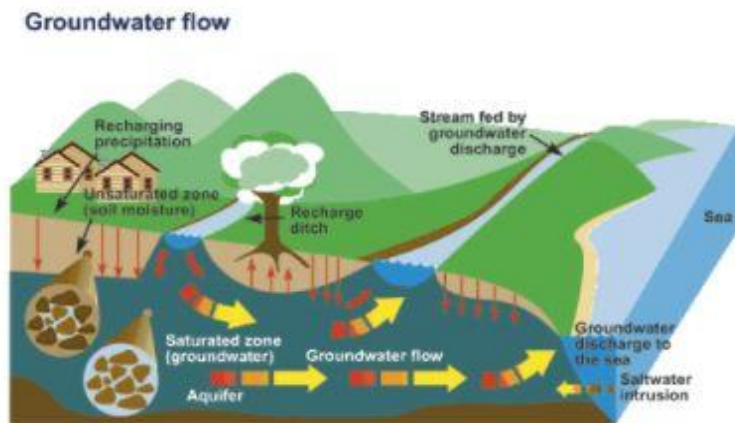


Figure 1.2 Groundwater flow. Source: Environment and Climate Change Canada (2013)

During the late summer, surface and some groundwater water users can substantially reduce the volume of water flowing (discharge) in the Kettle River. Engaging with water users to understand their role in water conservation is key for drought management in the KRW.

The information and tools proposed in this DMP have been designed to support all water users in the KRW to have a more active role in the region's water management. Understanding and planning for drought prior to an emergency allows for a more informed, effective and collaborative response.

This DMP is a living document; the aim is for this document to adapt and change as new ideas and information becomes available.

1.1 Background

Since the early 2000s, KRW residents and local government elected officials have increasingly expressed concerns with the low water levels in the rivers throughout the KRW. Public interviews and surveys were conducted in 2012, indicating that that many Boundary residents felt drought was a main threat to the Kettle River (Watt, Graham; KRWMP Stakeholder Advisory Group, 2014). Which became one of the main reason for the development of the Kettle River Watershed Management Plan (KRWMP). Published in 2015, the KRWMP addresses the need for effective drought management through the directives towards improve water security by developing and implementing drought management plans and water storage strategies (Regional District of Kootenay Boundary, 2015).

In 2015, the RDKB formed the Water Suppliers Working Group (WSWG), which consists of both municipal and independent water suppliers. This group was developed for water suppliers to discuss water related issues, share information, and gain access to learning opportunities. That same year, the Province recognized the need for the KRW to have its own Provincial drought rating, compared to previous years where the KRW drought classification was directly connected with to the drought level for the Okanagan River Watershed (ORW).

In 2017, the RDKB was invited to participate in the provincially lead Thompson Okanagan Region (TOR) Drought Team meetings. Having an RDKB representative at these meetings has been useful, as RDKB provides essential on-the-ground information to the Province, and can provide information about proposed Provincial actions to Boundary water suppliers and regional stakeholders.

In 2017, the RDKB Boundary Directors, water suppliers (municipal and independent), First Nations, provincial government staff and the public supported the development of the drought management plans. Taking into consideration the two Boundary region watersheds, KRW and ORW, four documents are being developed to increase access to information and recommend Boundary region drought management actions:

1. RDKB Drought Management Plan: Kettle River Watershed (DMP) provides background information, details on historic and projected droughts, impacts, and challenges with drought management in the KRW and provides recommendations to reduce drought impacts. It focuses on the planning and preparation stage of drought management.
2. RDKB Drought Management Plan: Nine Mile Creek (DMP) provides background information, details on historic and projected droughts, impacts, and challenges with drought management in the Nine Mile Creek watershed, located within the ORW. Offers recommendations towards helping reduce drought impacts, while focusing on the planning and preparation stage of drought management.
3. RDKB Boundary Drought Response Plan (DRP) outlines recommended actions to be taken during all stages of provincially identified drought.
4. RDKB Boundary Drought Management Public Engagement Strategy (PES) details engagement practices designed to occur throughout the year, during the planning and preparation period and active drought events.

1.2 Purpose and Audience

The purposes of the DMP is to provide a summary of drought conditions and impacts in the KRW and to recommend actions to be taken during the planning and preparation period. The DRP provides actions for the government and water users to take during a drought, while the PES details information on a variety of communication and education strategies in support of drought awareness.

Working to reduce the severity of the drought and associated drought impacts through efficient water use and effective water management can improve community sustainability and resiliency. Benefits include:

- Increased efficient use of water by Water Suppliers and large water users could decrease the use of water that, in turn, can reduce operating costs.
- Increasing the reliability and availability of drinking water and water for recreation, which includes water access for swimming, boating and fishing.
- Supporting KRW ecosystems for all organisms as we maximize available water during the summer months.
- Reducing the need for the Province to have to apply water restrictions or declare a water shortage, which could stop non-domestic water withdrawal.

1.3 Objectives

The DMP objectives are:

- Summarize historical and current drought information for the KRW.
- Identify local challenges that exist when managing drought in the KRW.

- Recommend actions for the Province, Local Governments (LG), water suppliers and water users that support a coordinated drought management approach.
- Provide drought management recommendations to be conducted during the “Planning and Preparation” period, typically from November to April.

2.0 Plan Area

The RDKB has two distinct regions: Kootenay and Boundary. Figure 2.1 highlights the location of the Boundary portion, the area covered by this plan.

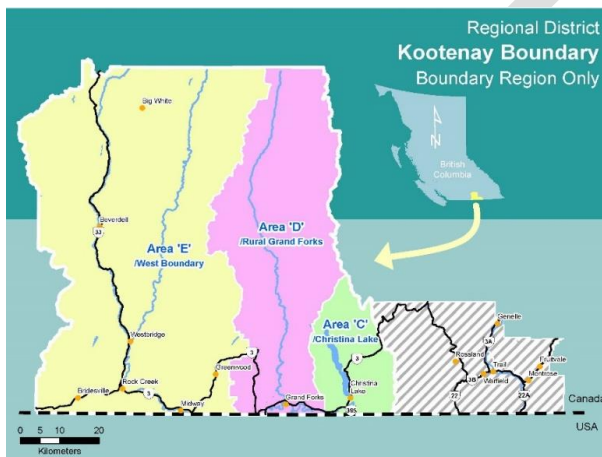


Figure 2.1 Map of the Boundary portion of the Regional District of Kootenay Boundary consisting of Electoral Areas C/Christina Lake, D/Rural Grand Forks and E/West Boundary, and the City of Grand Forks, City of Greenwood and Village of Midway.

There are two main watersheds in the Boundary portion of the RDKB: KRW and ORW (Figure 2.2). This DMP covers the KRW portion that is located within the RDKB, which accounts for 65 % of the watershed. The remaining approximately 35 % of the KRW is located in other local government jurisdictions: 10% in the Regional District of North Okanagan (RDNO) to the north, 0.1 % in the Regional District of Central Okanagan to the west, and 25 % in Washington State (WS), United States of America to the south (Figure 2.3). As the KRW extends outside of the RDKB, close communication with RDNO and WS will ensure continuity and improve our ability to manage for future impacts as we collectively prepare for and respond to drought conditions.

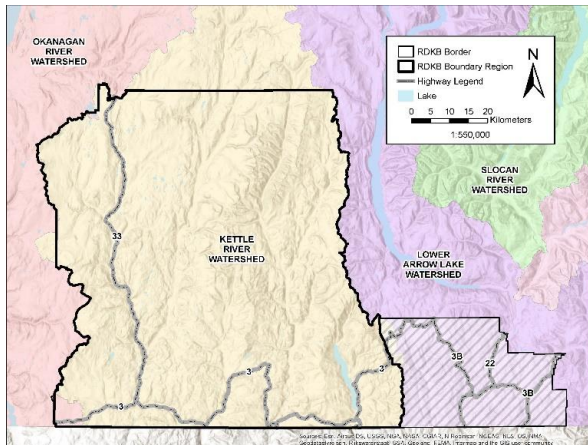


Figure 2.2 Main watersheds in the Boundary portion of the RDKB: Okanagan River (orange) and Kettle River (yellow).

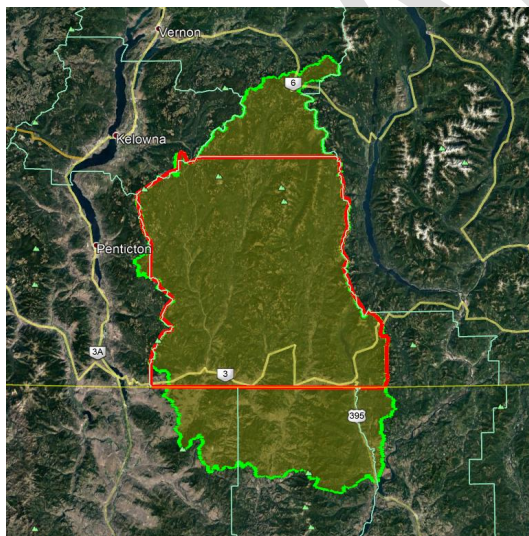


Figure 2.3 Kettle River Watershed (lime green) and the RDKB Boundary region (red). The US border shown as a straight horizontal yellow line. Google Earth 2016 image.

There are nine (9) sub-basins in the KRW, with eight (8) located either in whole or in part in Canada (Figure 2.4). Each sub-basin has unique characteristics, including varying economic and ecological water needs and water availability. For detailed information on each sub-basin characteristics, such as geologic, elevation ranges, hydrological and climatic monitoring stations, water use, biogeoclimatic ecosystem classification (BEC) zones, species-at-risk, vegetation communities and the technical method of defining the sub-basins, see the report "Kettle River Watershed Management Plan: Phase 1 Technical Assessment" (Summit Environmental Consultants, 2012).

DRAFT

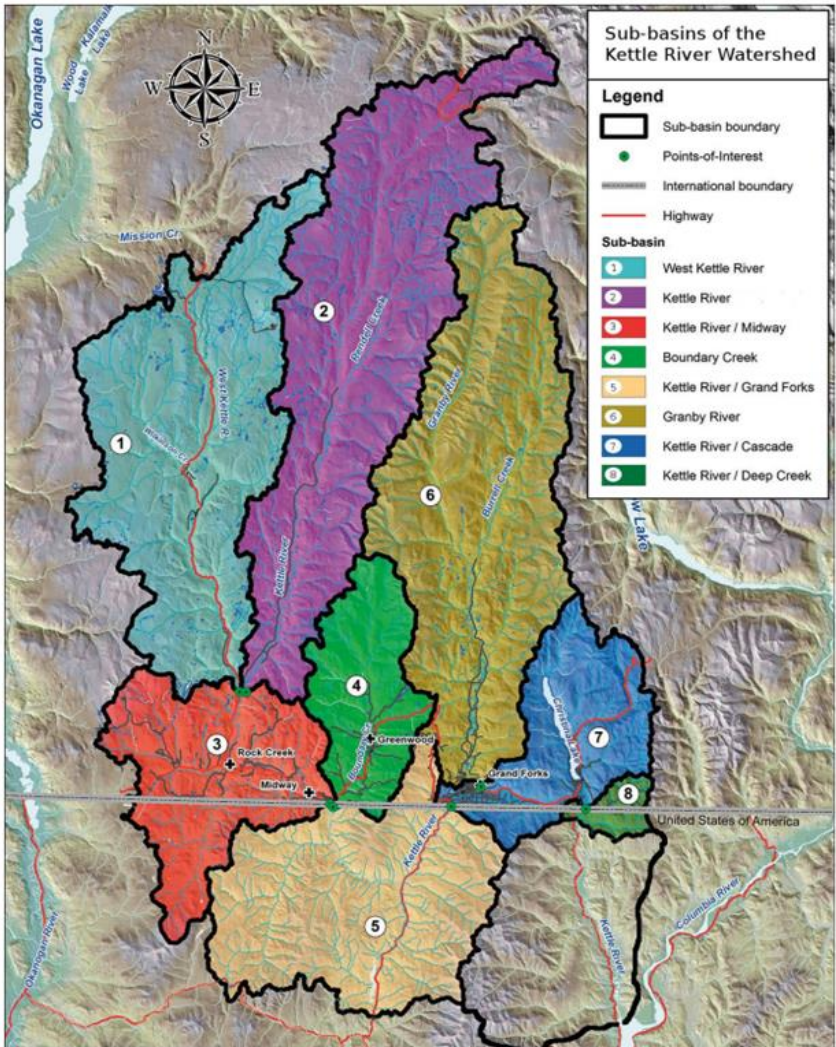


Figure 2.4 Kettle River Watershed with sub-basins (Summit Environmental Consultants, 2012).

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3.0 BC Provincial Legislation and Drought Guidance Documents

3.1 Legislation

The following are the four (4) sections from the *Water Sustainability Act* (WSA) (Province of BC, 2020) created to manage water use during times of water scarcity. These sections outline the water user who would have priority over another user, and how and when water restrictions can be enforced.

WSA Part 2: Licensing, Diversion and Use of Water Section 22: Precedence of rights

The Province of BC may enforce restriction of water use during times of water scarcity. This is known as implementing FITFIR (First in Time First in Right), which prioritizes water rights by the water licence priority date and purpose. However, during these times of scarcity, essential household use of water is only partially restricted – a maximum of 250 litres of water per day for domestic purpose is permitted as outlined in Section 22 (11).

WSA Part 3: Protecting Water Resources Division 5: Temporary Protection Orders

Section 86: Declarations of significant water shortage

A temporary measure used to declare an area with having a significant water shortage. This declaration is made prior to substantial water use curtailment.

Section 87: Critical environmental flow protection orders

After a water shortage has been declared, this order allows for the critical environmental flow threshold (CEFT) to be determined for each affected stream. The CEFT is the quantity of water required to remain in the stream in order to ensure the survival of a fish population.

Section 88: Fish population protection orders

After a water shortage (Section 86) has been declared, the CEFT has been determined (Section 87) and the survival of a fish population may be or may become threatened, the Minister can restrict water withdrawal from either a stream or an aquifer that is hydraulically connected to a surface water source.² Consideration must be given to the needs of agricultural users prior to the ruling.

² For information on hydraulically connected aquifers within the Boundary region, please see the Kettle River Watershed Management Plan: Phase 1 Technical Assessment (Summit Environmental Consultants, 2012).

3.2 Provincial Drought Response Plans

The Boundary region is covered by the British Columbia Drought Response Plan (Province of BC, 2018). In March 2020, the Province shifted drought management of the Boundary region from the TOR to its Kootenay Boundary³ regional office (KBR). Prior to March 2020, the Boundary region was included in the TOR Drought Response Implementation Plan (Province of BC, 2016).⁴ The Provincial drought plan defines how Provincial drought levels are determined and identifies the roles and responsibilities during a drought for different groups including the Federal Government, Provincial Government, Regional (Provincial) Drought Management Team, and Local Governments. The Provincial Drought Response Plan focuses on the Provincial level drought response and guides the local level response.

4.0 Drought in the Kettle River Watershed

Drought is ultimately the lack of water, usually caused by a lack of precipitation over an extended period, resulting in water shortages for human and environmental needs (Province of BC, 2018). There are five types of drought: meteorological drought, hydrological drought, agricultural drought, socioeconomic and ecological drought (Province of BC, 2018; National Centres for Environmental Information, 2020).

- *Meteorological drought:* Dry weather patterns causing less precipitation compared to normal precipitation amounts for that time of year.
- *Hydrological drought:* Low water levels in rivers, lakes, aquifers or a combination of different sources, usually due to extended periods of low or no precipitation.
- *Agricultural drought:* When crops are affected from lack of available water in the soil or livestock do not thrive because of water availability concerns.
- *Socioeconomic drought:* Meteorological and hydrological drought so severe that there are impacts to the supply and demand of various commodities. The demand for an economic good exceeds the supply due to weather related events. Drought levels will affect tourism.
- *Ecological drought:* A prolonged and widespread deficit in regional water supplies (extended hydrological drought) that has resulted in multiple stresses across ecosystems.

The provincial drought levels are largely based on information associated with meteorological and hydrological drought.

³ Even though the Kootenay Boundary portion of the name is similar, the area defined by the RDKB is only the far western portion of the area covered by the KBR Provincial office.

⁴ As of June 2020, the RDKB continues to attend the TOR drought calls in order to remain up-to-date on drought concerns in the area, especially in the Okanagan Highland Plateau area.

4.1 Climate Characteristics and Drought Trends in the Kettle River Watershed

4.1.1 Climate Characteristics for the Kettle River Watershed

The north-south mountain ranges of the Okanagan Highland and Monashee Mountains plus associated valleys strongly influence the climate within the KRW. The KRW exhibits a snow (nival) dominated hydrological regime, resulting in a large spring melt (freshet) following by reduced precipitation during the summer months. There are no large glaciers in the KRW, as a result, the Kettle River does not respond to glacial melt as can often support streams during the summer months (Allen, Scibek, Wei, & Whitfield, 2004). The Boundary region covers two Ecodomain classifications, the area west of Greenwood classified as "Dry", while the areas east of Greenwood classified as "Humid Temperate" (Demarchi, 2011). With this humid temperate to semi-arid climate⁵, summer precipitation occurs mostly from convective activity, with winter precipitation mostly falling as snow (Scibek, Allen, Cannon, & Whitfield, 2007). The KWR normally experiences relatively hot drier summers, bordered by spring and fall rains. As meteorological and hydrological drought are strongly controlled by climate, the intensity and timing of the precipitation and temperature readings will dictate the presence and severity of the drought, especially during the late summer months. There are 10 active climate stations in the Boundary region (Table 4.1, Figure 4.1); managed by different organizations including Environment and Climate Change Canada (ECCC); Ministry of Environment and Climate Change Strategy (ECCS); Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD); and Ministry of Transportation and Infrastructure (MOTI).

Table 4.1 The 10 active climate stations in the Boundary region.

Owner or Manager	Station Name (Number)
ECCC	Billings near Grand Forks (No. 1140876)
ECCC	Midway (No. 1135126)
ECCS	Grano Creek (No. 2E07P)
FLNRORD – BC Wildfire Service	Beaverdell (No. 390)
FLNRORD – BC Wildfire Service	Idabell Lake (No. 1261)
FLNRORD – BC Wildfire Service	Rock Creek (No. 394)
FLNRORD – BC Wildfire Service	Grand Forks (No. 392)
FLNRORD – BC Wildfire Service	Eight Mile (No. 391)
FLNRORD – BC Wildfire Service	Nicoll (No. 393)
MOTI	McCulloch (No. 33099)

⁵ The Koppen climate classification for the Boundary region is Dfb: Humid Continental Mild Summer (PlantMaps, 2020).

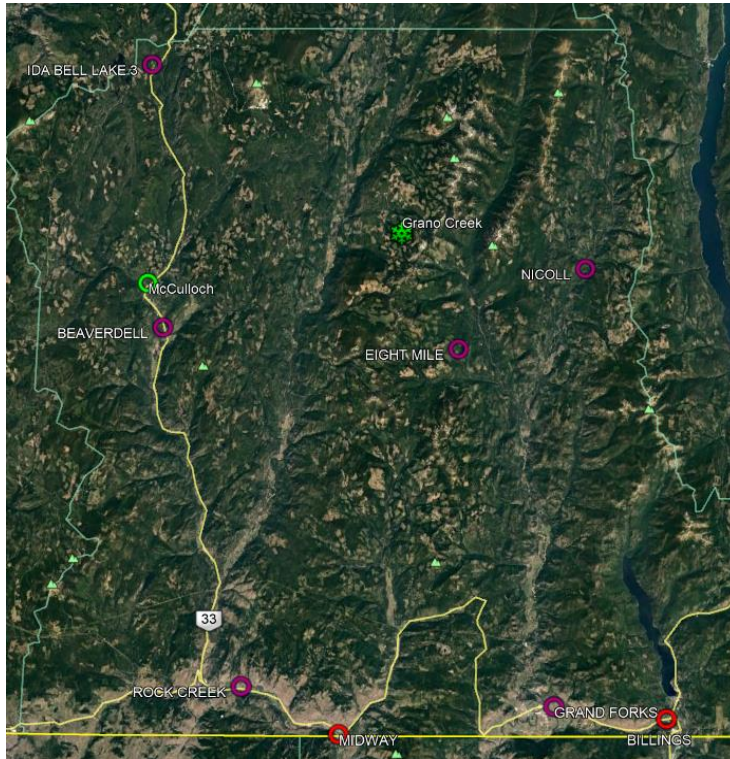


Figure 4.1 Location of the 10 weather stations in the Boundary region, as identified in Table 4.1, on 2016 Google Earth image.

Climate normals (Government of Canada, 2020) have been calculated from 1981 to 2010 for three stations in the Boundary: Grand Forks, Midway and Beaverdell North (Table 4.2). Grand Forks shows an annual average temperature and precipitation of 8.0°C and 534.3 mm respectively. Located to the northwest of Grand Forks and higher in elevation, Beaverdell North reports a drier and cooler climate with an average annual temperature and precipitation of 5.0°C and 485.9 mm, respectively. Midway, south of both Grand Forks and Beaverdell North has the lowest annual precipitation of the three stations, at 470 mm, and an average annual temperature between the two at 7.6 °C.

Table 4.2 Environment Canada Climate Normals from 1981 to 2010 (Government of Canada, 2020)

	Grand Forks	Midway	Beaverdell North
Station Number	1133270	1135126	1130771
Latitude/Longitude	49.03N/118.47W	49N/118.77W	49.48N/119.05W
Elevation (m)	531.90	571.00	838.20
Annual daily average temperature (°C)	8.0	7.6	5.0
Coollest daily average temperature (°C) by month	-4.2 (December) -3.6 (January)	-4.3 (December) -4.2 (January)	-7.0 (December) -6.1 (January)
Warmest daily average temperature (°C) by month	19.9 (July) 19.7 (August)	19.3 (July) 18.7 (August)	15.9 (July) 15.6 (August)
Total annual precipitation (mm)	534.3	470.1	485.7
Lowest months of precipitation (mm)	28.8 (September) 29.1 (August)	22.3 (September) 24.6 (October)	27.9 (March) 29.0 (February)
Highest months of precipitation (mm)	62.5 (June) 60.2 (May)	70.6 (May) 58.4 (June)	61.8 (June) 54.4 (May)

4.1.2 Surface and Groundwater Monitoring

There are nine surface water level stations and three groundwater observation wells monitored in the Boundary region (Table 4.3 and Figure 4.2). These stations are monitored by Federal or Provincial governments, with the surface water monitoring occurring mostly on larger water systems within the Boundary region.

Table 4.3 Surface water and groundwater monitoring stations for the Boundary region.

Owner or Manager	Station Name (Number)
Water Survey of Canada	West Kettle River Near McCulloch (08NN015)
Water Survey of Canada	Trapping Creek near the mouth (08NN019)
Water Survey of Canada	Lost Horse Creek near Christian Valley (08NN028)
Water Survey of Canada	Kettle River near Westbridge (08NN026)
Water Survey of Canada	West Kettle at Westbridge (08NN015)
Water Survey of Canada	Granby River at Grand Forks (08NN002)
Water Survey of Canada	Burrell Creek above Gloucester Creek (08NN023)
NOAA ⁶	Kettle near Ferry (FRYW1)
NOAA	Kettle at Laurier (LAUW1)
BC Government	Beaverdell (Obs Well 306)
BC Government	Midway (Obs Well 444)
BC Government	Grand Forks (Obs Well 217)

⁶ National Oceanic and Atmospheric Administration, U.S. Department of Commerce

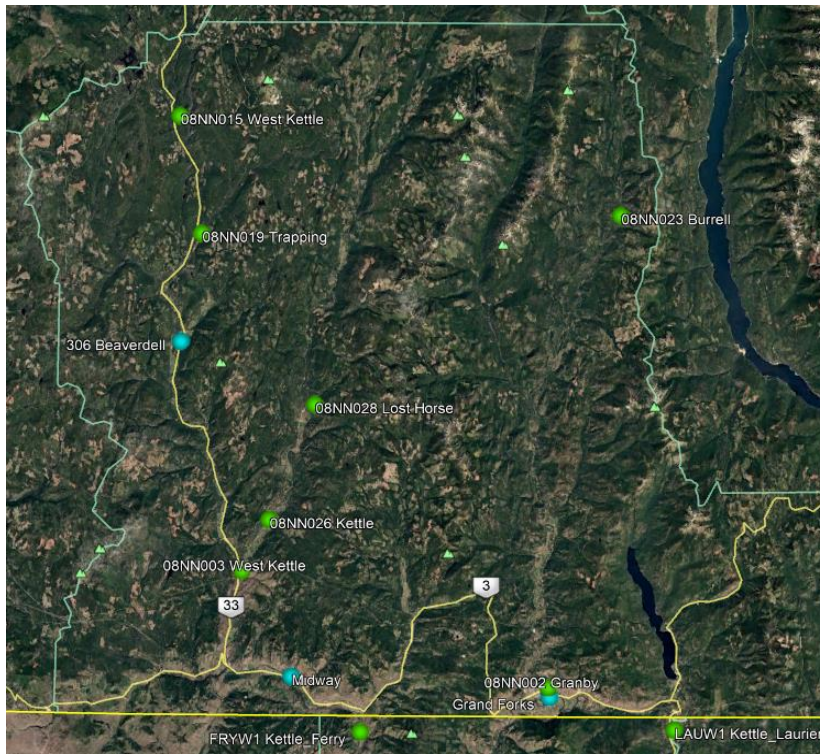


Figure 4.2 Location of surface and groundwater monitoring stations for the Boundary region (Table 4.3) on 2016 Google Earth image.

Realizing there is a connection between surface water and groundwater, monitoring the water level for both is important when trying to understand water availability and water movement in the Boundary region. Studies reported in 2007 showed that the Kettle River discharge is greater than the flow of water from its tributaries during the summer months (Scibek, Allen, Cannon, & Whitfield, 2007). On average, during freshet the Kettle River provides approximately 15% of its flow into aquifer storage (recharging the Grand Forks valley aquifer), and will release this water back into the Kettle over the next 30-60 days as baseflow (Scibek, Allen, Cannon, & Whitfield, 2007). When pumping from these hydraulically connected aquifers, a reduction in flow from the aquifer to the river (baseflow) can occur.

4.1.3 Historic Drought Trends in the Kettle River Watershed

A detailed hydrological assessment was completed for the KRW (Summit Environmental Consultants, 2012) assessing monthly discharge over a 70-year period by sub-watershed. No statistically significant increase or decrease of the Kettle River monthly discharge was found from 1929 to 2010. However, a slight downward trend (decrease in discharge) was observed from 1981 to 2010. Since 2010, drought has been experienced in the KRW a number of times, most recently during the years 2015, 2017, 2018 and 2019 (Table 4.4).

Drought conditions in the KRW can escalate quickly. In 2003, the watershed experienced above normal flows during the spring freshet, with flows declining rapidly during that summer months resulting in water levels becoming low enough to cause significant harm to fish (White, 2013). In 2017 and 2018, spring freshet was well above average,⁷ followed by low flows later in the season (Province of BC, 2020). Having many valleys in the Boundary region where the surface water and groundwater closely interact, often known as hydraulically connected aquifers, the practice of conserving surface and groundwater is essential.

Several drought records since 2006 illustrate the impacts:

- During the summer of 2006, one of the lowest levels since 1929 when records began, fish kills were reported in the lower section of the Kettle River, downstream of Christina Lake (Andrusak, 2007).
- In 2015, many areas in the KRW experienced significant disruption from both forest fires and drought conditions. As the residents of the Rock Creek area (Kettle and West Kettle Rivers) were battling wildfires, the water level in the West Kettle River was dropping significantly. Provincial staff advised the Regional District that they anticipated a need for regulatory action, which would include restricting water withdrawal, under the *Water Act*⁸ and *Fish Protection Act*. In the end, the arrival of fall rains stopped the need for the regulatory action. The record low water during the summer months is visible in the 2015 Kettle River hydrograph (Figure 4-3).
- In 2017, the Province declared a drought level four (4) for the KRW. As a result, the Province to send letters to all non-domestic surface water licence holders recommending that they stop withdrawing water. Further discussion in Section 4.2.1.

⁷ In 2018, a new peak discharge records were set for both the Granby and Kettle Rivers based on Water Survey of Canada monitoring data.

⁸ The BC Government *Water Sustainability Act* was brought into force in 2016, prior to this water use and management was regulated provincially by the *Water Act*.

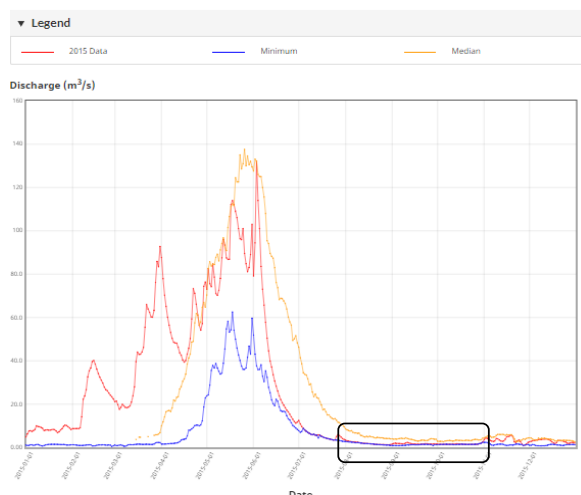


Figure 4.3 Kettle River near Westbridge (08NN026) year 2015, showing the daily flow (red), compared to the median (orange) and minimum (blue) flow values over a 40-year period 1975-2016. Highlighted by the black box, record low flows reported during the summer months.

4.1.4 Current Drought Trends in the Kettle River Watershed

Drought has been occurring through the KRW for decades. The Province determines the drought level for the KRW, which in turn directs Provincial response, a process explained in the DRP. Table 4-4 is a summary of the Provincial drought classification numbering and associated interpretation.

Table 4.4 Provincial drought level summary (Province of BC, 2018)

Level	Conditions	Significance	Objective
1 (Green)	Normal Conditions	There is sufficient water to meet human and ecosystem needs	Preparedness
2 (Yellow)	Dry Conditions	First indications of a potential water supply problem	Voluntary conservation
3 (Orange)	Very Dry Conditions	Potentially serious ecosystem or socioeconomic impacts are possible	Voluntary conservation and restrictions
4 (Red)	Extremely Dry Conditions	Water supply insufficient to meet socio-economic and ecosystem needs	Voluntary conservation, restrictions and regulatory action as necessary.

Unfortunately, the presence of high spring flows does not stop the drought potential for that year. In the KRW, both floods and drought can and do happen in the same year (Table 4.5). In 2017 and 2018 after long periods of normal conditions (level 1: green) following the spring flooding, by mid to late summer most of the rivers in the KRW were experiencing low flows and very dry conditions (level 3: orange).

Another notable drought trend is the short transition times between drought levels. In 2015, the transition time between dry conditions (level 2) and extremely dry conditions (level 4) was approximately three weeks. Level 4 drought in 2015 was experienced very early in the season (July 23) causing negative impacts for both the agricultural community and those responding to wildfires. In 2017, the time between normal conditions (level 1) and extremely dry conditions (level 4) was approximately nine weeks. The following year, 2018, the time between normal conditions (level 1) and very dry conditions (level 3) was approximately four weeks.

Table 4.5 Provincial designated drought levels for KRW (Province of BC, 2020). Legend drought level: 1 (green), 2 (yellow), 3 (orange) and 4 (red).

	May 1 to 31	June 1 to 15	June 15 to 30	July 1 to 15	July 15 to 30	August 1 to 15	August 15 to 31	Sept 1 to 15	Sept 15 to 30
2015						• July 23 rd , the KRW was separated from the ORW			
2016									
2017								• Level 4 continued until Oct 26 th	
2018									
2019									

4.1.5 Projected Drought Trends in the Kettle River Watershed

The Pacific Climate Impacts Consortium calculates and interprets climate change forecasting for British Columbia, presenting data in a user-friendly format with the "Plan2Adapt" platform (University of Victoria, 2020). Forecasted climate trends for the RDKB in the 2050s⁹ compared to the baseline historical period of 1961-1990 include:

- Increase in annual mean temperature by +3.2 °C (+2.1 °C to +4.4 °C); and

⁹ The forecast is based on the climate normals average from 2040 to 2069, and is represented by the year 2050.

- Annual increase in precipitation of +2.1 % (-3.3 % to +6.4 %); however a decrease in summer precipitation of -5.2 % (-39 % to +5.1 %) and increase in winter precipitation by +1.1 % (-3.7 % to +5.2 %).

With the forecasted increase in annual temperatures and precipitation, it is anticipated that the KRW will experience more rain during the winter months, which can both reduce the snow accumulation and contribute to more rain-on-snow events. The quantity and timing of snowmelt dictates the discharge and timing of the spring melt (freshet). Both of these factors have a large influence on the aquifer recharge and hydrological response in the KRW.

In a snow-dominated regime, the rivers recharge hydraulically connected aquifers during spring freshet. During the summer months, the same aquifers release water back to the rivers in the form of baseflow. A reduction in or loss of winter snowpack from either lack of accumulation or early freshet from a rain-on-snow event can affect the amount of water in both the rivers and aquifers, and ultimately the baseflow. If the Boundary experiences more water being released during freshet over a shorter period instead of a more gradual melt, very high water during the spring melt (freshet) could become more common.

Climate forecast modelling is not an exact science, and is strongly influenced by the dates used as the baseline,¹⁰ quality of data inputted, projected emission scenarios and interpretation of the results. Climate change projections will vary as different inputs are used and scientists work to estimate possible emission scenarios. For instance, PCIC often present forecasting using the high emissions scenario, RCP¹¹ 8.5, to help people prepare for the worst, whereas the Research Climatologist Colin Mahony from the Chief Foresters Office, FLNRORD, focuses his projections using the moderate emissions scenario of RCP 4.5 as he feels it may be more representative of the local situation (Mahony & MacKillop, 2020). As a result, one can find varying climate projections for an area. Appendix 1 provides climate projects for the Boundary and surrounding areas from three different reports; however, calculated using different baseline dates, and different sized areas: RDKB versus the Provincial KBR.

1. Plan2Adapt: Kootenay Boundary 2050 and 2080 (University of Victoria, 2020), forecasts produced prior to the second version of the model being produced during Spring 2020.
2. BC Agriculture and Food Climate Action Initiative: Two Page Summary (BC Agriculture & Food Climate Action Initiative, 2019)
3. Pacific Climate Centre (Prairie Climate Centre, 2019) forecasting for Grand Forks and Rock Creek.

¹⁰ Climate Normals are used as the baseline for climate forecasting. These normals are a 30-year average and represent the historical climate conditions to compare a modelled change in climate.

¹¹ RCP: Representative Concentration Pathways

The point is to look at the overall trends; realizing projections are produced from and for varying interpretations, timelines and emission scenarios. With that in mind, the following provide some of the projections for the Boundary region derived using the high emission scenarios:

- The BC Agriculture and Food Climate Action Initiative (2019) reports that Grand Forks is projected to have an annual increase in temperature by 2050¹² of 3.2 °C and a 19 % reduction in summer precipitation but overall increase in annual precipitation;
- Using a baseline of 1976-2005, the Prairie Climate Centre (2019) reports that Grand Forks will experience a mean annual temperature increase of 2 °C (2021-2050) and 4 °C (2051-2080) compared to the baseline. Reports an overall mean annual increase in precipitation, with a small mean summer reduction in precipitation, 4 and 7 mm respectively, however reporting a very large range between 50-211 mm.
- The Canadian Centre for Climate Services of ECCC (2020) provides an annual (modelled) average temperature for Rock Creek of 6.4 °C between 1981-2010. With this modelled baseline and forecasting using the high emission scenario, the forecasted increase is 8.1 °C for 2021-2050, 10 °C for 2051-2080 and 11.4 °C for 2081-2110. The modelled annual increase in precipitation, derived from an earlier baseline (1951-1980) of 500 mm, is forecasted at 4 %, 9 % and 10 % respectively.
- Summer flows on the Kettle River are projected to decrease due to the warmer temperatures and reduced summer precipitation (BC Agriculture & Food Climate Action Initiative, 2019).
- The timing of the peak flow for the rivers in the Boundary would shift to an earlier date in the event that Boundary experienced earlier warm spring temperatures (Prairie Climate Centre, 2019). This would also affect hydraulically connected aquifers such as the Grand Forks aquifer, which would be expected to show a similar timing shift to the river water level (Scibek, Allen, Cannon, & Whitfield, 2007).
- The growing degree days (GDD)¹³ are projected to increase throughout the KRW, with the Grand Forks areas reporting an increase of 756 GDD (base temperature of 5 °C) by the 2050s (BC Agriculture & Food Climate Action Initiative, 2019).

These climate change projections suggest a likely earlier and more intense drought conditions in the KRW, along with warmer and drier ecosystems throughout the

¹² The year 2050 is an average, and represents the period between 2040 and 2069.

¹³ Growing degree days (GDD) is a weather-based indicator for assessing crop development. GDD are calculated by taking the average of the daily maximum and minimum temperatures compared to a base temperature (BC Agriculture & Food Climate Action Initiative, 2019). Base temperatures are usually 10 °C for grapes, and 5 °C for cereals and many grasses.

Boundary region (Mahony & MacKillop, 2020). With a shift in precipitation patterns and the increase in GDD, residential and commercial water users may be inclined to increasing surface and groundwater water withdrawal, thereby placing additional pressure on some already strained water systems. Using projected climate change information, C. Mahony has Potential impacts from the climate change forecasts are widespread, affecting many business sectors, ecosystems and our public health (Climate Action Secretariat, 2016; BC Agriculture & Food Climate Action Initiative, 2019; Canadian Centre for Climate Services of ECCC, 2020).

4.2 Impacts from Drought in the Kettle River Watershed

4.2.1 Drought Impacts: Current and Historical

Many throughout the Boundary can provide personal experiences connected to drought. The following are a few examples of economic, ecological, health and safety impacts resulting from drought in the KRW:

Economic impacts:

- **Agricultural:** Early September 2017, level 4 drought was declared by the province. Letters were sent to non-domestic surface water licence holders requesting a 100 % reduction of all water withdrawal. Since the request for water reduction occurred near the end of the irrigation season, impacts to the agricultural community were minimal. If the request to reduce water withdrawal had been received earlier in the season, as was the case in other parts of BC, the potential for impact would have been much greater.
- **Tourism and outdoor recreation:** The KRW is an outdoor recreational tourism destination, with many outdoor activities directly or indirectly connected to our rivers and water levels, such as boating (motor and non-motor), water sports, fishing, biking, hiking, camping, ATV (All-Terrain Vehicle) use, horseback riding and the many different options in outdoor guiding. With prolonged drought, river levels drop and water quality becomes a concern directly affecting fishing access, boating and all water sports. In addition, during periods of low water levels, the rivers are especially sensitive to bank erosion and sediment inputs as this can negatively affect the stream's water quality.

Ecological impacts:

- The number and size of rainbow trout in the Kettle River has diminished. Studies completed by the BC Government (Andrusak, 2007; White, 2013) indicates that Kettle River trout populations have suffered due to an increase in human activities, low flows and high temperatures. As a result, more stringent fishing regulations were put in place for the KRW in 2015, including catch and release for rainbow trout and a fishing ban for the Kettle River

between July 25 and August 25 (Forests, Lands, Natural Resource Operations and Rural Development, 2019).

- Kokanee populations were impacted by drought conditions around Christina Lake, most recently during the low waters of 2017 and 2018. Insufficient water in many of the Kokanee spawning tributaries caused fewer fish being able to spawn as recorded during the Kokanee Salmon Enumeration Program run by the Christina Lake Stewardship Society.¹⁴
- The summer of 2017 was one of the driest on record for the Southern Interior resulting in significant increase in tree mortality and symptoms of drought stress. The most damage was observed in mature and semi-mature lodgepole pine stands and some mature Douglas-fir stands in the Kettle River and West Kettle River watersheds and some areas around Christina Lake (MacLauchlan & Buxton, 2018).

Health and Safety:

- There are many shallow domestic groundwater wells in the Boundary region. Many are domestic wells, and are typically shallower than the production wells located in the same aquifer. During periods of drought, these shallow wells will experience loss of water sooner as the water level in the aquifer drops. Over the past few years, very low water levels have been reported in domestic wells, particularly in the West Boundary.¹⁵ In 2017, one West Boundary resident described their domestic water level as being so low that the family could not use their house shower for the month of September.

4.2.2 Potential Future Impacts of Drought in the KRW

Water security is a current concern for many Boundary water users, a situation that will worsen following forecasted climate change and its effect on the ground and surface water systems, ultimately increasing the potential for water conflicts among users. If there is less water available for human use during the summer months, this could affect domestic drinking water supplies, businesses and livelihoods.

Some future impacts of droughts in the KRW could include:

Economic Impacts:

- Negative impacts to businesses: Loss of access to water from Provincial regulatory restriction on water use could significantly impact agriculture that is dependent on irrigation, tourism depended on outdoor recreation, and industries depended on water (such as for cooling). Furthermore, there would be indirect impacts to neighbouring businesses and affected employees.

¹⁴ Capyk, 2018. Christina Lake Stewardship Coordinator correspondence, Nov. 13, 2018.

¹⁵ Gee, 2017. Personnel Communication with Director Gee, West Boundary resident about low domestic well level.

- Diminished opportunities for economic growth as many streams in the KRW have a Water Allocation Restriction¹⁶ currently in place. These restrictions can identify a stream to be either (1) full allocated, recommending no additional water licences, or (2) possible water shortage, more information is needed before issuing any more water licence. Once a restriction has been placed on a stream, acquiring new water licences, other than for domestic use, can become very difficult.¹⁷ Water allocation restrictions also affect groundwater licence from a hydraulically connected aquifer. For the Boundary region, this could include many of the valley bottom aquifers, as they are often unconfined so are hydraulically connected to the surface water systems.
- Warmer winters with the possibility of increased precipitation may result in an increase in rain on snow events. This could change the stability of the snow in mountainous terrain, affecting the number of avalanches or landslides experienced. This could affect not only winter recreation, but also transportation routes through susceptible areas.

Ecological, health and safety impacts:

- As more people rely on access to groundwater, shallow wells may start experiencing increased periods of no water, as deeper wells are drilled and community wells support longer irrigation seasons and heavier use. Reducing the aquifers water level could cause a reduction in baseflow levels at nearby streams, water access for plants and riparian areas, and access to water in the shallow dug wells.
- Water quality impacts from increased algae presence, reduced dilution of any deleterious inputs (legal or illegal), or increased sedimentation from exposed banks could cause risks to drinking water and aquatic health.
- Periods of 'no flow' were predicted to occur in the KRW as early as 2050 (Watt & KRWMP Stakeholder Advisory Group, 2014). This could result in major risks to the aquatic and streamside ecosystems, including loss of spawning and rearing access for fish populations.
- As the water levels drop, many of the streams have experienced an increase in water temperature due to the high surface air temperature and reduction in shade vegetation caused by erosion and human disturbance. These high temperatures can be fatal to some Kettle River fish species, such as Rainbow Trout that may not survive at water temperatures above 24 °C (Andrusak, 2007).
- Loss of water for fire protection, both residential and wildfires.

¹⁶ Information and definitions associated with Water Allocation Restrictions can be found at the following website: <https://www2.gov.bc.ca/gov/content/environment/air-land-water/water/water-licensing-rights/water-allocation-restrictions>

¹⁷ Aubrey, 2019. *Personal Communication re: Water Allocation Restrictions.*

4.3 Water Culture and Use in the Kettle River Watershed

For many water users, water in the Boundary region is considered abundant. For those that are charged, the fee for water use is either based on area or quantity of water used, with the quantity fee based method found to encourage water conservation. Water use in the Boundary Region is higher than in most other places in BC (Columbia Basin Rural Development Institute, 2012), which is likely, a combination of a hot and dry climate, and water use practices that do adequately consider water resource limits (Watt & KRWMP Stakeholder Advisory Group, 2014).

Understanding the limitations of the availability of water is important towards water conservation and stewardship. In 2016, groundwater licensing become mandatory in British Columbia for all non-domestic users, as outlined in the *Water Sustainability Act*. Recognizing the role of groundwater as a fundamental component in the hydrological cycle has been vital as we implement drought management practices.

The RDKB has been engaged in community education and outreach to increase awareness of water conservation and stewardship practices. These activities include:

- outreach booths at local events,
- workshops and presentations,
- community meetings and presentation on the state of the watershed, and
- social media communications.

These engagement strategies provide an opportunity to talk about our water legislation, watershed characteristics and future scenarios, to promote water-conserving practices, and to understand constraints to adopting those practices.

5.0 Drought Management Challenges

There are many challenges when attempting water conservation, drought management, and supporting water allocation among many different users. With effective water conservation practices and drought management, these efforts may lessen the need for the Provincial regulatory restriction of water use, while supporting all ecosystems in the KRW. Table 5.1 describes the environmental, socio-economic, governance and conditions of the Boundary region, and how these factors contribute to challenges encountered when managing for drought. Appendix 2 briefly summarizes these challenges, while suggesting options in responses.

Table 5.1 Drought management challenges in the Boundary region

	Regional Characteristic	Drought Management Challenge
1.0	Environmental Conditions	
1.1	KRW covers a large area	<ul style="list-style-type: none"> Difficult to reach residents during drought with consistent messaging and one that is tailored to a specific water source.
1.2	Snow-melt (nival) dominated	<ul style="list-style-type: none"> With a warmer spring, snow melting is forecasted to happen earlier. This could result in a longer period where rivers rely on groundwater inputs, baseflow, as their water source.
1.3	Semi-arid climate	<ul style="list-style-type: none"> Long summers with higher temperatures and reduced summer rain can result in a higher water demand or need. Warmer periods will increase evaporation potential.
1.4	Shallow unconfined aquifers prominent in valley bottoms	<ul style="list-style-type: none"> High-demand aquifers closely connected to surface water. High groundwater withdrawals worsen low flow conditions (Wei, Allen, Carmichael, & Ronneseth, 2010). Many studies show the Grand Forks aquifer to be unconfined and at-risk. Fewer studies have been conducted on other aquifers in the region, so little information is known on potential impacts at these locations due to withdrawals, low water events, and a changing climate (Summit Environmental Consultants, 2012).
2.0	Socio-Economic Factors	
2.1	Popular angling destination	<ul style="list-style-type: none"> Recovering from overfishing that occurred over past decades (Andrusak, 2007), the fish population in the Kettle River is vulnerable to low flows and the high temperatures. As a result, fishing closures may occur more often during these drought conditions.
2.2	Water use culture	<ul style="list-style-type: none"> High to very high water use compared to other areas in BC (Columbia Basin Rural Development Institute, 2012) Misunderstandings from residents related to the watershed such as the frequency, duration and intensity of drought (2015-2018) continue. (Collective Roots personal communication with residents at outreach events). Sentiment that the Provincial Drought Levels are only in place to protect the fish, and that aquifers have unlimited available water. Common belief that groundwater pumping from aquifers do not affect river water levels.
2.3	Agriculture is a major economic driver in the Boundary Region	<ul style="list-style-type: none"> Some producers require 24 hours of watering due to their crop type or irrigation system. During hot and dry weather, additional water is required to maintain crops. Efficient irrigation systems can be expensive making it prohibitive to change current practices. Many users still rely on surface water, without water storage back up, for irrigation.

	Regional Characteristic	Drought Management Challenge
		<ul style="list-style-type: none"> The Granby and West Kettle Rivers have water allocation restrictions in place; therefore, it is difficult to acquire a new surface water licences for non-domestic use.
2.4	Lack and expense of water storage infrastructure	<ul style="list-style-type: none"> There is limited water storage in the KRW, with the exception of Christina Lake, the reservoirs at Big White and Baldy, and smaller agricultural reservoirs (dug outs). Although water storage could be effective, the environmental risk and financial expense for developing a large-scale water storage, is often very high.
2.5	Land use practices	<ul style="list-style-type: none"> Barriers to implementing best management practices (BMP) increases risk of surface and groundwater contamination. The barriers to BMPs may include time, money, education or knowledge required for implementation.
3.0 Governance Structure		
3.1	Abundance of private wells governed by Province	<ul style="list-style-type: none"> Local Government reaching out to individual well owners to support water conservation recommendations but are not the groundwater regulator. When Grand Forks, Midway or Greenwood have implemented water use restrictions (bylaws), private well owners may not be following the same reduction in water use or may not have the infrastructure to change their water use practices.
3.2	Different management practices by large water users and water suppliers	<ul style="list-style-type: none"> Among members of the WSWG, there are different perspectives on how to respond to drought, and drought management. The concern is when two users are withdrawing from the same source but applying different water conservation practices.
4.0 Other Challenges		
4.1	No central data storage location, data not collected for all sources	<ul style="list-style-type: none"> Water quantity and quality data is collected by some municipalities and Irrigation Districts, but there is no central data storage location. Water quantity data is collected provincially but not for all sources or aquifers, including some larger tributaries such as Boundary Creek.
4.2	Introduction of non-domestic groundwater licensing requirement	<ul style="list-style-type: none"> To ensure that residents are aware of the new groundwater licensing requirement, for all non-domestic use, and apply for a licence prior to the revised deadline of March 1, 2022. An understanding of groundwater is essential to managing and understanding water availability.
4.3	Surface water quality	<ul style="list-style-type: none"> Surface water is commonly used by residents at Christina Lake as their domestic water source (RDKB, 2017). Although the water quality at Christina Lake is generally very good, the water quality from tributaries to the Lake are more susceptible to low flows and water quality issues.

6.0 Water Supplier Details

Interviews were conducted with a representation of Boundary water suppliers from different sized systems and purpose use within the KRW. In the end, this included all three municipalities, two irrigation districts, one community group, and one privately owned utility.¹⁸

Water Suppliers in the KRW rely on various water sources including reservoirs, surface water, groundwater or a combination of these sources. Information on the water supplier works, water licence and estimate water use up to 2012 can be found in the Phase 1 Technical Assessment by Summit Environmental (2012). Various governance structures exist including municipalities, improvement or irrigation districts (boards of directors), privately owned businesses, community groups, and the RDKB.

During the interviews, many water suppliers noted that they are already taking steps to help reduce water use and improve water quality. Some strategies include promoting water conservation year-round via social media, website and face-to-face interactions, implementing bylaws (some year-round) and installing water meters. Many cited that further measures could continue to be taken in support of water conservation.

Table 6.1 is a summary of Water Supplier details organized by sub-basin. The information in this table is a combination of details accessed from the Summit Environmental Consultants' report such as the water use type and licensed amounts of water (2012) and drought management specific interview responses collected during this study such as vulnerability to drought. Table 6.2 includes a summary of the current water conservation and drought management practices currently implemented by various water suppliers, as well as options for additional measures. For a list of names of the approximately 65 water suppliers recognized by Interior Health for the Boundary region one can either contact Interior Health directly or access this information through their website: <https://drinkingwaterforeveryone.ca/advisorymap/>.

¹⁸ Due to time constraints, interviews with all major water suppliers was not possible.

Table 6.1 Summary of Water Supplier drought vulnerability by sub-basin

Water User/Supplier	Governance Structure	Source(s) of Water	Groundwater Vulnerability/ risk of contamination	Drought Risk Level	Drought Risk Factors	Water Use Purpose	Licensed Water Use: 2012 Megalitres/year	Water Users Payment Structure
Sub-Basin 1 - West Kettle River								
Southeast Kelowna Irrigation District	Irrigation District	Surface Water (Tributary of West Kettle)	N/A	Moderate	Increasingly low flow trends in West Kettle however reservoir filled during freshet	Irrigation/Waterworks/Storage	4317.2/414.8/5239.8	Unknown
Big White Water Utility Ltd.	Water Utility Ltd.	Surface Water & Reservoir	N/A	Moderate	Increasing demand however reservoirs filled during freshet	Waterworks/Commercial/Snowmaking/Storage	49.8/8.3/3.7/597	By Volume
Individual Water Licence Holders	Province	Surface & Groundwater	High due to unconfined, shallow aquifers	High	Increasingly low flow trends in West Kettle	Irrigation/Other	3278.9/773.7	Provincial: volume and purpose
Sub-Basin 2 – Kettle River								
Individual Water Licence Holders	Province	Surface & Groundwater	High for unconfined aquifers	High	Increasing low flow trends in the Kettle and limited storage/reservoirs capacity compared to withdraw volumes from ground/surface water	Irrigation/Other	6116/965.6	Provincial: volume and purpose

Water User/Supplier	Governance Structure	Source(s) of Water	Groundwater Vulnerability/ risk of contamination	Drought Risk Level	Drought Risk Factors	Water Use Purpose	Licensed Water Use: 2012 Megalitres/year	Water Users Payment Structure
Sub-Basin 3 – Kettle River/ Midway								
Village of Midway	Municipal	Groundwater (Aquifer 478)	High	Moderate	Vulnerable aquifer but moderate demand	Waterworks	4314.2	Flat Rate
School District 51 Midway School	School District 51	Groundwater (Aquifer 478)	High	Moderate	Vulnerable aquifer but moderate demand	Irrigation/Drinking water	Unknown	Provincial: volume and purpose
Bridesville	Waterworks District	Groundwater (un-mapped aquifer)	Unknown	Unknown	N/A	Waterworks	Unknown	Flat Rate
Mt. Baldy Ski Resort	Waterworks Inc.	Surface (McKinney Creek) & Groundwater	Unknown	Moderate	Surface water use but new well drilled & storage used	Waterworks/Storage	16.7/127.5	Flat Rate
Individual Water Licence Holders	Water Licence from Province	Surface & Groundwater	High for un-confined aquifers	Moderate	Increasing low flow trends in the Kettle and minimal storage	Irrigation/Other	13249/1748.4	Provincial: volume and purpose
Sub-Basin 4 – Boundary Creek								
City of Greenwood	Municipal	Groundwater (un-mapped aquifer, most likely un-confined)	Moderate to High	Moderate	Likely un-confined aquifer but moderate demand	Waterworks	636	Flat Rate
Individual Water Licence Holders	Privately Held Water	Surface & Groundwater	Moderate to High	High	Low flow trends in Boundary Creek as creek can go	Irrigation/Mining/ Other	3920.4/331.9/ 933.8	Provincial: volume and purpose

Water User/Supplier	Governance Structure	Source(s) of Water	Groundwater Vulnerability/ risk of contamination	Drought Risk Level	Drought Risk Factors	Water Use Purpose	Licensed Water Use: 2012 Megalitres/year	Water Users Payment Structure
	Licence from Province				subsurface during summer months			
Sub-Basin 5 – Kettle River/ Grand Forks								
Covert Irrigation District	Irrigation District	Groundwater (Aquifer 158) Surface Water (July Creek)	High	High	High demand with history of low/no flows in July Creek	Irrigation	354.6	Flat Rate (domestic) By Area (agriculture)
SION Improvement District	Improve-ment District	Groundwater (Aquifer 158) & Surface Water	High	Moderate	Vulnerable aquifer with increasing orchard demands however very deep well	Waterworks	33.2	By Land Area
Individual Water Licence Holders	Water Licence from Province	Groundwater & Surface Water	High for un-confined aquifers	High	Low and no flows in streams	Other	52.5	Provincial: volume and purpose
Sub-Basin 6 – Granby River								
SION Improvement District	Improve-ment District	Groundwater (Aquifer 158) & Reservoir	High	Moderate	Vulnerable aquifer with high demand however deep well & reservoir system	Irrigation	389.9	By Land Area
City of Grand Forks	Municipal	Surface Water (Granby River) & Groundwater (Aquifer 158)	High	Moderate	Vulnerable aquifer with high demand however significant water conservation efforts	Waterworks	1493.4	By Volume

Water User/Supplier	Governance Structure	Source(s) of Water	Groundwater Vulnerability/ risk of contamination	Drought Risk Level	Drought Risk Factors	Water Use Purpose	Licensed Water Use: 2012 Megalitres/year	Water Users Payment Structure
Individual Water Licence Holders	Water Licence from Province	Groundwater (Aquifer 158) & Surface Water	High	High	Vulnerable aquifer with high demand, lack of reservoir/storage	Irrigation/Other	3006.2/89.8	Provincial: volume and purpose
Sub-Basin 7 – Kettle River/ Cascade								
City of Grand Forks	Municipal	Groundwater (Aquifer 158) & Surface Water (Kettle River, various creeks)	High	Moderate	Sensitive aquifer, high demand	Irrigation/Waterworks/ Ponds	1.3/829.6/ 5	By Volume
SION Improvement District	Improvement District	Groundwater (Aquifer 158)	High	Moderate	Sensitive aquifer, high demand	Waterworks/Irrigation	13.3/205.4	By Land Area
School District 51 Hutton/Perley Schools	School District 51	Groundwater (Aquifer 158)	High	Moderate	Sensitive aquifer, high demand	Irrigation	Unknown	Provincial: volume and purpose
Grand Forks Irrigation District	Irrigation District	Groundwater (Aquifer 158)	High	Moderate	Sensitive aquifer, high demand, well levels show good re-charge	Domestic/Irrigation	2919	Flat Rate
Christina Lake	Water Utility (RDKB)	Surface water (Christina Lake)	Low	Low	Very large water source with historically good water quality	Waterworks	599	Flat Rate

Water User/Supplier	Governance Structure	Source(s) of Water	Groundwater Vulnerability/ risk of contamination	Drought Risk Level	Drought Risk Factors	Water Use Purpose	Licensed Water Use: 2012 Megalitres/year	Water Users Payment Structure
Sutherland Creek	Waterworks District	Groundwater (Aquifer 479 & Aquifer 480)	Moderate/High	Moderate	One of two aquifers are sensitive; however, reservoir is used.	Waterworks	248.9	Unknown
Fife Water Users Community	Association	Reservoir fed by surface water (Italy & Sutherland Creek)	N/A	High	Small un-covered reservoir collecting year round from surface water	Domestic	Unknown	Flat Rate

Table 6.2 Summary from interviews with water supplier offering current drought management practices and next steps to consider

Current Drought Management Strategies	Main drought concerns for water source	Possible Next Steps
Water consciousness is part of culture and tourism (conservation notices in hotels & businesses)	Evaporation losses from reservoir, possible water quality issues in summer months	Further water metering
Water metering, restrictive use bylaws, land management practices, public outreach	Hydraulically connected aquifer with high demand	Monitor surface water levels upstream and downstream of withdrawal sites
Year-round promotion of water conservation through social media, website and bylaws	Risk that Creek flows subsurface	Further study of connectivity between surface water source and aquifer
Land management practices, high engagement with water users during watering restriction periods	Unconfined aquifer, unknown connectivity, industrial users share aquifer	Focus irrigation use on trees during Drought Level 3 and 4, reducing grass watering
High level of involvement and knowledge of water system including relationship with forestry	Evaporation losses, surface water reliance, water quality	Study required to determine volume of water in reservoir at capacity
Communication network (operator-to-client relationship), equipment leak checks	Hydraulically connected aquifer with high demand	Follow Municipal bylaws
Encourage water conservation via website and general communication network	Water consumption is unmetered, abandoned wells may pose water quality threat	Follow Municipal bylaws

7.0 Recommendations for Planning and Preparing for Drought

For effective drought management, the planning and preparing stage (Table 7.1) needs to happen continuously, throughout the year. Actions required in response to a current drought classification are described in the corresponding DRP. The recommendations in Table 7.1 identify the party or parties connected with each action; each party and their role in drought management is described below. Even though Table 7.1 was written for government and larger water users, many of the suggestions and recommendations can be altered to accommodate the needs of the small water user in support of water conservation.

7.1 Role of the Province in Drought Management

The role of the Province is to monitor the climate and hydrology in large watersheds, determine watershed-based drought levels, and issue streamflow advisories. The Province is responsible for monitoring water levels and flow, determining CEFT for critical streams and implementing regulatory action as per outlined in the WSA. As described in Section 3.0, the Province has developed various guiding documents for managing drought. The Province governs surface and groundwater water use by means of issuing and regulating water licences.

7.2 Role of the RDKB in Drought Management

The RDKB works with water suppliers and stakeholders to encourage water conservation and coordinate local drought management and response. They have the overall role of engaging and educating the public to improve the understanding and practices associated with watershed and drought management.

7.3 Role of Water Suppliers in Drought Management

The Water Suppliers are responsible for working with individual water users. Their governance structure often includes a board of directors or council who acts as the decision-making body. The Water Supplier operators makes recommendations to their board based on water supply data and provincial and regional recommendations.

The Water Suppliers are responsible for providing water, collecting fees, and providing information related to water conservation and drought when applicable. Water Supplier structure and procedures reference the provincial guidance document: Dealing with Drought: A Handbook for Water Suppliers (Province of BC, 2016). For the purpose of Table 7.1, the definition of Water Supplier includes Municipal and Independent Operators.

Table 7.1 Recommendations for the RDKB, Province, and Water Suppliers¹⁹ to plan and prepare for drought

#	Item	Recommendations	Responsible Party	Notes
1.	Public Engagement			
1.1	Public Outreach – General	<ul style="list-style-type: none"> Conduct public outreach activities as identified in the PES 	RDKB	<ul style="list-style-type: none"> RDKB is responsible for distributing local information and engaging the public on, but not limited to, watershed issues, water conservation options and climate change projections for the KRW.
1.2	Public Outreach – Water Supplier Customers	<ul style="list-style-type: none"> Communicate to customers on the current state of the watershed. Identify a location where users can access information at any given time (e.g. on website page, seasonal newsletter, with bill). 	Water Suppliers	<ul style="list-style-type: none"> Current communication strategies reported by water suppliers include; orientation packages for new user hook-ups, messaging on water bills, door-to-door outreach when issues arise and water user to water user interactions (Collective Roots Consulting, 2019).
1.3	Public Outreach - Individual Large Scale Users	<ul style="list-style-type: none"> Continue dialogue with independent users through workshops and presentations. Connection with large-scale users to determine most effective communication strategies. 	RDKB Province	<ul style="list-style-type: none"> Communication still needs to be made by the RDKB with all large-scale users.
1.4	Public Outreach - Groundwater Licensing for non-domestic wells	<ul style="list-style-type: none"> Consider holding additional workshops to support residents wanting to submit a groundwater licence application. Additional advertising campaign for groundwater licensing for non-domestic wells. 	RDKB to support as needed Province	<ul style="list-style-type: none"> During 2017 and 2018, the RDKB and Province funded watershed wide workshops to help residents license their pre-existing non-domestic groundwater use. More workshop are recommended.

¹⁹ Municipal and Independent Operators are combined under the Water Supplier label.

#	Item	Recommendations	Responsible Party	Notes
1.5	Public Outreach during a Drought	<ul style="list-style-type: none"> Public drought outreach could be a combined effort by the Province, RDKB, and Water Suppliers as outlined in the DRP and PES. 	Province RDKB Water Suppliers	<ul style="list-style-type: none"> Refer to DRP and PES for details.
1.6	Public Awareness - Environmental Farm Plan (EFP)	<ul style="list-style-type: none"> Consider supporting EFP advertising campaign how it can support improving irrigations systems, water conservation and drought management on agricultural lands. Continue to support the Kootenay Boundary Farm Advisors (KBFA). 	RDKB Province	<ul style="list-style-type: none"> The EFP has incentives for water conservation and watershed protection. The KBFA provides information and support to the Boundary agriculture community, promoting the EFP and conducting agricultural focused workshops.
2. Communication				
2.1	Regional (Provincial) Drought Team	<ul style="list-style-type: none"> RDKB to provide a LG liaison to represent Boundary in Provincial drought communications. RDKB to record drought season actions and future drought recommendations by creating post-drought debriefs. RDKB to supply information from Provincial drought meetings to Water Suppliers. Water Suppliers to provide local information to RDKB. 	Province runs meetings RDKB to participate Water Suppliers to provide information to RDKB	Provincial drought meetings allow for: <ul style="list-style-type: none"> Efficient dissemination of information, Two-way communication, Early local awareness regarding when Provincial Drought Levels will be changed, and Working together to develop communication that is sensitive to the local community.
2.2	WSWG meetings	<ul style="list-style-type: none"> Hold WSWG meetings bi-annually. Maintain Terms of Reference (TOR) and WSWG list of contacts. Bring relevant information to the group, such as through workshops, presentations, presenters. 	RDKB to hold WSGS meetings, to be attended by Water Suppliers (and Province when appropriate)	The KRWMP Action 1.4.2 pertains to development of a Water Supply Working Group. These meetings allow for information sharing, and water supplier coordination.

#	Item	Recommendations	Responsible Party	Notes
2.3	Provincial Drought Portal	<ul style="list-style-type: none"> Monitor drought portal (Province of BC, 2020) for new drought information. 	RDKB Water Suppliers	This portal contains relevant and up-to-date information related to drought.
2.4	Provincial Water Authorization Specialist	<ul style="list-style-type: none"> Regular communication between the RDKB and Water Authorization Specialist. Coordinate partnerships for workshops and public meetings pertaining to water use in the KRW, especially in areas with WSA compliance concern. 	RDKB and Province to coordinate	<p>The Specialist could:</p> <ul style="list-style-type: none"> Attend WSWG meetings and public meetings to share information, and Assist to plan and implement local workshops (such as a Groundwater Licensing Workshops).
3.0	Coordination with Indigenous Communities and First Nations			
3.1	Watershed Co-governance with Indigenous communities and First Nations	<ul style="list-style-type: none"> Continue engagement with the Indigenous communities through the Kettle River Watershed Advisory Council meetings. 	RDKB	<ul style="list-style-type: none"> The Okanagan Nation Alliance has reviewed the Kettle River Watershed Management Plan through Enowkinwix (a process of decision making of accessing ideas through dialogue to ensure co-existence with Tmix (life force or everything in nature)).²⁰ This could be incorporated into future versions of the DMP.
4.0	Drought Response			
4.1	Drought Response Plan development based on source & sub-basin	<ul style="list-style-type: none"> Develop coordinated drought responses based on drought risk in each sub-basin. Consider including large private water users. 	RDKB to support Water Suppliers via meetings and information	<ul style="list-style-type: none"> Interviews with the water suppliers indicated that unique features of sub-basin needs to be considered when responding to drought on a watershed wide basis.

²⁰ Terbasket, 2018. *Personal Communication Re: Kettle River Watershed Management Plan; Sylix (Okanagan) Centric Discussion Paper* (In development).

#	Item	Recommendations	Responsible Party	Notes
4.2	Emergency Plans for Loss of Water Supply	<ul style="list-style-type: none"> Create a 'Loss of Water Supply' plan for vulnerable sub-basins. 	Water Suppliers to create plans for alternative supply options RDKB to support	<ul style="list-style-type: none"> Loss of water supply would be managed by RDKB Emergency Services under a task number from EMBC and dealt with on a case-by-case basis.
5.0 Data Collection and Management				
5.1	Data Management	<ul style="list-style-type: none"> Develop a data collection system where water suppliers can upload and store data either, included in or complimentary to the provincial monitoring system. 	RDKB and Province	<ul style="list-style-type: none"> The Province collects water levels and discharge in nine locations for surface water and three locations for groundwater. Many of the water suppliers collect water data on a sub-basin aquifer level.
5.2	Community-Based Water Level Monitoring	<ul style="list-style-type: none"> Consider developing a Community-Based Water Monitoring group. 	RDKB	<ul style="list-style-type: none"> As recommended in the KRWMP (Action 3.2.3), Stream Keepers Groups could be developed and could collect data on tributaries not currently monitored by the Province.
5.3	Data Collection	<ul style="list-style-type: none"> Consider installing real-time gauges in additional locations (e.g. Boundary Creek, downstream of Kettle and Granby confluence). 	Province in coordination with the RDKB	
5.4	Data Monitoring	<ul style="list-style-type: none"> Consider having a secondary and/or backup monitoring system in place (e.g. in field observations) during a drought. 	Province in coordination with the RDKB	<ul style="list-style-type: none"> During 2018 and 2020, inconsistency between observed flow and WSC reported rating curve discharge was significant, causing concern with the reliability of the real-time data.
6.0 Additional Considerations				
6.1	Stream Watch List	<ul style="list-style-type: none"> Regular review and update of the Boundary area Stream Watch list. 	Province in coordination with the RDKB	<ul style="list-style-type: none"> Includes streams that are vulnerable to drought, have active surface water licences, and/or are fish

#	Item	Recommendations	Responsible Party	Notes
				bearing (such as July Creek and Boundary Creek).
6.2	Annual fishery closure in the KRW	<ul style="list-style-type: none"> Consideration could be given to extending the current fishing ban to mid-September. Some tributaries in the KRW should be considered for increased fishing restrictions (Forests, Lands, Natural Resource Operations and Rural Development, 2019). 	Province	<ul style="list-style-type: none"> Low flows and high temperatures have continued into September over the past few years. Some KRW tributaries continue to be at risk of low flows.
6.3	Integrity of Natural Water Storage	<ul style="list-style-type: none"> Investigate land use regulations for industry (forestry, mining, ranching) and impacts on natural function of watershed storage (wetlands, forests, riparian areas). 	RDKB and Province to coordinate	<ul style="list-style-type: none"> The Threat Assessment of Riparian Areas (Coleshill & Watt, 2017) found that the cumulative impacts from industry in the KRW were high enough to impact watershed function integral to sustaining water health.
6.4	Water storage	<ul style="list-style-type: none"> Support the use and/or investigation of maintained and well-managed dugouts by independent water users. 	RDKB through the KBFA	<ul style="list-style-type: none"> Large-scale water storage is expensive but smaller scale water storage may be obtainable.
6.4	Bylaws	<ul style="list-style-type: none"> Consider developing enforceable bylaws related to water use restrictions, with a focus on areas with high vulnerability to drought. 	Water Suppliers RDKB	<ul style="list-style-type: none"> In some areas, bylaws are in place to support water restrictions.
6.5	Drought resistant species of plants	<ul style="list-style-type: none"> Consider planting drought resistant plants and use xeriscaping techniques. 	Water Suppliers (in particular Municipalities)	<ul style="list-style-type: none"> Encourage the planting of drought tolerant plant species and agricultural practices that support water conservation.

8.0 Drought Management Team

The Province of BC has recommended in the Dealing with Drought: Handbook for Water Suppliers Report (Province of BC, 2016) that local authorities develop a local Drought Management Team (DMT). The DMT could include representation from water suppliers, First Nations, local government and water user groups including industry and agriculture. The first suggestion in the handbook is for local government to review current groups to determine if an existing group could act as the DMT. The Kettle River Watershed Advisory Council (KRWAC) may be a fit for a regional DMT as they are composed of a broad range of Boundary stakeholders; a sub-committee may be required that would focus on the implementation of the DMP and DRP.

Many of the responsibilities outlined in the Handbook for Water Suppliers were taken on by RDKB consultants in the past and have been included in the recommendations table above (Table 7.1). These include items such as:

- Public outreach,
- Interacting with politicians to manage drought, and
- Interacting with stakeholders.

Items yet to be address include data collection and identifying goals and timelines for water reduction. It is recommended that the DMT would support and guide future drought management actions along with implementing recommendations in this DMP.

9.0 Conclusion

Warm and drier summers are common in the KRW. With climate change projections, drought conditions may occur more often, start earlier and last longer. Recognizing water is a finite resource, water security is vital towards the ecological, economic and health sustainability of the KRW. Joint water conservation efforts and collective decision-making are needed for effective drought management, a necessary step towards a resilient KRW.

This DMP outlines water conservation and drought management key actions focused on reducing the severity of drought and the associated negative impacts, and provides information and methodologies toward minimizing the economic, social and environmental impacts associated with drought in the Boundary. Information presented throughout this report is summarized in Appendix 2, focusing on the challenges experienced in the Boundary region and recommendations towards addressing them.

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Appendix 1 Climate Change Projections and Forecasting

1. Plan2Adapt: Kootenay Boundary 2050 and 2080 (University of Victoria, 2020). Projections produced using the old version of the Plan2Adapt tool. Tool was updated in the Spring of 2020.

Summary

Region & Time

Temperature

Precipitation

Snowfall

Growing DD

Heating DD

Frost-Free Days

Impacts

Notes

References

Summary of Climate Change for Kootenay Boundary in the 2050s

Climate Variable	Season	Projected Change from 1961-1990 Baseline	
		Ensemble Median	Range (10th to 90th percentile)
Mean Temperature (°C)	Annual	+1.9 °C	+1.2 °C to +2.8 °C
Precipitation (%)	Annual	+6%	-2% to +10%
	Summer	-11%	-23% to -2%
	Winter	+6%	-4% to +17%
Snowfall* (%)	Winter	-14%	-23% to -1%
	Spring	-56%	-76% to -12%
Growing Degree Days* (degree days)	Annual	+361 degree days	+206 to +528 degree days
Heating Degree Days* (degree days)	Annual	-687 degree days	-975 to -417 degree days
Frost-Free Days* (days)	Annual	+24 days	+14 to +36 days

The table above shows projected changes in average (mean) temperature, precipitation and several derived climate variables from the baseline historical period (1961-1990) to the **2050s** for the **Kootenay Boundary** region. The ensemble median is a mid-point value, chosen from a PCIC standard set of Global Climate Model (GCM) projections (see the 'Notes' tab for more information). The range values represent the lowest and highest results within the set. Please note that this summary table does not reflect the 'Season' choice made under the 'Region & Time' tab. However, this setting does affect results obtained under each variable tab.

* These values are derived from temperature and precipitation. Please select the appropriate variable tab for more information.

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Summary

Region & Time

Temperature

Precipitation

Snowfall

Growing DD

Heating DD

Frost-Free Days

Impacts

Notes

References

Summary of Climate Change for Kootenay Boundary in the 2080s

Climate Variable	Season	Projected Change from 1961-1990 Baseline	
		Ensemble Median	Range (10th to 90th percentile)
Mean Temperature (°C)	Annual	+2.9 °C	+1.7 °C to +4.6 °C
Precipitation (%)	Annual	+6%	+2% to +14%
	Summer	-14%	-31% to +6%
	Winter	+11%	+2% to +27%
Snowfall* (%)	Winter	-21%	-41% to -6%
	Spring	-78%	-89% to -17%
Growing Degree Days* (degree days)	Annual	+541 degree days	+315 to +955 degree days
Heating Degree Days* (degree days)	Annual	-1006 degree days	-1577 to -606 degree days
Frost-Free Days* (days)	Annual	+38 days	+20 to +62 days

The table above shows projected changes in average (mean) temperature, precipitation and several derived climate variables from the baseline historical period (1961-1990) to the **2080s** for the **Kootenay Boundary** region. The ensemble median is a mid-point value, chosen from a PCIC standard set of Global Climate Model (GCM) projections (see the 'Notes' tab for more information). The range values represent the lowest and highest results within the set. Please note that this summary table does not reflect the 'Season' choice made under the 'Region & Time' tab. However, this setting does affect results obtained under each variable tab.

* These values are derived from temperature and precipitation. Please select the appropriate variable tab for more information.

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2. BC Agriculture and Food Climate Action Initiative: Two Page Summary (BC Agriculture & Food Climate Action Initiative, 2019)



Kootenay and Boundary

Climate Change Scenarios: 2020, 2050 & 2080

TEMPERATURE (by 2020 & 2050)

- Annual average is 1.6°C warmer (by 2020) (+3.2°C by 2050) Baseline: 2.5°C
- 24 more frost free days annually (by 2020) (+49 days by 2050) Baseline: 155 days
- 266 more growing degree days¹ annually (by 2020) (+580 days by 2050) Baseline: 969 days

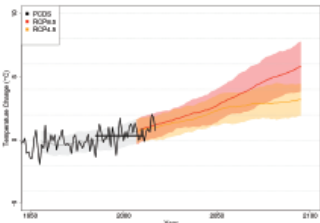
¹ Baseline (for all variables) is the average of the variables from 1971 to 2000.

² Growing degree days (GDD) is a weather-based indicator for assessing crop development. GDD are calculated by taking the average of the daily maximum and minimum temperatures compared to a base temperature (usually 10°C for grapes; 5°C for cereals and many grasses). GDD accumulate over the growing season.

PRECIPITATION (by 2050)

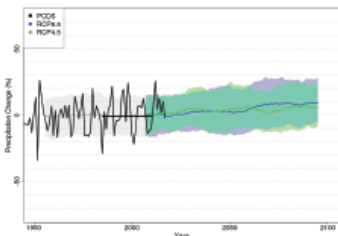
- Grand Forks
Spring +12% (baseline: 150mm)
Summer -15% (baseline: 125mm)
Winter +7% (baseline: 150mm)
- Creston
Spring +11% (baseline: 156mm)
Summer -13% (baseline: 133mm)
Winter +6% (baseline: 192mm)
- Cranbrook
Spring +12% (baseline: 111mm)
Summer -11% (baseline: 146mm)
Winter +7% (baseline: 119mm)
- Invermere
Spring +13% (baseline: 83mm)
Summer -9% (baseline: 144mm)
Winter +8% (baseline: 79mm)

Change in Annual Average Temperature in Kootenay and Boundary



RCP (Representative Concentration Pathways) 8.5 is a high GHG emissions model. RCP 4.5 is a medium GHG emissions model. The bold coloured lines indicate the mid-point of the models, shading indicates the projected model range. The black line represents PCDS (Provincial Climate Data Set) and is the historic climate data collected from BC.

Change in Annual Average Precipitation in Kootenay and Boundary



Source (both graphs): Pacific Climate Impacts Consortium. Additional info at: <https://pacificclimate.org/data/statistically-downscaled-climate-scenarios>

HYDROLOGY

- Less precipitation falling as snow due to warmer temperatures, less snow pack building and converting to spring runoff
- Increased streamflow in winter (Columbia & Kootenay River watersheds)
- Decreased streamflow in summer (Columbia -1%, Kootenay -36%)
- Snowpack may melt more quickly in spring, increasing flows

Hydrology and Extremes Source: Pacific Climate Impacts Consortium

EXTREMES (2050)

- Over twice the number of days over 25°C
Baseline: 19 days. +25 days by 2050 (+48 days by 2080)
- Over 3 times the number of days over 30°C
Baseline: 4 days. +13 days by 2050 (+26 days by 2080)
- Increased frequency and magnitude of extreme rainfall events (particularly in winter and fall)
- 23% reduction in annual frost days (nights when the minimum temperature drops below 0°C)
Baseline: 210 days. -49 days by 2050 (-82 days by 2080)

3. Pacific Climate Centre (2019) Climate Atlas of Canada – Location Grand Forks.

INSERT DOCUMENT -

Appendix 2 Summary of Drought Management Challenges and Actions

Regional characteristics and drought management challenges from Table 5.1 are summarized below, along with recommended or suggested actions in an effort to improved water conservation, watershed and drought management here in the KRW.

	Regional characteristic	Drought management challenge	Suggested response to challenges as described in this DMP
1.0	Environmental Conditions		
1.1	KRW covers a large area	<ul style="list-style-type: none">• Communication for specific water source(s).	Refer to PES
1.2	Snow-melt (nival) dominated	<ul style="list-style-type: none">• Climate change projects, could negatively impact water levels, including baseflow quantity.	Table 7.1: Recommendations for the RDKB, water suppliers, and the Province to work together for coordinated drought management.
1.3	Semi-arid climate	<ul style="list-style-type: none">• Hot and dry summers can reduce water levels, while increase evapotranspiration potential.	Table 7.1: Recommendations for the RDKB and Province to promote water conservation, the EFP and KBFA efforts.
1.4	Shallow un-confined aquifers prominent in valley bottoms	<ul style="list-style-type: none">• Groundwater withdrawals from hydraulically connected aquifers can affect surface water levels.	Table 7.1: Recommendations for the RDKB and water suppliers to work together to develop coordinated drought management practices and drought response. Refer to PES for public education activities.
2.0	Socio-Economic Factors		
2.1	Popular angling destination	<ul style="list-style-type: none">• Overfishing and drought conditions has resulted in fishing closures.	Table 7.1: Recommendation for the Province to consider additional fishing closures tied to water level and temperature needs.
2.2	Water use culture	<ul style="list-style-type: none">• Boundary region has higher water use compared to BC average, efforts needed to increase water conservation and efficient use of both surface and groundwater.	Table 7.1: Recommendations to water suppliers to increase water conservation tactics, which could include bylaws, change in payment systems, water meters, etc. Refer to PES for public engagement activities.
2.3	Agriculture is a significant economic driver for the	<ul style="list-style-type: none">• Implementing effective agricultural water use can be expensive and often requires a change in practice. New water licences are becoming hard to acquire, these new water-	Table 7.1: Recommendations for the RDKB and Province to promote and support EFP and KBFA efforts.

	Boundary Region	conserving practices could be essential for long-term viability.	
2.4	Lack and expense of water storage infrastructure	<ul style="list-style-type: none">Minimal water storage potential occurring in the Boundary region.	Table 7.1: Recommendations for RDKB to review possibility of supporting small-scale agriculture water storage.
2.5	Land use practices	<ul style="list-style-type: none">Not implementing Best Management Practices, which can lead to surface and groundwater contamination.	Table 7.1: To build and maintain relationships with industry (i.e. forestry, mining, ranchers) in support and protection of water quality and water use.
3.0	Governance Structure		
3.1	Abundance of private wells governed by Province	<ul style="list-style-type: none">Working with private well owners to reduce water use in-line with drought recommendations.	Table 7.1: Recommendations for RDKB to continue outreach to large scale water users. Refer to PES for public engagement activities.
3.2	Different management practices by large water users and water suppliers	<ul style="list-style-type: none">Problems when different water conservation and drought management actions occur from users withdrawing from the same source.	Table 7.1: Recommendations for RDKB and water suppliers to continue WSWG meetings, improve communication and education on water conservation.
4.0	Other Challenges		
4.1	No central data storage location, data not collected for all sources	<ul style="list-style-type: none">Increased need for publically available hydrological data on various sized water sources.	Table 7.1: Recommendations for RDKB and Province to develop and maintain a publically available data storage system.
4.2	Introduction of non-domestic groundwater licensing requirement	<ul style="list-style-type: none">Non-domestic groundwater licensing is now mandatory in BC; deadline for existing applications is March 01, 2022.	Table 7.1: Recommendations for Province to consider additional advertising and workshops. RDKB to support.
4.3	Surface water quality	<ul style="list-style-type: none">Water quality concerns can be more common when water levels are low due to less water for dilution, increased sediment and increased biological contamination.	Table 7.1: Recommendations for RDKB and province to develop and continue water quality data collection and storage of information, which would include the Christina Lake tributaries.

Jennifer Kuhn

From: is@rdkb.com
Sent: November 18, 2020 8:58 PM
To: Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn
Subject: Grant-in-Aid Form submitted by Kootenay Robusters Society, email address - cindy.christinalake@gmail.com

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

Electoral Area 'C' / Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Kootenay Robusters Society

Address: Box 336 Christina Lake, BC V0H 1E0

Phone: 250-447-9771

Fax:

Email: cindy.christinalake@gmail.com

Representative: Cindy Alblas

Make Cheque Payable To: Kootenay Robusters Society

Other Expenses:

Total Cost of Project: \$\$2500

Amount Requested from RDKB Director(s): \$\$2500 *Approved Director McGregor November 19, 2020*

What is the Grant-in-Aid for?

We are writing to you to request your support in Grant In Aid for the 10 year License of Occupation for the Provincial Public Highway Agreement for a portion of La Valley Road in Christina Lake.

The Kootenay Robusters Dragon boat team has expressed a desire to develop the road access on Lavalley

Road End since April of 2018 when we presented to the Regional District Area C Director Grace McGregor.

The team has been paddling for 21 years on Christina Lake, as well as raising money and awareness and support for breast cancer and survivors. Their desire to find a permanent home for the Kootenay Robusters has finally come to fruition with the support of our community, The Regional District of Kootenay Boundary, our Area C Director and the Ministry of Transportation.

We can now make the next steps necessary to begin building our boat shed, allowing us to someday expand paddling experiences in Christina Lake, as well as the hopes of hosting our very own Christina Lake Dragon Boat festival someday.

Every dollar counts, especially when building on behalf of a society, your support through Grant In Aid will help assist us immensely, allowing us to focus funds on the building of the boat shed. Your support also helps to create a lasting legacy for Christina Lake for the next generation, and hopefully more generations to come.

We are so very appreciative of the support you have offered to our Society in the process to acquire the license of occupation and to find a permanent home for the Kootenay Robusters. Your continued support will be of great benefit not only to our Society but also for our community and visitors alike. We look forward to the day we can have our first paddle from our new home at "Cameron Beach".

Thank-you kindly for the consideration of your support in Grant In Aid to The Kootenay Robusters Society.

Sincerely,
Kootenay Robusters

List of Other Organizations Applied to for Funding

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

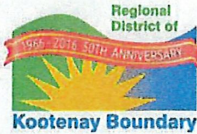
Amount Requested

Amount Secured

Documents uploaded with Submission?

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Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or fo@rdkb.com.

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

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

Applicant:	* KETTLE RIVER FOOD SHARE SOCIETY			
Address:	* 3990 HWY 3, ROCK CREEK, BC V0H 1Y0			
Phone:	* 250-449-1670	Fax:		E-Mail: * krfssociety@gmail.com
Representative:	* LISA S. EWERT (PRESIDENT)			
Make Cheque Pavable To:	* KETTLE RIVER FOOD SHARE SOCIETY			

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

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

What is the total Cost of the Project? \$6,000.00 What amount are you requesting from this RDKB Director(s)? \$6,000.00

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

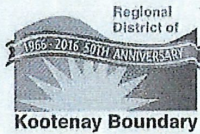
This money request is for a volunteer co-ordinator to run the Food Share Exchange in Rock Creek for 2021. Their main role is to coordinate and delegate volunteers.	

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: 17 Nov 20	Applicant Signature: <i>L. Siewert</i>	Print Name: Lisa Siewert

Office Use Only
Grant approved by Electoral Area Director: <i>V. Gee</i>
Approved by Board: _____

SUBMIT



Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or fo@rdkb.com.

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

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

Applicant:	* West Boundary Community Services Co-op		
Address:	* 3990 Highway 3 Rock Creek V0H 1Y0		
Phone:	* 250-446-2975	Fax:	E-Mail: * Kelly.Davison@riversidecentre.coop
Representative:	* Kelly Davison Executive Director		
Make Cheque Payable To:	* West Boundary Community Services Co-op Association		

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

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

What is the total Cost of the Project? \$ 375.23 What amount are you requesting from this RDKB Director(s)? \$ 375.23

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

MERCS
Mandatory Employment Related Costs for
Canada Summer Job 2020

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

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

Date: 2020-11-18 Applicant Signature: K Davison Print Name: Kelly Davison

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT

From: [Vicki Gee - Area "E"/West Boundary Director](#)
To: [Theresa Lenardon](#)
Subject: Brief report for Nov 26 Board meeting: Okanagan Film Commission
Date: November 19, 2020 7:21:29 AM

Okanagan Film Commission met by Zoom last night. Things have been going well:

Filming:

- 27 films have been shot since Covid
- This is a record number
- Commissioner estimates economic impact from direct spends at \$54 million
- This doesn't include the economic spin off (e.g. more crew hired from Okanagan, paying their mortgages)
- One resort that they frequently use to put up visiting crew said that they wouldn't still be here after Covid if it wasn't for OK Film Commission
- Another resort that wasn't interested prior to Covid in working with the Commission is now offering huge discounts to try to get the business
- Most of the movies being shot are Movies of the Week or Hallmark
- Two Hollywood movies are being shot; one is "Dangerous", with some high profile actors
- Manitoba was hit hard with Covid, and that has driven more films here

Inclusion:

- Talked about the work by Ryan Reynolds to see Indigenous & African American hires in Hollywood
- We now have a full female grip team; previously you wouldn't have seen any in this job
- Commissioner has been visiting high schools and talking to kids to interest them in getting into the industry

New hires for Film Commission:

- In 2020 Regional Districts put in more money
- This allowed hiring of a half time Assistant Film Commissioner
- The person hired is a long time scout; he still works half time as a scout
- The bookkeeper has secured CERB money to support staffing
- A young man has been hired with YMCA grant to do admin and IT
- This has been a huge relief for the Film Commissioner, as he was carrying the whole load in the past

Working to reduce friction with public:

- Etiquette during filming is a huge thing; don't want public to get fatigued with filming in their communities
- That was a big piece of the Film Fundamentals 2 day workshop that was run a few years ago by Commission
- Many of the young people who attended that workshop are now in the industry
- It's creating a more positive culture



Vicki Gee | Area 'E'/West Boundary Director
vgee@rdkb.com :250.446.2042

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



Columbia River Treaty Monthly Update for the Local Governments' Committee – October 2020

Issued October 27, 2020

Key Updates:

- Columbia River Treaty negotiations
- Public engagement plans after the B.C. interregnum
- Columbia River Treaty-related community interest project updates

Treaty Negotiations

- There are no new updates to share regarding Columbia River Treaty negotiations. We will continue to keep you informed as and when possible.
- Canada's Chief Negotiator for the Treaty, Sylvain Fabi, is moving to Colorado to assume his role as the new Consul General in Denver. He will continue as Canada's Chief negotiator for the Treaty.
- The BC Treaty Team is seeking a contractor to facilitate the process of exploring potential governance options for a modernized Treaty. The RFP for this contract closed on October 16; we will let you know when a contractor has been selected. The LGC will be consulted during this process.
- The Indigenous-led ecosystem function work continues at an operational level.

Public Engagement

- The BC Treaty Team is planning the following engagement activities for the end of 2020/early 2021, pending direction from government once a new Cabinet is formed:
 - Issuing the next Newsletter
 - Hosting a Virtual Public Town Hall to provide a summary of 2020 Treaty progress and answer questions. This event will be targeted to Basin residents but open to all who have an interest in the Treaty, regardless of geographic location.
 - Hosting a Virtual Public Town Hall to share the results of the Koocanusa Dam feasibility study and seek feedback. This event will be primarily targeted to residents in the Canadian Koocanusa region (eg Cranbrook and Jaffray) and, in particular, the "Build a Weir Committee".
- Dates and further details for the above activities will be shared after a new Cabinet is formed.
- CBRAC welcomes Caitlin Hinton as its new Revelstoke citizen member. Caitlin is replacing Jody Lownds, who had been a member of CBRAC since its inception in 2014. Jody moved away from the Basin this



past summer, leaving her position vacant. As is regular practice when filling vacant CBRAC citizen positions, the Province issued a call for expressions of interest, and the CBRAC Steering Committee evaluated submissions against pre-set criteria.

- CBRAC's next webinar is tentatively planned for the end of November. Topic and date will be confirmed in early November.

Community Interest Projects

- In recent years, a number of Southeast Kootenay residents have recommended that a weir/dam be built on Koocanusa Reservoir to manage fluctuating water levels. The Province conducted a third-party independent review to assess the benefits, impacts and feasibility of a weir. The draft report is complete, and the B.C. Treaty Team is exploring ways of sharing results and seeking feedback, including the two potential presentations mentioned above. Further details will be shared after a new Cabinet is formed.
- Other community interest projects that are actively underway and at various stages of progress include: Columbia River Treaty Heritage Project; Creston Valley dike management; Meadow Creek mosquito impacts/conservation property; Valemount air quality/dust; Basin agriculture support; Basin high speed fibre digital connectivity infrastructure; and Golden/Kinbasket Governance & Recreation/Economic Opportunities.
- There are three projects that are being monitored or on pause: Duncan Dam fish passage; Nakusp marina; and Grants in lieu of taxes.

Columbia River Treaty Local Government Committee CRTLGC) - November 2020 report

The Committee continues to meet regularly as we work within the constraints due to BC Elections, and background work on issues continues in regard to Domestic and Treaty related issues across the Basin.

The Recommendations were set back for release until the new Government is formed and then will be released to coincide with that announcement.

The next CRTLGC meeting is being proposed for Dec 9 or 10th but will be decided by a doodle poll very soon.

At this time there is nothing further to release, but please watch for updates and releases from the CRTLGC and Province in the near future.

Columbia Basin Regional Advisory Committee (CBRAC)

The next scheduled meeting of the full CBRAC Committee is being considered for some time in December or January, but no firm date is set yet, and will be coming from the Province.

RDI Steering Committee Meeting Nov.2/20

We met via Zoom meeting on this date and had the following discussion points.

1. Performance measures - importance to communicate performance given the significance of this project. The importance of communicating back to the RD's, and the timing of this

2. Direct Research Support :

RDCK -Insurance provider is an internal issue and not for release of info until approved by their Board

RDEK - investment and attraction being 2 main components of their research

RDKB - Housing - Research concluding (report expected in December)

> Research complimentary to provincially required housing needs assessments, focus on market housing issues, it is important to note here that little research exists on rural housing research. These reports are being written with an eye to releasing by the end of December with reports being applicable at the Regional District and Municipal scales.

Golden - Focused on Climate adaptation. Linked with Selkirk College FCM funded climate adaptation project.

3. Internship Programs -

> RDKB - hired in January 2020

> RDEK - hired in October 2020

> RDCK - moving forward

The balance of the meeting focused on planning on internal works not yet decided on or implemented, due to COVID related issues.

Respectfully submitted

Linda Worley - Board Appointed member to RDI



RDKB

Bylaw No. 1740

A Bylaw of the Regional District of Kootenay Boundary in the Province of British Columbia to convert Supplementary Letters Patent to establish a Mosquito Control Service and to increase the requisition limit for Electoral Area D/Rural Grand Forks and the City of Grand Forks Mosquito Control Service

WHEREAS pursuant to Supplementary Letter Patent the Province of British Columbia established a Mosquito Control service to serve RDKB Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks;

AND WHEREAS the Board of Directors has deemed it in the best interests of the taxpayers of RDKB Electoral Area D/Rural Grand Forks and the City of Grand Forks to convert from supplementary letters patent to a service establishing bylaw pursuant to the *Local Government Act*;

AND WHEREAS the RDKB Board of Directors deemed it appropriate to amend the conditions related to the service by raising the requisition limit from \$65,996 to \$110,000 in order to meet the rising costs in the service;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors has obtained the approval of the electors across the entire service area through consent of the participants as set out in the *Local Government Act*;

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors, in an open meeting assembled enacts as follows:

1. Citation

This Bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Electoral Area D/ Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740, 2020."

2. Conversion and Service Establishment

The service established under Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks Supplementary Letter Patent as provided by the Province of British Columbia on April 21, 1969 and as amended on April 30, 1981, is hereby converted and established as a service, which shall be known as the "RDKB Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service".

3. Purpose

The Regional District of Kootenay Boundary Board of Directors hereby establishes a service to provide mosquito control to Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and to the City of Grand Forks.

4. Service Area Boundaries

The boundaries of the service area are defined as all of Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and all of the City of Grand Forks as illustrated on Schedule 'A' of Bylaw 1740, 2020.

5. Participating Area

The participating area for the service described in Section 2 is all of the Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and all of the City of Grand Forks.

6. Method of Cost Recovery

The annual cost of providing this service shall be recovered through:

- a. Property value taxes fixed for the current year and requisitioned and collected on the basis of the net taxable value of land and improvements in the service area.

7. Maximum Requisition

The maximum amount that can be requisitioned annually shall not exceed the amount raised by applying a tax rate of \$0.8334/\$1000 to the net taxable values of lands and improvements or \$110,000 (One Hundred Ten Thousand Dollars) whichever is greater.

Read a First and Second Time this 26th day of November, 2020.

Read a Third Time this 26th day of November, 2020.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1740 cited as "Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740, 2020." as read a third time this 26th day of November, 2020.

Manager of Corporate Administration/Corporate Officer

The Alternate Director for Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks consented to the adoption of Bylaw No. 1740, 2020 in a letter dated _____

The Corporation of the City of Grand Forks consented to the adoption of Bylaw No. 1740, 2020 by way of a resolution adopted on _____, 20__.

APPROVED by the Inspector of Municipalities this _____ day of _____

Adopted this day of

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1740 cited as "Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740, 2020" as reconsidered and adopted this day of

Manager of Corporate Administration/Corporate Officer

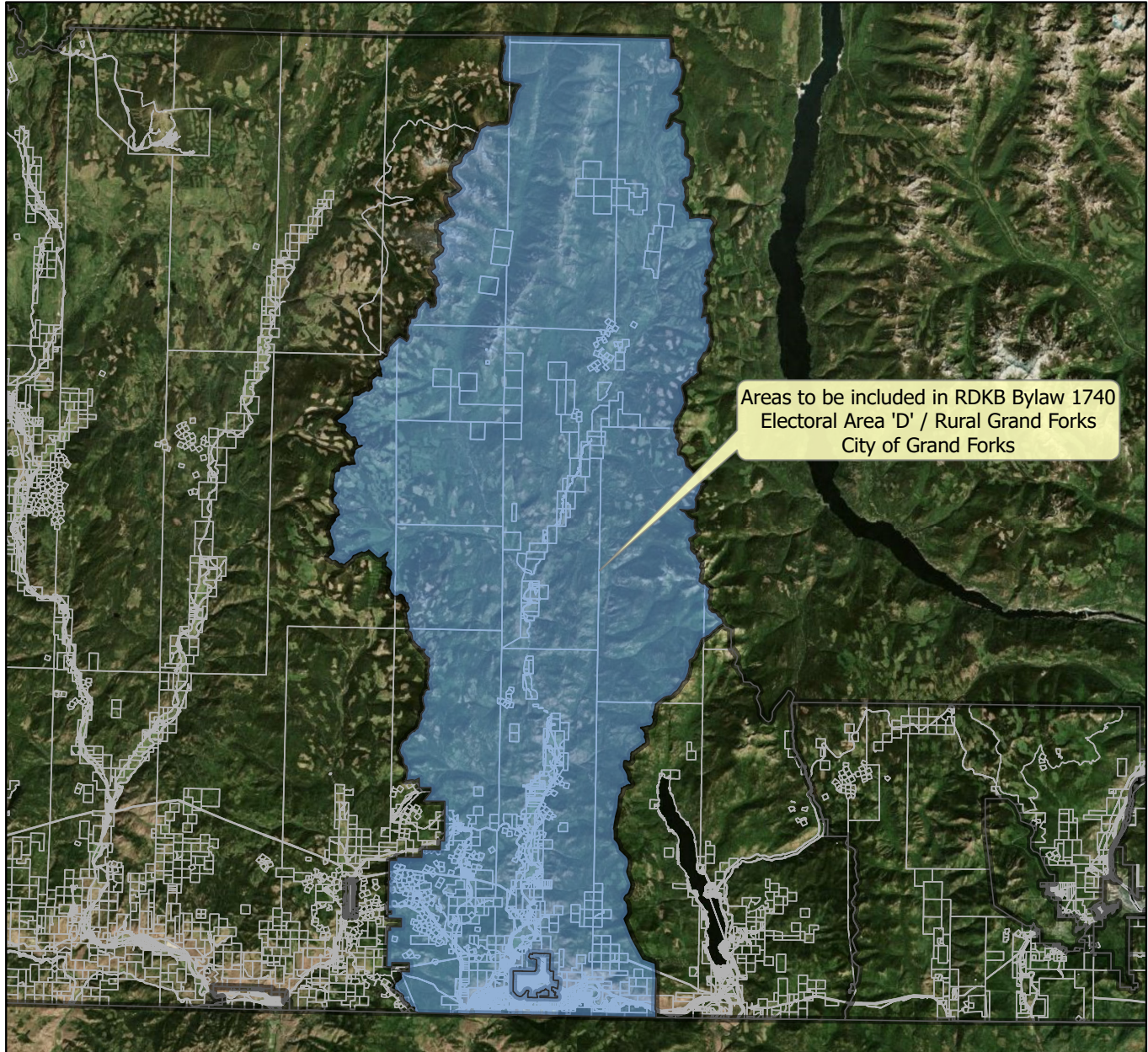
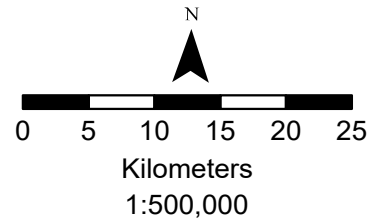


Regional District of
Kootenay Boundary

04 November 2020

Schedule A

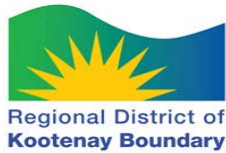
Regional District of Kootenay Boundary
Bylaw 1740



I hereby certify this Schedule A to be a true and correct copy and that this
Schedule A correctly outlines the properties to be included in the
Regional District of Kootenay Boundary Bylaw No. 1740

Manager of Corporate Administration

Date



STAFF REPORT

Date: 12 Nov 2020

File ADMN
Bylaw No. 1740

To: Chair Langman & Members of
the RDKB Board of Directors

From: Theresa Lenardon, Manager of Corporate
Administration/Corporate Officer

Re: RDKB Bylaw No. 1740-Mosquito Control
Area D & City of Grand Forks Conversion &
Increase Requisition Limit

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding the conversion of RDKB Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Supplementary Letters Patent to a service establishing bylaw and increasing the maximum requisition limit as proposed in Bylaw No. 1740.

History/Background Factors

The Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control (080) Service was created for a portion of Electoral Area D and all of the City of Grand Forks by Supplementary Letters Patent (SLP) April 22, 1969. The SLP was amended April 30, 1981 by adding the remaining portions of Electoral Area D/Rural Grand Forks into the service area boundaries.

Based on the March 31, 2020 assessment rolls, the current (2020) maximum amount that can be requisitioned to deliver the subject service is \$65,996. The requisition limit has not been increased since 1969 when the SLPs were established. RDKB Environmental Services staff provided a report (attached) to the Boundary Community Development Committee (BCDC) on November 4, 2020 and attended the meeting to explain the rationale for the proposed increase to the requisition limit. The proposed increase to the maximum requisition threshold (from \$65,996) is based on a tax rate of \$0.8334/\$1,000 to the net taxable of lands and improvements or \$110,000, whichever is greater.

In order to increase the requisition limit, the service must first be converted from the SLP to a service establishing bylaw. Prior to 1989, Regional Districts were given authority to create and provide local government services (via Cabinet) through Supplementary Letters Patent, elector assent (other voting) or petition. In 1989, due to lobby efforts for Regional Districts to be given more powers and authority, the SLP approval process was replaced by a system that allows regional districts to establish services by adopting a

Page 1 of 3
Staff Report-Area D/Rural Grand Forks & Grand Forks Mosquito Control
Proposed Conversion & Service Establishing Bylaw No. 1740
Board of Directors-November 26, 2020

"service establishing bylaw". This new process also set out the requirement for a review of service establishing bylaws by, and statutory approval from the Inspector of Municipalities. Services that are still provided under SLP authority and which have not been converted to a service establishing bylaw are known as "continued services". Conversion from SLP to a service establishing bylaw is voluntary.

Should the Board give the proposed RDKB Bylaw No. 1740 three readings on November 26, 2020, the RDKB is required to obtain "consent to adopt the bylaw" from the service participants as per S. 346 and S. 347 (2) of the *Local Government Act (LGA)*. Participating area consent must be obtained separately for each participating area in the proposed service area. Two-thirds of the service participants must consent to adoption of the bylaw in order for it to advance (*LGA* S. 349 (1) (b)). Therefore, with respect to the proposed conversion and service establishing bylaw for the Electoral Area D/Rural Grand Forks and the City of Grand Forks Mosquito Control service, both participants must consent to adopt the proposed bylaw. Once participant consent has been received, the bylaw and all supporting documents will be sent to the Inspector of Municipalities for statutory approval. It usually takes 4-6 weeks to receive statutory approval; however, the Province has advised that it could take 6-8 weeks during the COVID-19 Pandemic. Once the bylaw has received statutory approval, the RDKB Board of Directors can adopt the bylaw. After one month's quashing period, the Corporate Officer will refer the bylaw to the Ministry of Municipal Affairs & Housing and to the Inspector for Provincial filing and the bylaw will then legally be included in the overall 2021-2025 Five Year Financial Plan.

Implications

Adoption of proposed service establishing Bylaw No. 1740, including the proposed increase to the level of taxation would increase participants taxes, however would allow the service to continue to provide existing service levels.

Advancement of Strategic Planning Priorities



"Exceptional Cost Effective and Efficient Services" (assess how the RDKB funds services).



"Responding to Climate Change Impacts"

Background Information Provided

1. Proposed RDKB Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740.
2. Staff report (November 4th-Boundary Community Development Committee) from Janine Dougall, General Manager of Environmental Services.
3. BC Assessment Hospital Taxable and Converted Values-Basis of Apportionment and Assessments Taxable.

Alternatives

1. Receive the staff report with no action.
2. Refer the bylaw back to staff.
3. Deny Bylaw No. 1740 first, second and third readings.
4. Give proposed Bylaw No. 1740 first, second and third reading.

Page 2 of 3

Staff Report-Area D/Rural Grand Forks & Grand Forks Mosquito Control
Proposed Conversion & Service Establishing Bylaw No. 1740
Board of Directors-November 26, 2020

Recommendation(s)

That Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740 be read a First and Second time.

That Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740 be read a Third time.



RDKB

Bylaw No. 1740

A Bylaw of the Regional District of Kootenay Boundary in the Province of British Columbia to convert Supplementary Letters Patent to establish a Mosquito Control Service and to increase the requisition limit for Electoral Area D/Rural Grand Forks and the City of Grand Forks Mosquito Control Service

WHEREAS pursuant to Supplementary Letter Patent the Province of British Columbia established a Mosquito Control service to serve RDKB Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks;

AND WHEREAS the Board of Directors has deemed it in the best interests of the taxpayers of RDKB Electoral Area D/Rural Grand Forks and the City of Grand Forks to convert from supplementary letters patent to a service establishing bylaw pursuant to the *Local Government Act*;

AND WHEREAS the RDKB Board of Directors deemed it appropriate to amend the conditions related to the service by raising the requisition limit from \$65,996 to \$110,000 in order to meet the rising costs in the service;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors has obtained the approval of the electors across the entire service area through consent of the participants as set out in the *Local Government Act*;

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors, in an open meeting assembled enacts as follows:

1. Citation

This Bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Electoral Area D/ Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740, 2020."

2. Conversion and Service Establishment

The service established under Electoral Area D/Rural Grand Forks and the Corporation of the City of Grand Forks Supplementary Letter Patent as provided by the Province of British Columbia on April 21, 1969 and as amended on April 30, 1981, is hereby converted and established as a service, which shall be known as the "RDKB Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service".

3. Purpose

The Regional District of Kootenay Boundary Board of Directors hereby establishes a service to provide mosquito control to Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and to the City of Grand Forks.

4. Service Area Boundaries

The boundaries of the service area are defined as all of Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and all of the City of Grand Forks as illustrated on Schedule 'A' of Bylaw 1740, 2020.

5. Participating Area

The participating area for the service described in Section 2 is all of the Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and all of the City of Grand Forks.

6. Method of Cost Recovery

The annual cost of providing this service shall be recovered through:

- a. Property value taxes fixed for the current year and requisitioned and collected on the basis of the net taxable value of land and improvements in the service area.

7. Maximum Requisition

The maximum amount that can be requisitioned annually shall not exceed the amount raised by applying a tax rate of \$0.8334/\$1000 to the net taxable values of lands and improvements or \$110,000 (One Hundred Ten Thousand Dollars) whichever is greater.

Read a First and Second Time this 26th day of November, 2020.

Read a Third Time this 26th day of November, 2020.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1740 cited as "Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740, 2020." as read a third time this 26th day of November, 2020.

Manager of Corporate Administration/Corporate Officer

The Alternate Director for Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks consented to the adoption of Bylaw No. 1740, 2020 in a letter dated _____

The Corporation of the City of Grand Forks consented to the adoption of Bylaw No. 1740, 2020 by way of a resolution adopted on _____, 20__.

APPROVED by the Inspector of Municipalities this _____ day of _____

Adopted this day of

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1740 cited as "Regional District of Kootenay Boundary Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740, 2020" as reconsidered and adopted this day of

Manager of Corporate Administration/Corporate Officer

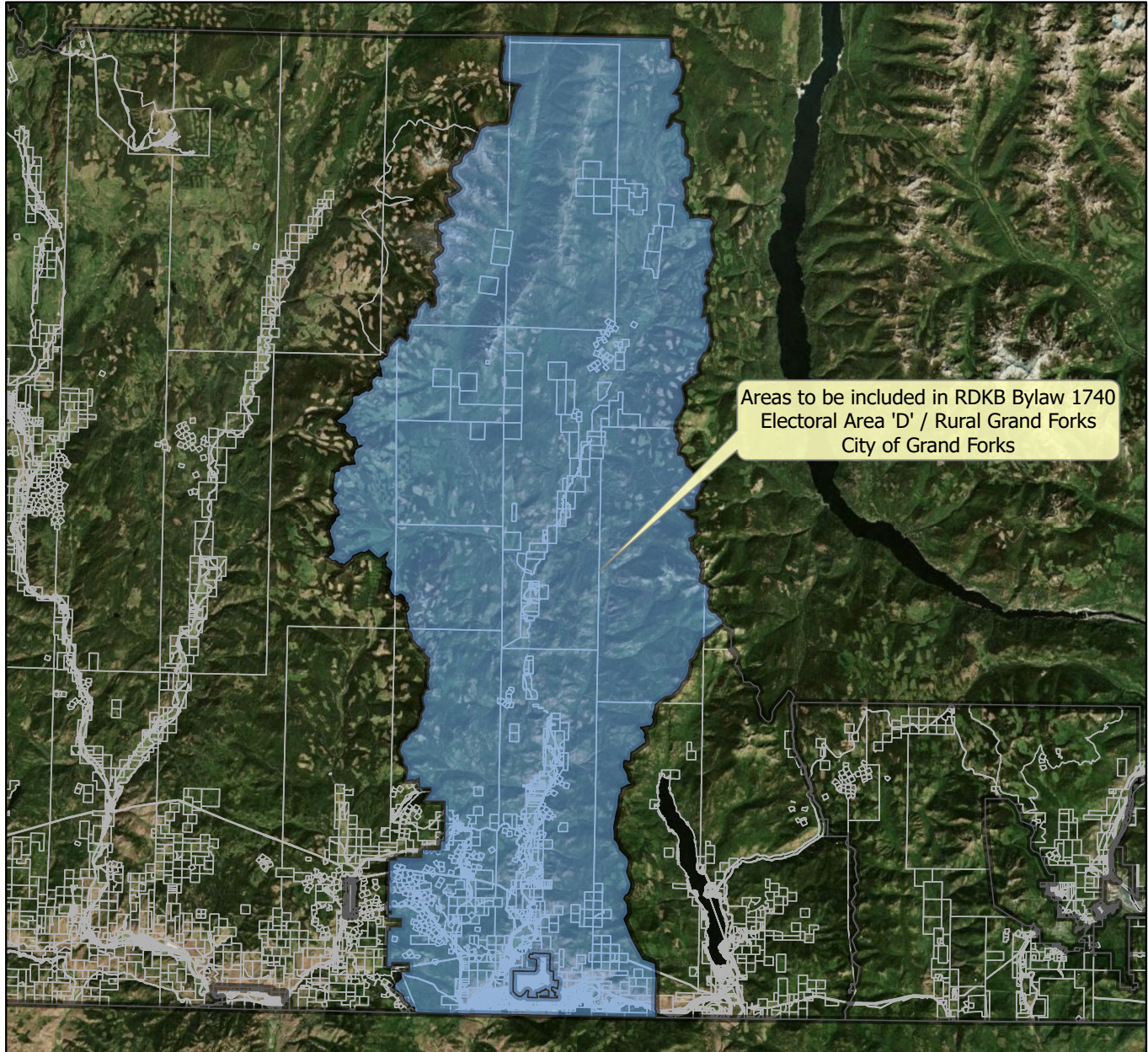
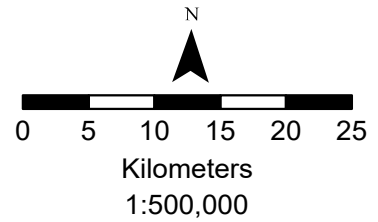


Regional District of
Kootenay Boundary

04 November 2020

Schedule A

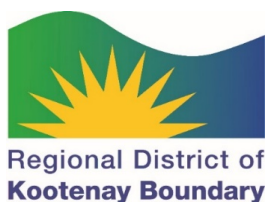
Regional District of Kootenay Boundary
Bylaw 1740



I hereby certify this Schedule A to be a true and correct copy and that this
Schedule A correctly outlines the properties to be included in the
Regional District of Kootenay Boundary Bylaw No. 1740

Manager of Corporate Administration

Date



STAFF REPORT

Date: November 4, 2020
To: Chair McGregor and Boundary Community Development Committee
From: Janine Dougall, General Manager of Environmental Services
Re: **Service 080 - Conversion to Service Establishment Bylaw and Increase in Requisition Limit**

File ES – Mosquito Control

Issue Introduction

To provide background information and request approval to proceed with a Conversion to Service Establishment Bylaw and increase in maximum requisition limit for the Grand Forks/Area D (Rural Grand Forks) Mosquito Control Service 080.

History/Background Factors

Over the last 5 years extremely variable weather patterns have impacted the mosquito control programs significantly. For example the flooding in 2018 significantly changed water flow paths and sites that had not been previously identified as mosquito habitat were flooded and dormant eggs hatched. The 2020 year saw low level flooding over a prolonged period, which influenced control activities. The changes in and more frequent occurrences of extreme weather patterns suggest that the flooding of mosquito habitats is becoming less predictable and this will result in greater challenges in conducting control work. Effective mapping and monitoring of mosquito flood habitat will assist in pre-season planning and help in mitigating the impacts of unpredictable weather patterns. This unpredictability will also influence the projections for costs for the program.

Implications

The Service for mosquito control for the Grand Forks/Area D-Rural Grand Forks area was originally established by Supplementary Letters Patent in 1969 and further amended in 1981. Based on the wording in the Supplementary Letters Patent, the current maximum taxation requisition limit is \$0.50 per 1000 of assessed value based on assessments, which equates to a maximum calculated tax requisition of \$67,121 as of 2020.

Over the last number of years, the cost for the mosquito control service has increased primarily due to increases in contractor costs as well as extreme/variable weather which impacts flooding levels and time/effort for mosquito control. Based on budgetary projections for the years 2021-2025, the annual cost of service provision is estimated to be from \$92,000-\$96,000. This cost

Page 1 of 3

*Staff Report-2020 "Mosquito Control Service (080) – Bylaw Conversion and Tax Requisition Increase
BCDC Meeting November 4, 2020*

value is based on historical service levels and does not take into account extreme flooding events as this is too difficult to predict. To address extreme weather impacts, sufficient reserves are to be maintained. The recommendation by RDKB staff is to increase the maximum requisition limit from the existing value of \$67,121 to a value not to exceed the amount raised by applying a tax rate of \$0.8334/\$1000 to the net taxable values of lands and improvements or \$110,000, whichever is greater. Please note that is a maximum value proposed and unless absolutely necessary, efforts will be made to minimize the actual taxation amount while still providing desired service levels.

RDKB Administrative staff have confirmed that the required process to convert the existing Supplementary Letters Patent to a Service Establishment Bylaw and increasing the maximum requisition limit will be undertaken using a "consent" process as set out in the Local Government Act, Sections 346 and 347. This entails:

- Take a Draft Bylaw to the Board of Directors to receive first, second and third readings;
- Then proceed to obtain the "consents" from the City of Grand Forks and Area D to adopt the Bylaw. Information will be sent to the City of Grand Forks including a template Council resolution "consenting to adopt the bylaw". A letter will also be obtained from the RDKB Electoral Area Director, which gives consent to adopt the bylaw. During this component of the process any additional information required by either the City of Grand Forks or the Electoral Area Director will be provided by Staff as best as possible;
- After "consents" are received a package is sent to the Inspector for Statutory Approval. The package includes Corp. Officer application for certificate of approval along with the bylaw as at third reading, the City of Grand Forks resolution consenting to adopt the bylaw and the letter signed by the Electoral Area Director as well as other required documents. It will take approximately 4-6 weeks to receive approval back from the Inspector, which is required before the bylaw can be finally adopted;
- Board of Directors adopts the Bylaw.
- 1 month quashing period (period to challenge the bylaw) and final submission to the Ministry of Municipal Affairs and Housing.

The successful completion of a Bylaw conversion process and increase in tax requisition in conjunction with the approval of the 2021-2025 Financial Plan is required to allow appropriate budgeting to meet contract payment terms and establish suitable reserve funds to accommodate required expenditures due to variable weather patterns impacting mosquito control work.

Alternatively, should the tax requisition not be increased, contractor services associated with mosquito control activities will have to be limited to available budget amounts and all reserve funds will most likely be utilized fully in 2021/2022.

Advancement of Strategic Planning Goals



The transition to a Service Establishment Bylaw and Increase in Requisition Limit is essential to allow the mosquito control program to continue to provide existing service levels and as such the project can be related to the provision of "Exceptional Cost Effective and Efficient Services".



As the occurrence of extreme weather events can significantly impact mosquito populations and program implementation the project is also related to "Responding to Climate Change Impacts".

Background Information Provided

None

Alternatives

1. That the Boundary Community Development Committee approve staff moving forward with the process to convert the Supplementary Letters Patent to a Service Establishment Bylaw for the Mosquito Control – Grand Forks/Area D (Rural Grand Forks) Service (080).
2. That the Boundary Community Development Committee approve the maximum amount that can be requisitioned annually shall not exceed the amount raised by applying a tax rate of \$0.8334/\$1000 to the net taxable values of lands and improvements or \$110,000 (One Hundred Ten Thousand Dollars) whichever is greater for the Mosquito Control – Grand Forks/Area D (Rural Grand Forks) Service (080).
3. That the Boundary Community Development Committee not support the process to convert the Supplementary Letters Patent.
4. That the Boundary Community Development Committee not support an increase to the maximum tax requisition limit.

Recommendation(s)

1. That the Boundary Community Development Committee approve staff moving forward with the process to convert the Supplementary Letters Patent to a Service Establishment Bylaw for the Mosquito Control – Grand Forks/Area D (Rural Grand Forks) Service (080).
2. That the Boundary Community Development Committee approve the maximum amount that can be requisitioned annually shall not exceed the amount raised by applying a tax rate of \$0.8334/\$1000 to the net taxable values of lands and improvements or \$110,000 (One Hundred Ten Thousand Dollars) whichever is greater for the Mosquito Control – Grand Forks/Area D (Rural Grand Forks) Service (080).

**PROPOSED ANNUAL REQUISITION 2021
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
EXHIBIT 080
MOSQUITO CONTROL - AREA D & GRAND FORKS**

BASIS OF APPORTIONMENT

Assessments taxable for **HOSPITAL PURPOSES** in Electoral Area 'D' and
assessments taxable for **GENERAL PURPOSES** for the Municipality of Grand Forks

LIMITATIONS

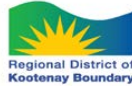
.50/\$1000 of assessed value of assessment

AUTHORITY

Chapter 323 RSBC (Local Government Act) Section 797.1 (1) (d)
Supplementary Letters Patent dated April 22, 1969, amended April 30, 1981

Member Areas	Amount	Figures used for Apportionment	
City of Grand Forks	36,536	73,070,610	60,897
Electoral Area 'D'	29,460	58,920,513	49,104
TOTAL	65,996	131,991,123	110,001

Land & Improvements	131,991,123		
Converted			
Maximum @ \$0.8334/\$1000	110,001		0.0008334



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1744

A Bylaw to regulate and set fees for the use of Solid Waste Management Facilities in the Regional District of Kootenay Boundary.

WHEREAS a service has been established by the “Regional District of Kootenay Boundary Waste Management Local Service Area Establishment Bylaw No. 1090, 1999”;

AND WHEREAS it is deemed desirable to establish and impose charges for the use of refuse disposal sites operated by the Regional District of Kootenay Boundary and to regulate by bylaw the use of the various waste management facilities operated by the Regional District of Kootenay Boundary in keeping with the direction provided by the Regional Solid Waste Management Plan, and to provide for the enforcement of this bylaw;

AND WHEREAS the Solid Waste Management Plan of the Regional District of Kootenay Boundary, approved by the Minister of Environment, in 2006, sets policies and programs for the management of solid waste in the Regional District;

NOW THEREFORE the Regional District of Kootenay Boundary in open meeting assembled, enacts as follows:

1. APPLICATION

- 1.1 This Bylaw shall apply to all Solid Waste Management Facilities operated by the Regional District of Kootenay Boundary.

2. DEFINITIONS AND SCHEDULES

- 2.1 In this Bylaw, unless the context otherwise requires:

“Agricultural Waste” means materials originating on a farm including but not limited to dead animals, slaughter waste, waste from crops, spoiled crops, manure and large quantities of film plastics used in agricultural operations.

“Active Face” means that area of the disposal facility where active landfilling of solid waste takes place.

“Antifreeze” means a liquid, such as ethylene glycol or alcohol that may be mixed with water and has been used as a radiator fluid, but does not contain lubricating oil or petroleum products that falls under the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations under the *Environmental Management Act*. Effective July 1, 2011, the antifreeze product category consists of automotive antifreeze and includes empty containers for this antifreeze.

“Asbestos - Friable” means any material containing asbestos that when dry, can be easily crumbled or pulverized to powder by hand due to its nature is very difficult to handle, and therefore requires pre-approval by the Manager and may be subject to special handling fees as specified in Schedule “A”. If a friable asbestos-containing material is

damaged or disturbed, it presents an inhalation risk because asbestos fibres are more easily released into the air. Examples of friable asbestos include: acoustic ceilings and tiles, types of plasters, wallboard, joint compound and thermal insulation for water heaters and pipes. Content greater than 1% either at the time of manufacture, or as determined using a method specified in Section 40(1) of the provincial *Hazardous Waste Regulation* (B.C. Reg. 63/2009) and all amending regulations.

"Asbestos - Non-friable" means a non-friable asbestos product in which the asbestos fibres are bound or locked into the product matrix, so that the fibres are not readily released. Such a product would present a risk for fibre release only when it is subject to significant abrasion through activities such as sanding or cutting with electric power tools. Examples of non-friable asbestos products include vinyl asbestos floor tiles, acoustic ceiling tiles, and asbestos cement products.

"Ash & Soot" means the carbonaceous residue created by the thorough combustion of organic matter.

"Asphalt" means a petroleum by-product, mixed with gravel, crushed rock etc., used for paving roadways, driveways, parking areas etc.

"Auto Hulk" means a car, pickup truck or passenger van that is no longer used for transportation purposes and/or is not registered.

"Bag" means a container holding a volume up to 17 imperial gallon (77 litre) equivalents no larger than 26" x 36" (60 x 90 centimetres).

"Beverage Containers" means a product that falls under the 'Beverage Container' product category in the Recycling Regulation (B.C. Reg. 112/2010) of the *Environmental Management Act* and all amending regulations.

"Bin Area" means that area of the Solid Waste Management Facility that has been designated to receive Municipal Solid Waste or Recyclable Materials brought to the Solid Waste Management Facility in Small loads.

"Biomedical Waste" is defined in the Guidelines for the Management of Biomedical Wastes in Canada (Canadian Council of Ministers of the Environment, February 1992).

"Biosolids" means stabilized, dewatered, municipal sewage treatment plant sludge designated for disposal at a landfill.

"Bulky Waste" means Municipal Solid Waste that, due to its nature is very difficult to handle, and therefore requires pre-approval by the Manager and may be subject to special handling fees as specified in Schedule "A" hereto. Bulky Waste means items with a volume greater than 2m³ (71 ft.³) including but not limited to recreational vehicles, pre-fabricated homes, trailers, watercraft, Preserved Wood (greater than 1.25m (4 ft.) in length and 6" in diameter) and other articles that the Manager determines require special handling and Disposal technique.

"Bulk Load" means a load that exceeds 500 kg. (1102 lb.) net weight at scaled sites or 5m³ (177 ft.³) at volume based sites.

"Cell Phone" means a portable telephone that uses wireless cellular technology to send and receive phone signals, and further includes Cell Phone handsets, batteries and chargers.

"CFC Appliances" means refrigeration or heating appliances designed to operate with a coolant or refrigerant containing Chlorofluorocarbon (CFC).

"Class 1 Facility" means a staffed RDKB Solid Waste Management Facility so designated in Schedule "D" hereto.

"Class 2 Facility" means a staffed RDKB Solid Waste Management Facility so designated in Schedule "D" hereto.

"Class 3 Facility" means an unstaffed RDKB Solid Waste Management Facility so designated in Schedule "D" hereto.

"Clean Wood Waste" means clean, organic wood material including but not necessarily limited to kiln dried dimensional lumber such as wood pallets, demolition wood waste and Composite Wood Waste, which:

- (a) is free of Preserved Wood, rocks, metals (other than nails and screws), wire, fiberglass, Asphalt roofing material, and other non-wood materials; and
- (b) if it is more than 61 cm (2') in width or diameter at any point, is no more than 2.4m (8') in length.

"Commercial Solid Waste" means any municipal solid waste produced by or originating from a trade or business premise. It includes municipal solid waste produced by, or originating from, institutional or governmental offices, as well as municipal solid waste produced by institutional administrative offices.

"Composite Wood Waste" means wood that has been manufactured into dimensional lumber using glue and/or adhesives, such as particleboard, oriented strand board, medium-density fiberboard (MDF), plywood etc.

"Concrete" means a hardened mixture of cement with sand, gravel and or rebar. Rebar projecting from cement cannot exceed 1 ft. in length.

"Condemned Foods" means any food or other edible matter that does not contain Free Liquids that have been deemed to be unfit for human consumption pursuant to the *Food Safety Act* and all amending regulations.

"Construction, Demolition and Renovation Waste" means mixed Municipal Solid Waste material resulting from the construction, demolition, renovation and repair of structures, roads, sidewalks and utilities. Waste may include, but is not limited to, Recyclable Materials, asphalt, bricks, concrete (with rebar projecting greater than 1 ft. in length) and other masonry materials, roofing materials, soil, rock, wood, wood products, wall coverings, plaster, gypsum board or wallboard, plumbing fixtures, electrical fixtures, electrical wiring, electrical components containing no hazardous materials and insulation that does not contain asbestos.

"Contaminated Sites Regulation" means the Contaminated Sites Regulation, (B.C. Reg. 375/96) enacted under the *Environmental Management Act* and all amending regulations.

"Contamination" or "Contaminated" means, the presence of another material in Source Separated Waste, which includes, but is not limited to: the commingling of different Recyclable Materials; the commingling of different Controlled Waste; or the commingling of Municipal Solid Waste and/or Recyclable Materials and/or Controlled Waste and/or

Prohibited Waste. Mixed Waste loads containing greater than 10% Recyclable Materials will be deemed to be contaminated and subject to additional user fees.

"Controlled Waste" means Source Separated Waste that is approved by the Manager for Disposal at a Solid Waste Management Facility but which, because of its inherent nature and quantity, may require special handling and storage techniques to avoid creating health hazards, nuisances or environmental pollution, as specified in Schedule "B" hereto. Special handling fees may apply as specified in Schedule "A" hereto.

"Controlled Waste Area" means an area of the Solid Waste Management Facility designated by the Manager for the disposal of Controlled Waste.

"Cover Soil" means soil, sediment or fill material containing contamination in concentrations less than the lowest applicable industrial (IL) land use standard in the Contaminated Sites Regulation, Schedule 3.1, or material that has been determined by the Manager to be suitable Cover Soil based on the Soil Questionnaire.

"Covered Area" means an area inside a Solid Waste Management Facility structure built and maintained by the RDKB.

"Covered/Secured Municipal Solid Waste" means a load of Municipal Solid Waste secured and covered on the vehicle by a tarpaulin or other overlays used to confine the load to the vehicle so that waste cannot blow off or fall off while in transit.

"Curbside Collection Area" means the residences designated by the Manager as those which will receive collection service as determined by the Manager in accordance with the Solid Waste Management Plan.

"Dead Animals and Parts" means any deceased pets, wildlife remains or offal thereof, including: bones, feathers, skin, blood and hair but are not a Specified Risk Material.

"Disposal" means the placement of Municipal Solid Waste into the landfill.

"Dusty Material" means material that can become airborne when being deposited or managed at the Solid Waste Management Facility and subsequently pose a health risk or impair visibility. Examples include but are not limited to sawdust, foundry dust and Ash & Soot.

"Electronic Waste" means a product that falls under the 'Electronics and Electrical' products category in the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations under the *Environmental Management Act*.

"Environmental Management Act" means the *Environmental Management Act* (B.C. 2003 c53) and all subsequent and future amendments and all amending regulations.

"Facility" means a facility designated by the RDKB as a collection, processing or disposal site for Solid Waste.

"Facility Attendant" means any RDKB employee at a Solid Waste Management Facility.

"Facility Class" means the Solid Waste Management Facility Class designation specified in Schedule "D" hereto.

"Fluorescent Tubes and Bulbs" means straight fluorescent lamps (various lengths); u-tubes and compact fluorescents; and mercury, high-pressure and sodium vapour lamps that fall under the 'Electronics and Electrical' products category in the Recycling Regulation (B.C. Reg. 112/2010) of the *Environmental Management Act* and all amending regulations.

"Food Processing Waste" means food residues produced during agricultural, commercial and institutional operations. Waste must be double bagged and cannot contain Dead Animals and Parts. Quantities in excess of 2m³ (71 ft³) are subject to specifications as outlined in Schedule "B" hereto. Special handling fees may apply as specified in Schedule "A" hereto.

"Free Liquid" means any portion of material that passes through and drops from a paint filter using the USEPA Method 9095A Paint Filter Liquids Test (within a 5 minute test period).

"Fuel Tank" means flammable liquid storage tanks and combustible liquid storage tanks that are drained and free of liquids. Shall not exceed 1000 litres (264 gallons) in capacity and must be either cut in half or have a whole cut in the tank that will allow the Facility Attendant to inspect the interior of the tank.

"Gas Cylinders" means a refillable or non-refillable metal container rated at a capacity of less than 46 kg. (101 lb.) which is used to contain compressed gases.

"Gasoline" means that which falls under the 'Gasoline' product category in the Recycling Regulation (B.C. Reg. 112/2010) of the *Environmental Management Act* and all amending regulations.

"Glass Containers" means all clear and coloured Glass Containers used to hold consumer products, but does NOT include: window glass, laminated glass, safety or tempered glass, mirrored glass, automotive glass, fiberglass, plexiglass, light bulbs, fluorescent tubes, kitchenware, ceramics, or containers that have contained Hazardous Waste.

"Hazardous or Reactive Chemicals" means gaseous, liquid or Municipal Solid Waste that:

- a) is explosive, oxidizing or so unstable that it readily undergoes a violent change in the presence of air or water;
- b) generates toxic gases, vapours or fumes by itself or when mixed with water; or
- c) is polymerized in whole or in part by chemical action and causes damage by generating heat or increasing in volume.

"Hazardous Waste" means gaseous, liquid or Municipal Solid Waste that, because of its inherent nature and quantity, may require special handling and storage techniques to avoid creating health hazards, nuisances or environmental pollution. Hazardous Waste includes, but is not limited to: toxins, poisons, corrosives, irritants, strong sensitizers, flammables, Ignitables, infectious wastes, condemned foods, etc.

"Hazardous Waste Regulation" means the Hazardous Waste Regulation (B.C. Reg. 63/2009) under the *Environmental Management Act* and all amending regulations.

"Hydrocarbon Contaminated Soil" means soil, sediment or fill material contaminated with a petroleum product, including but not limited to, gasoline, diesel, fuel oil, hydraulic

oil and lubricating oil. Hydrocarbon Contaminated Soil must not have concentrations that would classify the soil to be a hazardous waste, including but not limited to:

1. Soil contains Waste Containing Polycyclic Aromatic Hydrocarbon (PAH),
2. Soil contains Waste Oil
3. Soil parameters are Leachable Waste.

Odorous soil should be analyzed for soil vapour in accordance with CSR Technical Guidance 4 and the Science Advisory Board for Contaminated Sites in BC (SAB) Soil Vapour Guidance¹. Should the soil vapour concentrations be greater than CSR Schedule 3.3 IL standards, the soil is considered to be hydrocarbon contaminated soil even if the soil concentrations are less than CSR schedule 3.1 IL standards.

“Hydrocarbon Contaminated – Section 41.1 HWR Soil” means soil, sediment or fill material containing

1. A waste oil concentration between 3% and 10% by weight, or
2. Have Benzene, Toluene, Ethylbenzene, or Xylene (BTEX) at a concentration determined to be Leachable Waste and a concentration less than the standards specified in Hazardous Waste Regulation, Section 41.1 table, Column II.

“Ignitable” means having the properties of:

- a) flammable gas;
- b) flammable liquid; or
- c) flammable solids, substances liable to spontaneous combustion or substances that on contact with water emit flammable gases.

“Industrial Waste” means any waste originating from an industrial operation including, but not limited to: forestry, pulp and paper, mining, or fisheries.

“Infested Vegetation” means trees, shrubs, herbaceous plants or associated fruit that show the presence of Plant Disease, noxious insects, pathogens or related pests that have caused or are likely to cause significant damage to the trees, shrubs, herbaceous plants or associated fruit.

“Inspector” means any member of the Royal Canadian Mounted Police, City Police, Province of British Columbia Conservation office, the Regional District’s Bylaw Enforcement Officer or his or her designate appointed from time to time by the Manager to administer and enforce this Bylaw.

“Labour” means all work carried out by RDKB employees in the operation of a Product Stewardship Depot and includes but is not limited to operational and safety training, customer service, information dissemination, loading and unloading Product Stewardship Materials and equipment, sorting materials, cleaning, sweeping, snow and ice removal, salting walkways and completion of reports and manifests.

“Land Clearing Waste” means wood, branches and stumps generated from land clearing activity.

“Landfill” means a location for final Disposal of Municipal Solid Waste on land regulated by the Ministry of Environment. Municipal Solid Waste is spread and compacted; cover soil or alternate is applied daily so that effects on the environment (including public health and safety) are minimized.

¹ SAB, Guidance on Site Characterization for Evaluation of Soil Vapour Intrusion in Buildings, May 2011.

"Leachable Waste" means soil that is classified as Hazardous Waste and (is) prohibited from disposal as determined by the Toxicity Characteristic Leaching Procedure (TCLP) referenced in US EPA 40 CFR261 Appendix II Method 1311. Metals and Hydrocarbon contaminant concentrations in the extract produced by the TCLP must not exceed those identified in the Hazardous Waste Regulation, Schedule 4, Part 3, Table 1, Column 2.

The total contaminant concentration may be used as a screening tool for determining when leachability testing is required:

Using Mercury as an example:

$0.1 \text{ mg/L (Mercury TCLP criteria)} \times 20 \text{ L/kg (TCLP extraction ratio)} = 2 \text{ mg/kg total mercury}$

If the total concentration of a parameter exceeds the leachate quality standards by a factor of 20, then TCLP leachability testing is required. This is also referred to as the TCLP trigger concentration.

"Lead-acid Batteries" means a product that falls under the 'Lead-acid Battery' product category in the Recycling Regulation (B.C. Reg. 112/2010) of the *Environmental Management Act* and all amending regulations. Effective July 1, 2011, the Lead-Acid battery category consists of Lead-Acid batteries weighing more than 2 kg. (4.4 lb.), and includes, without limitation, Lead-Acid batteries for automobiles, motorcycles, recreation vehicles, marine vehicles and locomotives.

"Load" means Municipal Solid Waste which arrives at the refuse disposal facility in a vehicle.

"Major Appliance Recycling Roundtable" and/or **"MARR Program"** means materials that fall under Schedule 3 of the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*, including but not limited to fridges, freezers, washers, dryers and other large appliances.

"Manager" means the General Manager of Environmental Services of the Regional District or his/her designate.

"Marketable Waste" means Recyclable Materials that can be managed through locally available recycling programs and for which a commercial market exists.

"Metals Contaminated Soil" means soil, sediment or fill material which contains metals contamination in concentrations exceeding the lowest applicable industrial (IL) land use standard in the Contaminated Sites Regulation, Schedule 3. Metals Contaminated Soil must not have concentrations that would classify the soil to be a leachable waste (hazardous waste).

"Metal Containers" means any food or beverage container made of aluminum or tin-plated steel.

"Mixed Load" means a load combining two or more of the following wastes; Municipal Solid Waste, recyclable waste, yard & garden waste, or wood waste but does not include controlled waste or prohibited waste.

"Mixed Waste" means refuse generated by residential, commercial and institutional sources suitable for Disposal at a Solid Waste Management Facility but does NOT include Prohibited Waste.

"Mixed Waste Paper" includes but is not limited to: newspaper and inserts; office paper, including white and coloured ledger paper, computer paper, photocopy paper, writing pads, paperback books, hardcover books (cover removed), business forms, phone message notes, file folders, reports, envelopes, non-thermal fax paper, no carbon required (NCR) paper, calculator tape, 'post-it' type notes, business cards, and paper index cards; boxboard, including paper egg cartons, laundry and cereal boxes; junk mail; gift wrapping paper; packing paper; magazines; catalogues; calendars; directories; postcards; and shredded paper. Mixed Waste Paper does NOT include waxed paper fibre products; carbon paper; materials that are impregnated with blood, grease, oil, chemicals, or food residue; materials that have polyethylene, polystyrene, foil or other non-paper liners or attachments; and materials that are contaminated with a material that will render the Mixed Waste Paper non-marketable.

"Municipal Solid Waste" is material defined by the *Environmental Management Act* as:

- (a) Refuse that originates from residential, commercial, institutional, demolition, land clearing or construction sources, or
- (b) Refuse specified by a director to be included in a waste management plan.

"Noxious Weeds" means all weeds designated within the Provincial and Regional Noxious Weed lists of the Weed Control Regulation (B.C. Reg. 66/1985) and all amending regulations, and weeds that are classified by the Boundary Weed Management and Central Kootenay Invasive Plant Committees as priority species within the boundaries of the Regional District including, but not limited to: Annual Sowthistle (*Sonchus oleraceus*), Baby's Breath (*Gypsophila paniculata*), Black Knapweed (*Centaurea nigra*), Black Locust (*Robinia pseudoacacia*), Blueweed (*Echium vulgare*), Bohemian Knotweed (*Fallopia x bohemica*), Bristly locust (*Robinia hispida*), Brown Knapweed (*Centaurea jacea*), Bull Thistle (*Cirsium vulgare*), Bur Chervil (*Anthriscus caucalis*), Burdock (*Arctium minus*), Canada Thistle (*Cirsium arvense*), Common Bugloss (*Anchusa officinalis*), Common Reed (*Phragmites australis* subspecies *australis*), Common Tansy (*Tanacetum vulgare*), Common Toadflax (*Linaria vulgaris*), Crupina (*Crupina vulgaris*), Dalmatian Toadflax (*Linaria dalmatica*), Diffuse Knapweed (*Centaurea diffusa*), Dodder (*Cuscuta* spp.), Downy Brome (*Bromus tectorum*), Eurasian Water-Milfoil (*Myriophyllum spicatum*), Field Scabious (*Knautia arvensis*), Flowering Rush (*Butomus umbellatus*), Fuller's Teasel (*Dipsacus fullonum*), Garlic Mustard (*Alliaria petiolata*), Giant Hogweed (*Heracleum mantegazzianum*), Giant Knotweed (*Fallopia sachalinensis*), Giant Mannagrass/Reed Sweetgrass (*Glyceria maxima*), Gorse (*Ulex europaeus*), Hairy Cat's Ear (*Hypochaeris radica*), Himalayan Blackberry (*Rubus discolor*), Himalayan Knotweed (*Polygonum polystachyum*), Hoary Alyssum (*Berteroa incana*), Hoary Cress (*Cardaria draba*), Hound's-tongue (*Cynoglossum officinale*), Japanese Knotweed (*Fallopia japonica*), Jointed Goatgrass (*Aegilops cylindrical*), Leafy Spurge (*Euphorbia esula*), Marsh Thistle (*Cirsium palustre*), Meadow Knapweed (*Centaurea pratensis*), Milk Thistle (*Silybum marianum*), Mouse-ear Hawkweed (*Hieracium pilosella*), Nodding Thistle (*Carduus nutans*), North Africa Grass (*Ventenata dubia*), Orange Hawkweed (*Hieracium aurantiacum*), Oxeye daisy (*Leucanthemum vulgare*), Perennial Pepperweed (*Lepidium latifolium*), Perennial Sowthistle (*Sonchus arvensis*), Plumeless Thistle (*Carduus acanthoides*), Policeman's Helmet/Himalayan Balsam (*Impatiens glandulifera*), Purple Loosestrife (*Lythrum salicaria*), Purple Nutsedge (*Cyperus rotundus*), Queen Anne's Lace (*Daucus carota*), Rush Skeltonweed (*Chondrilla juncea*), Russian Olive (*Elaeagnus angustifolia*), Russian Knapweed (*Acroptilon repens*), Salt Cedar (*Tamarix*

aphilla), Scentless Chamomile (*Matricaria maritima*), Scotch Broom (*Cytisus scoparius*), Scotch Thistle (*Onopordum acanthium*), Siberian Elm (*Ulmus pumila*), Spotted Knapweed (*Centaurea biebersteinii*), St. John's Wort (*Hypericum perforatum*), Sulphur Cinquefoil (*Potentilla recta*), Tansy Ragwort (*Senecio jacobaea*), Velvetleaf (*Abutilon theophrasti*), Wild Oats (*Avena fatua*), Wormwood (*Artemisia absinthium*), Yellow Bedstraw (*Galium verum*), Yellow Flag Iris (*Iris pseudocorus*), Yellow Hawkweed (*Hieracium* spp.), Yellow Nutsedge (*Cyperus esculentus*), Yellow Starthistle (*Centaurea solstitialis*), and Yellow Toadflax (*Linaria vulgaris*).

"Offense" means a contravention of this bylaw by a Person who does an act that this Bylaw forbids, or omits to do an act that this Bylaw requires to be done.

"Old Corrugated Cardboard (OCC)" means containers or materials used in containers consisting of three or more layers of kraft paper material and having smooth exterior liners and a corrugated or rippled core, but excluding containers which are impregnated with blood, grease, oil chemicals, food residue, wax; or have polyethylene, polystyrene, foil or other non-paper liners; or are contaminated with a material which will render the corrugated cardboard non-marketable.

"Organic Waste" means any plant and/or animal matter, originating in commercial or residential sources which can be processed by composting to produce a useable soil amendment product.

"Out-of-area Municipal Solid Waste" means Loads, or a portion thereof, of Municipal Solid Waste that originates from outside the boundaries of the Regional District.

"Ozone Depleting Substance" means a substance defined as such in the Ozone Depleting Substances and other Halocarbons Regulation, (B.C. Reg. 387/99) under the *Environmental Management Act* and all amending regulations.

"Person" means an individual, a body corporate, a firm partnership, association or any other legal entity or an employee or agent thereof.

"Paint Products" means a product that falls under the 'Paint' product category of the Recycling Regulation (B.C. Reg. 112/2010) of the *Environmental Management Act* and all amending regulations.

"Pesticide Products" means that which falls under the 'Pesticides' product category of the Recycling Regulation (B.C. Reg. 112/2010) of the *Environmental Management Act* and all amending regulations.

"Petroleum By-Products" means used lubricating oil that is contaminated with any other products, and any fluid or liquid or sludge containing fuel or petroleum-based products.

"Pharmaceutical Products" means that which falls under the 'Pharmaceuticals' product category in the Recycling Regulation (B.C. Reg. 112/2010) of the *Environmental Management Act* and all amending regulations.

"Plant Disease" means a condition that exists in a plant or seed as the result of the action of virus, fungus, bacterium, or any other similar or allied organism and that injures or may injure the plant or any part thereof, and that may be spread to another plant or plants with economic, ornamental or aesthetic value, including, but not limited to Apple Scab (*Venturia inaequalis*), Anthracnose or Perennial Canker (*Cryptosporiopsis curvispora*; *C. perennans*), Bacterial Canker (*Pseudomonas syringae* pv. *syringae*; *P. syringae* pv.

morsprunorum), Blister spot (*Pseudomonas syringae* pv. *papulans*), Brown Rot (*Monilinia fructicola*), Coryneum Blight (*Wilsonomyces carpophilus*), Crown Gall, Root Gall and Hairy Root (*Agrobacterium tumefaciens*), Crown Rot (*Phytophthora cactorum*), Cytospora Canker (*Leucostoma cincta*), European Canker (*Nectria galligena*), Fire Blight (*Erwinia amylovora*), Little Cherry Virus, Powdery Mildew (*Podosphaera leucotricha*; *P. clandestina*; *Sphaerotheca pannosa*), Peach Leaf Curl (*Taphrina deformans*), and Verticillium Wilt (*Verticillium dahliae*).

"Plastic Containers" means clean mixed plastics marked with a Society of Plastic Industries (SPI) code #1 - #7 accepted at Regional District Recycling Depots. Plastic Container acceptance varies by Sub-region as described in Schedule "C" hereto. This includes but is not limited to toiletry and cleaning containers, margarine and yogurt containers, food and drink containers, and plastic milk jugs. Plastic Containers do NOT include Styrofoam, polystyrene items, or items that have contained Hazardous Waste.

"Preserved Wood" means wood waste previously treated with creosote or other chemical preservatives such as chromated copper arsenate (CCA), aromatic hydrocarbons (PAHs), and ammonium copper arsenate (ACA) to prevent rotting. This waste material is considered Controlled Waste.

"Product Stewardship Agency" means any individual, business, association, society or any combination thereof designated in a Stewardship Plan to manage any materials that fall under a product category of the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*.

"Product Stewardship Depot" means an area designated to receive materials that fall under a product category of the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*.

"Product Stewardship Materials" means materials that fall under a product category of the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*.

"Product Stewardship Plan" means a plan approved by the Minister of the Environment to manage materials that fall under a product category of the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*.

"Prohibited Waste" means gaseous, liquid or Municipal Solid Waste not accepted for Disposal at Solid Waste Management Facilities as specified in Schedule "F" hereto.

"Radioactive Material" means waste containing a prescribed substance as defined in the *Atomic Energy Control Act (Canada)* and all amending regulations in sufficient quantity or concentration to require a license for possession or use under that Act and regulations made under that Act.

"Rechargeable Batteries" means Nickel Cadmium (NiCd), Lithium Ion (Li-Ion), Nickel Metal Hydride (Ni-MH), or Small-Sealed Lead (Pb) batteries weighing no more than 5 kilograms (11 pounds) each.

"Recyclable Materials" means Marketable Wastes and Source Separated Wastes, substances or objects listed in Schedule "C" hereto.

"Recycling" means the practice of sorting, collecting and processing Marketable Waste for the purpose of creating new products and reducing the amount of Municipal Solid Waste being disposed of in Landfills.

"Recycling Area" means that area of the Solid Waste Management Facility that has been designated to receive Recyclable Materials.

"Recycling Depots" means any land or buildings leased owned and/or operated by the RDKB for receiving those materials listed in Part "C" of Schedule "C".

"Recycling Regulation" means the Recycling Waste Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*.

"Regional Board" means the Board of the Regional District of Kootenay Boundary.

"Regional District (RDKB)" means the Regional District of Kootenay Boundary as described under the *Local Government Act* and all amending regulations.

"Reusable Products" means any household item that is in usable working condition. Reusable Products does not include Bulky Items or Product Stewardship Materials. All items are accepted or refused at the discretion of the Facility Attendant.

"Reuse Buildings/Depots" means any land or buildings leased, owned and/or operated by the Regional District for receiving Reusable Products.

"Rubble" means gravel, brick, Concrete, Asphalt, and rock or a mixture thereof.

"Scale Weight Check Only" means the use of a Solid Waste Management Facility scale for the sole purpose of determining the gross weight of a Vehicle or trailer, where no material is to be deposited at the Solid Waste Management Facility.

"Scrap Metal" means recyclable ferrous and non-ferrous metallic materials, including, but not limited to: sheet metal, siding, roofing, rebar, flashings, pipes, window frames, doors, furnaces, duct work, wire, cable (cut into 1.25m (4 ft.) lengths or on a spool), bathtubs, fuel tanks, fencing, bicycle frames, automotive body parts, machinery, garbage cans, metal furniture, tire rims, appliances and fixtures. Does not include CFC Appliances unless properly certified as having refrigerants professionally removed.

"Service Personnel" means any person employed by or having a contract with the RDKB for performing work at a Solid Waste Management Facility.

"Site Operator" means that person employed by or having a contract with the Regional District for caretaker or attendant duties at a Solid Waste Management Facility and includes an agent of the Site Operator authorized personnel pursuant to the said caretaker's contract.

"Site Regulations" means regulations as described in Schedule "E" hereto, which must be adhered to by any person using a Solid Waste Management Facility.

"Sludge" means semi-solid material for Disposal in a landfill that contains no Free Liquids.

"Small Load" means Municipal Solid Waste to be disposed of at Solid Waste Management Facility not exceeding 500 kg. (1102 lb.) net weight at scaled sites or 5m³ (177 ft.³) at volume based sites per open day per credit account holder, or per vehicle (if

vehicle is not registered to a an RDKB credit account). Loads in excess of these quantities is considered a Bulk Load.

"Soil Questionnaire" means the series of pre-determined questions asked by the RDKB to determine the necessity of a Waste Soil Disposal Application.

"Solid Waste Management Facility" means a facility leased, owned and/or operated by the Regional District for which an 'Operational Certificate' or 'Permit' has been issued by the Ministry of Environment of the Province of British Columbia or a Transfer Station or Recycling Depot leased, owned and/or operated by the Regional District of Kootenay Boundary used for receiving Municipal Solid Waste or Recyclable Material described in Schedule "C" hereto.

"Solid Waste Management Plan" means the plan prepared for the management of Municipal Solid Waste within the Regional District pursuant to the *Environmental Management Act* and approved by the Minister of the Environment.

"Solvents and Flammable Liquids" means that which falls under the 'Solvents and Flammable Liquids' product category of the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*.

"Source-Separated Organic Waste" means all manner of pre-sorted organic material originating in businesses and residences. This does not include Pet Waste, Wood Waste, Construction & Demolition material or Yard & Garden Waste.

"Source-Separated Waste" means pre-sorted waste including, but not limited to: Controlled Waste, Yard and Garden Waste, Recyclable Material, Scrap Metal or Wood Waste which is separated into clearly distinguishable accumulations of different types of materials, substances, or objects belonging in the particular class of waste being disposed of.

"Specified Risk Material (SRM)" means Special Waste Material as defined by the Canadian Food Inspection Agency (CFIA). Specified Risk Material are tissues that, in BSE-infected cattle, have been shown to contain the infective agent and transmit the disease. The following tissues are defined in Canadian regulation as SRM: skull, brain, trigeminal ganglia (nerves attached to the brain), eyes, tonsils, spinal cord, and dorsal root ganglia (nerves attached to the spinal cord) of cattle aged 30 months or older, and the distal ileum (part of the small intestine) of cattle of all ages.

"TCLP Trigger Concentration" means should concentrations of a parameter be greater than a factor of 20 from the Table 1 Leachate Quality Standards, Schedule 4, Part 3 of the BC Hazardous Waste Regulation, then TCLP leachability testing is required.

"Tight-head Barrels" means any metal container with a non-removable top but does NOT include barrels that have contained Hazardous Waste.

"Tire Products" means a product that falls under the 'Tire' product category of the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*.

"Transfer Station" means a Solid Waste Management Facility under the control of the Regional District for collecting Municipal Solid Waste in preparation for transportation to a Regional District Landfill.

“Treasurer” means the General Manager of Finance of the Regional District, or his or her designate.

“Tree Stumps” means that part of a plant, tree, or shrub that remains attached to the roots after the trunk is cut and may include non-organic materials such as rocks, sand and soil.

“Uncontaminated Soil” means native or clean soil with no signs or indications of contamination, typically sourced from a non-commercial, residential site, or undisturbed land, and which if analyzed for contaminants would yield results in concentrations less than the lowest applicable residential (RL) land use standard in the Contaminated Sites Regulation, Schedule 3.1.

“Uncovered Area” means an area of bare land at a Solid Waste Management Facility that is improved by the Product Stewardship Agency for the purposes of operating a Product Stewardship Depot where improvements could include but not be limited to covered structures, paving or lighting.

“Undesignated Area” means any area in a Solid Waste Management Facility other than the area a Person is directed by the Facility Attendant, Site Operator or Service Personnel or any on-site signage directs a Person to deposit a Load.

“Unsecured Loads” means a load of Municipal Solid Waste which is not secured and covered on a vehicle so that there is nothing to prevent it from blowing or falling off while in transit, except for those items, permitted onto the Solid Waste Management Facility without covers, as outlined in Schedule “E” hereto.

“Used Oil” means that which falls under the ‘Lubricating Oil’ product category as defined in the Recycling Regulation (B.C. Reg. 112/2010) of the *Environmental Management Act* and all amending regulations.

“Used Oil Containers” means any plastic container, as defined under ‘Empty Oil Containers’ under the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*, with a capacity of less than 30 litres (8 gallons) that was manufactured to hold lubricating oil.

“Used Oil Filters” means that which falls under the ‘Oil Filters’ product category of the Recycling Regulation (B.C. Reg. 112/2010) and all amending regulations of the *Environmental Management Act*.

“USEPA Method 9095A Paint Filter Liquids Test” means the method designed by the Environmental Protection Agency (EPA) to determine the presence of Free Liquids in a representative sample of waste. A representative sample of waste is placed in a paint filter (Mesh number: 60+/- 5%). If any portion of the material passes through and drops from the filter (within a 5 minute test period) the material is deemed to contain free liquids.

“Vehicle” means a Vehicle as defined by the provincial *Motor Vehicle Act* and all amending regulations.

“Visitor” means a person who arrives at the Solid Waste Management Facility for purposes other than to Dispose of Municipal Solid Waste.

“Waste Containing Polycyclic Aromatic Hydrocarbon” means waste containing polycyclic aromatic hydrocarbons (PAH) in a total concentration greater than 100 parts per

million calculated from adding the products of the measured concentrations of each listed PAH in Column 1 of Schedule 1.1 of the Hazardous Waste Regulation, multiplied by the toxicity equivalency factor (TEF). The concentration of the PAH constituents multiplied by the TEF summed together is also referred to as the PAH Toxicity Equivalence Quotient (PAH TEQ).

"Waste Oil" means any refined petroleum based oil or synthetic oil where the oils are in the waste in a total concentration greater than 3% by weight as determined by the Special Waste Oil and Grease (SWOG) analysis, and the oils through use have become unsuitable for their original purpose. As a screening tool, when the summation of the concentration for light extractable petroleum hydrocarbons (LEPH) and heavy extractable petroleum hydrocarbons (HEPH) in soil is greater than 30,000 ug/g then a SWOG analysis must be completed to determine if the soil will be classified as waste oil. A waste oil concentration up to 10% may be permitted for on-site treatment should prior written notification of treatment be provided to the Director of Waste Management and the treatment be carried out in accordance with the BC HWR hydrocarbon contaminated soil treatment requirements.

"Waste Sharps" means needles, syringes, blades or other materials capable of causing punctures or cuts, originating from residential, agricultural, institutional or commercial generators.

"Waste Soil" means contaminated soil, Hydrocarbon Contaminated Soil or Metals Contaminated Soil, that is not suitable for any land use specified in the Contaminated Sites Regulation. Soil that meets specifications defined by the Hazardous Waste Regulation is Hazardous Waste and not Waste Soil.

"Waste Soil Disposal Application" or "Application" means the document by which an owner of soil requests disposal of the soil, communicates information about the soil for disposal, and receives information back from the RDKB regarding its acceptance or rejection for disposal. The document must be completed in full and signed by the owner, a Qualified Professional, and the RDKB Manager.

"Wood Waste" means clean, organic material including, but not necessarily limited to:

- Kiln dried dimensional lumber such as wood pallets, and demolition wood waste;
- Composite Wood Waste

Material must be free of Preserved Wood, rocks, metals (other than nails and screws), wire, fiberglass, asphalt roofing material, and other non-wood materials. Material that is chipped may qualify for a discount as per Schedule "A" hereto.

"Yard and Garden Waste" means biodegradable, organic materials, substances or objects including, but not limited to: grass, lawn and hedge clippings, flowers, weeds, leaves, vegetable material, shrubs, and shrub and tree branches less than 1 centimetre (0.4") in diameter, but does NOT include:

- Tree Stumps; Noxious Weeds;
- Plants or growing media that may have been identified by the Canadian Food Inspection Agency from time to time as infectious or potentially infectious and of which notice has been sent to the Regional District or publicized by the Canadian Food Inspection Agency; or
- Plant and tree material in municipal street sweepings;
- Rocks, sand and soil;
- Bulk Loads of fruit or vegetable material.

2.2 The following schedules are hereby made and declared to be integral parts of this Bylaw:

Schedule "A"	User Fee Schedule
Schedule "B"	Controlled Waste
Schedule "C"	Recyclable Materials
Schedule "D"	Solid Waste Management Facilities Class
Schedule "E"	Site Regulations
Schedule "F"	Prohibited Waste
Schedule "G"	Product Stewardship Depot Hosting Conditions and Fees
Schedule "H"	Additional Surcharges and Conditions of Payment
Schedule "I"	Municipal Ticket Information Violations

3. CONDITIONS OF USE

The Regional District hereby authorizes the Facility Attendant, Site Operator or Service Personnel to enforce such rules governing the use of a Solid Waste Management Facility operated by the Site Operator and/or provide directions to users of the Solid Waste Management Facility which are consistent with this Bylaw and which are necessary or convenient for the efficient and lawful operation of the Solid Waste Management Facility.

- 3.1 Every person Disposing of Municipal Solid Waste at a Solid Waste Management Facility shall comply with and abide by all rules and directions of the Facility Attendant, Site Operator or Service Personnel, whether such rules or directions are in the form of signs or verbal instructions.
- 3.2 No person shall dispose of a waste at Solid Waste Management Facility in any location other than in location directed by the Facility Attendant, Site Operator or Service Personnel.
- 3.3 No person shall deposit refuse at a refuse disposal facility, nor enter any refuse disposal facility at any time other than the designated hours of operation, except by prior arrangement with the Manager or his or her designate.
- 3.4 Persons entering a Solid Waste Management Facility do so at their own risk. The Regional District accepts no responsibility (liability) for damage and/or injury to persons, property or vehicle.
- 3.5 Anyone who contravenes these regulations and/or fails to comply with the directions of the Facility Attendant, Site Operator or Service Personnel or with posted notices and signs on a Solid Waste Management Facility may be prohibited entry onto a Solid Waste Management Facility.
- 3.6 The Regional District hereby establishes and imposes the fees set out in Schedule "A" hereto and every person Disposing of Municipal Solid Waste at a Solid Waste Management Facility shall pay to the Regional District the applicable fees.
- 3.7 Any person who fails to pay fees imposed by this Bylaw may be prohibited entry onto a Solid Waste Management Facility and any accounts remaining unpaid on the 31st of December shall be sent to collections.
- 3.8 No person shall deposit Municipal Solid Waste at a Solid Waste Management Facility except in accordance with this Bylaw and the Site Regulations outlined in Schedule "E" hereto.

4. OFFENCES AND PENALTIES

- 4.1 No Person shall do any act or suffer or permit any act or thing to be done in contravention of this Bylaw.
- 4.2 Any Person who violates any of the provisions of this Bylaw will be guilty, upon summary conviction, of an offence under this Bylaw; and may be prohibited by the Manager from depositing Municipal Solid Waste at a Solid Waste Management Facility.
- 4.3 The penalties imposed under Schedule "A" shall be in addition to and not in substitution for any other penalty or remedy imposed by this Bylaw or any other statute, law or regulation.
- 4.4 A separate offence shall be deemed to be committed upon each day during and in which the contravention occurs or continues.
- 4.5 Every Person who contravenes any of the Site Regulations contained within this Bylaw shall be responsible for all costs associated with remediation of the Solid Waste Management Facility.
- 4.6 Any Person who contravenes this Bylaw and Site Regulations by doing any act which the Bylaw and Site Regulations forbid, or omits to do any act which this Bylaw and Site Regulations requires to be done, may be required, at the discretion of the Manager:
 - a) to pay double the applicable user fee for
 - Unsecured Loads;
 - Loads considered to be Contaminated, with the applicable user fee being determined as for the Municipal Solid Waste material included in the Load either with the highest charge as set out in Schedule "A", attached hereto, to pay for clean-up costs to remove and properly dispose of the Contamination identified in rejected Loads, or for clean-up costs to manage Loads of Municipal Solid Waste improperly disposed of at the Solid Waste Management Facility. Such costs would be in addition to those fees identified in Schedule "A" hereto;
 - b) to pay 5 times the applicable user fee for Loads containing Recyclable Material.
 - c) to pay for any damages or injury to Person or to property incurred by the Regional District as a result of a contravention of this Bylaw. Such costs would be in addition to those user fees identified in Schedule "A" hereto;
 - d) to be prohibited from depositing Municipal Solid Waste at the Solid Waste Management Facility; and
 - e) to be prohibited from entering or re-entering the Solid Waste Management Facility.

5. INSPECTIONS

An Inspector, Facility Attendant, Site Operator, Service Personnel or other Employee of the Regional District may inspect any or all loads entering or exiting the Solid Waste Management Facility for the purpose of determining compliance with this Bylaw.

6. SEVERABILITY

If any section, subsection or clause of this Bylaw is declared or held to be invalid by a Court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the invalid and severed section, subsection or clause.

7. PENALTIES

7.1 Any person who violates any provision of this Bylaw will be deemed to have committed an Offence and shall be liable upon summary conviction to the following penalties:

- a) a minimum fine of \$50.00;
- b) a maximum fine of \$10,000.00; and
- c) a fine as dictated in Schedule 'I'

7.2 In the case of a continuing Offense, for each day that the Offense continues, either or both of:

- a) a minimum fine under paragraph 9.1(a);
- b) a maximum fine under paragraph 9.2(b).

7.3 In a prosecution of an Offense against a Regional District Bylaw, the justice or court may impose all or part of the penalties applicable in relation to the Offense, together with the costs of prosecution.

7.4 Nothing in this Bylaw shall limit the Regional District from pursuing any other remedy that would otherwise be available to the Regional District at law.

7.5 Penalties are subject to the conditions of the Regional District Municipal Ticketing Information Bylaw No. 639, 1990, as amended from time to time by the Regional District.

8. VIOLATION

8.1 Any Person who:

- a) causes or permits any act to be done in contravention or violation of any of the provisions of this Bylaw; or
- b) neglects or omits to do anything required under this Bylaw; or
- c) carries out, causes, or permits to be carried out any use, or construction in a manner prohibited by or contrary to any of the provisions of this Bylaw; or
- d) fails to comply with an order, direction or notice given under this Bylaw;

will be guilty, upon summary conviction, of an Offence under this Bylaw.

9. MUNICIPAL TICKET INFORMATION

9.1 A notice or form commonly called Municipal Ticket Information (MTI) having printed wording approved by the Manager, may be issued by an Inspector or a Bylaw Enforcement Officer to any Person alleged to have breached any provision of this Bylaw, and the said notice shall require payment to the Regional District in the amount specified in this Bylaw.

- a) an MTI shall be deemed to be sufficiently served if served personally on the Person named in the MTI;
- b) in lieu of prosecution, the Person named in the MTI may elect to voluntarily pay the specified penalty set out therein by making payment to the Regional District in the amount of the specified penalty;
- c) if the payment specified in the MTI is not paid in accordance with the terms of the ticket and in the time required by the ticket, the Regional District may commence prosecution against the Person named in the MTI for the alleged contravention of this Bylaw;
- d) except as otherwise provided in this Bylaw, a person who is guilty of an Offence under this Bylaw for which a penalty is not otherwise provided, is liable to a fine of not less than \$100.00 and not more than \$10,000.00.

10. REPEAL

The Solid Waste Management Facilities Regulatory Bylaw No 1729, 2020, and all amendments thereto, is hereby repealed as of December 31, 2020.

11. EFFECTIVE DATE

This Bylaw comes into effect on January 1, 2021.

12. CITATION

This Bylaw may be cited for all purposes as the "Regional District of Kootenay Boundary Solid Waste Management Facilities Regulatory Bylaw No. 1744, 2020".

READ A FIRST AND SECOND TIME this 26th day of November, 2020.

READ A THIRD TIME this 26th day of November, 2020.

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1744, cited as "Regional District of Kootenay Boundary Solid Waste Management Facilities Regulatory Bylaw No. 1744, 2020" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 26th day of November, 2020.

Manager of Corporate Administration/Corporate Officer

RECONSIDERED AND ADOPTED this 26th day of November, 2020.

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary, do hereby certify that the foregoing this to be a true and correct copy of Bylaw No. 1744, cited as "Regional District of Kootenay Boundary Solid Waste Management Facilities Regulatory Bylaw No. 1744, 2020" as reconsidered and finally adopted this November 26, 2020.

Manager of Corporate Administration/Corporate Officer

SCHEDULE "A" TO BYLAW NO. 1744**WEIGHT BASED USER FEE SCHEDULE**

The following charges shall apply for the use of a Controlled (Attended) Refuse Disposal Site where scales are operational.

Municipal Solid Waste (Commercial & Domestic) excluding Controlled Waste

Material	Unit charge	Units	Minimum charge
Mixed Waste	\$120.00	per tonne	\$12.00
Mixed Waste per Bag (3 bag limit)	\$4.00	per bag	\$4.00
Source Separated Organic Waste	\$55.00	per tonne	\$2.00
¹ Construction/Demolition/Land Clearing Waste	\$175.00	per tonne	\$8.75
¹ Tar & Gravel Roofing, Asphalt Shingles	\$60.00	per tonne	\$3.00
^{1,2} Uncontaminated or Cover Soil – McKelvey Creek Landfill	\$20.00	per tonne	\$1.00
^{1,2} Uncontaminated or Cover Soil – West Boundary and Grand Forks Landfills	\$10.00	per tonne	\$0.50

Controlled Waste

Material	Unit charge	Units	Minimum charge
¹ Asbestos – Friable	\$175.00	per tonne	\$8.75
¹ Asbestos - Non-friable	\$110.00	per tonne	\$5.50
¹ Food Processing Waste	\$150.00	per tonne	\$7.50
^{1,2,3} Waste Soil (Hydrocarbon Contaminated)	\$20.00	per tonne	\$1.00
^{1,2,3} Hydrocarbon Contaminated-Section 41.1 HWR Soil	\$40.00	per tonne	\$2.00
Gas Cylinders (15 pounds and over)	\$2.00	per cylinder	\$2.00
Gas Cylinders (under 15 pounds)	No Charge	-	-
¹ Sludge	\$12.00	per tonne	\$12.00
¹ Dead Animals and Parts	\$175.00	per tonne	\$20.00
Noxious Weeds/Infested Vegetation	No Charge	-	-

Recyclable Material

Material	Unit charge	Units	Min charge
Yard & Garden Waste	\$5.00	per load	\$5.00
Clean Wood Waste	\$50.00	per tonne	\$2.50
^{1,3} Appliances requiring Ozone Depleting Substance removal (excluding MARR Products)	\$20.00	per unit	\$20.00
^{1,3} Auto Hulks	\$15.00	per tonne	\$0.75
Scrap Metal (excluding MARR Products)	\$30.00	per tonne	\$3.00
¹ Rubble	\$50.00	per tonne	\$2.50
⁴ Product Stewardship Materials	No Charge	-	-

Charges Applicable to all Categories

Loads of Mixed or Controlled Waste containing Recyclable Materials
Uncovered or Unsecured Loads

Five Times Charge
Double Charge

Other Charges

Scale Weight Check Only
Waste Soil Disposal Application Fee

\$5.00 per use
\$100.00 per application

¹ Only accepted at Class 1 Facilities ² Only accepted under provisions of RDKB contaminated soil policy

³ Not accepted at McKelvey Creek Landfill

⁴ Materials identified as Product Stewardship Materials where the facility is identified as a depot for that program

SCHEDULE "A" TO BYLAW NO. 1744**VOLUME BASED USER FEE SCHEDULE**

The following charges shall apply for the use of a Controlled (Attended) Refuse Disposal Site where scales are not operational.

Municipal Solid Waste (Commercial & Domestic) excluding Controlled Waste

Material	Unit charge	Units	Minimum charge
Mixed Waste Per Bag (3 bag limit)	\$4.00	per bag	\$4.00
Mixed Waste (more than 3 bags)	\$19.00	per m ³	\$12.00
Source Separated Organic Waste	\$11.00	per m ³	\$2.00
¹ Construction/Demolition/Land Clearing Waste	\$45.00	per m ³	\$8.75
¹ Tar & Gravel Roofing, Asphalt Shingles	\$12.00	per m ³	\$3.00
Mattresses & Box Springs	\$5.00	each	\$5.00
^{1,2} Uncontaminated or Cover Soil – McKelvey Creek Landfill	\$13.00	per m ³	\$1.00
^{1,2} Uncontaminated or Cover Soil – West Boundary and Grand Forks Landfills	\$6.50	per m ³	\$0.50

Controlled Waste

Material	Unit charge	Units	Minimum charge
¹ Asbestos – Friable	\$45.00	per m ³	\$8.75
¹ Asbestos - Non-friable	\$20.00	per m ³	\$5.50
¹ Food Processing Waste	\$50.00	per m ³	\$7.50
^{1,2,3} Waste Soil (Hydrocarbon Contaminated)	\$13.00	per m ³	\$1.00
^{1,2,3} Hydrocarbon Contaminated-Section 41.1 HWR Soil	\$26.00	per m ³	\$2.00
Gas Cylinders (15 pounds and over)	\$2.00	per cylinder	\$2.00
Gas Cylinders (under 15 pounds)	No Charge	-	-
¹ Sludge	\$0.012	per litre	\$12.00
	\$0.054	per gallon	\$12.00
¹ Dead Animals and Parts	\$30.00	per m ³	\$20.00
Noxious Weeds/Infested Vegetation	No Charge	-	-

Recyclable Material

Material	Unit charge	Units	Minimum charge
Yard & Garden Waste	\$5.00	per load	\$5.00
Clean Wood Waste	\$10.00	per m ³	\$2.50
^{1,3} Appliances requiring Ozone Depleting Substance removal (excluding MARR Products)	\$20.00	per unit	\$20.00
^{1,3} Auto Hulks	\$50.00	per unit	\$50.00
Scrap Metal (excluding MARR Products)	\$10.00	per m ³	\$3.00
¹ Rubble	\$75.00	per m ³	\$2.50
⁴ Product Stewardship Materials	No Charge		

Charges Applicable to all Categories

Loads of Mixed or Controlled Waste containing Recyclable Materials
Uncovered or Unsecured Loads

Five Times Charge
Double Charge

Other Charges

Waste Soil Disposal Application Fee

\$100.00 per application

¹ Only accepted at Class 1 Facilities

² Only accepted under provisions of RDKB contaminated soil policy ³ Not accepted at McKelvey Creek Landfill

⁴ Materials identified as Product Stewardship Materials where the facility is identified as a depot for that program

SCHEDULE "B" TO BYLAW NO. 1744**CONTROLLED WASTE**

Material Type	Specifications/Restrictions	Accepted for Disposal at:
Animal feces	(1)	Class 1 and 2 Facilities
Asbestos- Friable	(1)(2)(3)(4)	Class 1 Facilities
Asbestos- Non friable	(3)	Class 1 and 2 Facilities
Ash & Soot	(1)	Class 1 Facilities
Biosolids	(3)	Class 1 Facilities
Bulk Load	(8)	Class 1 Facilities
Bulky Waste	(3)(4)(6)	Class 1 Facilities
Concrete	N/A	Class 1 Facilities
Condemned Foods	(1)	Class 1 Facilities
Contaminated Soil	(2) (3) (5) (9)	Class 1 Facilities
Preserved Wood	(3)	Class 1 and 2 Facilities
Dead Animals and Parts	(3)(4)	Class 1 Facilities
Dusty Material	(1)	Class 1 Facilities
Food Processing Waste	(3)	Class 1 Facilities
Fuel Tanks	(3) (7)	Class 1 and 2 Facilities
Gas Cylinders	(3) (7)	Class 1 and 2 Facilities
Infested Vegetation	(1)	Class 1 and 2 Facilities
Noxious Weeds	(1)	Class 1 and 2 Facilities
Rubble	N/A	Class 1 Facilities
Sludge	(4)	Class 1 Facilities
Soil (Commercial & Residential) Load size >1m ³	(3)(5)	Class 1 Facilities
Tree Stumps	N/A	Class 1 and 2 Facilities

Specifications & Restrictions

- 1) Material must be contained in a double bag system.
- 2) Material must be manifested or documented as required by the Regional District and by the British Columbia Ministry of Environment.
- 3) Forty-eight (48) hours advance notice must be given to the Regional District prior to disposal. *The Manager may at his/her discretion permit the Disposal of Controlled Waste without forty-eight (48) hours notice.*
- 4) Materials must be disposed of a minimum of 2 hours before delivery to the designated Solid Waste Management Facility.
- 5) Material must meet criteria and follow protocol in RDKB Contaminated Soil Policy.
- 6) Special handling fees may apply.
- 7) Must be cut open so that the Facility Attendant, Site Operator or Service Personnel can inspect for liquids.
- 8) May be accepted at Transfer Stations at discretion of the Manager with advance notice.
- 9) Only accepted at Class 1 Facilities under contaminated soil policy provisions.

SCHEDULE "C" TO BYLAW NO. 1744

RECYCLABLE MATERIALS

- a) Recyclable Materials accepted at RDKB Solid Waste Management Facilities

Landfills and Transfer Stations (Class 1 and 2 Facilities) Only:

1. Scrap Metal
2. Wood Waste
3. Yard and Garden Waste
4. Gas Cylinders
5. Rubble

- b) Product Stewardship Materials

These materials may be accepted at select facilities where a partnership with Product Stewardship Program exists.

1. Gasoline
2. Lead-Acid Batteries
3. Paint Products
4. Pesticide Products
5. Solvents and Flammable Liquids
6. Major Appliances (MARR Products)
7. Printed Paper, Packaging and Glass

- c) Recycling Depots and Recycling Area (Class 3 Facilities):

1. Corrugated Cardboard
2. Metal Containers
3. Mixed Waste Paper
4. Newspaper
5. Plastic Containers

SCHEDULE “D” TO BYLAW NO. 1744**SOLID WASTE MANAGEMENT FACILITIES CLASS**

Class 1 (3 facilities)	Address/Location
McKelvey Creek Municipal Solid Waste Landfill and Recycling Depot	1900 Highway 3B - Trail
Grand Forks Municipal Solid Waste Landfill and Recycling Depot	8798 Granby Rd. – Grand Forks
West Boundary Municipal Solid Waste Landfill and Recycling Depot	2050 Motherlode Road - Greenwood
Class 2 (3 facilities)	
Christina Lake Municipal Solid Waste Transfer Station and Recycling Depot	834 Cascade Dump Rd.
Rock Creek Municipal Solid Waste Transfer Station and Recycling Depot	1610 Rock Creek Dump Rd.
Beaverdell Municipal Solid Waste Transfer Station and Recycling Depot	5300 Highway #33 (Beaverdell Dump Rd.)
Class 3 (4 facilities)	
Mt. Baldy Municipal Solid Waste Transfer Station and Recycling Depot	Mt. Baldy Rd.
Christian Valley Municipal Solid Waste Transfer Station	7949 Christian Valley Rd.
Idabel Lake Municipal Solid Waste Transfer Station and Recycling Depot	300 Idabel Lake Dr.
Big White Municipal Solid Waste Transfer Station and Recycling Depot	4500 Horsefly Rd. Big White

SCHEDULE “E” TO BYLAW NO. 1744

SITE REGULATIONS

PURPOSE: To ensure a safe and orderly environment for the staff and public at Solid Waste Management Facilities.

POLICY: These Site Regulations shall be observed by all persons while at a Solid Waste Management Facility.

PROCEDURES:

1. VEHICLES

1.1 The Facility Attendant, Site Operator or Service Personnel may prevent a vehicle from entering a Solid Waste Management Facility or require a vehicle to leave a Solid Waste Management Facility if:

- (a) The vehicle's Load exceeds the permitted weight limits set out in the regulations passed pursuant to the *Motor Vehicle Act*, or the *Commercial Transport Act*; or
- (b) The vehicle exceeds the speed limits posted at a Solid Waste Management Facility; or
- (c) The load is poorly secured as to be dangerous or to create litter.

2. LOADS

2.1 Loads Uncovered or Unsecured shall be subject to a fee in accordance with Schedule “A” hereto. A cover shall be defined as a tarpaulin or other overlay that is used to confine the load to the vehicle. The following loads of Municipal Solid Waste do not require covers and are only accepted at Regional District Class 1 Facilities:

- (a) Rubble - within the confines of a truck box (tailgates closed).
- (b) Bulky Waste -strapped on flat beds or within the confines of a truck box.

2.2 Loads of Yard and Garden Waste shall not include plastic bags, plastic containers or wire or metal fasteners.

2.3 The Facility Attendant, Site Operator or Service Personnel shall be authorized to inspect all loads entering the Solid Waste Management Facility. Any person depositing waste material may be required to remove the load cover upon request for inspection.

2.4 All loads of Municipal Solid Waste entering a Solid Waste Management Facility will be assessed the highest applicable fee. Loads may be sorted on site and re-weighed (where a scale exists) in order to reduce the fees where applicable.

2.5 Any Person entering a Municipal Solid Waste Solid Waste Management Facility with a load not meeting the requirements in Sections 2.1 and/or 2.2 shall pay double (2 times) the disposal fee required by Schedule “A” hereto and/or be subject to a fine associated with a ticketable offence (Section 11).

3. SOLID WASTE MANAGEMENT FACILITIES

- 3.1 The days and hours of operation of Solid Waste Management Facilities are to be established by Board resolution and may be amended by Board resolution when deemed necessary.
- 3.2 No Person while driving a vehicle at a Solid Waste Management Facility shall drive their vehicle on any part of the Municipal Solid Waste Solid Waste Management Facility other than on roads and areas designated by the Facility Attendant, Site Operator or Service Personnel.
- 3.2 No Person delivering Municipal Solid Waste or Recyclable Materials to a Solid Waste Management Facility shall Dispose of the Municipal Solid Waste or Recyclable Material except in such a place and in such a manner as directed by Facility Attendant, Site Operator or Service Personnel.
- 3.3 All Municipal Solid Waste Disposed of at a Solid Waste Management Facility shall become the property of the Regional District.
- 3.4 No Person shall remove or scavenge disposed of Municipal Solid Waste from a Solid Waste Management Facility except with prior written approval of the Manager.

4. SAFETY

- 4.1 Any Person entering a Solid Waste Management Facility does so at their own risk. The Regional District accepts no responsibility for damage or injury to property or Person.
- 4.2 Visitors are not permitted to smoke at Solid Waste Management Facilities.
- 4.3 Upon entering a Solid Waste Management Facility all Persons must check in with the Facility Attendant, Site Operator or Service Personnel.
- 4.4 Any Person delivering Municipal Solid Waste to a Solid Waste Management Facility shall discharge the waste in a manner that conforms to Worker's Compensation Board regulations.

5. GENERAL

- 5.1 These regulations are subject to change from time to time by the Regional District.
- 5.2 Any Person who contravenes these regulations fails to obey orders or directions given by the Regional District or contracted staff or fails to comply with the posted notices and signs at the Solid Waste Management Facility may be prohibited re-entry to the Solid Waste Management Facility.
- 5.3 No Person shall deposit Prohibited Waste at the Solid Waste Management Facility.
- 5.4 Controlled Waste may only be disposed of at a Solid Waste Management Facility in accordance with Schedule "B".
- 5.5 No person shall deposit Municipal Solid Waste at a Solid Waste Management Facility that does not originate from within the Regional District unless under contract with the Regional District.

- 5.6 No Person shall dispose of Municipal Solid Waste at a Solid Waste Management Facility nor enter any Solid Waste Management Facility at any time other than the designated hours of operation, except by approval of the Manager.
- 5.7 Recyclable Materials brought to a Solid Waste Management Facility in Small Loads will be accepted at no charge, unless:
 - (a) Such materials are specified in Schedule "A" of this Bylaw, in which case those charges will apply, or
 - (b) The Recyclable materials are listed as Prohibited Waste in Schedule "F" of this Bylaw.
- 5.8 No Person other than the Facility Attendant, Site Operator or Service Personnel or its Representative shall start any fires at any Solid Waste Management Facility.
- 5.9 No Person other than the Facility Attendant, Site Operator or Service Personnel or its Representative shall remove or alter any sign placed or erected at any Solid Waste Management Facility.
- 5.10 No Person other than the Facility Attendant, Site Operator or Service Personnel or its Representative shall discharge any firearm at any Solid Waste Management Facility.
- 5.11 Children under 13 and pets are not permitted at Solid Waste Management Facilities except when they are inside a vehicle. Children are permitted in Recycling Depots under the supervision of an adult.
- 5.12 No loitering is allowed at Solid Waste Management Facilities or at Recycling Depots. Vehicles must proceed directly to the Bin Area and then leave the Solid Waste Management Facility as soon as possible after unloading at the Bin Area.

SCHEDULE "F" TO BYLAW NO. 1744**PROHIBITED WASTE**

The following items are not accepted for Disposal at RDKB facilities:

- 1) Agricultural Waste
- 2) Antifreeze
- 3) Auto Hulks
- 4) Beverage containers
- 5) Biomedical Waste
- 6) CFC/HFC Appliances
- 7) Contaminated Soil *
- 8) Electronic Waste (E-Waste)
- 9) Fluorescent Tubes and Bulbs
- 10) Free Liquid
- 11) Gas Cylinders
- 12) Gasoline
- 13) Hazardous or Reactive Chemicals
- 14) Hazardous Waste
- 15) Ignitable Materials
- 16) Industrial Waste
- 17) Lead-acid Batteries
- 18) Metal
- 19) Loads containing materials that are smoldering or on fire
- 20) Out-of-Area Municipal Solid Waste
- 21) Paint Products
- 22) Pesticide Products
- 23) Petroleum By-products
- 24) Pharmaceutical Products
- 25) Product Stewardship Materials
- 26) Radioactive Waste
- 27) Rechargeable Batteries
- 28) Recyclable Materials
- 29) Sludge containing Free Liquids
- 30) Solvents and Flammable Liquids
- 31) Specified Risk Material
- 32) Tight-head barrels
- 33) Tires
- 34) Used Oil
- 35) Used Oil Containers
- 36) Used Oil Filters
- 37) Waste Sharps
- 38) Such other materials as are designated by the Manager from time to time to be inappropriate for Disposal at the Solid Waste Management Facility for environmental reasons or reasons related to the safe or efficient operation of the Solid Waste Management Facility.

* Except under RDKB Board approved under Contaminated Soil Policy provisions.

SCHEDULE “G” TO BYLAW NO. 1744

PRODUCT STEWARDSHIP DEPOT HOSTING CONDITIONS AND FEES

The Regional District of Kootenay Boundary shall comply with *Local Government Act* and ensure that local government facilities are not used to subsidize private business. A Product Stewardship Agency may apply to the Manager for approval to locate a Product Stewardship Depot at an RDKB Solid Waste Management Facility subject to the fees, terms and conditions contained herein. The RDKB at its sole discretion reserves the right to deny an application from a Product Stewardship Agency to host a Stewardship Depot for any reason.

1. CONDITIONS OF USE

- 1.1 There must be no direct or indirect costs to the RDKB resulting from hosting a Product stewardship Depot.
- 1.2 An application to host a Product Stewardship Depot must contain full details on space, infrastructure, equipment and labour requirements.
- 1.3 An application to host a Product Stewardship Depot must contain details on full indemnification to the RDKB for any liabilities that may arise through the operation of a Product Stewardship Depot.
- 1.4 An application to host a Product Stewardship Depot must contain details on insurance that the Product Stewardship Agency deems adequate for any liabilities that may arise through the operation of a Product Stewardship Depot.
- 1.5 Upon approval to site a Product Stewardship Depot at an RDKB Solid Waste Management Facility, a Product Stewardship Agency through the provision of appropriate insurance must fully indemnify and save harmless the RDKB from any liabilities That may arise through the operation of a Product Stewardship Depot.
- 1.6 The area required to host the Product Stewardship Depot will be determined by the Manager based on the application submitted by the Product Stewardship Agency.
- 1.7 All site preparation, infrastructure upgrades, buildings or structures, operational equipment, safety equipment, paving, utilities and any other changes to the RDKB Solid Waste Management Facility required to operate and maintain a Product Stewardship Depot shall be completed by, and at the sole cost to the Product Stewardship Agency.
- 1.8 All transportation, handling and tipping, receiving, processing or penalty fees for Product Stewardship Materials collected at a Product Stewardship Depot will be borne solely by the Product Stewardship Agency.
- 1.9 If the actual area required to host the Product Stewardship Depot exceeds the area indicated in the application the fees will be adjusted at the sole discretion of the Manager based on actual area used.
- 1.10 The area required to host the Product Stewardship Depot will include all areas that are used solely in the operation of the Product Stewardship Depot and include but are not limited to walkways, parking areas and loading/unloading areas.

- 1.11 Covered Areas are only available to host a Product Stewardship Depot if the RDKB has sufficient surplus Covered Area available and the RDKB will not construct additional Covered Area for the purpose of hosting a Product Stewardship Depot.
- 1.11 In the instance where a Product Stewardship Depot requires covered and uncovered areas, both covered area and uncovered area fees will be levied.
- 1.12 The RDKB in its sole discretion will determine the minimum value of insurance required to be provided by a Product Stewardship Agency to protect the RDKB against any liabilities that may arise through the operation of a Product Stewardship Depot in each instance.
- 1.13 Fees and charges contained herein must be paid within thirty (30) days of the first day of each month for the preceding month's rent, labour and any other costs related to the operation of a Product Stewardship Depot.
- 1.14 The RDKB Board in its sole discretion may change any or all fees contained herein and may cancel any agreement to host a Product Stewardship Depot.

2. FEES AND CHARGES

2.1 Monthly Rental:

At the discretion of the Manager, the following monthly rental rates shall apply to Product Stewardship Agencies for siting Product Stewardship Depots at RDKB Facilities and are based on the area required to operate the Product Stewardship Depot.

Class 1 Facility:

Uncovered Area up to 200m ²	\$500 per month
Covered Area up to 200 m ²	\$2000 per month
Uncovered Area greater than 200m ² but less than 300m ²	\$1000 per month
Covered Area greater than 200m ² but less than 300m ²	\$4000 per month
Area greater than 300m ²	per the determination of the RDKB

Class 2 Facility:

Uncovered Area up to 200m ²	\$200 per month
Covered Area up to 200m ²	\$800 per month
Uncovered Area greater than 200m ² but less than 300m ²	\$500 per month
Covered Area greater than 200m ² but less than 300m ²	\$1500 per month
Area greater than 300m ²	per the determination of the RDKB

Class 3 Facility:

No Product Stewardship Depots will be sited at Class 3 Facilities

2.2 Additional Cost Charges

Labour	\$30 per hour
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SCHEDULE "H" TO BYLAW NO. 1744

ADDITIONAL SURCHARGES AND CONDITIONS OF PAYMENT

1. SURCHARGES

- 1.1 A surcharge of \$50 must be paid to the Regional District if a person disposes solid waste in an undesignated area.
- 1.2 A surcharge of \$25 must be paid to the Regional District for a cheque returned for non-sufficient funds.
- 1.3 A surcharge of \$25 must be paid to the Regional District if a person fails to weigh out of a scaled facility and the Regional District must subsequently obtain vehicle tare weight and ownership information for subsequent billing. The registered tare weight of the vehicle will be subtracted from the scaled gross weight and the designated tipping fee will be allocated to the difference and will be invoiced to the registered vehicle owner in addition to the \$25 surcharge.
- 1.4 A surcharge of \$25 must be paid to the Regional District if a person fails to pay the required tipping fee in full and the Regional District must subsequently bill the person for the outstanding tipping fee or balance of the tipping fee.

2. GENERAL

- 2.1 Where a dollar amount per tonne is indicated, it is to be interpreted as allowing a proportionate charge for a portion of a tonne in 10 kg. increments.
- 2.1 In the event that the weigh scales provided at a refuse disposal facility are not operational, volume pricing will apply.
- 2.3 The RDKB shall make policy which sets out terms and conditions of payment for fees, charges and penalties described in this Bylaw.
- 2.4 The RDKB may refuse to grant credit to a firm or individual based on an assessment by the Manger and/or the General Manager of Finance.
- 2.5 The RDKB may immediately and indefinitely suspend user privilege to any firm or individual because of non-payment.
- 2.6 Accounts which are deemed to be in arrears by the General Manager of Finance may be subject to interest charges as defined by RDKB policy.
- 2.7 All Persons will be presented with a receipt for cash, credit and account transactions.

SCHEDULE "I" TO BYLAW NO. 1744**MUNICIPAL TICKET INFORMATION VIOLATIONS****1. Depositing Materials in Undesignated Areas**

- 1.1 Any Person who deposits Recyclable Materials indicated as permitted at a Class 3 Facility as per Schedule "C" anywhere other than within the bins provided including on the ground or walkways is guilty of Depositing Materials in Undesignated Areas and is subject to the following fines:

First Offence	\$50.00
Second Offence	\$100.00
Third and subsequent offences	\$200.00

- 1.2 Any Person who deposits any materials at a Solid Waste Management Facility other than as directed by the Facility Attendant, Site Operator or Service Personnel or any on-site signage directs including areas on the perimeter of the Solid Waste Facility a is guilty of Depositing Materials in Undesignated Areas and is subject to the following fines:

First Offence	\$50.00
Second Offence	\$100.00
Third and subsequent offences	\$200.00

2. Illegal Dumping

- 2.1 Any Person who deposits any materials in the recycling bins, on the ground or on the walkways at a Class 3 Facility other than those Recyclable Materials indicated as permitted at a Class 3 Facility as per Schedule "C" contained hereto is Guilty of Illegal Dumping and is subject to the following fines:

First Offence	\$100.00
Second Offence	\$200.00
Third and subsequent offences	\$500.00

- 2.2 Any Person who deposits Prohibited Waste at a Solid Waste Management Facility is guilty of Illegal Dumping and subject to the following fines:

First Offence	\$100.00
Second Offence	\$200.00
Third and subsequent offences	\$500.00

- 2.3 Any Person who deposits Controlled Waste at a Solid Waste Management Facility except as permitted in Schedule "B" contained hereto is guilty of Illegal Dumping and subject to the following fines:

First Offence	\$100.00
Second Offence	\$200.00
Third and subsequent offences	\$500.00

3. Unauthorized Removal of Materials

- 3.1 Any Person who removes any materials from a Solid Waste Management Facility without the express written approval of the Manager is guilty of Unauthorized Removal of Materials and is subject to the following fines:

First Offence	\$100.00
Second Offence	\$200.00
Third and subsequent offences	\$500.00

4. Vandalism and Trespassing

- 4.1 Any Person who willfully damages RDKB property at Solid Waste Management Facility including but not limited to damage to gates and fencing and lighting fires is guilty of Vandalism and is subject to the following fines:

First Offence	\$500.00
Second Offence	\$1000.00
Third and subsequent offences	\$2000.00

- 4.2 Any Person who enters a Solid Waste Management Facility at any time other than the hours that the Solid Waste Management Facility is open to the public as dictated by RDKB policy, signage at the Solid Waste Management Facility or verbal instructions given by the Facility Attendant, Site Operator or Service Personnel is guilty of Trespass and is subject to the following fines:

First Offence	\$500.00
Second Offence	\$1000.00
Third and subsequent offences	\$2000.00

**STAFF REPORT****Date:** 17 Sept 2020**File**

ES – Solid Waste

To: Chair Langman and Board of Directors**From:** Janine Dougall, General Manager of Environmental Services**Re:** Tipping Fee Increase Review**Issue Introduction**

A staff report from Janine Dougall, General Manager of Environmental Services regarding the review of the proposed increase in solid waste tipping fees.

History/Background Factors

At the February 12, 2020 Board meeting, a staff report from Janine Dougall, General Manager of Environmental Services, identified anticipated impacts to tipping fee revenue resulting from the implementation of expanded organics diversion programs and included recommendations for the Board's consideration.

At the meeting, the recommendation to increase tipping fees in a phased approach was passed with the direction to review the increases proposed for 2022 in 2021 to see if still appropriate. The recommendation is provided below:

That the Regional District of Kootenay Boundary Board of Directors approve the increase in tipping fees based on the following schedule and direct staff to make the required amendments to the Regional District of Kootenay Boundary Solid Waste Management Facilities Regulatory Bylaw.

Household Garbage

2020: Increase to \$120 per tonne starting May 1, 2020

2021: \$120 per tonne for full year

2022: Increase to \$125 per tonne starting June 1, 2022

Source Separated Organics

2020: Increase to \$55 per tonne starting May 1, 2020

2021: \$55 per tonne for full year

2022: Increase to \$70 per tonne starting June 1, 2022.

FURTHER that the Board revisit this matter in 2021.

Due to the Covid-19 Pandemic, the increase in tipping fees starting May 1, 2020 was deferred by the Board at the March 31, 2020 Board meeting. The motion that was passed by the Board was as follows:

That the RDKB Board of Directors direct staff to begin a review of tipping fees at the end of August 2020 with a proposed date of October 1, 2020 for implementation of increasing tipping fees.

Implications

Staff have completed a review of the tipping fees that have been generated from January 1 to August 31, 2020. Further, projections have been made to estimate revenue as of December 31, 2020 assuming tipping fees are maintained at current levels and not increased as proposed. Projections to the end of 2020 for the McKelvey Creek Landfill have utilized historical data from the years 2016-2019. For solid waste facilities in the Boundary, historical data from the years 2016-2017 have been used to ensure anomalies experienced in 2018 and 2019 from flooding do not influence projections.

The projections indicate that the tipping fees to be generated in 2020 are at levels that are consistent with budget projections. The 2020 budget included \$2,443,000 in anticipated tipping fee revenue. Projections to the end of the year are indicating tipping fee revenue of approximately \$2,466,669.

Historically, actual tipping fee revenue has been higher than budgeted values, so this is indicating that although increased traffic has been seen at the solid waste management facilities, the actual amount of garbage disposed has potentially decreased. Further analysis of this will be able to be completed once all data has been compiled for the full 2020 year.

The 2020 Regional Solid Waste Budget had a significant amount planned to be transferred to reserves (\$870,000) to ultimately be utilized for future capital expenditures. The amount actually contributed to reserves will be adjusted depending on the actuals received in revenue and expenditures for the entire budget.

The RDKB has an opportunity to submit a grant application for up to 90% funding for the planned upgrades at the McKelvey Creek Landfill. Applications for this grant are due by October 22, 2020 and announcements for successful projects is not anticipated until October 2021. Should the RDKB be successful in receiving grant funds, this will change the financial forecast for the RDKB. Further, applying for the grant will delay the implementation of curbside collection programs in the McKelvey Creek Wasteshed until the fall of 2022.

Other pending solid waste projects at the West Boundary Landfill that are going to impact the budget in 2021 due to the requirements to meet regulatory standards include constructing an internal transfer station, use of iron grizzly for landfill cover, hydrogeological investigations.

Although there are continuing impacts from Covid-19, it may be prudent to initiate the increase in tipping fees sooner rather than later. The reasons for this are as follows:

- The requirements to complete regulatory projects at the West Boundary Landfill;
- The potential of having the Grand Forks Composting Facility Upgrade Project come in higher than budgeted;
- The grant application for the McKelvey Creek Landfill Upgrade project may not be successful; and
- the pending implementation of curbside organics collection and recycling primarily in the McKelvey Creek Wasteshed in the fall of 2022.

Given all of the above, staff would recommend proceeding with the first phase of the increase in tipping fees starting January 1, 2021. This would mean starting January 1, 2021, household garbage would increase from \$110/tonne to \$120/tonne and source separated organics would increase from \$40/tonne to \$55/tonne. By initiating the fee increase in 2021, this will allow the RDKB to provide adequate notice to both the public as well as area municipalities. The need for further increases to tipping fees should then be reviewed in the fall of 2022.

Should the Board not wish to proceed with an increase to tipping fees, taxation will have to be increased to provide required project revenue. Further, it should be noted that even with the recommended increase to tipping fees, taxation may still have to be increased but at a lesser value.

Background Information Provided

None

Alternatives

1. That the Board of Directors approve proceeding with the first phase of increasing tipping fees starting January 1, 2021, which would include household garbage rates increasing from \$110/tonne to \$120/tonne and source separated organics rates increasing from \$40/tonne to \$55/tonne. Further, that the need for future increases to tipping fees be reviewed in the fall of 2022.
2. That the RDKB Board of Directors not proceed with the implementation of a phased increase to tipping fees.

Recommendation(s)

That the Board of Directors approve proceeding with the first phase of increasing tipping fees starting January 1, 2021, which would include household garbage rates increasing from \$110/tonne to \$120/tonne and source separated organics rates increasing from \$40/tonne to \$55/tonne. Further, that the need for future increases to tipping fees be reviewed in the fall of 2022.



RDKB

BYLAW NO. 1745

A bylaw to provide for the determination of various procedures for the conduct of Local General Elections and Other Voting.

WHEREAS under the provisions of the *Local Government Act*, the Regional District may, by bylaw determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors wishes to establish various procedures and requirements under that authority;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Regional District of Kootenay Boundary, in open meeting assembled, enacts as follows:

1. Citation

This Bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1745, 2020."

2. Definitions

In this bylaw:

"Chief Election Officer" means the election official appointed under Section 58 of the *Local Government Act*;

"Deputy Chief Election Officer(s)" means the deputy elections official(s) appointed under Section 58 of the *Local Government Act*;

"Elector" means a resident elector or property elector of the jurisdiction as defined in Part 3 of the *Local Government Act*;

"Election" means an election for the number of persons required to fill a local government office;

"General Local Election" means the elections held for the electoral area directors of the Regional District which must be held as set under Section 52 of the *Local Government Act*;

"General Voting Day" means:

- a) for a General Local Election, the date set under Section 52 of the *Local Government Act*;
- b) for other Elections including By-elections, the date set under Section 54 of the *Local Government Act*;
- c) for Other Voting, the date set under Section 174 of the *Local Government Act*;

"Judicial Recount" means a judicial recount as set out in Part 3 Division (14) Section 148 of the *Local Government Act*;

"Jurisdiction" means in relation to an election, the Regional District electoral area or municipality for which it is held;

"Local Government" means the Regional District Board;

"Local Government Act" means Chapter 323 of the Revised Statutes of the Province of British Columbia;

"Mail Ballot Voting" means voting by mail ballot and elector registration by mail in conjunction with mail ballot voting pursuant to Section 110 of the *Local Government Act*;

"Municipality" means the corporation into which the residents of an area have been incorporated as a municipality under the *Local Government Act* or any other Act;

"Other Voting" means voting on a matter referred to in Section 169 of the *Local Government Act*.

3. **Application**

This bylaw applies to all elections or other voting conducted by the Regional District of Kootenay Boundary.

4. **General Voting Day Places**

The Chief Election Officer is hereby authorized to designate the voting places for the General Voting Day opportunities.

5. **Advance Voting Opportunities**

- a) The Regional District of Kootenay Boundary will hold an advance voting opportunity on the 10th day before General Voting Day as required under Section 107(1)(a) of the *Local Government Act*;
- b) The Regional District of Kootenay Boundary may consider a second and optional advance voting opportunity as needed;
- c) The Regional District of Kootenay Boundary must hold a second advance voting opportunity in an Electoral Area – RDKB Electoral Areas: 'A', 'B'/Lower Columbia-Old Glory, 'C'/Christina Lake, 'D'/Rural Grand Forks and 'E'/West Boundary when that Electoral Area reaches a population over 5,000;

- d) The voting hours at the required advance voting opportunity and any optional voting opportunity will be from 8:00 a.m. to 8:00 p.m. prevailing time;
- e) As authorized under Section 108 of the *Local Government Act*, the Chief Elections officer is hereby authorized to designate the voting places for the required and any optional advance voting opportunities.

6. Mail Ballot Voting

a) Authorization

- i) As authorized under Section 110 of the *Local Government Act*, voting and elector registration may be done by mail for those electors who meet the criteria in the next paragraph 6 a) ii) for each election or other voting.
- ii) The following lists the persons who are permitted to vote by mail ballot and register by mail in conjunction with mail ballot voting:
 - (1) persons who have a physical disability, illness or injury that affects their ability to vote at another voting opportunity,
 - (2) persons who expect to be absent from the Regional District of Kootenay Boundary jurisdictions on General Voting Day and at the time of all advance voting opportunities,
 - (3) if areas are specified in this bylaw pursuant to Section 110 (1) of the *Local Government Act*, persons who reside in a specified area of the jurisdiction for which the election is being held that is remote from voting places at which they are entitled to vote, and
 - ~~(4) any person during circumstances where other levels of government do not permit in-person voting or when other levels of government deem in-person voting as inappropriate, unhealthy and or unsafe.~~

b) Authority to Set Time Limits and Deadlines

- i) Pursuant to Section 110 (4) (b) of the *Local Government Act* the Regional District of Kootenay Boundary Board of Directors authorizes the Chief Election Officer to establish time limits in relation to voting by mail ballot, registering by mail, applying for a mail ballot and elector registration package and for other matters to which time limits are not established under this Bylaw.

c) Application Procedure

- i) Electors must request a Mail Ballot Application form and submit the completed form to the Chief Election Officer at the location and within the time limit as required by the Chief Election Officer.
- ii) The Chief Election Officer will verify through advertising on the RDKB's website and in local newspapers the details, deadlines and timelines for mail in ballot (and registration if applicable) requests and forms.

- iii) A person wishing to vote by mail ballot must apply for a Mail Ballot Voting package using the Mail Ballot Application form which will be made available on the RDKB website www.rdkb.com, in person at the RDKB Trail office 843 Rossland Avenue, Trail, BC, in person at the RDKB Grand Forks office 2140 Central Avenue, Grand Forks BC or by a request to have the application form mailed or faxed.
- iv) A person applying shall also indicate if they wish to receive a Mail Ballot Voting package by regular letter-mail through Canada Post, via courier at their expense or if they wish to pick up the Mail Ballot Voting package in person from the Regional District of Kootenay Boundary office 843 Rossland Avenue, Trail, B.C.
- v) Upon completion, electors must forward the Mail Ballot Application form to the Chief Election Officer at the RDKB Trail office 843 Rossland Avenue, Trail, BC V1R 4S8 within the timeline as established and advertised by the Chief Election Officer.
- vi) Upon receipt of an application for a mail ballot, the Chief Election Officer or designate shall, between the time that the printed Mail Ballot Voting packages are available and before the date as determined by the Chief Election Officer.
 - (1) make available to the applicant in the method indicted above under Section 6 c) iv) of this Bylaw, a Mail Ballot Voting package as specified in Section 110 (7) of the *Local Government Act*, together with a statement on the Mail Ballot Application form advising the elector that the elector must meet one or more of the mail ballot criteria specified above under Section 6 a) ii) (1-3) of this Bylaw, and that they must attest to such fact, and
 - (2) immediately record on a Mail Ballot Application List the applicant's name, date application is received, time received and the residential address, and in the case of a non-resident property elector, the address of the property in relation to which they are voting, and
 - (3) record the Electoral Area in which the person is registered as an elector, or as a new elector if that person is not on the register of electors and is registering by mail, and
 - (4) upon request, make the Mail Ballot Application List available for public inspection until 30 days after the declaration of the election results under Section 146 of the *Local Government Act*. Before inspecting the list, a person must sign a statement that the person will not inspect the list or use the information contained in it except for the purposes of Part 3 of the *Local Government Act*.
 - (5) The Chief Election Officer may from time to time determine locations at which Mail Ballot Voting packages may be picked up in person.

d) Elector Responsibility

- (i) The Regional District of Kootenay Boundary and the Chief Election Officer are not responsible for failing to mail or forward to an elector a Mail Ballot Application form or a Mail Ballot Voting package if the request is not received at all, or if the request is not received before the time limit that may be set out by the Chief Election Officer for applying for packages. The Regional District of Kootenay Boundary and the Chief Election Officer are not responsible for any delay or failure regarding the elector's receipt of the Mail Ballot Application form and or the return of the Mail Ballot Voting package by the elector.

e) Challenge of Elector

- (i) A person exercising the right to vote under the provisions of this Bylaw may be challenged in accordance with and on the grounds specified in Section 126 of the *Local Government Act*, until such time as the certification envelope is marked "accepted" by the Chief Election Officer or designate in accordance with Section 6 h) i) of this Bylaw.
- (ii) The Chief Election Officer, an election official, a candidate representative or a person who is qualified as an elector in respect of the election or other voting may challenge, in person to the Chief Election Officer before 4:00 p.m. on the first business day after an application for a Mail Ballot Voting package has been received by the Chief Election Officer, the right of a person to vote by mail ballot in accordance with Section 126 (2) of the *Local Government Act*.
- (iii) The provisions of Section 126 (2) to 116 (5) inclusive of the *Local Government Act* shall apply where a challenge of an elector using a mail ballot has been made.

f) Elector's Name Already Used

- (i) Where, upon receiving a request for a mail ballot, the Chief Election Officer determines that another person has voted or has already been issued a mail ballot in the elector's name, the provisions of Section 127 of the *Local Government Act* shall apply, so far as applicable.

g) Voting Procedure

- (i) To vote using mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the Mail Ballot Voting package provided by the Chief Election Officer.
- (ii) After marking the ballot, the elector shall:
 - (1) place the ballot in the secrecy envelop provided and seal the secrecy envelope;
 - (2) place the secrecy envelope in the certification envelope provided, complete and sign the certification printed on such envelope and then seal the certification envelope;

- (3) place the certification envelope, together with a completed elector registration application, if required, in the outer envelope, and then seal the outer envelope; and
- (4) mail, have hand-delivered or courier at their expense, the outer envelope and its contents to the Chief Election Officer at the address specified on the outer envelope or **hand-deliver to the designated voting places during voting hours at the advance voting opportunities or on General Voting Day** so that it is received no later than the close of voting on General Voting Day.

h) Ballot Acceptance or Rejection

- (i) Until 4:00 p.m. on the day as designated by the Chief Election Officer, upon receipt of the outer envelope and its contents, the Chief Election Officer or designate shall, in the presence of at least one other person, immediately record the date of such receipt and shall then open the outer envelope and remove and examine the certification envelope and the completed elector registration application, if applicable, and if satisfied as to:
 - (1) The identity and entitlement to vote of the elector whose ballot is enclosed; and
 - (2) The completeness of the certification; and
 - (3) The fulfilment of the requirements of Sections 70 and 71 of the *Local Government Act* in the case of a person who is registering as a new elector;

the Chief Election Officer or designate shall, in the presence of at least one other person, mark the certification envelope as "accepted", open the certification envelope in the presence of at least one other person, and place the secrecy envelope into a ballot box specified for such purpose, where such secrecy envelopes were received from persons whose right to vote using a mail ballot has not been challenged in accordance to Section 6 e); *Challenge of Elector* of this Bylaw, or where such challenge has been resolved and the challenged person permitted to vote.
- (ii) Any certification envelopes accepted in accordance with Section 6 h) i) of this Bylaw shall be subject to the provisions of Section 160 (6) of the *Local Government Act* with regard to their destruction.
- (iii) As soon as possible after the close of voting on General Voting Day, the ballot box containing the secrecy envelopes shall be opened under the supervision of the Chief Election Officer or designate, and, in the presence of at least one other person and any scrutineers present, the secrecy envelopes shall be opened and the ballots contained therein counted in accordance with the provisions of the *Local Government Act*.
- iv) Upon receipt of an outer envelope, the Chief Election Officer is not satisfied as to the identity of the elector whose ballot is enclosed; or

- in the case of a person required to complete an application for registration as an elector, such application has not been completed in accordance with Sections 70 and 71 of the *Local Government Act*; or
 - the outer envelope is received by the Chief Election Officer or designate after the close of voting on General Voting Day,
- the certification envelope shall remain unopened and the Chief Election Officer shall mark such envelope as "rejected", and shall note the reasons therefore, and the ballot contained therein shall not be counted in the election.
- v) Any certification envelopes and their contents rejected in accordance with Section 6 h) iv) of this bylaw shall remain unopened and shall be subject to the provisions of Section 160(6) of the *Local Government Act* with regard to their destruction.
 - vi) In order to be counted for an election, a mail ballot must be received in accordance with Section 6 g) of this Bylaw before the close of voting on General Voting Day and it is the obligation of the person wishing to vote by mail ballot to ensure that the mail ballot is received by the Chief Election Officer within this time limit.

i) Replacement of Spoiled Ballot

- (i) Where an elector unintentionally spoils a mail ballot before returning it to the Chief Election Officer, the elector may request a replacement ballot by advising the Chief Election Officer or designate of the ballot spoilage and by mailing or otherwise delivering by an appropriate means, the spoiled ballot package in its entirety to the Chief Election Officer or delegate.
- (ii) The Chief Election Officer shall, upon receipt of the spoiled Mail Ballot Voting package, record such fact and proceed in accordance with Section 6 c) vi) of this Bylaw.

7. Curb-Side Voting

The Regional District of Kootenay Boundary permits curbside voting for voters with disabilities and in certain circumstances where the Chief Elections Officer may deem that voting inside a voting place may be unsafe and or unhealthy.

8. Resolution of Tie Votes After Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with Section 151 of the *Local Government Act*.

9. Repeal of Previous Election and Other Voting Conduct Bylaw

Regional District of Kootenay Boundary Bylaw No. 1667 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1667, 2018" is hereby rescinded.

Read a First and Second time this 26th day of November, 2020.

Read a Third time this 26th day of January, 2020.

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1745 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1745, 2020" as read a Third time by the Regional District of Kootenay Boundary Board of Directors this 26th day of November, 2020.

Manager of Corporate Administration/Corporate Officer

Adopted this 26th day of November, 2020.

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1745 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1745, 2020" as reconsidered and finally adopted this 26th day of November, 2020.

Manager of Corporate Administration/Corporate Officer



STAFF REPORT

REVISED

Date: November 16, 2020

File ADMN-Elections & Other
Voting-By-Election

To: **Chair Langman and Members of the
RDKB Board of Directors**

From: Theresa Lenardon, Manager of Corporate
Administration/Corporate Officer

Re: 2021 By Election-For Position of Director
Electoral Area D/Rural Grand Forks
& Amendment to RDKB Elections & Other
Voting Conduct Bylaw No. 1667, 2018

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding amendments to the RDKB Elections and Other Voting Conduct Bylaw, appointments of election officials and the date for holding a by-election for the position of Director, RDKB Electoral Area D/Rural Grand Forks.

History/Background Factors

RDKB Electoral Area D/Rural Grand Forks Director Roly Russell has submitted his formal resignation from the RDKB Board of Directors in his role as Director of Electoral Area D/Rural Grand Forks. Alternate Director Tollis will continue to represent Electoral Area D, however further to the *Local Government Act* Electoral Area D/Rural Grand Forks electors must have an opportunity to elect a new Director through a by-election. The legislation for Local Government by-elections is found in Part 3 of the *Local Government Act*. The by-election must be held on a Saturday no more than 80 days from the day the RDKB of Directors appoints the Chief Elections Officer (CEO).

Preparing for and managing the overall elections / by-election process takes a significant amount of Administration's time requiring most of the work to be done by the Chief Elections Officer outside of regular RDKB operating hours. Given by-elections are managed within a very compressed timeline as opposed to the every-four years general local elections, work on this by-election has already begun. Further to *Local Government Act* Part 3, the RDKB Board of Directors must appoint a Chief Elections Officer. Based on a recommendation from the Chief Elections Officer (CEO), the Board must approve the appointment of a Deputy Chief Elections Officer (DCEO) and the date for General Voting Day.

Chief Elections Officer (CEO): In most BC Local Governments and most of the time, the Corporate Officer is appointed as the CEO for Elections and Other Voting. The CEO duties and powers are found in S. 59 of the *Local Government Act*. The CEO

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Staff Report-Electoral Area D/Rural Grand Forks By-election
Board of Director November 26, 2020

is ultimately responsible for the administration of elections and other voting arrangements, processes, elector registration and behavior and voting activities at the polls. The CEO must appoint the presiding election officials and poll clerks who will be required for assisting with the administration of advance voting opportunities and voting on General Voting Day. The CEO must also recommend the appointment of a Deputy Chief Elections Officer (DCEO). In 2011, 2014, 2016, 2017 and 2018 the current RDKB Corporate Officer was the CEO for voting opportunities including general local elections, referenda and alternate approval process held during those years.

Deputy Chief Elections Officer (DCEO): The Deputy CEO reports directly to the CEO and will assist the CEO with clerical tasks and voting processes prior to, and during voting at the advance poll and on General Voting Day. The DCEO will also assist with the mail ballot voting process. On General Voting Day, DCEOs are typically required to move between polling stations to support the poll clerks and assist with any inquiries from voters.

Proposed date for Electoral Area D/Rural Grand Forks By-election: The proposed date for the Electoral Area D/Rural Grand Forks by-election as suggested by the RDKB Corporate Officer is Saturday, February 13, 2021. This is the last Saturday within the 80-days from when the Board appoints the CEO on November 26, 2020. The legislation requires that there be an advance voting opportunity 10 days prior to General Voting Day. In this case, and if the Board approves February 13th as General Voting Day, the advance voting opportunity would be held on Wednesday, February 3, 2021.

Locations of Voting Stations: The polls for the advance voting opportunity and for General Voting Day will be located at the Sacred Heart Catholic Church, 7269-9th Street, Grand Forks, B.C.

Advance Voting Opportunities: Section 107(1) (b) of the *Local Government Act* requires local governments to hold an advance voting opportunity on the 10th day before General Voting Day. In 2021, this is Wednesday, February 3rd. Additional advance voting opportunities for Electoral Areas with populations 5,000 or less are optional. The population of RDKB Electoral Area D/Rural Grand Forks is under 5,000. Therefore, there will only be one advance voting opportunity for the by-election. The RDKB Elections and Other Voting Conduct Bylaw reflects this legislation.

Estimated Costs/Budget: There is a significant cost to holding by-elections, referenda and general local elections. Expenses for elections and other voting are charged to Electoral Area Administration (002) and funds to administer the Electoral Area D/Rural Grand Forks by-election are currently included in the 2020-2024 Financial Plan. The following is an estimated breakdown of what it will cost to hold this by-election:

Remuneration Advance Voting Day	3 poll clerks x \$300=\$900
Remuneration General Voting Day	3 poll clerks x \$300=\$900
Remuneration CEO	\$1,800
Remuneration DCEO	\$800
Meals Advance Voting Day	3 poll clerks x \$80=\$240
Meals General Voting Day:	3 poll clerks x \$80=\$240
Venue Rental Both Days	\$400

Advertising	\$700
CEO & DCEO Accommodation	\$600
Supplies, Miscellaneous, Mail Ballots	minimal - using supplies left over from 2018
Approximate costs of By-Election:	\$6,580.

By-election Notices: Notice of the Close of Advance Registration, Notice of Application to Vote by Mail, Notice of Nomination of Candidates and Notice of Election by Voting as well as the results and after reports will be published in the Grand Forks Gazette as the legal "local paper" and on the RDKB website.

Voting by Mail Ballot & Amendments to Elections Bylaw: The RDKB Elections & Other Voting Conduct Bylaw includes the opportunity to vote by mail. However, the current bylaw (Bylaw 1667, 2018) does not permit in-person delivery of mail ballots to the polls nor does it permit all electors to vote by mail ballot. Due to the COVID-19 Pandemic, this bylaw must be revised to allow in-person delivery of mail ballots to the voting places (in addition to mailing the ballots via Canada Post to the RKDB office). **New: The Bylaw should also be revised to include curbside voting.** These changes are highlighted in yellow in the attached proposed Elections Bylaw No. 1745. **The bylaw must also be revised to allow all persons to vote by mail ballot (e.g. not only those persons permitted by the Local Government Act) when other levels of government deem it is unsafe and or unhealthy to vote in person.** Staff is working with the Ministry of Municipal Affairs & Housing (MAH) to obtain a Ministerial Order so that once the Pandemic is over, the RDKB Elections Bylaw does not have to be amended to remove the above highlighted text.

COVID-19 Pandemic Safety Plan: The CEO will be required to have a COVID-19 Safety Plan in place at the voting polls on February 3rd and February 13th. Work has already begun to ensure all COVID-19 Provincial and other Pandemic legislative requirements are met.

Implications

- Elections, referenda and by-elections are costly. However, as noted above, funds for the 2021 Electoral Area D/Rural Grand Forks Director By-election are already included in the current Electoral Area Administration (002) 2020-2024 Five-Year Financial Plan.
- Elections and Referenda are separate jobs and require extra work taking up a significant amount of the Corporate Officer/CEO's time.

Advancement of Strategic Planning Goals

- N/A-Legislative Responsibility

Background Information Provided

- Bylaw No. 1667, 2018-RDKB Elections & Other Voting Conduct Bylaw.

Alternatives

- Receive the staff report and refer back to staff.
- Appoint Theresa Lenardon, Manager of Corporate Administration/Corporate Officer as the Chief Elections Officer (CEO) and James Chandler, GM of Operations/Deputy CAO as the Deputy Chief Elections Officer (DCEO).

- Appoint others as the CEO and DCEO.
- Approve February 13, 2021 as the by-election General Voting Day. At this point, an earlier date would not allow the CEO to meet the legislative timelines for publishing the Notice of the Close of Advance Registration.
- Give proposed RDKB Elections & Other Voting Conduct Bylaw No. 1745, 2020 first, second and third reading and adoption.
- Deny first, second and third reading and adoption of proposed Bylaw No. 1745, 2020.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve Saturday, February 13, 2021 as the General Voting Day for the Electoral Area D/Rural Grand Forks By-election for Director.

Further to Section 58, of the *Local Government Act*, that the Regional District of Kootenay Boundary Board of Directors appoint Theresa Lenardon, Manager of Corporate Administration/Corporate Officer as the Chief Elections Officer and James Chandler, General Manager of Operations/Deputy Chief Administrative Officer as the Deputy Chief Elections Officer to manage the RDKB Electoral Area D/Rural Grand Forks By-election for Director.

That Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1745, 2020 be read a first, second and third time.

That Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1745, 2020 be adopted.



RDKB

Bylaw No. 1743

**A bylaw to establish Heritage Conservation as a service
in Electoral Area E / West Boundary**

WHEREAS the Regional District of Kootenay Boundary, pursuant to the *Local Government Act*, may, by bylaw, establish and operate a service relating to heritage conservation;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors wishes to establish and operate a heritage conservation service in Electoral Area E / West Boundary;

AND WHEREAS the heritage conservation service can be established without borrowing;

AND WHEREAS pursuant to Section 347 of the *Local Government Act*, the Electoral Area E / West Boundary Director has consented in writing to the adoption of this bylaw on behalf of the electors in Electoral Area E / West Boundary;

NOW THEREFORE BE IT RESOLVED that the Regional District of Kootenay Boundary Board of Directors, duly assembled in open meeting, enacts as follows:

1. Establishment

- a. The Regional District of Kootenay Boundary Board of Directors hereby establishes a heritage conservation service in Electoral Area E / West Boundary.

2. Purpose

- a. The purpose of this bylaw is to establish a heritage conservation service in Electoral Area E / West Boundary of the Regional District of Kootenay Boundary.

3. Service Area and Participants

- a. The boundaries of this service area shall be Electoral Area E / West Boundary as outlined on the plan attached as Schedule 'A', excluding the Village of Midway and the City of Greenwood.
- b. The service participant is Electoral Area E / West Boundary.

4. Cost Recovery Method

- a. The annual costs to provide the service under Section 1 of this bylaw shall be recovered by requisition of money to be collected by a property value tax to be levied on the net taxable value of land and improvements within the service area.

5. Citation

- a. This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Electoral Area E / West Boundary Heritage Conservation Service Establishment Bylaw No. 1743, 2020".

Read a First and Second time this 26th day of November, 2020.

Read a Third time this 26th day of November, 2020.

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1743 cited as "Regional District of Kootenay Boundary Electoral Area E / West Boundary Heritage Conservation Service Establishment Bylaw No. 1743, 2020" as read a Third time this 26th day of November, 2020.

Manager of Corporate Administration/Corporate Officer

Consent of the Electoral Area E / West Boundary Director received by way of a letter dated _____, 2020.

Approved by the Inspector of Municipalities this _____ day of _____, 2021.

Reconsidered and Adopted this _____ day of _____, 2021.

Chair

Manager of Corporate Administration/Corporate Officer

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1743 cited as "Regional District of Kootenay Boundary Electoral Area E / West Boundary Heritage Conservation Service Establishment Bylaw No. 1743, 2020" as Reconsidered and Adopted this _____ day of _____, 2021.

Manager of Corporate Administration/Corporate Officer



Regional District of
Kootenay Boundary

23 November 2020

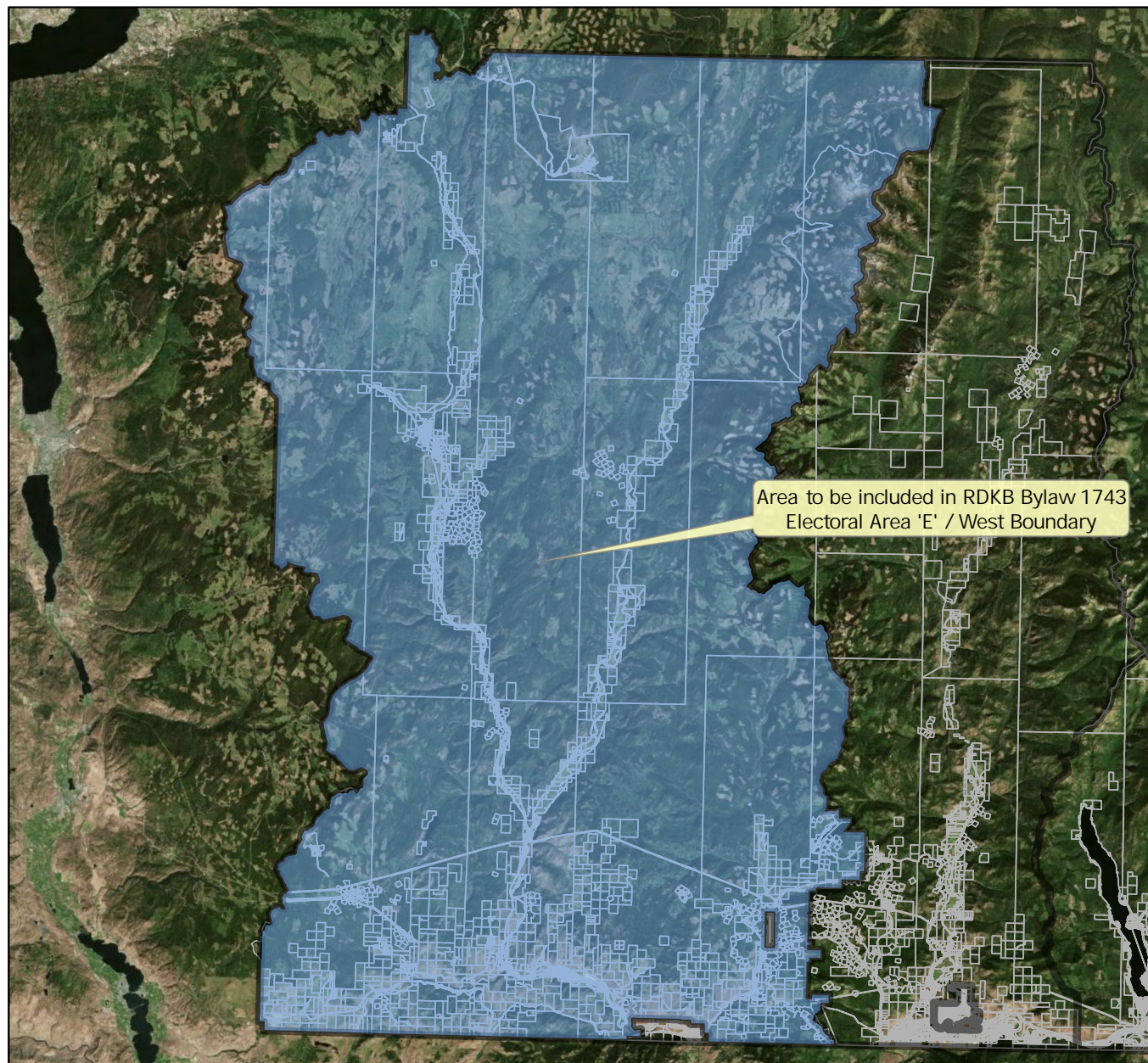
Schedule A

Regional District of Kootenay Boundary
Bylaw 1743

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I hereby certify this Schedule A to be a true and correct copy and that this
Schedule A correctly outlines the properties to be included in the
Regional District of Kootenay Boundary Bylaw No. 1743

Manager of Corporate Administration

Date