

Board of Directors

Wednesday, December 9, 2020

1:00 pm

Via Zoom

Join Zoom Meeting

<https://zoom.us/j/95857069325?pwd=aEJPai9nWVlFRVvtT2xBZzJHaGYyZz09>

Meeting ID: 958 5706 9325

Passcode: 254991

Dial by your location: +1 778 907 2071 Canada

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 December 9, 2020 is presented.

Recommendation: Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of December 9, 2020 be adopted as presented.

4. Draft Minutes

- 4.a) The draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held November 26, 2020 are presented.

[Minutes-Board of Directors-26 Nov-BoD Dec 9 20 Pdf](#)

Recommendation: Corporate Vote Unweighted

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held November 26, 2020 be adopted as presented.

5. Consent Agenda

The items appearing on the Consent Agenda, which may present a conflict of interest for Directors and or items which the Board wishes to discuss, must be removed from the Consent Agenda and considered separately.

5.a) Consent Agenda Highlights

- Receipt of Item 9-Communications (Information Only)
- Receipt of Items 10-Reports: 10.a) Monthly Cheque Register for the month of October 2020 for \$750,981.48 and the month of November 2020 for \$409,500.70, 10.c) Recreation Commission Minutes and 10.d) Draft Advisory Planning Commission (APC) Minutes.

Recommendation: Corporate Vote Unweighted

That Consent Agenda items Nos. 9 and 10 be received by general consent.

6. Presentations at the Request of the Board

6.a) There are no presentations.

7. Delegations

7.a) There are no delegations.

8. Applicants & Persons Attending to Speak to Agenda Items

8.a) There are no applicants or other persons attending the meeting to speak to agenda items.

9. 8. Communications (Information Only)-Consent Agenda

9.a) Fort St. John-Dec. 1/20

Re: UBCM Convention Schedule

[Fort St. John-UBC Convention Schedule-BoD Dec 9 20](#)

10. Reports-Consent Agenda

10.a) Monthly Cheque Register Summary-Consent Agenda

[2020 10 Oct Vendor Payments-BoD Dec 9 20](#)

[2020 11 Nov Vendor Payments-BoD Dec 9 20](#)

10.b) RDKB Committee Minutes

Committee minutes were presented at the November 26, 2020 meeting.

10.c) Recreation Commission Minutes-Consent Agenda

Christina Lake Parks & Recreation Commission (Oct. 14/20)

[Minutes - Area C Christina Lake-Rec- Oct 14-BoD Dec 9 20](#)

10.d) Draft Advisory Planning Commission (APC) Minutes-Consent Agenda

The following APC minutes are presented: Electoral Area E/West Boundary-Big White (Nov. 24/20) and Electoral Area C/Christina Lake (Nov. 23/20).

[APC Minutes Big White-Nov24-Board-Dec 9 2020](#)

[APC Minutes Nov23-Area C-Board-Dec9 2020](#)

11. Board Appointments Updates-Consent Agenda

The Board appointment updates will be presented at the next meeting.

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

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

Okanagan Film Commission-Director Gee

Boundary Weed Stakeholders Committee-Director Gee

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

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

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

Rural Development Institute (RDI)-Director Worley Chair's Update-Chair Langman

If necessary, consideration of matters removed from the Consent Agenda

Action Agenda

12. Unfinished Business

12.a) Verbal Updates-COVID-19 Pandemic

M. Stephens, Manager of Emergency Programs

Re: RDKB COVID-19 Emergency Operations

M. Andison, Chief Administrative Officer

Re: Impacts of the RDKB COVID-19 Pandemic Wage Continuation Policy

Recommendation: Corporate Vote Unweighted

That the verbal updates regarding the RDKB COVID-19 Pandemic Emergency Operations and the RDKB COVID-19 Pandemic Wage Continuation Policy, presented to the Board on December 9, 2020, be received.

13. Communications-RDKB Corporate Communications Officer

13.a) F. Maika, Corporate Communications Officer

Re: Verbal Update-RDKB Communications and Engagement

Frances Maika, Corporate Communications Officer will provide a verbal update on RDKB Communications and Engagement plans and tactics including a review of the RDKB 2021 Communications and Engagement Strategy, our new RDKB website and our online engagement site, jointheconversation.rdkb.com.

14. Committee Recommendations to Board of Directors

Recommendations from Committee meetings held during November were presented to the Board at the November 26, 2020 meeting.

15. New Business

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

Re: Big White Fire Service – Equipment Financing for Aerial Ladder Truck

A staff report from B. Ihlen, Chief Financial Officer/General Manager of Finance requesting a resolution for a Liability Under Agreement with the Municipal Finance Authority (MFA) to cover the purchase of an aerial ladder truck for Service 054 – Big White Fire is presented. [Staff Report - Liability Under Agreement & Equipment Financing - Big White Aerial Truck complete](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors authorizes up to \$411,110.69 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the purchase of a Rosenbauer 78' Aerial Ladder truck for the Big White Fire service. **FURTHER** that the equipment financing be repaid within five (5) years, with no rights of renewal.

15.b) Red Earth Medicine-Snow Medicine Trails
Re: Application for West Boundary Recreation Grant
Integrated Modules-Snowy Tribal Trails and Snowy Medicine
Trails 2021

[W. Boundary Rec Grant-RedEarth Medicine-Application-BoD Dec 9 20](#)

[W. Boundary Rec Grant -RedEarth Medicine-Budget-BoD Dec 9 20](#)

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

That the Regional District of Kootenay Boundary Board of Directors approve the application for a West Boundary Recreation Grant from Red Earth Ways for \$1,825.00 to provide funds to assist the integrated modules of Snowy Tribal Trails 2021 and Snowy Medicine Trails 2021 and as presented to the Board on December 9, 2020.

15.c) G. Denkovski, Manager of Infrastructure and Sustainability
Re: Gas Tax Funding Project Budget Amendment Application -
Rock Creek & Boundary Fair Association Renovation Electoral
Area 'E'/West Boundary

A project budget amendment application for the disbursement of Electoral Area 'E'/West Boundary Gas Tax funds to the Rock Creek & Boundary Fair Association is presented.

[RC and Boundary Fair Gas Tax Amendment App](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax project budget amendment application submitted to the Board by the Rock Creek & Boundary Fair Association on December 9, 2020 to increase Gas Tax funding from \$50,000 to \$60,500 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 amend the current agreement.

15.d) G. Denkovski, Manager of Infrastructure and Sustainability
Re: Application for Gas Tax Funding- Bridesville Community
Club-Electoral Area 'E'/West Boundary

An application for the disbursement of Electoral Area 'E'/West Boundary Gas Tax funds to the Bridesville Community Club is presented.

[Bridesville Community Club Gas Tax Funding App](#)

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted to the Board on

December 9, 2020 by the Bridesville Community Club and the allocation of Gas Tax funding for \$25,085.56 from Electoral Area 'E'/West Boundary for the costs associated with upgrades at the community hall. **FURTHER** that the Board approves the RDKB authorized signatories to sign and enter into the agreement.

**15.e) G. Denkovski, Manager of Infrastructure and Sustainability
Re: Application for Gas Tax Funding- Beaverdell Community Club & Recreation Commission Baseball Park Upgrades
Electoral Area 'E'/West Boundary**

An application for the disbursement of Electoral Area 'E'/West Boundary Gas Tax funds to the Beaverdell Community Club & Recreation Commission is presented.

[Beaverdell Community Club and Rec Comm Ball Park Gas Tax App](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted to the Board on December 9, 2020 by the Beaverdell Community Club & Recreation Commission and the allocation of Gas Tax funding for \$12,864.14 from Electoral Area 'E'/West Boundary for the costs associated with upgrading the baseball park. **FURTHER** that the Board approves the RDKB authorized signatories to sign and enter into the agreement.

**15.f) D. Patterson, Planner
Re: K. Flett-Parkland Provisions-Electoral Area E/West Boundary**

A staff report from Danielle Patterson, Planner regarding parkland provisions for a subdivision in Electoral Area E/West Boundary is presented.

[Staff Report 1107439Flett ParklandProvision Board-Dec 9 20](#)

Recommendation: Corporate Vote Unweighted

That the staff report regarding payment for parks purposes in the value of \$14,800, for the proposed subdivision of the parcel legally described as District Lot 1909s, Similkameen Division Yale Land District, in Electoral Area E/West Boundary located 8930 Highway 33, be received, and further, that staff forward comment to the Ministry of Transportation and Infrastructure and land owner that the Regional Board approves the payment for parks purposes as presented.

**15.g) D. Patterson, Planner
Re: N. Tebrinke -Parkland Provisions-Electoral Area E/West Boundary**

A staff report from Danielle Patterson, Planner regarding parkland provisions for a subdivision in Electoral Area E/West Boundary is presented.

[Staff Report Tebrinke ParklandProvision Board-Dec 9 20](#)

Recommendation: Corporate Vote Unweighted

That the staff report regarding the 1.48 ha parkland dedication for the proposed subdivision of the parcel legally District Lot 1208s, Similkameen Division Yale Land District, except Plan DD 21998, Electoral Area E/West Boundary located at Beaverdell, shown in the document "Proposed Subdivision Plan of District Lot 1208s, SDYD, Except Plan Attached to DD 21998," with Plan Drawn date November 18, 2020 [associated file number 1-420000-SD_r2], be received, and further, that staff forward comment to the Ministry of Transportation and Infrastructure and land owner that the Regional Board approves the parkland dedication as presented, and further, that staff be directed to work with the applicant to finalize the land transfer to the Regional District of Kootenay Boundary.

15.h) D. Patterson, Planner

Re: Application for Development Permit-Electoral Area E/West Boundary-Big White

A staff report from Danielle Patterson, Planner regarding parkland provisions for a subdivision in Electoral Area E/West Boundary is presented.

[Staff Report-HighForest MonasheeRidge DP Board-December 9 2020](#)

Recommendation: Corporate Vote Unweighted

That the staff report regarding 0980131 BC Ltd. DBA Monashee Ridge Alpine Environmentally Sensitive Landscape Development Permit on Proposed Strata Lot 10 of Block A, District Lot 4247, Similkameen Division of Yale Land District in Electoral Area E/West Boundary at Big White be received.

15.i) D. Patterson, Planner

Re: Official Community Plan Amendment-Electoral Area C/Christina Lake

A staff report from Danielle Patterson, Planner regarding an application to amend the Electoral Area C/Christina Lake Official Community Plan Bylaw No. 1250 to remove a policy that prohibits the creation of additional commercial land along Kingsley Road is presented.

[Staff Report Maximenko OCPAmendment Board-Dec 9 20](#)

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

That the application submitted John Maximenko and Margaret Maximenko to amend Section 2.1.3 of the Electoral Area C/Christina Lake Official Community Plan, Bylaw No. 1250, 2004 to remove Commercial Policy 15, be denied, but considered as part of the OCP review process that is underway.

**15.j) T. Dueck, Solid Waste Program Coordinator
Re: Organics Collection-McKelvey Creek Wasteshed**

A Staff Report from Tim Dueck, Solid Waste Program Coordinator regarding the Organics Collection Program in the McKelvey Creek Wasteshed is presented. The purpose of this Report is to provide information on a potential grant application and obtain authorization from the Board of Directors to utilize reserve funds from the Regional Solid Waste Service (010) to fund the project.

[SR OrganicsCurbsideApplication - Pdf](#)

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct that the required contribution from the RDKB associated with the McKelvey Creek Wasteshed Curbside Collection Green Bin Project for the CleanBC Organic Infrastructure and Collection Program 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.

15.k) Grants in Aid - as of December 3, 2020:

[Grants in Aid-Board-December 9 2020](#)

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

That the following grants-in-aid be approved:

1. King of Kings New Testament Church – The Bridge Drop-In Centre – Meals – Electoral Area 'E'/West Boundary - \$500.
2. King of Kings New Testament Church – Greenwood Food Bank – Electoral Area 'E'/West Boundary - \$500.
3. Midway Public Library – Area 'E' Residents' Membership – Electoral Area 'E'/West Boundary - \$4,000.

16. Bylaws

There are no bylaws to consider.

17. Late (Emergent) Items

18. Discussion of Items for Future Meetings

19. Question Period for Public and Media

20. Closed Meeting

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

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors proceed to a closed meeting as per Section 90 (1)(a) of the *Community Charter*.

21. Adjournment



Board of Directors

Minutes

**Thursday, November 26, 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:

M. Andison, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
J. Chandler, General Manager of Operations/Deputy CAO
T. Lenardon, Manager of Corporate Administration Corporate Officer
J. Dougall, General Manager of Environmental Services
F. Phillips, Senior Energy Specialist
D. Dean, Manager of Planning and Development
G. Denkovski, Manager of Infrastructure and Sustainability
M. Stephens, Manager of Emergency Programs
B. Champlin, Manager of Building Inspection Services
L. Moore, Senior Planner
F. Maika, Corporate Communications Officer
K. Anderson, Watershed Planner
D. Derby, Regional Fire Chief
J. Strilaeff, President and CEO, Columbia Basin Trust
Jocelyn Carver, Chair, CBT Board of Directors
Murray McConnachie, RDKB Representative, CBT Board of Directors
Lance and Michelle Marshall

1. Call to Order

The Chair called the meeting to order at 1:00 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 meeting of November 26, 2020 was presented.

The agenda was amended by a change in agenda order: 13.e) Development Variance Permit - Electoral Area E/West Boundary was moved to 7.b).

371-20

Moved / Seconded

Corporate Vote Unweighted

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

Carried.

4. Draft Minutes

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 were re-presented.

372-20

Moved / Seconded

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.

Carried.

5. Presentations at the Request of the Board

There were no presentations.

6. Delegation(s)

Jocelyn Carver, Chair, CBT Board of Directors

Johnny Strilaeff, President and CEO, CBT

Murray McConnachie, RDKB Representative, CBT Board of Directors

Re: Columbia Basin Trust (CBT) Update on Trust Activities

J. Strilaeff and J. Carver delivered a presentation to the Board of Directors. The presentation "Year in Review" provided:

- Annual Report 19/20,
- Revenues and benefits delivered,
- Strategic Priorities 2016-2020,
- Strategic Priorities 2020-2022, and
- CBT publications coming soon.

A short video on the history of CBT was also viewed.

The delegation left the meeting at 1:28 pm.

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

Tracy and Brad Hanson did not attend the Board meeting.

373-20

Moved / Seconded

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.

Carried.

7.b) Electoral Area Services Committee-Nov. 12/20

Director Grieve, Committee Chair / Director McGregor, Vice Chair

Application for Development Variance Permit-Electoral Area E/West Boundary-Big White

Lance and Michelle Marshall attended and spoke to this Development Variance Permit explaining their concerns over possible snow removal issues.

374-20

Moved / Seconded

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 with 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.

Carried.

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

Re: Presentation of the Housing Needs Report

Ms. J. Basi attended the meeting and presented the Housing Needs Report. Discussion ensued. Some Directors expressed their observations of their respective areas, which differed with the statistics presented with the report.

375 -20

Moved / Seconded

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.

Carried.

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:

- Update Boundary Community Development Committee (BCDC) to "Boundary Services Committee (BSC)",
- 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, and
- Change the time of the EAS Committee meetings from 11:00 a.m. to 10:30 a.m.

376-20

Moved / Seconded

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.

Carried.

8.b) Verbal Updates-COVID-19

M. Stephens, Manager of Emergency Programs

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

M. Stephens provided the Board with an update on the COVID-19 Pandemic Emergency Operations during the past week. He spoke to the new restrictions recently activated across the Province.

M. Andison, Chief Administrative Officer

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

Director Cacchioni, Finance Liaison

M. Andison informed the Board that the impacts of the Wage Continuation COVID-19 Pandemic Policy are diminishing.

377-20

Moved / Seconded

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.

Carried.

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 was presented.

378-20

Moved / Seconded

Corporate Vote Unweighted

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.

Carried.

9. Communications-RDKB Corporate Communications Officer

There was nothing new to report at this time. A report regarding the final work on the RKDB website redesign project will be presented at a future meeting.

10. Communications-Information Only

There were no communications for information items to consider.

11. Refreshment Break

The Chair recessed the meeting at 2:20 pm.

The Chair reconvened the meeting at 2:30 pm.

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 were 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)

379-20

Moved / Seconded

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)

Carried.

12.c) Recreation Commission Minutes

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

380-20

Moved / Seconded

Corporate Vote Unweighted

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

Carried.

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

The draft minutes of the following Advisory Planning Commission meetings held during November 2020 were 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).

381-20

Moved / Seconded

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).

Carried.

13. Committee Recommendations to Board of Directors

Recommendations to the Board of Directors referred by the respective RDKB Committees were 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

382-20

Moved / Seconded

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.

Carried.

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

Director McGregor, Committee Chair / Director Grieve, Vice Chair

Wage Continuation COVID-19 Pandemic Policy

383-20

Moved / Seconded

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.

Carried.

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

Director McGregor, Committee Chair / Director Grieve, Vice Chair

Financial Plan Policy

384-20

Moved / Seconded

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.

Carried.

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

Director McGregor, Chair

Changes to BC Recycling Regulations

385-20

Moved / Seconded

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.

Carried.

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)

14.b) J. Dougall, General Manager of Environmental Services
Re: Draft 2021 Work Plan-Regional Solid Waste Management Service (010)

14.c) D. Derby, Regional Fire Chief
Re: Draft 2021 Work Plan-9-1-1 Emergency Communications Service (015)
Director Worley, Protective Services Liaison

Director Gee inquired about fibre connectivity to fire halls in her area. D. Derby explained that the process involved was complicated and the capital cost would be high. He will take this away for consideration.

14.d) M. Stephens, Manager of Emergency Programs
Re: Draft 2021 Work Plan-Emergency Preparedness Service (012)
Director Worley, Emergency Programs Liaison

Director Gee requested that the work plan be updated to reflect collaboration between regional districts and consultants on work being done on Pet and Livestock plans in 2022.

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

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

386-20

Moved / Seconded

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).

Carried.

15. New Business

15.a) F. Phillips, Senior Energy Specialist

*Page 10 of 18
Board of Directors
November 26, 2020*

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 was presented.

387-20

Moved / Seconded

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.

Carried.

15.b) F. Phillips, Senior Energy Specialist**Re: FortisBC Build Better Funding Agreement**

A staff report from Freya Phillips, Senior Energy Specialist regarding the approval of the FortisBC Build Better funding agreement was presented.

388-20

Moved / Seconded

Corporate Vote Unweighted

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.

Carried.

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

389-20

Moved / Seconded

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.

Carried.

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

390-20

Moved / Seconded

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.

Carried.

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

391-20

Moved / Seconded

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.

Carried.

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

392-20

Moved / Seconded

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.

Carried.

15.g) ABC Communications

Re: Letter of Support for Submission to Connecting British Columbia Program

Director Gee requested that the letter of support include a reference to the remote nature of the area and suggested that Beaverdell be used as an example.

393-20

Moved / Seconded

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.

Carried.

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 was presented.

394-20

Moved / Seconded

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.

Carried.

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 was presented.

395-20

Moved / Seconded

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.

Carried.

15.j) Grants in Aid - as of November 19, 2020:**396-20**

Moved / Seconded

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

Carried.

16. Board Appointments Updates

16.a) Southern Interior Development Initiative Trust (S.I.D.I.T.)-Director McGregor
There was nothing to report.

B.C. Rural Centre/Southern Interior Beetle Action Coalition (S.I.B.A.C.)-Director McGregor
There was nothing to report.

Okanagan Film Commission-Director Gee
A written report was submitted.

Boundary Weed Stakeholders Committee-Director Gee
There was nothing to report.

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

Columbia Basin Regional Advisory Committee (CBRAC)-Director Worley & Goran Denkovski, Manager of Infrastructure & Sustainability
The next CBRAC meeting is scheduled to be held on December 14, 2020.

West Kootenay Regional Transit Committee (Directors Cacchioni & Worley, Alternate Director Parkinson)
Director Cacchioni spoke to some of the issues raised at the Committee level.

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

Chair's Update-Chair Langman
The Board Chair will provide an update at the next meeting.

17. Bylaws

17.a) T. Lenardon, Manager of Corporate Administration/Corporate Officer RDKB Bylaw No. 1740-Conversion from SLP & 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 was presented.

397-20

Moved / Seconded

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.

Carried.

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

*Page 15 of 18
Board of Directors
November 26, 2020*

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

398-20

Moved / Seconded

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.

Carried.

399-20

Moved / Seconded

Corporate (Stakeholders) Weighted

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

Director Cacchioni opposed.

Carried.

**17.c) T. Lenardon, Manager of 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 was presented.

400-20

Moved / Seconded

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.

Carried.

401-20

Moved / Seconded

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.

Carried.

402-20

Moved / Seconded

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.

Carried.

403-20

Moved / Seconded

Corporate Vote Unweighted

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

Carried.

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

404-20

Moved / Seconded

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.

Carried.

405-20

Moved / Seconded

Corporate Vote Unweighted

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

Carried.

18. Late (Emergent) Items

There were no late (emergent) items for discussion.

19. Discussion of Items for Future Meetings

19.a) Discussion Item

Re: Energy Step Code

20. Question Period for Public and Media

A question period for public and media was not required.

Closed Meeting

The Board of Directors proceeded to a closed meeting pursuant to S. 90 (1)(c) of the *Community Charter*.

406-20

Moved / Seconded

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* at 4:11 pm.

Carried.

The Board of Directors reconvened to the open meeting at 4:22 pm.

21. Items for Release to Open Meeting

21.a) 2020-2023 Collective Agreement CUPE Local 2254

407-20

Moved / Seconded

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors ratify a three-year Collective Agreement (January 1, 2020 - December 31, 2022) that has been reached with the Canadian Union of Public Employees Local 2254 and which includes 2% wage increases annually.

Carried.

Adjournment

The meeting was adjourned at 4:23 pm.



City of Fort St. John
10631 100 Street | Fort St. John, BC | V1J 3Z5
250 787 8150 City Hall
250 787 8181 Facsimile

December 1, 2020

File # 0230-20

Email: jjustason@ubcm.ca

Union of BC Municipalities
Suite 60 - 10551 Shellbridge Way
Richmond, BC V6X 2W9

Attention: Jamee Justason

Dear Ms. Justason,

Reference: **UBCM Convention Schedule**

City Council has been reviewing its memberships in various organizations, taking into consideration the value provided by the organization versus the expense to be a member. At the July 27, 2020 Council meeting, Council had a robust discussion regarding this topic as well as the current format of the annual UBCM Convention.

The resolutions session, in which many municipalities contribute submissions for discussion, are debated at the same time as individual local government Minister meetings are scheduled. Both are important to attend which leaves local government elected officials conflicted with competing priorities since their resolution submission(s) may be discussed at the same time as they are scheduled to meet with a Minister.

Since the 2020 UBCM convention is virtual, this allowed the Ministers meetings to be scheduled from September 14 to 18 with the convention itself taking place from September 21 to 24. It is recognized that the alternate format was developed due to the pandemic although this change may bode well to incorporate as part of the regular convention schedule moving forward. This would allow local government elected officials to participate in the convention as well as attend requested Minister meetings.

It is acknowledged that UBCM is undertaking a review of its existing resolution process to streamline the number and content of submissions which may result in the number of resolutions being reduced.

... 2

December 1, 2020 Letter to UBCM

Page 2

It would be appreciated if UBCM could provide an update on members' response to the resolution submission process changes and the change in Minister meeting scheduling.

If you have any questions, please contact me at (250) 787-8160 or by email at lackerman@fortstjohn.ca.

Yours truly,



Leri Ackerman

Mayor

cc member municipalities

Regional District of Kootenay Boundary

Cheque Register-Summary for month of October 2020

| Cheque Date | Supplier | Name | Amount |
|-------------|------------------------|--|--------------|
| 2020-10-02 | BAL040 | BALLARD, ALBA | \$ 145.91 |
| 2020-10-02 | BAR015 | BARRIE, STACY | \$ 66.02 |
| 2020-10-02 | BER080 | BERGENDAHL, FRANZ | \$ 402.11 |
| 2020-10-02 | BHS010 | BH SAFETY GEAR | \$ 151.08 |
| 2020-10-02 | BOW080 | BOWMAN, KARLEE, IN TRUST | \$ 167.40 |
| 2020-10-02 | CHA002 | CHAPUT, PAUL | \$ 111.62 |
| 2020-10-02 | DES001 | DESMAZES, ELISABETH | \$ 133.10 |
| 2020-10-02 | DOR003 | DORATTI, SHERRI | \$ 64.71 |
| 2020-10-02 | SZY001 | DR. MARK SZYNKARUK | \$ 37.50 |
| 2020-10-02 | FIE001 | FIELDER, RANDY | \$ 85.97 |
| 2020-10-02 | HOF010 | HOFFMAN, LESLIE | \$ 218.68 |
| 2020-10-02 | KAH010 | KAHUNAUVERSE SPORTS GROUP | \$ 638.40 |
| 2020-10-02 | KIW020 | KIWANIS CLUB OF TRAIL | \$ 1,784.00 |
| 2020-10-02 | LAK060 | LAKESIDE GENERAL STORE | \$ 339.97 |
| 2020-10-02 | MAC070 | MACFARLANE, JENNIFER | \$ 342.00 |
| 2020-10-02 | MAR220 | MARSHALL, FRED | \$ 1,000.00 |
| 2020-10-02 | MIN040 | MINISTER OF FINANCE | \$ 412.74 |
| 2020-10-02 | MUN003 | MUNICIPAL PENSION PLAN 00151-GENERAL | \$ 37,209.87 |
| 2020-10-02 | MUN002 | MUNICIPAL PENSION PLAN 50151- | \$ 23,981.46 |
| 2020-10-02 | NOF010 | NO FRILLS | \$ 388.08 |
| 2020-10-02 | RAV010 | RAVEN RESCUE SAFETY MEDICAL LTD. | \$ 2,675.34 |
| 2020-10-02 | REC002 | RECEIVER GENERAL | \$ 805.85 |
| 2020-10-02 | REC010 | RECEIVER GENERAL FOR CANADA | \$ 94,634.42 |
| 2020-10-02 | SCH018 | SCHAMBER, PETER | \$ 500.00 |
| 2020-10-02 | SCH019 | SCHNEIDER, ERIC | \$ 356.80 |
| 2020-10-02 | SEX010 | SEXAUER LTD. | \$ 609.28 |
| 2020-10-02 | SHA030 | SHAW CABLE | \$ 509.26 |
| 2020-10-02 | SOL005 | SOLUTIONS NOTARIUS INC. | \$ 229.95 |
| 2020-10-02 | STA090 | STAR AUTOMOTIVE INC. | \$ 562.42 |
| 2020-10-02 | STE110 | STEPHENS, MARK | \$ 325.00 |
| 2020-10-02 | TEL002 | TELUS MOBILITY | \$ 4,726.81 |
| 2020-10-02 | CAN031 | THE CANADIAN PAYROLL ASSOCIATION | \$ 628.95 |
| 2020-10-02 | TRE100 | TRERISE, RANDY | \$ 246.40 |
| 2020-10-02 | WEN002 | WENINGER CONSTRUCTION & DESIGN LTD. | \$ 36,324.75 |
| 2020-10-08 | AND004 | ANDY'S UPHOLSTERY | \$ 182.86 |
| 2020-10-08 | BEA400 | BEAVER VALLEY CURLING CLUB | \$ 5,000.00 |
| 2020-10-08 | BEL070 | BELL MEDIA INC. | \$ 218.48 |
| 2020-10-08 | BIG055 | BIG WHITE MOUNTAIN COMMUNITY DEVELOPMENT ASSOCIATION | \$ 12,000.00 |
| 2020-10-08 | BLA005 | BLAINE, BRANDON | \$ 500.00 |

Regional District of Kootenay Boundary

Cheque Register-Summary for month of October 2020

| Cheque Date | Supplier | Name | Amount |
|-------------|------------------------|--|--------------|
| 2020-10-08 | CRO012 | CROSSLEY, PERRY | \$ 265.45 |
| 2020-10-08 | CRO130 | CROWN OUTDOOR & TACTICAL GEAR | \$ 1,760.82 |
| 2020-10-08 | FRU070 | FRUITVALE FIRE DEPT | \$ 450.00 |
| 2020-10-08 | GEN040 | GENELLE VOLUNTEER FIRE DEPT | \$ 450.00 |
| 2020-10-08 | GFO030 | GFOABC | \$ 393.75 |
| 2020-10-08 | GRA590 | GRAVES, TAD | \$ 200.00 |
| 2020-10-08 | HEN140 | HENDERSON, DEREK | \$ 957.24 |
| 2020-10-08 | JOH310 | JOHNSON, ROSANNE, IN TRUST | \$ 220.75 |
| 2020-10-08 | KAN004 | KANIGAN, PHILIP | \$ 888.12 |
| 2020-10-08 | LAK060 | LAKESIDE GENERAL STORE | \$ 1,844.01 |
| 2020-10-08 | MIN040 | MINISTER OF FINANCE | \$ 405.22 |
| 2020-10-08 | MON040 | MONTROSE FIRE DEPARTMENT | \$ 450.00 |
| 2020-10-08 | ROS140 | ROSSLAND FIRE DEPT. | \$ 450.00 |
| 2020-10-08 | SAV040 | SAVE-ON-FOODS | \$ 88.13 |
| 2020-10-08 | SEL010 | SELECT OFFICE PRODUCTS | \$ 107.91 |
| 2020-10-08 | SHA030 | SHAW CABLE | \$ 348.57 |
| 2020-10-08 | SMI003 | SMITH, IAN & BEV | \$ 202.52 |
| 2020-10-08 | SOC020 | SOCIETA M.S. CRISTOFORO COLOMBO LOGGIA | \$ 3,038.00 |
| 2020-10-08 | SPC010 | SOCIETY FOR PREVENTION OF CRUELTY TO | \$ 7,437.00 |
| 2020-10-08 | TER040 | TERRY FOX FOUNDATION | \$ 195.00 |
| 2020-10-08 | CAN031 | THE CANADIAN PAYROLL ASSOCIATION | \$ 294.00 |
| 2020-10-16 | AES001 | AES ENGINEERING LTD | \$ 4,725.00 |
| 2020-10-16 | ALB020 | ALBERTA FIRE CHIEFS ASSOCIATION | \$ 327.10 |
| 2020-10-16 | BIL100 | BILLY'S WATERWORKS | \$ 1,062.88 |
| 2020-10-16 | CAN044 | CANGAS PROPANE | \$ 1,167.95 |
| 2020-10-16 | CHR040 | CHRISTINA LAKE MARINA | \$ 1,906.93 |
| 2020-10-16 | CHR430 | CHRISTINA LAKE PORTA POTTY & RV PUMPOUTS | \$ 750.00 |
| 2020-10-16 | COL026 | COLUMBIA WIRELESS INC. | \$ 610.40 |
| 2020-10-16 | FRU020 | FRUITVALE CO-OP | \$ 247.52 |
| 2020-10-16 | GRA520 | GRAND FORKS SEARCH & RESCUE | \$ 5,250.00 |
| 2020-10-16 | JNL001 | JNL HOLDINGS | \$ 178.50 |
| 2020-10-16 | LAF002 | LAFRENIERE, BRADEN | \$ 60.00 |
| 2020-10-16 | MCC002 | MCCLARY, ROBERT J. | \$ 1,171.07 |
| 2020-10-16 | MEH010 | MEHMAL, LEONARD | \$ 171.36 |
| 2020-10-16 | MIN190 | MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY | \$ 203.42 |
| 2020-10-16 | PET010 | PETRO CANADA | \$ 6,200.14 |
| 2020-10-16 | PLA100 | PLANET CLEAN | \$ 65.53 |
| 2020-10-16 | REC002 | RECEIVER GENERAL | \$ 805.85 |
| 2020-10-16 | REC010 | RECEIVER GENERAL FOR CANADA | \$ 83,849.74 |

Regional District of Kootenay Boundary

Cheque Register-Summary for month of October 2020

| Cheque Date | Supplier | Name | Amount |
|-------------|------------------------|---|---------------|
| 2020-10-16 | ROS320 | ROSSLAND SEARCH & RESCUE | \$ 5,250.00 |
| 2020-10-16 | SHA002 | SHAFTON INC | \$ 2,463.47 |
| 2020-10-16 | SHA030 | SHAW CABLE | \$ 97.88 |
| 2020-10-16 | SIM070 | SIMM, LARRY | \$ 90.00 |
| 2020-10-16 | SQU005 | SOUTH COLUMBIA SEARCH & RESCUE SOCIETY | \$ 5,250.00 |
| 2020-10-16 | SUN012 | SUNCORP VALUATIONS | \$ 23,625.00 |
| 2020-10-16 | SWA070 | SWANSON, LORI J. | \$ 40.00 |
| 2020-10-16 | UNI010 | UNITED RENTALS OF CANADA INC. | \$ 2,235.17 |
| 2020-10-16 | VIP010 | VIPER FUELS | \$ 1,050.00 |
| 2020-10-16 | VIS050 | VISTA RADIO LTD. | \$ 802.20 |
| 2020-10-16 | WES100 | WESCO DISTRIBUTION CANADA LP | \$ 89.25 |
| 2020-10-16 | WOR010 | WORKER'S COMPENSATION BOARD OF BC | \$ 54,632.23 |
| 2020-10-16 | WOR060 | WORLD WIDE CUSTOMS BROKERS LTD | \$ 307.48 |
| 2020-10-16 | ZOO010 | ZOOM VIDEO COMMUNICATIONS INC | \$ 7,916.16 |
| 2020-10-23 | AMA010 | AMAZING REPAIRS | \$ 840.00 |
| 2020-10-23 | BEA014 | BEAVERDELL COMMUNITY CLUB & RECREATION COMMISSION | \$ 500.00 |
| 2020-10-23 | BOU039 | BOUNDARY COUNTRY HEATING & COOLING | \$ 189.00 |
| 2020-10-23 | CLE001 | CLEMENS, CHUCK | \$ 223.98 |
| 2020-10-23 | COL390 | COLUMBIA BASIN BROADBAND CORPORATION | \$ 3,875.20 |
| 2020-10-23 | COL027 | COLUMBIA POWER CORPORATION | \$ 1,797.60 |
| 2020-10-23 | DEL080 | DE LAGE LANDEN FINANCIAL SERVICES CANADA | \$ 655.20 |
| 2020-10-23 | STA007 | DESJARDINS CARD SERVICES | \$ 67.84 |
| 2020-10-23 | GRA540 | GRAHAM MARINE CONSTRUCTION | \$ 910.14 |
| 2020-10-23 | GRA350 | GRAND FORKS BORDER BRUINS | \$ 5,000.00 |
| 2020-10-23 | GRA065 | GRAND FORKS SENIORS SOCIETY | \$ 2,000.00 |
| 2020-10-23 | HAZ001 | HAZMASTERS INC. | \$ 242.51 |
| 2020-10-23 | JLC002 | JL CROWE SECONDARY SCHOOL | \$ 2,940.00 |
| 2020-10-23 | LAM002 | LAMB, FRANK | \$ 380.00 |
| 2020-10-23 | LAR004 | LARSON, CASSIANE | \$ 3.00 |
| 2020-10-23 | MCL070 | MCLEAN, KEN | \$ 525.00 |
| 2020-10-23 | MER120 | MERIDIAN ONECAP CREDIT CORP | \$ 444.64 |
| 2020-10-23 | MIN040 | MINISTER OF FINANCE | \$ 89.99 |
| 2020-10-23 | MIN190 | MINISTRY OF ENVIRONMENT AND CLIMATE CHANGE STRATEGY | \$ 272.58 |
| 2020-10-23 | OPU020 | OPUS CONSULTING GROUP LTD | \$ 108,023.61 |
| 2020-10-23 | PEE010 | PEERLESS BUILDING MAINTENANCE LTD. | \$ 262.50 |
| 2020-10-23 | SAV040 | SAVE-ON-FOODS | \$ 9.99 |
| 2020-10-23 | SCO025 | SCOUTS CANADA - FIRST WARFIELD | \$ 632.09 |
| 2020-10-23 | SEL010 | SELECT OFFICE PRODUCTS | \$ 178.70 |

Regional District of Kootenay Boundary

Cheque Register-Summary for month of October 2020

| Cheque Date | Supplier | Name | Amount |
|----------------------------|----------------------------|--|---------------------|
| 2020-10-23 | SHA030 | SHAW CABLE | \$ 659.15 |
| 2020-10-23 | TWI001 | TWIN RIVERS COMMUNITY CHOIR | \$ 1,000.00 |
| 2020-10-23 | UNI008 | UNIFAB INDUSTRIES LTD. | \$ 5,250.00 |
| 2020-10-23 | VIT002 | VITAL CLEAN INNOVATIONS | \$ 1,542.81 |
| 2020-10-23 | VOY040 | VOYKIN, ROD | \$ 1,695.75 |
| 2020-10-23 | WEN002 | WENINGER CONSTRUCTION & DESIGN LTD. | \$ 7,334.25 |
| 2020-10-23 | WES100 | WESCO DISTRIBUTION CANADA LP | \$ 127.64 |
| 2020-10-23 | WES034 | WEST KOOTENAY TIMBERWOLVES JUNIOR LACROSSE SOCIETY | \$ 2,570.00 |
| 2020-10-23 | WES016 | WESTBRIDGE RECREATION SOCIETY | \$ 588.00 |
| 2020-10-23 | WES035 | WESTERN FINANCIAL GROUP FRUITVALE | \$ 150.00 |
| 2020-10-23 | WHI090 | WHITLOCK INSURANCE SERVICES | \$ 531.00 |
| 2020-10-30 | BEA650 | BEAVER VALLEY GOLF & RECREATION SOCIETY | \$ 6,430.00 |
| 2020-10-30 | BRI001 | BRINK'S CANADA LIMITED | \$ 552.87 |
| 2020-10-30 | FAL001 | FALCON ENGINEERING LTD. | \$ 1,312.50 |
| 2020-10-30 | FLU010 | FLUENT INFORMATION MANAGEMENT SYSTEMS | \$ 1,155.00 |
| 2020-10-30 | FRI025 | FRIENDS OF THE ROSSLAND RANGE SOCIETY | \$ 3,800.00 |
| 2020-10-30 | H&R001 | H & R MACHINE WELDING & FABRICATION | \$ 635.30 |
| 2020-10-30 | MIN040 | MINISTER OF FINANCE | \$ 265.84 |
| 2020-10-30 | OAK020 | OAKLEY, DREW | \$ 61.00 |
| 2020-10-30 | OME040 | OMEGA COMMUNICATIONS LTD. | \$ 335.73 |
| 2020-10-30 | PER070 | PERRY, C. MARK | \$ 183.75 |
| 2020-10-30 | REC002 | RECEIVER GENERAL | \$ 805.85 |
| 2020-10-30 | REC010 | RECEIVER GENERAL FOR CANADA | \$ 82,611.86 |
| 2020-10-30 | SAV040 | SAVE-ON-FOODS | \$ 13.42 |
| 2020-10-30 | SEL010 | SELECT OFFICE PRODUCTS | \$ 181.39 |
| 2020-10-30 | ARL010 | THE ARLINGTON HOTEL | \$ 703.61 |
| 2020-10-30 | SOL001 | THE SOLID WASTE ASSOC. OF NORTH AMERICA | \$ 638.30 |
| 2020-10-30 | WEN002 | WENINGER CONSTRUCTION & DESIGN LTD. | \$ 36,408.75 |
| 2020-10-30 | WER001 | WERNER, ULRICH | \$ 608.23 |
| 2020-10-30 | WES035 | WESTERN FINANCIAL GROUP FRUITVALE | \$ 1,000.00 |
| Total Accounts Paid | | | \$750,981.48 |

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

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2020

| Cheque Date | Supplier | Name | Amount |
|-------------|-------------------------|--|--------------|
| 2020-11-09 | BRI001 | BRINK'S CANADA LIMITED | \$ 528.72 |
| 2020-11-09 | BRY005 | BRYANT, CAMERON | \$ 26.20 |
| 2020-11-09 | CAS160 | CASTLEGAR TOYOTA | \$ 50,374.13 |
| 2020-11-09 | CHR120 | CHRISTINA LAKE MECHANICAL | \$ 258.89 |
| 2020-11-09 | GFO020 | G-FORX PLUMBING AND GAS FITTING LTD | \$ 168.02 |
| 2020-11-09 | GEA001 | GEARY, JOEY | \$ 165.00 |
| 2020-11-09 | GFO010 | GOVERNMENT FINANCE OFFICERS ASSOC. OF | \$ 871.50 |
| 2020-11-09 | GRA013 | GRAYSON, RANDY | \$ 88.19 |
| 2020-11-09 | HOF020 | HOFFY'S WATER SERVICE | \$ 95.20 |
| 2020-11-09 | HOM010 | HOME DEPOT CREDIT SERVICES | \$ 180.86 |
| 2020-11-09 | HOM002 | HOMEWOOD HEALTH INC. | \$ 1,051.06 |
| 2020-11-09 | KAT001 | KATHLEEN PLAA NOTARY PUBLIC | \$ 56.00 |
| 2020-11-09 | LEX010 | LEXISNEXIS CANADA INC. | \$ 478.28 |
| 2020-11-09 | MAL001 | MALLACH, ANDY | \$ 165.00 |
| 2020-11-09 | MIN040 | MINISTER OF FINANCE | \$ 958.35 |
| 2020-11-09 | NUR010 | NURNDY-FORFIRE EMERGENCY GRAPHICS LTD | \$ 7,035.50 |
| 2020-11-09 | ORI020 | ORION FIRE DISTRIBUTION LTD | \$ 440.16 |
| 2020-11-09 | ROY002 | ROYAL CANADIAN LEGION BR. #11 | \$ 346.00 |
| 2020-11-09 | ROY120 | ROYAL CANADIAN LEGION BRANCH #14 | \$ 100.00 |
| 2020-11-09 | SAV040 | SAVE-ON-FOODS | \$ 44.65 |
| 2020-11-09 | SCH150 | SCHRAMM, RICHARD | \$ 2,032.83 |
| 2020-11-09 | SEC020 | SECURITRIM (2002) INC. | \$ 186.85 |
| 2020-11-09 | SEX010 | SEXAUER LTD. | \$ 7,907.20 |
| 2020-11-09 | SHA030 | SHAW CABLE | \$ 71.28 |
| 2020-11-09 | STA025 | STAJDUHAR, JESSICA | \$ 102.00 |
| 2020-11-09 | STA090 | STAR AUTOMOTIVE INC. | \$ 265.44 |
| 2020-11-09 | SUN012 | SUNCORP VALUATIONS | \$ 7,875.00 |
| 2020-11-09 | TEL002 | TELUS MOBILITY | \$ 5,485.41 |
| 2020-11-09 | SOL001 | THE SOLID WASTE ASSOC. OF NORTH AMERICA | \$ 289.90 |
| 2020-11-09 | TOY010 | TOYO TIRE CANADA INC | \$ 2,709.22 |
| 2020-11-09 | VER080 | VERSA-TASK SERVICES | \$ 240.00 |
| 2020-11-09 | WEN002 | WENINGER CONSTRUCTION & DESIGN LTD. | \$ 5,859.00 |
| 2020-11-09 | WHI090 | WHITLOCK INSURANCE SERVICES | \$ 230.00 |
| 2020-11-13 | 0731689 | 0731689 BC LTD DBA INTERIOR SIGNS | \$ 1,617.00 |
| 2020-11-13 | BAK001 | BAKER, NATHAN | \$ 250.00 |
| 2020-11-13 | BCO020 | BC ONE CALL LIMITED C/O HUGHESMAN MORRIS CPA'S | \$ 48.30 |
| 2020-11-13 | BEL070 | BELL MEDIA INC. | \$ 218.48 |
| 2020-11-13 | BHS010 | BH SAFETY GEAR | \$ 1,041.86 |

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2020

| Cheque Date | Supplier | Name | Amount |
|--------------------|------------------------|--|---------------|
| 2020-11-13 | BIG055 | BIG WHITE MOUNTAIN COMMUNITY DEVELOPMENT ASSOCIATION | \$ 5,000.00 |
| 2020-11-13 | BOU171 | BLACK PRESS DBA BOUNDARY CREEK TIMES | \$ 52.50 |
| 2020-11-13 | CHR120 | CHRISTINA LAKE MECHANICAL | \$ 38,195.70 |
| 2020-11-13 | ECH020 | ECHLE, RONALD | \$ 250.00 |
| 2020-11-13 | FAL002 | FALK, LETITIA | \$ 250.00 |
| 2020-11-13 | FAR160 | FARNWORTH, KEITH | \$ 250.00 |
| 2020-11-13 | FRU020 | FRUITVALE CO-OP | \$ 87.00 |
| 2020-11-13 | GAR025 | GARRETT, LORNE | \$ 70.00 |
| 2020-11-13 | GUS001 | GUSPRO INC. | \$ 927.73 |
| 2020-11-13 | HEN140 | HENDERSON, DEREK | \$ 70.76 |
| 2020-11-13 | JAM040 | JAMIN, FRED | \$ 250.00 |
| 2020-11-13 | MCL025 | MCLEOD, ANDY | \$ 150.00 |
| 2020-11-13 | PIO003 | PIORECKY, JAN | \$ 70.00 |
| 2020-11-13 | REC002 | RECEIVER GENERAL | \$ 870.10 |
| 2020-11-13 | REC010 | RECEIVER GENERAL FOR CANADA | \$ 80,786.44 |
| 2020-11-13 | ROY004 | ROYAL CANADIAN LEGION BRANCH #59 | \$ 272.00 |
| 2020-11-13 | RUS020 | RUSSELL, B. LUKE | \$ 40.00 |
| 2020-11-13 | SAY020 | SAYERS, GAIL | \$ 250.00 |
| 2020-11-13 | SLE001 | SLENKE INC. | \$ 2,016.00 |
| 2020-11-13 | STE200 | STEWART, JOHN F. | \$ 250.00 |
| 2020-11-13 | UBC020 | UBCM | \$ 35.65 |
| 2020-11-13 | VIS050 | VISTA RADIO LTD. | \$ 802.20 |
| 2020-11-13 | WOR150 | WORK TRUCK WEST | \$ 193.03 |
| 2020-11-20 | BOU045 | BOUNDARY WOMEN'S SOFTBALL LEAGUE | \$ 1,000.00 |
| 2020-11-20 | CIT050 | CITYVIEW A DIVISION OF N HARRIS COMPUTER CORP. | \$ 3,185.84 |
| 2020-11-20 | COL026 | COLUMBIA WIRELESS INC. | \$ 610.40 |
| 2020-11-20 | STA007 | DESJARDINS CARD SERVICES | \$ 9.37 |
| 2020-11-20 | ELL001 | ELLIS, LYNN | \$ 313.58 |
| 2020-11-20 | GRA013 | GRAYSON, RANDY | \$ 200.00 |
| 2020-11-20 | MER120 | MERIDIAN ONECAP CREDIT CORP | \$ 477.89 |
| 2020-11-20 | OKA220 | OKANAGAN CONTAINERS | \$ 3,174.50 |
| 2020-11-20 | OUT002 | OUTLAND DESIGN COMPANY LTD | \$ 1,446.38 |
| 2020-11-20 | SEL010 | SELECT OFFICE PRODUCTS | \$ 61.60 |
| 2020-11-20 | SHA030 | SHAW CABLE | \$ 167.76 |
| 2020-11-20 | SPC010 | SOCIETY FOR PREVENTION OF CRUELTY TO | \$ 7,437.00 |
| 2020-11-20 | TEA060 | TEAMWORKS SOLUTIONS LTD. | \$ 81.80 |
| 2020-11-20 | VIT002 | VITAL CLEAN INNOVATIONS | \$ 399.84 |
| 2020-11-20 | WES025 | WESTEK CONTROLS LTD. | \$ 22,346.10 |

Regional District of Kootenay Boundary

Cheque Register-Summary for month of November 2020

| Cheque Date | Supplier | Name | Amount |
|----------------------------|------------------------|--|---------------------|
| 2020-11-20 | WES031 | WESTERN CANADA FIRE PROTECTION (KAMLOOPS) LTD | \$ 1,261.08 |
| 2020-11-20 | WOO010 | WOODY'S TIRE & AUTO LTD. | \$ 215.00 |
| 2020-11-30 | ACM030 | ACME VISIBLE FILING SYSTEMS LTD. | \$ 115.54 |
| 2020-11-30 | ADV001 | ADVANCE PROPERTY EXPOSURE INC. | \$ 3,465.00 |
| 2020-11-30 | ARN070 | ARNOTT, DOUGLAS | \$ 25.00 |
| 2020-11-30 | BHS010 | BH SAFETY GEAR | \$ 100.80 |
| 2020-11-30 | CEN025 | CENTRALSQUARE CANADA SOFTWARE INC. | \$ 20,565.05 |
| 2020-11-30 | CHA030 | CHALLENGER AUTO DETAILING | \$ 199.50 |
| 2020-11-30 | CHR120 | CHRISTINA LAKE MECHANICAL | \$ 170.36 |
| 2020-11-30 | CIT050 | CITYVIEW A DIVISION OF N HARRIS COMPUTER CORP. | \$ 6,105.08 |
| 2020-11-30 | CLE001 | CLEMENS, CHUCK | \$ 200.00 |
| 2020-11-30 | DIL003 | DILIGENT CANADA INC | \$ 2,457.00 |
| 2020-11-30 | ENV010 | ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM | \$ 478.80 |
| 2020-11-30 | GER030 | GERICK CYCLE & SPORTS | \$ 844.48 |
| 2020-11-30 | GRE620 | GREENPEAKS RESOURCE MANAGEMENT LTD. | \$ 640.50 |
| 2020-11-30 | GRE037 | GREENWOOD SAW TO TRUCK REPAIRS | \$ 533.12 |
| 2020-11-30 | HOF020 | HOFFY'S WATER SERVICE | \$ 319.20 |
| 2020-11-30 | HOM010 | HOME DEPOT CREDIT SERVICES | \$ 128.50 |
| 2020-11-30 | HOW070 | HOWARD, STAN | \$ 250.88 |
| 2020-11-30 | JOH310 | JOHNSON, ROSANNE, IN TRUST | \$ 194.55 |
| 2020-11-30 | MIN040 | MINISTER OF FINANCE | \$ 491.77 |
| 2020-11-30 | MIN050 | MINISTER OF FINANCE | \$ 683.34 |
| 2020-11-30 | REC002 | RECEIVER GENERAL | \$ 805.85 |
| 2020-11-30 | REC010 | RECEIVER GENERAL FOR CANADA | \$ 77,072.48 |
| 2020-11-30 | REG080 | REGIONAL DISTRICT OF EAST KOOTENAY | \$ 20,000.00 |
| 2020-11-30 | ROY005 | ROYAL CANADIAN LEGION BRANCH 155 | \$ 100.00 |
| 2020-11-30 | SAV040 | SAVE-ON-FOODS | \$ 2.75 |
| 2020-11-30 | STA090 | STAR AUTOMOTIVE INC. | \$ 162.42 |
| Total Accounts Paid | | | \$409,500.70 |

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



Electoral Area C - Christina Lake Parks & Recreation Commission
Regular Meeting
Wednesday, October 14, 2020
Christina Lake Community Hall
8:00 AM
Minutes

Commission Members Present:

Adam Moore
 Brenda Auge
 Erica McCluney
 Paul Beattie
 Randy Gniewotta
 Tara Bobocel

Absent:

Josh Strzelec
 Joe Sioga

Area Director

Grace McGregor

Staff Present:

Paul Keys
 Melina Van Hoogevest

Alternate Area Director

Donna Wilchynski

Others Attending**1. Call to Order**

1.a) The Chair called the meeting to order at 8:02am.

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 Okanagan, Ktunaxa, Secwepemc Peoples as well as the Sinixt Peoples whose footsteps have also marked these lands.

3. Consideration of the Agenda (additions/deletions)

3.a) The agenda for the October 14, 2020 Electoral Area C - Christina Lake Parks & Recreation Commission meeting was presented.

26-20 Moved: Tara Bobocel Seconded: Brenda Auge

That the Agenda for the October 14, 2020 Electoral Area C - Christina Lake Parks & Recreation Commission meeting be adopted as presented.

Carried

4.a) The draft minutes of the Electoral Area C - Christina Lake Parks & Recreation Commission meeting held on July 8, 2020, were presented and it was;

That the draft minutes for the Electoral Area C - Christina Lake Parks & Recreation Commission meeting held on July 8, 2020, be adopted as presented.

4.b) The notes of the Electoral Area C - Christina Lake Parks & Recreation Commission meeting held on September 9, 2020, were presented and it was;

That the notes for the Electoral Area C - Christina Lake Parks & Recreation Commission meeting held on September 9, 2020, be adopted as presented.

5.a) There were no delegations to be made.

6.a) Meeting with BC Parks Area Supervisor, Jonathan Finlay.

With regret, Jonathan has informed staff that he is unable to attend the Electoral Area C - Christina Lake Parks & Recreation Commission meeting scheduled for today. He is also not available to meet for the Area C - Christina Lake Parks & Recreation Commission meeting scheduled on November 18, 2020.

7.a) There were no communications for information to consider.

8. Reports

8.a) Financial Report

i. Grant Application Update – Staff Report

A written Staff Report was included in the agenda package and staff followed up with a verbal report.

In 2015 the Christina Lake Parks and Trails service established a concept design and estimate to construct a pedestrian bridge connecting across Christina Creek. It was recommended and agreed to pursue an application in the fall of 2020 to the ICIP Recreation and Culture stream, whereby, the Regional District will be accountable for a contributory 27% of eligible project costs. To support the financial commitments necessary with this application additional funding will need to be established within the 2021 budget and 5 year financial plan. Staff recommend to provide the supporting funding for the estimated costs of the pedestrian bridge, at \$564,357, a combination of reserve funds and short term borrowing be established in the 2021 budget. In support of the grant application staff recommend that up to a maximum of \$350,000 be considered for short term borrowing and inclusion in the 2021 budget, in support of the current application and that the final amount established in the budget will be a function of 2020 year balances, prioritization of other projects and use of reserves. It was recommended 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.

8.b) Project Updates

i. Court Development Project – Staff Report

A written Staff Report was included in the agenda package and staff followed up with a verbal report.

A Request for Quotes was sent out to known and recommended landscape architecture firms in late August to develop a long term plan for the court area, with possible inclusion of the small park and playground across the street. The project was awarded to the highly recommended Outland Design. President, Fiona Barton, will be our Project Manager. “Local” projects done by Outland Design include the Red Mountain Resort Lodge Plaza, in Rossland, and the KP Park Masterplan, in Salmo. Outland Design’s presentation stood out from the rest in its competitive pricing, thorough explanation of methodology, and the extensive involvement of senior level staff when compared to other presentations. The timeline for the project will be set as part of the initial start-up meeting in October, and is intended to be completed prior to Christmas. Geotechnical testing and analysis was added to Phase 1 of the court development planning process

to allow for more accurate price estimates prior to moving forward with any construction planning in Phase 2 next year. Public engagements with stakeholder groups and a 2 hour meeting with the Recreation Commission to review concept options are also included in the proposed methodology and timeline.

It was noted that Adam Moore left the meeting at 8:20am.

ii. Osoyoos Indian Band Meeting Scheduled – Staff Report

A written Staff Report was included in the agenda package and staff followed up with a verbal report.

On November 25, 2019, Administration received the attached communication through Front Counter BC from the Osoyoos Indian Band (OIB). The letter received voices concerns regarding the construction of the viewing dock within the Okanagan Nation's Territory. It states that, *"The proposed activity/development is located in a high potential archeological area. It is recommended that a qualified Archaeologist and two OIB field technicians conduct an Archaeological Overview Assessment and Preliminary Field Reconnaissance on the proposed area"* Without the study, the OIB will not approve or agree to the proposed development. An initial meeting between the OIB and RDKB representatives was held in Oliver on March 6, 2020 to discuss the project, paths forward together, and other projects on the books at Christina Lake. A return meeting scheduled to be held in Christina Lake in April was cancelled due to the Covid-19 pandemic. A rescheduled meeting in Christina Lake with OIB representatives is set for Monday, October 19, 2020.

iii. Viewing Dock Request for Information – Staff Report

A written Staff Report was included in the agenda package and staff followed up with a verbal report.

On August 14, 2020 we received a formal, "Request for Additional Information", from the Canadian Department of Fisheries and Oceans. Our proposal is being reviewed to determine whether it is a work, undertaking or activity that is likely to result in:

- *the death of fish by means other than fishing and the harmful alteration, disruption or destruction of fish habitat which are prohibited under subsections 34.4(1) and 35(1) of the Fisheries Act; and*
- *effects to listed aquatic species at risk, any part of their critical habitat or the residences of their individuals in a manner which is prohibited under sections 32, 33 and subsection 58(1) of the Species at Risk Act.*

Ryan Durand, of EcoLogic Consultants, was scheduled to be onsite Friday, October 9, 2020 as part of this project. Administration has been in contact with Fisheries and Oceans, and our deadline to respond has been pushed back to November to allow us the time necessary to properly research and answer their questions.

iv. Dog Park Clean Up – Verbal Update

BC Wildfire representative, James Ritco, will be available this fall to supervise the burning of the piles that have been left on site.

v. BC Parks Proposed Meeting Date – October 29th, 11am, with Area East Supervisor, Jonathan Finlay

G. McGregor is not available to meet on October 29th and would prefer to meet on October 27th or 28th. It was requested that the meeting with Jonathan Finlay be rescheduled.

8.c) Sub Committee Report

No report available.

8.d) Staff Monthly Report

A written Staff Report was included in the agenda package and staff followed up with a verbal report.

B. Auge has reported that past participants of the Christina Lake Fitness classes would like to see the programs return to the Christina Lake Community Hall.

8.e) Community Events Report

Donna has requested that staff send the Guide to Leisure Activities information for the e-blast publication.

The Reports of the Electoral Area C - Christina Lake Parks & Recreation Commission held on October 14, 2020, were presented and it was;

29-20

Moved: Paul Beattie

Seconded: Tara Bobocel

That the Reports for the Electoral Area C - Christina Lake Parks & Recreation Commission meeting held on October 14, 2020, be adopted as presented.

Carried

9. New Business**9. a) Community Accessibility (Tara)**

T. Bobocel has reported that she met with Sonja Gaudet whose mandate is to assist the Thompson Okanagan region become more accessible and has received information on how to access grants to support this mandate. Tara identified the Christina Lake Provincial Park, Visitor Information Centre and Nature Park as areas of concern for lack of accessibility. A mobi-mat would provide an excellent flat surface at the Christina Lake Provincial Park to provide accessibility to the water's edge for wheelchairs and strollers. There is also an option to provide a mobi-chair that provides a stable buoyant support in the water and is easily compacted when not in use. There is the possibility of researching a more permanent structure, however, \$10,000 is the maximum amount available for funding and cannot piggy back funds to expand the project. T. Bobocel's step-daughter, Jasmine McMullin, has been accepted as an applicant to proceed with the application process for accessing the Federal funding which encourages youth leadership to increase accessibility. <https://www.canada.ca/en/employment-social-development/programs/enabling-accessibility-fund.html> This funding cannot be used for projects on Federal Government land. Staff will work with the RDKB mapping department to access an aerial view of the Christina Lake Provincial Park to provide additional documentation for Jasmine and her project. In regards to other projects, the picnic tables at Christina Lake Provincial Park could be upgraded to provide more accessibility for users with mobility challenges. The Christina Lake Nature Park is also an area of concern as the trail is quite challenging and would benefit from an upgrade to provide more accessibility for users.

10. Late (Emergent) Items

10. a) There were no late emergent items to consider.

11. Discussion of Items for Future Meetings

11. a) A discussion was not necessary.

12. Question Period for Public and Media

12. a) There weren't any questions from the public or media.

13. Adjournment

13. a) The next scheduled meeting will be held on November 18, 2020. There being no further business to discuss, the meeting was adjourned (time: 9:00am).

Melina Van Hoogevest,
Recording Secretary

Grace McGregor,
Chairperson



Regional District of
Kootenay Boundary

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

Tuesday, November 24, 2020 Teleconference, commencing at 4:10 p.m.
Minutes taken by: _Deb Hopkinson

PRESENT: John Lebrun, Gerry Molyneaux, Deb Hopkinson, Paul Sulyma,
Rachelle Hawk, Peter Hutchinson, Vicki Gee Quorum achieved
ABSENT: Anastasia Byrne
RDKB DIRECTOR: Vicki Gee
RDKB STAFF:
GUESTS: Bruce Clark

1. CALL TO ORDER

The meeting was called to order at 4:10 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

Recommendation: That the November 24, 2020 Electoral Area 'E' (Big White) Advisory Planning Commission Agenda be adopted.

Adopted

3. ADOPTION OF MINUTES

Recommendation: That the October 6, 2020 Electoral Area 'E' (Big White) Advisory Planning Commission Minutes be adopted.

Adopted

5. DELEGATIONS – Bruce Clark 40 High Forest Court

Electoral Area 'E'/BIG WHITE APC Minutes
November 24, 2020
Page 1 of 3

6. UPDATED APPLICATIONS AND REFERRALS

RDKB File: BW-4109s-07405.000

Stairs will be pulled back from the swale.

7. NEW BUSINESS

**Development Permit 0980131 BC Ltd Monashee Ridge
File # BW-4247-07914.000**

Discussion/Observations:

Snow Storage in one of the diagrams does not seem adequate. Applicant explains that it is an artists rendering and that there is 3 meters on either side of the house, and that snow can also be pushed beside the house.

Applicant should be sure that trees planted around the house are not in danger of being pushed down by snow removal.

Easement at rear of property comes out right at a major intersection which now includes entrance to new development. Applicant explains that the easement will remain as it has always been.

Snow store area around culvert might become a collection area for garbage that is pushed in with the snow removal. Residents have been trying to keep garbage from entering this drainage and getting into the creek. Applicant explains that steps have been taken to keep construction areas clean and hopes to maintain that.

Recommendation:

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

1. Supported with conditions:

That the drainage culvert be maintained with regard to possible garbage collecting there from snow removal.

8. FOR DISCUSSION


We did not receive anything on building occurring at rifle range. Explanation we do not have jurisdiction.

9. FOR INFORMATION

N/A

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 4:32 pm.

| | |
|---|--|
|  <p>Regional District of Kootenay Boundary</p> | <p>ELECTORAL AREA 'C'/CHRISTINA LAKE</p> <p>ADVISORY PLANNING COMMISSION</p> <p>MINUTES</p> |
|---|--|

Monday, November 23, 2020 VIA ZOOM commencing at 7:00 p.m.

- PRESENT:** Peter Darbyshire, Terry Mooney, Dave Bartlett, Jeff Olsen, Annie Rioux, Butch Bisaro, Leanne Keys
- ABSENT:** Jessica Coleman, Jason Taylor, Phil Mody
- RDKB DIRECTOR:** Grace McGregor, Alternate and Recording Secretary Donna Wilchynski
- RDKB STAFF:**
- GUESTS:** Margaret Maximenko, Joe McLean

1. CALL TO ORDER

The meeting was called to order at 7:03 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved, seconded and resolved that the November 3, 2020 Electoral Area 'C'/Christina Lake Advisory Planning Commission Agenda be adopted as presented.

3. ADOPTION OF MINUTES

It was 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

5. OLD BUSINESS & UPDATES TO APPLICATIONS AND REFERRALS

6. NEW BUSINESS

A. Joseph and Carolin McLean

RE: Development Variance Permit

1371 Fisk Road

RDKB File: C-1020s-02595.655

It was moved, seconded and resolved that the APC recommend to the Regional District that the application be supported.

B. John and Margaret Maximenko

RE: OCP Amendment

51 Kingsley Road

RDKB File: C-970-04381.030

Applicant Margaret Maximenko read a prepared statement outlining the details of the reasons for their application to amend the OCP.

It was moved, seconded and resolved that the APC recommend to the Regional District that the application be supported

7. FOR INFORMATION

8. DISCUSSION

9. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 7:40 PM.

Statement to the RDKB Area "C" APC – Nov 23/2020

From: Margaret & John Maximenko

Re: Request to Amend the Area "C" OCP

Thank you for the opportunity to explain this action taken to have the restriction placed against Kingsley Road residential property owners, removed.

Kingsley Road has historically been the main commercial strip here at the lake. That has of course changed over the years with both the Bakery Frontage Rd & Sandner Frontage Rd adding to the mix. At one time there were 8 different eating and drinking establishments operating on Kingsley Rd.

Kingsley is the centre road found running from Highway #3 west toward the lake found on Lavalley Point.

The problem created by the current restriction (of not allowing any more residential properties along Kingsley to apply to covert to a commercial designation) is that it disallows the freedom to apply to convert, while allowing properties found along all other roads in the neighbourhood to have the freedom to do so.

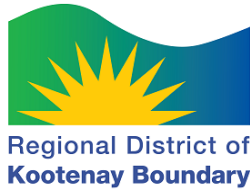
Property owners on Franson Road, Skands Road & Johnson Road, for example all have the right to apply to convert should they want to pursue a business venture on their properties. Kingsley Road has (I believe) 7 properties currently in some sort of commercial operation. The restriction places a block from any further business enterprise from establishing on this road, thus hampering any economic development. We believe new economic enterprises should be welcomed as they help build our community vitality.

Our property has been for sale for a few years now and most enquiries from potential purchasers have included ideas for a commercial venture. The property is large (.79+ acres) which could easily accommodate an onsite parking lot if required. Having the restriction remain in place restricts the number of potential purchasers we can appeal to. The uncertainty of the situation has deterred some prospects. It blocks those interested in getting a good start toward the next season, as these sorts of applications can take up valuable time.

To conclude, we feel no matter who owns this property, that they should have the exact same right to apply for a conversion, just as their neighbours to both the north and south of Kingsley are free to do. This application is focused on removing the restriction as an unnecessary obstacle.

Thank you for your consideration,
Kindest regards,

Margaret & John Maximenko



STAFF REPORT

Date: 3 December 2020 **File**
To: Chair Langman and
 Members of the Board
From: Barb Ihlen,
 General Manager of Finance/CFO
Re: Liability Under Agreement
 Service 054 – Big White Fire Service –
 Equipment financing for Aerial Ladder Truck

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, requesting a resolution for a Liability Under Agreement with the Municipal Finance Authority (MFA) to cover the purchase of an aerial ladder truck for Service 054 – Big White Fire.

History/Background Factors

In 2018, the Board of Directors approved a short term loan in the amount of \$1,162,828 plus taxes through the MFA for the purchase of a Rosenbauer 78' Aerial Ladder truck. This short term financing is set up as liability under agreement and must be paid over a five (5) year term starting in 2018. There is now less than three (3) years remaining on the loan and the final payment for the aerial ladder truck in the amount of \$411,110.69 will be completed in December of the current year.

If a draw of this amount is made against the original loan, the repayment of the principle borrowed (totalling \$1,099,133.02) will be required over the next three (3) fiscal years. This will put significant financial pressure on the service.

Therefore, staff is recommending that the RDKB enter into a new MFA equipment financing loan in the amount of the remaining payment on the aerial truck of \$411,110.69 with financing over a five year term. The fixed monthly payment will be approximately \$7,100.00 per month with the last payment in December 2025 and the repayment of the total loan is included in the 2020-2024 Five Year Financial Plan.

Implications

A resolution from the Board of Directors is required under Section 403 of the Local Government Act in order to make application to the MFA for this proposed financing.

Advancement of Strategic Plan

No applicable.

Background Information Provided

- A copy of the August 2018 staff report from Beth Burget, which also has the report from Jamie Svendsen (Big White Fire Chief) attached.
- Board Resolution 376-18 from August 2018.

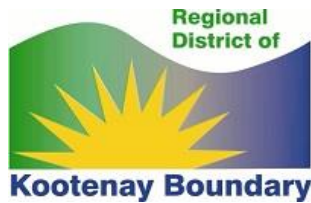
Alternatives

An alternative to the recommendation is to add the \$411,110.69 to the existing loan of \$688,002.33 (a total of \$1,099,113.02) and pay off the total principle over the next three (3) fiscal years. This would amount to an approximate payment of \$366,371.00 in each fiscal year.

Recommendation

That the Board of Directors of the Regional District of Kootenay Boundary (RDKB) authorizes up to \$411,110.69 to be borrowed, under Section 403 of the *Local Government Act*, from the Municipal Finance Authority, for the purpose of the purchase of a Rosenbauer 78' Aerial Ladder truck for the Big White Fire service; and

That the equipment financing be repaid within five (5) years, with no rights of renewal.

**STAFF REPORT**

Date: 22 Aug 2018
To: Chair Russell and Members,
 Board of Directors
From: Beth Burget, General Manager of
 Finance
Re: Purchase of Aerial Ladder Truck Big
 White

File**Issue Introduction**

A staff report from Beth Burget, General Manager of Finance, regarding purchase of Aerial Ladder truck from Rocky Mountain Phoenix.

History/Background Factors

A staff report from Jamie Svendsen, Fire Chief - Big White, was presented in the July 26th Board meeting. At that time a motion to purchase a Rosenbauer 78' Aerial Ladder Truck from Rocky Mountain Phoenix in the amount of 1,184,694.60 was approved. Rocky Mountain Phoenix has since proposed a reduced price of \$1,162,828 plus taxes with staged payments based on component completion. This would entail 10% down, as well as payments on completion of the Chassis, Aerial device and balance on completion. As the District would incur borrowing costs at each stage, it is estimated the savings by paying on component completion would be approximately \$10,000.

For the District to proceed with the component payment plan, there would need to be a budget amendment approving the 10% payment in 2018 in the amount of \$124,423 with proceeds from the MFA Short Term Financing Liability Under Agreement. As indicated in Mr. Svendsen's staff report, the Aerial Ladder Truck will be included in the 2019 Five Year Financial Plan.

Implications

Small savings in overall cost of truck purchase.

Advancement of Strategic Planning Goals

Aligns with cost effective services.

Background Information Provided

Staff Report from Jamie Svendsen July 12, 2018 attached

Alternatives

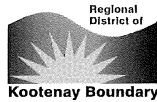
1. Receipt
2. Deferral
3. Approval

Recommendation(s)

That the Board of Directors approve purchasing the Rosenbauer 78' Aerial Ladder Truck with 10% down and balance payable on component completion - Chassis, Aerial Device with balance on completion and Further

That the Board of Directors approve short term financing under a liability under agreement from MFA over a 5 year term for the total of \$1,162,828 plus taxes

and That the Board of Directors approve amendment of the 2018 Five Year Financial Plan for the 10% payment of the purchase price totalling \$124,423 with proceeds from short term financing.



STAFF REPORT

Date: July 12th, 2018 **File:**
To: Mark Andison, CAO Regional District of Kootenay Boundary
From: Jamie Svendsen, Fire Chief-Big White
Re: Purchase of a 78' Quint Aerial Apparatus (Replace Engine 312)

Issue Introduction

A staff report from Jamie Svendsen, Fire Chief-Big White Fire Department regarding the replacement/purchase of a Quint Aerial Apparatus for the Big White Fire Department and recommendation for purchase approval.

History/Background Factors

In 2005 a Fire Protection Assessment of Big White Ski Resort was completed for Fire Insurance Grading Purposes. In this report CGI identified the need for a ladder truck, and was considered to be a critical component in improving fire insurance grading classifications. They also identified that an Aerial ladder service is needed in Big White to meet the community's fire protection/rescue operations. It was also stated that aerial ladders are required within communities when there are five or more buildings three stories or greater. With the continued growth over the past ten years there are very few structures under three stories, the newer ones being built are up to six. Last summer Big White Fire Department responded to a fire in a large four story multi residential structure, crews utilized a contractor lifting device on site to direct water in order to suppress flames in the roof and attic areas. If not for this resource being on site, the loss of this multi-million-dollar structure would have been inevitable due to aggressive fire spread in the attic and roof areas.

The Big White Fire Department has proceeded in attaining quotes for prices from fire aerial apparatus manufacturers to replace the 1995 Anderson Pumper. The Big White Fire Departments Fire Advisory Committee, Area Director and CAO have supported this vehicle replacement, and have advised to attach the recommendation to proceed with the purchase.

Implications

- Vehicle financing has been added into the 5 yr. financial plan starting in 2019. Initial estimate in prior budget of 1,020,000.00 will be updated once the 2019 budget has been completed.
- The total cost will be reduced once contract has been awarded and design confirmed.
- Due to the unprecedented US dollar market prices have only been confirmed for 30 days

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services – Ensure responsible and proactive funding for core services.

6.2 Ensure that our emergency planning is up to date and that we have acquired or identified sources for the resources and services that we need in order to effectively respond to emergencies.

Background Information Provided

- Fire Advisory Committee Approval
- Area Director Support
- Community support, as presented at the town hall meeting
- Proposed estimated costs below

Alternatives

1. Receipt
2. Receipt and defer
3. Receipt and Deny
4. Receipt and Approval to proceed with purchase

Recommendation(s)

That the staff report from Jamie Svendsen, Fire Chief Big White Fire Department be received, AND FURTHER that the Regional District of Kootenay Boundary Board of Directors approve the purchase of a Rosenbauer 78' Aerial Ladder Truck to replace the 1995 Anderson Pumper, from Rocky Mountain Phoenix in the amount of \$1,184,694.60 plus applicable taxes.

RFP Lowest Four Bids

| | <u>Taxes not included</u> |
|---|---------------------------|
| 1. *Associated Fire Safety-75' E-One Aerial Quint | \$1,063,396.59 |
| 2. Rocky Mountain Phoenix-78' Rosenbauer Aerial Quint | \$1,184,694.00 |
| 3. Safetex- Smeal 75' Aerial Quint | \$1,291,100.00 |
| 4. Commercial Equipment-Pierce Enforcer 75'Aerial Quint | \$1,327,995.00 |

**Please note that the lowest bid from Associated Fire Safety could not meet some of the requirements of the RFQ as outlined in the specification section.*

Respectfully submitted:

Concurrence:
(Dept. Head)

Concurrence:
(C.A.O.)



Certified Board Resolution

Big White Aerial Ladder Truck

376-18

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the purchase of the Rosenbauer 78' Aerial Ladder Truck with 10% down and balance payable on component completion - Chassis, Aerial Device with balance on completion.

FURTHER the Board approve short term financing under a liability under agreement from MFA over a 5 year term for the total of \$1,162,828 plus taxes. **FURTHER** that the 2018 Five Year Financial Plan be amended for the 10% payment of the purchase price totaling \$124,423 with proceeds from short term financing.

I, Theresa Lenardon, Manager of Corporate Administration/Corporate Officer do hereby certify the foregoing to be a true and correct copy of Resolution No. 376-18 *Big White Aerial Ladder Truck* as adopted by the Regional District of Kootenay Boundary Board of Directors on August 30, 2018.

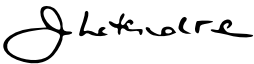
Theresa Lenardon,
Manager of Corporate Administration/Corporate Officer



West Boundary Recreation Grant Application

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

| | | | |
|-----------------------------------|---|--------|------------------------|
| Applicant/Requesting Group | Judy Letendre/Red Earth Medicine | | |
| Mailing Address: | 3990 Highway 3 Rock Creek, BC VOH 1Y0 | | |
| Phone: | 250 449-1849 | Email: | RedEarthWays@gmail.com |
| Contact Person (Representative) | Judy Letendre | | |
| Amount of grant request? | \$1825.00 | | |
| What is the purpose of the grant? | <u>To provide funds to assist the integrated modules of Snowy Tribal Trails 2021 and Snowy Medicine Trails 2021. These modules combine an outdoor snowshoe activity with weekly 2 hour snowshoe treks , an invite for each participant to trek in their own neighbourhood, or a video of exercises that can often be done outside (Fitnation). Snowy Medicine Trails is zoom based program that provides various medicine teachings and provides a platform for participants to share their experiences, learn about plants, and to gather their own medicines from their own land. Both programs encourage physical activity and sharing their experience of being on the land or in movement.</u> | | |
| Who will the grant benefit? | <u>All residents in the Boundary region. The program is inclusive (an Indigenous principle) but immersed in Indigenous teachings facilitated by local Indigenous residents and focusing on relationship to land. The zoom platform allows for many more people to into these teachings, encourage activity, participate and be within any evolving COVID guidelines or health orders</u> | | |

| | | | |
|--|---|---------------------------|--|
| What are the other funding sources for this program/event? | <u>ISPARC, Indigenous Sport, Physical Activity and Recreation Council, possibly Community Forests, Sunrype Food Products for in kind donations of fruit snacks and juices</u> | | |
| Are the participants being charged to participate? | No If yes, how much? _____ | | |
| Estimated # of benefiting participants? | 25-50 | | |
| Where will the program/event be held? | <u>Westbridge area (Kettle Valley Trail, Kettle Valley Recreation Area); virtual by zoom focused on Boundary area</u> | | |
| When will the program/event be held? | <u>Jan 17 – March 14 2020</u> | | |
| Signature of Authorized Representative |  | Date Nov 30 2020 | |

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

| Office Use Only | |
|--|---------------|
| Date Received | |
| Date Presented to the Boundary Community Development Committee | |
| Approved | Denied |
| Amount approved | |

Red Earth Medicine

RED EARTH MEDICINE: Foundation of Indigenous Ways Of Knowing
3990 Highway 3, Rock Creek, BC V0H 1Y0
Email: RedEarthWays@gmail.com

| | OVERALL COSTS |
|---|--------------------------|
| STT and MTT 2021 WINTER PROGRAMS | |
| Snowy Tribal Trails 2021 MODULE | |
| Food and drink- healthy snacks | 240 |
| Transport- gas cards | 350 |
| Safety kit update; COVID | 150 |
| Trail Games weekly challenge | 80 |
| Honorarium- Elder- first session | 75 |
| Honorarium- snowshoe | 480 |
| Honorarium- Helpers | 320 |
| Advertising, social media | 200 |
| Equipment (maintenance and extras as needed) | 200 |
| Other reason-misc. admin costs – forms, signs, etc. | 250 |
| <u>Sub totals STT 2021</u> | <u>2345</u> |
| NOTE: not all participants will receive gas cards | |
| Snowy Medicine Trails 2021 MODULE | |
| Medicine Teachings Coordinator | 500 |
| Medicine making supplies | 500 |
| Marketing and social media management | 460 |
| Weekly games | 160 |
| Honorarium- Elder by zoom 2 sessions | 150 |
| Admin supplies | 50 |
| Celebration games/prizes | 150 |
| Celebration- gifts to Elders, knowledge keepers | 300 |
| Other reason-misc. admin costs | 210 |
| <u>Sub totals SMT 2021</u> | <u>2480</u> |
| <u>TOTALS STT PLUS SMT 2021</u> | <u>4825</u> |
| REVENUE REQUESTS | AMOUNT |
| Community Forests, confirmed | 1000 |
| ISPARC | 2000 |
| RDKB Recreation Grant | 1825 |
| Sunrype in kind | |
| TOTALS | 4825 |
| (SHORTFALL) OR OVERAGE | 0 |

Adjust funding if WB Rec Grant and CF both provide funds and there is overage

Red Earth honours Syilix, Ktunaxa, Sinixt and Secwepemc nations who have cared for these lands for millennia

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

November 3, 2020

Date Project

Washroom and Meeting Room Upgrade/Retrofit

Title

Applicant Contact Information:

| | | | |
|----------------------|--|---------|--------------|
| Name of Organization | Rock Creek & Boundary Fair Association | | |
| Address | PO Box 83, 3880 Kettle Valley Road S, Rock Creek, BC V0H 1Y0 | | |
| Phone No. | 250-446-2465 | Fax No. | 250-446-2639 |
| Email Address | Rcfair.gm@gmail.com | | |

**Director(s) in Support
Of Project**

Vicki Gee

Area

E

Additional Amount Requested

\$10,500.00

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.

During the demolition phase of the project, black mold was discovered on the drywall behind the rubber cove base along all and exterior walls and some interior walls of the washrooms. The cause of the moisture along the exterior walls was the lack of moisture barrier along the foundation/footings during original construction. The cause of moisture/mold issue on some of the interior walls is due to various historical water incidents (toilet over flows) that were not properly remediated when they occurred causing mold to grow over time. This summer we excavated along the exterior walls, applied a moisture barrier and moisture membrane along the foundation wall. We also installed a drain pipe which connects to a drain and rock pit in the parking lot to move the moisture away from the building. For the interior, we replaced all of the old toilets some years ago and have not had any incidences since.

In order to treat the mold we need to remove the drywall. Due to the age of the building the drywall contains asbestos which necessitates hiring an abatement company to come in and remove all of the contaminated material from the washrooms to ensure a healthy and safe environment.

This will extend the project timeline by approximately one week and estimate the project will be completed by mid-January 2021.

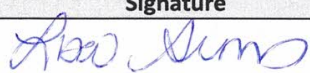
2. Revised total project budget.

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 |
|------------------------------|---------------------|---------------------|--------------------|
| General Conditions | \$41,531.00 | \$41,531.00 | \$0.00 |
| Site Construction-Demolition | \$1,140.00 | \$11,640.00 | \$10,500 |
| Wood & Plastics | \$4,324.00 | \$4,324.00 | \$0.00 |
| Thermal & Moisture Controls | \$165.00 | \$165.00 | \$0.00 |
| Doors & Windows | \$3,823.00 | \$3,283.00 | \$0.00 |
| Finishes | \$24,058.00 | \$24,058.00 | \$0.00 |
| Specialities | \$10,724.00 | \$10,724.00 | \$0.00 |
| Mechanical | \$13,870.00 | \$13,870.00 | \$0.00 |
| Electrical | \$10,355.00 | \$10,355.00 | \$0.00 |
| TOTAL | \$109,990.00 | \$120,490.00 | \$10,500.00 |

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 |
|---|-----------|------------------|
|  | Lisa Sims | November 3, 2020 |



Okanagan Demolition LTD.

2151 Richter Street

Kelowna BC V1Y 2N9

250 863 1032

estimating@okanagandemolition.ca

Date: October 29, 2020

Expiration Date: October 29, 2021

Prepared For: Plan B Contractors

Attention: Justin Cromarty

| Salesperson | Job | Payment Terms | Due Date |
|-------------|----------------------|-------------------|-------------------|
| Peter Morel | Rock Creek Abatement | Due on completion | Due on completion |

| Item | Rate |
|---|----------|
| Men & Womans bathroom - Asbestos & Mold remediation | \$10,500 |
| 446 Sqft VCT & Ceiling & 190 feet walls containing asbestos compound (Including disposal of asbestos materials) | |

| | | |
|------------------|----|-----------|
| Subtotal: | \$ | 10,500.00 |
| GST: | \$ | 525.00 |
| Total: | \$ | 11,025.00 |

This is a contract on the goods named, subject to the conditions noted below:

- All appropriate tools, equipment and safety protection will be provided by Okanagan Demolition. Only qualified persons will be permitted to use this equipment.
- All asbestos abatement work will be contracted through Okanagan Abatement Ltd.
- Both Okanagan Demolition and Okanagan Abatement are insured up to \$5,000,000 liability, are bonded up to \$1,000,000.00, and carry their own WCB coverage.
- This proposal is property of Okanagan Demolition Ltd and any attempt to copy pricing is prohibited unless agreed upon.
- Unexpected layers or unexpected flooring will be an added cost to the owner or general contractor.
- If any uncertainty of asbestos or lead in unexpected materials, a hazardous material test may be billed and an extra. If hazardous material is found, an additional price will be immediately sent to the owner or general contractor for approval prior to completing the work.
- Okanagan Demolition reserves the right to bill an extra if unforeseen technical issues occur and effect the working ability to move at the constant pace estimated.
- The area of demolition work to take place must be ready for our scope prior to starting and a location must be available for multiple bins.
- All numbers are directed to the demolition keynotes on the Architectural Demolition plans, if applicable.
- Okanagan Demolition is not responsible for MINOR damage caused during the Demolition process.
- Payment is due on completion. Please make out any asbestos abatement payments towards Okanagan Abatement Inc.
- A work schedule may be provided upon request.
- By accepting this proposal you are agreeing to these terms.
- **A 50% Deposit will be required on signing and scheduling to start project**

To accept this proposal, please print and sign name below and return the document:

Justin Cromarty

From: Geoff Kelemen <Geoff@napp.ca>
Sent: October 29, 2020 11:55 AM
To: Justin Cromarty
Subject: RE: Rock Creek

Justin probably looking at \$15,000 plus tax

Geoff Kelemen
Area Manager
NAPP Enterprises Ltd
Kelowna

From: Justin Cromarty <justin@planbcontractors.com>
Sent: October 29, 2020 10:43 AM
To: Geoff Kelemen <Geoff@napp.ca>
Subject: RE: Rock Creek

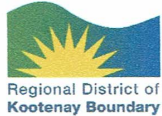
How much to remove both bathrooms completely with flooring removed as well

Justin Cromarty
Project Manager

PLAN B CONTRACTORS INC.
#4 – 715 Evans Court, Kelowna, BC V1X 6G4
D: 250.215.5542
www.planbcontractors.com



A PLAN B GROUP COMPANY



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 | Bridesville Community Club | | |
| Address | 5724 Bridesville Townsite Rd. | | |
| Phone No. | 250 495-4877 | Fax No. | |
| Email Address | contact Ed Brouwer: aka-opa@hotmail.com | | |

Director(s) in Support
Of Project

Area

Amount Required

Is your organization a (please check where appropriate):

☒ Not-For-Profit/Charity ☒ Society # S-000-6011 ☒ Community Organization

Land Ownership – Please check one of the following:

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

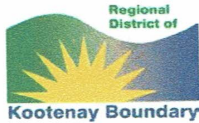
Do you have the Landowner's written approval to complete the works on the land(s)?

☐ 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) |
|----------------------------|--|
| Bridesville Community Club | 5724 Bridesville Townsite Rd Lot 2 Plan KAP58882 Lot 491 Similamean Div of Yal |

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:

S-000-6011

Society # S-000 6011

We have received numerous complaints regarding "bad air" in and around the stage area. We have noticed water stains in the ceiling panels and contributed it to a leak in the roof. When the contractor removed a ceiling panel he discovered there was a small leak under the main hall overhang. However that was not the cause of the staining.

The Stage area is an addition to the hall with a metal clad roof. When it was constructed there was no insulation installed this has allowed condensation to build up and drip down on the ceiling panels. Over the years not only did it stain the panels but it produced a mold to grow throughout the area between the metal and the ceiling.

Upon further inspection it was discovered that the walls and ceiling sheets of hardboard have become laden with mildew and mold. To repair and prevent this from happening again we will need to:

strip existing paneling on the ceiling and walls right down to the framework.

remove strapping from bottom of rafters fix roof where signs of leaking

build new 2x4 exterior walls

spray on R40 insulation on ceiling

install R14 fiberglass batting on exterior walls

upgrade wiring / lights

install new drywall on ceiling and walls prime and paint with two finish coats safe

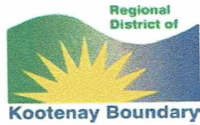
removal of old building materials

We have lined up Robert Malina (Boundary Genuine Construction Ltd). Mr Malina has done a most impressive job last year when he completed our addition of kitchen, office and storage area.

We also lined up Urs Grob from Sidley Mountain Technics as our electrician. Mr Grob has helped BCC in the past and has always been dependable.

Our time line to complete this project is Nov-Dec 2020.

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:

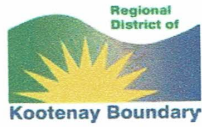
Upgrading (removing the moldy wood and installing insulation will do three things;

First and utmost completion of this project will provide a healthier environment for those using the hall.

A few weeks back when Robert Malina removed several of the worst of the moldy ceiling panels from the back stage (so we could assess the scope of the project) there was an immediate change in the air quality.

Second - by insulating the metal roof we will eliminate the condensation issues which caused the mold to build up.

Third - by insulating the metal roof and exterior walls there will be a notable savings in our heating expenses.



1.2 Project Outcomes:

At the completion of this project the Bridesville Community Hall will be a healthier, more cost efficient building.

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:

| | | |
|------------------------------------|----------------------------------|----------------|
| Ed Brouwer - BCC President | Art Harfman - BCC Vice President | Erhard Unger - |
| BCC Building Manager | | |
| Robert Malina - General Contractor | | |
| Urs Grob - Electrician | | |

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 (\$) |
|--------------|--------------------------------------|--------------------|
| Construction | strip out moldy materials | |
| | remove strapping from ceiling | |
| | repair roof | |
| | construct 2x4 exterior walls | |
| | spray on R40 Insulation | |
| | install R14 fiberglass batting | |
| | install drywall on walls / ceiling | |
| | prime / paint (two finish coats) | |
| | remove and disposal of old materials | \$20,100.00 |
| | Install 12 LED lights | |
| | Repair wiring in stage area | |
| | Install Sub-Panel | |
| | Replace receptacles | \$4,756.05 |
| | BCC does not have a GST # | |
| | GST | \$1,229.51 |
| | Total | \$26,085.56 |

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

Additional Budget Information

As you realize it is difficult for us to raise this amount of finances especially with Covid restrictions. Our two major fund raisers, the Rock Creek Fall Fair and the Christmas Craft Fair have been canceled.

BCC does not have a GST #

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**

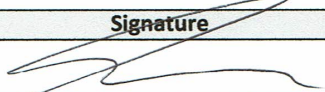
Schedule of Payments

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 |
|---|------------|--------------|
|  | Ed Brouwer | OCT 12, 2020 |

BOUNDARY GENUINE CONSTRUCTION LTD.

P.O.Box 45, ROCK CREEK, BC

TEL: 250-449-5110

TO: BRIDESVILLE COMMUNITY HALL

BRIDESVILLE, BC

August 4th, 2020

RE: E S T I M A T E

Dear Sir/ Madam,

We are pleased to present to you our Estimate Budget for upgrading Community Hall in Bridesville BC, as we spoke about on the site recently.

SCOPE OF THE WORK:

- strip existing paneling on the ceiling and walls on stage to the framing members
- removing strapping on the bottom of rafters
- fixing the roof when necessary
- build new 2"x4" exterior walls
- spray on R 40 insulation on the ceiling and R 14 fiberglass batts on exterior walls
- new drywall on ceiling and walls
- priming, painting with 2 finish coats
- rubbish removal

Total Estimate Budget price is \$ 20,100;- CAD plus GST. The price is included all material, labor and fees.

It should be realized that any unexpected surprises such as condition of the roof or exterior walls or adding work may affect the final cost.

If you have any question or need more information, please call me at 250-449-5110 anytime.

Best Regards,

Robert Malina

A handwritten signature in black ink, appearing to read "Robert Malina", written in a cursive style.

Boundary Genuine Construction Ltd.



QUOTE

| | | | |
|----------------------------|---------------------------|---------------------------------------|---|
| Bridesville Community Club | Job No SMT19496 | Date 04 October 2020 | Sidley Mountain Technics Electrical contractor |
| | Reference Stage | Expiry Date 01 January 2021 | 6435 Sidley Mountain Road Bridesville BC V0H 1B0 |
| | | Quote Number QT00090 | 250 689 01 40 info@sidleymountain.com |
| | | | |

New light for Stage

6 LED lights over the stage
6 LED lights beside and behind the stage
Repair exiting 3 lights in front of the stage

Subpanel from the main panel 80A.
New receptacle beside the new panel

Replace existing light bulbs in the main room with LED bulbs.
Fix existing fluorescent lights in the main room

| Description | Quantity | Unit Price | Amount |
|--|----------|------------|----------|
| Lights | | | |
| LED/A19/S4/15W/30K/STD (66189) | 9 | 8.40 | 75.60 |
| Standard Products® LED Lamp Traditional Replacement A Shape, A19, 1630 lumens, Avg Life 25000 hrs, Warm White, Dimmable, 112 lumens per watt, 3000k, Med Base E26, 15w | | | |
| LED lights white | 12 | 29.80 | 357.60 |
| Installation for 12 lights | 1 | 1,550.00 | 1,550.00 |
| 1 new switch | | | |
| 1 new dimmer | | | |
| Replace bulbs in the main room | | | |
| Replace dimmer | | | |
| DDL06-BLZ | 3 | 66.25 | 198.75 |
| Leviton® Decora™ 3-Way Universal Digital Dimmer With Bluetooth™ Technology, 120 VAC, 1 Pole, White | | | |
| | | Total | 2,181.95 |
| Breaker panel | | | |
| Loadcentre Siemens Main 24/48 100 A 240 V X252 | 1 | 77.1906 | 77.19 |
| Breaker Siemens Push-IN 10KA 2 P 80 A X221 | 1 | 115.3668 | 115.37 |

| | | | |
|--|----|----------|----------|
| Breaker Siemens Push-IN 10KA 1P 15A | 4 | 8.001 | 32.00 |
| Small parts Small parts (screws, staples, straps, tape, and connectors up to 3/4 inch) | 1 | 42.00 | 42.00 |
| ACWU Cable #2 3C | 38 | 8.90 | 338.20 |
| Install cable | 1 | 1,650.00 | 1,650.00 |
| Install Breaker panel | | | |
| Connect panel | | | |
| Install receptacle | | | |
| | | Total | 2,254.76 |

Permit

| | | | |
|---|---|--------|--------|
| Permit A Administrative cost Permit | 1 | 53.34 | 53.34 |
| Permit Contractor Installation Electrical Permit No GST Safety Authority BC | 1 | 266.00 | 266.00 |
| | | Total | 319.34 |

| | |
|--------------|----------|
| Subtotal | 4,756.05 |
| Total 5% GST | 224.51 |

Total CAD 4,980.56



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 | Beaverdell Community Club & Recreation Commission (BCC&RC) | | |
| Address | 5841 Highway 33, PO Box 114, Beaverdell, BC V0H 1A0 | | |
| Phone No. | 250-212-8368 | Fax No. | N/A |
| Email Address | bernardmayer8@gmail.com | | |

Director(s) in Support
Of Project

Area

Amount Required

Is your organization a (please check where appropriate):

☒ Not-For-Profit/Charity ☒ Society # 85047 6920 BC0001 ☒ Community Organization

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

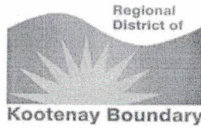
Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

| Registered Owners of Land | Legal Description of land(s) |
|---------------------------|--|
| Teck Recourses Ltd. | 124 Beaverdell Station Road, DL 2364, LD 54, PID 015-104-630 |

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8

Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990

Email: admin@rdkb.com · web: rdkb.com



Application Contents – must include all of the following:

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

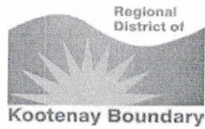
1. Eligible Project Description including timeline:

The entire project includes to build a gravel road from the Beaverdell Station Road along the Ball Park down to the River. The waterless toilet building will be located between the Ball Park and the River Beach. (Attached Photo) All that land is owned by Teck Resources, and the BCC&RC has a Agreement Contract to use it and build the above project. Teck Resources realised it will be of great benefit to the community, Ball Park user, Beach users and tourists to support that project. Teck Resources donated \$ 10,000.00 to the BCC&RC to be able to start the project. With this donation, we where able to build the gravel road, site preparation for the building, and some parking area in front of the future building, completed and paid for. This application is for buying the Holding Tank, construct and finish the Building to the final stage. Quoted budget for that phase of the project is \$ 12,544.14. The total timeline for the project is 3 years, including this year we are working on. The next phase can start soonest we have the funding secured.

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8

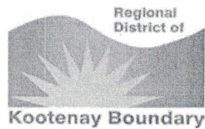
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990

Email: admin@rdkb.com · web: rdkb.com



1.1 Project Impact:

The current situation for Ball Park users, tourists and residents was not safe and health hygiene appropriate. The portable porta potties are in such unsafe and unusable condition, the ball teams cannot hold any tournaments or games anymore. The access road before was in an unusable condition for vehicles.



1.2 Project Outcomes:

In the past, the Ball park was used by the Beaverdell Ladies Softball Team, a league that includes teenage girls and host teams from other communities. The community came out to watch, the proximity to the Rail Trail attracted tourists, people came out and used the swimming hole at the river. All that stopped the last couple of years because of the unsafe conditions of the area. When we finish the project, it will be a total new attraction for the Beaverdell area.

1.3 Project Team and Qualifications:

Myerslake Contractor to build the structure for the Waterless Toilet, Kettle River Concrete to build the pad with handicap ramp, and local Volunteers assisting in the project.

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 (\$) |
|------------------------------------|--|-----------------------|
| Pit Toilet Tank RKC900 | Underground Polyethylene Holding Tank with 2 lids, delivered to Kelowna | \$ 1,665.68 incl. tax |
| Concrete Pad | Concrete delivered to Beaverdell on site and build, 16' x 14' x 6" high, including handicap ramp | \$ 1,113.33 incl. tax |
| Building Material | Wood frame construction, Building 13' x 8' x 9' high | \$ 8,960.00 incl. tax |
| Roof Material | Plywood, Metal sheet's and ridge | \$ 482.25 incl. tax |
| 2 x Toilet Pedestal's & Grab Bar's | Two Toilet Pedestal's and two Handle Bar's for handicap | \$ 642.88 incl. tax |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total | | \$12,864.14 |

Additional Budget Information

Volunteer work to clean-up and prepare for the location, value \$ 2,420.00 finished.
 Site preparation and road builder contractor work donation value, \$ 2,765.00 finished.
 Future cost estimate for parking area to finish and 2 toilet stems, \$ 1,500.00

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**

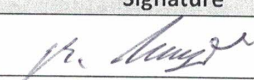
Schedule of Payments

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 |
|---|---------------|--------------------|
|  | Bernard Mayer | September 22, 2020 |

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.



Beaverdell Community Club & Recreation Commission

5841 Highway 33 P.O. Box 114 Beaverdell, BC V0H 1A0

Email: beaverdellccboard@gmail.com

Phone: 250-212-8368 Bernard Mayer, BCC&RC President

Email: bernardmayer8@gmail.com

Monday, November 30, 2020

**Waterless Toilet Building, two single rooms, Post & Beam Construction
estimated cost.**

- | | |
|--|-------------------|
| 1. Road & Site preparation completed | \$ 10,662.75 paid |
| 2. Excavation/refill for Holding Tank, included in paid contract | |
| 3. Underground Cistern/Holding Tank, 900 Gal. | \$ 1,665.68 Quote |
| 4. Concrete Pat, approximately 16' x 14' | \$ 1,113.33 Quote |
| 5. Building, constructed 14' x 8' x 9' high | \$ 8,960.00 Quote |
| 6. Roof Material | \$ 482.25 Quote |
| 7. Pedestals & Grab Bars | \$ 321.44 Quote |

Total cost quotes**\$ 12,542.70**River Beach clean-up and preparation done by volunteers, Value: **\$ 2,420.00**Contractor work financial donation included in contract: **\$ 2,765.00****Other future costs for River Beach Project:**

- | | |
|--|----------------------|
| Parking area, gravel finishing | \$ 1,000.00 Estimate |
| 2 toilet stems, (culvert tubes) installed 30" x 4' | \$ 500.00 Estimate |



Teck Resources Limited
Canadian Legacy Properties
Bag 2000
Kimberley, B.C. V1A 3E1

Brian McKenzie
Land Administrator
Teck Legacy Properties

+1250 427 5740 Direct
+1 250 427 8404 Tel
Brian.mckenzie@teck.com

August 20, 2019

Planning and Development
Regional District of Kootenay Boundary
202 843 Rossland Avenue
Trail, B.C. V1R 4S8

To whom it may concern

Reference: Permission letter to Beaverdell Community Club and Recreation Commission (BCCRC)

Please accept this letter as permission from Teck for the Beaverdell CC&R Commission to place a pump-out washroom at approximately the location highlighted on the attached map, or such other location as the RDKB planners and BCCRC both determine to be appropriate on the area of folio 19-713-05169.000 that is south of the Beaverdell Ball Field.

Sincerely,

A handwritten signature in cursive script that reads "Brian McKenzie".

Brian McKenzie
Land Administrator, Legacy Properties
Teck

cc. G. Murdoch, Project Manager, Teck Resources Ltd.; K. Willman, Manager Engineering and Reclamation, Teck Resources Ltd.
Bernard Mayer, President Beaverdell Community Club and Recreation Commission

Building Quote

Water less toilet for Beaverdell
to myerslake1325

Hi Dara,

We would like to build a water less toilet like in Westbridge. Unfortunately, we have not enough trades and volunteers in Beaverdell to do this on our own. The location would be between the Ballpark and the future Public Kettle River Beach. The land is owned by Teck Resources, and we have a land use contract to do this.

Could you please give us a quote for the Building structure and contractor price to build it?
Structure size 13' x 8' x 9' high, = 104 sq.ft.

Regards,

Bernard Mayer,
President of the BCC&RC

John Lindquist

Dec 10, 2019, 4:56
PM

For me to install with doors, roof, and wall \$ 8,000.00/ **\$ 8,960.00 incl. Tax**, Thanks John

Bernard Mayer <bernardmayer8@gmail.com>

Dec 10, 2019,
7:07 PM

to John

Hi John,

Thanks for the quote, we accept the price of **\$ 8,000.00** included delivery, all materials and building the structure to look-up stage.

Regards,

Bernard

John Lindquist

Tue, Dec 10,
4:58 PM

to me

If it's a go I need 40% down to start.

On Tue, Dec 10, 2019, 4:56 PM John Lindquist, <myerslake1325@gmail.com>

Tuesday, January 8, 2020

Quote for concrete pad.

from: Private Email <info@krcl.ca>
to: Bernard Mayer <bernardmayer8@gmail.com>
date: Jan 8, 2020, 8:39 AM
subject: RE: Quote for concrete pad, 16' x 14' x 6" with handicap ramp.
mailed-by: krcl.ca

Good Afternoon Bernard,

I have some prices for you as follows

Here is your new quote.

32mpa @ 156.68 per yd
1% High Early @ 6.38 per yd
Hot Water @ 10.75 per yd

Delivery to Beavardell on site, is **\$125.00.**

Estimated total for 5 yards and delivery to Beavardell is **\$ 1,113.33** taxes included.

If there is anything else, please do not hesitate to let me know.
Cheers

Sheila DuMont

Kettle River Concrete
(250)446-2006
P.O. Box 122
Rock Creek, B.C. V0H 1Y0
www.osoyoosreadimix.com

Beaverdell Community Club & Recreation Commission

5841 Highway 33 P.O. Box 114 Beaverdell, BC V0H 1A0

Email: beaverdellccboard@gmail.com

Phone: 250-212-8368

Bernard Mayer, President Email: bernardmayer8@gmail.com



This is an inquiry for a quote to build a log home style waterless toilet in Beaverdell at our Ball Park, River Beach and KVR area.

The pictures of the washroom build in Westbridge, BC (Community Hall Area) as an example.

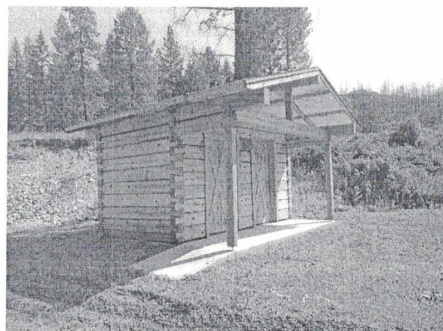
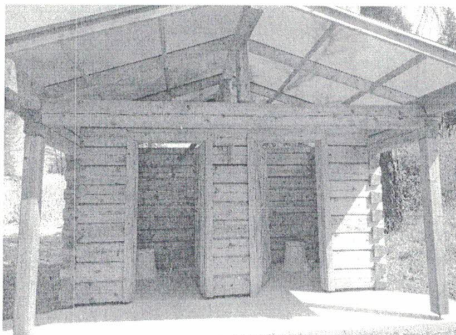
Please Quote the Concrete Pat, approximately 16' x 14' with Handicap Ramp.

Please let us know if you can help us.

Sincerely,

Bernard Mayer,

President, BCC&RC



Gmail - Pit toilet tank



Bernard Mayer <bernardmayer8@gmail.com>

Pit toilet tank

2 messages

Canwest Tanks <canwest.tanks@gmail.com>
To: bernardmayer8@gmail.com

Fri, Oct 25, 2019 at 2:30 PM

Hi Bernard , we can supply the tank however our supplier of Toilet stems has gone out of business and sold his mould .
So we can supply tank just not the toilet stem
PKC900 is \$1389.00
We can get the tank to Kelowna but from there it is difficult .
Canwest Tanks & Ecological Systems Ltd
11975 Old Yale Road, Surrey
B.C. V3V 3X4
Tel: 604.580.3030
Fax:604.580.1171
Email: canwest@direct.ca , canwest.tanks@gmail.com
Web: www.canwest-tanks.com

Bernard Mayer <bernardmayer8@gmail.com>
To: Canwest Tanks <canwest.tanks@gmail.com>

Fri, Oct 25, 2019 at 2:56 PM

Thank you for the quote. Can we use a culvert tube instead the toilet stem, and if so, what would be the material and diameter we need?
If you deliver the tank to Kelowna, do you have a dealer representative business there?
Is your given price quote above including tax and delivery to Kelowna?
If we get this project approved, we will install the tank in the spring of 2020.

Regards,

Bernard

[Quoted text hidden]

06/11/2019

Gmail - New message from Canwest Tanks & Ecological Systems Ltd



Bernard Mayer <bernardmayer8@gmail.com>

New message from Canwest Tanks & Ecological Systems Ltd

1 message

noreply@yp.ca <noreply@yp.ca>
To: bernardmayer8@gmail.com

Tue, Jun 11, 2019 at 8:32 AM

**Canwest Tanks & Ecological Systems Ltd sent you a message**

11975 Old Yale Rd, Surrey BC V3V3X4

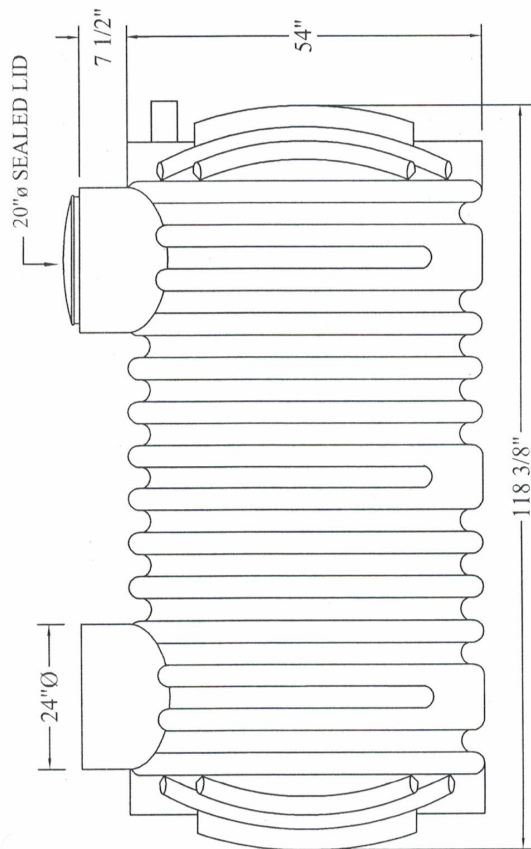
Price is \$1489.00 plus tax FOB our yard *\$ 1,665.68 incl. Tax*

June 11, 2019 · 08:32:16

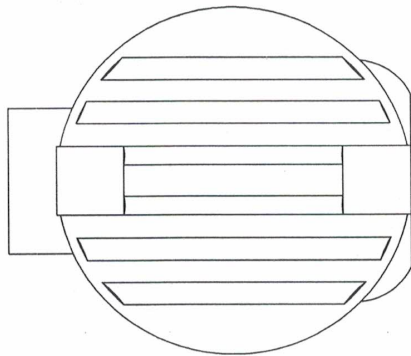
Reply

You are receiving this email because you requested a service to this company on YP.ca.

[Help](#) · [Terms of use](#) · [Privacy statement](#) · [Report spam & block](#)Copyright © 2019 [Yellow Pages Digital & Media Solutions Limited](#). All Rights Reserved.<https://mail.google.com/mail/u/0?ik=9fd80e75e5&view=pt&search=all&permthid=thread-f%3A1636058674409301688&simpl=msg-f%3A16360586744...> 1/1



SIDE VIEW

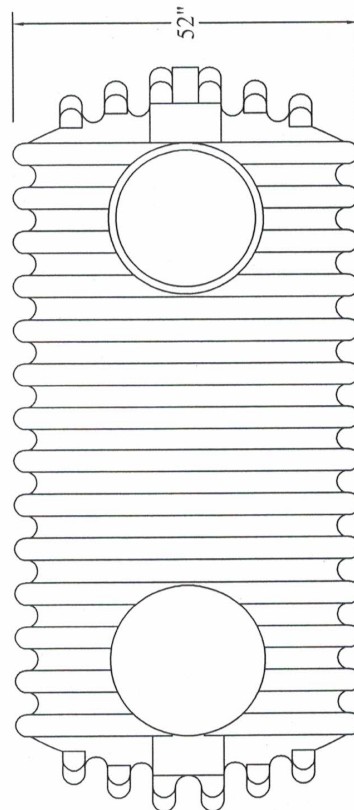


END VIEW

Note:

Fittings to be specified; material, elevation, & orientation.

| Total Capacity | |
|----------------|-------|
| Imp. Gal. | 900 |
| U.S. Gal. | 1,080 |
| Liters | 4,091 |



TOP VIEW

BURIAL DEPTH IS 2' EARTH COVER
THE BURIAL INSTRUCTIONS MUST BE FOLLOWED

Canwest Tanks & Ecological Systems Ltd.

11975 Old Yale Road
Surrey, B.C. V3V 3X4
Canada
Tel: 604-580.3030
Fax: 604-580.1171
Email: canwest@direct.ca



DESCRIPTION:

Mod. No. RKC900
POLYETHYLENE HOLDING TANK
GENERAL ARRANGEMENT DRAWING

CLIENT:

PROJECT:

DWG. No.

SCALE

ISSUE

N.T.S.

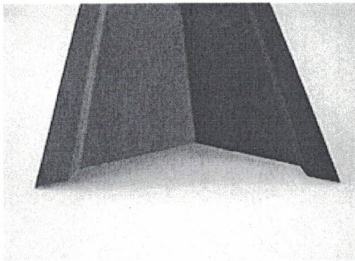
DWN BY:

LEIF J.

REV.

SHEET

Home Depot - Roof Material

Westman Steel Tough Rib Melchers Green 8 ft
 $\$29.97 / \text{each} \times 8 = 240.00 \text{ plus tax } 28.00 \quad \text{Total } \$ 268.00$
Westman Steel Ridge Roll Melchers Green 10 ft6 inches
 $\$26.87 / \text{each} \times 1 = 27.00 \text{ plus tax } 3.25 \quad \text{Total } \$ 30.25$

Plywood for roof sheeting

3/4 inch 4 ft x 8 ft Standard Spruce Plywood Tongue & Groove

 $\$ 41.00 \text{ each} \times 4 = 164.00 \text{ plus tax } 20.00 \text{ Total } \$ 184.00$
Total: \$ 482.25

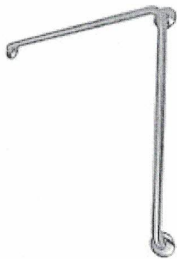
September 14, 2020

Toilet Pedestals & Grab Bar 2x

Frost Grab Bar 30 Inchx30 Inch 1 1/4 Inch Diameter 2x

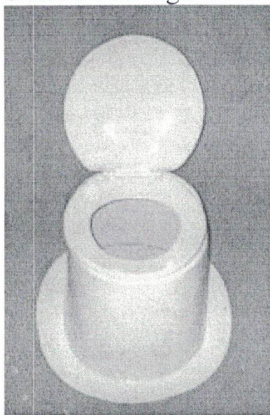
Model # 1003SP3030|Store SKU # 1001097330

\$112.00 / \$ 125.44 incl. Tax each



Outhouse Toilet Pedestals 2x

Standard configuration - 14", bottom flange: \$175.00/ \$ 196 incl. Tax each



Far North Fiberglass

49D MacDonald Road

Whitehorse, Yukon

Canada Y1A 4R1Email: fnf@northwestel.net Telephone: 867-393-2467

Toll-free: 1-866-324-0558

Fax: 867-393-2365

Total \$ 642.88 incl. Tax



Regional District of
Kootenay Boundary

Staff Report

| | | | |
|--------------|--|----------------|-------------------|
| RE: | Parkland Provision for Subdivision – 1107439 B.C. Ltd. | | |
| Date: | December 9, 2020 | File #: | E-1909s-04955.000 |
| To: | Chair Langman and members of the Board of Directors | | |
| From: | Danielle Patterson, Planner | | |

Issue Introduction

Staff presents a parkland provision cash-in-lieu proposal for consideration by the Regional Board to meet the Regional District of Kootenay Boundary's (RDKB) entitlements under Part 14, Division 11, Section 510 of the *Local Government Act*, for a proposed subdivision in Electoral Area E/West Boundary, along Highway 33, south-east of the Idabel Lake Road turnoff (see Attachment 1 – Site Location and Subject Property Maps).

| Property Information | |
|---------------------------------|---------------------------------------|
| Owner(s): | 1107439 B.C. Ltd., Inc. No. BC1107439 |
| Agent: | Ken Flett |
| Location: | 8930 Highway 33 |
| Electoral Area: | Electoral Area 'E'/West Boundary |
| Legal Description: | District Lot 1909s, SDYD |
| Area: | 61.5 ha (152 ac) |
| Current Use(s): | Vacant |
| Land Use Bylaws | |
| OCP Bylaw No.: | NA |
| DP Area: | NA |
| Zoning Bylaw No.: | NA |
| Other | |
| ALR: | NA |
| Waterfront / Floodplain: | Clark Creek and Kallis Creek |
| Service Area: | NA |

History / Background Information

The subject property is surrounded by the Agricultural Land Reserve (ALR) and Crown Land. In April 1985 both the RDKB's Planning and Development Committee and the Board of Directors recommended support for the subject property to be excluded from the ALR for subdivision and sales purposes. In September 1985 the Agricultural Land Commission (ALC) approved the exclusion request.

On November 5, 2020, the Electoral Area Services Committee received a staff report for a 27 lot subdivision (including one common access lot). The report stated that in the absence of an Official Community Plan (OCP) for the area, the owner has the option of

Page 1 of 3

C:\Users\MCiardullo\Desktop\VPN Uploads\Board Items\December 9 2020\2020-12-09_1107439Flett_ParklandProvision_Board.docx

providing either park land that is acceptable to the RDKB or cash in lieu to meet parks provision requirements. The Advisory Planning Commission (APC) comments and the staff report were forwarded to the Ministry of Transportation and Infrastructure (MoTI).

The applicant has now advanced their subdivision plans. Making arrangements to meet the park provision requirements of the RDKB is one of the steps required before further consideration of their subdivision by the MoTI.

Proposal

In communications with staff, the applicant chose the option to pay monies to the RDKB to meet the parks provision requirement.

In communications with the applicant, staff arrived at a figure of \$14,800 for the proposed subdivision and the applicant is in agreement with the dollar value. The applicant understands staff make a recommendation and that the final decision on the cash in lieu value, to a maximum of five percent of the market value of the land, rests with the Regional Board.

Implications

Part 14, Division 11, Section 510(6) of the *Local Government Act* states that if the owner is to pay money to the RDKB, the value of the land is whichever the following is applicable:

“(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.”

To arrive at a cash amount, staff used the current BC Assessment property assessment as a guide. This is a suitable option when the land does not contain any works necessary as part of subdivision, the subject property is not zoned, and there is no contention between the RDKB and the property owner on variable/market value of land.

As the RDKB does not have a Parkland Provision Policy, staff utilized the Province of BC's Parkland Acquisition Best Practice Guide¹ for arriving at a final cash amount due to the presence of a wetland and the two creeks that intersect the subject property. Based on this guide, best practice is to remove the areas of these creeks and their floodplain

¹ Province of British Columbia. *Parkland Acquisition Best Practice Guide*. 2006 Available from https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/finance/parkland_acquisition_best_practices_guide.pdf

setbacks and the area of the wetland from the total land area when calculating a dollar value.

Based on the BC Assessment property assessment, a five percent cash value, applied equally across the entirety of the property is \$17,100. Following best practices, 8.3 ha is removed from consideration (see Attachment 2 – Park Provision Excluding Water Features Map), for a final amount is \$14,100.

Recommendation

That the staff report regarding payment for parks purposes in the value of \$14,800, for the proposed subdivision of the parcel legally described as District Lot 1909s, Similkameen Division Yale Land District, in Electoral Area E/West Boundary located 8930 Highway 33, be received, and further, that staff forward comment to the Ministry of Transportation and Infrastructure and land owner that the Regional Board approves the payment for parks purposes as presented.

Attachments

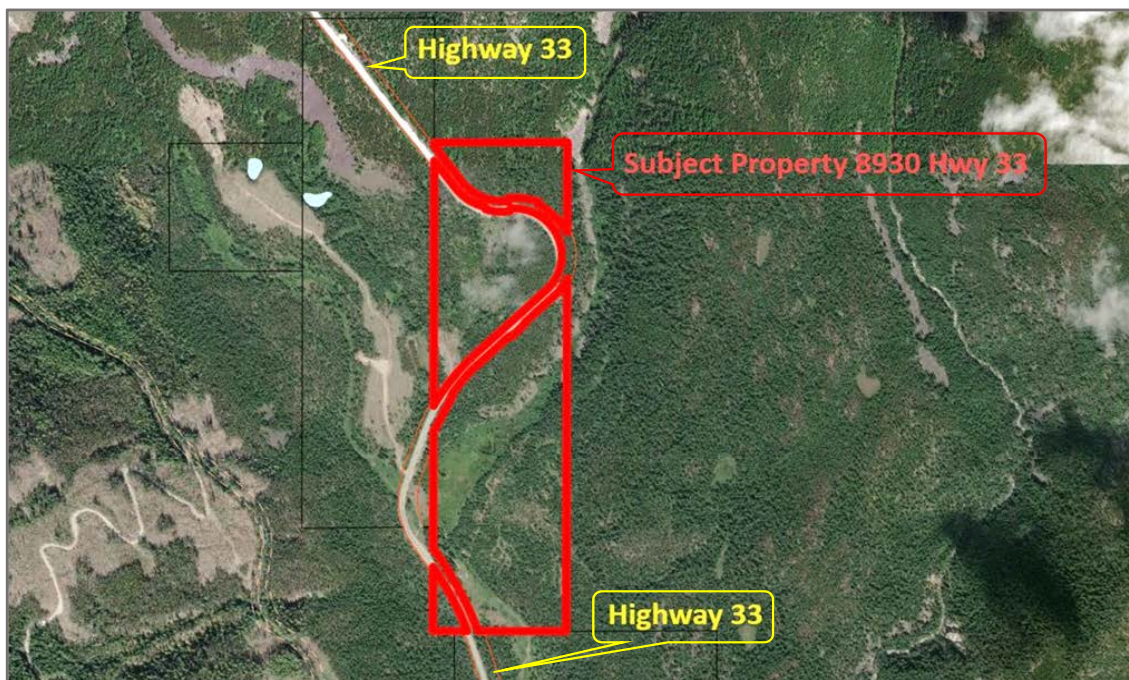
1. Site Location and Subject Property Maps
2. Park Provision Excluding Water Features Map

Attachment 1

Subject Location Map



Subject Property Map



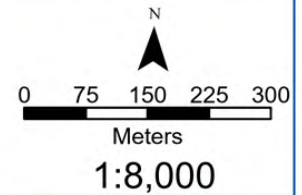


Regional District of
Kootenay Boundary

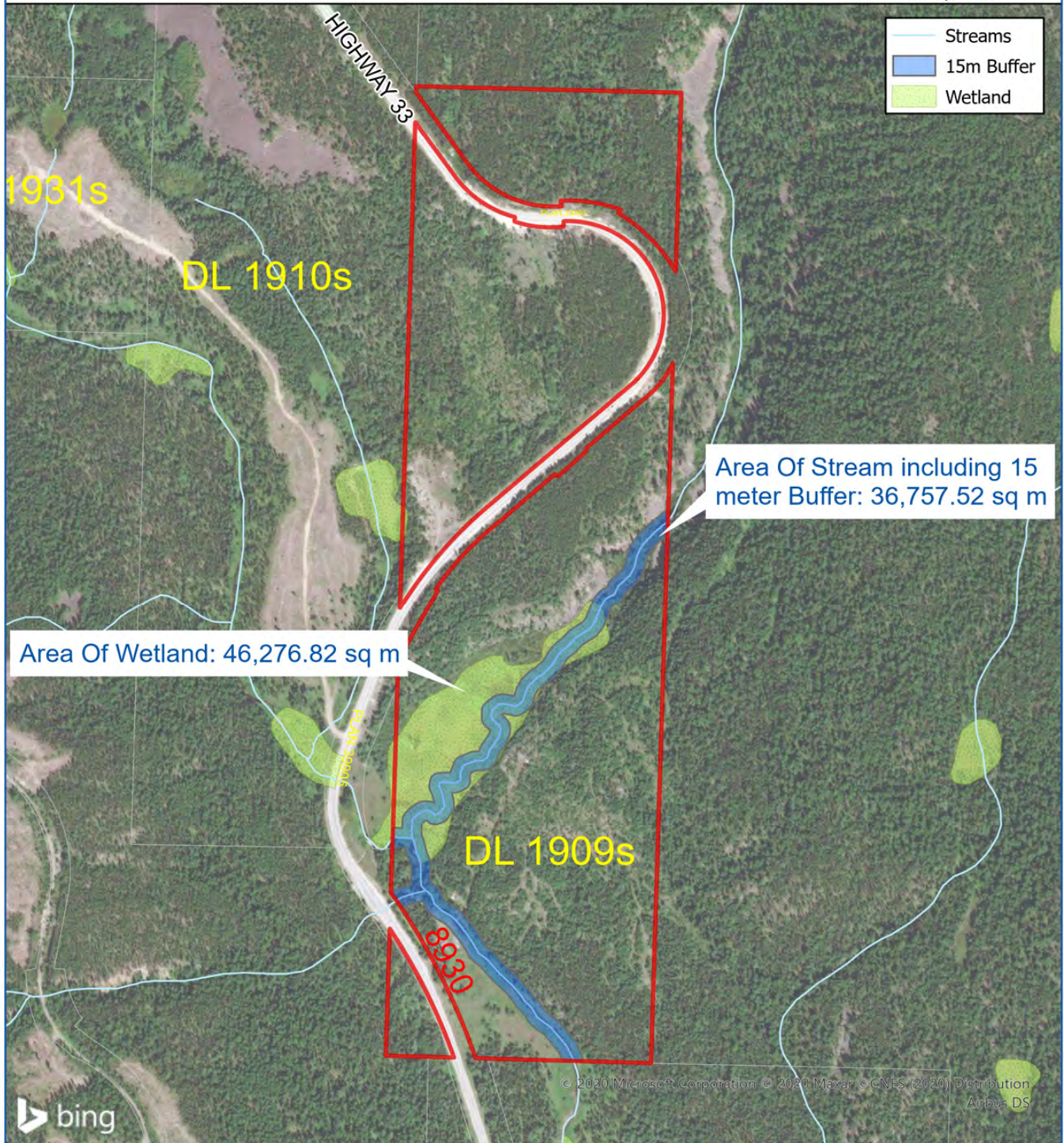
Date: 2020-11-23

Parkland Provision Excluding Water Features

District Lot 1909S,
Similkameen Div of Yale Land District



- Streams
- 15m Buffer
- Wetland



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

Document Path: PD\EA 'E'\E-1990s-04955.000\2020-11-23_ParklandProvision_E-1990s-04955.000_8930Hwy33.pdf



Staff Report

| | | | |
|--------------|--|----------------|-------------------|
| RE: | Parkland Provision for Subdivision – 1165048 BC Ltd. | | |
| Date: | December 9, 2020 | File #: | E-1208s-04660.000 |
| To: | Chair Langman and members of the Board of Directors | | |
| From: | Danielle Patterson, Planner | | |

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received a parkland provision proposal for consideration by the Regional Board under Part 14, Division 11, Section 510 of the *Local Government Act*. The applicant's proposed subdivision is located in Electoral Area E/West Boundary, southwest of Beaverdell (see Attachment 1 – Site Location Map).

| Property Information | |
|---------------------------------|---|
| Owner: | 1165048 BC Ltd. |
| Agent: | Neal Tebrinke |
| Location: | Beaverdell Station Road |
| Electoral Area: | Electoral Area E/West Boundary |
| Legal Description(s): | District Lot 1208s, Similkameen Division Yale Land District, except Plan DD 21998 |
| Area: | 29.6 ha (73.2 ac) |
| Current Uses: | Vacant |
| Land Use Bylaws | |
| OCP Bylaw: | NA |
| DP Area: | NA |
| Zoning Bylaw: | NA |
| Other | |
| ALR: | Partial – eastern portion |
| Waterfront / Floodplain: | NA |
| Service Area: | NA |
| Planning Agreement Area: | NA |

History / Background Information

The subject property is located to the west of the Kettle River and Highway 33, along Beaverdell Station Road (see Attachment 2 – Subject Property Map). It is a hooked property, split in two by the road. The Kettle Valley Rail-Trail runs between the road and

Page 1 of 2

C:\Users\MCiardullo\Desktop\VPN Uploads\Board Items\December 9 2020\2020-12-09_Tebrinke_ParklandProvision_Board.docx

the western portion of the subject property. The portion of the subject property east of Beaverdell Station Road is mostly in the Agricultural Land Reserve (ALR).

On July 30, 2020, the Regional Board received a staff report for a proposed eight-lot (plus the parcel remainder) conventional subdivision for the western portion of the subject property. As the proposed subdivision met the requirements to be considered for parkland provision, staff recommended that parkland be provided in the form of dedicated land, to a maximum of 1.48 ha (3.66 ac).

The applicant has now advanced their subdivision plans. Making arrangements to meet the park provision requirements of the RDKB is one of the steps required before the applicant may move towards finalization of their subdivision with the Ministry of Transportation and Infrastructure (MoTI).

Proposal

The applicant proposes providing the RDKB with a 1.48 ha (3.66 ac) parcel of parkland dedication at the northwest corner of the subject property (see Attachment 3 – Applicant Submission). It contains access to the Kettle Valley Rail-Trail and Beaverdell Station Road. Based on the RDKB's mapping imagery, the property is mostly treed. To allot land for parkland from the original parcel, the applicant reduced the overall size of the proposed lots.

Implications

The applicant's proposal meets the maximum five percent land allocation that the RDKB may obtain through the subdivision process. Staff note that the proposed parkland dedication is well situated for road and Kettle Valley Rail-Trail access. In addition, it is in a sizable and functional square shape, creating practical opportunities for future park use. Some potential future uses, depending on future park plans and RDKB priorities, could include passive recreation such as picnic tables and sun shelters (gazebos), or a small park and ride area for residents and visitors cycling along the Kettle Valley Rail-Trail.

Recommendation

That the staff report regarding the 1.48 ha parkland dedication for the proposed subdivision of the parcel legally District Lot 1208s, Similkameen Division Yale Land District, except Plan DD 21998, Electoral Area E/West Boundary located at Beaverdell, shown in the document "Proposed Subdivision Plan of District Lot 1208s, SDYD, Except Plan Attached to DD 21998," with Plan Drawn date November 18, 2020 [associated file number 1-420000-SD_r2], be received, and further, that staff forward comment to the Ministry of Transportation and Infrastructure and land owner that the Regional Board approves the parkland dedication as presented, and further, that staff be directed to work with the applicant to finalize the land transfer to the Regional District of Kootenay Boundary.

Attachments

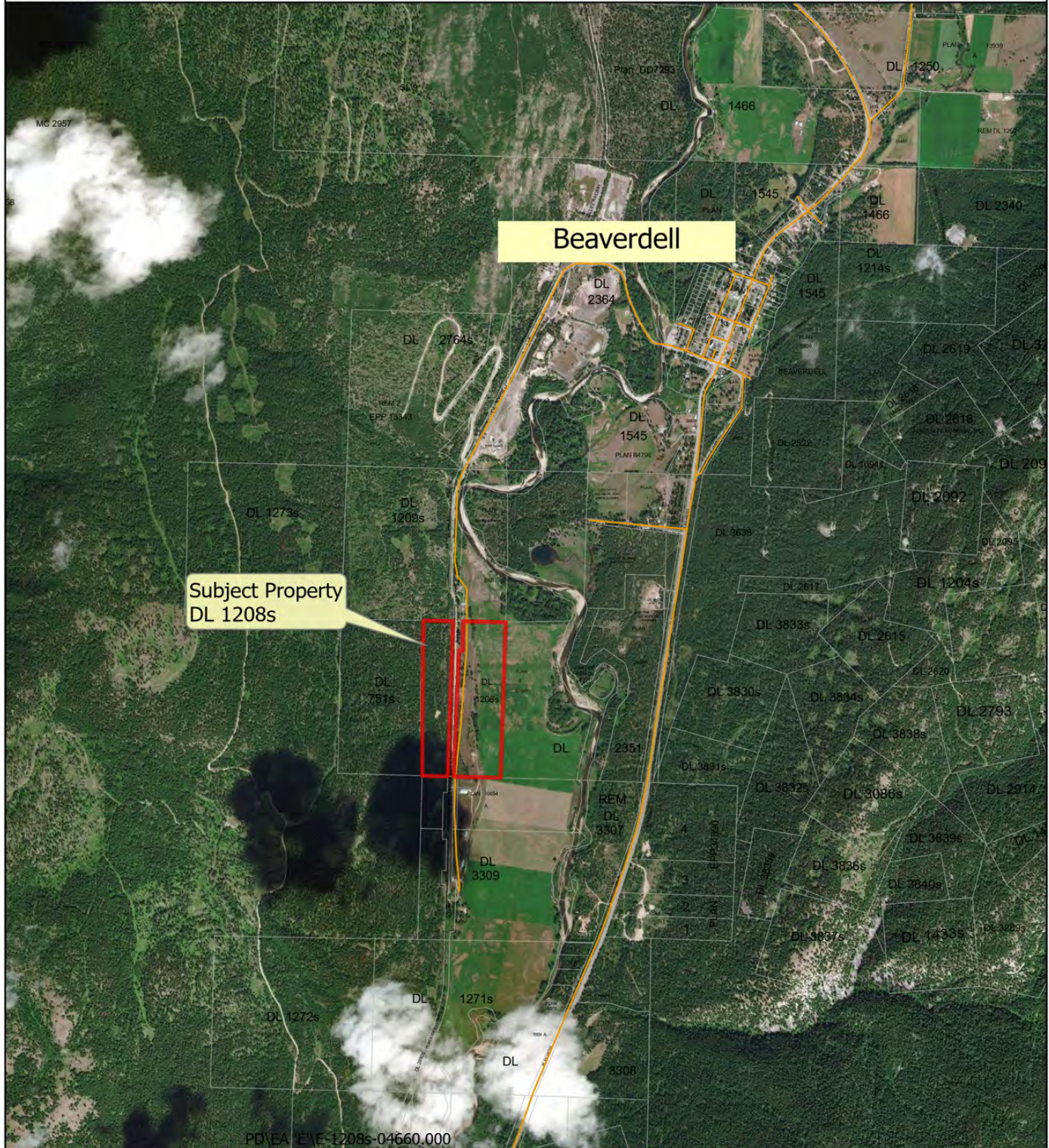
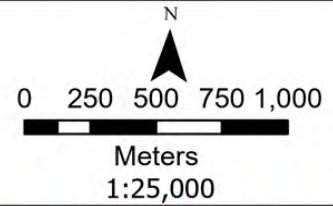
1. Site Location Map
2. Subject Property Map
3. Applicant Submission



2020-06-15

Site Location Map

District Lot 1208S,
Similkameen Div of Yale Land District,
Except Plan DD 21998



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

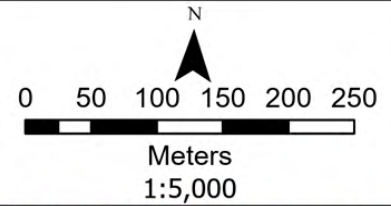


Regional District of
Kootenay Boundary

2020-06-15

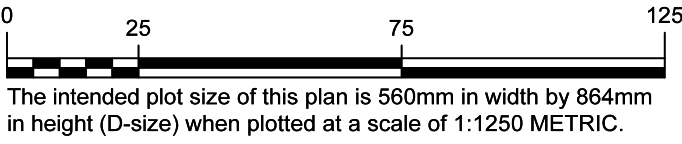
Subject Property Map

District Lot 1208S,
Similkameen Div of Yale Land District,
Except Plan DD 21998



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

PROPOSED SUBDIVISION PLAN OF DISTRICT LOT 1208s, SDYD, EXCEPT PLAN ATTACHED TO DD 21998.

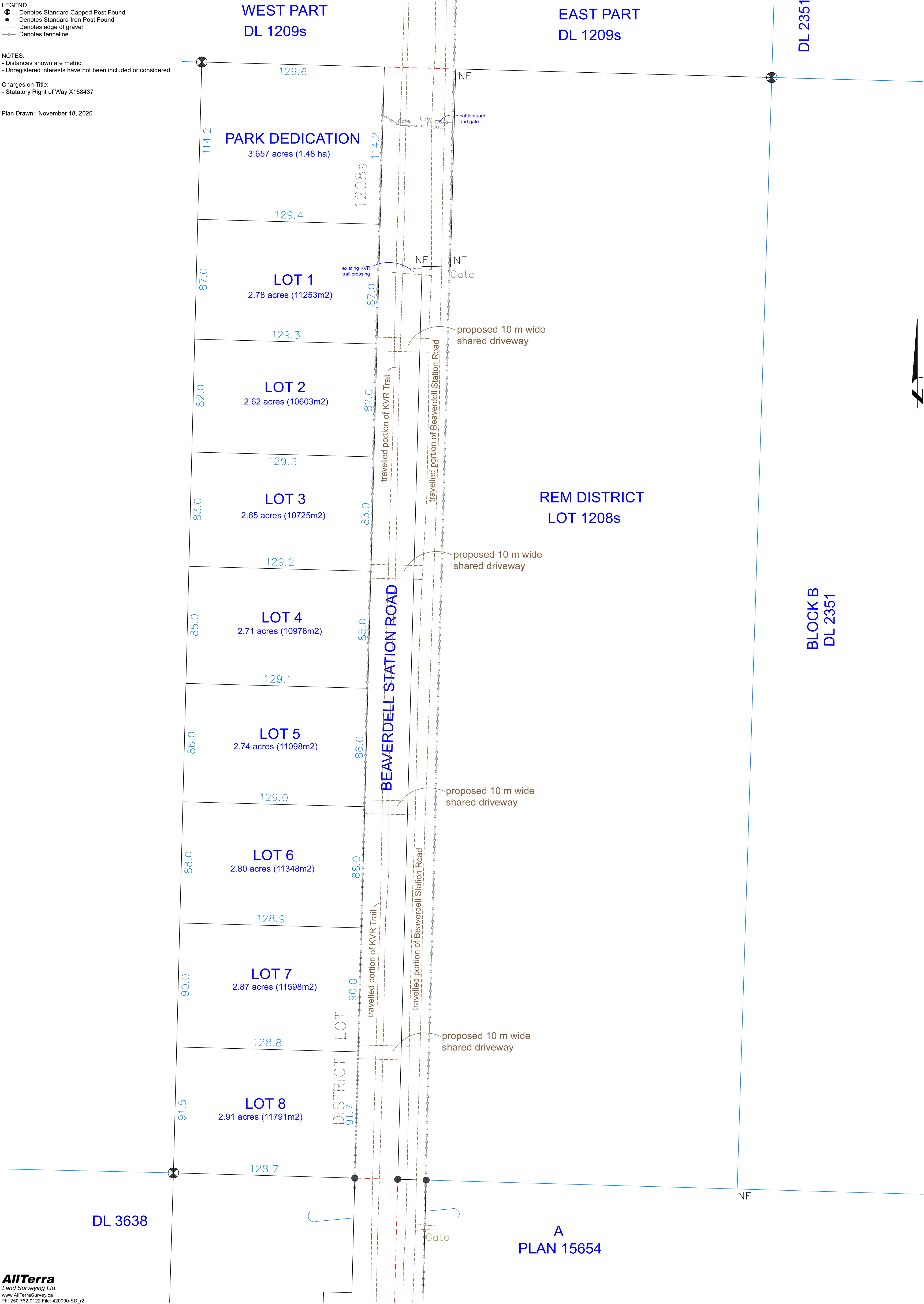


- LEGEND
- Denotes Standard Capped Post Found
 - Denotes Standard Iron Post Found
 - - - Denotes edge of gravel
 - - - Denotes fenceline

- NOTES:
- Distances shown are metric.
 - Unregistered interests have not been included or considered.

Charges on Title:
- Statutory Right of Way X158437

Plan Drawn: November 18, 2020



AllTerra
Land Surveying Ltd.
www.AllTerraSurvey.ca
Pn: 250.762.0122 File: 420000-SD_r2



Staff Report

| | | | |
|--------------|---|----------------|-------------------|
| RE: | Development Permit – 0980131 BC Ltd. DBA Monashee Ridge | | |
| Date: | December 9, 2020 | File #: | BW-4247-07914.000 |
| To: | Chair Langman and members of the Board of Directors | | |
| From: | Danielle Patterson, Planner | | |

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) received a development permit application for a proposed strata lot on a property located at Big White Resort (see Attachment 1 – Site Location Map. It is within both the Commercial and Multiple Family and Alpine Environmentally Sensitive Landscape Development Permit Areas).

| Property Information | |
|---------------------------------|--|
| Owner: | 0980131 BC Ltd. |
| Location: | 40 High Forest Crescent (Proposed Strata Lot 10) |
| Electoral Area: | Electoral Area E/West Boundary |
| Legal Description: | Block A, District Lot 4247, Similkameen Division of Yale Land District |
| Area: | Entire property: 4.3 ha (10.5 ac); Proposed Strata Lot 10: 431.6 m ² (4,645.7 ft ²) |
| Current Use: | Vacant |
| Land Use Bylaws | |
| OCP Bylaw No.: 1125 | Medium Density Residential |
| Development Permit Area: | Commercial and Multiple Family (DP1) and Alpine Environmentally Sensitive Landscape Reclamation (DP2) |
| Zoning Bylaw No.: 1166 | Chalet Residential 3 Zone |

History / Background Information

While the entire legal parcel, located on Forest Crescent, has an area of 4.3 ha (10.5 ac), the focus of this application is on Proposed Strata Lot 10, which has an area of 431.6 m² (4,645.7 ft²) (see Attachment 2 – Subject Property Map). The proposed lot includes a ski easement in the rear yard.

Grizzly Ridge and the Forest developments are east of the subject parcel. These developments are within the Medium Density 4 (R4) Zone. North of the subject property is unsurveyed Crown Lands that are designated as 'Powder Future Growth Area' in the Official Community Plan (OCP). To the south of the subject property is Big White Road and more unsurveyed Crown Lands and is designated as 'Lower Snow Pines Future Growth Area'.

In 2005, District Lot 4247 was created and the OCP and Zoning Bylaws were amended to include the subject parcel within the 'Medium Density Residential' land use designation and 'Medium Density Residential 4' zone, respectively.

The subject property had previous subdivision approval from the Ministry of Transportation and Infrastructure (MoTI) in 2006. Due to the local housing markets, an extension was issued in 2007. In 2008, the extension of the subdivision expired prior to conditions being met.

In early 2008, the developer applied for an amendment to the zoning bylaw to decrease the parcel size requirements and maximum parcel coverage within the residential zoning designation. The intent of this bylaw amendment was to ensure lots could be subdivided once duplex houses were built. Provisions were added to the proposed bylaw to increase parcel width to ensure that covered parking provisions could be achieved within the potential smaller parcels. This bylaw was approved in March 2008.

In early 2017, drafts of a new subdivision proposal were submitted to the RDKB for staff comment showing a new proposed layout and requesting clarification regarding setbacks. An application was also submitted to the MoTI. In March 2017, a subdivision referral package was submitted to the RDKB from the MoTI and a Preliminary Layout Approval was issued to the applicant.

In April 2018, the RDKB received a letter from lawyers representing the Forest Strata. This letter was an official revocation of the Strata's support for the proposed subdivision at the subject property and expressed concerns with the original plan to utilize the Forest Strata's road as access to the new subdivision. This letter stated that the strata owners in the Forest subdivision were concerned with elevated traffic on their property and potential safety issues that could result from the limited size of Forest Lane. In October 2018, a one-year extension to this Preliminary Layout Approval was granted by the MoTI.

In 2017, a revised bare land strata subdivision plan to create 17 strata lots within a four phase development, with an adjusted road access was referred to the RDKB. It received Preliminary Layout Approval. Then in 2019, a revised four phased bare land strata subdivision plan containing 38 parcels for 'cabin'-style single family dwellings was referred to the RDKB and received Preliminary Layout Approval from the MoTI.

To date, the applicant has not received final subdivision approval from MoTI and details for park provision and the raising of Title for Phase 1 of the development are in progress.

Proposal

The applicant is requesting an Alpine Environmentally Sensitive Landscape Development Permit in order to build a single family dwelling on Proposed Strata Lot 10 (see Attachment 3 – Applicant Submission).

The Applicant's Development Permit application has been submitted in advance of subdivision approval from the MoTI. This is due to the applicant's plan to start a winter build of the first single family dwelling in Phase 1 of the proposed developed, if feasible, immediately upon subdivision approval in order to have a "show home" in place. The

proposal is exempt from the Commercial and Multiple Family (DP1) as it only contains one dwelling unit.

Advisory Planning Commission (APC)

The Electoral Area E/West Boundary APC for Big White considered this referral at their November 24, 2020 meeting. The APC recommends to the RDKB that the referral be supported with the following condition:

"That the drainage culvert be maintained with regard to possible garbage collecting there from snow removal."

Staff note that culverts onto private roads is under the jurisdiction of the MoTI, rather than the RDKB. Private property owners are required by MoTI to maintain culverts and MoTI Area Roads Managers are responsible for monitoring/following up on formal complaints.

Implications

A Landscape Reclamation Plan was submitted with the application, which includes the site plan for the proposed single detached dwelling as well as the location and variety of landscaping materials and vegetation to be used in the reclamation. Some details such as the vegetation key are absent from the plan. Further, the site perspective uses inaccurate vegetative symbols for the proposed plantings. These items would need to be submitted prior to issuance of a Development Permit.

The rear yard includes a deck and a hydroseed grass mix for the portion of the yard containing a proposed ski easement. The front yard is finished with cement. Staff have confirmed that "snow removal area" is a typo and that the front faces of the interior side yards are intended to be snow storage areas.

The side yards feature landscape rock sited between perimeters of the rear and front yards. The side yards include Purple Willow, Blazing Star (a tall purple or white flowering plant that is drought tolerant), and Gold Plate (Yarrow), surrounded by gravel and native grass. Blazing Star is recommended by the Invasive Species Council of BC as an alternative to other popular purple flowering plants¹. The applicant has confirmed they will not use wood mulches.

The proposal is consistent with the goals, objectives, and policies contained within the OCP, including the Alpine Environmentally Sensitive Development Permit Area Guidelines.

The siting and form of the building as presented in the Development Permit application meet the requirements of the of the 'Chalet Residential 3' (R3) Zone in the Zoning Bylaw. This includes use (single family dwelling), minimum parcel area and frontage, maximum parcel coverage, floor area ratio, building height, and minimum parking requirements for dimensions and number of parking spaces (two).

¹ Invasive Species Council of BC. *Grow Me Instead*. 2004. Available at <https://www.bcinvasives.ca/documents/ISCBBC-GMI-Brochure-180425-WEB.pdf>

The Development Permit cannot be issued until the applicant's subdivision has been finalized.

Recommendation

That the staff report regarding 0980131 BC Ltd. DBA Monashee Ridge Alpine Environmentally Sensitive Landscape Development Permit on Proposed Strata Lot 10 of Block A, District Lot 4247, Similkameen Division of Yale Land District in Electoral Area E/West Boundary at Big White be received.

Attachments

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



Regional District of
Kootenay Boundary

Date: 2020-11-10

Site Location Map

Proposed Lot 10
Block A, District Lot 4247,
Similkameen Div of Yale Land District



0 100 200 300 400
Meters

1:15,000



Subject Property
Proposed Lot 10, 40 High Forest Crescent

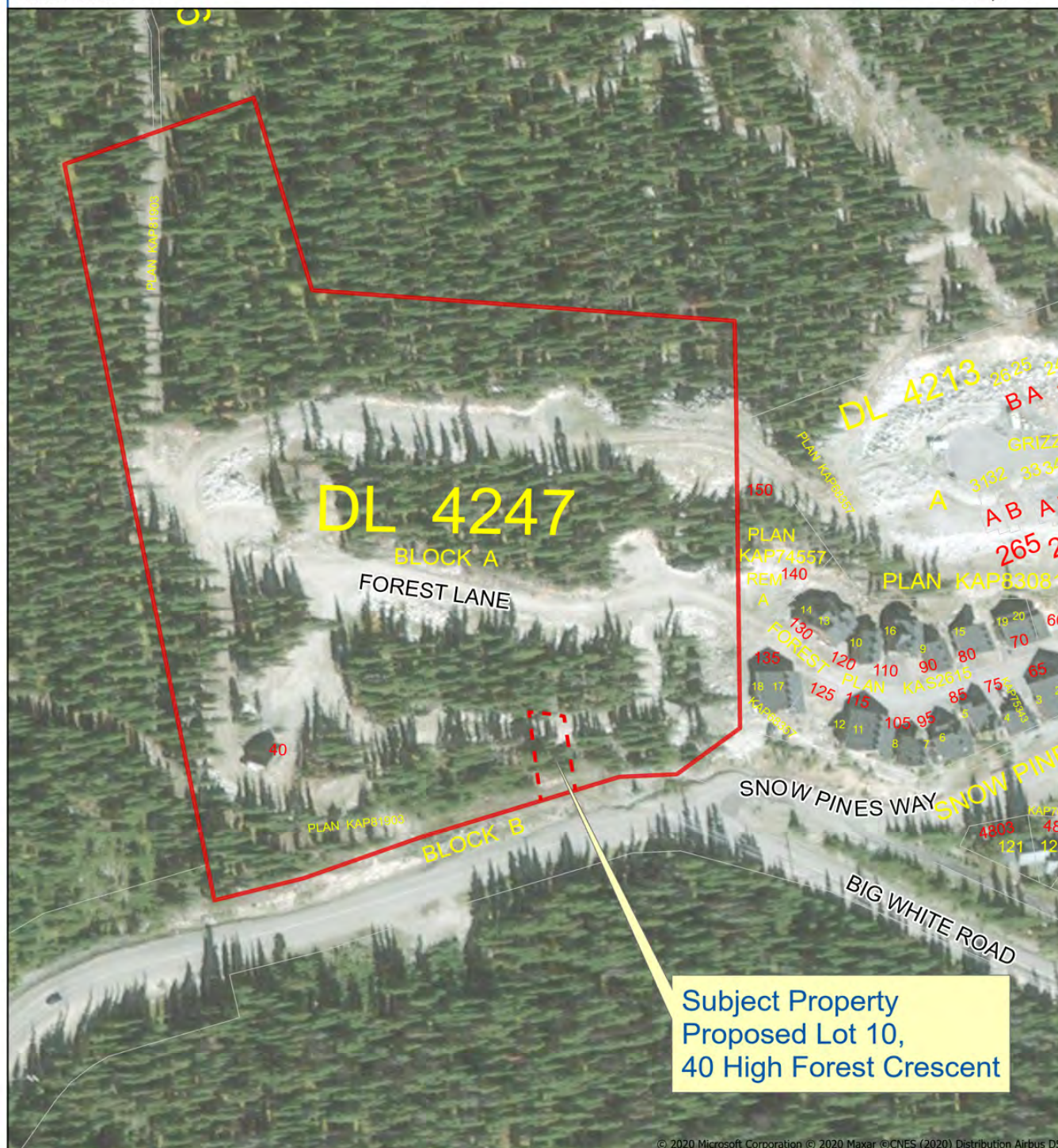
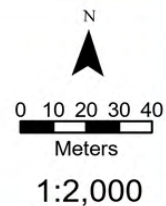
© 2020 Microsoft Corporation © 2020 Maxar © CNES (2020) Distribution Airbus DS

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

Document Path: \\fs1.ad03.rdkb.local\planning\PD\EA_E_Big_White\BW-4247-07914.000 High Forest-Monashee Ridge\2020-December-DP\Mapping\2020-11-10_SM_BW-4247-07914.000_Nov2020DP.aprx

Date: 2020-11-10

Proposed Lot 10
Block A, District Lot 4247,
Similkameen Div of Yale Land District



© 2020 Microsoft Corporation © 2020 Maxar ©CNES (2020) Distribution Airbus DS

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

Document Path: \\fs1.ad03.rdkb.local\planning\PD\EA 'E' Big White\BW-4247-07914.000 High Forest-Monashee Ridge\2020-December-DP\Mapping\2020-11-10_SM BW-4247-07914.000 Nov2020DP.aprx

| | | |
|---|-------------------------------------|---|
| Statements regarding requests for variance(s) | <input type="checkbox"/> | A clear statement identifying which regulation within the Zoning Bylaw is proposed to be varied (Example: rear parcel line setback variance of 1.5m - from 4m to 2.5m). A narrative which describes if the proposed variance would: <ul style="list-style-type: none"> • Resolve a hardship • Improve development • Cause negative impacts to neighbouring properties |
| Site Survey | <input checked="" type="checkbox"/> | If the Regional District believes it to be necessary for the property boundaries and the location of improvements thereon to be more accurately defined due to uncertainty over natural boundaries of watercourses or other reasons, a sketch prepared by a British Columbia Land Surveyor may be required. The voluntary submission of such a sketch may prevent a possible delay in processing the application. |

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

We would like to apply for a development permit for strata lot (SL10) as shown in the attached site plan.

We recognize that payment in lieu of parkland still needs to be completed. However, given appraisal of the land is currently being conducted by North Country Appraisals, we ask that RDKB please assess this D.P. application with the condition that ~~the~~ payment in lieu of parkland must be made before approval can be granted.

We also are in the process of working with Runnals Denby Legal Surveyors to raise title on Phase 1 of our project. Once again we ask that RDKB please assess our D.P. application with the condition that title must be raised before approval can be granted. As per previous discussions between myself and Donna Dean.

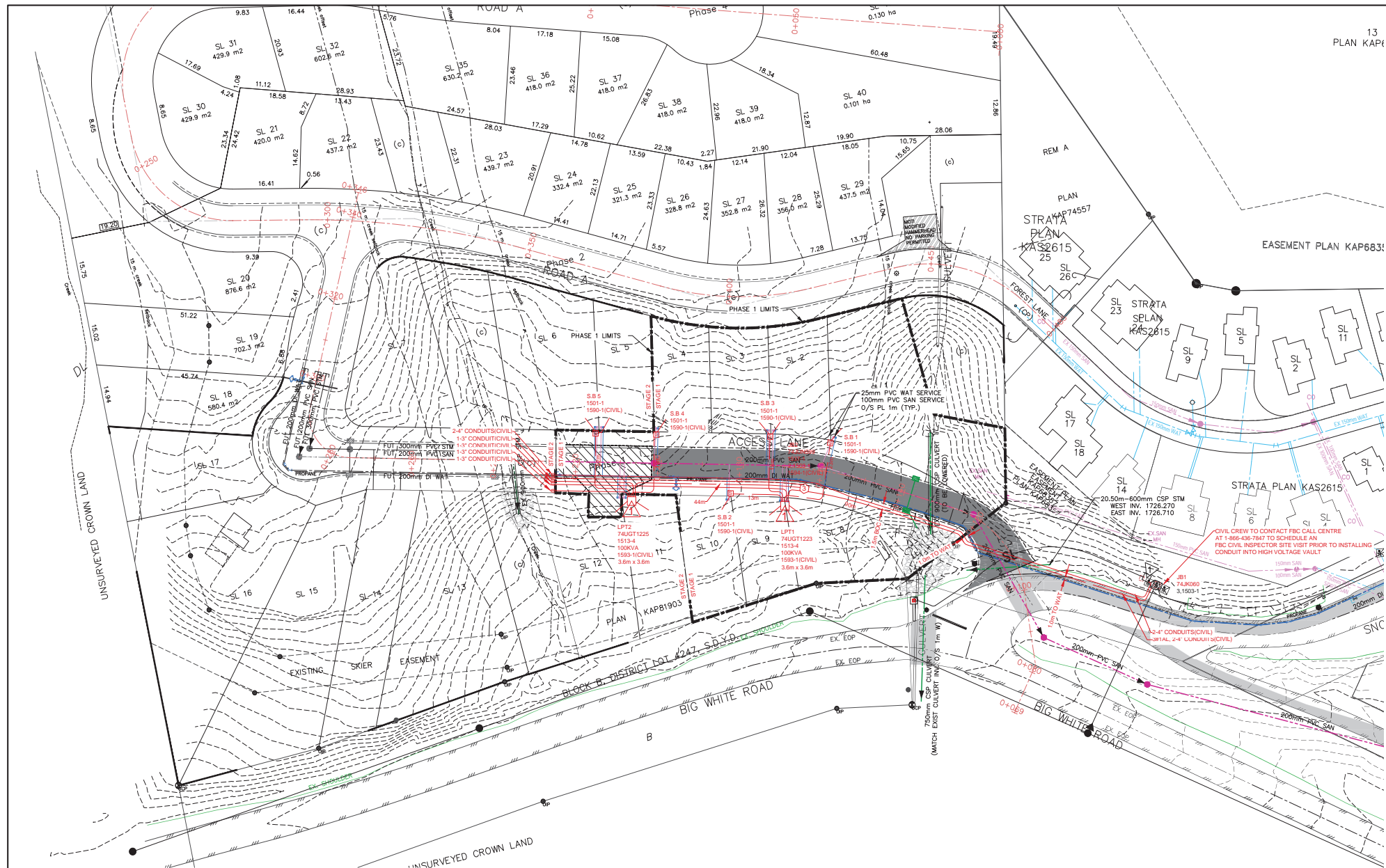
Bence

Page 3 of 4

NOTES:
1) EXISTING **INSTALL** SALVAGE
2) ALL DIMENSIONS IN METERS
ALL LOTS SERVICED TO 200A ELECTRIC HEAT

| | | | |
|-----------------------------------|-----------|-------|---|
| STR# LPT1 | | | |
| INSTALLED TRANSFORMER INFORMATION | | | |
| PIC NUMBER | 74UGT1223 | | |
| KVA | 100 | PHASE | C |
| MANUFACTURE | | | |
| VOLTAGE | | | |
| SERIAL NUMBER | | | |
| PCB INFO | | | |
| MFG DATE | | | |

| | | | |
|-----------------------------------|-----------|-------|---|
| STR# LPT2 | | | |
| INSTALLED TRANSFORMER INFORMATION | | | |
| PIC NUMBER | 74UGT1225 | | |
| KVA | 100 | PHASE | A |
| MANUFACTURE | | | |
| VOLTAGE | | | |
| SERIAL NUMBER | | | |
| PCB INFO | | | |
| MFG DATE | | | |



LEGEND










WATER ————

SANITARY SEWER ————

STORM SEWER ————

EOA ————

CURB ————

| | PROP |
|---------------|--|
| MANHOLE |  |
| CATCH BASIN |  |
| WATER VALVE |  |
| CURB STOP |  |
| HYDRANT |  |
| IC |  |
| POWER POLE |  P.P. |
| LAMP STANDARD |  L.S. |
| DRYWELL |  |

PROP

D

P.P.

L.S.

| 3 | 2020/07/23 | NOW | ISSUED FOR CONSTRUCTION | | NOW |
|-----|-----------------|-----|-----------------------------|--|------|
| 2 | 2020/07/08 | CS | ISSUED FOR APPROVAL | | NOW |
| 1 | 2019/12/12 | NOW | ISSUED TO MOTI FOR APPROVAL | | |
| NO. | DATE (YY/MM/DD) | DRN | REVISION | | CHKD |



579 LAWRENCE AVE KELOWNA, B.C.
V1Y 6L8
PHONE: 250-469-9757
www.ecora.ca

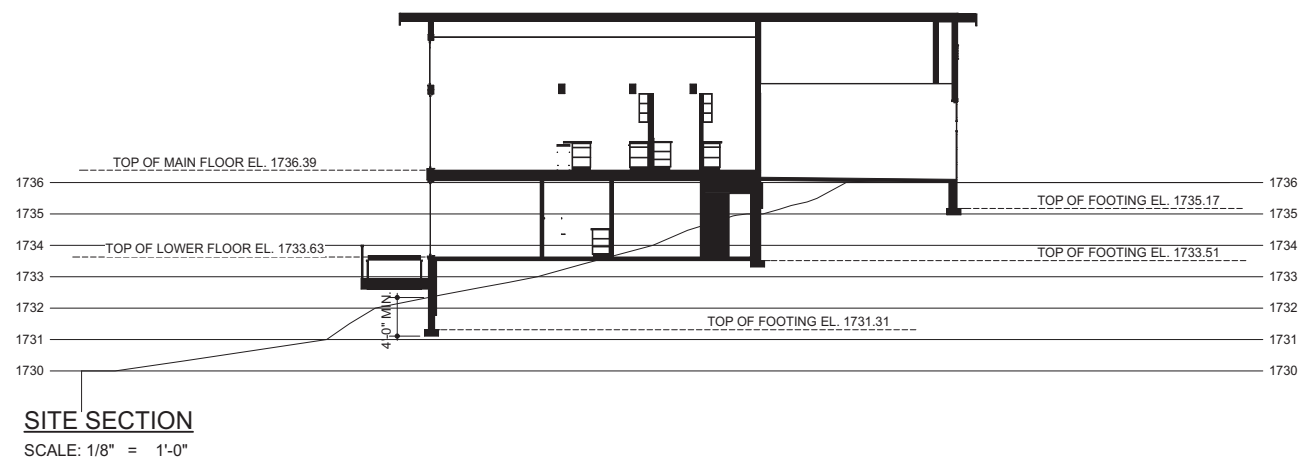
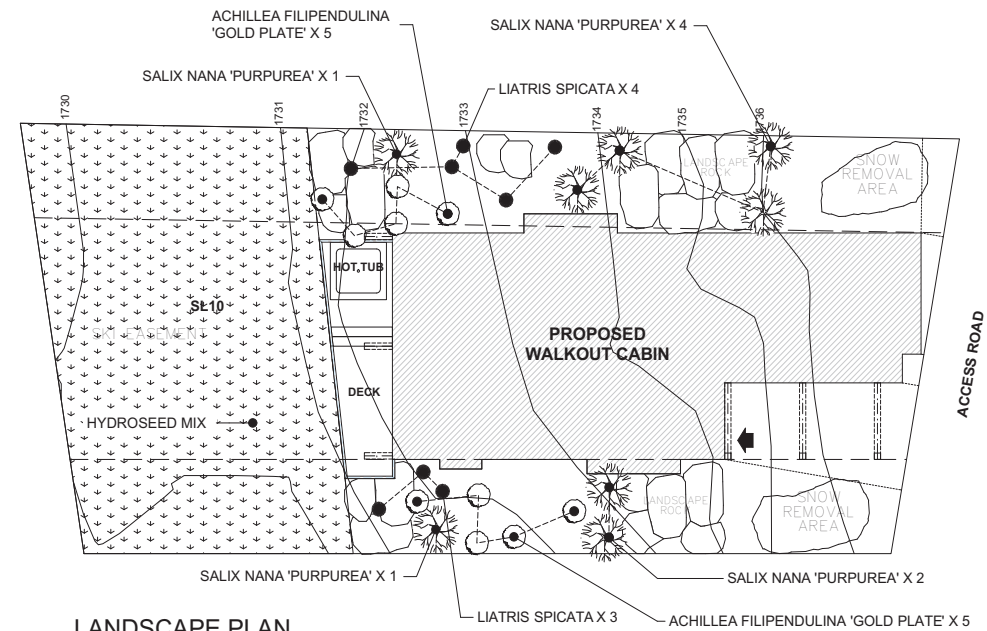
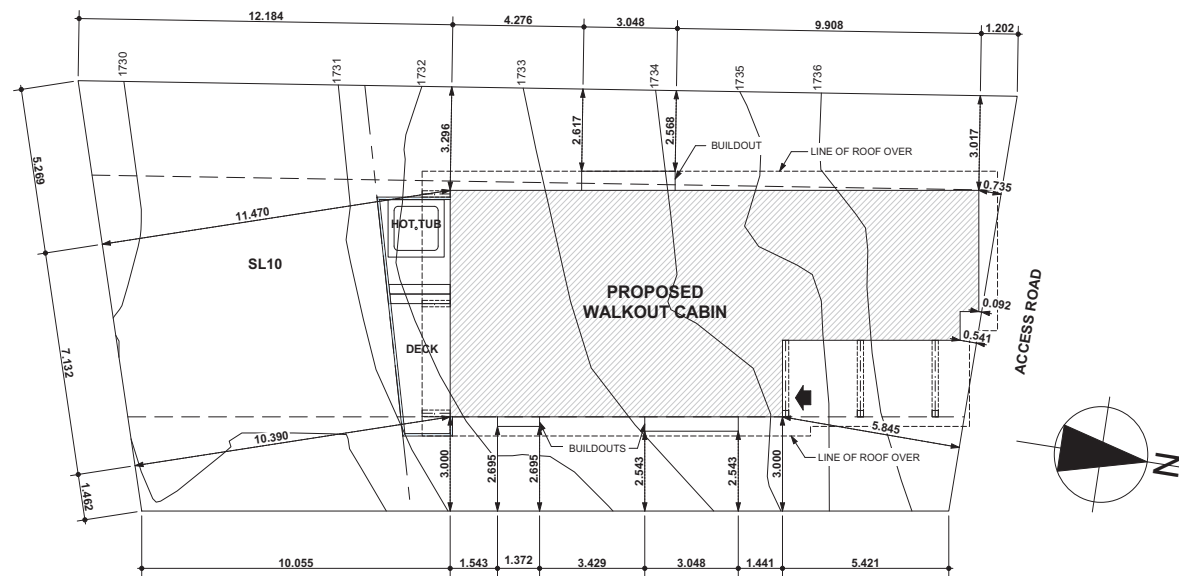


| |
|----------------|
| DESIGN: NW |
| DRAWN: NW |
| CHECKED: NW |
| DATE: 20/07/23 |
| SCALE: 1:500 |

MOTI

MONASHEE RIDGE PHASE 1
MONASHEE RIDGE ACCESS ROAD
PHASE 1 STAGE 1 - FORTIS BC ELECTRIC PLAN

| | |
|--------------|--------|
| Drawing No. | Rev.No |
| CK-19-039-C5 | 3 |



STRATA LOT 10 MONASHEE RIDGE
BIG WHITE, BC

ZONING: R3 - CHALET RESIDENTIAL 3

SITE DETAILS:

| | | |
|-------------------|------------------------|------------------------|
| LOT AREA: | 383.074 m ² | 418m ² MIN. |
| LOT FRONTAGE: | 13.397 m | 13.0m MIN. |
| FLOOR AREA RATIO: | 0.406 | 0.8 MAX. |

FOOTPRINT AREA OF DWELLING: 108.152 m²

SITE COVERAGE (%):

| | | |
|-----------|----------|----------|
| DWELLING: | 28.233 % | 50% MAX. |
|-----------|----------|----------|

DWELLING DETAILS:

| | |
|-------------------|------------------------|
| TOTAL FLOOR AREA: | 155.483 m ² |
|-------------------|------------------------|

| | | |
|---------------------|----------|----------|
| HEIGHT OF BUILDING: | 11.396 m | 12m MAX. |
|---------------------|----------|----------|

SETBACKS (IN METRES):

| | | |
|----------------|----------|-----------|
| NORTH (FRONT): | 0.092 m | 0m MIN. |
| EAST SIDE: | 3.000 m | 3.0m MIN. |
| WEST SIDE: | 3.017 m | 3.0m MIN. |
| SOUTH (REAR): | 10.390 m | 4.0m MIN. |

NUMBER OF PARKING STALLS (IN GARAGE): 2 2 MIN.
PARKING SPACE DIMENSIONS: 2.5 X 5.5m MIN.



WESTERKAMP DESIGN INC.

1587 SUTHERLAND AVENUE
KELOWNA, B.C. V1Y - 5Y7
(250) 878-7846

e-mail: bauhaus1@shaw.ca
web: www.fwd-inc.com

CONSULTANTS

ISSUED FOR
PERMITS

MONASHEE RIDGE
MONASHEE RIDGE SL10,
BIG WHITE, BC

WALK-OUT
CABIN

| | | |
|------|--------------|--------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| 1. | OCT. 2, 2020 | ISSUED FOR PERMITS |
| MARK | DATE | DESCRIPTION |

DATE: 10/2/2020

MODEL FILE:

DRAWN BY:

CHK'D BY:

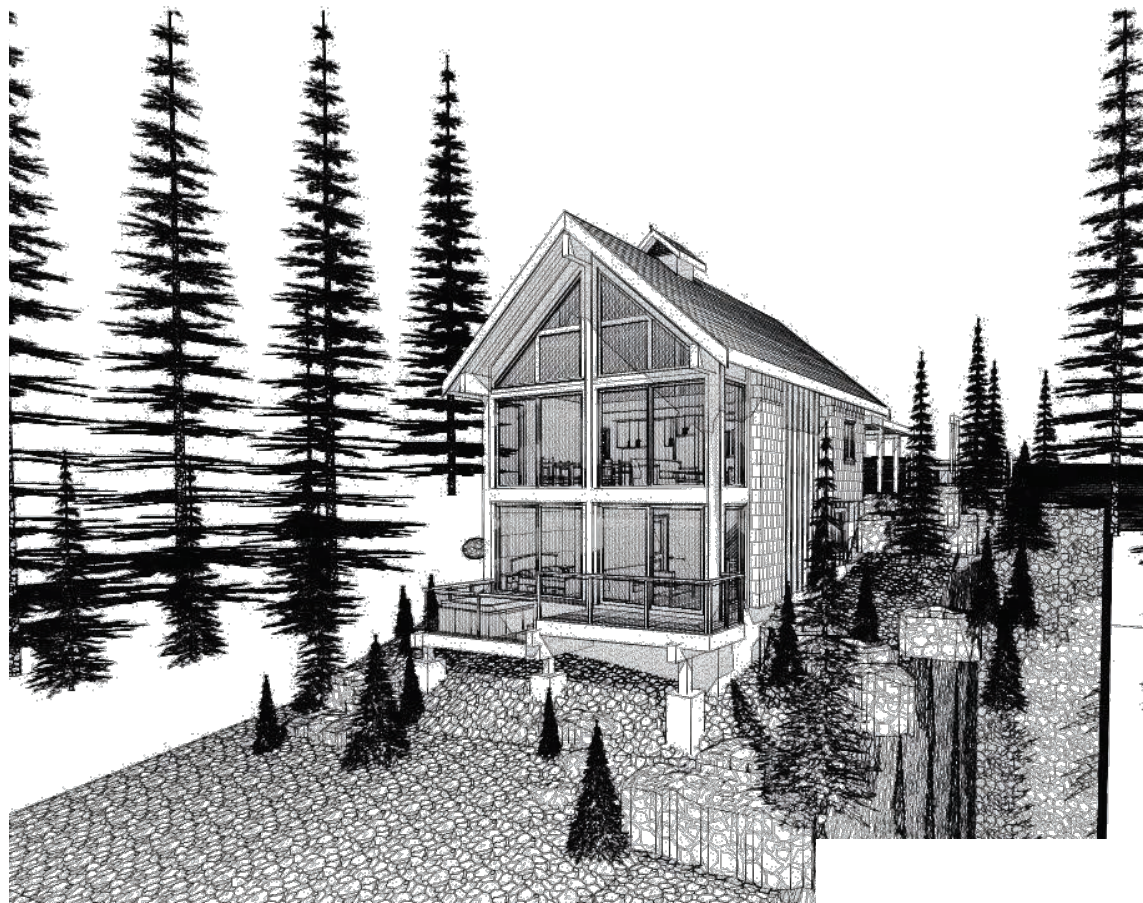
COPYRIGHT

SHEET TITLE

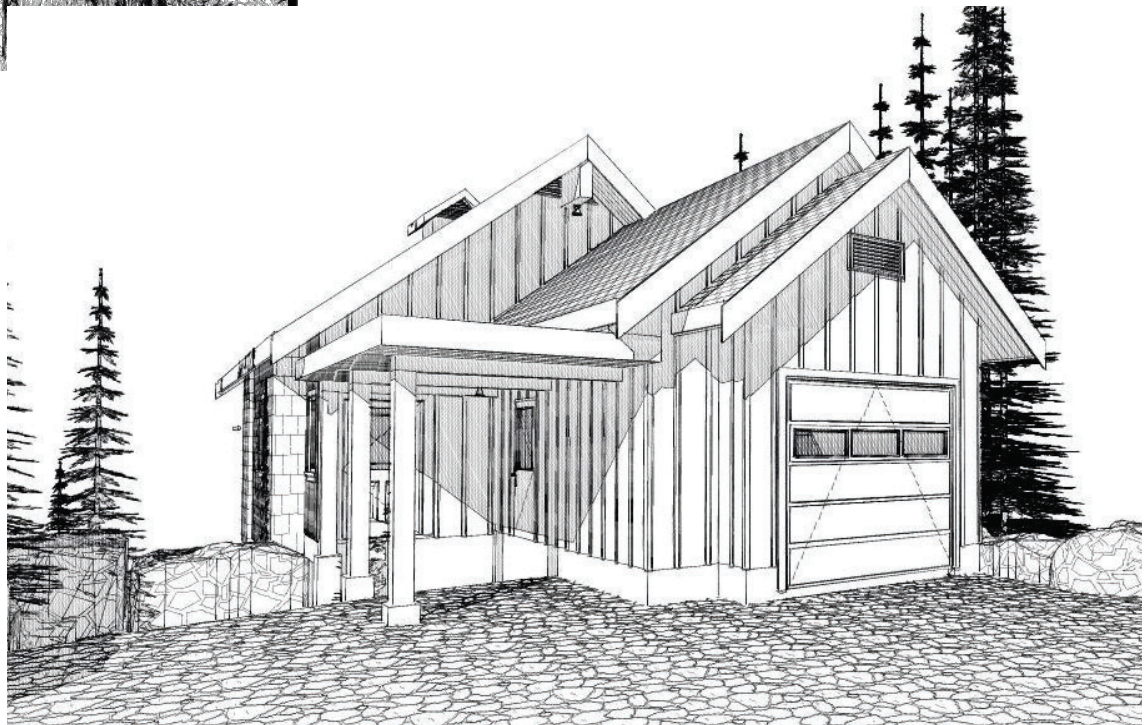
SITE PLAN, LANDSCAPE
PLAN & SITE SECTION

A-101

SHEET 3



Perspective View from Rear



Perspective View from Front



WESTERKAMP DESIGN INC.
1587 SUTHERLAND AVENUE
KELOWNA, B.C. V1Y 5Y7
(250) 878-7846
e-mail: bauhaus1@shaw.ca
web: www.fwd-inc.com

CONSULTANTS

ISSUED FOR
PERMITS

MONASHEE RIDGE
MONASHEE RIDGE SL10,
BIG WHITE, BC

WALK-OUT
CABIN

| | | |
|------|--------------|--------------------|
| | | |
| | | |
| | | |
| | | |
| 1. | OCT. 2, 2020 | ISSUED FOR PERMITS |
| MARK | DATE | DESCRIPTION |

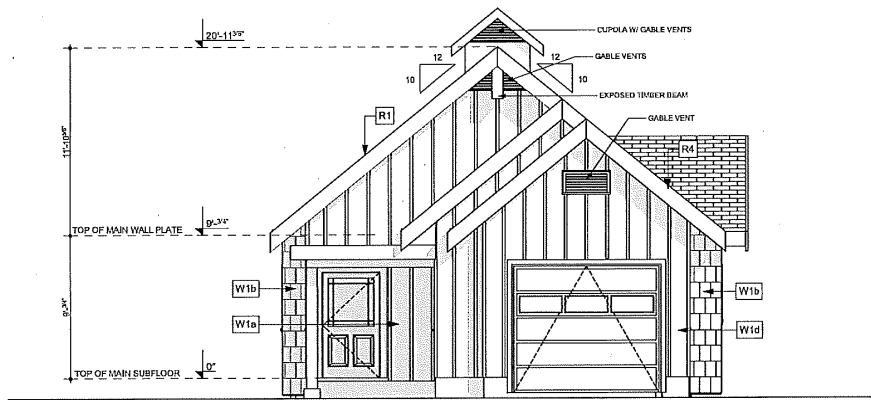
DATE: 10/2/2020
MODEL FILE:
DRAWN BY:
CHK'D BY:
COPYRIGHT

SHEET TITLE

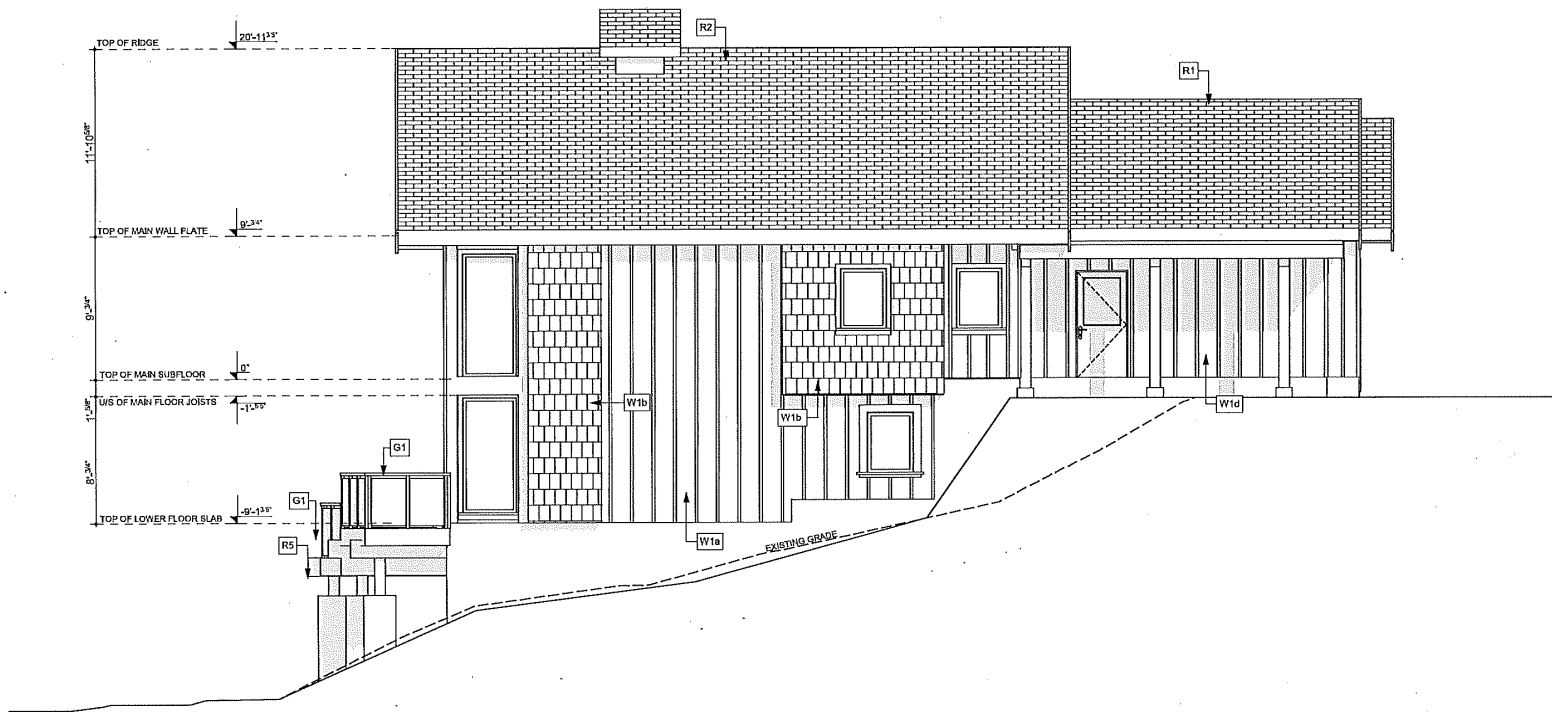
COVER SHEET

A-001

SHEET 1



NORTH (FRONT) ELEVATION
SCALE: 1/4" = 1'-0"



EAST (LEFT) ELEVATION
SCALE: 1/4" = 1'-0"



WESTERKAMP DESIGN INC.
1587 SUTHERLAND AVENUE
KELOWNA, B.C. V1Y 5Y7
(250) 878-7846
e-mail: bsuhaus1@shaw.ca
web: www.fwd-inc.com

CONSULTANTS

ISSUED FOR
PERMITS

MONASHEE RIDGE
MONASHEE RIDGE SL10,
BIG WHITE, BC

WALK-OUT
CABIN

| | | |
|------|--------------|--------------------|
| 1. | OCT. 2, 2020 | ISSUED FOR PERMITS |
| MARK | DATE | DESCRIPTION |

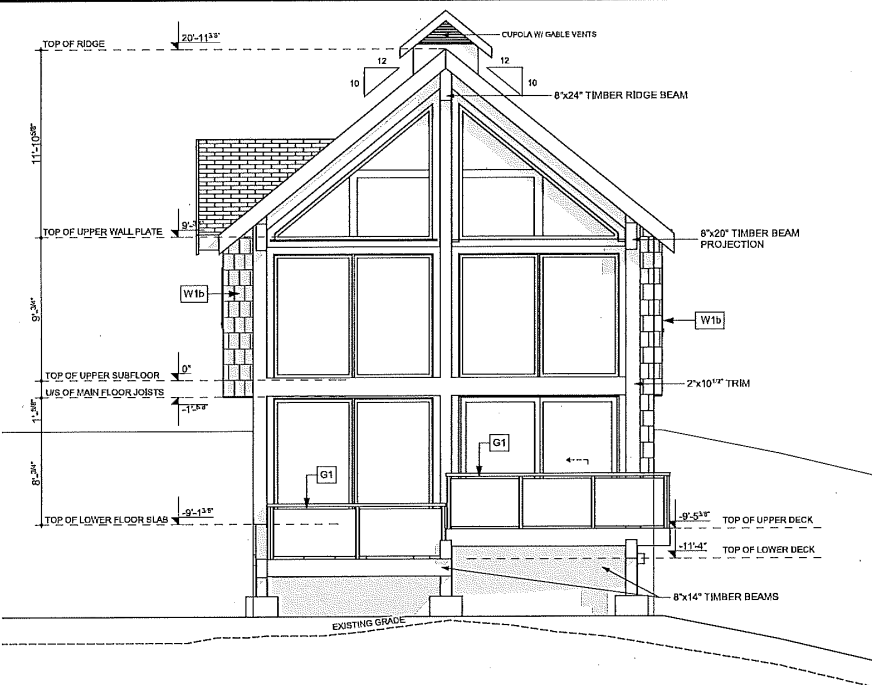
DATE: 10/2/2020
MODEL FILE:
DRAWN BY:
CHK'D BY:
COPYRIGHT

SHEET TITLE

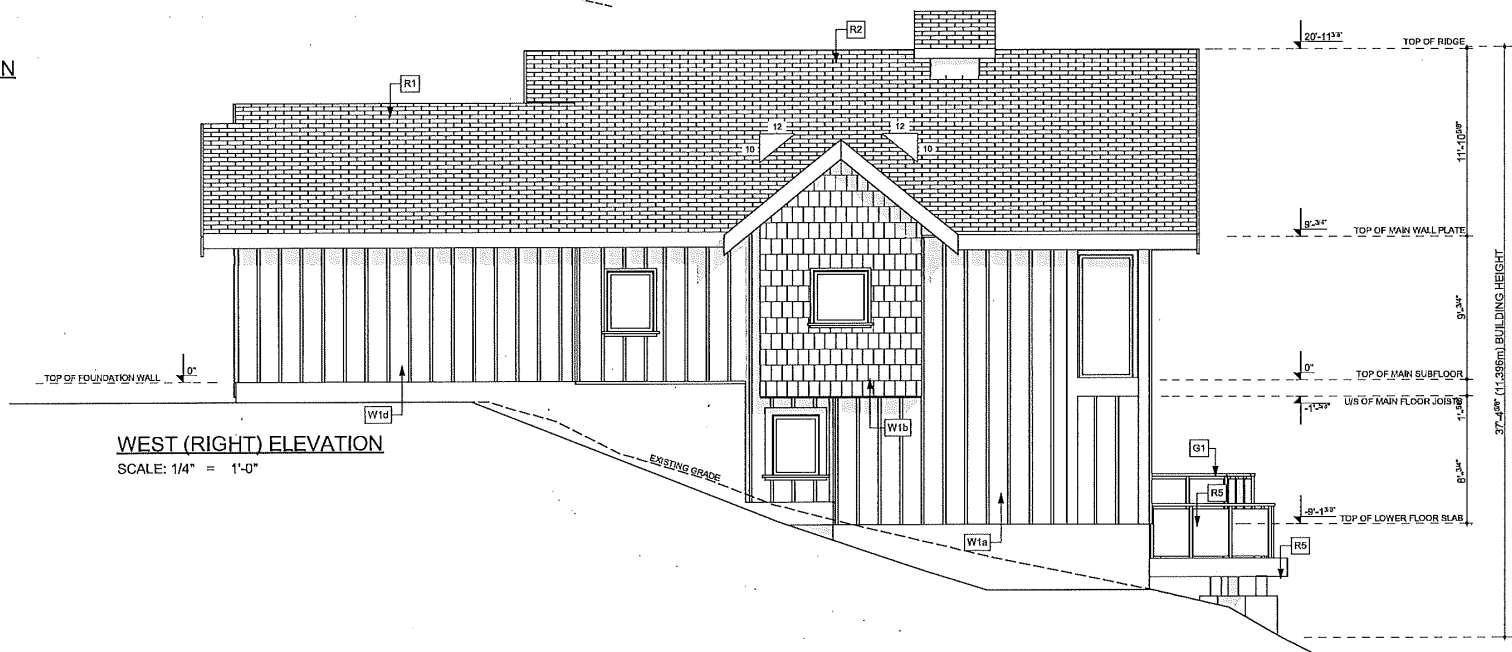
ELEVATIONS - 1

A-301

SHEET 10



SOUTH (REAR) ELEVATION
SCALE: 1/4" = 1'-0"



WEST (RIGHT) ELEVATION
SCALE: 1/4" = 1'-0"



WESTERKAMP DESIGN INC.
1687 SUTHERLAND AVENUE
KELOWNA, B.C. V1Y 5Y7
(250) 878-7846
e-mail: bschuartz@shaw.ca
web: www.fwd-inc.com

CONSULTANTS

ISSUED FOR
PERMITS

MONASHEE RIDGE
MONASHEE RIDGE SL10,
BIG WHITE, BC

WALK-OUT
CABIN

| | | |
|--|--|--|
| | | |
| | | |
| | | |
| | | |

| | | |
|------|--------------|--------------------|
| 1. | OCT. 2, 2020 | ISSUED FOR PERMITS |
| MARK | DATE | DESCRIPTION |

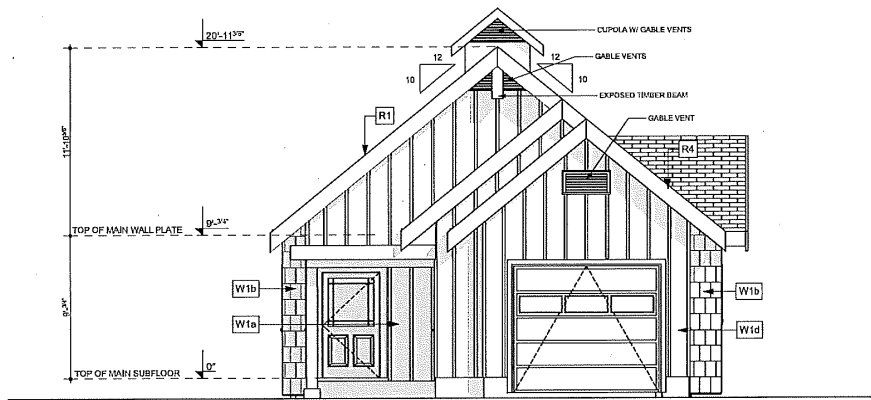
DATE: 10/2/2020
MODEL FILE:
DRAWN BY:
CHK'D BY:
COPYRIGHT

SHEET TITLE

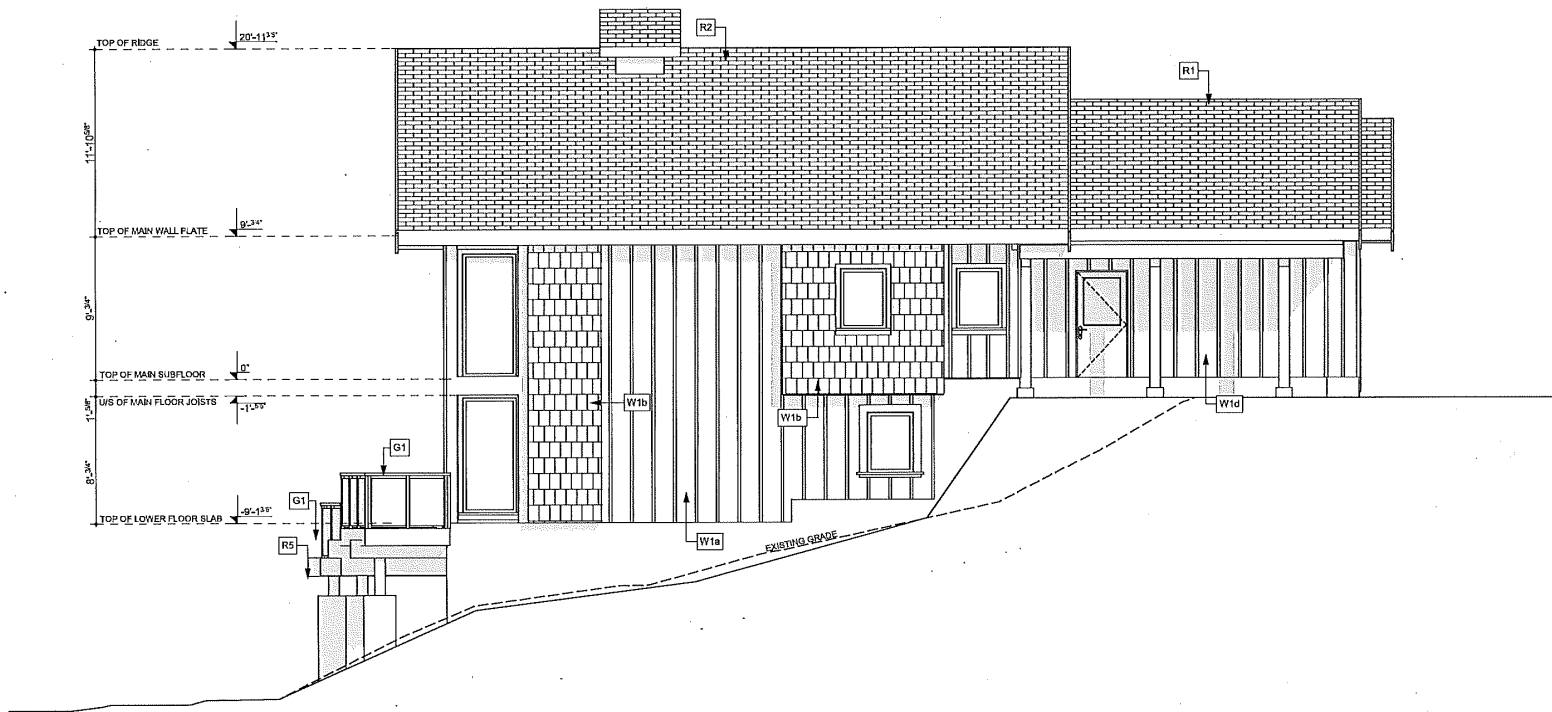
ELEVATIONS - 2

A-302

SHEET 11



NORTH (FRONT) ELEVATION
SCALE: 1/4" = 1'-0"



EAST (LEFT) ELEVATION
SCALE: 1/4" = 1'-0"



WESTERKAMP DESIGN INC.
1587 SUTHERLAND AVENUE
KELOWNA, B.C. V1Y 5Y7
(250) 878-7846
e-mail: bshaus1@shaw.ca
web: www.fwd-inc.com

CONSULTANTS

ISSUED FOR
PERMITS

MONASHEE RIDGE
MONASHEE RIDGE SL10,
BIG WHITE, BC

WALK-OUT
CABIN

| | | |
|------|--------------|--------------------|
| 1. | OCT. 2, 2020 | ISSUED FOR PERMITS |
| MARK | DATE | DESCRIPTION |

DATE: 10/2/2020
MODEL FILE:
DRAWN BY:
CHK'D BY:
COPYRIGHT

SHEET TITLE

ELEVATIONS - 1

A-301

SHEET 10



Regional District of
Kootenay Boundary

Staff Report

| | | | |
|--------------|---|----------------|-----------------|
| RE: | Official Community Plan Bylaw Amendment – Maximenko | | |
| Date: | December 9, 2020 | File #: | C-970-04381.030 |
| To: | Chair Langman and members of the Board of Directors | | |
| From: | Danielle Patterson, Planner | | |

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received an application to amend the Electoral Area C/Christina Lake Official Community Plan (OCP) Bylaw 1250 to remove a policy that prohibits the creation of additional commercial land along Kingsley Road (see Attachment 1 - Site Location Map). This report is being presented to the Board of Directors without first being considered by the Electoral Area Services (EAS) Committee since there is no EAS meeting in December.

| Property Information | Applicants' Property | Properties along Kingsley Rd |
|---------------------------|--|---|
| Owners: | John Maximenko and Margaret Maximenko | Various |
| Location: | 51 Kingsley Road | All properties along Kingsley Road |
| Electoral Area: | Electoral Area C/Christina Lake | |
| Legal Description: | Lot B, Plan KAP28830, District Lot 970, Similkameen Division of Yale Land District | 33 properties with various legal descriptions. 24 of 33 properties are zoned residential. |
| Area: | 3,197 m ² (0.79 ac) | 10.23 ha (25.28 ac): In Commercial zones: 3.41 ha (8.43 ac) and In Residential zones: 6.82 ha (16.85 ac) |
| Current Use(s): | Residential and home-based business | Various uses including motels, home-based businesses, take-out restaurant, vacant/treed land, single detached dwellings, and campgrounds. |

| Land Use Bylaws | Applicants' Property | Properties along Kingsley Rd |
|---------------------------|---------------------------------------|--|
| OCP Bylaw: 1250 | Residential | Residential: 24 properties Commercial: 8 Neighbourhood Commercial properties Waterfront Commercial: 1 property |
| DP Area: | NA | Neighbourhood Commercial: 8 properties Waterfront Commercial: 1 property |
| Zoning Bylaw: 1300 | Single Family Residential 1 Zone (R1) | Single Family Residential 1: 24 properties Resort Commercial 5: 1 property Neighbourhood Commercial: 8 properties |
| Service Area: | Sutherland Creek Waterworks District | |

History / Background Information

The applicants' property is located at the intersection of Kingsley Road and Tambellini Road, one block west of Highway 3 (see Attachment 2 – Subject Property Map). It is situated between the Park Lane Motel to the east and Totem Resort and RV Park to the west. The applicants' property contains a recently renovated 1946 residence with four bedrooms and one bath. It also includes a large workshop and a three car garage. The property is used as a residence and for a home-based business. The applicants' property is designated Residential in the Official Community Plan Bylaw No 1250 (OCP) and zoned Single Family Residential 1 Zone (R1) in Zoning Bylaw No. 1300

Properties that line Kingsley Road have a mix of uses, including single detached dwellings, vacant/treed land, campgrounds, home-based businesses, a take-out restaurant, and motels. To the east Kingsley Road intersects Highway 3 and to the west Kingsley Road reaches a dead end at a small public access beach at Lavalley Point.

In 2004, public consultation and bylaw review for the OCP was completed and the OCP was implemented. It included a number of residential and commercial goals and objectives for the Plan Area. During the review process some members of the public provided feedback that there were concerns related to overcrowding, lack of parking, and limited water access at Lavalley Point on Kingsley Road. Those concerns led to the following policy being included in the OCP:

Policy #2.1.3.15 "Notwithstanding the previous commercial policies, the Regional District will not allow the conversion or use of further residential land to commercial along Kingsley Road."

The OCP focuses on directing commercial activities as follows:

- core commercial activities to the south end of Christina Lake;
- highway commercial activities to the east side of Highway 3, and south of the Christina Lake Nature Park; and
- neighbourhood commercial activities along Kingsley Road (limited to what was existing in 2004) and on the west side of Highway 3

Since adoption of the OCP in 2004, there has been little uptake on the objectives and policies that direct core commercial activities to the south end of the lake near the elementary school.

In 2006, members of the Christina Lake business community wrote a joint letter to the RDKB with concerns about overcrowding, vandalism, damage and litter at Lavalley Point beach during peak season. Lavalley Point beach is accessed via Kingsley Road. The relatively small road end/beach provides access to Christina Lake for non-waterfront parcels along Kingsley, Franson, Massie, Dunn and Tambellini Roads. Parking is limited and there are challenges with manoeuvring vehicles during peak use in the summer months.

Residential goals in the OCP include the protection of residential areas from urbanization, ensuring enough suitable land is available for residential needs, and the protection of water quality and the natural environment.

Some of the relevant goals and objectives of the OCP as they relate to the applicants' proposal are as follows:

General Residential and Rural Goals (Section 2.13.1.1)

- *"Suitable land is available to meet anticipated residential needs."*
- *"A range of residential accommodation is available including affordable, rental and special needs housing."*
- *"Residential areas are protected from commercialization and industrialization."*
- *"Protection of lake water quality and the natural environment are paramount in residential and rural development."*

General Residential and Rural Objectives (Section 2.13.1.2)

- *"To encourage the use of existing residential lots for new house construction."*
- *"To encourage separation between residential and commercial land uses."*
- *"To consider higher density residential developments within existing residential areas."*

Commercial Goals (Section 2.1.1)

- *"Sufficient land is available for commercial development to serve the present and future needs of residents and visitors."*
- *"Commercial developments are safe, functional, attractive, and are designed to efficiently serve pedestrian and vehicular traffic."*
- *"Commercial developments are connected and integrated in a harmonious manner with ample green space."*

Commercial Objectives (Section 2.1.2)

- *"To actively promote the development of an attractive core commercial area that will encourage people to gather and spend time."*
- *"To actively encourage the linkage of commercial areas for safe travel by pedestrians and cyclists."*

In order to work towards the goals and objectives of the OCP, a number of OCP policies were implemented, including Policy 2.1.3, which limits further commercial development along Kingsley Road and is the focus of the applicants' OCP amendment application.

The Area C/Christina Lake OCP is currently under review by the RDKB.

Proposal

The applicants request the removal of Policy 15 from Section 2.1.3 of the OCP. Section 2.1.3 contains the commercial policies of the OCP (see Attachment 5), with Policy 15 worded as follows:

"Notwithstanding the previous commercial policies, the Regional District will not allow the conversion or use of further residential land to commercial along Kingsley Road."

In their application, the applicant lists the following reasons for their OCP amendment request:

1. The applicants state that Kingsley Road has historically been the commercial strip of Christina Lake and is now only one of three (locations unspecified by applicants);
2. The applicants' property is for sale. The applicants state the OCP policy, in addition to the size and unfinished portions of the subject property, create a barrier and hardship in selling their property to buyers who may wish to rezone to commercial use;
3. The applicants question the inability of owners of residentially zoned properties on Kingsley Road to apply for an OCP amendment to a commercial designation, when properties on other roads may do so. Policy removal for "levelling the playing field".
4. The applicants have stated they had inquiries from potential buyers for custom building products, a museum, retail sales, a hostel, seniors housing, a rehabilitation centre, a party rental venue, automotive repair, commercial vehicle storage, professional services, and accessible accommodations and are limited under the residential designation; and
5. The applicants stated they believe the only impact on properties along Kingsley Road are a) commercial competition for the health of the business community and b) the

ability of residential property owners to potentially rezone properties to commercial zones.

The applicants state that they do not plan on applying for an OCP amendment to a commercial designation for their property but would like the option to be available to whomever purchases their property.

Advisory Planning Commission (APC)

The Electoral Area C/Christina Lake APC considered the application at the November 23, 2020 meeting. The APC recommends the application be supported.

The applicants attended the meeting and read from a prepared statement (see APC meeting minutes), highlighting their desire to increase economic opportunities in the community and allow all property owners who own residentially zoned properties to have the opportunity to apply to amend the OCP designation of their properties from Residential to a commercial designation.

Implications

Potential implications to removal of the restriction on further commercial development on Kingsley Road include a number of factors as summarized here, with further details below:

1. Potential loss of residential land, when the need appears to be increasing with the need for workforce housing associated with the establishment and growth of the cannabis industry;
2. Potential for home-based businesses to outgrow the intended capacity for the parcels designated for residential use and growth of commercial uses on Lavalley Point contrary to OCP policy to direct commercial development to the south end of the lake;
3. Potential to further increase the pressure on water services; and access to the road end beach, by pedestrians and vehicles including delivery vehicles; and
4. Change in neighbourhood character by shifting the balance between the residential and commercial uses.

1. Potential loss of Residential lands

Since the APC considered the applicants' amendment request at the November 23, 2020 meeting, the RDKB Housing Needs Report was released. The report includes housing highlights for the Christina Lake area, including those in most need of affordable housing¹. This new information provides an additional lens to consider the proposed policy change, which would reduce restrictions on increasing commercial uses on parcels along Kingsley Road. The highlights are shown in the box below:

¹ Regional District of Kootenay Boundary. *Housing Needs Report*. November 2020, page 63.

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).

OCP Residential Policy 12 states “[t]he Regional District will favourably consider rezoning applications for affordable, rental or special needs housing in existing residential areas. Rezoning applications which propose higher densities other than those permitted by the applicable zone are subject to Policy 2.9.4 under the Water and Sewer Services section.”

Commercial Policy 15 makes it feasible for parcels of residentially zoned land to be rezoned for affordable housing and housing for other vulnerable groups. This could include housing complexes on larger parcels. If Commercial Policy 15 was removed from the OCP, larger residential properties could eventually be redesignated to commercial, removing them from the possible land stock for future affordable housing and vulnerable group housing projects along Kingsley Road.

2. Potential of home-based business outgrowing parcel capacity / Growth of commercial uses on Lavalley Point

OCP Residential Policy 3 states “[h]ome occupations [...] tend to strengthen and diversify the local economy and provide opportunities for businesses to commence and mature without requiring large investments in land and buildings. However, they should only operate at a scale and in a manner, which is entirely compatible with predominantly residential neighbourhoods. Large and growing home occupations should relocate to proper commercial or industrial zones if they can no longer meet this criteria”

This policy acknowledges the importance of home occupations to the local economy, while also articulating concerns with growing home-based commercial or industrial enterprises beyond their intended size and compatibility with residential neighbourhoods. Removing Commercial Policy 15 opens the possibility of those home-based businesses along Kingsley Road to scale up operations, in anticipation of obtaining a redesignation

to Commercial Core or Neighbourhood Commercial in the future. Applying to redesignate to a commercial use may appear simpler, more straightforward, and cost-effective to property owners than securing appropriate commercial or industrial lands.

OCP Residential Policy 4 states *"[u]ses such as community halls, places of worship and neighbourhood convenience stores can support, and be compatible with residential areas, if they are carefully located and regulated. Therefore, such uses may be permitted by way of rezoning or special zones in the implementing bylaws. In considering such uses particular attention will be paid to the degree of acceptance with the neighbourhood at the time of the proposal."*

Commercial Policy 15 conflicts with the neighbourhood convenience store portion of this Residential policy, as only properties designated as Commercial in the OCP may have a neighbourhood convenience store along Kingsley Road. Removing Commercial Policy 15, or amended its language to notwithstanding Residential Policy 4, would permit the consideration of neighbourhood convenience stores along Kingsley Road, via a rezoning.

3. Potential to increase pressure on infrastructure and public spaces

Changes to the OCP to allow commercial land use amendments along Kingsley Road could increase commercial traffic along the road both in the form of customers and dispatching of supplies and services. Customer traffic includes pedestrian, cyclist, and vehicular traffic. While the long term pressure on traffic with potential increases in commercial use are not known, staff note the following:

Similar to many residential and rural roads at Christina Lake, Kingsley Road has narrow shoulders, no sidewalks, and limited space for future potential expansion. Using the RDKB's interactive mapping tool, staff estimate the road width varies from approximately ten to 13 m. The Ministry of Transportation and Infrastructure (MoTI) sets guidelines for road lane widths at 3.6 m per lane². There does appear to be some limited road Right-of-Way available on Kingsley Road.

4. Change in neighbourhood character

OCP Commercial Policy 3 states *"[n]eighbourhood commercial stores may be allowed outside the designated commercial areas, subject to a rezoning, provided it can be demonstrated the proposed use is compatible with the adjacent neighbourhood"*. Similarly to Residential Policy 4 noted above, removing Commercial Policy 15, would allow commercial stores to be considered along Kingsley Road without the requirement for a Commercial designation, with potential effects on the residential nature of the surrounding neighbourhood.

OCP Commercial Policy 7 states *"in order to create attractive, safe and functional commercial areas, all commercial land will be designated as a mandatory Development Permit Area. This process will address matters such as vehicle access, building design,*

² Government of British Columbia, Ministry of Transportation and Infrastructure. B.C. Supplement to TAC (2019). Page 4030-01. Available at <https://www2.gov.bc.ca/gov/content/transportation/transportation-infrastructure/engineering-standards-guidelines/highway-design-survey/tac-bc>

parking, landscaping and access for physically challenged people and others with wheelchairs and similar conveyances.” At this time, any existing new build in a Commercial Designation may be exempt from this Development Permit requirement, if the business does not increase its floor area.

With the removal of Policy 15, it would be feasible for other pre-existing buildings, previously used for residential purposes, to designate to a Commercial use and be exempt from the Development Permit requirements if no new floor area was added. Alternatively, those businesses could remain in the Residential designation and apply for a zoning amendment or special residential zone to allow neighbourhood convenience stores, as noted above in Residential Policy 5, bypassing the Development Permit Area entirely.

This may result in lost opportunities for the RDKB to consider form, character, accessibility, and pedestrian/ vehicular circulation of a new commercial endeavor, which can impact the character of the neighbourhood.

Applicant Property Specific Implications

As noted above, the applicants have provided information on some potential uses suggested by real estate inquiries for their property.

With no changes to Commercial Policy 15 of the OCP, the following uses referred to by the applicants are already allowed in residential zones along Kingsley Road³:

- Residential resort (seasonal in nature).
- In conjunction with a single family dwelling, a bed and breakfast, a home-based business, boarding use, a secondary suite, or a sleep quarter are permitted. The OCP allows for zoning amendment applications to consider larger bed and breakfasts than what is in place in the residential zones.

A Commercial land use designation is required for museums⁴ and vehicle storage. Seniors supportive housing, depending on the form and function of the housing, may be suitable in a residential zone (with a zoning amendment) and is currently permitted in the Core Commercial 1A Zone. Museum is included in the definition of institutional use, which is permitted in the Institutional and Community Facilities Zone.

Accessible accommodations, depending on whether they are commercial or housing-oriented in nature, could fall under residential use, bed and breakfast, residential resort use, or commercial uses such as hotel and motel.

Automotive repair, warehousing, and manufacturing (such as custom building products) would fall under the Industrial Use OCP designation, rather than Commercial designations.

Rehabilitation centres, hostels, professional services (other than dental and medical clinics in the Neighbourhood Commercial Zone), and party rental venues are not contemplated in the OCP or listed as permitted uses in the Zoning Bylaw.

³ Some uses may require an approved zoned amendment for the applicants' property.

⁴ The OCP lists institutional uses in the Commercial designations, in the absence.

Vehicular circulation and beach access: the small beach access at Lavalley Point has limited parking and dead ends at the beach (see Attachment 4 – 4. Lavalley Point beach access image). Traffic can use Tambellini Road, Massie Road, or Franson Road to navigate off of Kingsley Road. Visitors who do not know Kingsley Road dead ends and miss the three noted roads, can create traffic congestion and hazards at Kelly Court and Carol Court.

Staff comments

Any future redesignating of property to higher densities or to tourist commercial uses would require consideration of implications to the Sutherland Creek Waterworks District.

If a property was redesignated to Commercial for the purposes of applying for a zoning bylaw amendment to a commercial zone, the rezoning would require approval of the MoTI under Section 52 of the *Transportation Act*.

Due to the complex implications of the applicants' proposal, staff have provided both a recommendation and list of alternatives for the Regional Board's consideration. While staff do not recommend removal of Commercial Policy 15, it highlights interwoven complexities between Commercial Policy 15 and some Residential policies.

Alternatives

1. That the application submitted John Maximenko and Margaret Maximenko to amend Section 2.1.3 of the Electoral Area C/Christina Lake Official Community Plan, Bylaw No. 1250, 2004 to remove Commercial Policy 15, be denied, but considered as part of the OCP review process that is underway.
2. That the application submitted by John Maximenko and Margaret Maximenko to amend Section 2.1.3 of the Electoral Area C/Christina Lake Official Community Plan, Bylaw No. 1250, 2004 to remove Commercial Policy 15, be supported, and further that staff be directed to draft an amendment bylaw for presentation to the RDKB Board of Directors for first and second readings, and to schedule and hold a public hearing.
3. That staff be directed to draft and amended Commercial Policy #15 that would allow consideration of re-zoning to limited neighbourhood commercial uses.
4. That the application submitted by John Maximenko and Margaret Maximenko to amend Section 2.1.3 of the Electoral Area C/Christina Lake Official Community Plan, Bylaw No. 1250, 2004 to remove Commercial Policy 15, be denied.

Recommendation

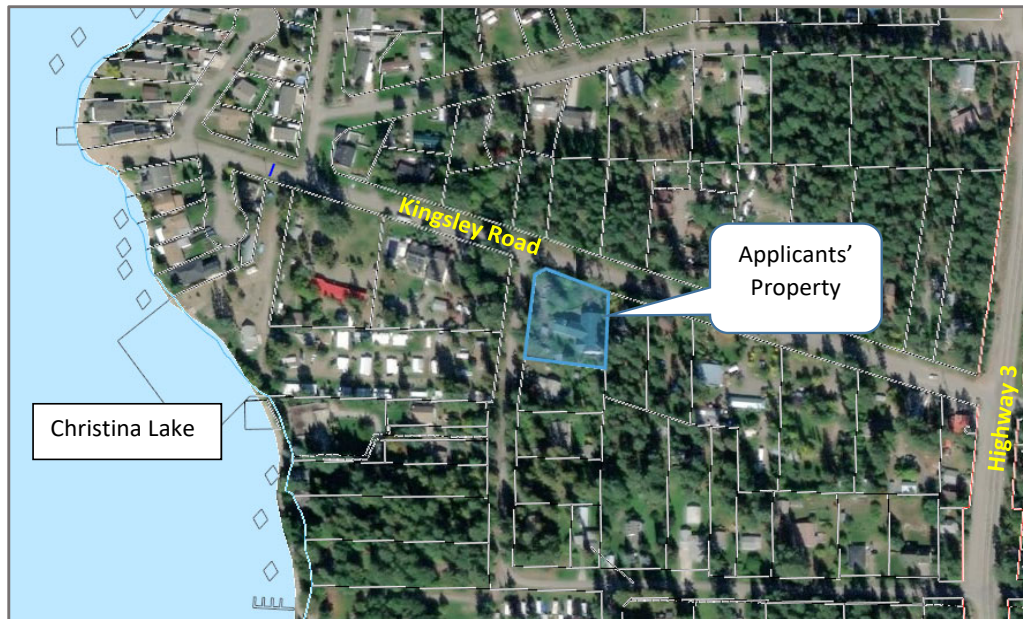
That the application submitted John Maximenko and Margaret Maximenko to amend Section 2.1.3 of the Electoral Area C/Christina Lake Official Community Plan, Bylaw No. 1250, 2004 to remove Commercial Policy 15, be denied, but considered as part of the OCP review process that is underway.

Attachments

1. Site Location Map and OCP Designation Map
2. Subject Property Map
3. Applicant Submission
4. Lavalley Point beach access image
5. OCP Commercial Policy Section

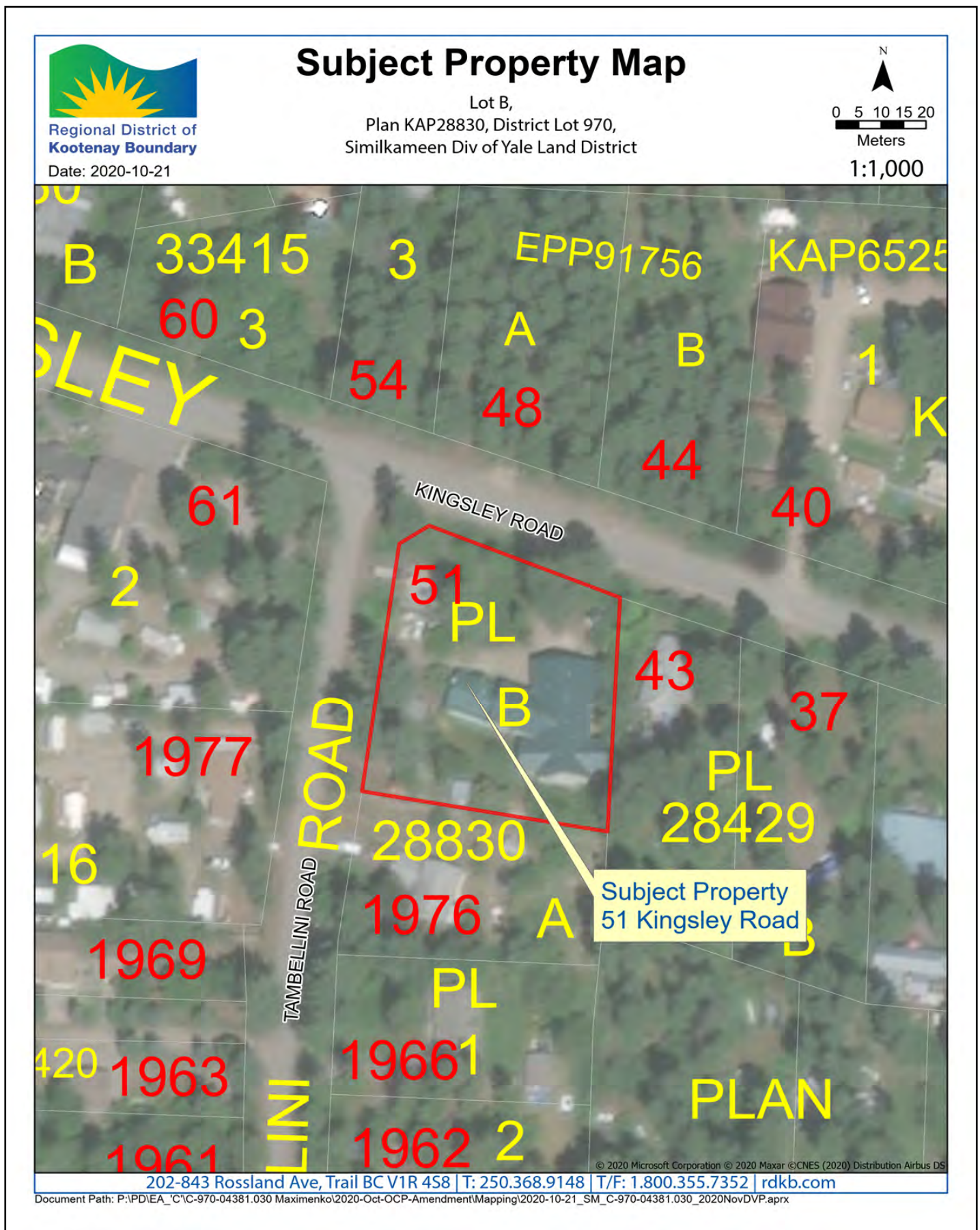
Attachment 1

Site Location Map



OCP Designation Map: yellow = Residential, orange = Neighbourhood Commercial, and pink = waterfront commercial





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

We request an Amendment to the R.D.K.B. Area "C"
Official Community Plan, Bylaw No. 1250, 2004
RDKB 2.1.3 Policies (15)

which reads;

Notwithstanding the previous commercial policies,
the Regional District will not allow the conversion or
use of further residential land to commercial along
Kingsley Road.

We request the removal of R.D.K.B. Area "C" OCP
Bylaw No. 1250, 2004 RDKB 2.1.3 Policies #15
due to it creating a hardship on the ability
to sell the property and a hardship on
potential purchasers to engage in any possible
commercial activities that could enhance the
local economy.

Thank You for your consideration.

Oct 23/20
Hi Danielle,

In order;

Ques 1 You stated in your application that the policy “is creating a hardship on the ability to sell the property and a hardship on potential purchasers.” For clarification, are you referring to Lot B Plan KAP 28830, District Lot 870 as stated in the legal description in your application?

Answer # 1.) Sorry for the typo, thanks for catching it! Legal Description is Lot B Plan KAP 28830, District Lot 970 S.D.Y.D.

Ques 2 Can you please describe how you believe the policy creates a hardship for this property? How does the removal of this property remove a hardship?

Answer #2) The insertion of this one sentence (15) into policy 2.1.3(15) as a part of the Area “C” OCP was unknown to us when we posted our property for sale just over 5 years ago and we have marketed it as having potential commercial opportunities, because Kingsley Road has historically been the main commercial strip at Christina Lake. In the 40 years we have lived here we have continuously run home based businesses onsite and the idea that someone would want to restrict any commercial enterprise in our struggling community makes no sense.

This policy creates a hardship in selling our property to anyone wanting to ‘eventually’ open a commercial operation on Kingsley Rd, that includes an onsite residence. Once we became aware of this restriction it added a bureaucratic layer or barrier to an already daunting prospect while presenting our home to prospective buyers. Due to the size of unfinished space, the purchase price is only a beginning for any purchaser. Adding another hurdle (caused by this policy) includes more costs and uncertainty. When any other Christina Lake property owner of residential land, not found on Kingsley Rd., can apply to convert to Commercial designation, why should Kingsley Rd property owners be denied the same opportunity? This application is in part about leveling the playing field.

Historically, Kingsley Rd held eight different eating and drinking establishments. It has been our main commercial strip and is now only one of three commercial strips.

1. Ques 3. What are the current or planned activities on the property?

Answer #3) Our current plans are to sell. We also currently have a couple of home-based businesses onsite; J.M. Consulting and my essential oil business.

1. Ques 4. Do you have any future plans associated with the property that cannot take place under current zoning and Official Community Plan designation?

Answer #4) The answer is no. However we currently have a prospective buyer interested in possibly producing custom orders of a building product in addition to having at least one rental suite, or more. However to give you an understanding of the ideas we have heard from potential buyers, here is a partial list; a doll museum/store featuring 10,000 vintage dolls, a cyclists hostel with onsite

amenities, a seniors home with 3-6 units, a rehab centre, a party rental space given curfews found at local accommodation providers, exploration of the maximum number of rental suites that could fit within allowed commercial zonings, automotive repair plus commercial vehicle storage, a store for vintage clothing & nick knacks, a set of professional offices, accommodations for the uniquely abled due to space for an elevator & and being a geographical location conveniently situated halfway between Vancouver & Calgary, a municipal hall in the event of incorporation,

1. Ques 5. As per our chat, your requested removal of Policy 2.1.3(15) from the OCP would effect all of the properties along Kingsley Road. Can you elaborate on why you think this policy removal makes sense for all of the properties along Kingsley Road and the Christina Lake community?

Answer #5) The only impact on current commercial operators, might be some competition, which is considered healthy for our business community. The impact on residential properties would be to remove a restriction in the event they wanted to establish a commercial operation, however the few I've spoken to were unaware of this restriction so any impact from removal of the sentence would be essentially invisible.

Our community needs more commercial activity. Removing the restriction found as Policy 2.1.3(15) supports free enterprise! Then we all benefit!

1. Ques 6. If you wish, please feel free to submit any photos you may have of the exterior of your property or any details related to size, floors, floor area, structures, etc.

Answer #6) Our property includes the original 1,000 sq ft. home built in 1946, with an addition that is approximately another 9,000 sq ft of mostly unfinished space. The addition's construction is made out of insulated concrete forms (a building system introduced by us into the province in 1993, when we held exclusive distributor rights to the first version of the system). What we have produced is a large extremely well-built building that offers 'Good Bones'. Eleven Sola Tubes offer natural lighting. The 3,032 sq ft on the top floor (excluding the two covered balconies and the newly constructed open deck on top of the covered entry) have no structural obstacles due to the free-standing trusses. The on grade main floor, holds approximately 2,000 sq ft of shop/3 bay garage, along with approx. 1,000 sq ft of space currently used as a workshop. The extra unaccounted for space is found both below grade where space is set aside for food, cold beer & wine storage, a mechanical room and large crawl space with the rest under top quality roofing on the 2 covered balconies, and the upper level portion that connects to the original home, currently in use as a library/reading room and large screened sleeping porch. All of this is sitting on .79 acre which is effectively larger due to the land removed from the road edges, when the property was previously subdivided (prior to our purchase in 1980). The land is large enough to hold a parking lot in the event it becomes a commercial operation and its positioning on a feature corner lot, one block off of the beach and one block off Highway #3 holds appeal as a commercial property. I can make photographs available if it would be helpful.

The removal of the one sentence (15) found in Policy 2.1.3(15) would help relieve the added hardship toward our ability to sell our property and would free up our purchaser to pursue their

business ideas with one fewer obstacle.

Thank you for your consideration,

Margaret & John Maximenko

Attachment 4

Parking and access at Lavalley Point beach access



Photo credit: Google Maps Streetview. 2020. Image captured on October 2012.

Area 'C' Official Community Plan-Bylaw No. 1250, 2004**2 GOALS/OBJECTIVES/POLICIES**

2.0.1 Pursuant to the authority granted at Section 492 of the *Local Government Act*, the entire Plan Area is designated to allow for temporary uses. Such temporary use permits will be subject to site-specific operational conditions to ensure that the temporary land use will be compatible with the surrounding area.

Bylaw
No. 1596**2.1 Commercial****2.1.1 Goals**

- Sufficient land is available for commercial development to serve the present and future needs of residents and visitors.
- Commercial developments are safe, functional, attractive, and are designed to efficiently serve pedestrian and vehicular traffic.
- Commercial developments are connected and integrated in a harmonious manner with ample green space.
- Commercial developments embrace design elements that help develop a sense of place and identity.

Bylaw
No. 1328**2.1.2 Objectives**

- To actively promote the development of an attractive core commercial area that will encourage people to gather and spend time.
- To consider proposals for pedestrian-oriented neighbourhood stores.
- To actively encourage the linkage of commercial areas for safe travel by pedestrians and cyclists.
- To encourage commercial areas to be connected with pathways and provide safe pedestrian passage and access to facilities.

2.1.3 Policies

1. The proposed retail commercial designations are identified on the Land Use Map as follows:

Bylaw
No. 1328

- a) Core Commercial;
- b) Highway Commercial;
- c) Neighbourhood Commercial.

Bylaw
No. 1506

2. Permitted uses in the Core Commercial land use designation may include, but not necessarily be limited to general retail, eating and drinking establishments, personal services, offices, tourist accommodation, recreational, entertainment, institutional, parking facilities, and a dwelling unit.

Bylaw
No. 1506

3. Permitted uses in the Highway Commercial designation may include, but not necessarily be limited to general retail, eating and drinking establishments, offices, tourist accommodation, automotive servicing, parking facilities, and a dwelling unit.

Bylaw
No. 1506

4. Permitted uses in the Neighbourhood Commercial designation may include, but not necessarily be limited to general retail, eating and drinking establishments, tourist accommodation, recreation facilities, campgrounds, personal services, commercial greenhouses, nurseries, parking facilities, and a dwelling unit.

Removed
by Bylaw
No. 1506

- 5.
6. Expansion of the Commercial designation will require an amendment to this Plan.
7. In order to create attractive, safe and functional commercial areas, all commercial land will be


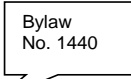
Note: This Bylaw is amended periodically.

Contact the Planning Department to ensure this is a current copy.

4

Area 'C' Official Community Plan-Bylaw No. 1250, 2004

designated as a mandatory Development Permit Area. This process will address matters such as vehicle access, building design, parking, landscaping and access for physically challenged people and others with wheelchairs and similar conveyances.

8. Commercial signage shall be regulated as to the number, size, type, form, appearance and location throughout the community.
9. The Regional District will work with the community in the future to improve the appearance and functionality of commercial areas, provided that the process is initiated and driven by a community group, such as the Chamber of Commerce. This exercise could include the preparation of drawings depicting preferred designs for commercial developments and buildings.
10. 
11. Neighbourhood commercial stores may be allowed outside the designated commercial areas, subject to a rezoning, provided it can be demonstrated the proposed use is compatible with the adjacent neighbourhood.
12. Private commercial campgrounds may be allowed off Christina Lake's waterfront, by way of a rezoning, provided that:
 - a) The applicant demonstrates the campground is compatible with the surrounding neighbourhood.
 - b) The proposed means of sewage disposal is consistent with the Servicing section of this Plan.
13. Some light industrial uses such as artisan workshops, storage and warehousing may be permitted by way of rezoning if it can be clearly demonstrated that they support the primary commercial character of the area and add to the functional mix of activities. The applicant must also demonstrate that the proposed use is compatible with the adjacent neighbourhood.
14. Privately owned land North of Christina Creek along Kimura Road shall be designated as Highway Commercial on the land use map. Existing residential properties will be zoned residential and may be used or developed for residential purposes until the owners elect to apply for commercial zoning.
15. Notwithstanding the previous commercial policies, the Regional District will not allow the conversion or use of further residential land to commercial along Kingsley Road. 
16. The Regional District of Kootenay Boundary may permit seniors housing within the designated Core Commercial area upon submission of a zoning amendment application where such use is considered to be compatible with and complimentary to neighbouring commercial uses.

2.2 Waterfront Commercial**2.2.1 Goals**

- Waterfront commercial areas respect the foreshore and biodiversity.
- Commercial developments on the waterfront are consistent with the rural small town character of the community.

2.2.2 Objectives

- To limit the commercial use of the waterfront to those properties already designated Waterfront Commercial.
- To encourage the upgrading of existing waterfront commercial areas with respect to matters such as aesthetics, environmental impacts, safety and access.
- To consider the development of well planned year round resort facilities, which could strengthen the local economy.

**Note: This Bylaw is amended periodically.
Contact the Planning Department to ensure this is a current copy.**



STAFF REPORT

| | | | |
|--------------|--|-------------|----------------|
| Date: | 09 Dec 2020 | File | ES-Solid Waste |
| To: | Chair Langman and the Board of Directors | | |
| From: | Tim Dueck - Solid Waste Program Coordinator | | |
| Re: | CleanBC Organics Infrastructure and Collection Program Grant Application | | |

Issue Introduction

A Staff Report from Tim Dueck, Solid Waste Program Coordinator regarding the Organics Collection Program in the McKelvey Creek Wasteshed. The purpose of this Report is to provide information on a potential grant application and obtain authorization from the Board of Directors to utilize reserve funds from the Regional Solid Waste Service (010) to fund the project.

History/Background Factors

The RDKB is committed to expanding its organics diversion capabilities across the district. Starting in 2012, the RDKB began providing residents of Grand Forks with curbside green bin collection services. As of 2017, the majority of residents (excluding Greenwood) from Carmi to Anarchist to Christina Lake receive both garbage and green bin collection services from the RDKB.

The RDKB Board has provided direction that for the organic waste generated in the McKelvey Creek Wasteshed a partnership with the RDCK is the preferred option. As such, a letter of support and commitment was provided to supply and/or direct collected organic food waste to the Central Landfill facility once the organics processing infrastructure is constructed and operational and by no later than the end of 2022.

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. Preliminary design work for the project was completed in 2020.

The CleanBC Organic Infrastructure and Collection Program (OICP) invites local governments to partner to fund the cost of establishing organics diversion infrastructure and collection programs.

The OICP grant funding allocation is 66.6% from Federal/Province of BC and the remaining 33.3% is required to be funded by the applicant and should be secured prior to submitting the application. The application deadline is January 12, 2021.

The scope of project being developed by RDKB staff for grant application submission is assuming that the RDKB will be initiating a green bin curbside collection program to the majority of residential homes (9327) in the McKelvey Creek Wasteshed. Project components include:

- Purchasing green bins (curbside collection) and kitchen buckets.
- Purchasing 'bear-resistant' green bins (curbside collection).
- Create and disseminate education and promotional materials.
- Distributing green bins/kitchen buckets to residents.
- Conducting 'before and after' waste audits.
- Bear Aware education.

Implications

Highlights and projected costs:

Green Bins: This is the largest component of the grant application. The cost of the standard 80-litre collection bin is roughly \$50. The cost for a bear resistant bin is about \$200. For the purposes of the grant application, bear bins have been allocated to 'high-risk' areas but further investigation will be required to determine exact numbers and should the grant application not be successful, the use of these bins may have to be reconsidered or other funding models investigated.

Projected Cost:

80-litre Standard green bins: 8035 bins x \$50 = \$401,750

120-litre Bear-resistant bins: 1292 x \$200 = \$258,400

Kitchen buckets: 9327 x \$10 = \$93,270

Education/Bylaw Enforcement: Staff believe that effective education, enforcement of curbside bylaws and collection scheduling to be major factors in achieving participation, understanding barriers, and minimizing bear/garbage interaction as opposed to solely relying on the use of bear

resistant bins. Also, as 'bear resistant bins' are 4 times more expensive than 'normal' bins, staff want to ensure resources are spent on these other important aspects of successful program implementation.

Projected Cost:

Development of General Education and Promotional Materials: \$46,635

"Bear Aware" Education: Three years x \$20,000 = \$60,000

Distribution of Green Bins: While handouts are important educational tools, residents are more likely to adapt to a new diversion program if they are able to connect with a real person. This work will have to be done during the summer of 2022 to be ready for a fall launch.

Project Cost: Estimates for this component of the project are \$139,905.

The total estimated cost for the McKelvey Creek Wasteshed Curbside Collection Green Bin Project is currently \$1,184,829. This includes a 15% contingency allowance. RDKB staff will be further refining the costs for the project before the application is formally submitted. Given the current projected costs, a 33.3% contribution value would equate to approximately \$395,381.

In the 2020-2024 approved 010 Service budget, a contribution to reserves for 2020 was estimated at \$870,000. This would bring the reserve balance at the end of December 2020 to approximately \$2.5 million. Please note however, that approximately \$1.3 million of this reserve has already been allocated to the Grand Forks Composting Facility Upgrade Project. In addition, reserves have been designated to be used to fund the McKelvey Creek Landfill Upgrade project. A grant application has been submitted for this project to the Investing in Canada Infrastructure Program - Rural and Northern Communities Infrastructure. If successful in this grant application the RDKB will be required to contribute 10% of project costs or \$203,906.

In addition, costs associated with meeting regulatory requirements at the West Boundary Landfill and other solid waste facilities will require the future use of reserve funds, so the success in receiving a OICP grant for the McKelvey Creek Wasteshed Curbside Collection Green Bin Project will be of significance.

A staff report will be provided to the Board on January 13, 2021 to obtain the required resolution that formally authorizes staff to submit the application and outlines that the Board supports the project and commits to its share of the project, as well as cost overruns. Please note that as the deadline for the grant application is January 12, 2021, staff will be

proceeding with submission of an application before receiving formal approval from the Board. The grant program allows for the submission of the required resolution up to two weeks after the January 12, 2021 submission deadline.

Advancement of Strategic Planning Goals



The collection of food waste collection and diversion from landfill is a significant opportunity for the RDKB to minimize greenhouse gas emissions from landfill.



The project will entail significant public and stakeholder engagement in initiating the curbside collection program.



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.

Background Information Provided

CleanBC Organic Infrastructure and Collection Program - Program Guide

Alternatives

1. That the Regional District of Kootenay Boundary Board of Directors direct that the required contribution from the RDKB associated with the McKelvey Creek Wasteshed Curbside Collection Green Bin Project for the CleanBC Organic Infrastructure and Collection Program 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.
2. That the Regional District of Kootenay Boundary Board of Directors direct staff to not submit an application to the CleanBC Organic Infrastructure and Collection Program for the McKelvey Creek Wasteshed Curbside Collection Green Bin Project.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors direct that the required contribution from the RDKB associated with the McKelvey Creek Wasteshed Curbside Collection Green Bin Project for the CleanBC Organic Infrastructure and Collection Program 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.



CleanBC Organic Infrastructure and Collection Program

PROGRAM GUIDE

Ministry of Environment and Climate Change Strategy



Table of Content

| | |
|----|---|
| 3 | 1.1.....Purpose |
| 3 | 2.1.....Eligible Applicants |
| 4 | 2.1.1.....Partnerships and Partnering |
| 5 | 2.2.....Amount of Shared Cost Arrangements |
| 6 | 2.3.....Eligible Project Criteria |
| 7 | 2.3.1.....Eligible Project Categories |
| 7 | 2.3.2.....Environmental Management Act |
| 7 | 2.4.....Eligible Project Costs |
| 8 | 2.5.....Ineligible Project Costs |
| 9 | 2.6.....Ineligible Projects |
| 10 | 3.1.....Application Limit |
| 10 | 3.2.....Application Intake and Deadline Dates |
| 10 | 3.3.....Application Guidelines |
| 11 | 3.4.....Supporting Documentation |
| 11 | 3.4.1.....Council / Board / Band Council or Other Appropriate Governing Body Resolution |
| 12 | 3.4.2.....Detailed Timeline |
| 12 | 3.4.3.....Detailed Cost Estimate |
| 12 | 3.4.4.....B.C. Biogas & Composting Facility GHG Calculation Tool |
| 13 | 3.4.5.....Licenses, Permits, and/or Approvals (If Applicable) |
| 13 | 3.4.6.....Proof of Permission to use Site (i.e. Ownership, License, Lease, etc.) (Organic Processing Infrastructure Stream only) |
| 13 | 3.4.7.....Evidence of Secured Funds |
| 13 | 3.4.7.1.....Local Government Applicants |
| 14 | 3.4.7.2.....Indigenous Applicants |
| 15 | 3.4.7.3.....Letters of Support |
| 15 | 3.4.7.4.....Other |
| 15 | 3.5.....How to Apply |
| 15 | 3.5.1.....Step 1: Register for Business BCeID |
| 16 | 3.5.2.....Step 3: Complete Online Application Form Within the LGIS |
| 16 | 3.5.3.....Step 4: Submit Supporting Documentation |
| 16 | 3.5.4.....Step 5: Submit Application |
| 17 | 3.6.....Application Selection Criteria and Assessment |
| 17 | 4.1.....Terms and Conditions |
| 18 | 4.2.....Transfers Between Projects |
| 18 | 4.3.....Reporting Requirements |
| 18 | 4.4.....Signage |
| 18 | 4.5.....Payment of Shared Cost Arrangements |
| 19 | 4.6.....Procurement |
| 19 | 4.7.....Claim Period and Expiry of Shared Cost Arrangements |
| 19 | 4.8.....Events and Communications |
| 20 | 5.1.....Ministry of Environment and Climate Change Strategy (ENV) |
| 20 | 5.2.....Ministry of Municipal Affairs and Housing (MAH) |
| 20 | 5.2.1.....LGIS Systems Contact |

1. Program Overview

1.1. Purpose

The CleanBC Organic Infrastructure and Collection Program (OICP) was developed to reduce greenhouse gas (GHG) emissions, by diverting increased amounts of organic waste from material that is currently being sent to landfills.

The OICP will support communities throughout BC, by investing up to \$25.7 million in new, or expanded, organic waste processing infrastructure, and residential organic waste collection programs. The Province will contribute of up to two-thirds of eligible project costs, to facilitate the diversion and processing of organic waste.

Under the OICP, eligible applicants, such as eligible Indigenous governing bodies, regional districts and municipalities, will be able to apply for funding through two distinct project streams:

1. **Organic Processing Infrastructure:** Funding under this stream will support eligible applicants with the building of new, or the expansion of existing, organic waste processing infrastructure that will result in increased processing capacity.
2. **Residential Curbside Collection:** Funding under this stream will support eligible applicants in the development of new, or the expansion of existing, residential organic waste curbside collection programs that result in an increased amount of organic waste diverted from landfills. Under this stream, funding will be provided for program materials, such as: the purchasing of curbside and/or kitchen collection bins, development of communication and educational outreach packages and/or programs, and the initial distribution of funded materials to residents.

2. Eligibility Criteria

2.1. Eligible Applicants

An eligible applicant must be one of the following:

- » A regional district,
- » Greater Vancouver Sewerage and Drainage District,
- » A municipality, including City of Vancouver,
- » An Indigenous governing body, as defined in the *Declaration on the Rights of Indigenous Peoples Act*.

2.1.1. Partnerships and Partnering

Eligible applicants may enter into partnership agreements with other local governments to support project delivery.

Partnering, as defined as arrangements where a local government delivers organic infrastructure or collection services through a partnering agreement under section 274 of the *Local Government Act* or section 21 of the *Community Charter*, or an Indigenous governing body delivers services through contract with an Indigenous development corporation, local government, for-profit corporation or other entity, is also permitted under this funding program. Applicants may enter into partnering agreements with Indigenous development corporations and for-profit entities, as long as the applicant receives significant and intended material benefit(s) from the project for the duration of the funding agreement and the partnering agreements comply with all applicable legislation and regulations.

If the applicant is successful and receives funding, the applicant will be held as ultimately responsible for the project deliverables and long-term delivery of the project. Recipients may be required to return funding if projects are not completed or the infrastructure is not retained in service by the intended recipient until at least 2034, if claimed costs are found to be ineligible, or in other situations where the funding agreement is not complied with.

Demonstration of significant and intended material benefits to the applicant will vary depending on the regional context. Examples therefore include, but are not limited to:

- The applicant will own the equipment or facilities and contracts for their improvement; and construction and/or operation of the facility could proceed via a partnering agreement.
- The applicant will fund a for-profit entity through a partnering agreement to undertake their project that will be owned and operated by the for-profit entity, where the for-profit entity will provide organic waste processing services to the applicant at minimum 30% below market rate, and have designated access to a minimum 75% of funded capacity for the duration of the funding agreement.

If organics services are being delivered for an eligible applicant by other persons, the applicant must enter into a partnering agreement in compliance with the *Local Government Act* or *Community Charter*, prior to the start of the project.

Neither partnerships nor partnering are requirements of this program. Applicants with partners and/or partnerships remain fully accountable and liable for the project.

2.2. Amount of Shared Cost Arrangements

The Province will contribute up to two-thirds of eligible costs to successful applicants. Recipients will be responsible for funding the remainder of their eligible costs. Amounts not funded through the OICP may be funded directly by the recipient, or from other funding sources. The recipient will be responsible for securing all funding not provided by the OICP.

Shared Cost Arrangements will be awarded up to a maximum of \$25,700,000 for all Shared Cost Arrangements and be distributed across the two funding streams based on the number of applicants, and evaluation during the Province's technical review process.

All ineligible project's costs, and any cost overruns are the responsibility of the recipient. Recipients may use funding from other federal or provincial programs as a contribution towards their one-third share on their projects. However, the source of these funds must be indicated on the application form and a statement to indicate if the funding is required for the project to be successful. The disclosure of other funding sources must be provided by the recipient up to the completion of the project.

The applicant must demonstrate that their share of funding has been, or is being secured, and that a plan is in place to cover any cost overruns beyond budgeted contingencies. Further, the application must demonstrate that funds have been committed to operate and maintain the project until at least 2034.

Combined funding sources from other programs (federal and/or provincial) cannot exceed 100% of the eligible project costs. Preference may be given to projects that require the OICP funding to make the project viable. Applicants may be required to identify the minimum provincial contribution that will allow the project to move forward. Consideration will be given to applications of any value provided they meet the OICP eligibility project criteria.

Applicants may use internal funding sources to meet their contribution. This may include monies from the Gas Tax Agreement Community Works Fund, local sources (e.g., borrowing, reserve funds), and Small Community and Regional District Unconditional Grant Programs. It is the responsibility of the successful applicant to comply with fund stacking rules of other federal and/or provincial programs.

2.3. Eligible Project Criteria

Projects must meet all applicable criteria under their respective funding stream to be considered eligible for funding under the OICP:

| Funding Stream | Criteria Requirement |
|-----------------------------------|---|
| Organic Processing Infrastructure | <ul style="list-style-type: none"> • Must divert organic waste from landfills to an organic processing facility. • Must result in quantifiable GHG emission reductions from organic waste. • Must create additional organic waste processing capacity in BC, through the construction of new, or the expansion of existing, facilities. • Must process organic waste for beneficial re-use. • Must be located in BC. • Must have secured site location. • Must have Council / Board / Band Council or other appropriate governing body resolution. • Must align with applicable regional Solid Waste Management Plan. • Must commit to one-third of eligible project costs. • Must commit to having construction completed and systems operational by March 31, 2024. • Must commit to being operational until at least March 31, 2034. • Must commit to reporting on GHG emission reductions until at least March 31, 2034. • Must comply with all applicable federal, provincial, and municipal laws. • If the project involves a partnership agreement between the applicant and a for-profit entity, the applicant must receive significant and intended material benefit(s) of the funding. |
| Residential Curbside Collection | <ul style="list-style-type: none"> • Must result in an increased quantity of organic waste diverted from landfills. • Must create new, or expanding of existing, residential organic curbside collection programs to include collection of additional types of organic materials or expanding the service area of residential curbside collection services. • Must result in quantifiable GHG emission reductions from organic wastes. • Must collect only residential organic waste. • Must divert organic waste to an organic processing facility that is currently operational or planned to be operational by the time the collection program commences. • Diverted organic waste must be processed for beneficial re-use. • Must be located in BC. • Must have Council / Board / Band Council or other appropriate governing body resolution. • Must align with applicable regional Solid Waste Management Plan. • Must commit to one-third of eligible project costs. • Must commit to having programs operational by March 31, 2024. • Must commit to being operational until at least March 31, 2034. • Must commit to reporting on GHG emission reductions until at least March 31, 2034. • Must comply with all applicable federal, provincial, and municipal laws. • If the project involves a partnership agreement between the applicant and a for-profit entity, the applicant must receive significant and intended material benefit(s) of the funding. |

2.3.1. Eligible Project Categories

Examples of eligible projects include, but are not limited to:

Organic Processing Infrastructure Stream:

Organics processing infrastructure which may include:

- Composting facilities, including new, or the expansion of existing, facilities that will result in increased processing capacity.
- Anaerobic Digesters, including new, or the expansion of existing, facilities that will result in increased processing capacity.

Residential Curbside Collection Stream:

Residential Curbside Collection Programs which may include:

- » Purchasing of curbside bins used for collection;
- » Purchasing of kitchen bins used in households;
- » Development of communication and educational outreach packages and/or programs that facilitate success of the proposed curbside collection program; and,
- » The initial distribution of anticipated funded program materials, listed above, to residents.

2.3.2. Environmental Management Act

All successful OICP projects, including projects on federal land, will be required to comply with the *Environmental Management Act*.

2.4. Eligible Project Costs

Eligible costs will be all costs that are considered by the Province to be direct and necessary for the successful implementation of the project, including:

- a. Management and professional service costs, such as accounting, communications, audit charges, GHG emission reduction and cost-per-tonne estimate verification, and results monitoring, measuring and reporting.
- b. Material and supplies costs.
- c. Printing, production and distribution costs.
- d. Equipment and capital assets purchase or rental, except vehicles.
- e. Contractors required to perform activities related to the project components.

- f. Any GST/HST that is not reimbursable by CRA, and any PST not reimbursable by the Province.
- g. Administrative and overhead administration costs, which includes incremental human resource costs, including salaries and benefits.
- h. Initial distribution costs of funded curbside collection program materials, such as collection bins, and communication and educational outreach packages and/or programs to residents.
- i. Other costs that, in the opinion of the Province, are direct and necessary for the successful implementation of a project and have been approved by the Province in writing prior to being incurred.

2.5. Ineligible Project Costs

Ineligible project costs and any cost overruns of the proposed budget are the responsibility of the applicant and are not considered as part of their contribution towards eligible project costs. In addition, the following are considered ineligible project costs:

- a. Costs incurred prior to contract being signed with Province for funding.
- b. Amounts previously reimbursed under other federal and/or provincial funding programs.
- c. Costs incurred for withdrawn or cancelled project components.
- d. Land acquisition, leasing land, buildings and other facilities, leasing equipment other than equipment directly related to the construction of a project, real estate fees and related costs.
- e. Financing charges, legal fees, and loan interest payments, including those related to easements (e.g. surveys).
- f. PST and GST/HST, for which the recipient is eligible for a rebate and any other cost eligible for rebates.
- g. Any good or service received as a donation or in-kind contribution.
- h. Insurance.
- i. Professional membership dues or licenses.
- j. Depreciation / amortization expenses.
- k. Office rent, maintenance expenses, and utilities.
- l. Business meeting expenses.

- m. Travel costs.
- n. Vehicle rental, purchasing, operation, maintenance, and repair costs.
- o. Facility and/or residential organic curbside collection program operational, maintenance and/or repair costs.
- p. Feasibility studies and pilot projects.
- q. Eligible costs incurred after March 31, 2024.

2.6. Ineligible Projects

A project will be deemed ineligible if one or more of the following applies:

- a. The applicant does not meet one of the criteria for eligible applicants (section 2.1).
- b. The project does not meet all the eligible project criteria under its respective funding stream (section 2.3).
- c. Funding is requested for costs that are deemed entirely ineligible.
- d. Funding is requested for infrastructure that does not directly result in the increase of organic waste processing capacity and/or the collection of residential organic waste. This includes, but is not limited to, waste transfer stations, waste hauling vehicles, and municipal wastewater treatment systems.
- e. Funding is requested for the residential organic curbside collection stream that does not directly result in an increase in organic waste diversion or is deemed solely for educational or promotional materials.
- f. Funding is in whole or part to be used towards feasibility studies and pilot projects.
- g. The proposed project is deemed by the Province to be routine operations, maintenance or repair.
- h. The Province does not consider the project to have a reasonable plan for completion of construction and beginning of operations by to March 31, 2024.
- i. The Province does not consider the project to have a reasonable plan for operations until at least March 31, 2034.
- j. The proposed project is deemed by the Province to not be in compliance with the *Environmental Management Act*.
- k. The project does not otherwise meet the mandatory requirements as outlined in the Program Guide.

3. Application Process

3.1. Application Limit

Each applicant must submit one application for each proposed project. An applicant may apply under both funding streams and may submit multiple projects. The applicant should be prepared to proceed with all projects for which applications are submitted. If an applicant submits multiple projects, the applicant can request that proposed projects be considered collectively in a “fund all-or-none” scenario if there are critical interdependencies.

3.2. Application Intake and Deadline Dates

The application period for the following streams are:

- Application submission period for the **Organic Processing Infrastructure Stream** is between **November 10, 2020** and **January 14, 2021** [4:00pm PST].
- Application submission period for the **Residential Organic Curbside Collection Stream** is between **November 10, 2020** and **January 12, 2021** [4:00pm PST].

All application forms and supporting documentation, unless approved by the Ministry of Environment and Climate Change Strategy (ENV), must be submitted on the Local Government Information System (LGIS) and received by the deadlines indicated above.

3.3. Application Guidelines

For each project submission an applicant must submit a completed application form, and mandatory supporting documentation, through the LGIS. Applicants are responsible for ensuring that complete, and accurate information, is submitted. Applications with incomplete information may not be considered.

Applicants should be aware that information collected is subject to the *Freedom of Information* and *Protection of Privacy Act*. The information being collected is for the purpose of administering the OICP, and will be used for the purpose of evaluating eligibility and project ranking under the OICP. Any questions about the collection, use or disclosure of this information should be directed to the contacts at the end of this guide.

If it is not possible to complete the application form electronically, or if you have questions about the materials required, please contact the ENV program staff by referring to the contact information within section 5.1.

If you experience technical difficulties using the LGIS, or require guidance please contact the Ministry of Municipal Housing and Affairs (MAH) by referring to the contact information within section 5.2.

3.4. Supporting Documentation

In addition to the completed application form, applicants must include the following mandatory documents in their application submission through the LGIS:

- Council / Board / Band Council or other appropriate governing body resolution;
- Detailed project timeline;
- Detailed cost estimate;
- B.C. Biogas & Composting Facility GHG Calculation Tool; <https://www2.gov.bc.ca/gov/content/environment/waste-management/food-and-organic-waste/organic-waste-diversion/cleanbc-organic-infrastructure-and-collection-program>
- Licenses, permits, and or/ approvals (if applicable);
- Proof of applicant's permission to use site (i.e. ownership, license, lease, etc.) (*Organic Processing Infrastructure Stream only*); and
- Evidence of secured funding for applicant's portion of project finances.

Applicants will also be prompted to submit the following optional documents in their application submission through the LGIS:

- » Letters of support.

The applicant will be prompted for required documents through the online application process. More information on each of the supporting documents is provided in the sections that follow.

Applications will be assessed based on the information provided. Insufficient information may negatively impact the assessment of the application.

3.4.1. Council / Board / Band Council or Other Appropriate Governing Body Resolution

A resolution, or adopted bylaw, endorsing the project **and** committing to funding the applicant's share of costs, must be approved by the appropriate authorized governing body, such as, a council, board or band council. This resolution, or adopted bylaw, must be submitted at the time of application submission. If this deadline is not possible due to infrequent council, board or band council meetings, then the applicant must submit the resolution within two weeks of the application deadline date, or by a date otherwise approved by ENV. Please indicate on the application form when submission of the resolution, or adopted bylaw, will be expected to occur.

Note that the resolution, or the adopted bylaw, **must** commit the applicant to contributing its one-third share of the eligible costs, and ineligible costs and overages related to the project. It must also identify the source of the applicant's share of the project costs.

Projects not supported by an appropriate resolution, or adopted bylaw, submitted within the allowed timeframe, will not be considered.

Detailed Timeline

There is no template provided for the detailed timeline. The timeline should include, as applicable, time allocated for consultation, design, obtaining permitting and approvals, construction, procurement, operation date and program reporting. The timeline should also provide a schedule for adopting any bylaws required to bring the project into operation (e.g. service bylaws). The timeline should correspond closely to the detailed cost estimate to illustrate the planned timing of spending.

3.4.2. Detailed Cost Estimate

A detailed cost estimate should be completed using the template provided. Detailed costs estimates must include but are not limited to: a breakdown of overall project costs (i.e. planning, design, construction, procurement of bins, administrative cost, staffing, other), and an itemized description including the cost per unit of measure and number of units for eligible and ineligible costs. Within the template, applicants are to identify which costs are eligible and which are ineligible, and to state what class or confidence level the estimates are (e.g., class B or the level of confidence of the proposed cost estimate). Detailed cost estimates must include a date and explanation of any assumptions made. As much as possible, the cost estimate should use similar breakdowns to the timeline so that the two documents will help ENV program staff forecast project spending.

If the proposed project is part of a larger project, the detailed cost estimate should only include the costs for the project being applied for. If a project can be broken into phases, a separate detailed cost estimate may be submitted for each phase being applied for. Phases should be indicated on the timelines.

IMPORTANT: It is necessary to provide up-to-date, detailed, and complete cost estimates. Cost estimates should identify and account for inflation, increasing construction costs and possible delays in start and completion dates. Some factors that may delay construction include: the timing of the Shared Cost Arrangement's announcement date, public consent, weather and construction seasons, delays in an environmental assessment process (if applicable), right of way negotiations, regulatory applications, etc.

3.4.3. B.C. Biogas & Composting Facility GHG Calculation Tool

A completed copy of the B.C. Biogas & Composting Facility GHG Calculation Tool (GHG Tool), showing GHG emission reductions from project completion until at least March 31, 2034, must be submitted as part of the application. The GHG Tool will be used to indicate if quantifiable GHG emission reductions will be realised from this project from the inputs requested in the tool. Refer to the website <https://www2.gov.bc.ca/gov/content/environment/waste-management/food-and-organic-waste/organic-waste-diversion/cleanbc-organic-infrastructure-and-collection-program> to address any questions specific to the GHG Tool.

Licenses, Permits, and/or Approvals *(If Applicable)*

All applicants are required to investigate and submit a list of municipal, provincial, and/or federal authorizations such as licenses, permits and approvals which are required for the project to proceed, and they must advise on the status of any that have been applied for.

If licenses, permits and/or approvals have already been obtained, copies may be requested to be submitted as part of the application assessment process.

3.4.4. Proof of Permission to use Site (i.e. Ownership, License, Lease, etc.) *(Organic Processing Infrastructure Stream only)*

Applicants must submit proof of site ownership and details of the ownership type.

A copy of the land title is considered the most suitable proof of site ownership. Land titles can be obtained through the Land Title and Survey Authority of British Columbia, <https://ltsa.ca/property-information/search-title>.

If the land is owned by a party other than the applicant, then a copy of the lease, or licence, should be uploaded. The term of the lease, and/or licence, must be indicated and be at least until March 31, 2034.

3.4.5. Evidence of Secured Funds

Evidence that the applicant's full share of funding has been or will be secured is required. This evidence may be in the form of staff reports and/or resolutions of board/council directing the use of reserve funds, recent bank statements showing that the amount is on hand, or a line of credit letter of approval (for non-local government entities).

Further details on appropriate evidence of secured funds is provided by applicant type below.

3.4.5.1. Local Government Applicants

If a local government applicant has accumulated funds in a statutory reserve to finance a share of project costs, they should submit evidence of these funds at application date, and supporting information, directing and authorizing, the use of the reserve funds for the project.

If a local government intends to borrow a share of the project costs, a council resolution approving the initiative and directing staff to prepare a bylaw to authorize the borrowing of funds, needs to be submitted with the application. This request ensures that the board, or council, of a local government is aware of the need to borrow, and has expressed its initial approval of that borrowing.

If the local government intends to borrow funds under the authority of a short-term capital borrowing bylaw, a certified copy of the bylaw, along with the approval of the Inspector of Municipalities, will be required prior to grant funds being released to the local government.

If the local government intends to borrow funds under the authority of a loan authorization bylaw for long-term borrowing ("loan authorization bylaw"), a certificate of approval of the Inspector of Municipalities, issued under section 760 of the *Local Government Act*, will be required prior to grant funds being released to the local government.

Section 24(7) of the *Environmental Management Act* may allow for a loan authorization bylaw to be adopted for the purpose of implementing a Solid Waste Management Plan without obtaining the approval of electors (municipalities), or participating area approval (regional districts). ENV's 2016 publication titled, *A Guide for Solid Waste Management Planning*, <https://www2.gov.bc.ca/assets/gov/environment/waste-management/garbage/swmp.pdf> provides that local governments may borrow money without the approval of electors for the purpose of implementation of an approved Solid Waste Management Plan provided that:

- a. The capital projects being borrowed for are identified in the plan;
- b. The capital costs related to these projects are identified in the plan;
- c. The plan has been approved by the Minister; and,
- d. The plan is current.

Local governments who will have their one-third share of funding provided from the party, with whom they have a partnership agreement, should provide a recent bank statement from that party showing the amount is on hand, or a line of credit letter of approval. In addition, the letter of support from this party must indicate that they commit to providing this funding.

A financial analysis may be completed as part of the application review. This will include a review of information submitted within the application, and in addition, for local governments, a review of the periodic financial information available to MAH. This periodic financial reporting information is available on MAH files, and thus, does not need to be submitted with an application.

3.4.5.2. Indigenous Applicants

The Indigenous applicant must demonstrate that their share of funding has been, or is being secured, and that a plan is in place to cover any overruns beyond budgeted contingencies.

3.4.6. Optional Supporting Documentation

3.4.6.1. Letters of Support

Letters of support should reference the project name, the date, applicant's name, and nature of support. Letters of support are optional and must be submitted at the time of application submission, through the LGIS. No template will be provided.

3.4.6.2. Other

Applicants may choose to submit additional documentation to further demonstrate their project's ability to meet the selection criteria. Some examples of supporting documentation include, but are not limited to, the following:

- Demonstration of how this project incorporates into the region's Solid Waste Management Plan;
- Engineering feasibility study of options along with detailed cost estimates and design criteria, with sufficient details to fully describe the project;
- Applicable information from project consultation (Indigenous communities, Stakeholders, and Public); and,
- An Asset Management Plan and/or policy which details long term sustainable management (see <https://www.assetmanagementbc.ca>).

3.5. How to Apply

3.5.1. Step 1: Register for Business BCeID

All applicants will require a Business BCeID to apply for funding. **Applicants should complete their registration for a Business BCeID as soon as possible, as it can take up to three weeks to obtain.**

New users are encouraged to start the process of requesting a Business BCeID as early as possible. If you do not know if your organization has a Business BCeID, there is a business directory in the link provided below, where you can search for your business name and, if it exists, you can view who the account administrator is.

For more information on obtaining a Business BCeID, please visit:
https://www.bceid.ca/register/business/getting_started/getting_started.aspx

3.5.2. Step 2: Request Access to the LGIS

Once a Business BCeID is obtained, the next step is to request access to the LGIS.

To obtain access to the LGIS, visit: <https://www.localgovernmentinformationsystem.gov.bc.ca/LGIS/>

- Complete and submit the Request Access form.
- This process requires verification; it is not instant. **The LGIS set up can take up to 5 business days**; please note that requests submitted close to the application deadline may take longer to process and will be processed in the order in which they are received.
- MAH will notify you once the LGIS access has been granted.

If your access to the LGIS is already in place for the organization wishing to apply, then use the same link as above to create, complete and submit your application.

For detailed step by step instructions of how to navigate in the LGIS to create, save and submit the application form, please go to the LGIS Learning Training Centre, by visiting: <https://usertraining.localgovernmentinformationsystem.gov.bc.ca/LGISTraining/videos.htm>

3.5.3. Step 3: Complete Online Application Form Within the LGIS

The application form can be accessed under the "Conditional Grants" menu in the LGIS. Select "Applications", and then click, "Create New Application". Select the program from the drop-down menu, and click, "Create". Once an application is submitted it is no longer editable.

3.5.4. Step 4: Submit Supporting Documentation

The applicant will be prompted for supporting documents, listed in section 3.4, throughout the online application process.

3.5.5. Step 5: Submit Application

Review the application to ensure that all information is complete, correct, and that all mandatory documents are uploaded. A statement by a Financial Approver and Project Manager certifying that the information contained in the application is correct, and complete, will be required as part of the online application submission.

3.6. Application Selection Criteria and Assessment

Proposed projects will be evaluated and/or ranked based on their contributions towards:

- Reducing GHG emissions from organic waste within the Province;
- Reducing organic waste being sent to landfill; and,
- Increasing the beneficial re-use of organic waste material.

In addition to the above, projects may also be evaluated and/or ranked based on the following:

- Value for money;
- Contribution to community objectives and basis on community need for services;
- Comprehensiveness of project scope, design and budget;
- Ability to deliver the project to a high standard;
- Long-term sustainability, including operational viability, asset management for sustainable service delivery, and considerations of climate change impacts;
- Working with and support from local governments, Indigenous communities and the public;
- Best environmental management practices;
- Ability to enhance and protect public and environmental health;
- If applicant is partnering with a for-profit entity, the significant and intended material benefit being received by the applicant;
- Other funding sources; and
- Regional distribution of projects.

Projects will be assessed on how they meet these criteria. Those applications that can effectively demonstrate how they are able to meet the selection criteria will have the greatest opportunity in being considered for approval. Please provide enough information to enable a proper assessment of your project.

4. Approval and Payments

4.1. Terms and Conditions

If approved, applicants will receive a Shared Cost Arrangement that sets out the terms and conditions of the funding. This will confirm all parties' understanding of the project and the maximum funding amount to which the applicant is entitled. Conditions may be attached to projects in order to ensure that the program's goals and objectives are met, and that the *Environmental Management Act* applies to protect the environment. The conditions in the Shared Cost Arrangement will need to be met in order to receive reimbursement from the Province. Non-compliance with Shared Cost Arrangements may trigger the need to reimburse funding to the Province.

4.2. Transfers Between Projects

Shared Cost Arrangements are project-specific and may not be transferred from an approved application to a new proposal. Any diversion from the project description, as provided by either the initial terms of reference, a consultant's proposal or a detailed work program, may be considered only with approval from ENV. Any project scope change must produce similar results to that for which the Shared Cost Arrangement was approved.

4.3. Reporting Requirements

Successful applicants will be required to meet program stipulations and/or program monitoring requirements. Reporting requirements will be detailed in the Shared Cost Arrangement. Reporting requirements for this program may include, but are not limited to, monthly budget forecast reports, quarterly periodic progress reports, and a final portfolio report. These reports are intended to provide the Province with regular updates on budget forecasting, timelines, percentage completion, and milestones. Reports must be completed and submitted in the format, specified by ENV, in the Shared Cost Arrangement.

4.4. Signage

Recipients will be required to provide and install signage in accordance with the terms of the Shared Cost Arrangement. The successful applicant is responsible for paying the cost and installation of such signage. The expense is deemed to be an eligible cost. The design, wording and specifications of such signage require ENV approval.

Payment of Shared Cost Arrangements

To request payment under the Shared Cost Arrangements, applicants must complete, sign and submit claims for eligible costs within the LGIS. A detailed cost summary for all work undertaken to complete the project must be submitted with the claim form. Should the summary show unreasonable or ineligible costs, claims may be denied or reduced.

The total amount payable will not exceed either the amount noted in the Shared Cost Arrangement, or the approved percentage of the actual cost, whichever is less. If it is found that the amount of any claims made and paid out, which are not in accordance with the Shared Cost Arrangement, then the amount of the overpayment may be deducted on the next claim payment(s). If the final payment has been made before the overpayment is corrected, then the recipient will need to repay the overpayment to the Province. A final report detailing project performance must be completed and submitted with the final claim upon project completion. Ten percent of the project funding will be withheld until the project is deemed complete and all final reports have been submitted.

4.5. Procurement

It is expected that all contracts for works associated with a project will be awarded in a way that is fair, transparent, competitive, and consistent with value for money principles, or in a manner otherwise acceptable to the Province, and if applicable, in accordance with the Canadian Free Trade Agreement and international trade agreements.

All contracts for works associated with the project must be publicly tendered, unless otherwise approved by the Province. The Province reserves the right to review the applicant's procurement and tendering policies and practices relating to the contracts at any time from the date of approval of the project. Conditions will be set out within the successful applicants Shared Cost Arrangement.

If the Province determines that a contract is awarded by the successful applicant in a manner that does not align with the conditions within the Share Cost Arrangement, the Province may deem the costs associated with the contract to be ineligible.

4.6. Claim Period and Expiry of Shared Cost Arrangements

The claim period for the project and the expiry date for the funding will be set out in the Shared Cost Arrangement between the Province and the successful applicant. Requests for an extension of this claim period will only be considered where there are unforeseen, or extenuating circumstances. Such requests will not be considered if received after the end of the claim period. In any event, no claims for payment received after March 31, 2024, will be approved for payment.

4.7. Events and Communications

ENV appreciates at least 15 working days notice of any scheduled communications materials or public events relating to your project. Please keep the ENV informed of all upcoming opportunities.

5. Contact Information

5.1. Ministry of Environment and Climate Change Strategy (ENV)

For program and project questions please contact staff at the Ministry of Environment and Climate Change Strategy at:

Ministry of Environment and Climate Change Strategy
Environmental Protection Division
PO Box 9312 STN PROV GOVT
Victoria, BC V8W 9M1

Email: organicsfund@gov.bc.ca

Website: <https://www2.gov.bc.ca/gov/content/environment/waste-management/food-and-organic-waste/organic-waste-diversion/cleanbc-organic-infrastructure-and-collection-program>

5.2. Ministry of Municipal Affairs and Housing (MAH)

5.2.1. LGIS Systems Contact

For LGIS system questions please contact the Ministry of Municipal Affairs and Housing at:

Ministry of Municipal Affairs and Housing
Phone: 250-387-4060
Email: infra@gov.bc.ca

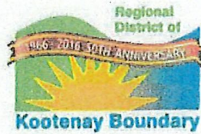
The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

| | | | | | | | | | |
|--------------------------|--|--------------------------|---|--------------------------|---|--------------------------|--|-------------------------------------|---|
| <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: | * King of Kings New Testament Church/The Bridge | | | |
| Address: | * Box 3, Midway BC V0H 1M0 | | | |
| Phone: | * 250 449 2252 | Fax: | | E-Mail: * kokca@shaw.ca |
| Representative: | * Martin Fromme | | | |
| Make Cheque Payable To: | * King of Kings New Testament Church | | | |

| |
|--|
| <p>The Bridge supplies free meals at the drop-in-center to those who are in need of nutrition in the West Boundary. These meals are provided on a bi-weekly basis. They are rich in protein and other nutrients that are needed for health and well being. King of Kings New Testament Church is the charity sponsoring this ministry, which is staffed by a variety of volunteers from the West Boundary.</p> |
| |
| |
| |

Office Use Only
Grant approved by Electoral Area Director: 1/ See
Approved by Board: _____



Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

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

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

| | | | | |
|-------------------------|--|------|--|-------------------------|
| Applicant: | * Greenwood Food Bank | | | |
| Address: | * Box 3 | | | |
| Phone: | * 250 449 2252 | Fax: | | E-Mail: * kokca@shaw.ca |
| Representative: | * M. Fromme | | | |
| Make Cheque Payable To: | * King of Kings New Testament Church (sponsoring organization) | | | |

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

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

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

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

The grant will be used to supply and deliver nutritious food to people in the West Boundary on a bi-monthly basis. The service works in partnership with the other providers of food to people in need in the West Boundary Region. The facility is in Greenwood. It is open on the first and third Thursdays of the month. In December the food bank will supply special food hampers to individuals and families in need who are not recipients in another Christmas hamper programmes.

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: \$ _____

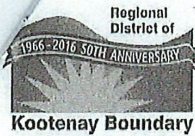
Date: 24 Nov. 2020 Applicant Signature M. Fromme Print Name M. Fromme

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

CLERK



Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com.

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

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

| | | | | |
|-------------------------|-----------------------------|------|------------|---|
| Applicant: | * Midway Public Library | | | |
| Address: | * 612 - 6th Ave., Midway BC | | | |
| Phone: | * 2504492620 | Fax: | 2504492389 | E-Mail: * midwaypubliclibrary@gmail.com |
| Representative: | * Chris Condon - Director | | | |
| Make Cheque Payable To: | * Midway Public Library | | | |

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

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

What is the total Cost of the Project? \$ 4000.00 What amount are you requesting from this RDKB Director(s)? \$ 4000.00

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

| |
|--|
| To support Midway Public Library Board decision to open membership to Area "E" resident's. |
| For 2020 D.S. |
| |
| |
| |
| |
| |

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

| | | |
|---------------------------------|----------------------------|--------------------------|
| Name of Organization <i>n/a</i> | Amount Requested: \$ _____ | Amount Secured: \$ _____ |
| Name of Organization <i>n/a</i> | Amount Requested: \$ _____ | Amount Secured: \$ _____ |
| Name of Organization <i>n/a</i> | Amount Requested: \$ _____ | Amount Secured: \$ _____ |

Date: 09/09/2020 Applicant Signature *C. Condon* Print Name Chris Condon

| |
|--|
| Office Use Only |
| Grant approved by Electoral Area Director: <i>V. Gee</i> |
| Approved by Board: _____ |

SUBMIT