

## **Board of Directors**

**Thursday, February 25, 2021  
1:00 pm**

**Via Zoom**

Join Zoom Meeting

<https://zoom.us/j/92891972345?pwd=SjNLMWZ2enFIMi9QMXUwa0FjSHB6UT09>

Meeting ID: 928 9197 2345

Passcode: 391038

+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 February 25, 2021 is presented.

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

That the agenda for the Regional District of Kootenay Boundary Board of Directors' meeting of February 25, 2021 be adopted as presented.

### **4. Draft Minutes**

- 4.a)** The draft minutes of the February 10, 2021 Regional District of Kootenay Boundary Board of Directors' are presented.

[Minutes-Board of Directors-10 Feb-BoD Feb 25 21 - Pdf](#)

**Recommendation: Corporate Vote Unweighted**

That the draft minutes of the February 10, 2021 Regional District of Kootenay Boundary Board of Directors' meeting 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 Items 10:
  - 10.a) Monthly Cheque Register in the amount of \$1,170,848.30,
  - 10.b) RDKB Committee Minutes:
    - Electoral Area Services (Jan. 14/21),
    - Utilities Committee (Jan. 13/21),
  - 10.c) Recreation Commission Minutes:
    - Area C Parks & Rec
  - 10.d)-Draft Advisory Planning Commission (APC) Minutes:
    - Area C/Christina Lake (Feb 2\_21)
    - Area E/West Boundary (Feb 1\_21)
    - Area E/West Boundary-Big White (Feb 2\_21).

**Recommendation: Corporate Vote Unweighted**

That Consent Agenda items 10 and 11 be received by general consent of the Board.

**6. Presentations at the Request of the Board**

**6.a)** There are no presentations.

**7. Delegations**

**7.a)** No delegations.

**8. Applicants & Persons Attending to Speak to Agenda Items**

**8.a) D. Patterson, Planner**

**Re: Development Variance Permit – Sawyer**

**K. Sawyer, Applicant, attending**

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



The staff report dated February 11, 2021 from Danielle Patterson, Planner, presenting a Development Variance Permit application in Electoral Area C/Christina Lake, is presented.

[Staff Report-Sawyer DVP EAS-BOD Feb 25 21](#)

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

That the Regional District of Kootenay Boundary Board of Directors approve the Development Variance Permit application submitted by Kevin Sawyer, to vary Section 402.6 – “Setbacks” of the Electoral Area C / Christina Lake Zoning Bylaw No. 1300, 2007 to decrease the required front parcel line setback for a principal building from 4.5 m to 3.2 m – a reduction of 1.3 m, for the construction of a carport attached to the garage on the property legally described as Lot 5, Plan KAP25978, District Lot 970, Similkameen Division of Yale Land District, Electoral Area C/Christina Lake.

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

**9.a)** There are no items.

**10. Reports-Consent Agenda**

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

[Cheque Register Summary - Jan 21 BOD Feb 25 21](#)

**10.b) RDKB Committee Minutes**

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

[Minutes - Boundary Services Committee - Jan 27 21 BOD Feb 25 21](#)

[Minutes - Utilities Committee - Jan 13 21 - BOD Feb 25 21](#)

[Minutes - Electoral Area Services Committee - Jan 19 21 BOD Feb 25 21](#)

[Minutes - Beaver Valley Rec Committee - Jan 19 21 BOD Feb 25 21](#)

[Minutes - East End Services Committee - Jan 19 21 BOD Feb 25 21](#)

**10.c) Recreation Commission Minutes**

[Minutes - Area C - Parks & Rec - Jan 13 21 - BOD Feb 25 21](#)

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

[APC Minutes-Area C APC-Board-February 25 21](#)

[APC Minutes-Area E-Board-February 25 21](#)

[APC Minutes-Big White-Board-February 25 21](#)

**11. Board Appointments Updates-Consent Agenda**

**11.a)** *The Directors' appointments update 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

**12. Items Removed from the Consent Agenda for Consideration**

Discussion of items brought forward from the Consent Agenda Item 5.

**13. Unfinished Business**

**13.a) Appointments - Electoral Area B/Lower Columbia-Old Glory - Recreation Commission**

Appoint Bev Edwards, Rivervale

Darrell Rieberger, Casino

Steve Scaia, Oasis

Faye Tumber, Genelle

Darlene Espenhain, Genelle

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

That the Regional District of Kootenay Boundary Board of Directors appoint the following individuals to the Electoral Area B/Lower

Columbia-Old Glory Recreation Commission:

Bev Edwards, Rivervale  
Darrell Rieberger, Casino  
Steve Scaia, Oasis  
Faye Tumber, Genelle  
Darlene Espenhain, Genelle

**13.b) COVID-19 Verbal Updates**

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

**Re: COVID-19 Pandemic Emergency Operations**

*Director Worley, Emergency Preparedness Liaison*

**M. Andison, Chief Administrative Officer**

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

*Director McGregor, Finance Liaison*

**Recommendation: Corporate Vote Unweighted**

That the verbal updates regarding the RDKB COVID-10 Pandemic Emergency Operations (EOC) and the RDKB Wage Continuation COVID-19 Pandemic Policy be received as presented to the RDKB Board of Directors on February 25, 2021.

**13.c) Appointment - Electoral Area E/West Boundary - Advisory  
Planning Commission**

Appoint Stewart Dobson

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

That the Regional District of Kootenay Boundary Board of Directors appoint Stewart Dobson to the Electoral Area E/West Boundary Advisory Planning Commission.

**14. Communications-RDKB Corporate Communications Officer**

**14.a)** A report will be provided at a future meeting.

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

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

**15.a) Education & Advocacy Committee (Feb. 17/21)**

*AKBLG resolutions*

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

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors endorse the following resolution to be sent to the Association of Kootenay Boundary Local Governments for review and consideration:

**COVID Safe Restart Grant**

*Whereas the Provincial COVID Safe Restart Grant Program for Local Governments placed a funding emphasis on municipalities over regional districts, because municipalities were required by the Province to fully remit their 2020 requisitions to regional districts, resulting in the vast majority of the \$425 million grant funds being allocated to municipalities;*

*And whereas, regional district services operate completely separately from municipal services and are reliant on revenue beyond those received through municipal requisitions;*

*Therefore be it resolved that the Government of BC establish a more equitable formula for determining the distribution of future grants between municipalities and regional districts.*

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors endorse the following resolution to be sent to the Association of Kootenay Boundary Local Governments for review and consideration:

**More Local Control of Land Use Practices**

*Whereas local governments are provided with statutory responsibility for land use planning within their jurisdictions and Provincial government Crown land planning processes, including resource and watershed management, generally involve local governments as referral agencies only at late stages of those planning processes;*

*And whereas, early and on-going local government involvement in Provincial land use processes would provide an opportunity for*

*improved intergovernmental collaboration and better informed decision-making;*

*Therefore be it resolved that the Government of BC initiate a process intended to establish improved government-to-government collaboration with local governments regarding land use planning initiatives on Crown land.*

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors endorse the following resolution to be sent to the Association of Kootenay Boundary Local Governments for review and consideration:

**Mental Health and Addiction Support During the Pandemic**

*Whereas the negative mental health and addiction impacts on British Columbians associated with the COVID-19 pandemic have further intensified the pre-existing challenges faced by community mental health services to keep pace with the needs of our communities, as evidenced by several past UBCM-endorsed resolutions;*

*And whereas the COVID-19 pandemic has created a need for additional Provincial funding resources to support the increased demand on already-stretched community services, including emergency services and front line workers;*

*Therefore be it resolved that the Government of BC increase the funding available to health organizations to provide additional community mental health and addiction resources to address the impacts of the COVID-19 pandemic.*

**15.b) Education & Advocacy Committee (Feb. 17/21)**

Letter of Support for Telus' application for Universal Broadband support

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

[Request - Telus application for universal broadband funding - BOD Feb 25 21](#)

[Letter of Support - Telus application for universal broadband funding - BOD Feb 25 21](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve sending a letter to Innovation, Science and Economic Development Canada with a copy to Telus, supporting TELUS's application to provide increased wireless connectivity under the Universal Broadband Fund; **FURTHER**, that the letter of support cite concerns over the lack of rural broadband connectivity and cell coverage over Highways 3 and 3B.

**15.c) Education & Advocacy Committee (Feb. 17/21)**

*West Kootenay 100% Renewable Plan*

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

**Recommendation: Corporate Vote Unweighted**

That the Education and Advocacy Committee refer a discussion on the West Kootenay 100% Renewable Plan and potential membership in the plan to the Regional District of Kootenay Boundary Board of Directors next meeting on February 25, 2021; **FURTHER**, at the discretion of the Board at its February 25th meeting, staff may be directed to provide a staff report to a future meeting of the Board addressing the implications of membership in the plan.

**15.d) Beaver Valley Regional Trails and Regional Parks (Feb. 16/21)**

*Director Grieve, Chair, Beaver Valley Rec*

**Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approve the annual transfer of \$200,000 into the Beaver Valley Parks and Trails service (019) budget from the Hydro Grant-in-Lieu revenues, as recommended by the Beaver Valley Regional Parks and Regional Trails Committee on February 9, 2021, to support such projects as the proposed replica train station, Park Siding School relocation and the proposed improvements to the Beaver Valley Arena.

**15.e) East End Services Committee (Feb. 16/21)**

*Director Worley, Chair, East End Services*

### **Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approve the transfer of \$150,000 per year into the Transit Service budget from the Hydro Grant-in-Lieu revenues for payments for any purchase, improvement or installation of any bus shelters previously approved by the East End Services Committee during the earlier Transit Service budget review and to include any and/or all costs associated with the downtown Trail Exchange; **FURTHER**, that this amount will be earmarked in the Transit budget for specific capital costs for bus shelter improvements and downtown Trail Exchange projects until such time as both projects will be paid off.

### **Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approve the annual transfer of \$200,000 into the Beaver Valley Trails and Parks Service (019) budget from the Hydro Grant-in-Lieu revenues, as recommended by the East End Services Committee on February 9, 2021, to the Beaver Valley Regional Parks and Regional Trails Committee Recreation to support such projects as the proposed replica train station, Park Siding School relocation and the proposed improvements to the Beaver Valley Arena.

**15.f) B. Ihlen, General Manager of Finance/CFO**  
**Re: Hydro Grant In Lieu Recommendations & the General Government/Legislative & Administrative Services (001) 2021-2025 Five Year Financial Plan**

*Director McGregor, Finance Liaison*

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the General Government/Legislative & Administrative Services (001) 2021-2025 Five Year Financial Plan and the hydro grant in lieu (HGIL) of property tax revenue allocations recommended by the Beaver Valley Regional Parks and Regional Trails Committee and the East End Services Committee.

[Staff Report - General Government \(001\) with HGIL recommendations 2021-2025 Five Year Financial Plan-BOD Feb 25 21](#)  
[001 General Government 2021-2025 Five Year Financial Plan with East Transit & BV Rec HGIL grants BOD Feb 25 21](#)  
[HGIL Circular No 10-14 September 24, 2010-BOD Feb 25 21](#)

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

That the Regional District of Kootenay Boundary Board of Directors make a decision regarding the allocation of the Hydro-Grant-In-Lieu payment for 2021; **FURTHER**, that the impacted budgets be amended accordingly to include the resulting changes in revenue and that those budgets and five year financial plans be incorporated into the overall 2021-2025 Five Year Financial Plan; **FURTHER**, to provide improved predictability for the RDKB financial planning process, that the Board of Directors develop policy guidance in 2021 regarding the allocation of Hydro-Grant-In-Lieu payments for future years.

## **16. New Business**

### **16.a) Letter of Support for Columbia Basin Broadband Corporation (CBBC) Application to the Universal Broadband Fund**

[CBBC Grant Application Request for Letter of Support  
Letter of Support - RDKB Area A - CBBC Application to the  
Universal Broadband Fund \(002\)](#)

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

That the Regional District of Kootenay Boundary approve a letter of support being sent regarding the Columbia Basin Broadband Corporation's (CBBC) grant application to the Universal Broadband Fund program, which includes a fibre-to-home solution to about 94 homes in the Regional District of Kootenay Boundary (Park Siding area); **FURTHER**, that the Regional District of Kootenay Boundary supports a commitment of \$27,500 to CBBC for this project, utilizing Electoral Area 'A' gas tax funds, subject to project approval from, and execution of contribution agreements with, the project funders.

### **16.b) M. Stephens, Interim Manager of Emergency Programs Re: EMBC Proposed Financial Assistance Guidelines For Emergency Response Costs 2020 Feedback**

*Director Worley, Protective Services Liaison*

The staff report dated February 18, 2021 from Mark Stephens, Interim Manager of Emergency Programs, presenting a letter of response to Emergency Management BC regarding the updated Financial Assistance Guidelines for Emergency Response Costs, 2020, is presented.



[Staff Report-Proposed EMBC Financial Guide BOD Feb 25 21](#)  
[Financial Assistance Guidelines - EMBC BOD Feb 25 21](#)  
[RDKB response - EMBC Proposed Financial Assistance Guidelines For Emergency Response Costs BOD Feb 25 21](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors endorse the RDKB's letter of response to Emergency Management BC regarding the Financial Assistance Guidelines For Emergency Response Costs 2020; **FURTHER**, that staff be authorized to sign and send the letter.

**16.c) L. Moore, Senior Planner**

**Re: Referral – Big White Ski Resort draft Resort Master Plan update and application replace the Master Development Agreement**

The staff report dated February 25, 2021 from Liz Moore, Senior Planner, presenting a referral from the Ministry of Forests, Lands, Natural Resources Operations and Rural Development for the Draft Resort Master Plan Update for Big White Ski Resort, is presented.

[Staff Report BW Master Plan-BOD Feb 25 21](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to send the staff report titled "Referral – Big White Ski Resort draft Resort Master Plan update and application replace the Master Development Agreement" dated February 25, 2021, which includes the recommendations of the Electoral Area E/West Boundary and Big White Advisory Planning Commissions, to the Mountain Resorts Branch of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for consideration; **FURTHER**, that the Board of Directors requests that future iterations of the Master Plan be referred back to the RDKB for comment.

**16.d) B. Ihlen, General Manager of Finance/CFO**

**Re: Cemetery Service (Greenwood, Area E/West Boundary) (145) Proposed 2021-2025 Five Year Financial Plan**

*Director McGregor, Finance Liaison*

The staff report dated February 18, 2021 from Barb Ihlen, General Manager of Finance/CFO, presenting the Cemetery Service (Greenwood, Area E/West Boundary) (145) proposed 2021-2025 Five Year Financial Plan, is presented.

[Staff Report-Cemetery Services \(Greenwood, Area E West Boundary\) \(145\) 2021-2025 Five Year Financial Plan-BOD Feb 25 21](#)

[Budget-Cemetery Service \(Greenwood, Area E West Boundary\) 5YR145-BOD Feb 25 21](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Cemetery Service (Greenwood, Area E/West Boundary) (145) 2021-2025 Five Financial Plan as presented to the Board of Directors on February 25, 2021 including minor changes for adjustments for year-end totals; **FURTHER**, that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

**16.e) B. Ihlen, General Manager of Finance/CFO**

**Re: Recreation Commission (Greenwood, Midway, Area E/West Boundary) (022) Proposed 2021-2025 Five Year Financial Plan**

*Director McGregor, Finance Liaison*

The staff report dated February 18, 2021 from Barb Ihlen regarding Recreation Commission (Greenwood, Midway, Area E/West Boundary) (022) Proposed 2021-2025 Five Year Financial Plan, is presented.

[Staff Report-Recreation Commission-Greenwood, Midway, Area E West Boundary \(022\) 2021-2025 Five Year Financial Plan-BOD Feb 25 21](#)

[Budget-Recreation Commission \(Greenwood, Midway, Area E West Boundary\) 5YR022 BOD Feb 25 21](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Recreation Commission (Greenwood, Midway, Area E/West Boundary) (022) 2021-2025 Five Financial Plan as presented to the Board of Directors on February 25, 2021 including minor changes for adjustments for year end totals; **FURTHER**, that

the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

**16.f) J. Chandler, General Manager - Operations**

**Re: #058 Kettle Valley Fire Protection Service 'Final' Budget summary, 2021**

*Director McGregor, Finance Liaison*

The staff report dated February 17, 2021 from James Chandler, General Manager - Operations, presenting an overview of the 2021 #058 Kettle Valley Fire Protection Service budget, is presented.

[Staff report-058 Kettle Valley Fire Protection Service final budget and work plan-BOD Feb 25 21](#)

[2021 Work Plan-058 Kettle Valley Fire Protection Service - BOD Feb 25 21](#)

[Budget-058 Kettle Valley Fire Protection-BOD Feb 25 21](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 #058 Kettle Valley Fire Protection Service Work Plan as presented to the Board in the staff report dated February 25, 2021.

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Kettle Valley Fire Protection Service #058 2021-2025 Five Year Financial Plan as presented to the Board of Directors on February 25th, 2021 including minor changes for adjustments for year-end totals; **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

**16.g) Columbia River Treaty Local Governments Committee**

*Director Worley to lead discussion.*

The email dated January 27, 2021 from the Columbia River Treaty Local Governments Committee and attachments, regarding the final treaty negotiation recommendations, are presented.

[Jan 26 Email-CRT Local Governments Committee Update Recommendations](#)

[Jan 26 LTR -CRT LGC Updated Recommendations Letter FINAL](#)

[Jan 27 PR -CRT LGC Recommendations Update Media Release  
FINAL 27Jan2020](#)

[Jan Summary- Recommendations](#)

[Jan Update-CRT LGC Recommendations January 2021 FINAL](#)

[Feb 10 Update-CRT LGC Recommendations](#)

**Recommendation: Corporate Vote Unweighted**

The Regional District of Kootenay Boundary Board of Directors receive the email and final treaty negotiation recommendations from the Columbia River Treaty Local Governments Committee as presented to the Board on February 25, 2021.

**16.h) B. Ihlen, General Manager of Finance, CFO  
Re: COVID-19 Safe Restart Grant Allocation  
Recommendations**

*Director McGregor, Finance Liaison*

The staff report dated February 18, 2021 from Barb Ihlen, General Manager of Finance/CFO, presenting recommendations for the use of the COVID-19 Safe Restart Grant provided by the BC Government, is presented.

[Staff Report - COVID 19 Safe Restart Grant-BOD Feb 25 21](#)  
[COVID-19 Safe Restart Grant Letter-BOD Feb 25 21](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the COVID-19 Safe Restart Grant allocation as presented to the RDKB Board on February 25, 2021; **FURTHER**, that the allocations be incorporated into the 2021-2025 Five Year Financial Plan; **FURTHER**, that Staff present the 2021 Unknown Operational Needs/Contingency (\$60,000) allocation of the COVID-19 Safe Restart Grant for Board approval prior to December 31, 2021.

**16.i) Grants in Aid - as of February 18, 2021:**

[Grants in Aid-Board-February 25 2021](#)

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

That the following grants-in-aid be approved:

- Beaver Valley Blooming Society – Flower Tubs and Ground Plantings in and around Fruitvale – Electoral Area 'A' - \$2,500
- Boundary Youth Soccer Association – Funds to Run Program and Equipment – Electoral Area 'C'/Christina Lake - \$1,000
- Grand Forks Flying Association – Pilot Courtesy Car Maintenance, Insurance, Repairs – Electoral Area 'D'/Rural Grand Forks - \$3,500

**17. Bylaws**

**17.a) Bylaw 1757: Regional District of Kootenay Boundary Bylaw Notice Enforcement Bylaw Amendment Bylaw**

[Bylaw-1757 amend Building Bylaw Notice 1742 BOD Feb 25 21](#)

**Recommendation: Corporate Vote Unweighted**

That "Regional District of Kootenay Boundary Bylaw Notice Enforcement Bylaw Amendment Bylaw No. 1757, 2021," being a bylaw to amend Bylaw Notice Enforcement Bylaw No. 1742, 2021, be read a FIRST, SECOND and THIRD time by content by the Regional District of Kootenay Boundary Board of Directors.

**Recommendation: Corporate Vote Unweighted (2/3rds consent required)**

That "Regional District of Kootenay Boundary Bylaw Notice Enforcement Bylaw Amendment Bylaw No. 1757, 2021," being a bylaw to amend Bylaw Notice Enforcement Bylaw No. 1742, 2021, be ADOPTED, having received two-thirds consent; **FURTHER**, that the Chair and the Corporate Officer be authorized to sign the bylaw.

**18. Late (Emergent) Items**

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

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

**21. Closed Meeting**

**21.a) Meeting Closed to the Public**

In the opinion of the Board - and in accordance with Section 90 of the *Community Charter* - the public interest so requires that persons other than DIRECTORS, ALTERNATE DIRECTORS, DELEGATIONS AND STAFF be excluded from the meeting; AND FURTHER, in accordance with Section 90 of the *Community Charter*, the meeting is to be closed on the basis identified in the following subsections:

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality

**Recommendation: Corporate Vote Unweighted**

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

**22. Adjournment**



**Board of Directors**

**Wednesday, February 10, 2021  
ZOOM**

**Minutes**

**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

**Staff Present:**

M. Andison, Chief Administrative Officer  
T. Lenardon, Manager of Corporate Administration Corporate Officer/Recording Secretary  
J. Chandler, General Manager of Operations/Chief Administrative Officer  
B. Ihlen, General Manager of Finance/Chief Financial Officer  
J. Dougall, General Manager of Environmental Services  
G. Denkovski, Manager of Infrastructure and Sustainability  
M. Stephens, Manager of Emergency Preparedness  
B. Champlin, Manager of Building Inspection  
D. Dean, Manager of Planning and Development  
F. Maika, Corporate Communications Officer  
D. Derby, Regional Fire Chief

**Other Persons Attending:**

Alternate Director Pasin  
D. Wilchynski, Director, West Kootenay Boundary Community Investment Co-Op  
T. Rice, Director and Treasurer, West Kootenay Boundary Community Investment Co-Op

**1. Call to Order**

The Chair called the meeting to order at 1:00 p.m.

**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.

Chair Langman advised that the live RDKB Board of Directors meeting is recorded and she made the public aware that personal information disclosed during the meeting is collected by the RDKB under the *Freedom of Information and Protection of Privacy Act*.

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

The agenda for the Regional District of Kootenay Boundary Board of Directors meeting of February 10, 2021 was presented.

Director Grieve requested that the agenda be amended to include an update on the Electoral Area A virtual town hall meeting at Item 19-Late Emergent Items, and it was;

**64-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of February 10, 2021 be adopted as amended.

Carried.

**4. Draft Minutes**

The draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held January 28, 2021 were presented.

**65-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the draft minutes of the Regional District of Kootenay Boundary Board of Directors meeting held January 28, 2021 be adopted as presented.

Carried.



## **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 Items Item 10.b)-RDKB Committee Minutes
- Receipt of Item 11-Board Appointment Updates.

**66-21**

Moved / Seconded

### **Corporate Vote Unweighted**

That Consent Agenda items 10.a) and 11) be received by general consent of the Board.

Carried.

## **6. Presentations at the Request of the Board**

There were no presentations for the Board to consider.

## **7. Delegations**

### **7.a) Donna Wilchynski, Director, West Kootenay Boundary Community Investment Co-op (WKBCIC) and Tyler Rice, Director and Treasurer WKBCIC Re: Investing Local and Becoming a Member of WKBCIC**

The Chair welcomed Ms. Wilchynski and Mr. Rice to the meeting.

Donna Wilchynski thanked the Board for the opportunity to attend the meeting to present information on the Co-op and she introduced Tyler Rice. She explained that by investing in local business, WKBCIC aims to increase prosperity and financial security to create a sustainable local economy for West Kootenay Boundary communities. The information has also been presented to some RDKB member municipal councils.

It was noted that the use of community investment co-ops is a new approach, which will encourage local investment throughout the province and has been showcased at the 2019 UBCM. Since then, there are now a total of 12 investment co-ops in BC, which are supported by the BC Rural Centre.

WKBCIC's purpose is to promote economic, social, environmental and community impacts by building local community capital and capacity. WKBCIC is member-owned, locally controlled, governed by a volunteer Board of Directors and is supported by local chambers and partners with three regional community futures. It was noted that to date, local governments have not invested.

Ms. Wilchynksi advised that the WKBCIC is requesting the Board to invest in RDKB communities by diverting capital to the Co-op and to consider becoming a member investor by purchasing membership shares. The delegates also asked the Board to commit to tasking RDKB staff to work with the Co-op to explore eligibility for local investment. WKBCIC would provide guidance and legal counsel.

RDKB staff answered inquiries regarding investment opportunities with WKBCIC, how the RDKB currently invests and where the funds for such an investment would be dispersed. Staff noted that an investment policy or strategy would be an asset. Chair McGregor requested the Board to consider this opportunity.

Chair Langman advised that this matter would be referred to the next Board meeting so that the Board can have time to absorb the information and make an informed decision. She thanked the delegation for the presentation and they left the meeting.

**67-21**

Moved / Seconded

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors receive the presentation from the West Kootenay Boundary Community Investment Co-op (WKBCIC) regarding a request for the RDKB to consider investing in local communities by becoming a member and investor of the WKBCIC and purchase \$10,000 to \$100,000 of membership shares as presented to the Board on February 10, 2021. **FURTHER** that the matter be referred to the next meeting for further discussion and decision-making.

Carried.

For the Board's information, staff will prepare a report for the next meeting. The report will include information as to where the RDKB currently places investment-funds and further information respecting the development of an investment policy.

#### **8. Applicants & Persons Attending to Speak to Agenda Items**

There were no applicants or other persons in attendance at the meeting.

#### **9. Communications (Information Only)-Consent Agenda**

There were no communications for information to consider.

#### **10. Reports-Consent Agenda**

##### **10.a) Monthly Cheque Register Summary**

To be presented at a future meeting.

**10.b) RDKB Committee Minutes**

Minutes of RDKB Committee Meetings as adopted by the respective Committees were presented: Policy & Personnel Committee (Dec. 9/20) and Boundary Services Committee (Jan 8/21).

**68-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the minutes of the Policy and Personnel Committee meeting held December 9, 2020 and the Boundary Services Committee meeting held January 8, 2021 be received.

Carried.

**10.c) Recreation Commission Minutes**

Minutes of the RDKB Recreation Commission meetings will be presented at a future meeting.

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

The draft minutes of APC meetings for the month of February will be provided at a future meeting.

**11. Board Appointments Updates-Consent Agenda**

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

There is nothing new to report.

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

There is nothing new to report.

*Okanagan Film Commission-Director Gee (Report Attached)*

A media release by the Okanagan Film Commission was attached to the agenda

*Boundary Weed Stakeholders Committee-Director Gee*

There is no new business to report.

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

With respect to the ongoing Treaty negotiations, Director Worley reported on the finalized and updated Columbia River Treaty (CRT) recommendations. Further information and a full media release will be provided in the agenda for the February 25<sup>th</sup> Board meeting.

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

The Committee met on January 21, 2021 for the BC Hydro presentation on the 2021 Integrated Resource Plan related to the Province electricity outlook for the next 20 years with a goal to find options to meet customers changing needs.

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

Director Cacchioni noted that the estimate for the Nelson downtown exchange has been completed, but that the estimate for the Trail exchange is still in progress. He provided an estimate on the costs. Director Cacchioni acknowledged that Director Worley has been appointed as the Chair of the West Kootenay Boundary Transit Committee.

*Rural Development Institute (RDI)-Director Worley*

The project is nearing completion and all documents must be finalized by March 12th. Director Worley reviewed the work that has been accomplished and she acknowledged Donna Dean, Manager of Planning and Development and her staff for their contributions. A presentation to the RDKB Board of Directors is welcome and the RDI will contact RDKB staff to request attendance at a future Board meeting.

*Chair's Update-Chair*

Chair Langman referred to her written report attached to the agenda, which provided updates on the Electoral Area Directors Forum, the LGLA Forum and the Active Transportation Meeting.

## **12. Items Removed from Consent Agenda for Consideration**

There were no Consent Agenda items brought forward.

## **13. Unfinished Business**

### **13.a) 2021-2025 Five Year Financial Plan General Government/Administration Service (001)**

A staff report from Barb Ihlen, General Manager of Finance/Chief Financial Officer regarding the General Government/Legislative & Administrative Service (001) proposed 2021-2025 Five Year Financial Plan was presented.

The changes made to the financial plan since it was presented to the Board at the last meeting were summarized. Staff reviewed the property tax requisition, miscellaneous revenue, transfers from reserves and IT projects. Given the expectation that the COVID-19 travel restrictions will remain in place for the majority of 2021, some adjustments have been made to director and staff travel and expenses. She reviewed salaries and benefits noting that this area has been modified quite a bit so that the percentage

increase has actually been reduced. Suggestions on where to allocate the COVID-19 restart funds will be presented to the Board at the next meeting.

Director Gee requested the Board to consider adding another expenditure to this service. She requested support for an additional \$200 per month to support her presence at the Riverside Center in Rock Creek where she conducts RDKB business. This would increase the total allocation to \$400 per month. There was agreement from the Board to support Director Gee's request.

There was a further discussion and staff answered additional inquiries, and it was,

**69-21**

Moved / Seconded

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the proposed General Government/Legislative & Administrative Service (001) 2021-2025 Five Year Financial Plan including minor changes for adjustments for year end totals and as amended by the Board on February 10, 2021 to also include \$2,400 annually to recognize the RDKB's presence at the Riverside Center in Rock Creek. **FURTHER** that the Financial Plan as amended with the inclusion of \$2,400 be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

Director Grieve requested that for the next meeting, staff provide a full report on the total amount of savings from Directors' and staff expenses (mileage, meals, etc.) as well as staff time in 2020 due to the COVID-19 travel restrictions.

#### **13.b) 2021-2021 Five Year Financial Plan Reserve for Feasibility Studies Service (006)**

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the Reserve for Feasibility Studies Service (006) proposed 2021-2025 Five Year Financial Plan was presented.

**70-21**

Moved / Seconded

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Reserve for Feasibility Studies Service (006) 2021-2025 Five Year Financial Plan including minor changes for adjustments for year-end totals as presented to the Board on February 10, 2021. **FURTHER** that the Financial Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

#### **13.c) 2021-2021 Five Year Financial Plan Building Inspection Service (004)**

Brian Champlin, Manager of Building Inspection provided an overview of the Building Inspection Service (004) 2021-2025 Five Year Financial Plan noting there is a 2%

increase in the budget over last year to maintain the current level of service and he provided rationale for the increase.

Director Gee noted her concerns to the significant increases to the five Electoral Area tax requisitions. Moving forward, staff will present a budget using calculations that offer more predictability for the Electoral Areas and without large fluctuations. Staff advised it is important to look at how other regional districts manage revenue that is generated from building inspection services and how it is allocated or used within the service. This matter will also be referred to a future meeting of the Electoral Area Services Committee, and it was;

**71-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Building Inspection Service (004) 2021-2025 Five Year Financial Plan including minor changes for adjustments for year-end totals as presented to the Board on February 10, 2021.

**FURTHER** that the Financial Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**72-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the budgeting formulas used for the RDKB Building Inspection Service (004) Financial Plans be referred to a future meeting of the Electoral Area Service Committee for review and discussion.

Carried.

The Electoral Area Services Committee will also discuss the COVID-19 restart funds.

**13.d) 2021-2021 Five Year Financial Plan  
Regional Solid Waste Management Service (010)**

*Director Morel, Environmental Services Liaison*

Janine Dougall, General Manager of Environmental Services provided an overview of the Regional Solid Waste Management (010) Service Draft 2021-2025 Five Year Financial Plan. She reviewed the areas of change and further explained the budget reduction from a 4% increase to 2.02% since it was last presented to the Board.

After further review and discussion, it was;

**73-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Regionalized Solid Waste Management Service (010) 2021-2025 Five Year Financial Plan

including minor changes for adjustments for year-end totals as presented to the Board on February 10, 2021. **FURTHER** that the Financial Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**13.e) 2021-2021 Five Year Financial Plan  
Big White Solid Waste Management Service (064)**

*Director Morel, Environmental Services Liaison*

A staff report from Janine Dougall, General Manager of Environmental Service providing an overview of the Big White Solid Waste Management (064) Service Draft Proposed 2021-2025 Five Year Financial Plan was presented.

Staff advised that there is 0% increase in taxes, and it was;

**74-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Big White Solid Waste Management Service (064) 2021-2025 Five Year Financial Plan including minor changes for adjustments for year-end totals as presented to the Board on February 10, 2021. **FURTHER** that the Financial Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**13.f) 2021-2021 Five Year Financial Plan  
Emergency Communications 9-1-1 Service (015)**

*Director Wortley, Emergency Preparedness Liaison*

Dan Derby, Regional Fire Chief provided an overview of the 2021-2025 Five Year Financial Plan for the 9-1-1 Emergency Communications Service (015) 2021-2025 Five Year Financial Plan and reviewed the minor adjustments made since the last meeting.

**75-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Emergency Communications 9-1-1 Service (015) 2021-2025 Five Year Financial Plan including minor changes for adjustments for year-end totals as presented to the Board on February 10, 2021. **FURTHER** that the Financial Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**13.g) COVID-19 Verbal Updates**

**M. Stephens, Manager of Emergency Programs  
Re: COVID-19 Pandemic Emergency Operations**

*Director Worley, Emergency Preparedness Liaison*

Mark Stephens presented an update on the RDKB COVID-19 EOC operations and a snapshot on current COVID-19 statistics within the RDKB.

The Big White COVID cluster has stabilized. Interior Health has advised it has increased capacity and can now manage logistics of providing isolation support for those who may not have it.

**M. Andison, Chief Administrative Officer**

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

*Director McGregor, Finance Liaison*

Mark Andison, Chief Administrative Officer thanked staff for groundbreaking work with the Big White COVID-19 cluster. He advised that the RDKB received a message from Michael J. Ballingall, Vice-President, Marketing and Development, Big White Ski Resort thanking the RDKB for the work to help keep the Big White community safe.

There have not been any major changes since the last update. There is one additional person involved in quarantining and away from work while undergoing a COVID-19 test. To date the impact of the policy is \$48,273. The COVID-19 restart grant monies can be used to cover costs.

**76-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the verbal updates regarding the RDKB COVID-19 Pandemic Emergency Operations (EOC) and the RDKB Wage Continuation COVID-19 Pandemic Policy be received as presented to the RDKB Board of Directors on February 10, 2021.

Carried.

**13.h) Appointment to the Electoral Area E/West Boundary  
Advisory Planning Commission**

*Dave Anderson*

**77-21**

Moved / Seconded

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

That Dave Anderson be appointed to the Electoral Area E/West Boundary Advisory Planning Commission.

Carried.

**14. Communications-RDKB Corporate Communications Officer**

A report with information respecting the RDKB's new website will be presented to the Board at future meeting.



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

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

### **15.a) Policy and Personnel Committee (Jan. 28/21)**

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

*Human Resource Advisor Position*

Barb Ihlen, General Manager of Finance/Chief Financial Officer noted that the HR Advisor position has been included in the General Government/ Administration Services (001) budget. She noted the significant volume of human resources work that needs to be managed stating that the function is currently decentralized creating more work for each operational manager. Staff reviewed the areas of strain on, and the impact to managers' performance overall especially that of the Finance Department, while working without a human resources professional.

There was a discussion regarding a contract position and an RDKB salary-position. Director Grieve requested that moving forward; staff consider contracting-out future positions. The Board reviewed the job description. Staff will modify the position description as per the Policy and Personnel Committee's instructions to clarify that the position will not be expected or required to travel throughout the jurisdiction in inclement weather.

There was general support for the position, and it was;

**78-21**

Moved / Seconded

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the inclusion of a Human Resource Advisor position in the 2021 fiscal year as presented to and approved by the Policy and Personnel Committee on January 28, 2021.

Carried.

### **15.b) Boundary Services Committee-Jan. 27/21**

*Director McGregor, Committee Chair/Director Dunsdon, Vice-Chair*

*National Disaster Mitigation Program (NDMP) Grant Funding*

**79-21**

Moved / Seconded

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors provide a resolution in support of the submission of a grant application to the National Disaster Mitigation Program (NDMP) Stream 2: Flood Mapping for \$553,500 for Flood and Geohazard Mapping for the Boundary Region.

Carried.

**15.c) Boundary Services Committee-Jan. 27/21***Director McGregor, Committee Chair/Director Dunsdon, Vice-Chair**UBCM Community Emergency Preparedness Fund (CEPF)***80-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors provide a resolution in support of staff submitting a grant application for \$150,000 to conduct Flood and Geohazard Mapping for the Boundary Region to the UBCM Community Emergency Preparedness Fund; and **FURTHER** should the grant application be successful, award the contract to Northwest Hydraulic Consultants (NHC).

Carried.

**15.d) Boundary Services Committee-Jan. 27/21***Director McGregor, Committee Chair/Director Dunsdon, Vice-Chair**Food Value Chain Resiliency-Aggregation Site & Purchase of Reefer*

Director Gee explained her request for the Board's support for submission of the grant application and support for Boundary Community Ventures.

**81-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the submission of an application for the Food Value Chain Resiliency Grant to be executed by Boundary Community Ventures as supported by the Boundary Services Committee on January 27, 2021 and presented to the Board of Directors on February 10, 2021.

Carried.

**16. Refreshment Break**

The Chair called for a recess (time: 2:40 p.m.).

The Chair reconvened the meeting at 2:50 pm.

**17. New Business****17.a) J. Dougall, General Manager of Environmental Services****Re: McKelvey Creek Wasteshed Curbside Collection Green Bin Project  
CleanBC Organic Infrastructure and Collection Program (OICP) Application***Director Morel, Environmental Services Liaison*

Janine Dougall, General Manager of Environmental Services reviewed her report on the McKelvey Creek Wasteshed Curbside Collection Green Bin Project and advised that the purpose of the report is to obtain the required resolution that formally authorizes staff to submit the grant application and outlines that the Board supports the project and commits to its share of the project, as well as cost overruns.

**82-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to submit an application for grant funding for the McKelvey Creek Wasteshed Curbside Collection Green Bin Project through the CleanBC Organic Infrastructure and Collection Program. **FURTHER** that the Regional District of Kootenay Boundary Board supports the project and commits to its share (\$351,453) of the project, as well as cost overruns.

Carried.

**17.b) D. Derby, Regional Fire Chief**

**Re: Emergency Services Communications (9-1-1)-Contract Extension**

*Director Worley, Emergency Preparedness Liaison*

A staff report from Dan Derby, Regional Fire Chief regarding a one-year contract extension for the RDKB Emergency Service Communications (9-1-1) Agreement between the Regional District of Central Okanagan (RDCO) and the Regional District Kootenay Boundary (RDKB) was presented.

**83-21**

Moved / Seconded

**Corporate Vote Weighted**

That the Regional District Kootenay Boundary Board of Directors approve the Emergency Services Communication (9-1-1) Agreement Extension No. 2 for the term commencing January 1, 2021 and ending December 31, 2021 between the Regional District Central Okanagan and the Regional District of Kootenay Boundary based on the estimated fees outlined within the agreement (\$65,993 in 2021). **FURTHER** that the Board authorize the Municipal Insurance Association of British Columbia to add the Regional District of Central Okanagan as an "Associate Member" to the Regional District of Kootenay Boundary's policy for liability insurance purposes as set out in the Service Provider Agreement, related to the administration of the 9-1-1 Call Answer Centre Service Agreement and the Emergency Services Communication (9-1-1) Agreement – Amendment No.2.

Carried.

**17.c) Discussion**

**Re: 2021 AKBLG Resolutions**

The Directors discussed topics and issues for submission to the Association of Kootenay Boundary Local Governments (AKBLG) resolutions session.

It was agreed that the following issues be referred to the Education and Advocacy Committee for review and recommendation that they be advanced to the AKBLG resolutions session:

1. Support for a 1% wealth-tax to assist with COVID costs and to reduce the gap between "the wealthy and the poor".
2. Advocate for current and future vaccines to be produced in Canada.
3. Turn over control of long-term care facilities to provincial governments.
4. Mental Health during a Pandemic.
5. COVID-19 start-up funds.
6. Strong fiscal futures.
7. Advocate for additional tax-allocation from federal and provincial governments to offset downloading.
8. Implement a limit to Regional Districts' responsibilities for emergency management to ensure a sustainable service.
9. Advocate for more local control on land use practices and approval of same.

**84-21**

Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors refer the list of advocacy issues as discussed by the Board on February 10, 2021 to the Education and Advocacy Committee for further review and decision-making by the Committee on February 17, 2021. **FURTHER** that staff submit the RDKB resolutions to the AKBLG as per the Education and Advocacy Committees' recommendations and before the February 19<sup>th</sup> deadline. **FURTHER** that the February 17, 2021 Education and Advocacy Committee's recommendation for AKBLG resolutions be referred back to the Board of Directors for endorsement at the February 25, 2021 Board meeting.

Carried.

**17.d) Appointments-RDKB 2021 Recreation Commissions****Grand Forks and District Recreation Commission****Electoral Area C/Christina Lake Parks & Recreation Commission****85-21**

Moved / Seconded

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

That the Regional District of Kootenay Boundary Board of Directors approve the following appointments to the RDKB Electoral Area C/Christina Lake Parks and Recreation Commission: Paul Beattie, Chair, Brenda Auge, Vice Chair, Adam Moore, Erica McCluney, Joe Sioga, Josh Strzelec, Sandi Gniewotta, Ben Koppin and Tara Bobocel.

Carried.

**86-21**

Moved / Seconded

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

That the Regional District of Kootenay Boundary Board of Directors approve the following appointments to the RDKB Grand Forks and District Recreation Commission: Bob MacLean, Cheryl Ahrens, Danna O'Donnell, Chris Moslin, Jaime Massey and Susan Routley.

Carried.

**17.e) Grants in Aid - as of February 4, 2021:****87-21**

Moved / Seconded

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

That the following grants-in-aid be approved:

1. Boundary Youth Soccer Association – Program Costs – Electoral Area 'D'/Rural Grand Forks - \$1,500.
2. Boundary Youth Soccer Association – Program Costs – Electoral Area 'E'/West Boundary - \$1,500.

Carried.

**18. Bylaws****18.a) B. Champlin, Manager of Building Inspection****Re: Proposed Draft RDKB Building Bylaw Amendment No. 1753, 2021**

First, Second and Third Readings and Adoption

Brian Champlin, Manager of Building Inspection Services presented information regarding a proposed revised bylaw for administration of the *Building Code and Regulation of Construction* within RDKB Electoral Areas A-E and rescinding of the previous Building Bylaw No. 449, 1985 and Building Bylaw No. 1741, 2020. He advised that the Building Bylaw, first reviewed in January, must be presented again with the inclusion of climatic data as well as updates to fees.

**88-21**

Moved / Seconded

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

That Regional District of Kootenay Boundary Building Bylaw No. 1753, 2021 be read a First, Second and Third time.

Carried.

**89-21**

Moved / Seconded

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

That Regional District of Kootenay Boundary Building Bylaw No. 1753, 2021 be Adopted.

Carried.

**18.b) G. Denkovski, Manager of Infrastructure and Sustainability****Re: Bylaw No. 1754, 2021-Beaver Valley Water Services Rates Bylaw**

First, Second and Third Readings and Adoption

**90-21**

Moved / Seconded

**Stakeholder Vote (Electoral Area A and Village of Fruitvale) Weighted**

That Regional District of Kootenay Boundary Beaver Valley Water Service Rates Bylaw No. 1754, 2021 be read a First, Second and Third time.

Carried.

**91-21**

Moved / Seconded

**Stakeholder Vote (Electoral Area A and Village of Fruitvale) Weighted**

That Regional District of Kootenay Boundary Beaver Valley Water Service Rates Bylaw No. 1754, 2021 be Adopted.

Carried.

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

**Re: RDKB Bylaw No. 1740, 2020**

**Electoral Area D/Rural Grand Forks and City of Grand Forks**

**Mosquito Control Services-SLP Conversion and Increase Requisition Limit**

Rescind Third Reading-Read a Third Time as Amended

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding an amendment to RDKB Electoral Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740, 2020 was presented.

**92-21**

Moved / Seconded

**Corporate Vote Unweighted**

That Regional District of Kootenay Boundary Electoral Area Area D/Rural Grand Forks and City of Grand Forks Mosquito Control Service Establishment Bylaw No. 1740, 2020 third reading be rescinded.

Carried.

**93-21**

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, 2020 be read a third time as amended.

Carried.

**19. Late (Emergent) Items****Update on Virtual Electoral Area A Town Hall Meeting**

Director Grieve provided an update on the virtual Electoral Area A Town Hall meeting and she thanked staff for their hard work and for the professional and informative presentation.

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

A discussion was not necessary.

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

A question period was not required.

**22. Closed Meeting**

Proceed to a closed meeting.

**94-21** 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* (time: 3:20 pm.).

Carried.

The Board reconvened to the open meeting at 4:15 p.m.

**Items for Release from the Closed Meeting**

The following matter was reviewed, and a recommendation made by the RDKB Board of Directors during the closed meeting.

**95-21** Moved / Seconded

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to proceed with the property acquisitions as laid out in the February 4, 2021 staff report titled "RDKB Disaster, Mitigation and Adaptation Fund (DMAF) Property Acquisition Process" presented to the Board during a closed meeting held on February 10, 2021, once a funding agreement has been reached between the City of Grand Forks and the RDKB.

Carried.

**23. Adjournment**

There being no further business to discuss, the meeting was adjourned (time: 4:09 p.m.).

TL



## Electoral Area Services (EAS) Committee Staff Report

<b>RE:</b>	Development Variance Permit – Sawyer		
<b>Date:</b>	February 11, 2021	<b>File #:</b>	C-970-04396.020 (DVP 667-20V)
<b>To:</b>	Chair Grieve and members of the EAS Committee		
<b>From:</b>	Danielle Patterson, Planner		

### Issue Introduction

The Regional District of Kootenay Boundary (RDKB) received a Development Variance Permit application for a property located at Christina Lake (see Attachment 1 - Site Location Map).

Property Information	
<b>Owner:</b>	Kevin Sawyer
<b>Location:</b>	2019 Carol Crescent
<b>Electoral Area:</b>	Electoral Area C/Christina Lake
<b>Legal Description:</b>	Lot 5, Plan KAP25978, District Lot 970, Similkameen Division of Yale Land District
<b>Area:</b>	930 m <sup>2</sup> (0.23 ac)
<b>Current Use:</b>	Single Detached Dwelling
Land Use Bylaws	
<b>OCP Bylaw No.: 1250</b>	Residential
<b>Development Permit Area:</b>	Environmentally Sensitive Waterfront
<b>Zoning Bylaw No.: 1300</b>	Single Family Residential 1 Zone (R1)
Other	
<b>Waterfront / Floodplain:</b>	Christina Lake
<b>Service Area:</b>	Sutherland Creek Waterworks District

### History / Background Information

The subject property is located on the eastern shore of Christina Lake on Lavalley Point (see Attachment 2 – Subject Property Map). Existing development on the property includes a single family dwelling with an attached garage and a temporary canopy enclosure located directly in front of the garage. The garage was constructed as part of a Development Permit Amendment in 2018. In 2004, a Development Permit was issued for the addition of a second storey to the existing residence.

While majority of the property is within the 200-year floodplain, the proposal is exempt from requiring an Environmentally Sensitive Waterfront Development Permit as the proposal does not include any habitable space.



## Proposal

The applicant is proposing a reduction in the minimum front parcel line setback of the R1 Zone from 4.5 m to 3.2 m – a reduction of 1.3 m, for the purpose of building a timber frame carport attached to the front of the applicant's garage (see Attachment 3 – Applicant Submission).

The applicant wishes to build the carport and use it as a permanent replacement for the temporary canopy enclosure that is currently used to cover an additional vehicle on the subject property. While the applicant has not finalized a design, timber framing would complement the character of the existing single detached dwelling.

The proposed carport is 3.5 m x 6.09 m (11.5 ft x 20 ft) and does not effect the interior side yard parcel line setback. The minimum required parking space dimensions in the Zoning Bylaw are 2.5 m x 5.5 m, with 3 m x 6 m being an appropriate dimension for most pick-up trucks. The applicant has secured a permit from the Ministry of Transportation and Infrastructure (MoTI) to reduce the setback to 3.2 m for a property line fronting a Provincial Public Highway for this proposed carport.

## Advisory Planning Commission (APC)

At their February 2, 2021 meeting, the Electoral Area C/Christina Lake APC reviewed the application and recommended it be supported.

## Implications

There are no known hardships or negative impacts related to the applicant's proposal. The parking spaces within the garage are not affected by the proposed development and the variance does not effect any other parcel line setback other than the front yard parcel line setback. While the proposed carport would be permanent, its construction would improve the appearance of the property from both the street view and the neighbouring property as the temporary canopy enclosure would be removed.

## Communications

Notices will be sent to property owners within a 60 metre radius of the subject property, notifying them of the proposed Development Variance Permit and the opportunity to provide comment.

## Recommendation

That the Development Variance Permit application submitted by Kevin Sawyer, to vary Section 402.6 – "Setbacks" of the Electoral Area C / Christina Lake Zoning Bylaw No. 1300, 2007 to decrease the required front parcel line setback for a principal building from 4.5 m to 3.2 m – a reduction of 1.3 m, for the construction of a carport attached to the garage on the property legally described as Lot 5, Plan KAP25978, District Lot 970, Similkameen Division of Yale Land District, Electoral Area C/Christina Lake be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation to approve.

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### **Attachments**

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

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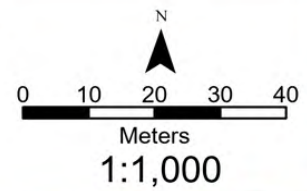


Regional District of  
Kootenay Boundary

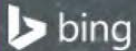
Date: 2020-12-17

## Subject Property Map

Lot 5, Plan KAP25978,  
District Lot 970,  
Similkameen Div of Yale Land District



Subject Property  
2019 Carol Crescent



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

Document Path: PD\EA\C\IC-970-04396.020\_Sawyer\Maps





## Regional District of Kootenay Boundary

Date: 2020-12-16

## Site Location Map

Lot 5, Plan KAP25978,  
District Lot 970,  
Similkameen Div of Yale Land District



0      200      400      600

Meters

1:20,000



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

Document Path: PD\EA 'C\C-970-04396.020 Sawyer\Maps



I AM REQUESTING A DEVELOPMENT VARIANCE PERMIT TO REDUCE MY FRONT YARD PROPERTY SET BACK FROM 4.5 METERS TO 3.2 METERS TO ALLOW FOR A CAR PORT OFF THE FRONT OF MY EXISTING GARAGE.

I CURRENTLY DO NOT HAVE ANY COVERED PARKING, THE CAR PORT WOULD RESOLVE THAT ISSUE. THE CAR PORT WOULD ALSO ~~ALSO~~ PROVIDE A COVERED SPACE, OUT OF THE WEATHER TO PERFORM MINOR MAINTENANCE ON MY VEHICLE.

THE PROPOSED CAR PORT WOULD BE TIMBER FRAME CONSTRUCTION TO MATCH THE EXISTING TIMBER FRAME ACCENTS ON THE GARAGE.

THE PROPOSED CAR PORT WOULD UNDOUBTEDLY ADD TO THE CURB APPEAL TO THE EXISTING GARAGE IN MY OPINION.

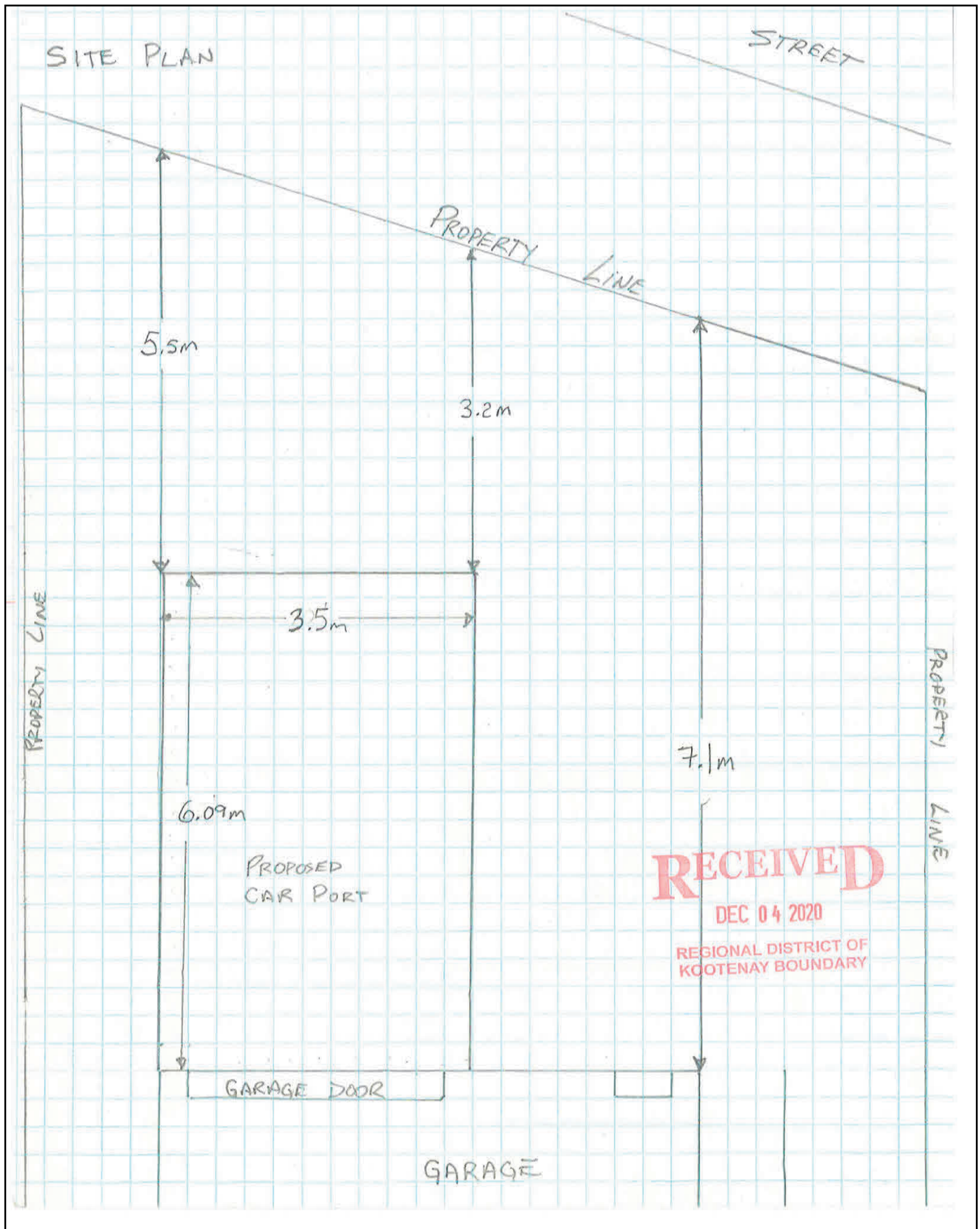
\* PLEASE REFER TO SITE PLAN FOR REQUIRED DETAILS.\*

THANK-YOU FOR YOUR CONSIDERATION.

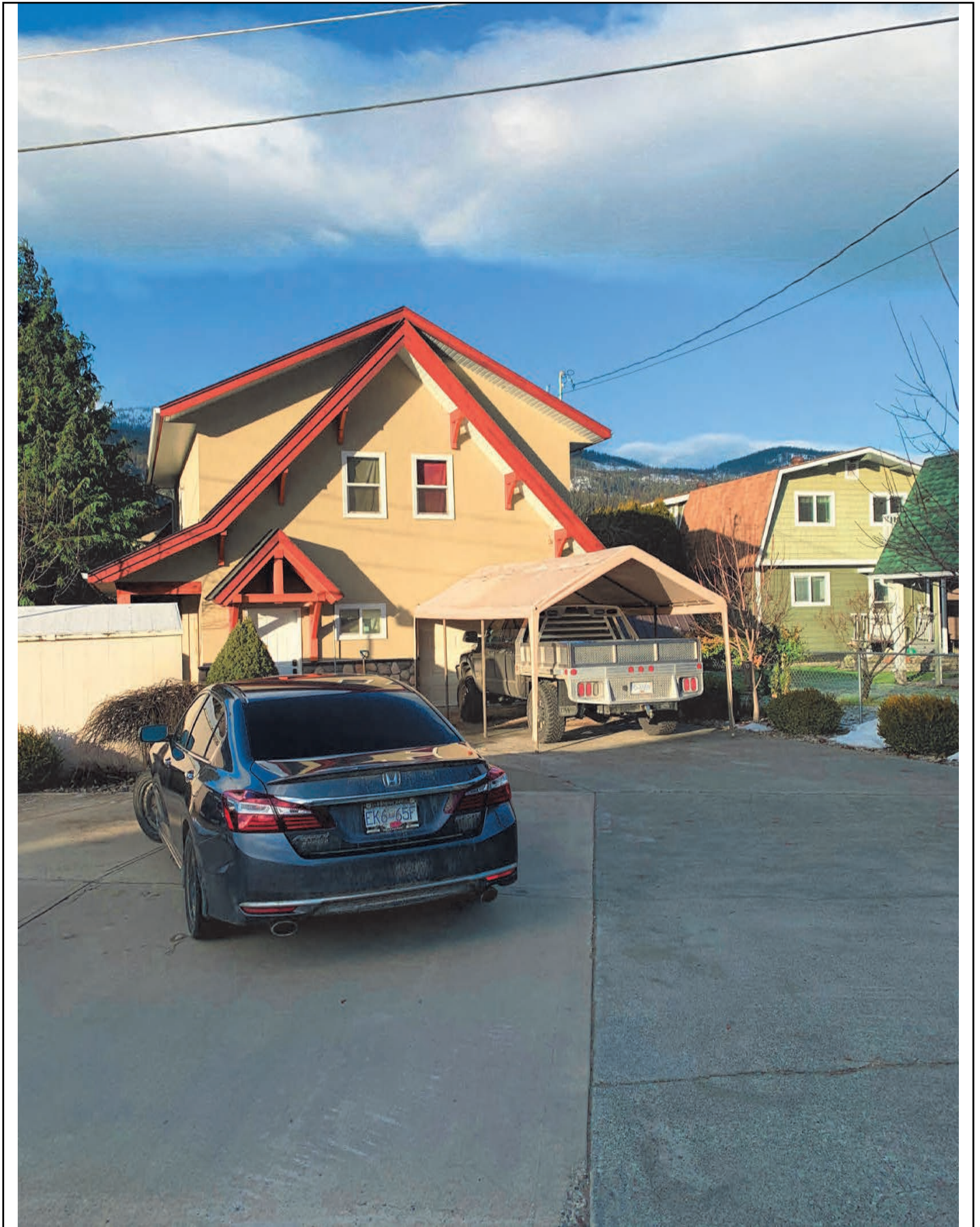
RECEIVED

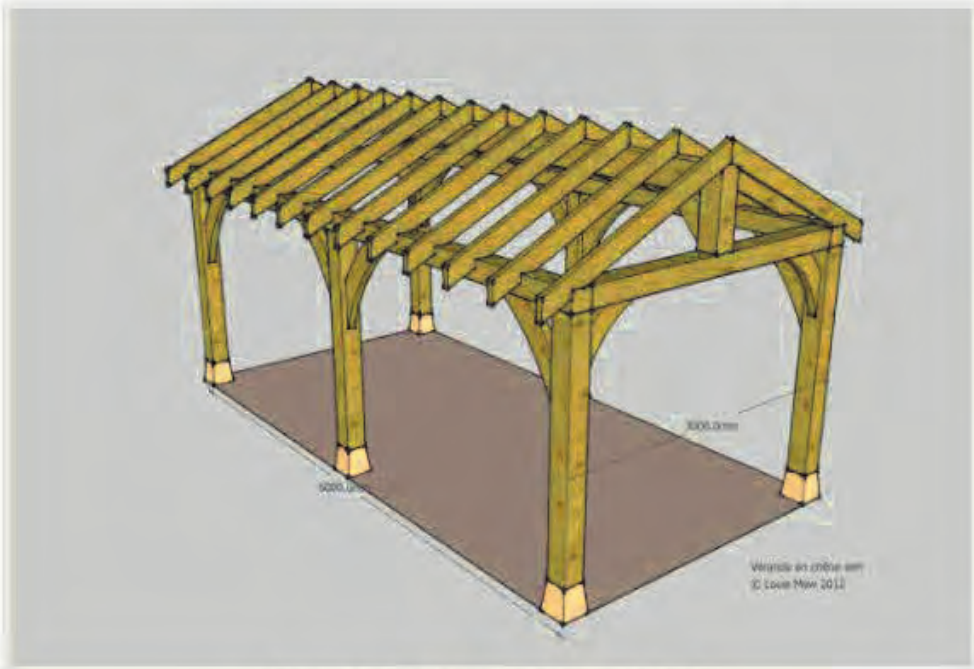
DEC 04 2020

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY



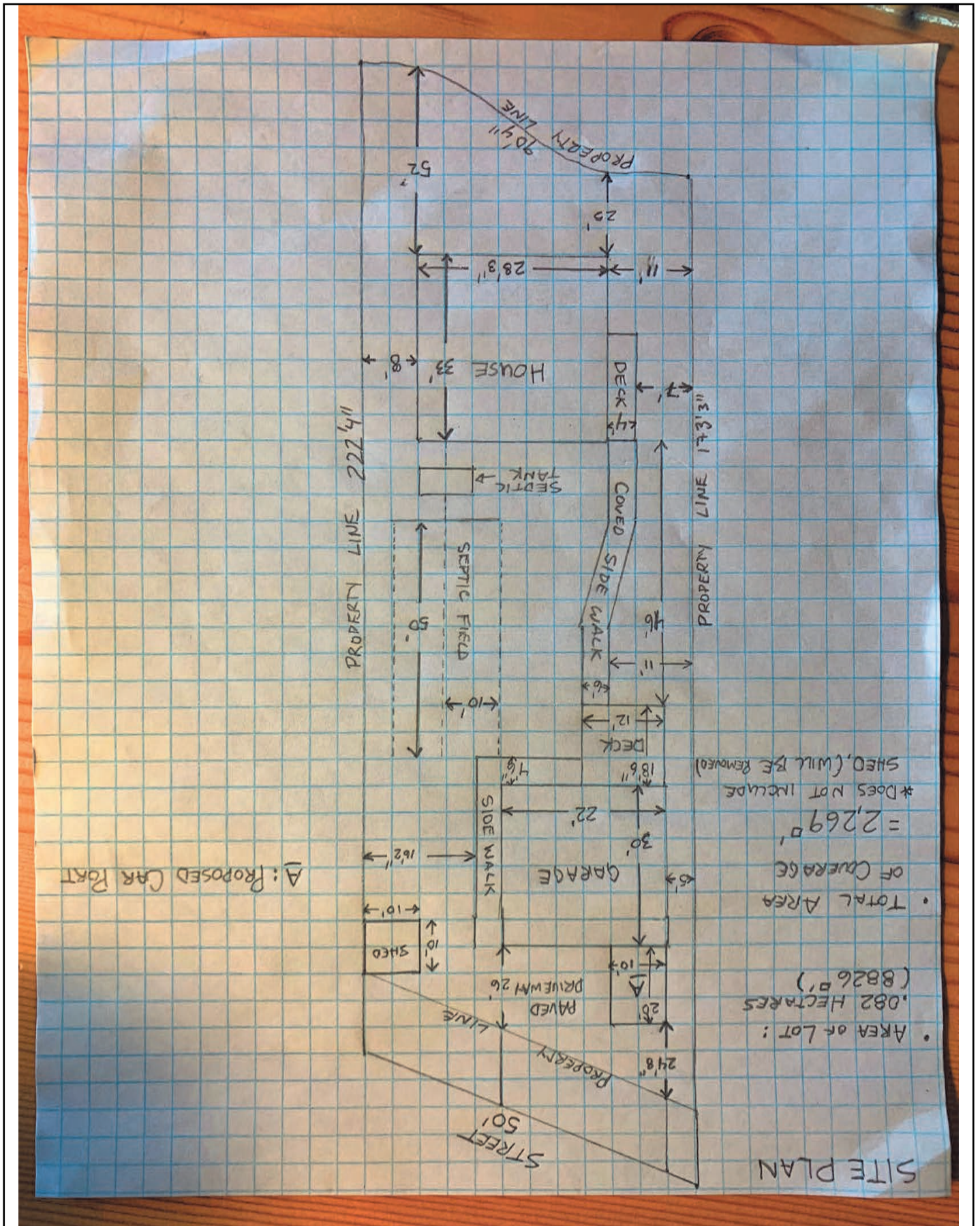






**timber frame carport designs**







BRITISH  
COLUMBIA

Ministry of  
Transportation

Permit/File Number: 2020-06196

Office: West Kootenay District

## PERMIT TO REDUCE BUILDING SETBACK LESS THAN 4.5 METRES FROM THE PROPERTY LINE FRONTING A PROVINCIAL PUBLIC HIGHWAY

PURSUANT TO TRANSPORTATION ACT AND/OR THE INDUSTRIAL ROADS ACT AND/OR THE MOTOR VEHICLE ACT AND/OR AS DEFINED IN THE NISGA'A FINAL AGREEMENT AND THE NISGA'A FINAL AGREEMENT ACT.

### BETWEEN:

The Minister of Transportation and Infrastructure

West Kootenay District  
310 Ward Street  
4th Floor  
Nelson, BC V1L 5S4

("The Minister")

### AND:

Kevin Sawyer  
2019 Carol Court  
Christina Lake, British Columbia V0H 1E2

("The Permittee")

### WHEREAS:

- A. The Minister has the authority to grant permits for the auxiliary use of highway right of way, which authority is pursuant to both the Transportation Act and the Industrial Roads Act, the Motor Vehicle Act, as defined in the Nisga'a Final Agreement and the Nisga'a Final Agreement Act;
- B. The Permittee has requested the Minister to issue a permit pursuant to this authority for the following purpose:

**To allow for a reduced setback to 3.2m from 2019 Carol Court, for the construction of a timber frame carport measuring 6.1m x 3.5m, as shown on the appended drawing.**

- C. The Minister is prepared to issue a permit on certain terms and conditions;

ACCORDINGLY, the Minister hereby grants to the Permittee a permit for the Use (as hereinafter defined) of highway right of way on the following terms and conditions:

1. This permit may be terminated at any time at the discretion of the Minister of Transportation and Infrastructure, and that the termination of this permit shall not give rise to any cause of action or claim of any nature whatsoever.
2. This permit in no way relieves the owner or occupier of the responsibility of adhering to all other legislation, including zoning, and other land use bylaws of a municipality or regional district.
3. The Permittee shall indemnify and save harmless the Ministry, its agents and employees, from and against all claims, liabilities, demands, losses, damages, costs and expenses, fines, penalties, assessments and levies made against or incurred, suffered or sustained by the Ministry, its agents and employees, or any of them at any time or times, whether before or after the expiration or termination of this permit, where the same or any of them are based upon or arise out of or from anything done or omitted to be done by the Permittee, its employees, agents or Subcontractors, in connection with the permit.
4. The Ministry of Transportation and Infrastructure and/or the Maintenance Contractor shall not be held accountable for any damage to the structure, however caused.
5. No further additions or improvements shall be made to the structure without prior consent of the Ministry of Transportation and Infrastructure.

**RDKB Planner**

---

**From:** Kevin Sawyer [REDACTED] >  
**Sent:** December 22, 2020 1:43 PM  
**To:** RDKB Planner  
**Subject:** Kevin Sawyer Application  
**Attachments:** Permit 2020-06196.pdf

Hi Danielle,

Thanks or your e-mail. Fallowing is the information you have requested.

1. I have applied and been approved for a permit from MTI. (Permit is attached)
2. The garage does have the ability to park one of my two vehicles inside. That space inside the garage is set up for a wood shop and could be re organized to park my car if needed, but it will not fit a full sized truck, which I own. Ultimately I would like to have the ability to park both under cover if I travel away for a stretch of time. I would like to have a carport to ensure that one is out of the weather at all times while still having the ability to function tasks inside the garage/shop if possible.
- 3.I have included a site map of the entire property to answer questions 2-5. I apologize that I mistakenly input feet and not meters.
4. The carport will be attached to the front of the garage directly in front of the lone garage door. \*The Height of the Car Port will be approximately 3.6 meters.The height of the existing garage is 7.3 meters. I do not have an official drawing of the car port yet. I have spoke with Dan Solstrom ,(an engineer in Castlegar) for engendered drawings and plan on having those drawings executed once I know if I have approval to build. I won't incur the expense until I know it is safe to do so. I have included a sample drawing which illustrates the car port style. (Please refer to my original site map of the proposed car port for dimensions.)
- 5.The house you have pictured is my neighbor to the right. I have included a picture of my garage looking from the road. You can see I have a temporary Carport, and that is exactly where I would like the permanent car port to be located. If I have approval, It will be a timber frame construction to match the man door roof pictured.





BRITISH  
COLUMBIA

Ministry of  
Transportation

Permit/File Number: 2020-06196

Office: West Kootenay District

Should the structure be destroyed, removed or dismantled, this permit is nullified; any permits for a replacement structure will be considered as a new application by the Ministry.

6. The Permittee will at all times indemnify and save harmless Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Transportation and Infrastructure, and the employees, servants, and agents of the Minister from and against all claims, demands, losses, damages, costs, liabilities, expenses, fines, fees, penalties, assessments and levies, made against or incurred, suffered or sustained by any of them, at any time or times (whether before or after the expiration or termination of this permit) where the same or any of them are sustained in any way as a result of the Use, which indemnity will survive the expiration or sooner termination of this permit.
7. The Permittee shall be responsible for replacing any survey monuments that may be disturbed or destroyed by the Use. Replacement must be by a British Columbia land surveyor at the Permittee's expense.
8. Any damage to the public right-of-way as a direct result of the permitted works, shall be repaired and maintained by the Permittee.
9. Permittee shall be responsible for locating, and for any damage to, other works within highway right-of-way.

The rights granted to the Permittee in this permit are to be exercised only for the purpose as defined in Recital B on page 1.

Dated at Nelson, British Columbia, this 22 day of December, 2020

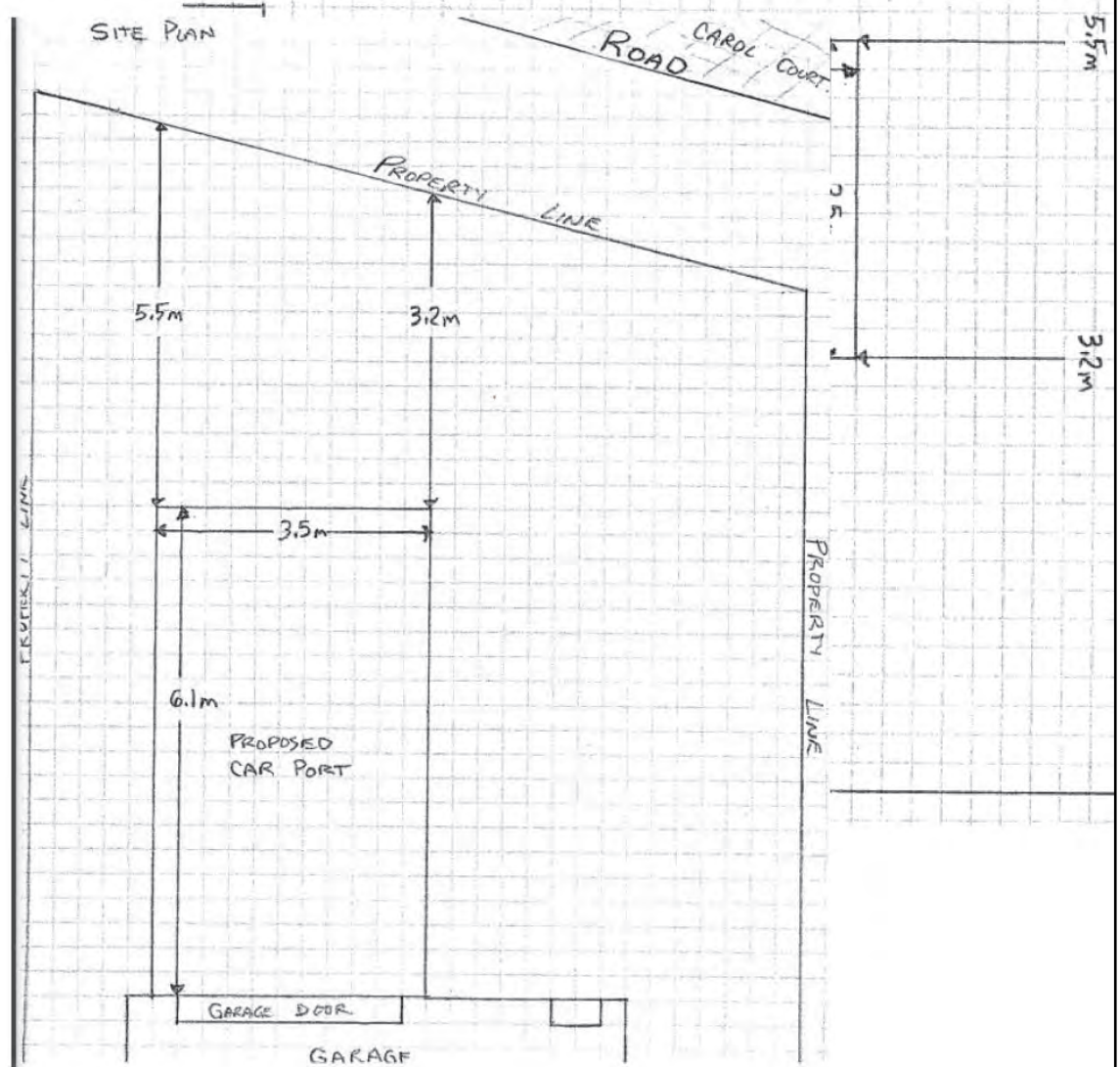


On Behalf of the Minister

BRITISH  
COLUMBIAMinistry of  
Transportation

Permit/File Number: 2020-06196

Office: West Kootenay District



## Regional District of Kootenay Boundary

### Cheque Register Summary for month of January 2021

Cheque Date	Supplier	Name	Amount
2021-01-18	ACE010	A.C.E. COURIER SERVICES	\$ 181.16
2021-01-29	ACE010	A.C.E. COURIER SERVICES	\$ 454.39
2021-01-25	ABE030	ABELL PEST CONTROL	\$ 589.08
2021-01-18	ACC050	ACCURA ALARMS SECURITY SERVICE	\$ 315.00
2021-01-18	ADV001	ADVANCE PROPERTY EXPOSURE INC.	\$ 3,269.70
2021-01-29	AFD001	AFD PETROLEUM LTD.	\$ 636.72
2021-01-25	ALB020	ALBERTA FIRE CHIEFS ASSOCIATION	\$ 942.80
2021-01-12	ALD010	ALDERSON, CLAYTON G	\$ 240.00
2021-01-25	ALP030	ALPINE DISPOSAL & RECYCLING	\$ 10,500.00
2021-01-29	ALP002	ALPINE SIGNS & GRAPHICS	\$ 862.40
2021-01-29	AMF010	AM FORD	\$ 29.02
2021-01-18	AND002	ANDERSON, KRISTINA	\$ 87.75
2021-01-29	ARN070	ARNOTT, DOUGLAS	\$ 353.00
2021-01-18	ABC060	ASSOCIATION OF BC 9-1-1 SERVICE PROVIDERS	\$ 300.00
2021-01-29	AKB020	ASSOCIATION OF KOOTENAY AND BOUNDARY LOCAL GOV	\$ 5,032.64
2021-01-25	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	\$ 761.60
2021-01-29	BFS010	B & F SALES & SERVICE LTD.	\$ 179.20
2021-01-18	BAB020	BA BENSON & SONS	\$ 268.31
2021-01-29	BAR060	BARRETT MOTORSPORTS & EQUIP.	\$ 173.38
2021-01-18	BAR150	BARTLETT EXCAVATING	\$ 3,689.91
2021-01-12	BAU020	BAULNE, CHELAN	\$ 240.00
2021-01-29	BCY020	BC/YUKON COMMAND THE ROYAL CANADIAN LEGION	\$ 595.00
2021-01-18	BEA130	BEAVER VALLEY LIBRARY	\$ 17,326.50
2021-01-25	BEA014	BEAVERDELL COMMUNITY CLUB & RECREATION COMMISS	\$ 9,648.11
2021-01-25	BEL070	BELL MEDIA INC.	\$ 2,100.00
2021-01-18	BEL020	BELLA TIRE SERVICE CENTRE LTD.	\$ 243.80
2021-01-25	BIG050	BIG WHITE CENTRAL RESERVATIONS LTD.	\$ 2,560.86
2021-01-25	BIG060	BIG WHITE SKI RESORT LTD.	\$ 642.60
2021-01-25	BIG025	BIG WHITE UTILITIES	\$ 7,841.11
2021-01-29	BIG025	BIG WHITE UTILITIES	\$ 3,653.92
2021-01-29	BLA050	BLACK PRESS GROUP LTD.	\$ 1,657.13
2021-01-25	BLA050	BLACK PRESS GROUP LTD.	\$ 241.48
2021-01-18	BLA050	BLACK PRESS GROUP LTD.	\$ 4,923.04
2021-01-18	BOU010	BOUNDARY ELECTRIC(1985) LTD.	\$ 59.94
2021-01-18	BOU017	BOUNDARY INVASIVE SPECIES SOCIETY	\$ 3,375.25
2021-01-29	BOW080	BOWMAN, KARLEE, IN TRUST	\$ 147.70
2021-01-29	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	\$ 64.66
2021-01-18	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	\$ 137.83
2021-01-25	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	\$ 156.57
2021-01-29	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	\$ 396.75
2021-01-18	CAN024	CANCADD IMAGING SOLUTIONS LTD.	\$ 1,553.13
2021-01-18	CAP060	CAPILANO UNIVERSITY	\$ 1,061.23
2021-01-29	CAR009	CAR BRITE	\$ 274.56
2021-01-25	CAR012	CARO ANALYTICAL SERVICES	\$ 107.37
2021-01-18	CAR012	CARO ANALYTICAL SERVICES	\$ 3,314.59
2021-01-18	CAR015	CARVELLO LAW CORPORATION	\$ 2,032.94
2021-01-29	CAR015	CARVELLO LAW CORPORATION	\$ 1,411.31
2021-01-29	CAS016	CASCADES RECOVERY INC.	\$ 6,471.86
2021-01-18	CAS016	CASCADES RECOVERY INC.	\$ 4,560.41
2021-01-18	CEN040	CENTRIX CONTROL SOLUTIONS LP	\$ 2,059.68
2021-01-29	CHA020	CHAMPION CHEVROLET	\$ 114.68
2021-01-18	CHI080	CHINA CREEK INTERNET SERVICE	\$ 469.73
2021-01-29	CHM010	CHMECHANICAL	\$ 1,246.43

## Regional District of Kootenay Boundary

### Cheque Register Summary for month of January 2021

Cheque Date	Supplier	Name	Amount
2021-01-18	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSOCIATION	\$ 11,250.00
2021-01-18	CIE020	CI EXCAVATING	\$ 714.00
2021-01-18	CIA010	CIARDULLO, MARIA	\$ 50.00
2021-01-29	CIN001	CINTAS THE UNIFORM PEOPLE	\$ 138.00
2021-01-29	NAN010	CITY OF NANAIMO	\$ 6,042.75
2021-01-25	CIV040	CIVIC LEGAL LLP	\$ 4,615.18
2021-01-12	CLA006	CLARKE, PAUL	\$ 20.00
2021-01-25	COL010	COLANDER RESTAURANTS (1999) LTD.	\$ 237.85
2021-01-12	COL036	COLIN, RAYNE	\$ 113.00
2021-01-25	COL026	COLUMBIA WIRELESS INC.	\$ 610.40
2021-01-18	COM020	COMMISSIONAIRES BRITISH COLUMBIA	\$ 10,446.30
2021-01-12	COM014	COMO, DAVID K	\$ 240.00
2021-01-18	COM060	COMPLETE CLIMATE CONTROL INC.	\$ 4,012.86
2021-01-29	COO003	COOPERWILLIAMS LAW	\$ 598.08
2021-01-18	COR130	CORMACK, CHRISTOPHER	\$ 100.00
2021-01-29	DEL080	DE LAGE LANDEN FINANCIAL SERVICES CANADA INC.	\$ 655.20
2021-01-25	DEI055	DEINSTADT, KELLY	\$ 660.02
2021-01-25	DEL070	DELL CANADA INC	\$ 134.38
2021-01-12	DEP020	DEPELLEGRIN, LEE	\$ 240.00
2021-01-25	DER015	DEREK SALISBURY/FIREMEDIX	\$ 8,430.00
2021-01-25	STA007	DESJARDINS CARD SERVICES	\$ 176.25
2021-01-29	DHC010	DHC COMMUNICATIONS INC.	\$ 729.54
2021-01-25	DOM030	DOMINION GOVLAW LLP	\$ 2,316.16
2021-01-18	DOR030	DORMAR CONSTRUCTION MANAGEMENT	\$ 3,307.50
2021-01-18	DUD020	DUDLEY, DAVID	\$ 200.00
2021-01-29	DUE020	DUECK, TIM	\$ 25.00
2021-01-25	EBB010	EBBWATER CONSULTING INC	\$ 10,523.63
2021-01-18	ECO030	ECO-CLEAN DRY CLEANING CENTRES	\$ 4.19
2021-01-25	HEL010	EDMISON, HELENA	\$ 95.00
2021-01-18	ERI001	ERICKSON, KATHERINE	\$ 50.00
2021-01-18	FED010	FEDERATION OF CANADIAN MUNICIPALITIES	\$ 7,057.42
2021-01-12	FER003	FERRABY, GREGORY JAMES	\$ 240.00
2021-01-18	FIN030	FINNING (CANADA) CREDIT DEPT.	\$ 520.14
2021-01-18	FLE015	FLEETCOR CANADA MASTERCARD	\$ 1,844.25
2021-01-25	FORGRA	FORTIS BC - FINANCIAL ACCOUNTING	\$ 498.75
2021-01-25	FOR040	FORTIS BC - NATURAL GAS	\$ 1,228.33
2021-01-18	FOR040	FORTIS BC - NATURAL GAS	\$ 7,073.89
2021-01-18	FOR010	FORTISBC - ELECTRICITY	\$ 7,494.73
2021-01-25	FOR010	FORTISBC - ELECTRICITY	\$ 1,816.12
2021-01-25	FOU080	FOUR STAR COMMUNICATIONS INC.	\$ 185.92
2021-01-25	FRU020	FRUITVALE CO-OP	\$ 131.78
2021-01-25	FRU020	FRUITVALE CO-OP	\$ 120.91
2021-01-18	FRU070	FRUITVALE FIRE DEPT	\$ 450.00
2021-01-25	FUN010	FUNK, DARRYL ALLAN	\$ 236.00
2021-01-25	MAG040	FVBS MAGLIO TRAIL	\$ 23.99
2021-01-12	MAG040	FVBS MAGLIO TRAIL	\$ 20.11
2021-01-18	MAG040	FVBS MAGLIO TRAIL	\$ 338.93
2021-01-29	MAG040	FVBS MAGLIO TRAIL	\$ 223.93
2021-01-18	GEE020	GEE, VICKI LYNN	\$ 396.30
2021-01-18	GEN040	GENELLE VOLUNTEER FIRE DEPT	\$ 450.00
2021-01-25	GEO050	GEORGE HARRIS COLLABORATIVE INC	\$ 11,628.96
2021-01-18	GEO020	GEOTRAC SYSTEMS INC.	\$ 824.32
2021-01-29	GES010	GESCAN - Division of Sonepar	\$ 101.02

### Regional District of Kootenay Boundary Cheque Register Summary for month of January 2021

Cheque Date	Supplier	Name	Amount
2021-01-25	GFL001	GFL ENVIRONMENTAL INC 2020	\$ 49,753.54
2021-01-29	GLE040	GLENMERRY GLASS LTD.	\$ 537.99
2021-01-18	GLO015	GLOBAL INDUSTRIAL CANADA	\$ 530.53
2021-01-18	GRA170	GRAND FORKS & DISTRICT PUBLIC LIBRARY	\$ 103,401.50
2021-01-18	GRA050	GRAND FORKS HOME HARDWARE	\$ 95.24
2021-01-29	GRA050	GRAND FORKS HOME HARDWARE	\$ 48.25
2021-01-25	GRE075	GREENOUGH, IAN	\$ 92.27
2021-01-18	HIR040	Hiram, George	\$ 1,500.00
2021-01-18	HIR010	HIRAM, JANICE	\$ 325.00
2021-01-25	HOM010	HOME DEPOT CREDIT SERVICES	\$ 177.31
2021-01-18	HOM020	HOMERS HYDROVAC SERVICES	\$ 924.00
2021-01-18	HOM002	HOMEWOOD HEALTH INC.	\$ 525.53
2021-01-29	HOR070	HORNE, KEVIN	\$ 75.00
2021-01-25	HUR015	HURLEY, AARON	\$ 159.03
2021-01-29	IMP100	IMPERIAL DATA SUPPLY CORP.	\$ 165.76
2021-01-25	INL070	INLAND ALLCARE	\$ 1,886.22
2021-01-18	INL070	INLAND ALLCARE	\$ 5,515.35
2021-01-25	INT140	INTERIOR HEALTH	\$ 2,015.00
2021-01-25	INT150	INTERIOR HEALTH - WANETA PRIMARY CARE	\$ 2,250.00
2021-01-18	INT190	INTERNATIONAL SAFETY	\$ 1,149.75
2021-01-25	IRW010	IRWIN AIR LTD.	\$ 163.84
2021-01-25	JES001	JESSE JAMES BOBCAT & LANDSCAPING	\$ 498.75
2021-01-29	JOH310	JOHNSON, ROSANNE, IN TRUST	\$ 166.45
2021-01-25	JUS010	JUSTICE INSTITUTE OF B.C.	\$ 2,638.48
2021-01-18	JUS010	JUSTICE INSTITUTE OF B.C.	\$ 540.69
2021-01-25	KEN110	KENDRICK EQUIPMENT (2003) LTD.	\$ 93.39
2021-01-25	KEY020	KEYS, PAUL	\$ 56.21
2021-01-25	KON001	KONE INC.	\$ 446.12
2021-01-29	KON001	KONE INC.	\$ 316.97
2021-01-18	KOO630	KOOTENAY LIVESTOCK ASSOCIATION	\$ 3,000.00
2021-01-18	KOO210	KOOTENAY VALLEY WATER & SPAS	\$ 32.65
2021-01-29	KOO210	KOOTENAY VALLEY WATER & SPAS	\$ 57.35
2021-01-18	LAK060	LAKESIDE GENERAL STORE	\$ 976.58
2021-01-12	LAN003	LANGMAN, JASON	\$ 240.00
2021-01-29	LEG001	LEGACY GARAGE DOORS LTD.	\$ 483.00
2021-01-25	LIF010	LIFESAVING SOCIETY	\$ 120.00
2021-01-25	LOR010	LORDCO PARTS LTD.	\$ 92.68
2021-01-18	LOR010	LORDCO PARTS LTD.	\$ 549.15
2021-01-29	LOR010	LORDCO PARTS LTD.	\$ 863.70
2021-01-18	MAR006	MARINO WHOLESALE LTD.	\$ 122.57
2021-01-25	MAR006	MARINO WHOLESALE LTD.	\$ 8.95
2021-01-29	MAX004	MAXIMENKO, DAWSHA J	\$ 49.30
2021-01-29	MCG020	MCGREGOR, ROBERT D.	\$ 523.49
2021-01-25	MER120	MERIDIAN ONECAP CREDIT CORP	\$ 477.89
2021-01-29	MIL160	MILLS OFFICE PRODUCTIVITY	\$ 1,794.23
2021-01-25	MIL160	MILLS OFFICE PRODUCTIVITY	\$ 12.13
2021-01-18	MIL160	MILLS OFFICE PRODUCTIVITY	\$ 220.82
2021-01-29	MIL150	MILLWORKS MFG. LTD.	\$ 750.75
2021-01-29	MIN040	MINISTER OF FINANCE	\$ 355.43
2021-01-18	MON040	MONTROSE FIRE DEPARTMENT	\$ 450.00
2021-01-18	MOO120	MOORE, ELIZABETH	\$ 50.00
2021-01-29	MUN050	MUNICIPAL INSURANCE ASSOC. OF B. C.	\$ 59,372.00
2021-01-25	ODR001	O'DRISCOLL, COLVIN	\$ 113.57



## Regional District of Kootenay Boundary

### Cheque Register Summary for month of January 2021

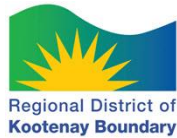
Cheque Date	Supplier	Name	Amount
2021-01-18	OME040	OMEGA COMMUNICATIONS LTD.	\$ 850.08
2021-01-18	PAC020	PACIFIC BLUE CROSS	\$ 35,599.81
2021-01-29	PAC020	PACIFIC BLUE CROSS	\$ 36,875.14
2021-01-25	PAL005	PALADIN SECURITY GROUP LTD.	\$ 8,029.93
2021-01-25	PAR050	PARSLOW LOCK & SAFE	\$ 127.62
2021-01-29	PAR120	PART EVIL CUSTOM AUTOS LTD.	\$ 472.28
2021-01-18	PEN015	PENNEY, JENNIFER	\$ 436.30
2021-01-18	PET004	PETIT, PHILIP	\$ 3,448.32
2021-01-18	PET010	PETRO CANADA	\$ 5,183.51
2021-01-18	PHI005	PHILLIPS, FREYA	\$ 50.00
2021-01-25	PIN030	PINKDOG DESIGNS	\$ 1,050.00
2021-01-29	POP020	POPOFF, LOUISE T.	\$ 26.20
2021-01-25	POP020	POPOFF, LOUISE T.	\$ 505.69
2021-01-18	POT010	POTTER, HEATHER	\$ 50.00
2021-01-18	PRA040	PRAXAIR DISTRIBUTION	\$ 100.83
2021-01-25	PRA040	PRAXAIR DISTRIBUTION	\$ 52.69
2021-01-18	PRO007	PROSIGN	\$ 1,080.26
2021-01-25	PRO007	PROSIGN	\$ 372.06
2021-01-29	PRO065	PROVINCE OF BRITISH COLUMBIA	\$ 46,371.13
2021-01-29	PUR020	PUROLATOR INC.	\$ 86.57
2021-01-25	PUR020	PUROLATOR INC.	\$ 70.65
2021-01-29	QUI010	QUICKSCRIBE SERVICES LTD.	\$ 234.15
2021-01-18	RAF001	RAFUSE, BRANDY	\$ 50.00
2021-01-29	RAL010	RALCOMM LTD.	\$ 84.00
2021-01-25	RDS001	RDS EXCAVATING	\$ 525.00
2021-01-18	REC002	RECEIVER GENERAL	\$ 756.70
2021-01-25	REC010	RECEIVER GENERAL FOR CANADA	\$ 104,667.18
2021-01-18	REI003	REILLY, BRIANNA	\$ 115.00
2021-01-18	RID010	RIDGETOP MEAT PIES	\$ 3,510.24
2021-01-18	RJA010	RJAMES MANAGEMENT GROUP	\$ 340.65
2021-01-29	ROC240	ROCHESTER MIDLAND CANADA CORP.	\$ 996.36
2021-01-18	ROC100	ROCK CREEK & BOUNDARY FAIR ASSOC.	\$ 37,500.00
2021-01-25	ROC050	ROCKY MOUNTAIN ENERGY	\$ 2,483.45
2021-01-12	ROC030	ROCKY MOUNTAIN PHOENIX	\$ 1,732.50
2021-01-18	ROC030	ROCKY MOUNTAIN PHOENIX	\$ 16,628.64
2021-01-29	ROC030	ROCKY MOUNTAIN PHOENIX	\$ 402.08
2021-01-18	ROS140	ROSSLAND FIRE DEPT.	\$ 450.00
2021-01-18	RPM010	RPM AUTOMOTIVE	\$ 18,240.31
2021-01-29	SAV040	SAVE-ON-FOODS	\$ 38.23
2021-01-25	SAV040	SAVE-ON-FOODS	\$ 25.03
2021-01-25	SEL010	SELECT OFFICE PRODUCTS	\$ 262.57
2021-01-18	SEL010	SELECT OFFICE PRODUCTS	\$ 47.04
2021-01-25	SEL160	SELKIRK SECURITY SERVICE LTD	\$ 651.20
2021-01-18	SEL160	SELKIRK SECURITY SERVICE LTD	\$ 85.98
2021-01-29	SEL160	SELKIRK SECURITY SERVICE LTD	\$ 227.85
2021-01-29	SHA010	SHANAHANS LIMITED PARTNERSHIP	\$ 306.72
2021-01-29	SHA030	SHAW CABLE	\$ 336.86
2021-01-25	SHA030	SHAW CABLE	\$ 952.08
2021-01-25	SIL003	SILVA, ROBERT	\$ 80.00
2021-01-25	SLE001	SLENKE INC.	\$ 2,016.00
2021-01-12	SMY001	SMYTH, RYAN	\$ 240.00
2021-01-29	SNA020	SNAP-ON	\$ 812.56
2021-01-18	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TO ANIMALS	\$ 7,437.00

## Regional District of Kootenay Boundary

### Cheque Register Summary for month of January 2021

Cheque Date	Supplier	Name	Amount
2021-01-29	SOF020	SOFTCHOICE LP	\$ 146.69
2021-01-29	SPE030	SPEEDPRO SIGNS (TRAIL)	\$ 16.30
2021-01-18	SPE030	SPEEDPRO SIGNS (TRAIL)	\$ 184.80
2021-01-18	STU002	STUDIO 9 ARCHITECTURE + PLANNING LTD.	\$ 866.27
2021-01-25	SUP170	SUPER SAVE DISPOSAL INC.	\$ 5,350.80
2021-01-18	SUP170	SUPER SAVE DISPOSAL INC.	\$ 8,769.88
2021-01-25	TAY080	TAYLOR, CODY	\$ 285.00
2021-01-18	TEC080	TECHNICAL SAFETY BC	\$ 107.10
2021-01-18	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$ 382.85
2021-01-25	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$ 1,389.52
2021-01-29	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	\$ 73.34
2021-01-29	TEL002	TELUS MOBILITY	\$ 4,782.19
2021-01-25	TET010	TETRA TECH CANADA INC.	\$ 182,776.49
2021-01-29	ARL010	THE ARLINGTON HOTEL	\$ 214.36
2021-01-18	ROS010	THE CITY OF ROSSLAND	\$ 245.15
2021-01-18	THE180	THE TRAIL CHAMPION	\$ 200.00
2021-01-18	THE430	THE TRUCK OUTFITTERS	\$ 6,099.99
2021-01-18	FRU010	THE VILLAGE OF FRUITVALE	\$ 21,547.00
2021-01-29	THO035	THOMSON, STUART	\$ 159.03
2021-01-29	TIG020	TIGERTEL	\$ 888.82
2021-01-25	TOM050	TOMKAT AUTOMOTIVE	\$ 128.80
2021-01-25	TOO010	TOOL TIME SUPPLIES LTD.	\$ 17.90
2021-01-12	TRA190	TRAIL & DISTRICT ARTS COUNCIL	\$ 39,375.00
2021-01-25	TRA029	TRAIL COFFEE CO.	\$ 275.00
2021-01-25	TRO080	TROBAK, DAN	\$ 630.00
2021-01-29	TRO040	TROPHY DEN & GIFT SHOP	\$ 132.16
2021-01-29	ULI010	ULINE CANADA CORPORATION	\$ 789.18
2021-01-18	UNI110	UNITED WAY OF TRAIL	\$ 1,900.28
2021-01-18	VAL130	VALLIN	\$ 524.21
2021-01-25	VAL130	VALLIN	\$ 699.57
2021-01-29	VAL130	VALLIN	\$ 789.33
2021-01-25	VHS001	VH SPORT	\$ 3,117.40
2021-01-18	VHS001	VH SPORT	\$ 99.75
2021-01-18	VIS050	VISTA RADIO LTD.	\$ 507.05
2021-01-25	VIT001	VITALAIRE	\$ 46.93
2021-01-18	WAL090	WALKER, SARAH KELLY	\$ 50.00
2021-01-18	WAR040	WARFIELD FIRE DEPT. SOCIAL CLUB	\$ 450.00
2021-01-25	WEN002	WENINGER CONSTRUCTION & DESIGN LTD.	\$ 1,838.81
2021-01-25	WES029	WEST BOUNDARY COMMUNITY SERVICES COOPERATIVE /	\$ 16,800.00
2021-01-18	WHI090	WHITLOCK INSURANCE SERVICES	\$ 2,674.00
2021-01-29	WHO010	WHOLESALE FIRE & RESCUE LTD.	\$ 373.55
2021-01-25	WIE030	WIEBE, GABRIEL	\$ 25.00
2021-01-25	WOR010	WORKER'S COMPENSATION BOARD OF BC	\$ 52,477.88
2021-01-25	WSP010	WSP CANADA INC.	\$ 2,693.25
2021-01-25	WYA010	WYATT AUTO PARTS	\$ 113.69
2021-01-29	XER010	XEROX CANADA LTD.	\$ 556.30
2021-01-29	ZON020	ZONE WEST ENTERPRISES LTD.	\$ 241.50
<b>Total Accounts Paid</b>			<b>\$ 1,170,848.30</b>
<b>Number of Supplier Payments</b>			<b>259</b>

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



## **Boundary Services Committee**

### **Minutes Wednesday, January 27, 2021 ZOOM**

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

Director G. McGregor, Chair  
Director V. Gee  
Director R. Dunsdon  
Director C. Korolek  
Director B. Noll  
Director D. O'Donnell

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

M. Andison, Chief Administrative Officer  
J. Chandler, General Manager of Operations/Deputy CAO  
M. Forster, Executive Assistant/Recording Secretary  
B. Ihlen, General Manager of Finance/Deputy CFO  
J. Dougall, General Manager of Environmental Services  
G. Denkovski, Manager of Infrastructure and Sustainability  
D. Dean, Manager of Planning and Development  
F. Maika, Corporate Communications Officer  
J. Geary, Fire Chief – Christina Lake  
K. Anderson, Watershed Planner  
C. Gawletz, Library Director – Grand Forks & District Public Library  
L. Olson, Regional Manager, South Okanagan/Boundary – FLNRD

#### **CALL TO ORDER**

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

#### **LAND ACKNOWLEDGEMENT**

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

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

The agenda for the January 27, 2021 Boundary Services Committee meeting was presented.

Moved / Seconded

That the agenda for the January 27, 2021 Boundary Services Committee be adopted as presented.

Carried.

**ADOPTION OF MINUTES**

The minutes of the January 8, 2021 Boundary Services Committee meeting were presented.

The minutes were amended with a revision to item k. - 2021 Big White Fire Department (054) Budget Summary to read:

Director Gee requested to have an item moved into the 2021 work plan for Big White Fire regarding dealing with the situation on who pays for the fire hydrants.

Moved / Seconded

That the minutes of the January 8, 2021 Boundary Services Committee be adopted as amended.

Carried.

**GENERAL DELEGATIONS**

**C. Gawletz, Library Director - Grand Forks & District Public Library  
Re - Library Budget Discussions - 2021**

Cari Lynn Gawletz attended the meeting and presented the 2021 operating budget for the public library. The library was requesting a 6.2% increase for 2021. She left the meeting at 10:08 am.

Moved / Seconded

That the Boundary Services Committee receive the information from C. Gawletz, Library Director - Grand Forks & District Public Library as presented.

Carried.

**OLD BUSINESS**

There was no old business for discussion.

**NEW BUSINESS**

**J. Chandler, General Manager of Operations/Deputy CAO  
Re: 2021 Regional Library Services (140) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Regional Library Services (140) budget.

The Committee expressed concerns over the Library's request for a 6.2% increase to the RDKB contribution for 2021.

**G. Denkovski, Manager of Infrastructure and Sustainability  
Re: Regional Parks & Trails - Area D/Rural Grand Forks - (045) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Regional Parks & Trails - Area D/Rural Grand Forks (045) budget.

Moved / Seconded

That the Boundary Services Committee approve the 2021 #045 Area 'D'/Rural Grand Forks Regional Parks and Trail Service Work Plan as presented to the committee in the staff report on January 27, 2021.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #045 Regional Parks and Trails - Area D/Rural Grand Forks 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

G. Denkovski left the meeting at 10:21 am.

**J. Geary, Fire Chief - Christina Lake  
Re: 2021 Fire Protection - Area C/Christina Lake (051) Budget Summary**

The purpose of this report was to provide an overview of the 2021 #051 Fire Protection Christina Lake budget work plan.

Moved / Seconded

That the Boundary Services Committee approve the 2021 #051 Fire Protection Christina Lake Work Plan as presented to the Committee on January 27, 2021.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #051 Fire Protection - Area C/Christina Lake 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**D. Dean, Manager of Planning and Development**  
**Re: 2021 House Numbering - Electoral Area D/Rural Grand Forks (121)**  
**Budget Summary**

The purpose of this report was to provide an overview of the House Numbering – Electoral Area D/Rural Grand Forks (121) Work Plan and Five Year Financial Plan.

Moved / Seconded

That the Boundary Services Committee approves the 2021 House Numbering - Electoral Area D/Rural Grand Forks (121) Work Plan as presented to the Committee on January 27, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the House Numbering – Electoral Area D/Rural Grand Forks (121) 2021-2025 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**D. Dean, Manager of Planning and Development**  
**Re: 2021 House Numbering - Electoral Area E/West Boundary (123)**  
**Budget Summary**

The purpose of this report was to provide an overview of the House Numbering – Electoral Area E/West Boundary (123) 2021 Work Plan and Five Year Financial Plan.

Moved / Seconded

That the Boundary Services Committee approves the 2021 House Numbering - Electoral Area E/West Boundary (123) Work Plan as presented to the Committee on January 27, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the House Numbering – Electoral Area E/West Boundary(123) 2021-2025 Five Year Financial Plan including minor changes for adjustments to year-end totals.

**FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**J. Dougall, General Manager of Environmental Services**  
**Re: 2021 Noxious Weed Control - Christina Lake Milfoil (091) Budget**  
**Summary**

The purpose of this report was to provide an overview of the 2021 Noxious Weed Control - Christina Lake Milfoil (091) budget.

Moved / Seconded

That the Boundary Services Committee approves the 2021 Noxious Weed Control - Christina Lake Milfoil (091) Work Plan as presented to the Committee on January 27, 2021.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #091 Noxious Weed Control - Christina Lake Milfoil 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Dougall, General Manager of Environmental Services**  
**Re: 2021 Noxious Weed Control - Areas D & E (092) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Noxious Weed Control - Areas D & E (092) budget.

Director O'Donnell expressed concerns over the use of chemicals and herbicides to combat noxious weeds. She encouraged the use of biological and physical means to control weeds. Directors O'Donnell and Gee will meet with staff to discuss the work plan.

Moved / Seconded

That the Boundary Services Committee defer the 2021 Noxious Weed Control - Areas D & E (092) Work Plan as presented to the Committee on January 27, 2021.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #092 Noxious Weed Control - Area D & E 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Rural Greenwood Fire Service (056) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Rural Greenwood Fire Service (056) budget.

A meeting will be scheduled with Directors Gee and Noll, J. Chandler and the Greenwood Council to discuss the fire service budget.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #056 Rural Greenwood Fire Service 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary



Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval. **FURTHER** that a meeting will be scheduled with the City of Greenwood Council to discuss the service.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Heritage Conservation Service - Area D (047) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Heritage Conservation Service - Area D (047) budget.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Heritage Conservation Service Area D (047) 2021-2025 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Big White Security Service (074) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Big White Security Service (074) budget.

Director Gee informed the Committee that currently there is a Community Issues Assessment underway and a future town hall meeting is scheduled. Discussion of this service will be deferred.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #074 Big White Security Service 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Economic Development Service - Area C (077) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Economic Development Service - Area C (077) budget.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #077 Economic Development Area C Service 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Beaverdell Fire Protection Service (053) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Beaverdell Fire Protection Service (053) budget.

Director Gee requested that looking at the lease between the RDKB and the Beaverdell Community Club be added to the 2021 work plan. After reviewing it last year, she found it to be dated.

Moved / Seconded

That the Boundary Services Committee approve the 2021 #053 Beaverdell Fire Protection Service Work Plan as amended.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #053 Beaverdell Fire Protection Service 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Fire Protection Service - Rural Grand Forks Area D (057) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Fire Protection Service - Rural Grand Forks Area D (057) budget.

Moved / Seconded

That the Boundary Services Committee approve the 2021 #057 Fire Protection Rural Grand Forks Area D Work Plan as presented to the committee in the staff report on January 27, 2021.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #057 Fire Protection - Rural Grand Forks Area D 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Kettle Valley Fire Protection Service (058) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Kettle Valley Fire Protection Service (058) budget.

Director Gee informed the Committee that she will be meeting to discuss the service before the work plan can be approved.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #058 Kettle Valley Fire Protection Service 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Boundary Animal Control Service (071) Budget Summary**

**Director C. Korolek**  
**Re: Animal Shelter - Information**

The purpose of this report was to provide an overview of the 2021 Boundary Animal Control Service (071) budget.

Director Korolek brought the Committee's attention to a group that was rescuing cats around Grand Forks. The City has been approached to establish a cat rescue

shelter. She informed the Committee that the Grand Forks council would support RDKB's efforts in this regard.

J. Chandler informed the Committee of some background legislation addressing cat control issues. This information will be brought to a future meeting for a fulsome discussion.

Moved / Seconded

That the Boundary Services Committee approve the 2021 #071 Boundary Animal Control Service Work Plan as presented to the Committee in the staff report on January 27, 2021.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #071 Boundary Animal Control Service 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Boundary Transit Service (950) Budget Summary**

The purpose of this report was to provide an overview of the 2021 #950 Boundary Transit Service budget and work plan.

Director Gee requested that staff add a reference in the work plan that addresses when the RDKB has the next opportunity to increase the requisition limit by 25% if needed.

Moved / Seconded

That the Boundary Services Committee approve the 2021 #950 Boundary Transit Service Work Plan as presented to the committee in the staff report on January 27, 2021.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #950 Boundary Transit Service 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Boundary Museum Service (026) Budget Summary**

Director McGregor requested an update on current museum operations as communications have been received addressing issues and concerns from the public. Director Korolek addressed the issues that she was aware of. Director O'Donnell will reach out to the Museum Board of Directors to request a meeting in the near future to address issues.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Boundary Museum Service (026) 2021-2025 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Beaverdell Recreation Services - Specified Area E (028) Budget Summary**

Director Gee requested, if possible this year, that staff apply for the 25% increase in tax requisition.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Beaverdell Recreation Services - Specified Area E (028) 2021-2025 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Electoral Area E/West Boundary - Regional Parks & Trails Service (065) Budget Summary**

Moved / Seconded

That the Boundary Services Committee discuss the proposed #065 Electoral Area E/West Boundary - Regional Parks and Trails Service 2021-2025 Budget as presented to the Boundary Services Committee on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Big White Noise Control Service (075) Budget Summary**

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Big White Noise Control Service (075) 2021-2025 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Economic Development - Electoral Area E (079) Budget Summary**

Director Gee requested that the reference to the porta potty in Rock Creek under "Contracts" be removed as it's not being funded anymore. She also requested that \$500,000 be separated for the meat project and \$750,000 for the food hub.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #079 Economic Development - Electoral Area E 2021-2025 Budget as presented to the Boundary Services Committee on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Library - Specified Area E/West Boundry (141) Budget Summary**

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Library - Specified Area E/West Boundary (141) 2021-2025 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 Greenwood, Area E/West Boundary Cemetery Service (145)**  
**Budget Summary**

Director Gee advised that a meeting with the Cemetery representatives will be scheduled.

Moved / Seconded

That the Boundary Services Committee discuss the proposed #145 Greenwood, Area E/West Boundary Cemetery Service 2021-2025 Budget as presented to the Boundary Services Committee on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**D. Dean, Manager of Planning and Development**  
**Re: 2021 Boundary Integrated Watershed (170) Budget Summary**

Director Gee requested more discussion around the treatment of reporting out on reserves on the budget.

Moved / Seconded

That the Boundary Services Committee approve the 2021 Boundary Integrated Watershed Service (170) Work Plan as presented to the Committee in the staff report on January 27, 2021.

Carried.

Moved / Seconded

That the Boundary Services Committee discuss the proposed Boundary Integrated Watershed Service (170) 2021-2025 Budget as presented to the Boundary Services Committee in the staff report on January 27, 2021; **FURTHER** that the Boundary Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**K. Anderson, Watershed Planner****Re: Update to Terms of Reference - Kettle River Watershed Advisory Council**

A staff report to present the updated Terms of Reference for the Kettle River Watershed Advisory Council (KRWAC), and update on KRWAC voting member participants was provided.

Director Gee shared information on recent communications received from the public questioning the autonomy of the KRWAC in doing its own advocacy. She invited discussion from the Committee members at a future meeting. Staff suggested providing an update on KRWAC and its achievements and direction going forward.

Moved / Seconded

That the Boundary Services Committee approves the amended Kettle River Watershed Advisory Council (KRWAC) Terms of Reference; **FURTHER** that the amendments to the KRWAC voting member list be approved, as presented to the Committee at their January 27, 2021 meeting.

Carried.

Director Gee requested the addition of "Provide advice to the Regional District about advocacy" under "Purpose" in the Terms of Reference.

**K. Anderson, Watershed Planner****Re: Grant Application to UBCM CEPF - Flood Mapping for the Boundary Region**

A staff report to seek support from the Boundary Services Committee to submit a grant application to the UBCM Community Emergency Preparedness Fund (CEPF) in support of Flood and Geohazard Mapping for the Boundary Region.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors provide a resolution in support of staff submitting a grant application for \$150,000 to conduct Flood and Geohazard Mapping for the Boundary Region to the UBCM Community emergency Preparedness Fund; and **FURTHER** should the grant application be successful, award the contract to Northwest Hydraulic Consultants (NHC).

Carried.



**K. Anderson, Watershed Planner****Re: Grant Application to NDMP - Flood Mapping for Boundary Region**

A staff report to seek support from the Boundary Services Committee and the RDKB Board of Directors to submit a grant application to the National Disaster Mitigation Program (NDMP) Stream 2: Flood Mapping.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors provide a resolution in support of the submission of a grant application to the National Disaster Mitigation Program (NDMP) Stream 2: Flood Mapping for \$553,500 for Flood and Geohazard Mapping for the Boundary Region.

Carried.

**VERBAL UPDATES****Director Gee****Re: Boundary Community Ventures**

Director Gee provided a verbal update on current activities by the Boundary Community Ventures. Sandy Mark has been hired as an interim food manager until the position can be filled permanently. She sought a recommendation from the Boundary Services Committee to support a motion that would be brought to the Board of Directors to apply for a grant that would be managed by the Boundary Community Ventures. The grant is "Food Value Chain Resiliency".

Moved / Seconded

That the Boundary Services Committee supports a request to the Regional District of Kootenay Boundary Board of Director to apply for the Food Value Chain Resiliency Grant to be executed by the Boundary Community Ventures.

Carried.

**Director Gee****Re: Meat Processing**

The Committee was informed that a plan is being developed to build a small footprint building at the Riverside Centre property.

**Director Gee**  
**Re: Food Hub**

She advised the Committee that the first Advisory Committee meeting is scheduled for February 1, 2021. Directors Dunsdon and Noll also sit on the Advisory Committee.

**LATE (EMERGENT) ITEMS**

**Director Gee**

She requested that a formal motion be made by the Committee to the Board of Directors to eliminate the West Boundary Recreation grant stream. The stakeholders were in agreement but requested more discussion around this at a future meeting.

**DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

A discussion of items for future agendas was not required.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

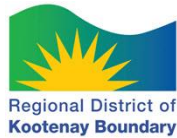
A question period for public and media was not required.

**CLOSED (IN CAMERA) SESSION**

A closed (in camera) session was not required.

**ADJOURNMENT**

The meeting was adjourned at 12:00 pm.



**Utilities Committee  
Minutes  
Wednesday, January 13, 2021  
Via Zoom Online Video Conferencing**

**Committee Members Present:**

Director R. Cacchioni, Chair  
Alternate Director B. Wenman, Vice-Chair  
Director G. McGregor  
Director A. Grieve  
Director L. Worley  
Director V. Gee  
Director D. Langman  
Director A. Morel

**Staff Members Present:**

M. Andison, CAO RDKB  
J. Dougall, General Manager of Environmental Services  
B. Ihlen, General Manager of Finance  
G. Denkovski, Manager of Infrastructure and Sustainability  
M. Forster, Executive Assistant  
S. Surinak, Secretary/Clerk/Receptionist/Recording Secretary

**CALL TO ORDER**

The Chair called the meeting to order at 11:01 a.m.

**LAND ACKNOWLEDGEMENT**

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

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

The agenda for the January 13, 2021 Utilities Committee meeting was presented.

Moved / Seconded

That the agenda for the January 13, 2021 Utilities Committee meeting be adopted as presented.

Carried.

**ADOPTION OF MINUTES**

The minutes of the Utilities Committee meeting held on November 10, 2020 were presented.

Moved / Seconded

That the minutes of the Utilities Committee meeting held on November 10, 2020 be adopted as presented.

Carried.

**CONSENT AGENDA**

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

**ELECTION OF VICE CHAIR**

The Utilities Committee Chair, Director Robert Cacchioni, called three time for nominations for the position of Vice Chair of the Utilities Committee for the Year 2021. Alternate Director Bill Wenman was the only person nominated for the position, therefore he was acclaimed and will serve as Vice Chair of the Utilities Committee for the Year 2021

**UNFINISHED BUSINESS**

There was no unfinished business for the Committee to discuss.

**NEW BUSINESS**

**G. Denkovski, Manager of Infrastructure and Sustainability  
Re: Big White Street Lights Service (101) Final 2021 Work Plan for  
Adoption and Proposed 2021-2025 Five Year Financial Plan for  
Review**

The final 2021 Big White Street Light Service (101) Work Plan and the proposed 2021-2025 Five Year Financial Plan was presented.

The Committee discussed increasing the reserves for this Service

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 Big White Street Lights Service (101) Work Plan as presented to the Utilities Committee on January 13, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Big White Street Lights Service (101) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability  
Re: Beaverdell Street Lights Service (103) Final 2021 Work Plan for  
Adoption and Proposed 2021-2025 Five Year Financial Plan for  
Review**

The final 2021 Beaverdell Street Light Service (103) Work Plan and the proposed 2021-2025 Five Year Financial Plan was presented.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 Beaverdell Street Lights Service (103) Work Plan as presented to the Utilities Committee on January 13, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Beaverdell Street Lights Service (103) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability  
Re: Beaver Valley Water Service (500) Final 2021 Work Plan for  
Adoption and Proposed 2021-2025 Five Year Financial Plan for  
Review**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the final 2021 Beaver Valley Water Service (500) Work Plan and the proposed 2021-2025 Five Year Financial Plan was presented.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 Beaver Valley Water Service (500) Work Plan as presented to the Utilities Committee on January 13, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Beaver Valley Water Service (500) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability  
Re: Christina Lake Water Utility Service (550) Final 2021 Work Plan  
for Adoption and Proposed 2021-2025 Five Year Financial Plan for  
Review**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the final 2021 Christina Lake Water Utility Service (550) Work Plan and the proposed 2021-2025 Five Year Financial Plan was presented.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 Christina Lake Water Utility Service (550) Work Plan as presented to the Utilities Committee on January 13, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Christina Lake Water Utility Service (550) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability**  
**Re: Columbia Gardens Water Utility Service (600) Final 2021 Work Plan for Adoption and Proposed 2021-2025 Five Year Financial Plan for Review**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the final 2021 Columbia Gardens Water Utility Service (600) Work Plan and the proposed 2021-2025 Five Year Financial Plan was presented.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 Columbia Gardens Water Utility Service (600) Work Plan as presented to the Utilities Committee on January 13, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Columbia Gardens Water Utility Service (600) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.



**G. Denkovski, Manager of Infrastructure and Sustainability**  
**Re: Rivervale Water Utility Service (650) Final 2021 Work Plan for**  
**Adoption and Proposed 2021-2025 Five Year Financial Plan for**  
**Review**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the final 2021 Rivervale Water Utility Service (650) Work Plan and the proposed 2021-2025 Five Year Financial Plan was presented.

The Committee discussed water conservation programs.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 Rivervale Water Utility Service (650) Work Plan as presented to the Utilities Committee on January 13, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Rivervale Water Utility Service (650) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

Moved / Seconded

That there be a 0% increase to the East End Regional Sewer Service (700) portion of the budget. **FURTHER** that any shortfall be covered with funds from the reserves.

Not Carried.

Moved / Seconded

That the Utilities Committee direct Staff to prepare an impact study on the effects of a 0% increase on the East End Regional Sewer Service (700) Service reserves.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability  
Re: East End Regional Sewer Service (700) Final 2021 Work Plan for  
Adoption and Proposed 2021-2025 Five Year Financial Plan for  
Review**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the final 2021 East End Regional Sewer Service (700) Work Plan and the proposed 2021-2025 Five Year Financial Plan was presented.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 East End Regional Sewer Service (700) Work Plan as presented to the Utilities Committee on January 13, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed East End Regional Sewer Service (700) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability**  
**Re: Trail and Rossland Sole Benefiting East End Regional Sewer Services (700-101 and 700-102) Proposed 2021-2025 Five Year Financial Plan for Review**

The 2021 Trail and Rossland Sole Benefiting East End Regional Sewer Services (700-101 and 700-102) proposed 2021-2025 Five Year Financial Plan was presented.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Trail and Rossland Sole Benefiting East End Regional Sewer Services (700-101 and 700-102) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability**  
**Re: Rossland and Warfield Dual Benefiting East End Regional Sewer Service (700-103) Proposed 2021-2025 Five Year Financial Plan for Review**

The 2021 Rossland and Warfield Dual Benefiting East End Regional Sewer Service (700-103) proposed 2021-2025 Five Year Financial Plan was presented.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Rossland and Warfield Dual Benefiting East End Regional Sewer Service (700-103) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability**  
**Re: Oasis and Rivervale Sewer Service (800) Final 2021 Work Plan**  
**for Adoption and Proposed 2021-2025 Five Year Financial Plan for**  
**Review**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the final 2021 Oasis and Rivervale Sewer Service (800) Work Plan and the proposed 2021-2025 Five Year Financial Plan was presented.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 Oasis and Rivervale Sewer Service (800) Work Plan as presented to the Utilities Committee on January 13, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Utilities Committee discuss the proposed Oasis and Rivervale Sewer Service (800) 2021-2025 Financial Plan as presented to the Utilities Committee on January 13, 2021. **FURTHER** that the Utilities Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

**LATE (EMERGENT) ITEMS**

There were no late (emergent) items for the Committee to discuss.

**DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

There was no discussion of items for future meetings.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

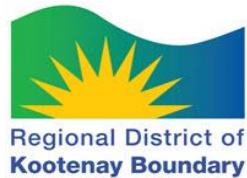
A question period for the public nor the media was not required.

**CLOSED (IN CAMERA) SESSION**

A closed (in camera) session was not required.

**ADJOURNMENT**

There being no further business to discuss, the Chair adjourned the meeting at 12:01 p.m.



**Electoral Area Services Committee  
Minutes**

Thursday, January 14, 2021, 10:30 a.m.  
Via Zoom Online Video Conferencing

**Directors Present**

Director Ali Grieve  
Director Linda Worley  
Director Grace McGregor  
Alternate Director Mike Tollis  
Director Vicki Gee

**Staff Present**

Mark Andison, Chief Administrative Officer  
Barb Ihlen, General Manager of Finance  
Theresa Lenardon, Manager of Corporate Administration  
Donna Dean, Manager of Planning and Development  
Maria Ciardullo, Recording Secretary

**Guests**

Joe McLean, Jeff Barber, Trent Kitsch

**CALL TO ORDER**

Chair Grieve called the meeting to order at 10:30 a.m.

**LAND ACKNOWLEDGEMENT**

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

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January 14, 2021  
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**ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)**

2 items were added to the agenda:

- Grant in Aid Financial Plan
- Covid Start up discussion

Moved / Seconded

That the January 14, 2021 Electoral Area Services Agenda be adopted as amended.

Carried.

**MINUTES**

**November 12, 2020**

Moved / Seconded

That the minutes for the Electoral Area Services meeting held on November 12, 2020 be adopted as presented.

Carried.

**ELECTION OF THE VICE CHAIR**

Committee Chair Grieve called a first time for nominations for the position of Vice Chair of the Electoral Area Services Committee for the year 2021.

Director McGregor volunteered.

Committee Chair Grieve called a second time for the position of Vice Chair of the Electoral Area Services Committee for the year 2021.

Committee Chair Grieve called a third and final time for the position of Vice Chair of the Electoral Area Services Committee for the year 2021.

Hearing no further nominations, Director McGregor was declared, by acclamation, Vice Chair of the Electoral Area Services Committee for the year 2021.

### **DELEGATIONS**

No delegations were in attendance.

### **UNFINISHED BUSINESS**

There was no unfinished business to discuss.

### **NEW BUSINESS**

**Carolyn & Joseph McLean**

**Re: Development Variance Permit Application**

1371 Frisk Road-Electoral Area C/ Christina Lake

RDKB File: C-1020s-02595.655

Moved / Seconded

That the Development Variance Permit application submitted by Carolyn McLean and Joseph McLean, to vary Section 402.8(b) of the Electoral Area C / Christina Lake Zoning Bylaw No. 1300, 2007 to increase the height of their garage addition from 4.6 m to 6.7 m – a variance of 2.1 m, for the construction garage containing a car lift on the property legally described as Lot 2, Plan KAP47883, District Lot 1020s, Similkameen Division of Yale Land District, Electoral Area C/Christina Lake be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation to approve.

Carried.

*(Mr. McLean left the meeting)*

**Brent & Olivia Hummel**

**Re: Zoning Bylaw Amendment Application**

10945 North Fork Road-Electoral Area D/ Rural Grand Forks

RDKB File: D-1735-0715.010

Moved / Seconded

That the application submitted by Brent Hummel, on behalf of Brent Hummel and Olive Hummel, for a site-specific zoning bylaw amendment to the Electoral Area D/Rural Grand Forks Zoning Bylaw No. 1675 on the portion of the subject property zoned Agricultural Resource 5 and legally described as Lot 3, Plan KAP54436, District Lot 1735

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3000, Similkameen Division of Yale Land District, to permit a second dwelling in the form of a manufactured home, with the requirement for a Section 219 covenant to be registered on title to limit the use of the manufactured home to immediate family, 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 on the proposed bylaw amendment.

Carried.

#### **1247676 BC LTD.**

#### **Re: Zoning Bylaw Amendment Application**

5370 Big White Road-Electoral Area E/West Boundary (Big White)

RDKB File: BW-4109s-07412.000

Moved / Seconded

That the application submitted by Maria Kitsch, on behalf of 1247676 BC Ltd., to amend Big White Zoning Bylaw No. 1166, 2001 to rezone the property at 5370 Big White Road, legally described as Lot 3, District Lot 4190s, Similkameen Division Yale District, Plan 23412 from the Chalet Residential 1 (R1) Zone to the Village Core 6 Zone (VC6) 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 on the proposed bylaw amendment.

Carried.

*(Mr. Barber and Mr. Kitsch left the meeting)*

#### **Permissive Property Taxation Exemptions**

A staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer presenting clarification regarding the differences between statutory property taxation exemptions and local government permissive property tax exemptions.

Moved / Seconded

That the staff report from Theresa Lenardon, Manager of Corporate Administration/Corporate Officer regarding clarification on the differences between statutory taxation exemptions and local government permissive tax

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*January 14, 2021*

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exemptions, as presented to the Electoral Area Services Committee on January 11, 2021 be received.

Carried.

## **002 Electoral Area Administration Work Plan and Budget**

There was discussion regarding the bylaw enforcement work and the possibility of partnering with member municipalities to provide bylaw enforcement services. Staff was directed to follow up with the Village of Fruitvale and the Village of Montrose regarding their bylaw enforcement work load and contracts.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 Electoral Area Administration (002) Work Plan as presented to the Electoral Area Services Committee on January 14, 2021 in the staff report titled "Electoral Area Administration (002) Final 2021 Work Plan and Draft Proposed 2021-2025 Five Year Financial Plan".

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors discuss the proposed 2021-2025 Electoral Area Administration (002) Five Financial Plan as presented to the Electoral Area Services Committee on January 14, 2021 in the staff report titled "Electoral Area Administration (002) Final 2021 Work Plan and Draft Proposed 2021-2025 Five Year Financial Plan".

**FURTHER** that the Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for further review.

Carried.

## **005 Planning and Development Work Plan and Budget**

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the Planning and Development (005) Work Plan as presented to the Electoral Area Services Committee on January 14, 2021.

Carried.

Moved / Seconded

That the Electoral Area Services Committee provide direction to staff regarding changes to be made to the proposed Five Year Financial Plan as presented to the Electoral Area Services Committee on January 14, 2012, and refer it to a future meeting for further review.

Carried.

### **120 House Numbering Area A and C Work Plan and Budget**

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the House Numbering – Electoral Areas A and C/Christina Lake (120) 2021 Work Plan and Five Year Financial Plan as presented to the Electoral Area Services Committee on January 14, 2021.

### **Grant in Aid Report**

Moved / Seconded

That the Grant in Aid report be received.

Carried.

### **Gas Tax Report**

A request was made that Director committed gas tax funds as well as dispersed funds be shown on the summary sheets. Barb Ihlen, General Manager of Finance, explained the challenges with presenting both and suggested that Gas Tax summary sheets be provided to Electoral Area Directors directly rather than on the Electoral Area Services Agenda.

Moved / Seconded

That the Gas Tax report be received.

Carried.

## **FOR DISCUSSION**

### **APC Meeting Platforms and Agenda Access**

The Committee members stated their preference of meeting platform for APC meetings and their support for making APC agenda packages available on-line.

### **Applicant Process and Letters**

There was discussion regarding applicant presence at APC meetings. Chair Grieve requested that staff revise applicant receipt letters to encourage attendance at all meetings where their application is considered.

Due to technical difficulties, Chair Grieve left the meeting at approximately 12:15 p.m. Vice-Chair McGregor chaired the meeting from this time forward.

## **LATE (EMERGENT) ITEMS**

### **COVID-19 Start Up funding**

It was brought to the attention of the Committee that the RDKB received \$489,000 as part of the Safe Restart program

### **Grant in Aid Financial Plan**

The Grant in Aid budget will be forwarded to the Electoral Area Directors and will be considered at the next Electoral Area Services Committee.

## **DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

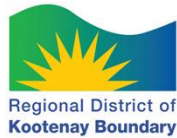
A discussion was not needed.

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

An in-camera meeting was not necessary.

**ADJOURNMENT**

There being no further business to discuss, Vice-Chair McGregor adjourned the meeting at 12:30 p.m.



**Beaver Valley Regional Parks and Regional Trails Committee**

**Minutes  
Tuesday, January 19, 2021  
ZOOM**

**Committee members present:**

Director A. Grieve, Chair  
Director S. Morissette  
Director M. Walsh

**Staff present:**

M. Daines, Manager of Facilities and Recreation  
M. Forster, Executive Assistant/Recording Secretary

**CALL TO ORDER**

The Chair called the meeting to order at 9:00 am.

**LAND ACKNOWLEDGEMENT**

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

**ACCEPTANCE OF THE AGENDA (additions/deletions)**

The agenda for the January 19, 2021 Beaver Valley Regional Parks and Regional Trails Committee meeting was presented.

Moved / Seconded

That the agenda for the January 19, 2021 Beaver Valley Regional Parks and Regional Trails Committee be adopted as presented.

Carried.

### **ADOPTION OF MINUTES**

The minutes of the November 17, 2020, Beaver Valley Regional Parks and Regional Trails Committee meeting were presented.

Moved / Seconded

That the minutes of the November 17, 2020 Beaver Valley Regional Parks and Regional Trails Committee meeting be adopted as presented.

Carried.

### **ELECTION OF VICE CHAIR**

Committee Chair Grieve called a first time for nominations for the position of Vice-Chair of the Beaver Valley Regional Parks and Regional Trails Committee for the year 2021.

Moved

That Director Morissette be nominated as Vice-Chair of the Beaver Valley Regional Parks and Regional Trails Committee for the year 2021.

Director Morissette accepted the nomination.

Committee Chair Grieve called a second time for the position of Vice-Chair of the Beaver Valley Regional Parks and Regional Trails Committee for the year 2021.

Committee Chair Grieve called a third and final time for the position of Vice-Chair of the Beaver Valley Regional Parks and Regional Trails Committee for the year 2021.

Hearing no further nominations, Director Morissette was declared, by acclamation, Vice-Chair of the Beaver Valley Regional Parks and Regional Trails Committee for the year 2021.

### **DELEGATIONS**

There were no scheduled delegations present.

### **UNFINISHED BUSINESS**

There was no unfinished business for discussion.

### **NEW BUSINESS**

**M. Daines, Manager of Facilities and Recreation**

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Beaver Valley Regional Parks and Regional Trails Committee  
January 19, 2021*

Re: 2021 Beaver Valley Arena Service (011) Budget Summary

**The purpose of the report was to provide an overview of the 2021 Beaver Valley Arena Service (011) budget.**

**M. Daines informed the Committee that the budget was status quo.**

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee approves the 2021 Beaver Valley Arena Service (011) Work Plan as presented to the Committee on January 19, 2021.

Carried.

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee discuss the proposed Beaver Valley Arena Service (011) 2021-2025 Five Year Financial Plan as presented to the Committee on January 19, 2021. **FURTHER**, that the Beaver Valley Regional Parks and Regional Trails Committee provide direction to staff as to any changes to be made to the Financial Plan and refer it to a future meeting for further review.

Carried.

**M. Daines, Manager of Facilities and Recreation**

**Re: 2021 Beaver Valley Recreation Service (013) Budget Summary**

The purpose of this report was to provide an overview of the 2021 Beaver Valley Recreation Service (013) budget.

Director Grieve announced that approval was received from Burlington Northern Santa Fe Rail to build on their rail line. She invited discussion on Beaver Valley Recreation's ability to contribute towards the capital costs of building a train station that resembles what was once there. She asked staff to investigate an appropriate capital contribution amount. A conversation between M. Daines and K. Tuttle, Village of Fruitvale, regarding the purchase of property for proposed parking will be scheduled ahead of 2022 budget discussions. Recent information received from Scouts Canada was discussed in regards to the Pump Park. The Committee also discussed the potential storage facility at the Fruitvale Hall.

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee approves the 2021 Beaver Valley Recreation Service (013) Work Plan as presented to the Committee on January 19, 2021.



Carried.

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee discuss the proposed Beaver Valley Recreation Service (013) 2021-2025 Five Year Financial Plan as presented to the Committee on January 19, 2021. **FURTHER**, that the Beaver Valley Regional Parks and Regional Trails Committee provide direction to staff as to any changes to be made to the Financial Plan and refer it to a future meeting for further review.

Carried.

**M. Daines, Manager of Facilities and Recreation**  
**Re: 2021 Beaver Valley Regional Parks and Regional Trails Service (019)**  
**Budget Summary**

**The purpose of this report was to provide an overview of the 2021 Beaver Valley Regional Parks and Regional Trails Service (019) budget.**

Discussion ensued in regards to phone charges at Montrose and Fruitvale halls.

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee approves the 2021 Beaver Valley Regional Parks and Regional Trails Service (019) Work Plan as presented to the Committee on January 19, 2021.

Carried.

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee discuss the proposed Beaver Valley Regional Parks and Regional Trails Service (019) 2021-2025 Five Year Financial Plan as presented to the Committee on January 19, 2021. **FURTHER**, that the Beaver Valley Regional Parks and Regional Trails Committee provide direction to staff as to any changes to be made to the Financial Plan and refer it to a future meeting for further review.

Carried.

**M. Daines, Manager of Facilities and Recreation**  
**Re: Committee Action Items**

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee receive the Committee Action Items Memo as presented.

Carried.

**M. Daines, Manager of Facilities and Recreation**  
**Director Morisette**  
**Re: Train Station Museum Project - Discussion**

The Committee was informed that the existing lease between the Village of Fruitvale and BNSF will be modified to allow the building.

**Director Grieve**  
**Re: TRP Program - Discussion**

This agenda item acted as a reminder to the Committee that the agreement ends this October. Beaver Valley Recreation was requesting that Area A and Villages of Fruitvale and Montrose discuss amongst their councils terms and conditions on renegotiating the TRP Program with the City of Trail and report back to the Committee.

**Director Grieve**  
**Re: Future Planning - Arena Expansion/Haines Park/Parking Lot - Discussion**

Director Morisette addressed the Committee in regards to possible arena expansion and renewal. He suggested developing a master plan and reaching out to the community. The Committee will discuss an action plan for the arena.

Moved / Seconded

The Beaver Valley Regional Parks and Regional Trails Committee directs staff to begin developing a master plan for Beaver Valley Arena.

Carried.

This will be reflected in the 019 work plan.

**Newsletter Additions**

Director Walsh was encouraged to participate in the Fruitvale/Area A newsletter.

**LATE (EMERGENT) ITEMS**

A discussion of late (emergent) items was not required.

**DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

A discussion of items for future agendas was not required.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

A question period for public and media was not required.

**CLOSED (IN CAMERA) SESSION**

A closed (in camera) session was not required.

**ADJOURNMENT**

The meeting was adjourned at 9:37 am.



## **East End Services Committee**

### **Minutes Tuesday, January 19, 2021 ZOOM**

#### **Committee members:**

Director L. Worley - Chair  
Director A. Grieve  
Director D. Langman (left meeting at 11:19 am)  
Director A. Morel  
Director R. Cacchioni  
Director M. Walsh  
Director S. Morissette  
Alternate Director A. Parkinson (joined meeting at 11:20 am)

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

M. Andison, Chief Administrative Officer  
M. Forster, Executive Assistant/Recording Secretary  
J. Chandler, General Manager of Operations/Deputy CAO  
B. Ihlen, General Manager of Finance/CFO  
J. Dougall, General Manager of Environmental Services  
T. Lenardon, Manager of Corporate Administration  
M. Daines, Manager of Facilities and Recreation  
D. Derby, Regional Fire Chief  
G. Gallamore, Deputy Fire Chief  
B. Reilly, Manager of Victim Services  
L. Pasin, Mayor – City of Trail  
B. Teasdale, Chief Administrative Officer – City of Rossland

#### **Call to Order**

The Chair called the meeting to order at 10:30 am.

#### **Land Acknowledgement**

We acknowledge and appreciate that the land on which we gather is the converging, traditional and unceded territory of the Syilx, Secwepemc, Sinixt and

Ktunaxa Peoples as well as the Metis Peoples whose footsteps have also marked these lands.

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

The agenda for the January 19, 2021 East End Services Committee meeting was presented.

Moved / Seconded

That the agenda for the January 19, 2021 East End Services Committee meeting be adopted as presented.

Carried.

**Minutes**

The minutes of the East End Services Committee meeting held on December 17, 2020 were presented.

Moved / Seconded

That the minutes of the East End Services Committee meeting held on December 17, 2020 be adopted as presented.

Carried.

**Election of Vice Chair**

Committee Chair Worley called a first time for nominations for the position of Vice-Chair of the East End Services Committee for the year 2021.

Moved

That Director Grieve be nominated as Vice-Chair of the East End Services Committee for the year 2021.

Director Grieve accepted the nomination.

Committee Chair Worley called a second time for the position of Vice-Chair of the East End Services Committee for the year 2021.

Committee Chair Worley called a third and final time for the position of Vice-Chair of the East End Services Committee for the year 2021.

Hearing no further nominations, Director Grieve was declared, by acclamation, Vice-Chair of the East End Services Committee for the year 2021.

### **Delegations**

There were no delegations present.

### **Unfinished Business**

There was no unfinished business for discussion.

### **New Business**

#### **J. Chandler, General Manager of Operations/Deputy CAO Re: Dam Revenue and Disbursement - Discussion**

Committee Chair Worley addressed the Committee with opening remarks regarding this agenda item. She explained the format and direction that the discussion would take.

J. Chandler and B. Ihlen presented high-level answers to the following questions:

#### **1. Where do portions of these revenues get allocated presently?**

Dam revenues are currently split into two sources, the regional fire service and general administration, which is further allocated to the board fee.

#### **2. What do the regulations or any agreement say about disbursement of these funds?**

Due to the lack of historical documentation outlining the allocation of these funds, the Cost Allocation Policy was developed. The intent of the policy was to provide more transparency in terms of how the allocations of administration overhead costs to each individual service.

#### **3. Do the East End Directors have any final say in where these funds are allocated?**

M. Andison suggested deferring consideration of the policy until the Committee members had the opportunity to provide input and feedback through the Policy and Personnel Committee through to the Board over the coming year. He recognized that all the questions and concerns raised by the Committee members around the Cost Allocation Policy and dam revenue would involve more time to resolve and to have fulsome future discussions and meetings around the same. Defer this would allow review of the implications from the various options that would be presented.

B. Ihlen confirmed that the Board fee plus 2% will be implemented in 2021.

Moved / Seconded

That the draft Cost Allocation Policy be tabled.

Discussion ensued and a friendly amendment was accepted.

Moved / Seconded

That the East End Services Committee refer the Cost Allocation Policy back to Policy and Personnel Committee to allow the Committee to allow for additional it and implementation in 2022 should Cost Allocation Policy move forward.

Carried.

**D. Dean, Manager of Planning and Development**  
**Re: House Numbering - Electoral Area B/Lower Columbia-Old Glory (122)**  
**2021 Work Plan and Five Year Financial Plan**

The purpose of this report was to provide an overview of the House Numbering – Electoral Area B/Lower Columbia-Old Glory (122) Work Plan and Five Year Financial Plan.

Moved / Seconded

That the East End Services Committee approve the 2021 122 House Numbering - Electoral Area B/Lower Columbia-Old Glory Work Plan as presented to the Committee in the staff report on January 19, 2021.

Carried.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors approve the House Numbering – Electoral Area B/Lower Columbia-Old Glory (122) 2021-2025 Five Year Financial Plan including minor changes for adjustments to year-end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

Carried.

**B. Reilly, Manager Victim Services****Re: 2021 - 009 Victim Services Budget Summary**

The purpose of this report was to provide an overview of the 2021 009 Victim Services budget and work plan.

Discussion ensued on the budget reserves and proposed board fees. M. Andison informed the Committee that the requisition limit can be increased 25% in 2022 without going to referendum should the Committee choose to do so.

Moved / Seconded

That the East End Services Committee approve the 2021 009 Victim Services Work Plan as presented to the committee in the staff report on January 19, 2021.

Carried.

Moved / Seconded

That the East End Services Committee discuss the proposed 009 Victim Services 2021-2025 Budget as presented to the East End Services Committee in the staff report on January 19, 2021; **FURTHER** that the East End Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Dougall, General Manager of Environmental Services****Re: 2021 - Noxious Weed Control Specified Area A - Columbia Gardens (090) Budget Summary and Work Plan**

The purpose of this report was to provide an overview of the 2021 Noxious Weed Control Specified Area 'A' – Columbia Gardens (090) budget summary and work plan.

Director Langman informed the Committee that the Village of Warfield had recently completed an invasive species identification assessment and mapping related to Japanese Knotweed. She inquired if any other communities have participated in the assessment and encouraged all stakeholders to collaborate. J. Dougall invited feedback from other Directors and/or municipalities.

Moved / Seconded



That the East End Services Committee approve the 2021 Noxious Weed Control Specified Area 'A' – Columbia Gardens (090) Work Plan as presented to the committee in the staff report on January 19, 2021.

Carried.

Moved / Seconded

That the East End Services Committee discuss the proposed Noxious Weed Control Specified Area 'A' – Columbia Gardens (090) 2021-2025 Budget as presented to the East End Services Committee in the staff report on January 19, 2021. **FURTHER** that the East End Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

Director Langman excused herself from the meeting at 11:19 am. Alternate Director Parkinson joined the Committee table at 11:20 am in Director Langman's stead.

**D. Derby, Regional Fire Chief**

**Re: Kootenay Boundary Regional Fire Rescue Service (050) Final 2021 Work Plan and Draft Proposed 2021-2025 Five Year Financial Plan**

The purpose of this report was to provide an overview of the 2021 Kootenay Boundary Regional Fire Rescue Service (050) budget.

D. Derby spoke to the importance of meeting the service levels previously adopted by the Committee. He sought early budget approval on four items:

1. Stn. 371 - Kitchen renovation;
2. Stn. 373 - LED lighting upgrade;
3. Stn. 376 - Furnaces upgrade; and
4. Turnout gear - Covid 19 impacting delivery timelines.

Moved / Seconded

That the East End Services Committee supports the following items for early budget approval:

1. Stn. 371 - Kitchen renovation - \$15,000
2. Stn. 373 - LED lighting upgrade - \$10,000
3. Stn. 376 - Furnaces upgrade - \$10,000 and
4. Turnout gear - \$40,900.

Carried.

Moved / Seconded

That the East End Services Committee approve the 2021 Kootenay Boundary Regional Fire Rescue Service (050) Work Plan as presented to the Committee on January 19, 2021.

Carried.

Moved / Seconded

That the East End Services Committee discusses the proposed Kootenay Boundary Regional Fire Rescue Service (050) 2021-2025 Five Year Financial Plan as presented to the committee on January 19, 2021; **FURTHER** that the Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**M. Daines, Manager of Facilities and Recreation**  
**Re: 2021 - 014 Regional Parks & Trails Services – Area B/Lower Columbia/Old Glory Budget Summary and Work Plan**

The purpose of this report was to provide an overview of the 2021 014 Regional Parks & Trails Services – EA 'B' / Lower Columbia/Old Glory budget and work plan.

Moved / Seconded

That the East End Services Committee approve the 2021 014 Regional Parks & Trails Services – Area B - Lower Columbia/Old Glory Work Plan as presented to the committee in the staff report on January 19, 2021.

Carried.

Moved / Seconded

That the East End Services Committee discuss the proposed 014 Regional Parks & Trails Services – Area B - Lower Columbia/Old Glory 2021-2025 Budget as presented to the East End Services Committee in the staff report on January 19, 2021; **FURTHER** that the East End Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**M. Daines, Manager of Facilities and Recreation**  
**Re: 2021 - 018 Culture, Arts and Recreation for the Lower Columbia Budget Summary and Work Plan**

The purpose of this report was to provide an overview of the 2021 018 Culture Arts and Recreation for the Lower Columbia budget and work plan.

Moved / Seconded

That the East End Services Committee approve the 2021 018 Culture Arts and Recreation for the Lower Columbia Work Plan as presented to the committee in the staff report on January 19, 2021.

Carried.

Moved / Seconded

That the East End Services Committee discuss the proposed 018 Culture Arts and Recreation for the Lower Columbia 2021-2025 Budget as presented to the East End Services Committee in the staff report on January 19, 2021; **FURTHER** that the East End Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 - 017 Economic Development Budget Summary**

The purpose of this report was to provide an overview of the 2021 017 Economic Development budget.

Moved / Seconded

That the East End Services Committee discuss the proposed 017 Economic Development 2021-2025 Budget as presented to the East End Services Committee in the staff report on January 19, 2021; **FURTHER** that the East End Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

The Committee recessed at 12:40 pm and reconvened at 12:50 pm.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 - 900 East End Transit Services Budget Summary and Work Plan**  
**& BC Transit 2020-21 Amended Annual Operating Agreement & Safe**  
**Restart Contribution**

The purpose of this report was to provide an overview of the 2021 900 East End Transit Services budget and work plan. J. Chandler reviewed the Amended Annual Operating Agreement and the Safe Restart funding.

Moved / Seconded

That the East End Services Committee approve the 2021 900 East End Transit Services Work Plan as presented to the committee in the staff report on January 19, 2021.

Carried.

Moved / Seconded

That the East End Services Committee discuss the proposed 900 East End Transit Services 2021-2025 Budget as presented to the East End Services Committee in the staff report on January 19, 2021; **FURTHER** that the East End Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval. **FURTHER** that the East End Services Committee support the early approval of up to \$18,000 for an application to the BC Transit Bus Shelter program prior to the deadline of February 1, 2021.

Carried.

Moved / Seconded

That the East End Services Committee approve the 2020/21 Annual Operating Agreement and acceptance of "BC Transit Safe Restart" funding contribution and authorize staff to execute the agreement as presented in the staff report to the Committee on January 19, 2021.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Expressions of Interest - West Kootenay Regional Transit Committee**  
**Appointments - 3-Year Term January 2021 - December 31, 2023**

Director Worley, Director Cacchioni and Alternate Director Parkinson are the current appointees. The current 3-year term 2018-2020 has expired.

Moved / Seconded

That the Regional District of Kootenay Boundary Board of Directors appoint Director Worley, Director Cacchioni, and Alternate Director Parkinson to the West Kootenay Regional Transit Committee for a 3-year term commencing January 1, 2021 and expiring December 31, 2023.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 - 070 Animal Control Services Budget Summary and Work Plan**

The purpose of this report was to provide an overview of the 2021 070 Animal Control Services budget and work plan.

Moved / Seconded

That the East End Services Committee approve the 2021 070 Animal Control Services Work Plan as presented to the committee in the staff report on January 19, 2021.

Carried.

Moved / Seconded

That the East End Services Committee discuss the proposed 070 Animal Control Services 2021-2025 Budget as presented to the East End Services Committee in the staff report on January 19, 2021; **FURTHER** that the East End Services Committee provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**J. Chandler, General Manager of Operations/Deputy CAO**  
**Re: 2021 - 150 Cemetery Services Budget Summary**

The purpose of this report was to provide an overview of the 2021 150 Cemetery Services budget.

Moved / Seconded

That the East End Services Committee discuss the proposed 150 Cemetery Services 2021-2025 Budget as presented to the East End Services Committee in the staff report on January 19, 2021. **FURTHER**, that the East End Services Committee

provide direction to staff as to any changes to be made to the proposed Budget and refer it to a future meeting for approval.

Carried.

**Information**

**Re: Generation-to-Generation Society**

Moved / Seconded

That the East End Services Committee receive the letter from Generation to Generation Society dated December 6, 2020.

Carried.

**Late (Emergent) Items**

There were no late (emergent) items for discussion.

**Discussion of items for future agendas**

Discussion of items for future agendas was not required.

**Question Period for Public and Media**

A question period for public and media was not required.

**Closed (In camera) Session**

A closed (in camera) session was not required.

**Adjournment**

The meeting was adjourned at 1:11 pm.



## Electoral Area C - Christina Lake Parks & Recreation Commission

Wednesday, January 13, 2021

8:00am

Zoom Electronic Meeting

### Minutes

#### Commission Members Present:

Adam Moore  
Brenda Auge  
Erica McCluney  
Joe Sioga  
Josh Strzelec  
Paul Beattie  
Sandi Gniewotta  
Tara Bobocel

#### Absent:

#### 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 8:00am.

### **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 and Metis Peoples whose footsteps have also marked these lands.

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

- 3.a) The agenda for the January 13, 2021 Electoral Area C - Christina Lake Parks & Recreation Commission meeting was presented.

01-21 Moved: Brenda Auge Seconded: Joe Sioga

That the Agenda for the January 13, 2021 Electoral Area C - Christina Lake Parks & Recreation Commission meeting be adopted as presented.  
Carried

#### 4. Draft Minutes

- 4.a) The draft minutes of the Electoral Area C - Christina Lake Parks and Recreation Commission meeting held on November 18, 2020 was presented with amendments.

**Recommendation:** that the draft minutes for the Electoral Area C - Christina Lake Parks and Recreation Commission meeting held on November 18, 2020 be adopted with the following amendments: The motion numbered 29-20 under section; 8. Reports, be amended as 32-20 and the motion numbered 30-20 under section; 10. Late (Emergent) Items, be amended as 33-20.

- 02-21 Moved: Brenda Auge Seconded: Josh Strzelec

That the draft minutes for the Electoral Area C - Christina Lake Parks & Recreation Commission meeting held on November 18, 2020 be adopted as amended.

Carried

- 4.b) The draft minutes of the Electoral Area C - Christina Lake Parks and Recreation Commission meeting held on December 9, 2020 was presented.

**Recommendation:** that the draft minutes for the Electoral Area C - Christina Lake Parks and Recreation Commission meeting held on December 9, 2020 be adopted as presented.

- 03-21 Moved: Tara Bobocel Seconded: Brenda Auge

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

Carried

#### 5. Election of Officers

The Commission at its first meeting in each year shall elect a Chairperson and Vice Chairperson as per attached Bylaws No. 1429 & No. 1307

Chairperson, G. McGregor, called for Chairperson nominations.

B. Auge nominated J. Sioga who respectfully declined.

B. Auge nominated A. Moore who respectfully declined.

B. Auge nominated P. Beattie who accepted the nomination as Chairperson.

Chairperson, G. McGregor, called for additional nominations a second time.

No Response.

Chairperson, G. McGregor, called for additional nominations a third time.

No Response.

Congratulations to P. Beattie on his new position as Chairperson.



Chairperson, G. McGregor, called for Vice Chairperson nominations.  
 J. Sioga nominated B. Auge who accepted the nomination as Vice Chairperson.  
 Chairperson, G. McGregor, called for additional nominations a second time.  
 No Response.  
 Chairperson, G. McGregor, called for additional nominations a third time.  
 No Response.  
 Congratulations to B. Auge on her new position as Vice Chairperson.

G. McGregor turned the meeting over to the newly appointed Chairperson, P. Beattie.

#### **6. Delegation(s)**

- 6.a) There were no delegations to be made.

#### **7. Unfinished Business**

- 7.a) There were no unfinished business to consider.

#### **8. Communications-Information Only**

- 8.a) There were no communications for information to consider.

#### **9. Reports**

##### **9.a) Financial Report**

##### **i. Verbal Update**

Staff had a budget meeting with G. McGregor and D. Wilchynski and discussed the future plans of the Pedestrian Bridge with or without grant dollar contributions.

There have been no additional changes and/or updates since the financial report was presented to the Electoral Area C - Christina Lake Parks & Recreation Commission in November 2020.

##### **9.b) Project Updates**

##### **i. Viewing Dock – Verbal Update**

Staff is currently pursuing an Archeological assessment to proceed with the project. Staff spoke with the Osoyoos Indian Band on January 12, 2021 and has confirmed a potential meeting with an Archeologist in the spring. Staff will include the Swanson Road Disc Golf area and the trail around the Christina Lake Golf Course at that meeting. Staff will invite Amanda from the Osoyoos Indian Band for a tour of Christina Lake in the spring when the weather is warmer on the lake.

ii. Court Development – Verbal Update

Electoral Area C - Christina Lake Parks & Recreation Commission Members, Pickle Ball representatives, Tennis Players representative, and Staff met with Outland Design Landscape Architecture on December 9<sup>th</sup>, 2020. Staff is expecting a final drawing from Outland Design Landscape Architecture in the next few weeks which will be emailed to the Electoral Area C - Christina Lake Parks & Recreation Commission Members for final feedback.

iii. Pedestrian Bridge – Verbal Update

Staff is waiting for an update on the recent grant application that was submitted to proceed with this project. Staff is expecting an answer by June 2021.

**9.c) Sub Committee Report**

i. Community Accessibility Update (Tara)

Nothing to report.

ii. Trails Report

J. Strzelec reported that they will be maintaining the trails in April 2021 once the snowpack has melted. Material has been previously purchased to fix the trails with the remaining funds in the 2020 budget.

**9.d) Staff Monthly Report.**

i. Recreation Program Services Supervisor Report

Staff reported that the Christina Lake fitness class, Body Blast, was suspended in the recent Public Health Order. Staff is working with the fitness team to initiate low intensity classes in Christina Lake and hopes to establish them in early February. We also have a new certified Yoga Instructor and are hoping to offer classes in Christina Lake and Grand Forks in February.

**9.e) Community Events Report**

D. Wilchynski is currently preparing for the Christina Lake Homecoming event. Although all community events are on hold due to Covid-19 there are a few planning details that must be executed early in the year such as park permits and insurance. E. McCluney asked if the Christina Lake Triathlon would be planned for 2021. G. McGregor recommended that this event be put on hold due to uncertainty with Covid-19 regulations as it requires a lot of work and dollars to prepare for. It was noted that there are concerns about engaging sponsorship as this has been a difficult year for businesses. B. Auge suggested postponing the event until September 2021 when restrictions may have lifted for events. It was recommended that the Christina Lake Triathlon be placed on the agenda for February.

The Reports of the Electoral Area C - Christina Lake Parks & Recreation Commission held on January 13, 2021 were presented and it was;

**04-21**

Moved: Brenda Auge

Seconded: Adam Moore

That the Reports for the Electoral Area C - Christina Lake Parks & Recreation Commission meeting held on January 13, 2021 be adopted as presented.

Carried

**10. New Business**

**10. a)** There were no new business to consider.

**11. Late (Emergent) Items**

There were no late emergent items to consider.

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

A discussion was not necessary.

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

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

**14. Adjournment**


**14. a)** The next scheduled meeting will be held on February 10, 2021. There being no further business to discuss, the meeting was adjourned (time: 8:26am).

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Melina Van Hoogevest,  
Recording Secretary

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Paul Beattie  
Chairperson

 <p>Regional District of Kootenay Boundary</p>	<p><b>ELECTORAL AREA C/CHRISTINA LAKE</b></p> <p><b>ADVISORY PLANNING COMMISSION</b></p> <p><b>MINUTES</b></p>
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Tuesday, February 2, 2021 via Zoom online meeting, commencing at 7:00 p.m.

**PRESENT:** Peter Darbyshire, Phil Mody, Terry Mooney, Dave Bartlett, Jeff Olsen, Jason Patrick Taylor, Annie Rioux, Jessica Coleman, Butch Bisaro

**ABSENT:** Leanne Keys

**RDKB DIRECTOR:** Grace McGregor  
Alternate Director and Recording Secretary: Donna Wilchynski

**RDKB STAFF:** Donna Dean, Manager of Planning and Development

**GUESTS:**

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA (Additions/Deletions)**

**MOVED, SECONDED AND RESOLVED**

That the February 2, 2021 Electoral Area C/Christina Lake Advisory Planning Commission Agenda be adopted as presented.

**3. ADOPTION OF MINUTES**

**MOVE, SECONDED AND RESOLVED**

That the November 23, 2020 Electoral Area C/Christina Lake Advisory Planning Commission Meeting Minutes be adopted as presented.

Electoral Area C/Christina Lake APC Meeting Minutes  
February 2, 2021  
Page 1 of 3

#### **4. ELECTION OF CHAIR AND VICE-CHAIR**

**Terry Mooney** was nominated and accepted the position of Chair of the APC  
**Jessica Coleman** was nominated and accepted the position of Vice-Chair of the APC

#### **5. DELEGATIONS**

The APC welcomed Donna Dean, RDKB Manager of Planning and Development who gave a brief overview of the role of an APC. Governed by the Local Government Act (Part 14) and set by Bylaw. Main function is advisory to the RDKB Board of Directors. Donna Dean to distribute Bylaw and Section of Local Government Act that pertains to the APC to all members.

Donna Dean left the meeting at 7:32pm.

#### **6. OLD BUSINESS & UPDATES TO APPLICATIONS AND REFERRALS**

#### **7. NEW BUSINESS**

##### **A. Kevin Sawyer**

RE: Development Variance Permit  
 RDKB File: C-970-04396.020

#### **MOVED, SECONDED AND RESOLVED**

That the APC recommend to the Regional District that the application be supported.

##### **B. Dean & Christine Tremaine**

RE: Development Permit  
 RDKB File: C-2104-05038.000

The ACP felt this application was a necessary improvement.

#### **MOVED, SECONDED AND RESOLVED**

That the APC recommend to the Regional District that the application be supported.

##### **C. Andrea and Mark Ormandy**

RE: Development Permit  
 RDKB File: C-317-02592.000

#### **MOVED, SECONDED AND RESOLVED**

That the APC recommend to the Regional District that the application be supported.

**8. FOR INFORMATION**

**9. DISCUSSION**

**10. ADJOURNMENT**

**MOVED, SECONDED** that the meeting be adjourned at 8:01p.m.



**ELECTORAL AREA E/WEST BOUNDARY**  
**ADVISORY PLANNING COMMISSION**

Monday, February 1, 2021 via Zoom online conference commencing at 6:00 p.m.

**PRESENT:** Florence Hewer, Fred Marshall, Lynne Storm, Michael Fenwick-Wilson, Jamie Haynes

**ABSENT** with notification Grant Harfman

**Absent** without notification

**RDKB DIRECTOR:** Vicki Gee (minute taker)

**RDKB STAFF:**

**GUEST:** Dave Anderson (Jewel Lake)

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1. **CALL TO ORDER** The meeting was called to order at 6:05 PM.

2. **ADOPTION OF AGENDA**

**Recommendation:** That the February 1, 2021 Electoral Area E/West Boundary Planning Commission Agenda be adopted as presented. Moved by Flo, seconded by Jamie. Carried.

3. **ADOPTION OF MINUTES**

**Recommendation:** That the January 4, 2021 Electoral Area E/West Boundary Planning Commission Minutes be adopted as presented. Moved by Jamie, seconded by Flo. Carried.

4. **DELEGATIONS**

Dave Anderson was invited to the meeting by Director Gee to meet everyone and to see if he was willing to join the APC.

## **5. UPDATES TO APPLICATIONS AND REFERRALS**

Director Gee gave a verbal update on the ALC decision for application by Rexins in Kettle Valley to expand campground use onto ALR portion of the land. It was denied. Vicki will ask staff to send the written decision out with the next agenda.

There was discussion about how the Board handled the referral from Front Counter BC for Licenses of Occupation by Powder Renegade Lodge at the Jan 28, 2021 board meeting. The discussion centered around whether Director Gee took the advice of the APC into consideration, about the role of the APC as an advisory body to the Board, about the Board's role when referrals come from external parties.

## **6. NEW BUSINESS**

### **A. Big White Ski Resort – Provincial Referral**

RE: Ski Resort Master Plan  
RDKB File: B-22

#### **Discussion/Observations:**

- The sewage lagoon hasn't handled the volume in the past
- The river is already at risk from low flows
- There is no justification for golf courses in sensitive alpine areas
- Water use isn't justified
- They would only be available to 3 months and people would be fighting bugs
- Then they'll want to spray and that will also have an impact in the Watershed
- Concern about Hwy 33 handling increased volume of traffic from Kelowna
- School District hasn't been informed of the plans, yet they will be much affected
- Concern about egress in event of wildfire and the length of time predicted to evacuate the community
- No planning for additional staff required for larger operation
- Huge impact on the area; lots of money required; why should the community take the risk
- there's no way the snowmobilers will stay within boundaries
- the mitigation is "to educate people"; people are there for a good time, for a short time; they won't be reading signs
- positives are creating places for healthy recreation and economy



- will be a huge tax base
- expansion plans will demand a huge amount of water
- it's not sustainable; you can only store so much water
- doubt the water is there; will impact the Kettle River
- fire, sewage, highway access can be worked around, but not the water
- will create high paid jobs during development
- once water licences are given, can't retract
- major concern for rest of Boundary
- there have been lineups for lifts; can understand the pressure to increase capacity
- people seem to need a large organized place to recreation, but the environment always suffers
- they aren't fully utilizing the mountain biking & hiking they currently have
- they need to maximize their Summer game first
- they don't need more houses to increase capacity
- should downsize the plan
- this is an environmental disaster; it's a mega city at high elevation for the wealthy
- two little creeks don't have the capacity
- there will be a year round impact on wildlife
- the plan affects the Timber Harvest Land Base
- this affects jobs; already the mills aren't getting enough fiber
- we know how to build eco-friendly cities; single family dwellings are a luxury
- issues for snow removal; already hauling it away
- they should fill up their current CRA first

**Recommendation:**

It was moved by Michael, seconded by Jamie and resolved that the APC recommends to the Regional District that the referral be:

Not Supported as presented for the following reasons:

- The plan is not environmentally sound
- The main concern is water and the effect on the Kettle River and the Watershed
- There is concern about management of sewage in environmentally sensitive area

**8. FOR INFORMATION - none****9. FOR DISCUSSION**

Director Gee brought up the reference in Grand Forks Gazette on-line and print articles a couple of days after Area D and E APC meetings to having received a copy of APC minutes. She pointed out the role of the APC as a formal Commission to the Board and responsibility to report directly to the Board. The Board owns the minutes and in fact hadn't formally received them yet at the time of the disclosure. APC minutes do appear on public meeting agendas. There is a process here that must be respected.

**10. ADJOURNMENT**



Regional District of  
Kootenay Boundary

## ELECTORAL AREA E/WEST BOUNDARY (BIG WHITE)

### ADVISORY PLANNING COMMISSION

#### MINUTES

Tuesday, February 2 and 9, 2021 via tele-conference and zoom, commencing at 1605 and 15 06 respectively.

Minutes taken by: \_\_\_\_\_ John LeBrun \_\_\_\_\_

- PRESENT:** Feb 2 meeting. Peter Hutchinson John LeBrun, Gerry Molyneaux, Anastasia Byrne and Paul Sulyma  
Feb 9 meeting. Peter Hutchinson, John LeBrun, Rachelle Hawk and Paul Sulyma.
- ABSENT:** Feb 2 meeting. Rachelle Hawk  
Feb 9 meeting. Anastasia Byrne and Gerry Molyneaux.
- RDKB DIRECTOR:** Feb. 2 and Feb. 9 meetings Vicki Gee
- RDKB STAFF:** None
- GUEST:** Feb. 2 meeting Andy Hill Feathertop Strata

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#### 1. **CALL TO ORDER**

The meetings were called to order at 1605 and 1506.

#### 2. **ADOPTION OF AGENDA (Additions/Deletions)**

**Recommendation:** That the February 2, 2021 Electoral Area E/West Boundary (Big White) Advisory Planning Commission Agenda be adopted.

**Motion to adopt by John seconded by Paul**

**ADOPTED**

#### 3. **ADOPTION OF MINUTES**

**Recommendation:** That the January 5, 2021 Electoral Area E/West Boundary (Big White) Advisory Planning Commission Minutes be adopted.

**Motion to adopt by Paul seconded by John**

**ADOPTED**

#### 4. **DELEGATIONS.** Andy Hill as an observer, from Feathertop Strata; February 2.

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Electoral Area E/West Boundary (Big White) APC Minutes  
January 5, 2021  
Page 1 of 6

## **5. UPDATED APPLICATIONS AND REFERRALS**

1. The application last month (1247676BC Ltd.) will go to public hearing towards the end of February and requires architect approval for snow storage and drainage.
2. There is a town hall meeting scheduled for 9 March 2021.
  - a. It was asked about how the meetings and application review will be shared publicly. RDKB representative noted that there may be a direct mail out for the town hall and relying on the social media networks on the mountain and will be sent to strata's as well.
  - b. Asked how the town hall will be held and RDKB representative noted that it would be held on line.

## **6. NEW BUSINESS**

**A. Kevin and Sharia Blackett**  
**RE: Development Permit**  
 RDBK File: BW-4222-07500.865

### **Discussion/Observations:**

1. The permit indicates an exposed aggregate driveway. Based on the slope this could create a run-off problem. Exposed aggregate not conducive to ride in/ride out, exposed aggregate damages skis and snowboards as it finds its way on to ski easements in snow moved by the loader.
2. The permit indicates tarping may be required "if necessary" during construction to prevent erosion on the ground. Watershed advisory suggests stopping erosion before it begins so could this language change to "require tarping on slopes during construction".
3. The diagrams appear to show that snow run-off/sliding from the roof would be above an entrance way.

### **Recommendation:**

It was moved, seconded and resolved that the APC recommends to the Regional District that the Development Amendment BW-4222-07500.865 be;

**Supported with the above comments as provided.**

**B. Permpaul and Pamela Deol****RE: Development Permit**

RDKB File: BW-4222-07500.730

**Discussion/Observations:**

The landscaping plan indicates the use of Pine Shrub. This bush is not fire friendly.

**Recommendation:**

It was moved, seconded and resolved that the APC recommends to the Regional District that the referral BW-4222-07500.730 be:

**Supported with the above comment as provided.**

**C. Big White Ski Resort- Provincial Referral****RE: Ski Resort Master Plan**

RDKB File: B-22

**Discussion/Observations**

It was suggested that we provide our feedback in concise and organized manner that is inclusive of different streams, like time lines, environmental, winter season, summer season, social and economic.

The APC collectively agreed to try and provide balanced feedback.

As the report is very long and very involved it was suggested to adopt a process where the APC members would review individually and summarize their comments for further review and discussion at a meeting the following week.

**Comments about process:**

The buildout does not require the expansion of the CRA until completion of Phase 2. The resort can operate and expand within its current CRA without need to expand. Considering all the variables that might influence rollout including market demand and Big White priorities. We would suggest **not supporting this application**. We think the proposed expansion to the CRA can occur in the future after Big White demonstrates marketability for the expansion within the current CRA. The community and the corporation need to address the outstanding current issues of the CRA use.

Phased development should be rolled out incrementally, with each phase having its own application for expansion.

There are questions about the process of the application including if the APC would be able to provide comments at other times. The question was raised because there seems to be several reports that would inform the APC that are not yet included in the application.

There are 3 different documents that have been circulated describing the expansion. One on social media, another by email and the 3<sup>rd</sup> the Provincial referral plan. There are different items on each of the first 2 documents that don't appear on the Provincial plan.

It was suggested that the RDKB consider a process for future application to provide a plain language brief (or in the staff report) along with the application so that it is accessible to community members who are asked to comment on the application.

#### **Comments about the economic impact.**

The application proposes to have a destination resort that has an extraordinary number of single-family residences, not high-density hotels that are normally associated with destination travel.

Number of bed units and comfortable carrying capacity does not seem to be aligned, as a destination resort. Where will the overage of the comfortable carrying capacity stay? If the CCC is over the number of available bed units where will those riders stay? Are they expected to travel?

There is no description of where the riders will come from, what portion of the market will make up the increase in ridership at Big White.

#### **Comments about the environment.**

The utilization of winter sport runs for bike terrain has a high impact on the environment as the gradient for winter sport runs is not conducive to mountain bike gradient. This requires changing the terrain to the point where it promotes erosion, especially within the alpine environment.

They have not assessed the hazards in the terrain they have chosen to develop, as noted in 4.13. Seems like the assessment of possible riding terrain has not been completed.

The terrain capacity analysis should involve a closer on the ground analysis, not reliant on computer imaging.

Waste reduction initiatives do not mention waste control across the current or proposed CRA, rather waste reduction is only a concern in their buildings. Anyone who utilizes the area can attest to the garbage that is scattered across the current CRA.

Climate change considerations in the proposal are only for those effecting the winter sport activities, not how the Corporation will reduce greenhouse gas emissions. Creating a resort, the size proposed has a huge carbon foot print as a result of snow removal, and transport of guests across the resort. There is not a plan to include environmentally friendly transport, or other considerations to reduce environmental impact.

Solid waste disposal in its current form is not sustainable. The current trend of vacation rentals increase waste substantially. Current planning uses a single-family model rather than a model that is inclusive of vacation rentals, where single family dwellings will hold multiple families. This increases the amount of waste produced in a area where it is assumed to only be single family residences. Solid waste disposal should be charged to businesses that utilize the services at the expense of the taxpayers. Buildings in the residential areas must be zoned and the zoning must be respected for its intended purpose. The last few years have turned residential neighborhoods into transient populations of vacationers. Once the neighbors were known, now they are different every day.

There are several portions of the application/proposal that include areas outside of the CRA, including using areas as a water reservoir and trails.

Wildlife corridors are not being respected, the Trapping Creek Valley and the proposed water reservoirs are in areas that are critical to several ungulate species, bears, amphibians and fish.

Extension of CRA impedes on established trail systems. There is no description of how Big White will work with other community groups who use these areas already and will try and limit access.

There is also no consideration for other people using the land for grazing cattle, harvesting, and spiritual purposes.

#### **Comments about the winter season impact.**

The proposed gladded terrain method of "feathering" along runs increases risk of injury to riders transitioning between runs,

Several walkways are not accessible in the winter and are dangerous (traffic, natural hazards) or closed in the summer. Need to be accountable to keep spaces accessible.

#### **Comments about social impact.**

The roll out is very dependent upon taxpayers, inclusive of more fire protection, more policing, more roadwork and more waste collection.

Transporting twice as many riders to the hill on the same road system is problematic and not sustainable and will increase congestion and accidents as a result.

The Civic Center land should come out of the CRA and not be in the control of Big White Corporation to determine roll out. One of Big White goals is to increase/provide space for community services. They provide no plan for this; only an indication that the land west of the school could be used for this purpose. The community of Big White needs a building that provides essential services; post office, medical facilities and just a place that community members can meet. The area west of the school (DL 4242) should be removed from this master plan and turn over to the RDKB as a park. This would allow the community to move forward with the development of a community center.

Big White should develop a social responsibility statement noting how they are accountable to the community and to the land.

The document indicated that there is plenty of parking. If nothing else this season has shown that there is not enough parking; especially on the weekends and holidays. Compounding the problem is that when a chair closes because of weather/maintenance the parking is also closed compounding the problem at other sites. Even with the ice rink made into parking there was still a huge shortage of parking. This was apparent to Big White as they offered up day only parking for \$1000.00 for the ski season.

The plan covers a huge area without connectivity by walkway for the different areas. In the winter ski ways work but all other seasons the plan needs usable walkways that connect each of the communities.

The majority of the housing appears to be single family residence. The foot print and land disturbance would be much less with more multifamily dwellings.

There appears to be no plan to house the many employees that a development of this size would require and no plan to provide housing for workers taking part in the buildout.

**Recommendations:**

It was moved, seconded and resolved that the APC recommend to the Regional District that the referral Ski Resort Master Plan RDKB File: B-22 is too premature to support and ask that the APC be given another opportunity to review as the plan is refined.

**Motion to adopt by John seconded Paul**

**ADOPTED**

**7. FOR DISCUSSION**

Nothing

**9. FOR INFORMATION**

Gerry Molyneaux submitted to Vicki a letter of resignation due to other commitments.

**10. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 1720 for the Feb 2, meeting and the Feb 9 meeting was adjourned at 1602.





TELUS Communications Inc.  
 3-4535 Canada Way  
 Burnaby, BC  
 Canada V5G1J9  
 telus.com  
 briangregg@sitepathconsulting.com

Dear Mr. Andison,

I hope this message finds you well. My name is Brian Gregg and I am a Land Use Consultant representing TELUS. I am reaching out today as TELUS has identified an exciting opportunity to expand wireless cellular coverage to the Regional District of Kootenay Boundary and would like to make an application to the federal government's Universal Broadband Fund for funding to connect your communities to the TELUS wireless network. This would include the building, operation and long-term maintenance of the infrastructure. This investment will ensure that the network can withstand the demand of new technologies which will be realized over future generations.


Improving connectivity within rural communities enables residents to engage in numerous aspects of the digital economy, including those residents from underrepresented groups. Internet has become an essential service and provides access for residents to numerous benefits such as tele-health, distance learning, and telework. Today, reliable internet access has become a virtual requirement for commercial and industrial businesses, whether small or large, to operate and develop.

Access to reliable internet also supports social services within communities and valuable avenues to serve residents. The internet has made connecting key social service institutions with the residents who use those institutions much easier. Furthermore, this access, expedited through the Universal Broadband Fund, will contribute to a multitude of government strategies that have become easiest to access via the internet.

The opportunity for the Regional District of Kootenay Boundary to participate in this project comes at **no cost to your regional district and communities**. Assuming we are successful in our application, funds to build the network would be committed by TELUS and the Government of Canada.

TELUS' application is due February 15, 2021 and TELUS is seeking support from the Regional District of Kootenay Boundary in the form of a letter of support (attached), by **February 8, 2021**. We would be happy to discuss further with you over the phone at your convenience.

If you have any questions, or would like to discuss further, please don't hesitate to reach out at 778-870-1388.

Respectfully,  
  
 Brian Gregg  
 Agent for TELUS

**Innovation, Science and Economic Development Canada**

C.D. Howe Building  
235 Queen Street  
Ottawa, Ontario K1A 0H5

To: Whom it May Concern

**Re: TELUS Application: Universal Broadband Fund – Regional District of Kootenay Boundary**

Cc: Brian Gregg, SitePath Consulting Ltd. C/O TELUS Communications Inc. – [briangregg@sitepathconsulting.com](mailto:briangregg@sitepathconsulting.com)  
Harmen Kahlon, TELUS Communications Inc., Sr. Manager, Technology Strategy - [harmen.kahlon@telus.com](mailto:harmen.kahlon@telus.com)

The Regional District of Kootenay Boundary fully supports TELUS's application to provide increased wireless connectivity under the Universal Broadband Fund. This initiative will improve existing wireless connectivity in our communities. This will allow the Regional District of Kootenay Boundary to better serve our community members within the Regional District of Kootenay Boundary. It will greatly improve safety by enabling e911 calls and will enable tele-health, and tele-work. Reliable cellular coverage will also provide opportunities for commercial and industrial businesses, whether small or large, to operate and develop in an increasingly virtual world.

Improving connectivity within rural communities enables residents to engage in numerous aspects of the digital economy, including those residents from underrepresented groups. Internet has become an essential service and provides access for residents to numerous benefits such as tele-health, distance learning, and telework. Today, reliable internet access has become a virtual requirement for commercial and industrial businesses, whether small or large, to operate and develop.

Access to reliable internet also provides social services within the region and enables valuable avenues to serve the residents. The internet has made connecting key social service institutions with the residents who use those institutions much easier. Furthermore, this access, expedited through the Universal Broadband Fund, will contribute to a multitude of government strategies that have become easiest to access via the internet.

We are working to support the long-term growth of our communities. A key enabler to achieve this goal is the ability to connect government and social service offices, businesses and homes our region to high-speed broadband networks. As such, access to wireless infrastructure is critical for our region to engage in numerous aspects of the digital economy.

The funding assistance from the Universal Broadband Fund for the delivery of wireless connectivity is invaluable to the prosperity of the Regional District of Kootenay Boundary. Without the support of this fund, many communities would not be able to enjoy the level of connectivity that is required to fully participate in society.

Thank you for the opportunity to support this application.

Sincerely,

Mr. Mark Andison



**Regional District of  
Kootenay Boundary**

## **STAFF REPORT**

**Date:** February 18, 2021 **File**  
**To:** Chair Langman and the Board of Directors  
**From:** Barb Ihlen, General Manager of Finance/CFO  
**Re:** Hydro Grant In Lieu Recommendations & the  
 General Government/Legislative &  
 Administrative Services (001)  
 2021-2025 Five Year Financial Plan

### **Issue Introduction**

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the General Government/Legislative & Administrative Services (001) 2021-2025 Five Year Financial Plan and the hydro grant in lieu (HGIL) of property tax revenue allocations recommended by the Beaver Valley Regional Parks and Regional Trails Committee and the East End Services Committee.

### **History/Background Factors**

The Regional District of Kootenay Boundary (RDKB) receives an annual grant in lieu of property taxes from hydro power producing crown corporations. The RDKB refers to these payments as Hydro-Grants-In-Lieu (HGIL). There are two hydro power generating dams located in the RDKB and specifically, in Electoral Area A. In 2020, the RDKB received \$1,525,629 from BC Hydro and \$364,021 from Columbia Power Corporation. The formula for determining the amount received is established by Orders in Council, under the authority of the Hydro and Power Authority Act. For 2020, \$500,000 of this payment was allocated to the Kootenay Boundary Regional Fire & Rescue Service (050) and the remainder was allocated to General Government/Legislative & Administrative Services (001).

There are specific financial reporting requirements and as a financial matter, the weighted voting rule will apply when the Board of Directors makes a decision on where to apply the payment. The HGIL payment can be applied in four different options and the BC Government recommends that regional district boards make a specific decision on which of the following options to choose. The following information is taken from the BC

Government website <https://www2.gov.bc.ca/gov/content/governments/local-governments/finance/requisition-taxation/grants-in-lieu-of-taxes/bc-hydro-payments-in-lieu-of-taxes-for-regional-districts>.

- Option 1 – apply the entire payment-in-lieu-of-taxes to general administrative services
- Option 2 – apply the entire payment-in-lieu-of-taxes to regional wide service
- Option 3 – apply the payment-in-lieu-of-taxes to a group of region wide services
- Option 4 – apply the payment-in-lieu-of-taxes to a specific facility

For Option 4, the RDKB Board can apply the payment-in-lieu-of-taxes for the specific facility (hydro power generating dams) to the group of services for which each of the service areas includes the location of the specific facility (Electoral Area A). The BC Government specifies that no amount of payment should be applied to services that do not include the specific facility. This option allows for several services to receive the HGIL as long as Electoral Area A is a participant and includes local or sub-regional service areas. The RDKB Board of Directors will need to determine how the payment-in-lieu-of-taxes is to be distributed among the group of services. The BC Government recommends that as a default, the payment-in-lieu-of-taxes should be pro-rated according to the amount of the requisition for each of the services. However, the Board of Directors can determine an alternative basis of distribution as it wishes.

At the committee meetings held on Tuesday, February 9, 2021, both the Beaver Valley Regional Parks and Regional Trails Committee and the East End Services Committee made recommendations to the Board of Directors regarding the allocation and use of the HGIL payment received by the Regional District of Kootenay Boundary. In summary, the recommendations include an annual \$200,000 allocation to the Beaver Valley Parks and Trails service (019) and a \$150,000 allocation to the East Transit service (900) to support specific and approved capital projects (bus shelter improvements and the downtown Trail Exchange) until complete.

### **Implications**

The HGIL recommendations will impact the General Government/Legislative & Administrative Services (001) 2021-2025 Five Year Financial Plan. Specifically, the property tax requisition will increase by \$350,000. The 2021-2025 Five Year Financial Plan for this service is attached and reflects the changes when the recommendations are applied.

### **Background Information Provided**

- General Government/Legislative & Administrative Services (001) proposed 2021-2025 Five Year Financial Plan with the HGIL recommendations
- The BC Government HGIL Circular 10:14 from September 24, 2010

**Recommendation(s)**

**THAT** the Regional District of Kootenay Boundary Board of Directors make a decision regarding the allocation of the Hydro-Grant-In-Lieu payment for 2021.

**FURTHER** that the impacted budgets be amended accordingly to include the resulting changes in revenue and that those budgets and five year financial plans be incorporated into the overall 2021-2025 Five Year Financial Plan.

**FURTHER**, to provide improved predictability for the RDKB financial planning process, that the Board of Directors develop policy guidance in 2021 regarding the allocation of Hydro-Grant-In-Lieu payments for future years.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
SUMMARY INFORMATION  
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES  
SERVICE NO 001

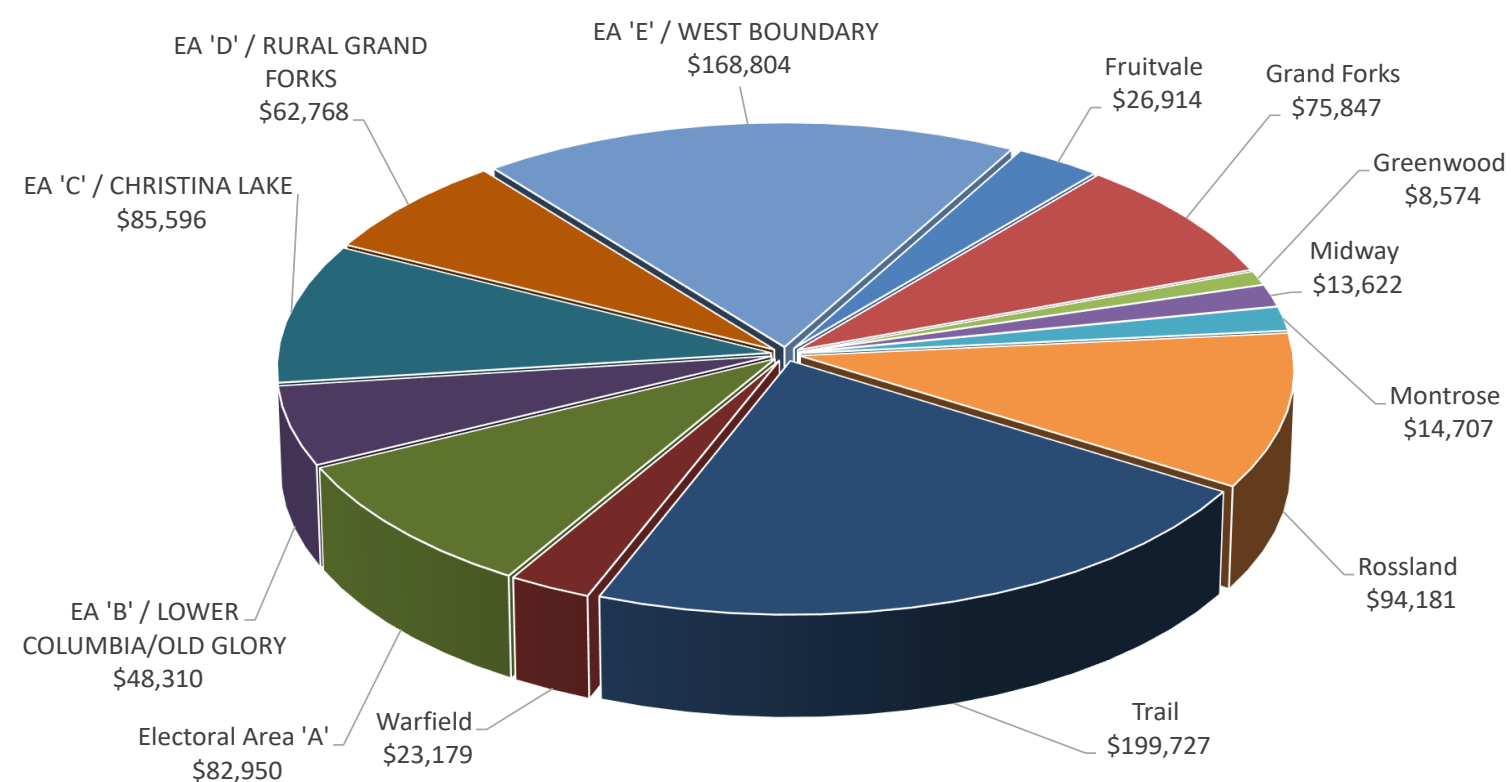
PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,  
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'



	PAGE	2020 BUDGET	2021 BUDGET	Increase(Decrease) Between 2020 BUDGET and 2021 BUDGET		PRIMARY DRIVERS FOR CHANGE
				\$	%	
<b>REVENUE:</b>						
Property Tax Requisition	<a href="#">4</a>	549,420	<b>910,866</b>	361,446	65.79	
Miscellaneous Revenue	<a href="#">12</a>	193,001	<b>738,067</b>	545,066	282.42	Grants - Asset Management, Energy Efficiency, COVID Safe Restart
Previous Year's Surplus	<a href="#">23</a>	153,639	<b>17,265</b>	(136,374)	(88.76)	
Transfer from Reserve	<a href="#">24</a>	628,000	<b>760,000</b>	132,000	21.02	Administration building upgrades, IT projects, Taxation offset (smoothing), Climate action & energy efficiency projects
<b>EXPENDITURE:</b>						
Director Travel	<a href="#">27</a>	54,060	<b>25,000</b>	(29,060)	(53.76)	Reduced due to COVID restrictions on travel
Directors Expenses	<a href="#">28</a>	27,540	<b>18,900</b>	(8,640)	(31.37)	Reduced due to less in person meetings
Salaries and Benefits	<a href="#">30-31</a>	1,855,848	<b>2,066,371</b>	210,522	11.34	Negotiated wage Increases, overlap of Corp Admin, HR position
Travel Expense	<a href="#">33</a>	20,400	<b>10,000</b>	(10,400)	(50.98)	Reduced due to COVID restrictions on travel
Information Technology	<a href="#">40</a>	260,201	<b>216,257</b>	(43,944)	(16.89)	Reduced operating costs
Office Equipment	<a href="#">41</a>	7,700	<b>25,000</b>	17,300	224.68	Office furniture replacement program
Bank Service Charge	<a href="#">47</a>	51,434	<b>64,264</b>	12,830	24.94	Increase merchant fees
Consultants Fees	<a href="#">50</a>	226,612	<b>321,384</b>	94,772	41.82	Big White community service review; RDI;
Liability Insurance	<a href="#">52</a>	50,148	<b>59,903</b>	9,754	19.45	Projects covered by grants (asset management, climate action, energy efficiency)
Contingencies	<a href="#">63</a>	20,560	<b>382,500</b>	361,940	1,760.41	Municipal Insurance Association general increase COVID Safe Restart Grant

KEY FACTS	
Establishment Bylaw No.	1549; 2014
Max Requisition	No Maximum
Last Increase Requisition Limit	Not Applicable
Next Review Requisition Limit	Not Applicable
Reserve Balance	\$4,395,224.30
(@ December 31, 2020)	
Summary of Reserve Balances:	
Self Insurance Fund	496,713.30
Management ERIP Fund	140,045.93
Carbon Offset Fund	276,904.18
Education Committee	21,945.79
Information Technology	291,015.54
Taxation Offset (Smoothing)	1,332,714.42
Climate Action Fund	171,917.09
Audio Visual	100,000.00
Unrestricted	1,563,968.05

2021 Property Tax Requisition (Projected)



**REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN**

**PARTICIPANTS:** Grand Forks, Greenwood, Rossland, Trail, Fruitvale,  
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

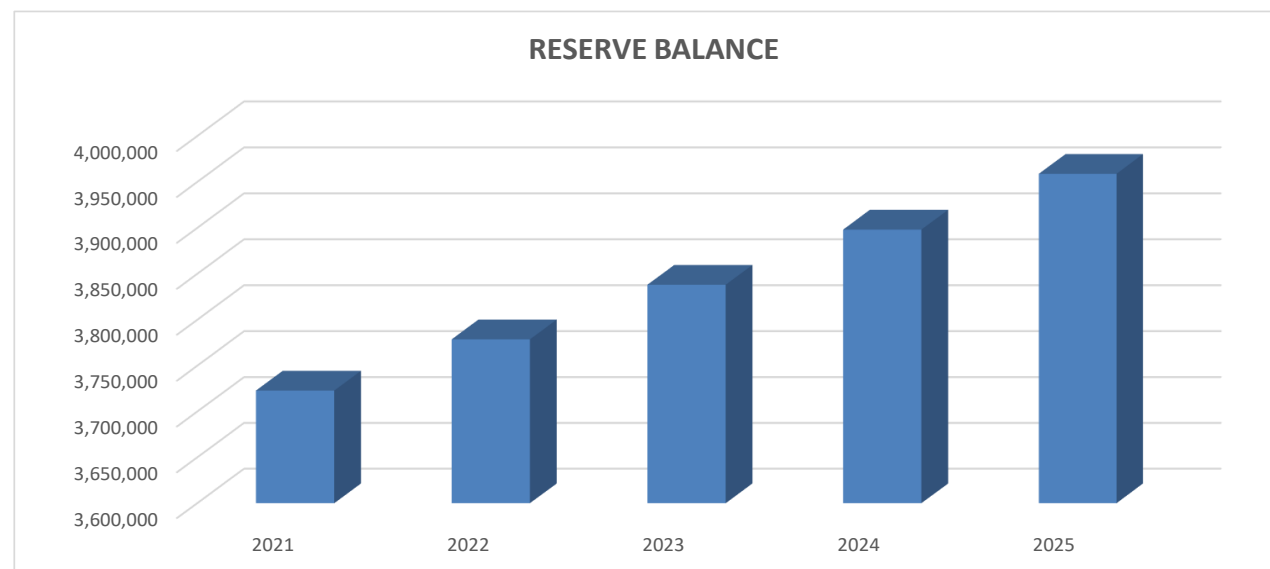


**SERVICE NO 001  
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES**

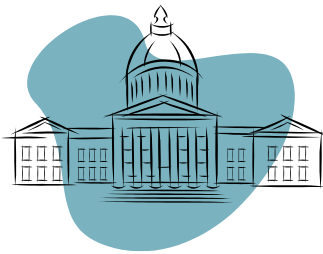
	PAGE	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET
<b>REVENUE:</b>						
11 921 205    Transfer from Reserve	<a href="#">24</a>	<b>760,000</b>	3,000	0	0	0
<b>EXPENDITURE:</b>						
12 121 610    Capital	<a href="#">54</a>	<b>314,000</b>	174,000	180,000	185,000	190,000
12 121 830    Debt - Principal Payments	<a href="#">56</a>	<b>0</b>	0	0	0	0
12 121 741    Contribution to Reserve	<a href="#">61</a>	<b>87,744</b>	58,759	59,398	60,050	60,715

**2021 CAPITAL BUDGET**

Project	Taxes	ST Debt	LT Debt	Reserves	Grants	Total
Admin Office Upgrades				100,000		100,000
Electrical Upgrades for EV Infrastructure				45,000		45,000
Virtual Desktop Infrastructure (Remote Work)		-	-	-	129,000	129,000
Checkpoint HQ Gateway Replace		-	-	20,000	-	20,000
SQL Server Refresh		-	-	20,000	-	20,000



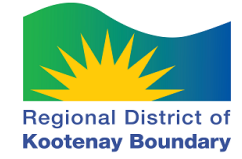




REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN

SERVICE NO 001  
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES

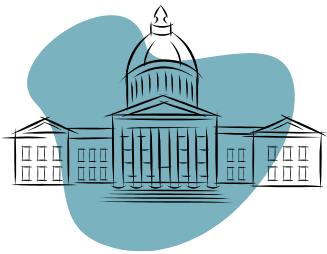
PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,  
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'



		PAGE	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	(OVER) UNDER	2021 BUDGET	Increase(Decrease) Between 2020 BUDGET and 2021 BUDGET		-16.17% 2022 BUDGET	2.22% 2023 BUDGET	1.44% 2024 BUDGET	2.87% 2025 BUDGET
								\$	%				
REVENUE:													
	Property Tax Requisition	4	251,589	549,420	549,420	(0)	910,866	361,446	65.79	905,181	933,439	919,675	962,038
11 210 100	Federal Grant In Lieu	5	784	3,000	1,683	1,317	3,060	60	2.00	3,121	3,184	3,247	3,312
11 400 003	Rental - Trail Facilities	6	0	150	0	150	150	0	0.00	150	150	150	150
11 400 004	Rent GF Office - Planning	7	7,323	7,619	7,469	150	7,626	7	0.09	0	0	0	0
11 400 005	Rent GF Office - Building	8	22,680	22,680	22,680	0	23,157	477	2.10	0	0	0	0
11 550 100	Interest Earned	9	113,603	52,020	63,062	(11,042)	50,000	(2,020)	(3.88)	51,000	52,020	53,060	54,122
11 550 106	Woodstove Exchange - BC Lung	10	870	7,171	7,171	0	3,811	(3,360)	(46.85)	0	0	0	0
11 550 107	Woodstove Exchange - Other Income	11	500	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	12	104,067	193,001	146,858	46,143	738,067	545,066	282.42	11,688	2,844	2,901	2,959
11 590 400	Columbia Basin Trust	13	17,749	17,748	17,748	0	17,748	0	0.00	17,748	17,748	17,748	17,748
11 590 990	Recovery of Common Costs	14	108,347	113,514	113,517	(3)	103,831	(9,683)	(8.53)	711,488	725,717	740,232	755,036
11 592 001	Board Fee Revenue	15-18	683,639	696,145	696,145	0	681,135	(15,010)	(2.16)	687,052	700,793	714,808	729,105
11 621 100	Local Government Act - Grant	19	160,000	160,000	160,000	0	160,000	0	0.00	160,000	160,000	160,000	160,000
11 621 150	Province of BC CARIP	20	41,783	36,113	41,783	(5,670)	46,255	10,142	28.08	47,180	48,124	49,086	50,068
11 759 159	Province of BC - Misc Revenue	21	0	0	0	0	0	0	0.00	0	0	0	0
11 759 940	Hydro Generation Grant in Lieu	22	1,499,946	1,304,165	1,389,650	(85,485)	1,039,650	(264,515)	(20.28)	1,227,443	1,265,992	1,305,312	1,345,418
11 911 100	Previous Year's Surplus	23	467,339	153,639	153,017	622	17,265	(136,374)	(88.76)	0	0	0	0
11 921 205	Transfer from Reserve	24	17,201	628,000	53,250	574,750	760,000	132,000	21.02	3,000	0	0	0
11 990 100	Hospital District Contract	25	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			3,497,419	3,944,385	3,423,453	520,932	4,562,622	618,236	15.67	3,825,051	3,910,010	3,966,220	4,079,956
EXPENDITURE:													
12 110 130	Director Remuneration	26	322,528	341,297	305,295	36,001	339,598	(1,698)	(0.50)	346,390	353,318	360,385	367,592
12 110 210	Director Travel	27	45,970	54,060	18,092	35,968	25,000	(29,060)	(53.76)	51,000	52,020	53,060	54,122
12 110 211	Directors Expenses	28	41,269	27,540	11,422	16,118	18,900	(8,640)	(31.37)	29,712	30,228	30,755	31,292
12 110 251	Office Supplies - Directors	29	780	6,304	567	5,737	3,000	(3,304)	(52.41)	3,060	3,121	3,184	3,247
Total Directors Remuneration			410,547	429,200	335,377	93,823	386,498	(42,702)	(9.95)	430,162	438,688	447,383	456,253
12 121 111	Salaries and Benefits	30-31	1,618,733	1,855,848	1,725,895	129,953	2,066,371	210,522	11.34	2,100,587	2,157,738	2,169,393	2,212,781
12 121 190	Labour Relations	32	0	8,837	7,212	1,624	9,000	163	1.85	9,180	9,364	9,551	9,742
12 121 210	Travel Expense	33	24,368	20,400	5,082	15,318	10,000	(10,400)	(50.98)	21,224	21,649	22,082	22,523
12 121 239	Staff Development	34	28,688	36,482	13,121	23,361	38,218	1,736	4.76	38,488	39,258	40,043	40,844
Total Salaries & Benefits			1,671,788	1,921,567	1,751,310	170,256	2,123,589	202,022	10.51	2,169,480	2,228,008	2,241,069	2,285,890
12 121 212	Postage	35	9,276	20,400	11,529	8,871	15,000	(5,400)	(26.47)	15,300	15,606	15,918	16,236
12 121 213	Telephone	36	34,416	39,780	47,003	(7,223)	40,615	835	2.10	41,428	42,256	43,101	43,963
12 121 214	FCM Dues	37	6,763	7,458	6,491	967	7,500	42	0.57	7,650	7,803	7,959	8,118
12 121 221	Advertising	38	22,004	22,564	20,372	2,192	22,500	(64)	(0.28)	19,890	20,288	20,694	21,107
12 121 230	Carbon Offset & Climate Change Initiativ	39	0	0	0	0	0	0	0.00	0	0	0	0
12 121 231	Information Technology	40	219,732	260,201	227,179	33,022	216,257	(43,944)	(16.89)	221,095	229,478	237,200	242,200
12 121 247	Office Equipment	41	7,395	7,700	5,314	2,386	25,000	17,300	224.68	25,500	26,010	26,530	27,061
12 121 251	Office Supplies	42	38,716	37,740	27,266	10,474	38,533	793	2.10	39,303	40,089	40,891	41,709
12 121 252	Building Maintenance	43	154,359	180,383	139,816	40,567	160,333	(20,050)	(11.12)	158,440	161,608	164,841	168,137
12 121 253	Vehicle Operating	44	33,285	38,112	24,937	13,174	37,413	(699)	(1.83)	38,161	38,924	39,703	40,497
12 121 261	Equipment Lease Photocopier	45	11,337	23,300	5,444	17,856	23,789	489	2.10	24,265	24,750	25,245	25,750
12 121 263	Equipment Lease Postage Machine	46	3,434	4,276	0	4,276	3,600	(676)	(15.81)	3,672	3,745	3,820	3,897
12 121 810	Bank Service Charge	47	61,955	51,434	61,554	(10,120)	64,264	12,830	24.94	65,549	66,860	68,197	69,561
12 121 995	Operating Grants Provided	48	10,000	10,000	10,000	0	10,000	0	0.00	0	0	0	0
Total Operating			602,671	693,347	576,904	116,443	654,804	(38,543)	(5.56)	660,253	677,419	694,100	708,238
Continued, page 2													

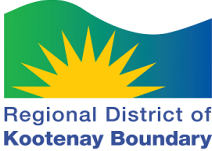
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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN

PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,  
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'



SERVICE NO 001  
GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES

		GENERAL GOVERNMENT / LEGISLATIVE & ADMINISTRATIVE SERVICES						Increase(Decrease)		Kootenay Boundary			
		PAGE	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	(OVER) UNDER	2021 BUDGET	Between 2020 BUDGET and 2021 BUDGET		-16.17% 2022 BUDGET	2.22% 2023 BUDGET	1.44% 2024 BUDGET	2.87% 2025 BUDGET
								\$	%				
12 121 232	Legal Fees	<a href="#">49</a>	70,800	71,400	102,276	(30,876)	71,400	0	0.00	72,828	74,285	75,770	77,286
12 121 233	Consultants Fees	<a href="#">50</a>	161,694	226,612	90,511	136,101	321,384	94,772	41.82	25,941	14,262	20,487	14,717
12 121 234	External Audit	<a href="#">51</a>	44,375	40,800	47,700	(6,900)	38,650	(2,150)	(5.27)	39,423	40,211	41,016	41,836
12 121 237	Liability Insurance	<a href="#">52</a>	48,655	50,148	49,182	966	59,903	9,754	19.45	61,101	62,323	63,569	64,841
12 121 238	Property Insurance	<a href="#">53</a>	16,210	56,534	47,570	8,964	48,338	(8,196)	(14.50)	49,305	50,291	51,297	92,323
Total Professional Fees/Insurance			341,733	445,494	337,239	108,255	539,675	94,181	21.14	248,597	241,371	252,139	291,001
12 121 610	Capital	<a href="#">54</a>	21,310	306,000	242,411	63,589	314,000	8,000	2.61	174,000	180,000	185,000	190,000
Total Capital			21,310	306,000	242,411	63,589	314,000	8,000	2.61	174,000	180,000	185,000	190,000
12 121 811	Interest Expense - Short Term	<a href="#">55</a>	43,177	40,000	60,331	(20,331)	60,000	20,000	50.00	61,200	62,424	63,672	64,946
12 121 830	Debt - Principal Payments	<a href="#">56</a>	0	0	0	0	0	0	0.00	0	0	0	0
Total Debt			43,177	40,000	60,331	-20,331	60,000	20,000	50.00	61,200	62,424	63,672	64,946
12 121 905	Woodstove - Coordinator	<a href="#">57</a>	-21	908	860	48	48	(860)	(94.69)	0	0	0	0
12 121 906	Woodstove - Rebates Paid	<a href="#">58</a>	1,250	5,500	2,500	3,000	3,000	(2,500)	(45.45)	0	0	0	0
12 121 907	Woodstove - Other Expenses	<a href="#">59</a>	144	763	0	763	763	0	0.00	0	0	0	0
12 121 908	Woodstove - Workshops	<a href="#">60</a>	0	0	0	0	0	0	0.00	0	0	0	0
Total Woodstove Exchange Program			1,374	7,171	3,360	3,811	3,811	(3,360)	(46.85)	0	0	0	0
12 121 741	Contribution to Reserve	<a href="#">61</a>	205,658	71,045	71,045	0	87,744	16,699	23.50	58,759	59,398	60,050	60,715
12 121 990	Previous Year's Deficit	<a href="#">62</a>	0	0	0	0	0	0	0.00	0	0	0	0
12 121 999	Contingencies	<a href="#">63</a>	35,522	20,560	18,210	2,350	382,500	361,940	1,760.41	22,600	22,702	22,806	22,912
Total Other			241,180	91,605	89,255	2,350	470,244	378,639	413.34	81,359	82,100	82,856	83,627
Total Expenditure			3,343,780	3,944,385	3,406,188	538,197	4,562,622	618,236	15.67	3,825,051	3,910,010	3,966,220	4,079,956
Surplus/(Deficit)			153,639		17,265		-			-	-	-	-
Reserve Balance							3,722,968			3,778,727	3,838,125	3,898,175	3,958,890

3,811 Woodstove Income  
3,811 Woodstove Expense  
0

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan



Property Tax Requisition												
2020 Actual	2021 Budget					2022 Budget		2023 Budget		2024 Budget		2025 Budget
	Description	Amount with Changes	%	Feb 10, 2021 Amount	Change in Requisition	Amount		Amount		Amount		Amount
16,297	11 830 100 001 Fruitvale	27,083	3.0	16,676.4	10,406.6	26,914		27,754		27,345		28,605
46,351	11 830 200 001 Grand Forks	76,323	8.4	46,996.2	29,327.3	75,847		78,215		77,062		80,611
5,040	11 830 300 001 Greenwood	8,628	0.9	5,312.8	3,315.4	8,574		8,842		8,712		9,113
7,758	11 830 400 001 Midway	13,707	1.5	8,440.2	5,267.0	13,622		14,047		13,840		14,477
8,310	11 830 500 001 Montrose	14,800	1.6	9,112.8	5,686.7	14,707		15,166		14,943		15,631
55,047	11 830 600 001 Rossland	94,772	10.4	58,356.2	36,416.3	94,181		97,121		95,689		100,097
119,880	11 830 700 001 Trail	200,982	22.1	123,754.7	77,227.2	199,727		205,963		202,926		212,273
13,759	11 830 800 001 Warfield	23,325	2.6	14,362.2	8,962.5	23,179		23,903		23,550		24,635
60,856	11 830 901 001 Electoral Area 'A'	83,471	9.2	51,397.4	32,073.8	82,950		85,540		84,278		88,161
27,734	11 830 902 001 EA 'B' / LOWER COLUMBIA/OLD C	48,614	5.3	29,934.0	18,679.9	48,310		49,819		49,084		51,345
52,027	11 830 903 001 EA 'C' / CHRISTINA LAKE	86,134	9.5	53,037.0	33,096.9	85,596		88,268		86,967		90,973
36,430	11 830 904 001 EA 'D' / RURAL GRAND FORKS	63,162	6.9	38,892.2	24,270.1	62,768		64,727		63,773		66,711
99,931	11 830 905 001 EA 'E' / WEST BOUNDARY	169,865	18.6	104,594.2	65,270.4	168,804		174,074		171,507		179,408
<b>549,420</b>	Sub	<b>910,866</b>	<b>100.0</b>	<b>560,866</b>	<b>350,000</b>	905,181		933,439		919,675		962,038
	This Year Requisition	910,866				905,181		933,439		919,675		962,038
	Total Requisition	<b>910,866</b>				<b>905,181</b>		<b>933,439</b>		<b>919,675</b>		<b>962,038</b>

Notes: Allocations based on most recent property assessment values (2020 Completed Roll, Dec, 2019)

TOTAL						
829,879,333	Converted Assessment Base	919,610,036		919,610,036	919,610,036	919,610,036
0.06620	Cost per \$1,000	0.09905		0.09843	0.10150	0.10461
\$ 13.24	Base cost for a home valued at \$200,000	\$ 19.81		\$ 19.69	\$ 20.30	\$ 20.92

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Federal Grant In Lieu</b>	<b>2020</b>	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	11 210 100 001	<b>Prior Yr</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
			<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Grants in Lieu	3,000	3,060	3,121	3,184	3,247	3,312
	Federal & Provincial Gov't - Properties						
<b>Annual Budget</b>		<b>3,000</b>	<b>3,060</b>	<b>3,121</b>	<b>3,184</b>	<b>3,247</b>	<b>3,312</b>

Notes:	Previous Year Budget	3,000
	Actual to December 31, 2020	1,683

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

			0.00%	0.00%	0.00%	0.00%	0.00%
Name	<b>Rental - Trail Facilities</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Account No	11 400 003 - 001	<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>

Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Board Room Rentals	150	150	150	150	150	150
2							
	Annual Budget	150	150	150	150	150	150

Notes:	Previous Year Budget	150
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Actual to December 31, 2020	-
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Item #1	Estimate for User Group Charges collected for meeting rooms
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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Rental GF Office - Planning	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	11 400 004 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Rental - Planning Dept	7,619	7,626	-	-	-	-
<b>Annual Budget</b>		<b>7,619</b>	<b>7,626</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:		Previous Year Budget	7,619
		Actual to December 31, 2020	7,469
Item #1	Included in Shared Internal Costs starting in 2022		
	Contribution from Planning Function for use of Grand Forks		
	office space. Includes utilities, and maintenance.		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Rental - GF Office - Building</b>		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	11 400 005 - 001	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>

Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Rental - GF Office	22,680	23,157	-	-	-	-
Annual Budget		22,680	23,157	-	-	-	-

Notes:	Previous Year Budget	22,680
	Actual to December 31, 2020	22,680
Item #1	Included in Shared Internal Costs starting in 2020	
	includes recovery of heating, electricity, water, bldg and ground mntc, janitorial, etc.	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Interest Earned</b>		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	11 550 100 - 001	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>

Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Interest earned	52,020	50,000	51,000	52,020	53,060	54,122
<b>Annual Budget</b>		<b>52,020</b>	<b>50,000</b>	<b>51,000</b>	<b>52,020</b>	<b>53,060</b>	<b>54,122</b>

Notes:	Previous Year Budget	52,020
	Actual to December 31, 2020	63,062

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Five Year Financial Plan

Name **Woodstove Exchange - BC Lung**

Account No 11 550 106 - 001

**2020**  
**Prior Year**

## 2021 Budget

## 2022 Budget

## 2023 Budget

## 2024 Budget

## 2025 Budget

Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	<b>BC Lung Association</b>						
	2020 Funding from BC Lung Association						
	Basic Grants 10 x \$250 & 5 x \$400	4,500					
	Support for Administration Costs	1,500					
	Sub Total	6,000					
2	<b>Remaining Funding from Prior Years</b>						
	Basic Grant Portion (12 @ \$250)	1,000	3,000				
	Administration Portion	171	811				
	<b>Annual Budget</b>	<b>7,171</b>	<b>3,811</b>	-	-	-	-

Notes:

Previous Year Budget

7,171

Actual to December 31, 2020

7,171

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Item #1

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Item #2



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name **Woodstove Exchange - Other Income**  
Account No 11 550 107 - 001

		2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Woodstove Exchange Top Up Income						
20	Area A (Top Up of \$100 per stove)						
10	Area B (Top Up of \$250 per stove)						
15	Area C (Top Up of \$100 per stove)						
20	Area D (Considering Top Up)						
16	Area E (Top Up of \$100 per stove)						
20	City of Midway						
10	City of Greenwood						
18	City of Grand Forks						
20	City of Rossland (\$100 top up)						
5	City of Warfield						
10	City of Trail (\$100 for 1st 15 exchanges)						
20	Village of Fruitvale (Top Up of \$100)						
	Estimate 30 x \$100						
	<b>Annual Budget</b>	-	-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2020	-
Top-up varies from zero to \$250 (average used for this estimate is 41 @ \$250)	

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	193,001
	Actual to December 31, 2020	146,858
Item #2	No Contributions to Self Insurance Fund 2018-20; Reviewed Prior to 2021	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Columbia Basin Trust (Revenue)</b>		0.00%	0.00%	0.00%	0.00%	0.00%
Account No	11 590 400 - 001	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	5% Admin fee on Columbia Basin Trust Program	17,748	17,748	17,748	17,748	17,748	17,748
<b>Annual Budget</b>		<b>17,748</b>	<b>17,748</b>	<b>17,748</b>	<b>17,748</b>	<b>17,748</b>	<b>17,748</b>

Notes:	Previous Year Budget	17,748
	Actual to December 31, 2020	17,748
Item #1		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Recovery of Common Costs	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	11 590 990 - 001	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
<b>1</b>	<b>Use of Fleet Vehicles:</b>						
005	Planning	13,133	13,395	-	-	-	-
010	Solid Waste	18,911	5,000	-	-	-	-
002	Electoral Administration - Directors	20,487	20,896	-	-	-	-
002	Electoral Administration - Bylaw	-	3,060	-	-	-	-
170	Boundary Integrated Watershed	3,000	3,060	-	-	-	-
	Sub-Total	55,530	45,412	-	-	-	-
<b>2</b>	<b>Photocopiers:</b>						
004	Building Inspection	2,075	2,116	-	-	-	-
005	Planning	9,684	9,878	-	-	-	-
010	Solid Waste	3,788	3,864	-	-	-	-
<b>3</b>	<b>Heating: Sharing 50% of Total \$1,500</b>	6,208	6,332	-	-	-	-
<b>4</b>	<b>Power: Sharing 74% of Total \$28,000</b>	35,519	36,229	-	-	-	-
5	HR Allocation		-	84,483	86,172	87,896	89,654
6	IT Allocation		-	515,979	526,298	536,824	547,561
7	Building Allocation			111,026	113,247	115,512	117,822
	<b>Annual Budget</b>	<b>112,804</b>	<b>103,831</b>	<b>711,488</b>	<b>725,717</b>	<b>740,232</b>	<b>755,036</b>

Notes:	Previous Year Budget	113,514
	Actual to December 31, 2020	113,517

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Board Fee Revenue, Page 1 of 4	2020	2021	2.00%	2.00%	2.00%	2.00%
Account No	11 592 001 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
001	General Government	-	-	-	-	-	-
002	Electoral Area Administration	19,907	18,432	13,362	13,629	13,902	14,180
003	Grants in Aid	9,642	9,835	7,408	7,556	7,707	7,861
004	Building & Plumbing Inspection	28,313	27,898	23,403	23,871	24,348	24,835
005	Planning and Development	47,825	44,350	18,706	19,081	19,462	19,851
006	Feasibility Studies	1,616	1,492	578	590	601	613
008	Boundary Economic Development	4,497	4,587	4,274	4,360	4,447	4,536
009	Police Based Victims' Services	1,463	1,492	3,516	3,586	3,658	3,731
010	Regionalized Waste Management	54,545	56,345	101,533	103,564	105,635	107,748
012	Emergency Preparedness	5,572	4,497	10,697	10,911	11,129	11,352
014	Parks & Trails - Area 'B'	12,422	11,422	5,415	5,523	5,634	5,746
015	9-1-1 Emergency Communications	17,411	16,095	2,016	2,056	2,097	2,139
017	East End Economic Development	4,323	4,409	656	670	683	697
018	Culture Arts & Recreation in the Lower Columbia	17,542	16,149	36,241	36,965	37,705	38,459
019	Parks & Trails - Beaver Valley	12,422	11,422	20,113	20,515	20,925	21,344
020-011	Recreation - Beaver Valley Arena	13,396	13,628	13,956	14,235	14,519	14,810
020-013	Recreation - Beaver Valley Recreation	12,422	11,422	6,134	6,256	6,382	6,509
021	Rec. Commission - Gd Fks , Area D	12,422	11,533	12,408	12,657	12,910	13,168
022	Rec. Commission Grnwd, Midway, Area E	1,463	1,492	758	773	789	804
Page 1 Total		277,203	266,500	281,174	286,797	292,533	298,384

Notes:

2021 Budget - Carbon Offset Purchases	30,988
2021 Budget - Climate Change Initiatives	-
Included in above Shared Internal Cost	\$ 30,988

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Board Fee Revenue, Page 2 of 4	2020	2021	2.00%	2.00%	2.00%	2.00%
Account No	11 592 001 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
023	Rec. Commission - Christina Lake	1,463	1,492	1,649	1,682	1,715	1,749
024	Rec. Facilities - Christina Lake	1,463	1,492	703	717	732	746
026	Boundary Museum Service		114	172	175	179	182
027	Area C Regional Parks & Trails	7,884	6,793	9,041	9,221	9,406	9,594
028	Beaverdell Community Club Service	-	-	117	119	122	124
030	Grand Forks Arena	12,080	12,429	13,901	14,179	14,462	14,752
031	Grand Forks Curling Rink	2,320	2,314	1,305	1,331	1,357	1,385
040	Grand Forks Aquatic Centre	16,206	17,803	20,347	20,754	21,169	21,593
045	Area 'D' Parks & Trails	1,463	1,492	1,844	1,881	1,919	1,957
047	Area 'D' Heritage Conservation	1,463	1,492	109	111	113	115
048	Area 'E' Heritage Conservation	-	-	109	111	113	115
050	Fire Protection - East End	120,583	123,204	113,191	115,455	117,764	120,120
051	Fire Protection - Christina Lake	14,723	13,717	10,728	10,943	11,162	11,385
053	Fire Protection - Beaverdell	1,463	1,494	1,571	1,602	1,634	1,667
054	Fire Protection - Area E - Big White	13,912	15,246	37,819	38,575	39,347	40,134
056	Fire Protection - Rural Greenwood	1,463	1,492	125	128	130	133
057	Fire Protection - Rural Grand Forks	14,680	14,974	6,431	6,559	6,691	6,824
058	Fire Protection - Kettle Valley Fire	5,306	5,412	2,969	3,029	3,089	3,151
064	Refuse Disposal - Big White	5,665	5,763	4,516	4,607	4,699	4,793
Page 2 Total		222,137	226,723	226,647	231,180	235,803	240,520

Notes:

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Board Fee Revenue, Page 3 of 4	2020	2021	2.00%	2.00%	2.00%	2.00%
Account No	11 592 001 - 001	Prior Year	Budget	2022	2023	2024	2025
		Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
065	Area 'E' Parks & Trails	1,463	1,492	172	175	179	182
070	Animal Control - East End	4,409	4,497	1,047	1,068	1,089	1,111
071	Animal Control - West End	4,409	4,497	1,665	1,698	1,732	1,766
074	Big White Security Services	4,919	4,497	2,305	2,351	2,398	2,446
075	Big white Noise Control Services	1,463	1,492				
077	Area 'C' Economic Development	1,463	1,492	844	861	878	896
078	Area 'D' & GF Economic Development	1,463	1,492	273	279	284	290
079	Area 'E' Economic Development	1,463	1,492	172	175	179	182
080	Mosquito Control - GD Fks, Area D	3,331	2,773	781	797	813	829
081	Mosquito Control - Christina Lake	2,075	1,492	258	263	268	274
090	Noxious Weed Control - Area A	1,463	1,492	281	287	293	299
091	Christina Lake Milfoil	1,991	1,823	7,532	7,683	7,837	7,993
092	Noxious Weed - Area D & E	1,463	1,492	2,875	2,933	2,992	3,051
101	Street Lighting - Big White	1,463	1,494	117	119	122	124
103	Beaverdell Street Lighting Service	-	-	109	111	113	115
120	House Numbering - Areas 'A' & 'C'	-	-	109	111	113	115
121	House Numbering - Area 'D'	-	-	109	111	113	115
122	House Numbering - Area 'B'	-	-	109	111	113	115
123	House Numbering - Area 'E'	-	-	109	111	113	115
	Page 3 Total	32,838	31,517	18,867	19,244	19,629	20,022

Notes:

2021-02-19

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name		2020	2021	2.00%	2.00%	2.00%	2.00%
Account No	11 592 001 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
140	Library - Grand Forks, Areas D & C	4,022	4,102	2,313	2,359	2,406	2,454
141	Library - Specified Area 'E'	-	-	109	111	113	115
145	Greenwood, Area E' Cemetery Services	1,463	1,492	250	255	260	266
150	Cemeteries - East End	5,180	4,763	3,063	3,124	3,187	3,250
170	Boundary Integrated Watershed	1,463	1,492	3,212	3,276	3,341	3,408
500	Beaver Valley Water Supply	26,370	23,792	13,448	13,717	13,991	14,271
550	Christina Lake Water Supply Utility	8,079	8,134	18,105	18,467	18,836	19,213
600	Columbia Gardens Water Supply	2,264	2,209	1,547	1,578	1,610	1,642
650	Rivervale Water Supply Utility	8,075	8,065	3,930	4,009	4,089	4,171
700	East End Regionalized Sewer	47,999	47,198	83,061	84,723	86,417	88,145
800	Oasis/Rivervale Sewer	5,376	5,382	2,852	2,909	2,967	3,027
900	East End Transit	52,111	48,274	27,005	27,545	28,096	28,658
950	West End Transit	1,565	1,492	1,469	1,498	1,528	1,559
	Page 4 Total	163,967	156,395	160,364	163,571	166,843	170,179
	<b>Annual Budget</b>	<b>696,145</b>	<b>681,135</b>	<b>687,052</b>	<b>700,793</b>	<b>714,808</b>	<b>729,105</b>

Notes:	Previous Year Budget	696,145
	Actual to December 31, 2020	696,145



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### Five Year Financial Plan

Name	Local Government Act	2020	2021	2022	2023	2024	2025
Account No	11 621 100 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget

Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Section 3 Chapter 275 (LGA)	160,000	160,000	160,000	160,000	160,000	160,000
	Revenue Sharing Grant						
	Division 3 of Part 2 of BC Reg 221/95						
	Section 8 (2) (c) Unconditional Grant						
	Portion Allocated to Electoral Administration						
	Annual Budget	160,000	160,000	160,000	160,000	160,000	160,000

Notes:	Previous Year Budget	160,000
	Actual to December 31, 2020	160,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Province of BC CARIP</b>		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	11 621 150 - 001	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Province of BC	36,113	46,255	47,180	48,124	49,086	50,068
	Climate Action Revenue Incentive Program						
	Carbon Tax Refunds based on actual volumes						
	<b>Annual Budget</b>	<b>36,113</b>	<b>46,255</b>	<b>47,180</b>	<b>48,124</b>	<b>49,086</b>	<b>50,068</b>

Notes:	Previous Year Budget	36,113
	Actual to December 31, 2020	41,783

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	<b>Province of BC - Misc Revenue</b>
Account No	<b>11 759 159 - 001</b>

**2020**  
**Prior Year**

0.00%  
**2021**  
**Budget**

0.00%  
**2022**  
**Budget**

0.00%  
**2023**  
**Budget**

0.00%  
**2024**  
**Budget**

0.00%  
**2025**  
**Budget**

[illegible]

Notes:	Previous Year Budget	1,304,165
	Actual to December 31, 2020	1,389,650

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Hydro Generation Grant in Lieu	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	11 759 940 - 001	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	B.C. Hydro Grant in lieu of taxation	1,457,365	1,525,629	1,556,142	1,587,264	1,619,010	1,651,390
2	Columbia Power Corporation	346,800	364,021	371,301	378,727	386,302	394,028
3	Grant allocated Regional Fire Rescue (050)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
4	Grant allocated Beaver Valley Parks & Trails (Rec) (019)		(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
5	Grant allocated East Transit (900)		(150,000)				
	7 mile dam 82% \$1,220,559; waneta 18% /\$271,646						
	Amount paid in 2015 \$ 1,492,205						
	Amount paid in 2016 \$ 1,552,174						
	Amount paid in 2017 \$ 1,626,226						
	Amount paid in 2018 \$ 1,694,815						
	Amount paid in 2019 \$ 1,457,365						
	Amount paid in 2020 \$1,525,629 (BCH-80.7%) & \$364,021 (CPC-19.3%)						
	<b>Annual Budget</b>	<b>1,304,165</b>	<b>1,039,650</b>	<b>1,227,443</b>	<b>1,265,992</b>	<b>1,305,312</b>	<b>1,345,418</b>

Notes: Previous Year Budget 1,304,165  
Actual to December 31, 2020 1,389,650

Yr 2007 + Enhanced funding model adopted by the province for Crown Corporations Grant In Lieu  
Grant payments must be indexed annually based on year-over-year changes in  
total municipal property tax revenue in the province.

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Five Year Financial Plan

Name	Previous Year's Surplus	2020	2021	2022	2023	2024	2025
Account No	11 911 100 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	153,639	17,265	-	-	-	-
	Annual Budget	153,639	17,265	-	-	-	-

Notes:	Previous Year Budget	153,639
	Actual to December 31, 2020	153,017

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	628,000
	Actual to December 31, 2020	53,250

Item #2	Upgrade GF Admin Office Electrical System; Review GF Admin Office HVAC; Admin Office Conversions
Item #6&8	From Climate Action Reserve

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name **Hospital District Contract**  
Account No 11 990 100 - 001

		2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Administrative Fee - KBRHD						-
2	Administrative Fee - WKBRHD						
<b>Annual Budget</b>		-	-	-	-	-	-

Notes: Previous Year Budget -  
Actual to December 31, 2020 -

Item #1 Debt Management for RHD - All obligations will be completed by June, 2014  
Item #2 Contract awarded to Central Kootenay Regional District January 1, 2010 (Five Years)  
Hospital wound up in 2015

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Directors Remuneration	2020	1.10%	2.00%	2.00%	2.00%	2.00%
Account No	12 110 130 - 001	Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Directors 13 x (\$960 x 12 months) (Base Rate)	141,830	149,760	152,755	155,810	158,927	162,105
2	Board Chair \$2,133 x 12 months	24,768	25,596	26,108	26,630	27,163	27,706
3	Vice-Chair \$372 x 12 Months	4,320	4,464	4,553	4,644	4,737	4,832
4	Regular Board Meetings 13 Dir. x 22 MTG x \$93	25,740	26,598	27,130	27,673	28,226	28,791
5	Special Board Meetings (2 per year X 13 Dir X \$93	2,340	2,418	2,466	2,516	2,566	2,617
6	Technical Allowance 13 x \$223 x \$12 Months	33,696	34,788	35,484	36,193	36,917	37,656
7		-					
8		-					
9		-					
	<b>COMMITTEE MEETINGS REMUNERATION</b>						
10	Committee Chair Remuneration @ \$124	10,800	10,919	11,137	11,360	11,587	11,819
11	Policy & Personnel	5,940	6,005	6,125	6,248	6,373	6,500
12	Finance - Liaison	650	657	670	684	697	711
13	Electoral Area Services Committee	5,400	5,459	5,569	5,680	5,794	5,909
14	Environmental Services - Liaison	650	657	670	684	697	711
15	Protective Services - Liaison	650	657	670	684	697	711
16	Other Authorized Board Committee Meetings	34,845	35,228	35,933	36,651	37,384	38,132
17	Meeting Travel Allow. Est. (\$55 & \$66 & \$82) MTG/TRV	15,000	15,165	15,468	15,778	16,093	16,415
18	Allowance for Absentee Director + Other Ad Hoc Meetings	5,000	5,055	5,156	5,259	5,364	5,472
19	Statutory Benefits @ 5.0%	13,418	16,171	16,495	16,825	17,161	17,504
20	ESTIMATE INCREASE	16,250	-	-	-	-	-
	<b>Annual Budget</b>	<b>341,297</b>	<b>339,598</b>	<b>346,390</b>	<b>353,318</b>	<b>360,385</b>	<b>367,592</b>

Notes:	Previous Year Budget	341,297
Director Ren	Actual to December 31, 2020	305,295
CPI increase of 1.1% included in rates 2021 and beyond		



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Director Travel	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 110 210 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Mileage Board & Committee Meetings	54,060	25,000	51,000	52,020	53,060	54,122
<b>Annual Budget</b>		<b>54,060</b>	<b>25,000</b>	<b>51,000</b>	<b>52,020</b>	<b>53,060</b>	<b>54,122</b>

Notes:	Previous Year Budget	54,060
Director Remuneration	Actual to December 31, 2020	18,092
Reimbursement rate established by Policy - Provincial Government Rate		
Covers mileage claims only for Directors to attend Board		
and committee meetings, workshops, seminars etc.		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	Prior Year	Budget	Budget	Budget	Budget	Budget
<b>Directors Meeting Expenses</b>						
12 110 211 - 001						
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Meals & Accommodation	20,808	15,000	20,400	20,808	21,649
2	FCM Conference: 1 Director	5,202	-	5,412	5,520	5,743
3	Professional Development - Chair (e.g, COFI)	1,530	1,500	1,500	1,500	1,500
4	Meeting Space at Riverside Centre (Rock Creek)		2,400	2,400	2,400	2,400
	<b>Conference Location &amp; Dates:</b>					
2021	June 3 - 6, 2021, Montreal, QC					
	<b>Annual Budget</b>	<b>27,540</b>	<b>18,900</b>	<b>29,712</b>	<b>30,228</b>	<b>31,292</b>

Notes:	Previous Year Budget	27,540
Director Remuneration	Actual to December 31, 2020	11,422
Covers all other expenses of Directors.		
Mileage & Remuneration coded in other Budgets		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Office Supplies - Directors	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 110 251 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Business purposes Vehicle Insurance Coverage	3,152	3,000	3,060	3,121	3,184	3,247
2	Allowance for satellite internet service where basic not a	3,152					
Annual Budget		6,304	3,000	3,060	3,121	3,184	3,247

Notes:	Previous Year Budget	6,304
Director Remuneration	Actual to December 31, 2020	567
Item #1	Extra cost for Business Use Vehicle Insurance coverage reimbursed	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Salaries & Benefits	2020		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 111 - 001	Prior Year		2021	2022	2023	2024	2025
				Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Hours	Amount	Amount	Amount	Amount	Amount
1	Chief Administrative Officer	171,082		180,153	183,756	187,431	191,180	195,003
2	General Manager - Finance/CFO	122,962		136,553	139,284	142,069	144,911	147,809
3	Financial Services Manager	97,834		105,672	107,785	109,941	112,140	114,383
4	Manager of Corporate Administration (Plus 4 Months Overlap)	102,726		141,237	108,202	110,366	112,573	114,824
5	Executive Assistant	70,034		71,400	72,828	74,285	75,770	77,286
6	Manager of Information Services	89,030		100,388	102,396	104,444	106,533	108,664
7	Manager of Infrastructure and Sustainability	14,675	15.0%	16,643	16,976	17,316	17,662	18,015
8	General Manager - Operations/Deputy CAO	95,122	70.0%	101,745	103,780	105,855	107,973	110,132
9	Manager of Facilities & Recreation (Grand Forks)	4,892	5.0%	5,019	5,120	5,222	5,327	5,433
10	Deputy Fire Chief's extra duties (Big White Fire)	1,767		2,000	2,040	2,081	2,122	2,165
11	Allowance for Retirement, Orientation and Other Cost Press	33,457		22,000	22,440	35,000	10,500	10,710
12	Manager of Facilities & Recreation (Greater Trail)	9,783	10.0%	10,039	10,240	10,444	10,653	10,866
13	Corporate Communications Officer	46,479	90.0%	79,866	81,463	83,093	84,754	86,450
14	Deputy CAO Remuneration	15,300		-	-	-	-	-
15	Fortis BC Senior Energy Specialist	79,365		78,683	80,256	81,862	83,499	85,169
16	HR Advisor	-		59,160	90,515	92,325	94,172	96,055
	Subtotal	954,508		1,110,559	1,127,081	1,161,734	1,159,768	1,182,964
	Benefits @	262,585		277,640	281,770	290,433	289,942	295,741
	Page 1 Total	1,217,093		1,388,198	1,408,851	1,452,167	1,449,711	1,478,705

Notes:	Previous Year Budget	1,855,848
Salaries & Benefits	Actual to December 31, 2020	1,725,895
Item #7		
Item #11	Cost pressure allowance - management compensation review	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Salaries & Benefits, Continued	2020	2020		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 111 - 001	Prior Year	Hours		2021	2022	2023	2024	2025
					Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Hours	Rate	Amount	Amount	Amount	Amount	Amount
1	Financial Analyst	65,970	1,892	36.13	68,358	69,725	71,120	72,542	73,993
2	Payroll & Accounts Payable Coordinator	65,970	1,892	36.13	68,358	69,725	71,120	72,542	73,993
3	Accounting Clerk Receptionist	56,149	1,892	30.75	58,179	59,343	60,529	61,740	62,975
4	Clerk/Steno/Receptionist (1.8 FTE)	54,687	3,406	29.96	102,032	104,072	106,154	108,277	110,442
5	Full Time IT support staff	58,714	1,892	32.16	60,847	62,064	63,305	64,571	65,862
6	Network Infrastructure Analyst	79,456	1,892	43.52	82,340	83,987	85,666	87,380	89,127
7	Engineering Technician (25% shared position)	17,143	1,892	37.56	17,766	18,121	18,484	18,853	19,230
8		-			-	-	-	-	-
9	Overtime allowance	10,000	284	59.09	16,768	17,104	17,446	17,795	18,151
10	Provision for unused Holidays (1wk/employee)	5,000	245	39.39	9,651	9,844	10,041	10,242	10,447
11	Finance Relief (Sick & Vacation Coverage)	9,607	350	30.75	10,763	10,978	11,197	11,421	11,650
12	Administration Relief (Sick & Vacation Coverage)	43,415	175	29.96	5,243	5,348	5,455	5,564	5,675
13	Document management - administrative support	25,911	900	29.96	26,964	27,503	28,053	28,614	29,187
14						-	-	-	-
15	Allowance for CUPE Contract Increase	7,202				-	-	-	-
	Subtotal	499,223	16,711		527,268	537,814	548,570	559,541	570,732
	Benefits @	139,533		28.6%	150,904	153,922	157,001	160,141	163,344
	Page 2 Total	638,755			678,173	691,736	705,571	719,682	734,076
	Annual Budget	1,855,848			2,066,371	2,100,587	2,157,738	2,169,393	2,212,781

Notes:	Previous Year Budget	1,855,848
Salaries & Benefits	Actual to December 31, 2020	1,725,895
Item #7	Liquid Waste 25%, Solid Waste 50%, Administration 25%	
Item #12	Moved to Line #4	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name			2.00%	2.00%	2.00%	2.00%	2.00%
Account No	<b>Labour Relations</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
12 121 190 - 001		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Labour Relations	3,000	2,000	2,040	2,081	2,122	2,165
2	Employee and family assistance program	5,837	7,000	7,140	7,283	7,428	7,577
<b>Annual Budget</b>		<b>8,837</b>	<b>9,000</b>	<b>9,180</b>	<b>9,364</b>	<b>9,551</b>	<b>9,742</b>

Notes:	Previous Year Budget	8,837
Salaries & Benefits	Actual to December 31, 2020	7,212
Item #1		
Item #2	EFAP contract with Homewood (Capri Insurance)	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Travel Expense</b>		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 210 - 001	<b>2020 Prior Year</b>	<b>2021 Budget</b>	<b>2022 Budget</b>	<b>2023 Budget</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Travel expense for Administrative staff:	20,400	10,000	21,224	21,649	22,082	22,523
<b>Annual Budget</b>		<b>20,400</b>	<b>10,000</b>	<b>21,224</b>	<b>21,649</b>	<b>22,082</b>	<b>22,523</b>

Notes:	Previous Year Budget	20,400
Salaries & Benefits	Actual to December 31, 2020	5,082

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Staff Development	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 239 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
1	Municipal Officers Association:		Amount	Amount	Amount	Amount	Amount
	LGMA Dues (West Kootenay Chapter)	153	150	153	156	159	162
	LGMA Membership	918	900	918	936	955	974
	LGMA Annual Convention	1,040	1,000	1,020	1,040	1,061	1,082
	LGMA - Kootenay Boundary Chapter conferences	728	1,000	1,020	1,040	1,061	1,082
2	CPA Professional Development	1,000	5,000	5,100	5,202	5,306	5,412
3	Payroll Rractitioner Training & Workshops	1,020	2,200	1,750	1,785	1,821	1,857
4	Prov for continuing education for work related applicat	7,650	7,000	7,140	7,283	7,428	7,577
5	VADIM Annual Conference	510					
6	GFOABC Annual Dues	734	793	809	825	842	858
7	GFOABC Annual Conference	1,632	1,500	1,530	1,561	1,592	1,624
8	Staff software training	2,122					
9	OH&S Training & Staff Development	12,000	12,000	12,240	12,485	12,734	12,989
10	CPA dues	3,300	3,000	3,060	3,121	3,184	3,247
11	CIP/PIBC - APEG dues	2,000	2,000	2,040	2,081	2,122	2,165
12	Payroll Association Dues	200	200	204	208	212	216
13	Int Assoc for Public Participation	300	300	306	312	318	325
14	Int Assoc of Business Communicators	375	375	383	390	398	406
15	IAP2 Conference (Communication)	800	800	816	832	849	866
	<b>Annual Budget</b>	<b>36,482</b>	<b>38,218</b>	<b>38,488</b>	<b>39,258</b>	<b>40,043</b>	<b>40,844</b>

Notes:	Previous Year Budget	36,482
Salaries & Benefits	Actual to December 31, 2020	13,121



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Postage	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 212 - 001	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Postage	20,400	15,000	15,300	15,606	15,918	16,236
Annual Budget		20,400	15,000	15,300	15,606	15,918	16,236

Notes: Previous Year Budget 20,400

Operating Actual to December 31, 2020 11,529

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1. Postage increase for basic letter to increase from .63 to \$1 on March 1st 2014

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Telephone	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 213 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Telephone call time charges	27,540	28,118	28,681	29,254	29,839	30,436
2	Cellular System air time	12,240	12,497	12,747	13,002	13,262	13,527
Annual Budget		39,780	40,615	41,428	42,256	43,101	43,963

Notes:	Previous Year Budget	39,780
Operating	Actual to December 31, 2020	47,003

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>FCM Annual Dues</b>		2.10%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 214 - 001	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Federation of Canadian Municipalities Annual Dues	6,898	7,000	7,140	7,283	7,428	7,577
2	Travel Fund	560	500	510	520	531	541
<b>Annual Budget</b>		<b>7,458</b>	<b>7,500</b>	<b>7,650</b>	<b>7,803</b>	<b>7,959</b>	<b>8,118</b>

Notes:	Previous Year Budget	7,458
Operating	Actual to December 31, 2020	6,491

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name			2.10%	2.00%	2.00%	2.00%	2.00%
Account No	<b>Advertising</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
12 121 221 - 001		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Positions vacant	5,202	5,000	5,100	5,202	5,306	5,412
2	Promotional Items	5,100	5,500	5,610	5,722	5,837	5,953
3	Town Hall Meeting Costs	5,202	2,000	2,040	2,081	2,122	2,165
4	Contingency	3,060	3,000	3,060	3,121	3,184	3,247
5	CBT Advertising	4,000	4,000	4,080	4,162	4,245	4,330
6	Banners - printing & hardware		3,000				
<b>Annual Budget</b>		<b>22,564</b>	<b>22,500</b>	<b>19,890</b>	<b>20,288</b>	<b>20,694</b>	<b>21,107</b>

Notes:	Previous Year Budget	22,564
Operating	Actual to December 31, 2020	20,372

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Carbon Offset & Climate Change Initiative		2020	2021	2022	2023	2024	2025
Account No	12 121 230 - 001		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount	Amount
1	Carbon Offset & Climate Change Initiatives							
	Annual Budget	-	-	-	-	-	-	-

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	-

[illegible]

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Office Equipment	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 247 - 001	Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contingency for Computer Failure	2,200	5,000	5,100	5,202	5,306	5,412
2	Allowance for Furnishings, Office Equipment	5,500	10,000	10,200	10,404	10,612	10,824
3	Filing Cabinet - Fire Proof for Personnel Files		5,000	5,100	5,202	5,306	5,412
4	Computers & Monitors		5,000	5,100	5,202	5,306	5,412
Annual Budget		7,700	25,000	25,500	26,010	26,530	27,061

Notes:	Previous Year Budget	7,700
Operating	Actual to December 31, 2020	5,314
Item #2	Corporate officer, HR Manager	
Item #4	HR Manager	

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	37,740
Operating	Actual to December 31, 2020	27,266
Board policy of using recycled products when available		



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name			2.10%	2.00%	2.00%	2.00%	2.00%
Account No	Building Maintenance	2020	2021	2022	2023	2024	2025
12 121 252 - 001		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contracted Janitorial/Maintenance	38,749	39,383	40,171	40,974	41,794	42,629
2	Snow clearing	3,121	3,500	3,570	3,641	3,714	3,789
3	Miscellaneous Maintenance Supplies & Repairs	3,500	7,500	7,650	7,803	7,959	8,118
4	Water & Sewer Utility	2,081	3,600	3,672	3,745	3,820	3,897
5	Bldg maint, electrical, mechanical, plumbing	4,162	7,500	7,650	7,803	7,959	8,118
6	Annual test of Fire alarm system	2,081	2,500	2,550	2,601	2,653	2,706
7	Canadian Waste - Pickup at Trail Office	2,081	2,000	2,040	2,081	2,122	2,165
8	Elevator Maintenance	1,144	1,850	1,887	1,925	1,963	2,002
9	Heating Costs - Gas (50% Recovered)	9,364	1,500	1,530	1,561	1,592	1,624
10	Power Costs - Electricity (74% Recovered)	47,858	28,000	28,560	29,131	29,714	30,308
11	Service HVAC	3,152	7,000	7,140	7,283	7,428	7,577
12	Alpine Disposal - Mixed Paper Recycle	1,632	2,000	2,040	2,081	2,122	2,165
13	Exterior xeriscaping/office conversion	15,000	5,000				
14	Liebert UPS System Annual Service	5,745	7,000	7,140	7,283	7,428	7,577
	<b>Grand Forks Office Expenses:</b>						
15	Utilities - Heating (gas)	4,162	2,500	2,550	2,601	2,653	2,706
16	Utilities - Power (electricity, water)	4,162	6,500	6,630	6,763	6,898	7,036
17	Building & Grounds Maintenance	3,641	4,000	4,080	4,162	4,245	4,330
18	Janitorial Services (Contract VAB Enterprises)	8,500	8,000	8,160	8,323	8,490	8,659
19	Exterior and Interior upgrades to Building	20,000	20,000	20,400	20,808	21,224	21,649
20	Counterforce Security Services	250	1,000	1,020	1,040	1,061	1,082
	<b>Annual Budget</b>	<b>180,383</b>	<b>160,333</b>	<b>158,440</b>	<b>161,608</b>	<b>164,841</b>	<b>168,137</b>

Notes:	Previous Year Budget	180,383
Operating	Actual to December 31, 2020	139,816
Item #1	Contracted with GTCC Janitorial Staff	
Item #3	Misc \$3060, additional cubicle for building inspection manager \$10,000, communication panel \$5,000, admin security gates \$6,500	
Item #11	Western Canada Contract Annual Agreement \$1,942.78 plus tax	
Item #13	xeriscaping exterior building \$10,000; conversion of storage room to office \$5,000	
1-20	UPDATE TO ACTUALS WITH 2% INCREASE	

2021-02-19

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# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	38,112
Operating	Actual to December 31, 2020	24,937
Item #9	Excess Insurance Limit \$5,000,000 to "top-up" coverage of all employees and elected officials driving their own vehicles on Regional District business	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Equipment Lease - Photocopier</b>		2.10%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 261 - 001	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	IKON Service contract for Admin Photocopiers	2,100	2,144	2,187	2,231	2,275	2,321
2	IKON Service contract for ZGMIS component (above)	1,200	1,225	1,250	1,275	1,300	1,326
3	Maintenance Fees based on usage	20,000	20,420	20,828	21,245	21,670	22,103
4	Photocopier Replacement Plan (Administration)						
5							
<b>Annual Budget</b>		<b>23,300</b>	<b>23,789</b>	<b>24,265</b>	<b>24,750</b>	<b>25,245</b>	<b>25,750</b>

Notes:

	Previous Year Budget	23,300
Operating	Actual to December 31, 2020	5,444

Item #1,#2 IKON Service agreement Shared between Admin 44%, BV Recreation, 21% and Building Inspection 35%

Item #4 MFA Five Year Lease @ 2% \$692.99 per month x 12 = \$8,316 Lease #9210 2012 - 2017

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Equipment Lease - Mail</b>		2.10%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 263 - 001	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1a	Automatic Mailer SM58A (Included)						
1b	5 Key Interfaced Scale SE50	3,652	3,000	3,060	3,121	3,184	3,247
2	Meter Rental Model 9839 @ \$50 per month	624	600	612	624	637	649
<b>Annual Budget</b>		<b>4,276</b>	<b>3,600</b>	<b>3,672</b>	<b>3,745</b>	<b>3,820</b>	<b>3,897</b>

Notes:	Previous Year Budget	3,500
Operating	Actual to December 31, 2020	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name			2.10%	2.00%	2.00%	2.00%	2.00%
Account No	<b>Bank Service Charges</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
12 121 810 - 001		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Account Service Fees @ \$306 (CIBC) & \$6 (KSCU)	5,640	3,744	3,819	3,895	3,973	4,053
2	Payroll & AP EFT Processing Fees @ \$210 x 12 m	1,873	2,520	2,570	2,622	2,674	2,728
3	Mechant Fees, Rental Interac	40,800	55,500	56,610	57,742	58,897	60,075
4	Other Misc Charges, Wire, NSF, Stop Pay, EDI, CM	3,121	2,500	2,550	2,601	2,653	2,706
<b>Annual Budget</b>		<b>51,434</b>	<b>64,264</b>	<b>65,549</b>	<b>66,860</b>	<b>68,197</b>	<b>69,561</b>

Notes:	Previous Year Budget	51,434
Operating	Actual to December 31, 2020	61,554
Item #1	Banking Agreement monthly service charge all accounts	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Operating Grants Provided</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Account No	12 121 995 - 001	<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Operating Grants Provided to Services	10,000	10,000	-	-	-	-
<b>Annual Budget</b>		<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes: Previous Year Budget 10,000

Operating Actual to December 31, 2020 10,000

Board motion 2014 to provide grant to Columbia Gardens Water Supply of up to \$10,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Legal Fees</b>		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 232 - 001	<b>2020 Prior Year</b>	<b>2021 Budget</b>	<b>2022 Budget</b>	<b>2023 Budget</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Legal fees	70,000	71,400	72,828	74,285	75,770	77,286
<b>Annual Budget</b>		<b>70,000</b>	<b>71,400</b>	<b>72,828</b>	<b>74,285</b>	<b>75,770</b>	<b>77,286</b>

Notes:	Previous Year Budget	71,400
Professional Fees	Actual to December 31, 2020	102,276

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Consultants Fees	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 233 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous	10,612	10,824	11,041	11,262	11,487	11,717
2	Post-Employment Benefit Calculation	3,000	9,000	3,000	3,000	9,000	3,000
3	Management Compensation Review	15,000					
4	Communication Plan (digital maturity mapping workshop)		5,000				
5	Asset Management Plan Consultant & Training	30,000	80,560				
6	Community & Corporate Climate Change Project		50,000				
7	Development of RDKB Area Photo Library		15,000				
8	CBT & FCM Electric Vehicle Study	30,000					
9	Energy Efficiency Program Engagement	30,000	63,000	8,900			
10	Kootenay Clean Energy Transition		30,000				
11	HR Consultant	40,000					
12	Graphic Design re Communication		5,000				
13	Rural Development Institute - Selkirk College	20,000	20,000				
14	Board Strategic Plan Development						
15	Website Redesign	15,000					
16	BW Community Service Review	30,000	30,000				
17	Climate Action Initiative - Agricultural Adaptation Project	3,000	3,000	3,000			
	<b>Annual Budget</b>	<b>226,612</b>	<b>321,384</b>	<b>25,941</b>	<b>14,262</b>	<b>20,487</b>	<b>14,717</b>

Notes:	Previous Year Budget	226,612
Professional Fees	Actual to December 31, 2020	90,511
Item #2	Audit Requirement: MERCER (CANADA) LTD (Every 3 years there is a detailed update to the annual calculations)	
Item #5	Partially Paid Through Grant	
Item #6/10	Funded Through CARIP	
Item #9	Funded Through Grants (Incl. Indoor Conservation Kits)	



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>External Audit</b>		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 234 - 001	<b>2020 Prior Year</b>	<b>2021 Budget</b>	<b>2022 Budget</b>	<b>2023 Budget</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Annual External Audit Fee	40,800	38,650	39,423	40,211	41,016	41,836
<b>Annual Budget</b>		<b>40,800</b>	<b>38,650</b>	<b>39,423</b>	<b>40,211</b>	<b>41,016</b>	<b>41,836</b>

Notes:	Previous Year Budget	40,800
Professional Fees	Actual to December 31, 2020	47,700

[illegible]

Notes:	Previous Year Budget	50,148
Professional Fees	Actual to December 31, 2020	49,182
Item #1a	Adjustment for our experience in relation to MIA "averages" MAX 30% of premium	
Yr 2020	Our Experience rating factor is a -5.00% surcharge. Last year the factor was -10.00%	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name			2.00%	2.00%	2.00%	2.00%	2.00%
Account No	<b>Property Insurance</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
12 121 238 - 001		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Building & Contents - Trail Office	6,202	13,392	13,660	13,933	14,212	14,496
2	Building & Contents - GF Building Inspection	1,834	2,958	3,017	3,078	3,139	3,202
3	Extra Expense, Acct Rec, Valuable Papers, Business	2,136	2,588	2,640	2,693	2,746	2,801
4	Crime Insurance	3,570	3,850	3,927	4,006	4,086	4,167
5	Terrorism & Sabotage	2,792	25,550	26,061	26,582	27,114	27,656
6	Comprehensive insurance appraisal	40,000					40,000
<b>Annual Budget</b>		<b>56,534</b>	<b>48,338</b>	<b>49,305</b>	<b>50,291</b>	<b>51,297</b>	<b>92,323</b>

Notes:	Previous Year Budget	56,534
Professional Fees	Actual to December 31, 2020	47,570
Items #6 Comprehensive appraisal every five years		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Capital	2020	2021	2022	2023	2024	2025
Account No	12 121 610 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Fleet Vehicle G8 (suv)	45,000					
2	Admin Office Upgrades	60,000	100,000				
3	Electrical upgrades for EV Charging Stations (Trail)		45,000				
4	IT Projects	201,000	169,000	174,000	180,000	185,000	190,000
5							
<b>Annual Budget</b>		<b>306,000</b>	<b>314,000</b>	<b>174,000</b>	<b>180,000</b>	<b>185,000</b>	<b>190,000</b>

Notes:	Previous Year Budget	306,000
Capital	Actual to December 31, 2020	242,411
Items #1-3 Decision to replace fleet vehicles based on mileage and general condition		
All Vehicle purchases shown as net of trade-in values		
Item #2	GF Admin Office Electrical System Upgrade; HVAC Review/Improvements/ Trail Admin Office Conversion	

<b>Sources of Funding Capital Projects:</b>
D = Debenture Borrowing
R = Reserves
C = Current Revenues
S = Short Term Borrowing
G = Gas Tax Grant

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Interest Short Term	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 811 - 001	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Revenue Anticipation Loan Interest	40,000	60,000	61,200	62,424	63,672	64,946
Annual Budget		40,000	60,000	61,200	62,424	63,672	64,946

Notes:	Previous Year Budget	40,000
Debt	Actual to December 31, 2020	60,331
Item #1	Cost of borrowing pending the receipt of tax requisition	

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name **Debt - Principal Payments**

Account No 12 121 830 - 001

**2020**  
**Prior Year**

## 2021 Budget

## 2022 Budget

## 2023 Budget

## 2024 Budget

## 2025 Budget

Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1							
	Annual Budget	-	-	-	-	-	-

Notes:	Previous Year Budget	-
Debt	Actual to December 31, 2020	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Woodstove Exchange - Coordinator</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Account No	12 121 905 - 001	<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Coordinator's Fees	1,000	-	-	-	-	-
2	Carry Forward from Prior Year	(92)	48				
<b>Annual Budget</b>		<b>908</b>	<b>48</b>	-	-	-	-

Notes:	Previous Year Budget	908
Woodstove	Actual to December 31, 2020	860
Item #1	BC Lung has extended the program to December 2020	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Woodstove Exchange - Rebates Paid</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Account No	12 121 906 - 001	<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Rebates Paid 25 @ \$250)	4,500	-	-	-	-	-
2	Top Ups provided by Local Government						
	Carry Forward from Prior Year (12 @ \$250.00)	1,000	3,000				
<b>Annual Budget</b>		<b>5,500</b>	<b>3,000</b>	-	-	-	-

Notes:		Previous Year Budget	5,500
Woodstove		Actual to December 31, 2020	2,500
Item #1	BC Lung has extended the program to December 2020		
Item #2	Average top up \$100 each		



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Woodstove Exchange - Other Expenses</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Account No	12 121 907 - 001	<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
	Other Expenses Include:	500	-	-	-	-	-
1	Telephones, Internet and Communication						
2	Advertising and Promotions						
3	Travel and Mileage						
4	Carry Forward from Prior Year	263	763				
<b>Annual Budget</b>		<b>763</b>	<b>763</b>	-	-	-	-

Notes:	Previous Year Budget	763
Woodstove	Actual to December 31, 2020	-
Item #1	BC Lung has extended the program to December 2020	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	<b>Woodstove Exchange - Workshops</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Account No	12 121 908 - 001	<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Woodstove Workshops, Public Education	-	-	-	-	-	-
	(includes wages)						
<b>Annual Budget</b>		-	-	-	-	-	-

Notes:		Previous Year Budget	-
Woodstove		Actual to December 31, 2020	-
Item #1	BC Lung has extended the program to December 2015		
	Included in other expenses		

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	Contribution to Reserve		2.00%	2.00%	2.00%	2.00%	2.00%
Account No	12 121 741 - 001	2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contribution to Reserve - Information Technology	25,000	25,000	25,000	25,000	25,000	25,000
2	Management Early Retirement Incentive Plan	3,045	1,795	1,795	1,795	1,795	1,795
3	Self Insurance Fund (ICBC Invoice)	-	-	-	-	-	-
4	Airport sale transfer to reserve						
5	Carbon offset contribution to reserve	18,000	31,337	31,964	32,603	33,255	33,920
6	Build reserves						
7	CARIP Grant to Reserve (less staff component)	25,000	29,612	30,204	30,808	31,424	32,053
8	Audio Visual						
	Annual Budget	71,045	87,744	58,759	59,398	60,050	60,715

Notes:	Previous Year Budget	71,045
Other	Actual to December 31, 2020	71,045
item #1	General Contribution for Building Upgrades	
Item #2	Andison \$1,795 & Lenardon \$1,250 = \$3,045	
Item #3	Recommend that future Fleet Vehicle purchases are financed from Self-Insurance Fund	
Item #3	No Contributions to Self Insurance Fund 2018-20; Reviewed Prior to 2021	
Item #5	Carbon offset	
Item #7	Climate Action Reserve Infastructure Plan (Reduce GHG Emissions)	

<b>\$ 4,395,224.30</b>	Balance in Reserve December 31, 20
	Accounts 34 700 001 and 34 701 001
<b>\$ 496,713.30</b>	Self Insurance Fund
<b>\$ 140,045.93</b>	Management ERIP Fund
<b>\$ 276,904.18</b>	Carbon Offset Fund
<b>\$ 21,945.79</b>	Education Committee
<b>\$ 291,015.54</b>	Information Technology
<b>\$ 1,332,714.42</b>	Taxation Offset (Smoothing)
<b>\$ 171,917.09</b>	Climate Action Fund
<b>\$ 100,000.00</b>	Audio Visual
<b>\$ 1,563,968.05</b>	Net Reserve (unrestricted)

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
Other	Actual to December 31, 2020	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name			2.00%	2.00%	2.00%	2.00%	2.00%
Account No	<b>Contingencies/Miscellaneous</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
12 121 999 - 001		<b>Prior Year</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Allowance for unforeseen events	3,060	5,000	5,100	5,202	5,306	5,412
2	Contribution to SIBAC	5,000	5,000	5,000	5,000	5,000	5,000
3	Xmas party - Trail/Boundary	10,000	10,000	10,000	10,000	10,000	10,000
4	Community Energy Association Membership	2,500	2,500	2,500	2,500	2,500	2,500
5	COVID Restart Grant (less IT-VPN upgrades)		360,000				
<b>Annual Budget</b>		<b>20,560</b>	<b>382,500</b>	<b>22,600</b>	<b>22,702</b>	<b>22,806</b>	<b>22,912</b>

Notes:	Previous Year Budget	20,560
Other	Actual to December 31, 2020	18,210

## GENERAL ADMINISTRATION RESERVES

	Balance at the end of 2020	Proposed use 2021	Proposed contribution 2021	Balance at the end of 2021
<b>Summary of Reserve Balances:</b>				
Taxation Offset (Smoothing)	1,332,714.42	(477,000.00)		855,714.42
Carbon Offset Fund (Internal charge)	276,904.18	(48,000.00)	31,337.00	260,241.18
Climate Action Fund (CARIP Grant less wages)	171,917.09	(80,000.00)	29,612.00	121,529.09
Education Committee	21,945.79			21,945.79
Information Technology	291,015.54	(40,000.00)	25,000.00	276,015.54
Audio Visual	100,000.00			100,000.00
Self Insurance Fund & Vehicle Purchases	496,713.30			496,713.30
Management ERIP Fund	140,045.93	(15,000.00)	1,795.00	126,840.93
Unrestricted (administration building)	1,563,968.05	(100,000.00)		1,463,968.05
	<b>4,395,224.30</b>	<b>(760,000.00)</b>	<b>87,744.00</b>	<b>3,722,968.30</b>



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Thursday, January 18, 2018

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## Regional District Financial Management of BC Hydro Payments in lieu of Taxes

**Circular No. 10:14**  
**ARCS File#: 195-20**

---

September 24, 2010

**To: Selected Regional District Chief Administrative Officers and Chief Financial Officers**

**Re: Regional District Financial Management of BC Hydro Payments in lieu of Taxes**

**Purpose:**  
This circular is intended to provide advice and direction to regional districts (RDs) that receive payments in lieu of taxes in respect of BC Hydro generating facilities.

**Background:**  
BC Hydro makes Payments in lieu of Taxes (PILT) to RDs (and municipalities) in respect of electricity generating facilities located within an electoral area. The current scheme of BC Hydro PILT was introduced in 1989, providing for payments to both municipalities and RDs. The formula for calculating the amount of the payments to individual local governments is not the subject of this circular. However, based on the formula, the amounts of the payments are established by Order in Council on a periodic basis, under the authority of the *Hydro and Power Authority Act*. The current amounts are described in OIC No. 796/08, with 2008 being the base year for the amounts.

Ministry Circular No. 90:09 provided advice and direction to RDs about how the PILT should be managed. This circular updates that advice and direction.

**Principles:**  
The payments by BC Hydro are "in lieu of taxes", for specific facilities, and must be managed by RDs within the framework of financing services. This leads to the following:

- The PILT received for each electricity generating facility should be managed separately in the context of its specific location;
- The PILT must be shown as revenue in the appropriate RD service budgets; and
- The PILT must only be shown as revenue for service(s) for which the service area (SA) includes the location of the specific facility for which the PILT is paid.



MFA  
Statistics  
UBCM

**Options:**

Circular No. 90:09 described three options for managing the PILT in respect of how the payments should be distributed among services. This update describes a broader range of options, as follows: Director, Local Government Finance

1. Apply the entire PILT to the general administration service, for which the SA is the entire RD. This option provides for the benefit of the PILT to be region-wide, since it effectively reduces the amount of the general administration requisition. The general administration service can only be used to fund administration costs that cannot be attributed to other services [ref: s. 803.1(1), *Local Government Act*].
2. Apply the entire PILT to another service for which the SA is the entire RD. This option also provides for the benefit of the PILT to be region-wide, but allows the board to direct the funding to another specific region-wide service, as an alternative to the general administration service.
3. Apply the PILT to a group of services for which each of the SAs is the entire RD. This option also provides for the benefit of the PILT to be region-wide. However, the board can determine a particular distribution of the PILT among the other region-wide services. A possible basis of the distribution would be to pro-rate the PILT among those services according to the relative requisition for each service; however, the board could determine any basis of distribution that it wishes.
4. Apply the PILT for the specific facility to the group of services for which each of the SA includes the location of the specific facility. That is, no amount of the PILT should be applied to services that do not include the specific facility. This option is more complex, since the benefit of the PILT will be variable. A specific facility will, in addition to being in the SA for general administration and other region-wide services, be in the SA of services that include:
  - all electoral areas (e.g., electoral area administration);
  - the single electoral area (e.g., grants-in-aid); and
  - potentially, a local or sub-regional area (e.g., fire protection, recreation).

For this option, the board will need to determine how the PILT is to be distributed among the group of services, as follows:

- as a default, the PILT should be pro-rated according to the amount of the requisition for each of the services (from region-wide to local); or
- the board could determine an alternative basis of distribution as it wishes.

**Considerations:**

Each RD that receives a BC Hydro PILT will have a different set of circumstances, in relation to both the significance of the amount of PILT and the services to which the PILT may be applied. It is recommended that the board make a specific decision on which option to choose, if that has not been done previously. As a financial matter, the "weighted" voting rule will apply for the decision.

Hi Ali and Diane,

I am writing to provide an update on the Trust's planned application through our subsidiary Columbia Basin Broadband Corporation to the federal government's Universal Broadband Fund. The application is due Feb. 15, and the federal government is providing funds to bring services in underserved rural communities to speeds of 50/10. The feds determine which communities are eligible through a detailed mapping tool.

We've been poring through the federal government mapping and we've found an opportunity to incorporate households in RDKB in the Park Siding area in our application. The number of households is 94. The total project cost for that area would be \$550,000. Our plan is to apply to the federal government for 49% of the funds, to the Province for 25% of the funds, the Trust would contribute 21%, and I am wondering if RDKB would be willing to commit 5% (\$27,500). If approved for funding, the Trust through CBBC would build and manage last mile fibre – and work with ISPs on an open access basis to provide services to households. The project is a multi-year timeframe (must be completed by March 2027) and funds can be provided over that timespan.

This is part of a Basin-wide multi million dollar application we are preparing and we are making the same ask of other Regional Districts (5% of project costs).

I have attached a sample letter of support. If approved by RDKB, we would need to have the letter back by Feb. 12 to be able to include this in our application. I am available to discuss. I've also copied Rob Gay who is the Chair of SE BC Regional Connectivity Committee.

If this requires Board approval, we will also need a copy of the resolution but can receive that after the 15<sup>th</sup>.

Thanks everyone for considering the above.

**Aimee Ambrosone** | Executive Director, Delivery of Benefits  
**Columbia Basin Trust**  
 Direct 1.250.304.1626 | 1.800.505.8998  
 Mobile 1.250.304.9963 | [ourtrust.org](https://ourtrust.org)



*Read our new book!*  
**Columbia Basin Trust: a Story of  
 People, Power and a Region United >**



*Columbia Basin Trust operates in the unceded traditional territories of the Ktunaxa, Lheidli T'enneh, Secwepemc, Sinixt and Syilx Nations.*

February 8, 2021

**Innovation, Science and Economic Development Canada**

C.D. Howe Building  
235 Queen Street  
Ottawa, Ontario K1A 0H5

To: Whom it May Concern

Re: Letter of Support - CBBC Application to the Universal Broadband Fund

On behalf of the Regional District Kootenay Boundary, Electoral Area A, I am writing to express support for the application being submitted to Innovation, Science and Economic Development Canada's Universal Broadband Fund program, by the Columbia Basin Broadband Corporation, a wholly owned subsidiary of the Columbia Basin Trust.

Similar to other regions of the Columbia Basin area and those communities included in the application, our region is a widely dispersed rural area in dire need of improved internet services. This need has been magnified due to COVID-19 with many people having to work remotely while they stay safe through this pandemic.

While there are larger communities within our region that do have better levels of internet, many smaller communities along with the rural areas are considered underserved. We understand that the project application from CBBC includes a fibre-to-the-home solution to about 94 homes in the Regional District of Kootenay Boundary. Service to this area will bring critical infrastructure required by residents and businesses in this area to allow them access to critical services such as education, health and remote work, just to name a few.

This letter of support includes a grant funding commitment of \$27,500 to CBBC for this project and is subject to the following:

- Project approval from ISED through the Universal Broadband Fund
- Project approval from Northern Development Initiative Trust through the Connecting BC Program
- Execution of Contribution Agreements with all project funders

We thank you for your efforts in bridging the digital divide between urban and rural Canada and for your consideration of our support for this application.

Main

202 – 843 Rossland Avenue  
Trail, BC V1R 4S8  
T: 250.368.9148  
T/F: 1.800.355.7352  
F: 250.368.3990

Grand Forks

2140 Central Avenue  
Grand Forks, BC V0H 1H0  
T: 250.442.2708  
T/F: 1.877.520.7352  
F: 250.442.2688

rdkb.com



If you have any questions or concerns, please do not hesitate to contact me at 250-367-6521 or [agrieve@rdkb.com](mailto:agrieve@rdkb.com)

Sincerely,

A handwritten signature in black ink, appearing to read 'Ali Grieve', written in a cursive style.

for

Ali Grieve, Director  
Electoral Area 'A'

---

February 8, 2021

**Innovation, Science and Economic Development Canada**

Page 2 of 2



## Staff Report

**Date:** 18 Feb 2021

**File:**

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

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

**Re:** EMBC Proposed Financial Assistance Guidelines For Emergency Response Costs 2020 Feedback

### Issue Introduction

On January 20, 2021, Emergency Management BC requested comments on the proposed Financial Assistance Guidelines For Emergency Response Costs 2020 and requested comments be submitted by February 26, 2021.

### History/Background Factors

On November 3, 2020, Emergency Management BC Notified local authorities of the implementation of the updated Financial Assistance Guidelines For Emergency Response Costs 2020, effective November 30, 2020. After concerns were raised from Local Authorities from across the province, EMBC retracted the document while receiving comments from Local Authorities and First Nations.

On January 20, 2021, Emergency Management BC notified Local Authorities that comments would be received until February 26, 2021.

The attached response letter was created by staff after a thorough review of both the 2008 guidelines and the proposed 2020 guidelines, and consultation with RDKB finance staff.

### Implications

The changes represented in the proposed Financial Assistance Guidelines For Emergency Response Costs 2020 represent fundamental changes to how Local Authorities can deliver emergency programs. If the proposed guidelines are implemented as presented there will likely be large budget impacts just to maintain the legislative minimum requirements.

The proposed guidelines have several changes that will directly affect the way the RDKB Emergency Program had planned to improve the services while maintaining business continuity.

**Advancement of Strategic Planning Goals**

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

- Environmental stewardship and climate preparedness,
- Exceptional cost effective and efficient services, and
- Improve and enhance communications.

**Background Information Provided**

Proposed Financial Assistance Guidelines 2020

RDKB response to the proposed Financial Assistance Guidelines 2020

**Alternatives**

That the Regional District of Kootenay Boundary Board of Directors receive and file the staff report.

**Recommendation(s)**

That the Regional District of Kootenay Boundary Board of Directors endorse the RDKB Financial Assistance Guidelines For Emergency Response Costs 2020 Response letter, as presented to the Board on February 25, 2021, to the Province of British Columbia.

# Financial Assistance

For Emergency Response Costs

A Guide for  
BC First Nations and Local Authorities

September 2020



Ministry of Public Safety  
and Solicitor General  
**Provincial Emergency Program**

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Information in this guide will help ensure First Nations and Local Authorities are properly reimbursed for eligible expenses incurred during emergency response. Taking the time to read, understand and clarify the contents of this guide prior to an emergency is important!



---

Financial Assistance for Emergency Response Costs

## Financial Assistance for Emergency Response Costs

### A Guide for BC First Nations and Local Authorities

#### 1.0 Introduction

Emergency Management BC (EMBC) is the lead coordinating agency in the province for response to, and recovery from, major emergencies and disasters such as floods, earthquakes, wildland-urban interface fires, landslides, and severe storms. EMBC administers provincial legislation designed to minimize loss of life, reduce suffering, safeguard public health, protect property and the environment, and reduce economic and social impacts to the citizens of British Columbia.

The *Emergency Program Act (EPA)* provides the authority to assist First Nations and Local Authorities in both emergency response actions relating to emergency events and recovery actions resulting from disasters.

In 2017, EMBC signed the bilateral First Nations Emergency Management Services Agreement with Indigenous Services Canada (ISC) to extend the delivery of emergency management programs, services and funding activities to on-reserve First Nations communities in the province. ISC does not have emergency response capacities, and primarily engages in partner coordination and communicating with First Nations. ISC reimburses EMBC for 100% of all eligible expenditures disbursed by EMBC to First Nations in responding to an emergency event and works with internal and external partners to find options for costs that are ineligible under EMBC.

Provincial legislation and policies are designed to help offset First Nations and local authority expenditures incurred during an emergency or disaster. However, not all emergency response costs qualify for financial reimbursement.

The way that funding is set-up is First Nations and Local Authorities pay their emergency response costs first and then submit claims to EMBC for reimbursement of eligible expenses.

The claims process can be broken down into three steps: Eligibility Determination (**Establishing Eligibility**), Financial Tracking and Documentation (**Documentation Requirements**), and Response Claim Submission (**Submitting the Response Claim**), as shown in *Figure 1*.

## Financial Assistance for Emergency Response Costs



Figure 1 - Reimbursement Process

### 1.1 Emergency Response vs. Disaster Recovery

Different legislated programs apply to each phase of an emergency event and it is important to distinguish between them. *Figure 2* shows the approximate relationship between emergency response and the two types of disaster recovery for First Nations and Local Authorities. As shown, these phases may overlap in time. This means financial expenditures are categorized as response or recovery based on the definition of purpose associated to them and not the date they are incurred.

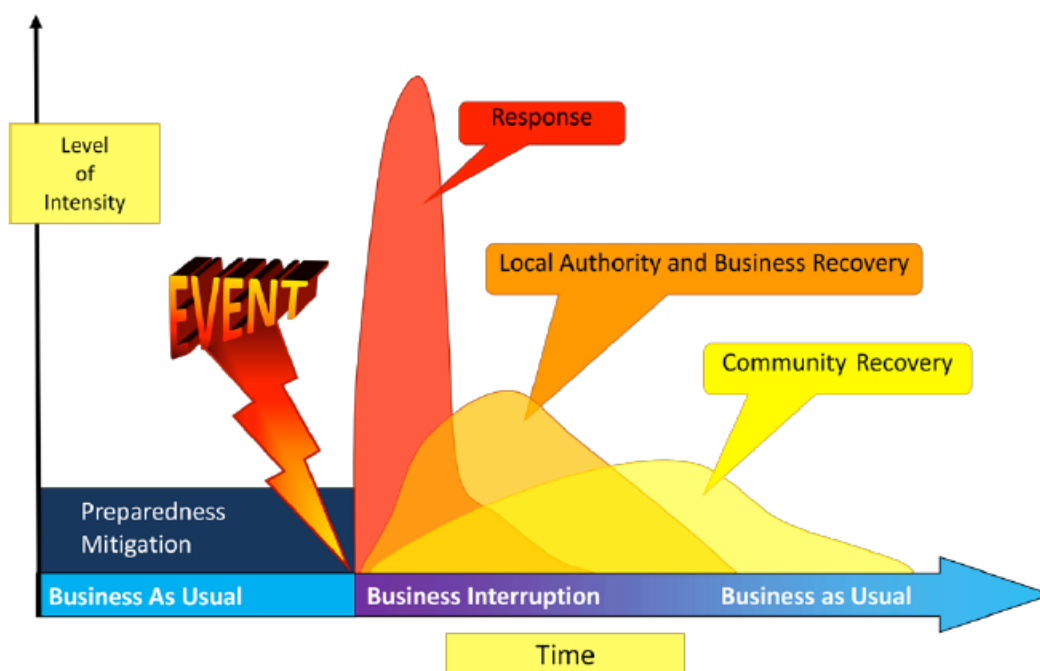


Figure 2 - Comprehensive Emergency Management

---

Financial Assistance for Emergency Response Costs

**Emergency response** costs are expenditures related to the effort to save lives, reduce suffering, protect property, and to reduce immediate threats from emergencies. The emergency response period may begin before impact if early information warns of an imminent event and may continue as long as the event is in progress, or imminent threat continues to exist.

**Disaster Recovery** costs are expenditures related to the restoration or improving of livelihoods and health, as well as economic, physical, social, cultural and environmental assets, systems and activities of a disaster-affected community or society.

This guide serves to provide information and guidelines for financial assistance related to **emergency response expenditures only**. For information regarding community, business, First Nations or Local Authority **recovery** costs, visit:

- Community Disaster Recovery Guide for BC First Nations and Local Authorities  
[https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/community\\_disaster\\_recovery\\_guide.pdf](https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/community_disaster_recovery_guide.pdf)
- Disaster Financial Assistance (DFA):  
<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/emergency-response-and-recovery/disaster-financial-assistance>
- Emergency Management Assistance Program (EMAP) administered by Indigenous Services Canada.  
<https://www.sac-isc.gc.ca/eng/1534954090122/1535120506707>

EMBC reimburses First Nations and Local Authorities for **eligible** emergency response costs. A service agreement between EMBC and Indigenous Services Canada (ISC) enables EMBC to reimburse First Nations according to these guidelines and any outstanding response costs that might fit EMAP can be referred to ISC's BC Region.

The following sections of this guide provide examples of emergency response costs, eligibility for these costs, the relevant documentation required for reimbursement, and guidance on the claim submission process.

IMPORTANT
Identifying the difference between recovery and response actions can be difficult and the First Nation or Local Authority is encouraged to contact the Regional Office or activated PREOC for assistance in determining response vs. recovery actions, as well as to discuss certain recovery aspects, such as the temporary hiring of a Recovery Manager, that may be eligible during response activities.

## 1.2 Training and Workshops

Emergency Management BC offers training to further support the information within this guide. Listed below are some of the courses and workshops that provide training and information related to emergency response, financial tracking, claim submission and best practices.

- Emergency Management Training: The Core Participant Guide  
[https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/training/core\\_participant\\_guide.pdf](https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/training/core_participant_guide.pdf)
- EMBC Emergency Operations Centre: Operational Guidelines 2<sup>nd</sup> Edition  
[https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/eoc\\_operational\\_guidelines.pdf](https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/eoc_operational_guidelines.pdf)
- Justice Institute of BC (JIBC) EMRG-1333: EOC Finance Section  
<http://www.jibc.ca/courses>

EMBC Regional staff are also available to provide advice, training and mentorship, as needed.

## 1.3 Contact Information

Any questions for clarification are encouraged and may be directed to your EMBC Regional Office. *Figure 3* identifies the EMBC region for your area and *Figure 4* provides contact information for each region.

In an emergency, you can contact the Regional Duty Manager 24 hours a day by calling the Emergency Coordination Centre at 1-800-663-3456.

During an emergency event, the EMBC Regional Office in your region may open a Provincial Regional Emergency Operations Centre (PREOC). The contact information for the activated PREOCs are found in *Figure 4*.

## Financial Assistance for Emergency Response Costs



<b>Vancouver Island</b> Capital Cowichan Valley Nanaimo Alberni - Clayoquot Powell River Comox Valley Strathcona Mount Waddington	<b>South East</b> Kootenay Boundary Central Kootenay East Kootenay Columbia - Shuswap <i>(less the area including the communities of: Anglemont, Falkland, Salmon Arm District, Sicamous, Canoe, Malakwa, Sorrento, Tappen)</i>	<b>Central</b> Thompson - Nicola Okanagan - Similkameen Central Okanagan North Okanagan District of Lillooet Columbia - Shuswap <i>(only the area including the communities of: Anglemont, Falkland, Salmon Arm, Sicamous, Canoe, Malakwa, Sorrento, Tappen)</i>
<b>North East</b> Northern Rockies Peace River Fraser - Fort George Cariboo Central Coast	<b>North West</b> Stikine Kitimat - Stikine Bulkley - Nechako Skeena - Queen Charlotte	<b>South West</b> Sunshine Coast Squamish - Lillooet Greater Vancouver Fraser Valley

Figure 3 - Map of EMBC Regions

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Financial Assistance for Emergency Response Costs

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## EMBC Regional Office and Provincial Regional Emergency Operation Centre (PREOC) Contacts

Southwest Regional Office (SWE) 14292 Green Timbers Way Surrey, BC V3T0J4 (604) 586-4390 embc.sweadmin@gov.bc.ca Activated PREOC Contact: (778) 572-3962 preoc2.ops1@gov.bc.ca	Central Regional Office (CTL) 1255-D Dalhousie Drive Kamloops, BC V2C 5Z5 (250) 371-5240 embc.ctladmin@gov.bc.ca Activated PREOC Contact: (250) 371-5240 preoc3.ops1@gov.bc.ca
Southeast Regional Office (SEA) Suite 101 – 333 Victoria Street Nelson, BC V1L 4K3 (250) 354-5904 embc.seaadmin@gov.bc.ca Activated PREOC Contact: (250) 354-5914 preoc4.ops1@gov.bc.ca	Northeast Regional Office (NEA) 3235 Westwood Drive Prince George, BC V2N 1S4 (250) 612-4172 embc.neaadmin@gov.bc.ca Activated PREOC Contact: (250) 614-6322 preoc5.ops1@gov.bc.ca
Northwest Regional Office (NWE) Suite 1B – 3215 Eby Street Terrace, BC V8G 2X8 (250) 615-4800 embc.nweadmin@gov.bc.ca Activated PREOC Contact: (250) 615-4800 preoc6.ops1@gov.bc.ca	Vancouver Island Regional Office (VIR) PO Box 9201 Stn Prov Govt Victoria, BC V8W 9J1 (250) 952-5848 embc.viradmin@gov.bc.ca Activated PREOC Contact: (250) 952-4909 preoc1.ops1@gov.bc.ca
EMBC Headquarters Block A – Suite 200 2261 Keating Cross Road Saanichton, BC V8M 2A5 (250) 952-4913 embcadmin@gov.bc.ca	Emergency Coordination Centre  Toll-free: 1-877-353-3456 (24hr Emergency Line)

Figure 4 - EMBC Regional Office Contact Information

## 2.0 Eligibility Determination

To be eligible for reimbursement, a number of factors are considered as outlined in *Figure 5*.

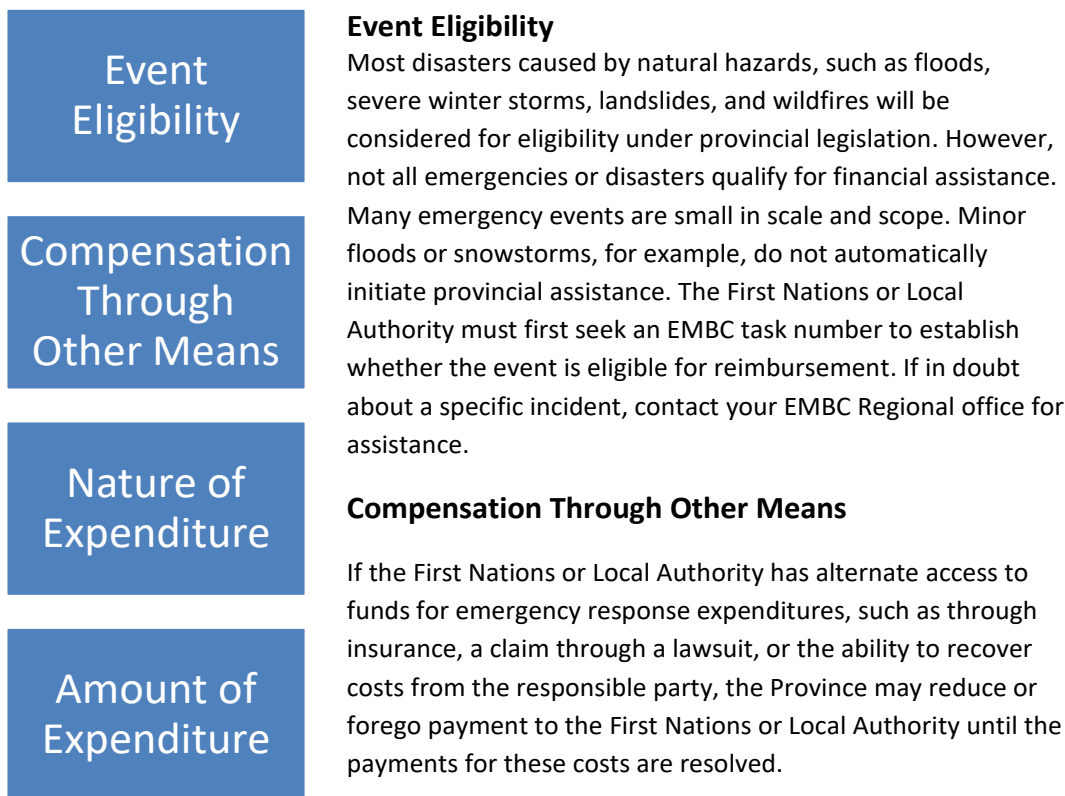


Figure 5 – Factors of Eligibility Determination

### Nature of Expenditure

Emergency response costs and staff overtime related to the event may be eligible for reimbursement. For further information and examples related to the eligibility of expenditures, see section 2.1 Types of Eligible Response Costs; and 2.3 Examples of Eligible and Ineligible Emergency Response Costs.

### Amount of Expenditure

EMBC may limit its reimbursement for the use of contractors, staffing or equipment rental rates when the rates are deemed excessive. For information and examples relating to the limits of eligible expenditures, refer to section 2.2 Eligible Expenditure Limits and Reasonability.



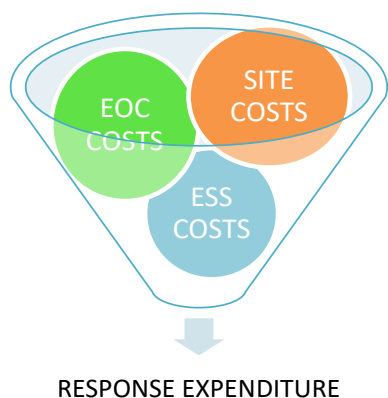
## 2.1 Types of Eligible Response Costs

Obtaining an EMBC Task number is the first step to authorizing a specific emergency event as eligible for financial reimbursement. However, an EMBC task number **does not guarantee** that all response costs for an event are eligible. It is important to understand the types of response costs that are reimbursable and when an EMBC Expense Authorization Form (EAF) is required. The primary principles considered for eligibility are that the costs are over and above (incremental) what the First Nations or Local Authority would normally have incurred and are reasonable and justifiable in the circumstances. Emergency response activities are listed in the BC Emergency Management System (BCEMS) Response Goals framework. Response activities undertaken during response must be attributable to the BCEMS Response Goals to be considered for eligibility.

### BCEMS Response Goals

- |   |                                       |
|---|---------------------------------------|
| 1. Ensure the Health and Safety of Responders | 5. Protect Infrastructure             |
| 2. Save Lives                                 | 6. Protect Property                   |
| 3. Reduce Suffering                           | 7. Protect the Environment            |
| 4. Protect Public Health<br>Loss              | 8. Reduce Economic and Social<br>Loss |

Emergency response activities may include a wide range of actions depending on the type of event. There are three main areas of spending:



1. **Emergency Site Costs**
2. **Emergency Operation Centre (EOC) Costs**
3. **Emergency Support Services (ESS) Costs**

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Financial Assistance for Emergency Response Costs


Site costs are the expenditures related to actions taken at the site of an emergency in response to an emergency event. This may include costs associated with an Incident Command Post and other 'field' activities (i.e. sand for sandbags) as well as the incremental portions of operational costs associated with the response activities such as fuels, oils, and lubricants.



Emergency Operation Centre (EOC) costs are the expenditures related to the operation and staffing of the EOC that is activated in response to an emergency event. This may include costs such as the incremental portion of facility operation costs, the feeding of EOC staff and the incremental portions of wages for staff reporting for work in the EOC, including specialists such as Indigenous Traditional Knowledge Keepers or other experts represented in the applicable First Nations or Local Authority structure.



Emergency Support Services (ESS) costs are the expenditures related to the care and support of evacuees as outlined in the Evacuee Living Assistance and ESS Program Guide. This may include costs related to the operation of an ESS reception centre, and the reimbursements associated with registered Public Safety Lifeline Volunteers.

Not all expenditures associated with the three main areas of spending are eligible for reimbursement. It is up to the First Nations or Local Authority to understand the principles of eligibility and refer to the expenditure limits, reasonability, and examples of eligible and ineligible expenditures. As with any example, however, there may be exceptions and First Nations and Local Authorities are encouraged to speak to the Regional Duty Manager or activated PREOC with questions regarding eligibility of expenditures, or to submit an Expenditure Authorization Form request.

## 2.2 Eligible Expenditure Limits and Reasonability

It is up to the First Nations or Local Authority to demonstrate that efforts are taken to conduct response activities in a cost-effective manner. Prudent decision-making used in the allocation of existing resources helps ensure that internal capacities for response activities are considered before the hiring, renting or resourcing of goods, services, and labour from external sources. EMBC does not reimburse for excessive, or non-industry standard wage practices and/or overtime policies. EMBC follows several guidelines when considering limits to, and the reasonability of, reimbursements for response expenditures. The test of reasonability for staff reimbursement will generally be assessed using a ratio between regular staffing hours and

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Financial Assistance for Emergency Response Costs

overtime hours. An EOC cannot be solely staffed through contractors or through mutual aid, nor can it be solely staffed by using personnel on rest days or after normal work hours. Given many small communities may have limited staff available, it is advisable to have a conversation with the EMBC regional office to confirm that the staffing approach will be supported.

### **Equipment Rental Rates**

Equipment rentals will be reimbursed in line with the rates listed in in “The Blue Book: Equipment Rental Rate Guide.” which can be found at: <https://www.roadbuilders.bc.ca/blue-book/>

If a First Nations or Local Authority is unable to obtain these rates, they must contact an EMBC Regional Duty Manager or the Provincial Regional Emergency Operation Centre (PREOC) to request approval for exceeding them.

### **Public Safety Lifeline Volunteer Reimbursement Rates**

Reimbursements related to the use of registered Public Safety Lifeline Volunteers (PSLVs) are stipulated in the Emergency Management BC Policy [5.06 Volunteer Expense Reimbursement and Allowance Rate](#).

### **Emergency Support Services (ESS) – Evacuee Living Assistance Rates**

Evacuee Living Assistance is provided through the Emergency Support Services (ESS) Program. Rates associated with the provision of ESS for evacuees are defined in the ESS Program Guide and related ESS training from the Province. If your community does not have an ESS Program, contact your Regional Office or activated PREOC for more information.

### **Consultant/Contractor Fees**

Rates paid to consultants or contractors who provide non-specialized consulting or contracting services cannot exceed industry standard. Where there is no established industry rate for the service, the costs for the service or function will be informed by rates paid to a comparable existing staff position within the organization. When in doubt or unclear, it is advisable to obtain prior authorization from the Regional Duty Manager or activated PREOC through an Expenditure Authorization Form Request.

There may be circumstances where established industry rates cannot be met. In these instances, fully documenting the reasons for the additional costs must be included in the claim. The Province reserves the right to deny the portion of costs determined to be excessive and beyond industry standard.

**Staffing and Scheduling (Deployment/Shift Length Guidelines)**

It is important to limit deployment lengths (i.e. days worked in the EOC) as well as shift lengths in order to support staff health and safety as well as maximize the effectiveness of personnel.

**Deployment Length:**

The standard length of deployment is between 7 and 10 days. This deployment length is considered optimum as it provides consistency and sustainability of operations, while supporting good worker care practices. Ideally, a two day rest period would occur for staff that have been deployed for 10 days.

**Shift Lengths:**

Extended shift length is a key factor in cumulative fatigue. The following shift length maximums apply to the eligibility for reimbursement for EOC staff during the response phase of the event.

Days 1-4: Maximum shift length is 14 hours  
Days 5-12: Maximum shift length is 12 hours

The following work/rest ratios are used as a guide to ensure good worker care practices:

- Meal/rest breaks 30 minutes to 1 hour are recommended to be taken away from the work-station once every 5 hours to ensure adequate rest and that fatigue is minimized.
- All workers must get a complete 8- hour period of rest between the end of one shift and the start of another shift.

**Due to the nature of emergencies, there may be extreme circumstances when resources are limited and exemptions to these limits are required. However, pre-authorization from the Regional Duty Manager or activated PREOC are required when claiming reimbursement for workers that exceed the Deployment/Shift Length Guidelines.**

**2.3 Examples of Eligible and Ineligible Emergency Response Costs**

The following table provides examples of the common types of eligible and ineligible response costs commonly incurred by First Nations and Local Authorities. The table is not comprehensive nor intended as a definitive source of information for all scenarios or costs. If in doubt about the eligibility of an expense, contact a Regional Duty Manager or activated PREOC in your area. Submit an Expense Authorization Form (EAF) whenever eligibility is uncertain.

## Financial Assistance for Emergency Response Costs

Operating Costs	
Eligible	Ineligible
<p>Incremental operating costs directly related to response activities. For example:</p> <ul style="list-style-type: none"> <li>• Incremental payroll costs; excluding taxes, or benefits for regular employees and within deployment/shift length guidelines (see Staffing, Consultants, and Volunteers).</li> <li>• Small tools and supplies related to Site, EOC or ESS activities (i.e. under \$100)</li> <li>• Incremental fuel, oil, lubricants for owned equipment; vehicles, heavy equipment, generators, etc.</li> <li>• Rental of equipment or facilities from a private entity if owned equipment or facilities unavailable or insufficient.</li> <li>• Incremental portion of contracted services such as janitorial, data and/or telephone services.</li> <li>• Provision of food and water to EOC staff during activation, not to exceed provincial per diem rates (to define)</li> <li>• Provincial Sales Tax (PST) amounts paid on eligible expenditures.</li> </ul>	<p>Normal operating costs, even if related to the event. For example:</p> <ul style="list-style-type: none"> <li>• Regular salaries and payroll costs outside of deployment/shift length guidelines (see Staffing, Consultants, and Volunteers).</li> <li>• Maintenance or repair for equipment used during the event.</li> <li>• The purchase of tools and/or equipment; including generators, cell phones, etc.</li> <li>• Any rental charges between internal departments for owned equipment, or owned facilities.</li> <li>• Contracted services and/or rental of facilities that could have been provided from within the First Nations or Local Authority.</li> <li>• Regular portion of contracted services such as janitorial, data and/or telephone services.</li> <li>• Storage facility charges or donation centre operating costs.</li> <li>• Goods and Services Tax (GST) amounts paid on event related expenditures.</li> </ul> <p>Operational losses related to the event are ineligible. For example:</p> <ul style="list-style-type: none"> <li>• Loss of income, wages or revenues, loss of production, loss of opportunity, loss of assets.</li> </ul>

## Financial Assistance for Emergency Response Costs

Evacuation Costs	
Eligible	Ineligible
<p>Incremental costs directly related to the issuance of evacuation orders and alerts; the planned or tactical evacuation of people and livestock from order areas<sup>1</sup>; and certain protective measures. For example:</p> <ul style="list-style-type: none"> <li>• Engineering or specialist expertise required to determine immediate risk to public safety (if Provincial resources are not available for this purpose).</li> <li>• GIS support for the mapping of alert and order areas.</li> <li>• Incremental costs of the distribution of evacuation alerts and orders for public notification.</li> <li>• Incremental costs of the transport of vulnerable people from an evacuation order or alert area (i.e. the rental of buses).</li> <li>• The transport, feeding and shelter of evacuated commercial livestock as per prescribed rates and authorization under the Ministry of Agriculture's Livestock Relocation program.</li> <li>• Temporary and incremental costs associated with traffic control or security, outside of the scope of responsible agencies such as RCMP, or Ministry of Transportation; and only when other methods for preventing or restricting access are insufficient (i.e. gates, barricades or signage).</li> </ul>	<p>Costs of the evacuation of people from an alert area except where the evacuation of vulnerable individuals has been authorized (see EMBC Evacuation Guidelines); and extended or substantial protective measures. For example:</p> <ul style="list-style-type: none"> <li>• Consultants (subject matter experts) for reports or determinations not related to the issuance or rescinding of evacuation alerts or orders.</li> <li>• Regular costs associated with existing alert notification systems, website fees, etc.</li> <li>• Costs associated with the planned evacuation of non-vulnerable people from an alert area.</li> <li>• Costs associated with the evacuation of pets, hobby farm animals, or other animals not considered to be commercial livestock.<sup>2</sup></li> <li>• Costs associated with long term security or traffic control measures; or within the scope of responsible agencies such as RCMP, Ministry of Transportation; or when other measures of preventing or restricting access are sufficient (i.e. gates, barricades, or signage).</li> <li>• Costs associated with the protection of individual private facilities.</li> </ul>

<sup>1</sup> For livestock, the evacuation may be from an Alert area and is not limited to Order areas.

<sup>2</sup> EMBC is in the process of developing a more specific policy to address animal evacuations.

## Financial Assistance for Emergency Response Costs

Emergency Support Services (ESS)	
Eligible	Ineligible
<p>Incremental costs associated with providing Emergency Support Services through the provincial ESS program and the incremental costs of establishing and operating a reception center or group lodging facility. For example:</p> <ul style="list-style-type: none"> <li>• Billeting or hotel accommodation within the referral system.</li> <li>• Fuel, grocery, and meal vouchers, within the referral system.</li> <li>• Allowances for incidentals, clothing or supplies, within the referral system.</li> <li>• Costs associated with reimbursing expenses for registered PSLV volunteers as per provincial policies.</li> <li>• The rental of equipment or facilities to establish a reception center or group lodging facility, from a private entity, if owned equipment or facilities unavailable.</li> <li>• Incremental portion of contracted services such as janitorial, data and/or telephone services for the reception center or group lodging facility.</li> <li>• Group feeding for evacuees at a hotel or group lodging facility.</li> <li>• Staff in an EOC to manage evacuations and support for local ESS program.</li> </ul> <p>ESS Host Community Costs:</p> <ul style="list-style-type: none"> <li>• When a non-impacted community is designated by the Province to act as a host community and to provide services to evacuated people from another community, the threshold for incremental costs changes and eligibility for those costs is expanded. Contact the Regional Duty Manager or activated PREOC for eligibility of Host Community expenditures.</li> </ul>	<p>Costs associated with providing Emergency Support Services outside of the provincial ESS program and the regular costs for using owned facilities or equipment to operate a reception center or group lodging facility. For example:</p> <ul style="list-style-type: none"> <li>• Cash advances to evacuees.</li> <li>• Non-essential transportation costs for evacuees visiting shopping centres, restaurants or other venues, while evacuated.</li> <li>• Billeting or hotel accommodation outside of the referral system.</li> <li>• Fuel, grocery, and meal vouchers, outside of the referral system.</li> <li>• Allowances for incidentals, clothing or supplies, outside of the referral system.</li> <li>• Any rental charges between departments for owned equipment, or owned facilities used to establish a reception center or group lodging facility.</li> <li>• Regular portion of contracted services such as janitorial, data and/or telephone services for the reception center or group lodging facility.</li> <li>• As a volunteer-based program, the payment of ESS staff providing direct interaction with evacuees is not eligible.</li> </ul>

## Financial Assistance for Emergency Response Costs

Staffing, Consulting, and Volunteers <sup>3</sup>	
Eligible	Ineligible
<p>Incremental costs of hiring or contracting additional staff or consultants, directly related to response activities during the event are eligible, however, limits apply (Refer to 2.2). For example:</p> <ul style="list-style-type: none"> <li>Incremental payroll expenses or reasonable contract costs associated with the temporary hiring or contracting of additional staff or consultants for approved/EMBC authorized response activities when internal capacity has been exceeded. Limits may apply to contract rates.</li> <li>Incremental payroll expenses for the hiring of auxiliary staff to temporarily cover certain positions left vacant by staff working on response-related activities.</li> <li>Travel and accommodation costs for contracted employees or consultants if sourced from outside local area (applicable First Nations or Local Authority travel rates apply).</li> </ul> <p>Incremental payroll expenses of current staff (when working within deployment/shift length guidelines), less benefits and taxes, are eligible. For example:</p> <ul style="list-style-type: none"> <li>The overtime or double time incurred by employees performing work directly related to response activities, within limits set by the deployment/shift length guidelines. Overtime and double time earned must be paid out and cannot be banked.</li> <li>The incremental regular time for part-time or casual employees working outside of existing schedules, within limits set by the deployment/shift length guidelines.</li> </ul>	<p>Regular costs, or incremental costs associated with the hiring or contracting of additional staff or consultants not directly related to response activities or after the event is ineligible. For example:</p> <ul style="list-style-type: none"> <li>Excessive or non-industry standard contract costs associated with the hiring or contracting of additional staff or consultants.</li> <li>Costs associated with the contracting or hiring of additional staff or consultants outside of response activities, or before internal capacity has been exceeded.</li> </ul> <p>The regular salary or straight time of existing staff; benefits and taxes; and the incremental payroll expenses which exceed the deployment shift length guidelines are ineligible. For example:</p> <ul style="list-style-type: none"> <li>The regular salary or hourly wages associated with response activities</li> <li>Benefits, taxes and overhead or loading costs for current staff</li> <li>Overtime or double time incurred by employees working outside of the deployment/shift length guidelines</li> <li>Payroll expenditures not directly related to response activities (i.e. the backlog of regular work due to time spent working on the event)</li> <li>Overtime policies designed specifically to be in effect only during EMBC response eligible events</li> <li>Use of contractors in place of existing internal staff capacity, except with an EAF</li> <li>Payroll expenditures associated with the payment of stand-by or on-call wages.</li> <li>Use of contractors in place of existing internal staff capacity. (Refer to 2.2)</li> </ul>

<sup>3</sup> Local Authorities and First Nations may wish to clarify staffing plans and scheduling with EMBC before an emergency to establish eligibility.



## Financial Assistance for Emergency Response Costs

Staffing, Consulting, and Volunteers (continued)	
Eligible	Ineligible
<p>Certain expenses related to the use of volunteers (according to provincial policies) are eligible. For example:</p> <ul style="list-style-type: none"> <li>The provision of food, water and sanitation facilities to registered and convergent volunteers performing work related to response activities at the site level.</li> <li>Costs associated with reimbursing expenses for registered PSLV volunteers as per provincial policies.</li> </ul>	
Travel	
Eligible	Ineligible
<p>Incremental costs associated with event related travel directly related to response activities. For example:</p> <ul style="list-style-type: none"> <li>Incremental mileage rates reimbursed to employees for use of personal vehicles for response activities.</li> <li>Accommodation and travel costs for contracted employees traveling to work in the EOC or other approved tasks.</li> </ul>	<p>Regular travel costs, or event related travel costs not directly related to response activities. For example:</p> <ul style="list-style-type: none"> <li>Travel to attend meetings outside of the scope of response activity.</li> <li>Regular costs of commuter travel by employees.</li> </ul>
Preventative Works and Mitigation	
Eligible	Ineligible
<p>Incremental costs associated with the protection of public institutions or infrastructure from immediate threat; incremental costs to construct and remove temporary flood control measures are eligible. For example:</p> <ul style="list-style-type: none"> <li>Incremental costs of labour, equipment, and materials associated with the temporary protection of public works, potable water supplies, or critical infrastructure from immediate threat or hazard.</li> </ul>	<p>Costs associated with the protection of public institutions or infrastructure from future or non-immediate threats; and costs to construct or remove permanent flood control measures are ineligible. For example:</p> <ul style="list-style-type: none"> <li>Regular costs for labour, and rental charges for owned equipment associated with the temporary protection of public works, potable water supplies, or critical infrastructure from immediate threat or hazard.</li> </ul>

## Financial Assistance for Emergency Response Costs

Preventative Works and Mitigation (continued)	
Eligible	Ineligible
<ul style="list-style-type: none"> <li>Incremental costs associated with the placement and removal of temporary flood control assets such as temporary berms, gabions, tiger dams or sandbags for the protection of infrastructure from an immediate threat.</li> </ul>	<ul style="list-style-type: none"> <li>Costs associated with the temporary, or long-term protection of public works, potable water supplies, or critical infrastructure from future or non-immediate threats.</li> <li>Costs associated with the placement or removal of permanent flood control measures such as dikes or berms.</li> </ul>
Debris Removal	
Eligible	Ineligible
<p>Incremental costs associated with the clean-up of debris to ensure immediate public safety and essential public works operations; and clearance of debris posing an immediate risk to public safety or flood protection structures is eligible. For example:</p> <ul style="list-style-type: none"> <li>Incremental labour and equipment costs related to the clean-up of debris that poses an immediate risk to public safety or essential public works operations.</li> <li>Incremental labour and equipment costs related to the clearance of debris from channels, streams, intakes and outfalls of sewers and storm drains, or water supply reservoirs that poses an immediate risk to public safety or threatens immediate impact to flood protection structures or infrastructure (i.e. bridges).</li> <li>Incremental labour and equipment costs related to the clean-up of human made debris that poses an immediate risk to public safety.</li> <li>Private tipping fees for the disposal of debris when no suitable owned facility is available.</li> </ul>	<p>Costs associated with the clean-up of debris that does not pose an immediate threat to public safety or essential public works operations; and clearance of debris that does not pose an immediate risk to public safety or flood protection structures is ineligible. For example:</p> <ul style="list-style-type: none"> <li>Incremental labour and equipment costs related to the clean-up of debris that does not pose an immediate risk to public safety or essential public works operations.</li> <li>Incremental labour and equipment costs related to the clearance of debris from channels, streams, intakes and outfalls of sewers and storm drains, or water supply reservoirs that does not pose an immediate risk to public safety or does not immediately threaten impact to flood protection structures or infrastructure.</li> <li>Tipping fees for the disposal of debris when an owned facility is available.</li> <li>Clean-up costs associated with natural debris beached on private property.</li> <li>Clean-up or removal of debris in traps or other structures specifically designed for this purpose where it is considered to be regular maintenance or lack thereof.</li> </ul>

## 2.4 Expense Authorization Forms and Resource Requests

Expenditure Authorization Forms (EAF) are used by the First Nations or Local Authority to determine whether costs incurred to deliver a specific response activity will be reimbursed by EMBC, particularly when eligibility may be difficult to determine. An approved EAF ensures the requested response activity will be eligible for reimbursement (up to the approved amount) as part of the response claim submission.

**Sample EAF Scenario:** *Signage is required to protect the public from a dangerous hazard at the site level. The rental cost for this signage, for the forecasted usage period, exceeds the cost to purchase these items outright. To establish eligibility, an EAF is submitted outlining the two cost scenarios and the rationale for the items. The PREOC Director reviews the EAF and either approves it, denies it, or, in some instances authorizes an alternative solution to the problem, such as filling a Resource Request.*

A Resource Request is used by the First Nations or Local Authority to seek EMBC support in locating, obtaining, or transporting a resource that is outside the scope of capability or availability for the First Nations or Local Authority. In the case of a resource request, the requestor does not incur the cost associated with the acquired resource and therefore does not seek reimbursement for that resource. In some instances, the First Nations or Local Authority may be responsible for the costs associated with a resource obtained through a Resource Request and if so, the request will be converted to an EAF for tracking and response claim submission purposes, unless the expenditure is clearly eligible.

Any expenditure made by a First Nations or Local Authority for response activity needs to be an eligible expense in order to obtain reimbursement. This means that any expenses **not** clearly eligible need to have an approved EAF associated with them as part of the response claim. It is necessary to ensure that an approved EAF is obtained **before** the expense is incurred<sup>4</sup>. If the cost towards an activity described on an EAF is likely to exceed the authorized amount, a subsequent or amended EAF must be obtained, providing additional details, rationale and revised estimated cost. As further discussed in the 'Financial Tracking and Documentation' section, these EAFs must be numbered, tracked and submitted as part of the response claim process.

### IMPORTANT

The best way to ensure the eligibility of your expense is to submit an EAF to EMBC for approval. The EAF provides the details of the expenditure, its rationale, and an estimate of the total expense for the response activity. If the EAF is approved, the authorization is for a specified not to exceed amount and the First Nation or Local Authority will have assurance that the eligibility of the expense has been confirmed up to the amount authorized.

<sup>4</sup> The need for pre-authorization must not impede emergency actions to prevent loss of life or property.

## Financial Assistance for Emergency Response Costs

## 2.4 (a) Sample Expense Authorization Form (EAF)

EOC EXPENDITURE AUTHORIZATION FORM			
Event:		Date:	
EMBC Task #:		Time:	
Requesting Organization/Community:			
Authorized Representative:		Name:	Location:
Telephone:		Fax:	Email:
Description of Expenditure: (include nature of goods and/or services being acquired/provided, desired outcome, location, date/time planned...)			
Amount Requested:		Expenditure Not to Exceed:	
EOC Approvals	Approved for Processing by:		Expenditure Request Approved by:
	Position:		Position: EOC Director (or designate)
	Date/Time:		Date/Time:
PREOC Approvals	Approved for Processing by: <input type="checkbox"/> Not Approved		Expenditure Authorized by:
	Position: Operations Section Chief		Position: PREOC Director (or designate)
	Date/Time:		Date/Time:
Distribution:	<input type="checkbox"/> EOC Director <input type="checkbox"/> EOC Operations Section <input type="checkbox"/> EOC Planning Section <input type="checkbox"/> EOC Logistics Section <input type="checkbox"/> EOC Finance & Admin Section <input type="checkbox"/> Other: _____		
Comments:	<input type="checkbox"/> PREOC Director <input type="checkbox"/> PREOC Operations Section <input type="checkbox"/> PREOC Planning Section <input type="checkbox"/> PREOC Logistics Section <input type="checkbox"/> PREOC Finance & Admin Section <input type="checkbox"/> Other: _____		

### 3.0 Financial Tracking and Documentation

Detailed and accurate financial tracking and the provision of required documentation is an important part of a successful reimbursement claim. Eligibility on its own, **does not** ensure reimbursement.

Having controls established before an emergency and then initiated early in an event helps ensure the necessary steps are taken to collect and retain the documentation required for the response claim. It is important that those making decisions in an activated EOC or site response have an understanding of the eligibility and documentation requirements related to response expenditures. The earlier the EOC's Finance Section is filled, the earlier the tracking and documentation of these costs can be performed, making the response claim process easier to navigate and helping ensure the success of the reimbursement claim.

The financial tracking and reporting required by EMBC during an emergency response includes Daily Expenditure Tracking, Daily EOC Staff Overtime and EAF Tracking. Backup documentation is required as part of the response claim. This backup includes invoices, receipts, contracts, rental agreements, cancelled cheque images, payroll expense and other financial documentation available through your record keeping system and banking institution. EMBC complies with the Freedom of Information and Privacy Protection Act (FOIPPA) and ensures appropriate protections are in place over the receipt and handing of this information as well as any requests for release.

#### 3.1 Daily Expenditure Tracking

All expenditures (forecasted and actual) for emergency response activities need to be tracked and reported to EMBC daily. This includes site costs, EOC costs and ESS costs. EMBC provides a spreadsheet to help track and report the information that is required. Activated PREOCs also have a Finance Chief available to answer questions regarding cost tracking during an event.

It is important to include sufficient details about actual and estimated costs incurred. Tracking of estimated costs helps the First Nations or Local Authority and EMBC quantify the financial impact of an emergency event as it is unfolding. Although EOC staff overtime amounts are recorded on a separate spreadsheet, it is important to include these daily totals in the expenditure tracking sheet for EMBC. This will also be helpful during the response claim submission process.

The Daily Expenditure Tracking sheet can be provided by the Regional Office or activated PREOC, or the First Nations or Local Authority may choose to use a format that suits their individual needs.

### Financial Assistance for Emergency Response Costs

When forecasting estimated amounts, it is better to over-estimate the cost. An example of a completed daily expenditure tracking sheet is as follows:

	A	B	C	D	E	F	G
1	Local Authority Name						
2	Task #						
3							
4	Date	Expense Type	Description/Vendor	Amount	Total	Comments	
5	2017-07-25	EOC	Staples	\$42.95	\$42.95	Receipt - Visa 0488	
6	2017-07-25	EOC	EOC Staff OT	\$1,599.45	\$1,642.40	OT Spreadsheet 2017-07-25	
7	2017-07-25	ESS	Elks Hall	\$4,000.00	\$5,642.40	EAF 003	
8	2017-07-25	ESS	Reception Centre - Staff Wages	\$1,500.00	\$7,142.40	Forecast	
9	2017-07-25	EOC	Security Solutions	\$1,298.00	\$8,440.40	Invoice 12017-00526	
10							
11							
12							

#### IMPORTANT

Properly organizing the invoices and receipts used in the Daily Expenditure Tracking spreadsheet helps expedite the response claim reimbursement. All event related financial documentation should be copied and filed separately in an easy to identify manner. You may add extra columns to the Daily Expenditure Tracking spreadsheet to meet your needs for tracking, collating and organizing documentation.

### 3.2 Daily EOC Staff Overtime Tracking

An important part of the financial tracking process is recording the portion of staff time devoted to the event. Incremental staffing costs, such as overtime, are eligible for reimbursement if they are directly related to the emergency event. It is necessary to track all time worked and to indicate which portion of staff time is event related. Timesheets need to be completed by employees using the existing procedures in your organization and submitted through the regular payroll process. EOC finance staff can use the Daily EOC, Site, or ESS Reception Centre sign-in sheets to estimate the hours worked during each day of the event and use these estimates to populate the Daily Expenditure Tracking spreadsheet. After the payroll process is completed for each pay period, your organization's payroll documentation can be used to complete the Response Claim Submission for those expenditures (see Section 4).

The First Nations or Local Authority is expected to exercise fiscal responsibility in scheduling employees during an emergency event. Excessive claims for overtime are not eligible for reimbursement. First Nations or Local Authorities or First Nations may be asked to provide rationale and documentation supporting the scheduling of excluded staff and other positions. To assist with staff wellness, EMBC also has deployment/shift length guidelines recommended for use to minimize fatigue, facilitate sound decision making, prevent unnecessary injuries and accidents, and to reduce risk. For these reasons, the temporary hiring of auxiliary or casual staff may be needed to maintain staffing levels in the EOC. The cost of auxiliary staff is considered incremental and, therefore, the straight time, benefits and overtime expenses may be eligible for reimbursement. For First Nations and Local Authorities, backfilling critical positions left vacant by employees working in the EOC may be necessary. These payroll costs may also be eligible for reimbursement through the EAF process. For First Nations or Local Authorities responding to an event on behalf of another community, such as acting as a host community for evacuees, incremental costs can be defined in different ways and needs to be discussed with the activated PREOC.

## Financial Assistance for Emergency Response Costs

### 3.3 EAF Tracking

Keeping a copy and a log of all EAFs submitted to EMBC for approval is an important tracking mechanism during response. The EAF submission number, description of expenditure, approval status and amount not to exceed are to be defined for each EAF. Logging the submitted EAFs helps address issues with EAF numbering and can assist in searching for existing EAFs used for specific purposes when required.

Additionally, relevant expenditure documentation, such as receipts and invoices, filed with the corresponding EAFs, help facilitate a timely and complete response claim submission.

Tracking expenditures against approved EAFs helps to ensure that expenditures do not cross the threshold of the 'amount not to be exceeded'. An example of the tracking sheet is as follows:

File Home Insert Page Layout Formulas Data Review View Help ACROBAT Tell me what you want to do				
Clipboard Font Alignment Number Conditional Formatting Table				
11				
A	B	C	D	E
1	Local Authority Name	EAF Tracking		
2	Task #		Status:	A - Approved
3				D - Denied
4				C - Cancelled
5	Total Value	\$14,200.00		NS - Not Submitted
6				RR - Moved to Resource Request
7				
EAF Number	Date	Status	Est. \$ Value	Description of Request/Comments
001	2017-07-23	A	\$1,200.00	Bus rentals for evacuation
002	2017-07-24	D	\$10,000.00	Pet Lodging Expenses
003	2017-07-25	A	\$3,000.00	Security Patrol for Evacuated Community



### 3.4 Ensuring “Proof of Payment” and Backup Documentation

In order for EMBC to reimburse eligible response costs, it must ensure that the expenditures are eligible and have been paid. Proof of Payment is documentation that demonstrates invoiced amounts have been paid. Backup documentation is the supporting documentation that shows the nature of the expenditure.

The simplest form of proof of payment is the receipt for a purchase. A claim for reimbursement for eligible office supplies would be supported by a till receipt from the vendor that showed vendor name, date, item details, tax breakdown, total cost and payment method. In some cases, receipts are accompanied by a debit/credit receipt that displays only the total payment information. These receipts must be accompanied by the detailed item receipt to properly define the transaction as eligible for reimbursement. Receipts satisfy the requirement of demonstrating the expense was paid in full, as well as the nature of the expense for eligibility purposes. Receipts must be legible and complete to be considered.

Another common method for billing goods or services provided to a First Nations or Local Authority during an emergency response is through an invoice. Invoices can be paid by many different payment methods, each of which requires appropriate documentation to demonstrate proof of payment. Some invoices require additional backup documentation including contract information, receipts for expenses listed on the invoice, or other supporting documentation, such as:

- For invoices paid by cheque, a copy of the invoice and supporting documentation, as well as the cheque stub or number, along with a copy of the cancelled cheque or cheque image from online banking.
- For invoices paid by direct deposit or electronic fund transfer (EFT), the proof of payment is demonstrated through a batch transaction or payment submittal listing showing the details of the invoice amounts paid in the submission as well as the bank statement page showing the batch transaction or payment submittal total clearing the bank. For invoices paid by an EFT or direct deposit that was submitted singularly, a copy of the bank statement page showing the withdrawal is sufficient.
- For invoices paid by debit or credit card, the debit/credit transaction receipt must be attached to the invoice, or the invoice must show the payment applied, with payment method and a zero balance. Handwritten payment information on invoices will not be accepted.

All supporting documentation provided to the First Nations or Local Authority as part of a vendor invoice must be included when submitted for reimbursement. This includes receipts for expenses or disbursements, contracts to support per diem amounts, and other backup

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Financial Assistance for Emergency Response Costs

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documentation such as rental agreements. For example, if a vendor invoice has been received that includes accommodation charges, by receipt – the receipts must be included.

Backup documentation for payroll costs requires payroll records that demonstrate the costs are incremental. Banked time or CTO or its equivalent are not eligible for reimbursement because there are no extra out-of-pocket costs incurred. Payroll costs must be paid out in order to be eligible for reimbursement.

The documentation required for payroll claims include timesheets as well as payroll expense information showing the time was paid out and not banked. Providing EMBC with a payroll reconciliation spreadsheet can help streamline the claim for reimbursement of staffing costs. The reconciliation spreadsheet combines information from the timesheet with the rate of pay to calculate the amount being claimed for gross pay. Timesheets and the payroll reconciliation spreadsheet must clearly demonstrate the breakdown of hours worked (split between regular work and incremental work on the emergency event), shift length, overtime incurred, rate of pay and gross wages claimed. A payroll expense report, or its equivalent, is then required to show that the overtime claimed has been recorded into the payroll system and has been paid out. In the case of auxiliary staff or backfill positions, a payroll expense report is also required to confirm incremental costs such as Worksafe BC premiums, the Employer Health Tax, and federal and provincial source deductions.

## 4.0 Response Claim Submission

To receive reimbursement for emergency response costs, First Nations and Local Authorities submit a Response Claim, which includes a Claim Submission form, a Response Claim Submission spreadsheet and all associated proof of payment and backup documentation. The following sections outline the process and provide tips for submitting a successful claim. Claims submitted to EMBC will be reviewed for accuracy, eligibility, and completeness of documentation.

In some cases, in order to expedite payment, EMBC will remove incomplete claim items (i.e. those that require further proof of payment information or backup documentation) and process the portion which is complete. Items removed will be categorized, and requests for information or documentation will be provided to the claimant in one submission. All eligible costs requiring further documentation will be identified to the claimant and can be resubmitted as a new response claim with the requisite documentation. For items that require further eligibility assessment, EMBC will review the items further and the claimant will be notified as to the final determination. Once the initial review is completed, EMBC will send a letter to the claimant when the reimbursement has been processed. The letter may contain any, or all, of the following criteria:

- Amount Paid (Eligible)
- Amount Denied (Ineligible)
- Eligible for Re-submission
- Pending Further Assessment

If the claimant has items listed as “Eligible for Re-submission” there will be an attached document outlining the missing documentation or information needed for reimbursement. Examples may include, missing receipts, missing proof of payment documentation, missing date information, etc.

If the claimant has an amount listed as “Pending Further Assessment” they will be notified regarding the final determination of the assessment and will be given information as to what is eligible for re-submission at that time.

### IMPORTANT

During initial review, only the claim items that are clearly eligible and sufficiently documented will be reimbursed. Any items with insufficient documentation will be returned to the claimant. To avoid delays in reimbursement it is important to review all claim items and documentation before submission.

## Financial Assistance for Emergency Response Costs

Sample Claim Payout Letter:


**Emergency  
ManagementBC**

Date

LG/FN Name

LG/FN Address

LG/FN Address

Attention: Claim Contact Name

Re: Claim #: RC ### Event Name: XXXXXXXXXX Task #: #####

Please accept this letter as confirmation that the following claim has been reviewed in accordance with the *Emergency Program Act*, all associated regulations, and Emergency Management BC policy. Items requiring further documentation have been indicated as eligible for re-submission, and are detailed on the attached document. Notification will be provided to you when items pending eligibility assessment are complete.

Amount Paid (Eligible) \_\_\_\_\_

Amount Denied (Ineligible) \_\_\_\_\_

Re-submission Required \_\_\_\_\_

Pending Eligibility Assessment \_\_\_\_\_

Claim Amount Submitted \_\_\_\_\_

We have submitted your claim for payment, as per the above, in accordance with the *Financial Administration Act*.

If you require further information, please contact me at (###) ###-####.

Sincerely,

RM Name

 Regional Manager, Region  
 Emergency Management BC

#### 4.1 Claim Submission Form

The Response Claim is an application for financial reimbursement not an invoice. In lieu of an invoice, a claim submission form must be filled out and submitted for each claim seeking reimbursement.

The claim submission form identifies the claimant name and address, event details (event name, task number, incident number(s) if applicable, as well as the claim submission number. Other necessary information on this form includes the total claim amount, the person responsible for preparing the claim, including their name, position within the organization, and contact information.

Multiple claims for reimbursement may be submitted and are encouraged during lengthy or large-scale events. As proof of payment documentation information becomes available throughout the event (i.e. when vendor payment cheques have cleared the bank, or direct deposits have completed) claimants can submit a response claim for those response related expenditures. Similarly, Response Claim submissions for payroll expenditures can also be submitted as soon as documentation is available for a relevant pay period.

Using a 'progress billing' method for response claims, it enables funds to be directed back to the First Nations or Local Authority in an efficient manner. Waiting until the end of an emergency event to compile the claim submission results in greater likelihood of error and missing documentation. Additionally, staff from your EOC finance section will be able to work in real-time with support from the activated PREOC in your region if response claims are submitted during the EOC activation.

IMPORTANT
In lengthy or large-scale events, First Nations and Local Authorities are encouraged to submit claims for reimbursement (Response Claim Submissions) using a 'progress billing' method. This helps to support more accurate submissions, and more efficient and timely

## Financial Assistance for Emergency Response Costs


**Emergency  
ManagementBC**
**RESPONSE CLAIM SUBMISSION**

Date: \_\_\_\_\_

Claimant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Event Name: \_\_\_\_\_ Task #: \_\_\_\_\_ Claim #: \_\_\_\_\_

Incident # (s): \_\_\_\_\_ Final Claim: ☐ Yes ☐ No

Total Claim: \_\_\_\_\_

Claim Prepared By: \_\_\_\_\_ Position: \_\_\_\_\_

Contact Information: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature of Claimant: \_\_\_\_\_

*By signing and submitting this Response Claim Submission Invoice, the claimant acknowledges and agrees that:*

*(a) Her Majesty the Queen in right of British Columbia, as represented by the Minister of Public Safety and Solicitor General (the "Province"), will only pay for items that meet eligibility requirements from eligible claimants as set out in Emergency Program Act, the regulations, and policies, and that payment to claimants or for items that do not meet these requirements may be denied; and*

*(b) the Province's obligation to pay the claimant is subject to the Financial Administration Act, which makes that obligation subject to an appropriation being available in the fiscal year of the Province during which payment becomes due.*

**EMBC ADMINISTRATIVE USE ONLY:**

Date Received Stamp:	Qualified Received Date: _____			
	Qualified Receiver Signature (Print Name)			
	CERTIFIED THAT THE AMOUNT TO BE PAID is correct is in accordance with appropriate statute or owner authority for payment and/or contract and where applicable, that the work has been performed, and goods supplied and the services rendered and/or conditions met.			
	Spending Authority Signature (Print Name)			
	RESP	SERV LINE	STOB	PROJECT
	COMMIT	SUPPLIER	SITE	INVOICE#

## 4.2 Response Claim Submission Spreadsheet

The Response Claim Spreadsheet provides a detailed account of the items being claimed for reimbursement and precedes the backup documentation and proof of payment submitted for eligible expenses. Data is entered into the following columns of the spreadsheet:

### Vendor/Item Column

- Enter the name of the vendor from whom the eligible goods or services were procured. In the case of internal costs, such as staff overtime, the name of the local authority or employee name may be entered.

### Approved EAF # Column

- Enter the applicable EAF #.

### Invoice # Column

- The invoice or reference number for the claimed item.

### Invoice Date and Date Goods/Services Received Columns

- The date of the invoice as recorded is necessary as is the date(s) of the actual expenditure, as per the supporting documentation. (i.e. Contractor provided service between May 2-3, however the invoice date was June 1).

### Purpose Column

- The description of the event related purpose of the claimed item in brief detail. (i.e. backhoe rental)

### Net Invoiced Costs Column (A)

- The pre tax amount of the claimed item (i.e. net of all taxes).

### PST Column (B)

- The Provincial Sales Tax portion of the claimed item, if applicable. Provincial Sales Tax is eligible for reimbursement on eligible response costs.

### GST Column

- The Goods and Services tax portion of the claimed item, if applicable. GST is not eligible for reimbursement as it is recoverable as an ITC through the federal program.

### Gross Invoice Total Column

- The full amount as invoiced for the claim item, inclusive of taxes, if applicable.

### Total Eligible Column (A+B)

- The amount claimed for reimbursement for each eligible item, the total of columns A and B.

## RESPONSE CLAIM DETAILS



Claimant: \_\_\_\_\_

Event Name: \_\_\_\_\_

Task #: \_\_\_\_\_

Incident #: \_\_\_\_\_

Claim # \_\_\_\_\_

RESPONSE COSTS									
Link to EMBC Financial Guidelines: <a href="https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/financial_assistance_guide.pdf">https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/financial_assistance_guide.pdf</a>									
Row Number	Vendor	Approved EAF #	Invoice #	Invoice or bill of sale date	Date Goods or Services Received (if different from date of invoice)	Purpose	(A) Net Invoiced Costs (net of taxes)	(B) PST	Total Eligible = Columns A+B
	ABC Traffic Services Ltd.	EAF 123	544403	June 30, 2018	May 1 - 2, 2018	Traffic control to keep public from danger	\$ 1,575.00	\$ -	\$ 1,575.00
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
							\$ -	\$ -	\$ -

## Financial Assistance for Emergency Response Costs



When preparing a claim for payroll costs, the payroll reconciliation spreadsheet will allow you to enter the relevant details for each employee by entering the Employee Name, Wage Rate, and the breakdown of hours worked during the event. Payroll details need to be entered by pay period, so the amounts claimed can be verified against payroll expense documentation by pay period. The spreadsheet allows for 14 consecutive days of payroll entry before providing the Pay Period Totals. For First Nations or Local Authorities using a different pay cycle, contact the activated PREOC to obtain a modified spreadsheet.

IMPORTANT

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## Financial Assistance for Emergency Response Costs

## 4.4 Backup Documentation and Proof of Payment (Goods and Services)

## Examples of documentation and proof of payment:

The backup documentation required for an eligible expense for a **goods or services invoice**, is a copy of the invoice showing the vendor name and address, a description of goods purchased (in this case rented), tax details, and the date (as exemplated below). Proof of payment information must also be included.

**United Rentals**

298-0.57-56396C11.p01 826768373 2-2 0

**RENTAL RETURN INVOICE**  
# 160154229-002

Job Site Address: Office: LOCAL GOVERNMENT NAME  
4500 SOME AVE  
ANYTOWN BC A1A 1A1

Customer # : 1378211  
Invoice Date : 09/12/18  
Rental Out : 08/13/18 07:36 AM  
Rental In : 09/12/18 07:46 AM  
UR Job Loc :  
UR Job # :  
Customer Job ID: 4  
P.O. # : TED  
Ordered By :  
Written By :  
Salesperson :

**Invoice Amount: \$392.00**

Terms: Due Upon Receipt  
Payment options: Contact our credit office 704-916-4145  
REMIT TO: UNITED RENTALS OF CANADA, INC.  
C/O V7406  
PO BOX 7406 STATION TERMINAL  
VANCOUVER BC V6B 4E2

RENTAL Qty	ITEMS: Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	10712954	AIR SCRUBBER 750 CFM Make: ABATEMENT Model: FRED-750 Serial: A52318108581	85.00	250.00	510.00	170.00	
1	10495176	AIR SCRUBBER 1900 CFM Make: ABATEMENT Model: H2KM 2200CFM Serial: B12616207489	90.00	340.00	950.00	180.00	
Rental Subtotal:						350.00	
Agreement Subtotal:						350.00	
PST:						24.50	
GST:						17.50	
Total:						392.00	

COMMENTS/NOTES:

CONTACT: EMPLOYEE

FINAL BILL: 9/10/18 07:36 AM THRU 9/12/18 07:46 AM.

ARE YOU OR YOUR EMPLOYEES IN NEED OF OPERATOR CERTIFICATION TRAINING?  
CONTACT UNITED ACADEMY TODAY 844-222-2345 OR WWW.UNITEDACADEMY.UR.COM  
TRAINING IS NOT AVAILABLE ON CERTAIN EQUIPMENT IN CANADA.

## Financial Assistance for Emergency Response Costs

If more than this invoice was paid to the vendor on one cheque, a cheque stub or cheque detail must be provided. In this case, three invoices to a vendor were issued as part of cheque 059419, for a total amount of \$1,060.90, which includes payment for invoice #160154229.

<b>LOCAL GOVERNMENT NAME</b>			<b>CONTROL NUMBER</b>	
UNIR001 UNITED RENTALS OF CANADA C/O V7406 PO BOX 7406 STATION TERMINAL VANCOUVER BC V6B 4E2 CANADA			059419	
DATE 25-Oct-2018			CHEQUE NO. 59103	
DATE	INVOICE #	DESCRIPTION / VOUCHER NO.		AMOUNT
16-Aug-2018	160297745-001	EMERGENCY RESPONSE	203	288.90
12-Sep-2018	160092959-002	EMERGENCY RESPONSE	203	380.00
12-Sep-2018	160154229-002	EMERGENCY RESPONSE	203	392.00
<b>TOTAL</b>				<b>1,060.90</b>

The other proof of payment documentation needed is a copy of the cheque image sourced from online banking, showing the cheque amount of \$1,060.90 clearing for cheque number 059419 (exampled below).

**TD Commercial Banking**  
Web Business Banking

**Cheque Details**

Cheque Number: 0000059419      Amount: \$1,060.90  
Posting Date: November 05, 2018      Account Number: #####

**Front of Cheque**

<b>GOV LOGO</b>	Local Government Name ANYTOWN BC	TD CANADA TRUS Canada Trust	59103
DATE 20181025 Y Y Y Y M M D D			
PAY	One Thousand Sixty AND 90/100 Dollars	\$1,060.90	
TO THE ORDER OF	UNITED RENTALS OF CANADA C/O V7406 PO BOX 7406 STATION TERMINAL VANCOUVER BC V6B 4E2 CANADA	LOCAL GOVERNMENT NAME	
		/000	

## Financial Assistance for Emergency Response Costs

In this example of **goods purchased on account**, there are two legible and complete transaction receipts showing the vendor name and address, goods purchased, tax details, and the date and payment method used, in this case a corporate charge account.

605801-1602  
Save-On-Foods  
Anytown BC  
B.C. OWNED AND OPERATED  
Visit [www.saveonfoods.com](http://www.saveonfoods.com)  
G.S.T. #R

*Charge*

Bags	0.15 B
3 @ 0.05	
BLUEBERRIES	5.99
Cascade Dish Pacs	21.69 B
Card \$17.99 Save	-3.70
D/L COFFEE CREAM	7.98
2 @ 3.99	
English Muffin	7.58
2 @ 3.79	
Card 2/\$6.00 Save	-1.58
English Muffins	3.79
Card 2/\$6.00 Save	-0.79
Krema Multi Pack	6.69
Mandarins	6.99
Card \$5.99 Save	-1.00
Olympic Multipack	6.69
STRAWBERRIES	3.99
Card \$2.99 Save	-1.00
WF Hny Almond Granola	5.99
Card 2/\$7.00 Save	-2.49
WF Pmkn Flax Granola	5.99
Card 2/\$7.00 Save	-2.49
WF SPLITTOFIT TOWELS	7.99 B
Card \$4.89 Save	-3.10
<b>Sub Total</b>	<b>\$75.36</b>
Card \$\$ pts	75

Tax-Code	Taxable-Value	Tax-Value
GST	23.03	1.15
PST	23.03	1.61

**BALANCE DUE \$78.12**  
☒ **Corporate Charge**  
 @ \$78.12  
☐ 04444119388  
**CHANGE \$0.00**

\*\*\*  
Your Savings Today! \$16.15

More Rewards Card #XXXXXX9388  
 Opening Balance 39660  
 Points Earned 75  
**More Rewards Total Points 39735**

605801-1602  
Save-On-Foods  
Anytown BC  
B.C. OWNED AND OPERATED  
Visit [www.saveonfoods.com](http://www.saveonfoods.com)  
G.S.T. #

BANANAS	1.83
1.065 kg @ \$1.72/kg	
D/L COFFEE CREAM	3.99
English Muffins	7.58
2 @ 3.79	
Card 2/\$6.00 Save	-1.58
Krema Multi Pack	6.69
STASH TEA	4.79
Card 2/\$6.00 Save	-1.79
STASH TEA	4.79
Card 2/\$6.00 Save	-1.79
STRAWBERRIES	7.98
2 @ 3.99	
Card \$2.99 Save	-2.00
Tim Hortons Dark Rst	35.98
2 @ 17.99	
Card \$14.99 Save	-6.00
WF Vanilla Ice Cream	6.49
Card \$3.89 Save	-2.60
<b>Sub Total</b>	<b>\$64.36</b>
Card \$\$ pts	64

**BALANCE DUE \$64.36**  
☒ **Corporate Charge**  
 @ \$64.36  
☐ 04444119388  
**CHANGE \$0.00**

\*\*\*  
Your Savings Today! \$15.76

More Rewards Card #XXXXXX9388  
 Opening Balance 89745  
 Points Earned 64  
**More Rewards Total Points 39809**

How was your visit today?  
 Tell us at [www.saveonfoods.com/survey](http://www.saveonfoods.com/survey)  
 and enter to win a \$1000  
 Save On Foods gift card

100% MONEY BACK GUARANTEE  
 if returned within 14 days of  
 purchase with original receipt  
 (some restrictions apply)

## Financial Assistance for Emergency Response Costs

Proof of payment documentation, includes a copy of the cheque stub used to make payment on account showing the detail of payments made for the transaction receipts. In this case cheque number 031618 was used to pay the referenced transaction amounts used in the previous example, and the cheque total was \$344.14.

LOCAL GOV NAME		031618	
SAVE ON FOODS		10/02/2018	31618
0597	09/11/2018 EOC 191###	EOC 191###SUPPLIES	64.36
1193	09/09/2018 EOC 191###	EOC 191### SUPPLIES	78.12
1194	09/09/2018 EOC 191###	EOC 191### SUPPLIES	9.87
4038	09/27/2018 SUPPLIES	BOARD BBQ SUPPLIES	9.48
5231	09/24/2018 SUPPLIES	BOARD MEETING SUPPLIES	41.10
6137	09/26/2018 SUPPLIES	BOARD MEETING SUPPLIES	121.40
6385	09/27/2018 SUPPLIES	BOARD BBQ SUPPLIES	10.84
6504	09/27/2018 SUPPLIES	BOARD BBQ SUPPLIES	8.97
Total Payment:			344.14

This must be followed by the cheque image sourced from online banking, showing the cheque amount of \$344.14 clearing for cheque number 031618.

10/11/2018 Cheque Image

BANK NAME AND LOGO

Business Online Banking

**Cheque Image**

THIS CHEQUE CONTAINS A MICROLINE SECURITY AND SECURITY BY AT-1000.

Local Gov Name  
Logo

Bank Name  
Address


DATE 1 0 0 2 2 0 1 8  
M M D D Y Y Y Y  
10/02/18

031618

PKY \*\*\*\*\* Three Hundred Forty-Four and 14/100

THREE HUNDRED AND FORTY FOUR Dollars

TO THE ORDER OF  
SAVE ON FOODS  
PO BOX  
ANYTOWN BC  
A1A 1A1

PER 

PER

344.14

####-###-####-####

Show Back

Close Window



## Financial Assistance for Emergency Response Costs

Alternatively, a transaction search report, sourced from online banking, (see below), also serves in lieu of a cancelled cheque image. If neither of these options is available, EMBC will accept a page from a bank statement showing the cheque number, date and the amount clearing.

**Transaction Search Report**

Employee LOCAL GOVERNMENT NAME  
Report Creation Date: Oct 24, 2017 05:22:33 PM ET

Date: From **Aug 14, 2017** To **Oct 23, 2017**  
Transaction Amount: From To  
Accounts: 1  
Transaction Type: All  
Serial Number: From 73014 To 73038

Sorting Options: **Ascending Account Number**  
Effective Date

Account: ROYAL BANK OF CANADA-####-##### LOCAL GOV NAME Currency: CAD

Description	Effective Date	Serial Number	Debits	Credits
CHQ 73021	Aug 17, 2017	73021	647.40	
CHQ 73034	Aug 17, 2017	73034	1,159.40	
CHQ 73023	Aug 17, 2017	73023	1,219.91	
CHQ 73015	Aug 17, 2017	73015	1,540.00	
CHQ 73025	Aug 18, 2017	73025	127.73	
CHQ 73032	Aug 18, 2017	73032	225.00	
CHQ 73026	Aug 18, 2017	73026	375.00	
CHQ 73016	Aug 18, 2017	73016	431.60	
CHQ 73017	Aug 18, 2017	73017	432.00	
CHQ 73029	Aug 18, 2017	73029	444.85	
CHQ 73030	Aug 18, 2017	73030	468.00	
CHQ 73018	Aug 18, 2017	73018	500.00	
CHQ 73027	Aug 18, 2017	73027	645.92	
CHQ 73036	Aug 18, 2017	73036	1,118.50	
CHQ 73020	Aug 18, 2017	73020	1,219.91	
CHQ 73037	Aug 21, 2017	73037	282.10	
CHQ 73038	Aug 21, 2017	73038	460.00	
CHQ 73028	Aug 21, 2017	73028	792.00	
CHQ 73031	Aug 22, 2017	73031	1,533.20	

1

## Financial Assistance for Emergency Response Costs

**4.5 Backup Documentation and Proof of Payment (Payroll)**


The first piece of documentation for payroll claims, are timesheets completed by the employee, with clearly defined work details as to event work and non-event related work.

LOCAL GOVERNMENT NAME		BI-WEEKLY TIME SHEET		
Address: <u>Anytown, BC</u>		LOCAL GOV LOGO		
Employee: <u>Employee Name</u>				
Pay Period: <u>21 Aug - 04 Sep</u>				
DAY	DATE	Reg Hours	OT Hours	WORK PERFORMED
Tuesday	2018-08-21	/		Vacation
Wednesday	2018-08-22	8	4.5	Reg. Admin, Audit, Files
Thursday	2018-08-23	8	6	3 hrs Admin, Travel Doc 11 hrs EOC Planning/Logistics
Friday	2018-08-24	8	6.5	EOC Planning/Logistics
Saturday	2018-08-25		11.25	EOC Planning/Logistics
Sunday	2018-08-26		11.25	EOC Planning/Logistics
Monday	2018-08-27	8	2.5	2 hrs. community support 8.5 hrs EOC Planning/Logistics
Tuesday	2018-08-28	8	4.25	EOC Planning/Logistics
Wednesday	2018-08-29	8	3.75	EOC Planning/Logistics
Thursday	2018-08-30	8	2	EOC Planning/Logistics
Friday	2018-08-31	8	2	EOC Planning/Logistics
Saturday	2018-09-01		6.5	EOC / Evac Support
Sunday	2018-09-02	/		off
Monday	2018-09-03	8	4	EOC Planning/Logistics
Tuesday	2018-09-04	8	4.75	EOC Planning/Logistics
Total Hours		80	69.25	EOC = 64.75
Rate per Hour		\$48.00		
Employee Signature		<u>Employee</u>		
Manager Signature		<u>Manager</u>		


## Financial Assistance for Emergency Response Costs

This information is entered into the Overtime Reconciliation Spreadsheet (exampled below). ST = Straight Time, OT = Over Time (1.5x wage rate), DT = Double Time (2x wage rate).


Note the first two days of work performed were non-event related work and are entered as such.

		Overtime Reconciliation Spreadsheet									
	Wages			21-Aug				22-Aug			
Employee Name	Rate	OT Rate	DT Rate	ST	OT	DT	Cost	ST	OT	DT	Cost
Joe Employee	\$ 48.00	\$ 72.00	\$ 96.00	0	0	0	\$ -	0	0	0	\$ -
	\$ -	\$ -	\$ -								
				0	0	0	\$ -	0	0	0	\$ -

Entry continues for the pay period and because the regular hours worked by Joe Employee are not incremental payroll costs, a zero is claimed for reimbursement.

		Overtime Reconciliation Spreadsheet									
	Wages			23-Aug				24-Aug			
Employee Name	Rate	OT Rate	DT Rate	ST	OT	DT	Cost	ST	OT	DT	Cost
Joe Employee	\$ 48.00	\$ 72.00	\$ 96.00	0	6	0	\$ 432.00	0	6.5	0	\$ 468.00
	\$ -	\$ -	\$ -								
				0	6	0	\$ 432.00	0	6.5	0	\$ 468.00

Once the entire pay period has been entered from the timesheet, the Pay Period Totals columns will display the totals by ST, OT, DT, and Cost, which is a gross claim amount of \$4,758.00.

		Overtime Reconciliation Spreadsheet									
	Wages			04-Sep				PAY PERIOD TOTALS			
Employee Name	Rate	OT Rate	DT Rate	ST	OT	DT	Cost	ST	OT	DT	Cost
Joe Employee	\$ 48.00	\$ 72.00	\$ 96.00	0	0.75	4	\$ 438.00	0.00	60.75	4.00	\$ 4,758.00
	\$ -	\$ -	\$ -					0.00	0.00	0.00	\$ -
				0	0.75	4	\$ 438.00	0.00	60.75	4.00	\$ 4,758.00

EMBC Administrative Use Only			
AUDIT			
ST	OT	DT	Cost
0.00	0.00	0.00	\$ -

Note: EMBC uses the Audit columns to track any errors found in the submission and to make any necessary adjustments.



## Financial Assistance for Emergency Response Costs

The paystub confirms that the employee was paid out for 60 hrs of OT and 4.75 hrs of DT (\$4,758.00) and confirms net pay; Cheque number 7948 should clear the bank in the amount of \$3,268.50.

7948

LOCAL GOVERNMENT  
ADDRESS

CANADIAN IMPERIAL BANK OF COMMERCE

TEL: (###)###-####

DATE 09-07-2018  
MMDDYYYY

PAY \*\*\*\*\* Three Thousand Two Hundred Sixty Eight and 50/100 \$3,268.50

TO THE ORDER OF

EMPLOYEE NAME  
ADDRESS

PAYROLL

NON NEGOTIABLE  
NON NEGOCIABLE

LOCAL GOV NAME - PAYROLL

CHEQUE 7948

EMPLOYEE NAME Period : Aug 22, 2018 to Sep 4, 2018 7948

Paycode	Straight	OT 1.5	DT 2.0	Pay Rate	Current	YearToDate	Paycode	Current	YearToDate	Government Deductions	YearToDate
Hourly Pay	60.75	4.00		48.00	4,758.00	63,194.00	Deductions				
Vac Pay					0.00	13,440.00	MP EE	261.69	3,475.67	CPP	0.00
Total Hours: 64.75					4,758.00	76,634.00	TOTAL	261.69	3,475.67	EI	0.00
										TAX	1,227.81
										TOTAL	1,227.81
										Cheque Totals	YearToDate

LOCAL GOV NAME - PAYROLL

7948

EMPLOYEE NAME Period : Aug 22, 2018 to Sep 4, 2018 7948

Paycode	Straight	OT 1.5	DT 2.0	Pay Rate	Current	YearToDate	Paycode	Current	YearToDate	Government Deductions	YearToDate
Hourly Pay	60.75	4.00		48.00	4,758.00	63,194.00	Deductions				
Vac Pay					0.00	13,440.00	MP EE	261.69	3,475.67	CPP	0.00
Total Hours: 64.75					4,758.00	76,634.00	TOTAL	261.69	3,475.67	EI	0.00
										TAX	1,227.81
										TOTAL	1,227.81
										Cheque Totals	YearToDate
										Wages	4,758.00
										Deductions	261.69
										Government	1,227.81
										NET PAY	3,268.50
											52,446.69

Payment Date : Sep 7, 2018


Product HS9085 Use with 775 Double Window or 776 Single Window Envelope Printed in Canada To reorder call NEBS 1-800-461-7572 Order on line at www.ndbc.ca

1199 C94200 mmx3 11/21/2017 16:36

## Financial Assistance for Emergency Response Costs

Example:

The timesheet and overtime reconciliation were provided and reviewed, and the claim is for 10 hrs of OT at a rate of \$44.49/hr. The gross amount claimed is \$444.90.

		Overtime Reconciliation Spreadsheet									
Wages				24-Aug				PAY PERIOD TOTALS			
Employee Name	Rate	OT Rate	DT Rate	ST	OT	DT	Cost	ST	OT	DT	Cost
Joe Employee	\$ 29.66	\$ 44.49	\$ 59.32	0	10	0	\$ 444.90	0.00	10.00	0.00	\$ 444.90
	\$ -	\$ -	\$ -					0.00	0.00	0.00	\$ -
								0.00	0.00	0.00	\$ -
				0	10	0	\$ 444.90	0.00	10.00	0.00	\$ 444.90

The reconciliation spreadsheet indicates that 10 hours of OT were eligible for pay out at \$44.49/hr for gross wages of \$444.90.

August 28, 2018 2:29 pm

LOCAL GOVERNMENT NAME

Page 35 of 36

Proofing Sheet : Batch 644, Hourly - August 31, 2018

Employee, J 310

Paycode	Straight	OT 1.5	OT 2.0	Rate	Amount O-R?	G/L Acct	G/L Dept
WHourly	80.00			29.66	2,372.80	601002	5201
WHourly		10.00		29.66	444.90	601002	7602
A VA - HRLY	6.15				0.00		
B MPP-ER					235.14	601104	Distribute
D MPP-ee					201.69	200104	
G CPP Reg				2,817.70	132.81	601101	Distribute
G EI-1.4				2,817.70	46.77	601101	Distribute
G Tax Reg				2,816.01	476.95	200102	
G WCB Reg				2,817.70	51.56	601103	Distribute

Employee, J 310

Period : Aug 11, 2018 to Aug 24, 2018

Unassigned

Paycode	Straight	OT 1.5	OT 2.0	Pay Rate	Current	YearToDate	Paycode	Current	YearToDate	Government Deductions	YearToDate	
Hourly	80.00	10.00		29.66	2,817.70	39,075.79	Benefits			CPP	132.81	2,142.59
Stat Pay				0.00	2,116.64		MPP-ER	235.14	4,325.03	EI	46.77	739.62
LTD Top Up				0.00	685.48		Tax B-HRLY	0.00	1,152.70	Tax	476.95	7,149.22
Retroactiv				0.00	380.03		TOTAL	235.14	5,477.73			
Retro-OT				0.00	0.44					TOTAL	656.53	10,030.43
VA - HRLY				29.66	0.00	2,135.52	Deductions					
Sick Time				29.66	0.00	341.09	LTD Deduct	0.00	685.48	Cheque Totals		YearToDate
Total Hours	90.00				2,817.70	44,554.93	Dental	0.00	582.04	Wages	2,817.70	44,554.93
Accrual	Opening	Accrued	Released	Balance			MPP-ee	201.69	3,709.64	Deductions	201.69	4,977.16
VA - HRLY	116.25	6.15		122.40	Hours		TOTAL	201.69	4,977.16	Government	656.53	10,030.43
Sick Time	609.00			609.00	Hours					NET PAY	1,955.48	29,547.40

These pieces of documentation show how the overtime claimed has been aggregated into the payroll system for payment.

EMBC Financial guide changes.

The RDKB supports the principle of modernizing the Financial Assistance Guidelines For Emergency Response Costs 2020 to provide clarity on eligibility and required documentation when making a claim. However, it is important that going forward into the development of the *Financial Assistance Guidelines For Emergency Response Costs 2020* that local government, as the authorities responsible for delivering emergency management in BC, are involved in the process rather than simply being informed or consulted. The Draft *Financial Assistance Guidelines For Emergency Response Costs 2020* roles back the relationship between EMBC and Local Government Emergency programs, painting everyone with the same brush and assuming the Local Authority EM programs do not spend government funding appropriately. The RDKB feels that we have performed admirably in this regard and that a one-sided policy such as the revised “Financial Assistance Guidelines For Emergency Response Costs 2020”, in the manner in which it was delivered, only hurts the working relationship that Local Authorities have with EMBC.

The RDKB would like to raise concerns and issues with the level of changes proposed in this document that do not seem to align with current legislation. Though we support a review and modernizing of the Financial Assistance Guidelines For Emergency Response Costs we feel that the EPA modernization should come first. As the act should not be drafted to fit the Financial Assistance Guidelines For Emergency Response Costs, but rather the Financial Assistance Guidelines For Emergency Response Costs 2020 should work with and complement the modernized EPA. The RDKB is also concerned that the proposed *Financial Assistance Guidelines* seem to act in stark contrast to the Sendai Framework, which the province of BC has adopted, and speaks to the Province being the lead agency in the role of risk reduction and response to the emergency, and the build back better principals that are discussed through the framework.

## **2.0 Eligibility Determination:**

**Event Eligibility –Page 10:** “Many emergency events are small in scale and scope. Minor floods or snowstorms, for example, do not automatically initiate provincial assistance.” The RDKB is concerned that a broad statement like this will unfairly affect smaller Regional Districts like the RDKB, as our capacity to manage what could be classified as a “small scale” emergency event is different from that of large urban Local Governments.

**Compensation Through Other Means- Page 10:** “Local Authority has alternate access to funds for emergency response expenditures, such as through insurance, a claim through a lawsuit, or the ability to recover costs from the responsible party, the Province may reduce or forego payment to the First Nations or Local Authority until the payments for these costs are resolved.” The RDKB is concerned that if this is implemented the Local Authority would be required to show proof that we have exhausted all other avenues prior to received reimbursement from the Province. This would delay the reimbursement process causing undue hardship to the Local Authority and our taxpayers. Further, this puts greater pressure on the Local Authority to file lawsuits causing legal costs to increase that are currently not eligible for reimbursement.

**Amount of Expenditure- Rates- Page 10:** “EMBC may limit its reimbursement for the use of contractors, staffing or equipment rental rates when the rates are deemed excessive” The RDKB is deeply concerned

about this statement, the RDKB has very little control over the market rate for contractors or rental equipment, also as we are a rural Regional District we do not have access to the same number of contractors, equipment companies as our counterparts in the Okanagan or the Lower Mainland. Additionally what defines “excessive”? What is the protocol for a sole local supplier scenario?

## **2.2 Eligible Expenditure Limits and Reasonability:**

**Eligible Expenditure Limits and Reasonability- Page 12-13:** “An EOC cannot be solely staffed through contractors or mutual aid, nor can it be solely staffed by using personnel on rest days or after normal work hours.” This statement will severely limit how the RDKB EOC can operate. In 2018 the RDKB activated its Regional EOC at a level 3+ with 34 people staffing the EOC for 40 days in response to the worst flooding in modern BC history. The EOC submitted a resource request for trained EOC staff to allow rest days for the other staff. EMBC provided minimal resources. Taking a rest day was not an option, there were no contractors available, EMBC has no recourses to send, and mutual aid was exhausted.

**Consultant/Contractor fees – Page 13:** “Rates paid to consultants or contractors who provide non-specialized consulting or contracting services cannot exceed the industry standard.” The RDKB would like to request further information on where EMBC is obtaining these “Industry Standard” rates, and who determines these?

“The Province reserves the right to deny the portion of costs determined to be excessive and beyond the industry standard.” This statement concerns the RDKB as this increases the risk to the RDKB and its taxpayers by giving sole discretion to EMBC to deny payment even after an EAF is approved.

**Staffing and Scheduling (Deployment/Shift Length Guidelines) – Page 14:** This section is the highest concern for the RDKB. With the limited number of EOC staff and past practice of EMBC being unable to adequately fulfill staffing recourse requests, overtime is required. The RDKB EOC always makes every effort to minimize overtime and to allow rest days for EOC staff. Emergencies do not just happen from 8:00 AM to 5:00 PM they happen at all hours of the day, for example in 2020 during the freshet the RDKB Duty officer/EOC Director received a call from a fire chief at 1:00 AM, that there was two feet of water and raising in a low lying neighbourhood, and that evacuation orders were required. This happened after a full 12 hours in the EOC. The proposed change limits the ability to respond to such events.

It is not within EMBCs role or responsibility to direct Local Authorities on how to staff their EOC. Who fills what role is outside EMBC’s jurisdiction, local authorities balance position responsibilities, supervision, decision making authority, financial responsibility and business continuity of their respective departments and organizations in our EOC staffing plans.

Limiting shift length will severely impact how the RDKB Regional EOC will be able to operate and respond to emergencies.

## **2.3 Examples of Eligible and Ineligible Emergency Response Costs**

**Operational Costs – Page 15**

**Ineligible- Bullet 2:** “Maintenance or repair for equipment used during an event” The emergency events where equipment is used are high intensity and equipment can get damaged due to no fault to the operator or operations. Requiring the Local Authority to go through MAI is not a solution to this as deductibles are often in the \$10,000s, which does not make sense when you are facing a \$5,000 repair bill. Moreover The Compensation and Disaster Financial Assistance (C&DFA) Regulation stipulates that compensation must be paid to an owner of real or personal property that is lost or damaged as a result of being acquired or used under section 10 (1) (d) or Section 13 (1) (b) or (c) of the EPA.

Will road rescue and search and rescue groups be held to the same standard if their equipment is damaged?

**Ineligible – Bullet 5:** “Contracted services and/or rental of facilities that could have been provided from within the First Nations or Local Authority.” The RDKB would like further clarification on this point. Does this extend to municipal partners of a regional program? For example; If community A and B are part of the same regional program and community A has an ongoing emergency, will they be required to use community B’s facility?

**Eligible – Bullet 1:** “Incremental payroll costs; excluding taxes, or benefits for regular employees and within deployment/shift length guidelines (see Staffing, Consultants, and Volunteers).” Why is “excluding taxes, or benefits for regular employees and within deployment/shift length guidelines” listed under eligible rather than a bullet under indelible. The RDKB is concerned with the transparency of listing this item under eligible. Further, the RDKB is concerned with not receiving reimbursement for benefits.

**Eligible- Bullet 6:** “Provision of food and water to EOC staff during activation, not to exceed provincial per diem rates (to define)” This is a departure from the previous guidelines where the Local Authority’s Policies were used. Further many rural areas are unable to provide three meals a day to EOC works for \$55 or less a day.

**General Comment:** The RDKB is seeking clarification if mutual aid costs are still an eligible expenditure.

**Evacuation Costs – Page 16:**

**Ineligible – Bullet 1:** “Consultants (subject matter experts) for reports or determinations not related to the issuance or rescinding of evacuation alerts or orders.” This point is in contrast to schedule 5 of the C&DFA Regulation provides for measures to determine the area and extent of the disaster and is not specific to the issuance or rescinding of evacuation alerts or orders. To respond and recover from emergencies and disasters, local governments must be able to assess damage from a disaster.

**Ineligible – Bullet 5:** “Costs associated with long term security or traffic control measures; or within the scope of responsible agencies such as RCMP, Ministry of Transportation; or when other measures of preventing or restricting access are sufficient (i.e. gates, barricades, or signage).” The RDKB would like to request EMBC’s definition of “Long-term” as it pertains to Security/traffic control. Without this definition, this item is subject to interpretation by the reader and will cause inconsistencies in its implementation. The definition of emergency response states costs or expenditures related to the effort to save lives, reduce suffering, protect property, and reduce immediate threats from emergencies. The

emergency response period may be before impact if early information warns of an imminent event and may continue as long as the event is in progress, or imminent threat continues to exist. Please clarify why long-term measures are ineligible when the definition of emergency response may continue as long as the event is in progress or a threat exists.

**Eligible- Bullet 4:** “Incremental costs of the transport of vulnerable people from an evacuation order or alert area (i.e. the rental of buses).” The RDKB is seeking clarification on whether transportation costs are eligible for ALL evacuees and not just vulnerable people.

**Staffing, Consulting, and Volunteers – Page 18:**

**Ineligible – Bullet 5:** “Overtime or double time incurred by employees working outside of the deployment/shift length guidelines” Same comments as those for Staffing and Scheduling (Deployment/Shift Length Guidelines) – Page 14.

**Ineligible – Bullet 6:** “Payroll expenditures not directly related to response activities (i.e. the backlog of regular work due to time spent working on the event)” it has been experienced by the RDKB that delay’s in response claims by EMBC has caused a large amount of backlog, leading to longer recovery timelines, higher interest incurred on expended funds. The RDKB request is scheduled overtime to help in the filing of financial claims be an eligible expense.

**Ineligible – Bullet 7:** “Overtime policies designed specifically to be in effect only during EMBC response eligible events” The RDKB believes that Local Authorities need a mechanism to compensate overtime to salaried permanent staff who work beyond their normal operating schedules and/or outside their normal job duties. The C&DFA Regulation Schedule 5 excludes the salaries of permanent employees but specifies that overtime is eligible. The new guide appears to contradict the C&DFA Regulation.

**Ineligible – Bullet 9:** “Payroll expenditures associated with the payment of stand-by or on-call wages.” It has been the experience of the RDKB that having public works crews or Firefighters on stand by leading up to a headwater event is beneficial as this results in more trained staff being available to assist in the deployment of flood protection assets. Without this, there could be critical delays in having employees or contractors respond to events.

**Ineligible – Bullet 10:** “Use of contractors in place of existing internal staff capacity. (Refer to 2.2)” For Small Regional Districts such as the RDKB, we rely heavily on contractors as part of our business continuity plans for the RD. If we were to use all RD staff for the EOC during the 2020 freshet, there would have been no government services for a month and a half. This is of concern for the RDKB, if implemented would have serious impacts on government services to the general public during an event. Additionally Who defines internal capacity? The C & DFA regulation identifies that the local government body structure meaning the structure that is essential to the functions and operations of the local government body is an eligible cost. The determination of internal capacity should remain with the local authority.

**Preventative works and mitigation Page 20**

**Ineligible- Bullet one:** “Costs associated with the temporary, or long-term protection of public works, potable water supplies, or critical infrastructure from future or non-immediate threats.” The RDKB is

troubled by this language, as it is written it appears that temporary measures such as Tiger-Dams will not be eligible for reimbursement. After the devastating 2018 freshet in the boundary and to the City of Grand Forks, plans for the deployment of Tiger Dams were made. This plan was used in 2020 and Tiger Dams were deployed. If these costs are not eligible community's such as Grand Forks will be at a disadvantage when it comes to protecting their communities.

#### **Debris Removal – Page 20**

**Ineligible Item one:** “Costs associated with the clean-up of debris that does not pose an immediate threat to public safety or essential public works operations; and clearance of debris that does not pose an immediate risk to public safety or flood protection structures is ineligible.” The RDKB is concerned with the downloading of costs and responsibility of this item. As written it would be the responsibility of the Local Authority to clean up debris that originated from Crown property and deposited on the Local Authority property by no fault of their own.

**Ineligible –bullet 3:** “Tipping fees for the disposal of debris when an owned facility is available.” Regional districts are unable to waive tipping fees due to legislation. Moreover, each landfill site has an operations plan that includes a closure plan for when the landfill is full. These plans are based on formulas where every item coming into the landfill is paid for. This method is a best practice both in the industry and in asset management. If items are not paid for, tipping fees or taxes will need to be raised to cover the shortfall when the landfill closes.

#### **2.4 Expense Authorization Forms and Resource Requests**

**Paragraph 4:** “This means that any expenses not eligible need to have an approved EAF associated with them as part of the response claim. It is necessary to ensure that an approved EAF is obtained before the expense is incurred” The number of eligible examples has drastically been reduced and the requirement for approved EAFs before the expense is incurred has been specified. Please clarify the process for reimbursement when emergency actions to prevent loss of life or property have been undertaken without pre-authorization? The RDKB is seeking clarification on this item. Does this item mean that any eligible items dose not need an EAF? Will EMBC increase staff capacity to ensure timely turnaround of EAF requests?

We are seeing that EAF's do not mean payment, we have had several EAFs approved and have had difficulty claiming against them as EMBC has tried to ask for large amounts of background data, scrutinize rates and the legitimacy of the work after completion. This discrepancy represents a risk for Local Authorities, as requirements for additional background information that is above and beyond a Local Authority purchasing policy, will put the Local Authority in difficult positions.

#### **3.2 Daily EOC Staff Overtime Tracking:**

**Paragraph 2:** “First Nations or Local Authorities or First Nations may be asked to provide rationale and documentation supporting the scheduling of excluded staff and other positions.” The RDKB is requesting the need for this, what is the justification for this item. The majority of the Regional EOCs Section Chiefs and management roles are filled by exempt staff. This is due to the need to manage staff in the EOC, the responsibility of making key decisions, and intimate knowledge of the sections to which they are

supporting. The statement in Section 3.2 appears to imply that excluded staff should not be scheduled in an EOC. There seems to be a lack of understanding of local government structures and excluded positions. EMBC is encouraged to collaborate with UBCM or any local authority before developing documents that impact the local governments. Had collaboration occurred, it would have been clear, that to effectively respond to emergencies, the participation of excluded staff is a requirement in any local government organization. Who fills what role is outside EMBC's jurisdiction, local authorities balance position responsibilities, supervision, decision making authority, financial responsibility and business continuity of their respective departments and organizations in our EOC staffing plans.

**General Comment:** Timesheets are not submitted daily and payroll is neither estimated nor calculated on a daily basis. There are significant salary variations and daily calculations for the estimations of overtime is resource-heavy with very limited financial staff who have access to this information. Payroll staff calculates overtime on regular weekly intervals. The province should consider weekly reporting rather than duplicating work daily requiring a reallocation of the limited financial staff to provide onerous daily estimates.

### **3.3 EAF Tracking:**

**Paragraph 2:** "Additionally, relevant expenditure documentation, such as receipts and invoices, filed with the corresponding EAFs, help facilitate a timely and complete response claim submission." The RDKB is concerned that this paragraph could be used to request unnecessary documentation after the event. For example separate receipts for materials used with in a project by a contractor.

### **3.3 Ensuring "Proof of Payment" and Backup Documentation:**

**Paragraph 1:** "Proof of Payment is documentation that demonstrates invoiced amounts have been paid." The RDKB is concerned with this Item as this requirement causes significant lag in the financial claims process, as a vendor may hold a cheque for any amount of time, up to 179 days (6 months) and if that were to occur, Finance cannot claim that invoice until the cheque clears. This delay causes difficulty in maintaining reconciliations, defining expenses that have been both claimed and not yet claimed. Further, this delay in financial claims causes difficulty and delay for EMBC, as the task costs are not firmly known until significantly after the event.

As an alternative, The RDKB proposes that the requirement to provide proof of payment is removed and replaced with an agreement or condition of the reimbursement reading something along the following lines:

- the local government agrees to reimburse EMBC in all instances where reimbursements exceed the total expense incurred by the local government
- if reimbursement to EMBC is necessary, the reimbursement will be processed within 60 days when the local government became aware of the discrepancy
- the local government agrees to all audits of documentation, including spot audits, sample audits, and/or presence of an on-site auditor

**Paragraph 3- bullet 3:** "Handwritten payment information on invoices will not be accepted." This is concerning as the RDKB has little control over how vendors provide receipts, further in rural areas such as the RDKB we are also limited in how many vendors we have to choose from.



**General Comment:** Emergencies and disasters do not fall under “regular” work plans and processes and as such “regularly” used processes do not and should not account for such events. Local Authorities implement separate policies and processes that consider extenuating circumstances such as emergencies and disasters where staff may be required to work for extended periods of time. Consideration must be given to Local Authority policies and procedures that provide for work-life balances and overtime compensation during extenuating circumstances such as emergencies. The C&DFA Regulation supports the compensation of overtime outside of permanent employee salaries.

#### **4.0 Response Claim Submission:**

**General Comment:** The RDKB has experienced Lengthy delays in the turnaround time of response claims, we request language outlining a targeted turning around time for response claims.

#### **4.1 Claim Submission Form:**

**Paragraph 1:** “The Response Claim is an application for financial reimbursement, not an invoice. In lieu of an invoice, a claim submission form must be filled out and submitted for each claim seeking reimbursement.” The RDKB feels it is within the rights of the Local Authority to determine how best to track claims and payments as is the case with other suppliers/customers.

#### **Conclusion**

The implementation of the overhauled *Financial Assistance Guidelines For Emergency Response Costs 2020* will have a profound, long-lasting, and budgetary impact on the RDKB and all other local authorities and First Nations across BC. This document has been created by staff that has little operational experience in an EOC, along with little understanding of the roles and responsibilities of Local Authorities and no local authority and First Nations input. The RDKB requests that due to the lack of awareness of the role of a Local Authority, the lack of Local Authority involvement during the development of the proposed document, and the flawed implementation process and revised guidelines of the document that the proposed *Financial Assistance Guidelines For Emergency Response Costs 2020* be set aside and a truly collaborative process be set up with UBCM, Local Authorities, and EMBC be set up to develop a new and equitable guideline for both EMBC and Local authorities in line with a modernized emergency program act.



Regional District of  
Kootenay Boundary

## Staff Report

<b>RE:</b>	Referral – Big White Ski Resort draft Resort Master Plan update and application replace the Master Development Agreement		
<b>Date:</b>	February 25, 2021	<b>File #:</b>	B-22
<b>To:</b>	Chair Langman and members of the Board of Directors		
<b>From:</b>	Liz Moore, Senior Planner		

### Issue Introduction

We have received a referral from the Ministry of Forests, Lands, Natural Resources Operations and Rural Development's (FLNRORD) Mountain Resort Branch for the Draft Resort Master Plan Update from Big White Ski Resort, as well as the details of the application to replace the Master Development Agreement (MDA) for the resort.

### Background

A Resort Master Plan is a guiding document that identifies the development components of the resort and assesses potential impacts of the resort. It provides a conceptual development plan that details future recreational infrastructure and real estate development that will occur in the resort area. The master plan of a resort provides technical and management information to support the sustainable development of the resort. Master plans are generally reviewed every five years and some changes may be made for new business opportunities, technological advances or marketplace changes. The phased approach outlined in a master plan is intended to be implemented over the course of the agreement between the Province and the resort managers.

The resort master plan is an integral part of what is called the Master Development Agreement (MDA), which is a contractual legal agreement between the resort and the Province. The MDA identifies the Controlled Recreation Area, delineating the boundaries for the resort operations and development. It provides the proponent with land-based rights to develop a resort as per the Resort Master Plan. Also, the master plan identifies the responsibilities of the resort, including, for example, public safety and environmental stewardship. MDAs are normally for a period of 60 years, although the current one for Big White is a 50-year term. The

current MDA for Big White is in its 31<sup>st</sup> year as the current master plan for Big White Ski Resort was approved in 1999. MDAs provide resort developers a security on investment and they often will look to update their contracts with the province midway through their term.

The Big White Master Plan was modified in 2018 in order to relocate two chairlifts from their original planned locations. The chairlifts had been included in 1999 Master Plan as part of ski pods located to the West of the Gem Lake Express. The 2018 modification relocated these proposed chairlifts to east of the Black Forest Express, to be staged from the Black Forest Day Lodge.

The review process for a resort master plan is set to take place approximately over the next 2 years. The project is in the review and engagement phase, where the master plan is made publicly available and referred to stakeholders, First Nations, Provincial ministries and local governments. Part of this process is gathering comments and identifying issues. Following this stage, there will be an assessment of environmental, social, cultural and economic implications. Prior to a final decision, the process will look to resolve issues identified in the master plan from the consultation process. Then the Province will decide whether to approve the master plan and sign a new MDA.

A community issues assessment is currently underway for Big White and is a separate process from the master plan review. The issues assessment has been spurred by community organizations indicating that there are gaps in the current levels of service at the resort. The issues assessment is a community engagement process to identify what services can be provided by the Regional District to meet the needs of the residents of Big White. The issues assessment is currently underway and an online survey for residents closed on January 31.

## **Proposal**

This referral has come to RDKB as Big White Ski Resort is proposing to update their Master Plan and has submitted a draft Master Plan Update to the Mountain Resort Branch of FLNRORD. As the Master Plan is at the draft stage, MRB is asking stakeholders to identify issues and questions concerning the proposed update (please see attachments – Section 4: Big White Draft Master Plan).

The plan proposes an expansion of the Controlled Recreation Area (CRA) from 3,140 ha to 6,900 ha, more than doubling the size of the CRA. The overall expansion of the area involves a transition into an all-season resort including expansion to the mountain bike, Nordic skiing, and snowshoeing trail networks, and an 18-hole golf course. The expansion will increase the number of bed units (indicates the number of people who can stay at Big White) from the current 10,533 to around 20,600 and the balanced resort capacity (amount of base

development determined by recreational capacity) from the current 11,488 to 31,825.

An adjustment to the boundary of the Big White Ecological Reserve has been proposed as part of this process. The proposed adjustment is considered to be administrative housekeeping, to address an error made when the reserve boundary was established, as it included a piece of the CRA which had previously been established. This adjustment would result in 3.5 ha being removed from the ecological reserve.

## **Implications**

### *Big White Issues Assessment*

As mentioned above in Background, a community issues assessment is underway for Big White. This process is separate from draft master plan update process and has been identified and driven by community members, the Ministry of Municipal Affairs and Housing (MMAH), and the RDKB. A Master Plan update should not be approved for Big White until this assessment is complete and the issues identified have been addressed by the RDKB, MMAH and the draft master plan.

### *Climate Change Considerations*

Section 3.2.6 Mountain Climatological Analysis discusses the projected climate resulting from climate change using two carbon emission scenarios known as Representative Concentration Pathways (RCP), which are used to model for different emission scenarios. For the draft Master Plan they have used the RCP 4.5 and RCP 8.5 which represent moderate and extreme scenarios for emissions and likely change, with RCP 4.5 being the moderate scenario.

According to the analysis in the draft report, the temperature at Big White is projected to increase by 2.8°C by 2085 under the RCP 4.5 scenario and 5.3°C under the RCP 8.5 scenario. As identified in the report, warming in the months of February and March present the greatest threat to alpine skiing and snowboarding.

The draft report also identifies that, according to the projections, snowfall is anticipated to decrease overall. Both scenarios predict that there will be a decrease in annual snowfall by between 0.7m and 1m from the estimated 2017 average by 2055. With the RCP 4.5 scenario, the annual snowfall is expected to decline only slightly from that point onto 2085. With the RCP 8.5 scenario, snowfall is expected to continue to decrease by approximately 3.0-4.5m. Overall, the expectations are that there will continue to be sufficient snow pack beyond 2085 to maintain skiing and snowboarding as activities at Big White.

The draft discusses that some of the implications of climate change include the changing quality of the snow, a shorter skiing/snowboarding season, and that a number of adaptation and mitigation strategies will need to be adopted to ensure

the resorts viability. These may include, among other approaches, installation of snowmaking systems and the expansion of summer and shoulder season recreational offerings. There does not appear to be consideration for climate adaptation and resilience for new infrastructure and buildings.

A few measures that may be undertaken at the resort and in the community to reduce greenhouse gas emissions are described in section 4.8.6 Sustainability Characteristics. Some of these include: design guidelines with green building objectives, criteria, and minimum standards; and employing low-emission and fuel efficient vehicle technologies throughout the Resort. There is also mention of sustainable procurement strategies, although it is not made clear whether these sustainable procurement strategies will include considerations for emission reductions or climate adaptation strategies.

Some further actions that could be identified in the master plan include: infrastructure to support low carbon transport, including electric vehicle charging infrastructure; diversion of organic waste from the landfill, including utilizing organics at the Resort and using organic construction materials; considering the approach of designing for High Performance buildings; and using sustainable construction practices.

Greenhouse gas emission reductions are a legislated requirement for local governments to include in an Official Community Plan (OCP). When the OCP is reviewed, a section that addresses the reduction of greenhouse gas emissions from the community will be included. This will provide an opportunity to further explore the community's approach to greenhouse gas emission reduction strategies.

Most recently, the RDKB Board of Directors declared a climate action imperative on October 30, 2019, recognizing the need for climate action at all levels of government in the effort to reduce greenhouse gas emissions. Some of these considerations are included in the land use planning implications included below, such as compact community development and infrastructure for non-motorized transportation.

### **Implications for RDKB Services**

Below are considerations from RDKB departments on the services they provide and how they may be impacted by the development outlined in the draft Master Plan for Big White Ski Resort.

### **Land Use Planning Considerations**

#### *OCP and Zoning Bylaw Review*

The CRA is proposed to more than double in size, which would transition approximately 3,760 ha of Electoral Area E/West Boundary into an area that would

have Official Community Plan and Zoning Bylaws. Much of the land that is proposed to be included in the CRA is undeveloped, some of which is used for forestry.

The Big White OCP and Zoning Bylaws were adopted in 2001 and 2002, respectively. These documents were reviewed and enacted following the last Master Plan review at Big White. These bylaws will need to be reviewed to reflect an updated master plan. This process will be undertaken following the completion of the community issues assessment and will address issues that are raised through that process as well.

#### *Housing Needs Report*

The 2020 RDKB Housing Needs Report speaks to challenges at Big White for employees at the resort and local businesses to find places to live. In 2016, Big White built employee residences that can house up to 30% of Big White Ski Resort employees. The housing needs report identifies that seasonal workers in Big White frequently face challenges in finding housing in the community. This results in overcrowding of apartments and houses that can be rented by employees in the community. Overcrowding of dwelling units has become apparent during the ongoing pandemic as a number of cases at the mountain have been linked to shared accommodations. The Housing Needs Report also speaks to the challenges of finding year-round rentals for residents in Big White.

The draft master plan outlines a goal to incorporate resident and employee housing in the Base Area Development. It isn't clear in the document how much of the future development will be allotted to employee and affordable housing. It is also unclear whether long-term rentals would fall into either of those categories. This is also something that the RDKB will be considering during the review of the OCP, as there is a legislated requirement for the local government to consider the housing needs report when developing an official community plan.

A key piece of information to include in the master plan would be how many staff are needed to operate at the proposed capacity so as to gain a better understanding of the amount of employee housing that will be required in expansion.

#### *Civic Centre*

As the community of Big White grows and the number of permanent residents increases, there will be an increased need for a community centre or other such facilities to act as a hub for community interaction and a facility to accommodate civic engagement and participation. Within the draft master plan, some facilities have been identified, such as an arena shown neighbouring the school, but there does not appear to be an area proposed for other forms of community engagement.

### *Compact Communities, Sidewalks, and Trails*

RDKB is a signatory to BC's *Climate Action Charter*, which includes a goal to creating compact rural communities to reduce car dependency. There are elements of the layout of real estate development presented in the draft Master Plan that show low-density development, consisting of single-family dwellings on large lots, particularly in the neighbourhoods further away from the village core. This type of development creates an inefficient footprint for community layout. It presents challenges for a number of aspects of development, including extension of services and roads, which in general will increase the cost of development and maintenance, as well as safety concerns, as expressed in the comments from the Big White Fire Department below, concerning one egress.

Also the density presented for certain neighbourhoods would appear to encourage higher car usage as these areas are less integrated with the village core, have fewer paths or walkways shown to allow for active transportation purposes and that these neighbourhoods are planned for low density, single family dwellings.

One of the actions identified in RDKB's *Strategic Community Energy and Emissions Plan* is active transportation planning including improving walkability and bike-ability of communities throughout the RDKB. The draft master plan identifies this as a goal for the resort as well. Some trails have been identified connecting most residential developments to the village core. However, development planned near the Gem Lake Base Area appears to not be connected to a trail network.

Figure 4-7A of the draft master plan indicates how a trail system will be integrated into the community including lit, primary trails as well as secondary valley trails, which presumably are unlit.

The areas closer to the core appear to have a greater density of trails, while the proposed neighbourhoods in the East Peak Base Area and Black Forest Base Areas have greater accessibility to Nordic ski and snowshoe trails than access to walking or biking trails that connect them to the village core. These latter neighbourhoods are also, in some areas at a distance greater than 1.5km from the village, which may reduce the walkability of those neighbourhoods in relation to amenities such as groceries. Walkability of an area is influenced by a few factors: pleasant surroundings, perceptions of safety, distance to amenities, and the presence of a legible and integrated walking network. A walkable distance is considered to be in the realm of 0.8km, or approximately a 15 min walk<sup>1</sup>. The current trail design

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<sup>1</sup> Algert SJ, Agrawal A, Lewis DS. Disparities in access to fresh produce in low-income neighborhoods in Los Angeles. *Am J Prev Med*. 2006 May;30(5):365-70. doi: 10.1016/j.amepre.2006.01.009. PMID: 16627123.

does not indicate that development further from the village core will not be effectively integrated into a non-motorized transportation system.

Development of a cohesive trail network is important also, as Big White does not currently have sidewalks connecting residential neighbourhoods to the village core. An area for walking or cycling separate from motorized traffic would increase the feeling of safety for non-motorized transportation, which will in turn encourage greater usage of those modes of transport around the community. Particularly in the winter when large amounts of snow narrow roads, decrease visibility and road surfaces tend to be slippery from packed snow, sharing a corridor with vehicles while walking can feel unsafe. Safety concerns regarding the lack of sidewalks have also been expressed by the Big White Fire Department in their comments below.

As part of the master planning process, we would like to better understand how wildlife corridors, riparian areas and sensitive ecosystems will be considered in the layout of future developments. This is also a matter that will be part of the reviewed OCP. More comments on this are included in the comments from the Boundary Watershed Planning Service below.

It has been noted that with the calculation of the Balanced Resort Capacity being 31,825, Big White Ski Resort has established that they have earned 44,555 bed units, though they only intend to claim 20,600 at the current stage. RDKB's Planning and Development department would like to better understand what the process would be should Big White wish to apply for some or all of the remaining earned bed units identified in the Master Plan. Would additional bed units require a comprehensive planning process?

#### *Parking*

Section 4.8.5 - Parking of the draft master plan, discusses the transition of the resort from being focused on day-visitors to more of a destination location. This transition is described as requiring less parking be provided by the resort. This is complemented by the anticipation that there will be a greater likelihood that visitors will travel to and from the resort by shuttle and thus visitors will have less of a need for a car. The current parking standards included in the Big White Zoning Bylaw are confirmed by a parking study that was completed in 2004. A reduction of those requirements could increase parking issues that are regularly reported at Big White, including blocked roadways (see comments from Big White Fire Chief below). To reduce the required parking might require an updated study of parking dynamics at Big White.

#### *Drainage Management – Environment*

It would be beneficial for the resort to have a community wide drainage management plan, in particular for the areas that they are planning to develop.



Currently we look at drainage management as part of development permit applications for the Commercial and Multiple Family Development Permit Area. The drainage management plans for the development permit application are site specific and do not give insight into drainage management at a community-scale. This insight is important to prevent erosion and to plan for infrastructure.

### **Watershed Planning Considerations**

RDKB's Watershed Planner is responsible for implementing the Kettle River Watershed Management Plan (KRWMP). The Watershed Planner has provided a summary of her comments below. The full analysis of how the Big White draft master plan is considered in relation to the KRWMP can be found in Appendix A to this report.

- Include climate change projections into environmental reviews and water availability. This may require changes to revegetation programs, land management and land use.
- Water may be a limiting factor in this plan due to climate change. Consider increasing water conservation efforts, including reducing water dependency by a percentage each year.
- Water licence numbers are as follows: C103242, C106250, C112013, C114970, C118120, C118739 and Z123084, Z123086, Z123091
- Big White Water Utility's current water application (2,348,283 MY) is 2.75 times the amount of the current water licence (858,559 MY), and the current stream storage application is double (1,110,132 MY) the current licenced storage (597,004 MY). Water availability needs to be determined, including environmental flow needs for the Kettle River, before plans continue based on a need for this water.
- It was unclear whether additional water for fire protection was included in the water application calculation, as this would need to be included for the proposed increase in capacity and occupation.
- Increased temperature will increase evaporation from water reservoirs. Considering on reducing open water conditions.
- If all water is collected only during freshet, new licence applications should include a condition of stream discharge when authorized to withdraw water. Using a calendar period for identifying freshet could produce inaccurate time periods, affecting the downstream users and the environmental flow needs.
- Freshet is accounting for the majority of the runoff in the Kettle River, monitoring this flow is essential for effective flood management. There is a real-time snow station in the Kettle watershed (Grano); it would be good to have a real-time snow station in the West Kettle Watershed monitoring snow water equivalency (SWE) at an elevation appropriate for flood monitoring.
- Soil is thin, shallow, rocky and highly susceptible to erosion, such as when constructing ski lines and summer grooming. To improve revegetation and

reduce erosion potential, sensitive ecosystem mapping/terrain ecological mapping (TEM) must be a strong component for ski line design and location of disturbances.

- It is easier to prevent sediment from entering streams then removing sediment. Efforts should be made first and foremost in preventing sediment from entering stream channels. This will require different methods at each location: one method during early spring while ground is frozen, one method during warmer months and intense rain events.
- The Ecological Reserve will have the CRA adjacent to almost half of its border. BW is encouraging snowmobilers to use the areas outside of the CRA, including north of the east peak. Public awareness and education must occur to encourage people (especially motorized) to keep out of the reserve and respect its intent.
- As there is a shift to operation as an all-season resort, it's expected that there will be an increase in noise. Noise can negatively affect wildlife, including species at risk. Limiting motorized access to areas during different life stages should be considered.
- Streams need their riparian areas protected. This ties into preventing erosion from occurring, as well as facilitating wildlife corridors, and protecting water quality. Following Riparian Area Protection Regulation (RAPR) for all streams as defined by Water Sustainability Act (WSA) (which includes wetlands).
- Often the most effective way to get compliance for environmental protection and BMPs is through education and public awareness. Being located largely in alpine and sub-alpine areas, a strong and informative educational awareness campaign on being good stewards may support both monitoring efforts and long-term compliance. Big White could showcase their biodiversity, water conservation and bear aware programs. Funding would need to be allocated for this.
- It is unclear whether Cumulative Effects (CE) was taken into consideration for this review. The CE needs to be considered within the mitigation recommendation and to determine "no go" zones. This study should be included as an addendum to the plan.

### **Environmental Services Considerations**

The proposed master plan at "build out" increases the population of the area from approximately 10,000 to 30,000. This is a significant increase that will impact the infrastructure requirements for solid waste management.

- Effective and appropriate solid waste management will require the collective cooperation of Big White, residents and the RDKB.

- The language in the current version of the Master Plan should be much more detailed and provide a plan for how waste materials generated will be properly managed. Identifying that the RDKB is responsible for the cost for garbage disposal and providing recycling programs is only a small component of the proper management of solid waste. Ideally the Master Plan identifies the need for proper storage and collection of garbage and recycling materials.
- RDKB may consider amending the Building Bylaw to require "waste rooms" for any development with 4 or greater units compared to the existing 10 unit language.

The materials managed by the RDKB can be generally characterized as 'garbage' and 'recyclable materials'.

#### *Garbage*

- Garbage from Big White is presently collected at 50 different businesses and multi-family dwellings throughout the resort and at the Solid Waste Transfer Station (4500 Big White Rd). This collected material is trucked to Glenmore Landfill in Kelowna for landfilling. Given present landfilling rates, the Glenmore Landfill will likely continue to accept Big White waste until 2107, but this is not guaranteed.
- "Garbage" is comprised of a wide variety of waste which must (according to Provincial regulations) be sorted and diverted to many different streams for proper management.

The following issues must be considered:

- Efficient management starts with managing the materials that arrive at the resort; where are food and consumable items purchased, how they are packaged, shipped, and received at the Resort; then how the waste product and packing is collected and sent off the Mountain. There are many different supply chains and regulations which affect the management of Packaging for each industry. There is not one-size-fits-all system for managing waste.
- The Master Plan should consider developing a system to ensure that the waste generated from Big White will be accepted at the Glenmore Landfill for disposal. Big White garbage will not be allowed at Glenmore Landfill for disposal if it contains materials that are not allowed under the Provincial landfill permit. There will need to be a meaningful plan and infrastructure for diverting hazardous, organic and recyclable materials from the Big White garbage.
- It is very likely that waste collected from unattended waste cans or transfer stations will not meet the regulated standards at the Glenmore Landfill in the future.

### *Recycling*

- In British Columbia most 'recycling' is done by provincially regulated industry stewardship organizations. It is important to understand their collection systems and requirements, as materials covered under these programs make up a significant component of the waste stream. This is not optional.
- Each business and multi-family dwelling over 10 units is required to provide space for both a garbage and recycling bin. The recycling material is presently collected in a 'single-stream' system and sorted at Cascades Recovery in Kelowna. The availability of this arrangement is dependent on the purity of the recycling stream. More effort, oversight and accountability will be required to ensure that the contamination levels of the materials is reduced to 'below 10%'.

### *Infrastructure Impacts*

The Master Plan must consider the effect expansion will have on the Big White Waste Transfer Station. As the resort grows, so too will the demands on the facility. The Master Plan must consider:

- Footprint of transfer station. If it is the right size now, a doubling of the materials may mean a doubling of the size of the footprint of the facility. Space will need to be created to accommodate additional recycling areas for different stewardship materials.
- Location: Is the present site of the waste transfer station the appropriate place for a larger transfer station complex? Should there be more effort made to create a natural visual barrier for the site?
- Ensure control of what goes in to the garbage. More responsibility will be required from garbage service users. This means that property managers and individual users will be required to sort waste materials properly. The Waste Transfer Station will need to be staffed with reasonable hours of access.

### *Comments Specific to Liquid Waste*

- Adequately sized areas should be identified for future growth of sewage treatment facilities.
- Location of sewage treatment facilities should include buffer zones for potential odor issues.
- What is the Plan for any biosolids or any other wastes generated from the treatment facilities? Biosolids disposal is becoming much more challenging and in the future may be required to be composted rather than landfilled.

Has the Master Plan considered the identification of a future area for composting of this material?

### **Big White Fire Department Considerations**

RDKB Big White Fire Department's Fire Chief provided the following comments regarding the draft master plan:

The overall increase in size of the residential area and the number of residents and visitors to the resort will have a direct bearing on our ability to provide fire protection services.

#### 1) Increase in residential area:

- Westridge Warm Hut/Gem Lake is currently outside our response area and has no fire protection. There is no hydrant distribution system in the area or water source. Run time from our current fire hall to Gem Lake is far longer than is acceptable to provide effective fire protection. The same would be true of the proposed development of the East Peak. Any development in either of these areas would require a hydrant water distribution system and may require one or more fire stations, equipped and staffed.

#### 2) Increase in accommodation, residents and guests:

- The Balanced Resort Capacity (BRC) of 11,488 guests per day increasing to 31,825 guests per day along with the Bed Units doubling to 20,600 would result in an increase in emergency responses. This increase would necessitate an increase in fire apparatus and staffing.

### *Equipment, Staffing and Infrastructure needs that will arise from expansion*

#### 1) Fire station, Apparatus, Staffing

Section 2.8.2 Existing Resort Related Space and Community Space references a second fire hall located at the entrance of the Ridge Base. Section 4.12.11 Fire Protection references a 5 bay hall with living quarters (same as referenced above) and a second satellite hall at the base of East Peak. This section also references the fire management plan for the land within the Big White CRA and concern with wildfire risk.

- Would not the development of Gem West Base also require a satellite fire hall?
- This need for multiple fire halls would require prep time to acquire land, design, fund and build these facilities.
- More fire apparatus and support vehicles would be required. This would require time to determine the type of apparatus required, funding and time to be acquired, including, for example:

- A new Rescue Truck to accommodate the increase in motor vehicle traffic on Big White Road and HWY 33.
  - A Wildfire Response Vehicle in light of increased wildland-urban interface.
  - An ATV to help reach, care for and evacuate patients in areas not easily accessible by road, when ski patrol are not available (after hours or off season).
  - Staffing – Will the current Combination department be able to meet demand? Consider adding more full time staff, increasing the size of the Work Experience Program to 8 members or becoming a career department.
  - Increase parking at Station 311. Current parking lot will not accommodate an increase in staffing.
- 2) Fire Hydrants
- Water pressure should be dropped to a manageable PSI.
  - A looped distribution system should be considered.
  - Regular hydrant maintenance and snow clearing during winter is essential.
- 3) Road way concerns, snow removal, street lighting
- Width of roadway (specifically in winter with snow).
  - Turnarounds large enough to accommodate fire apparatus (specifically in winter with snow banks).
  - Sufficient snow removal and snow storage space (snow should not be stored in cul-de-sacs).
  - Grade of roadway max 8%.
  - Connecting roads, not one way in and out.
  - Street lights to light roadway, sidewalks, and paths.
- 4) Parking for Residents and Guests
- Increased parking for overnight and day-use guests as described in the draft master plan is essential. The current situation finds vehicles parking in the roadway, cul-de-sacs and no parking areas hindering fire department access and road crew's ability to clear streets of snow. Many condo buildings don't have adequate parking for guests putting pressure on short term and long term parking.
- 5) Trail, path, sidewalk system
- The draft master plan says people won't need their vehicle once they arrive at the resort. How are they going to move around the resort? Currently

pedestrians are forced to walk on the road. This is a safety hazard with many local roads poorly lit.

- A network of well-lit trails would seem a practical solution to reduce the need for individuals to walk on the road reducing this safety hazard.
- A network of trails would enable children to walk safely to school from their home without walking on the road or across Happy Valley parking lot.
- This would help to connect/link the community together

#### 6) Dedicated Helicopter Landing Pad/Zone

- Our current helicopter landing zones are the Black Forest, Happy Valley and Gem Lake parking lots. These parking lots are often full during the day making it difficult to land a helicopter. Currently helicopters don't land here at night.
- Recommend adding a designated helicopter landing pad to the master plan. Built close to medical clinic/ski patrol hut and be equipped to accommodate night landings

#### 7) BCAS Ambulance Station

Section 4.12.10 references BCAS responding from Kelowna, the Whitefoot Medical Clinic and Ski Patrol.

- A reminder that the Big White Fire Department works closely with all of the residents and guests at Big White.
- Would BCHS consider reinstating a fulltime station on the mountain? Current wait times for BCAS responding from Kelowna is over 50 minutes.

### **Emergency Management**

RDKB's Manager of Emergency Programs raised the issues of evacuation planning and overcrowding in employee housing situations what an evacuation event at Big White would look like. Currently there is only one route of entry and egress to the resort. Two year-round routes of egress are normally recommended for evacuation situations, to ensure that if one route is blocked there is another route to use. The evacuation plan is geared towards the number of bed units allotted to the resort. Currently, with the bed units already established at the resort (10,533), using the one route of egress with both lanes dedicated to evacuating residents and using the evacuation unit of 2 persons per vehicle, an evacuation of Big White would take 14-hours. This method of evacuation would prevent access to the community.

With the proposed expansion of the resort to approximately double the bed units available at the resort (20,600), that evacuation time would double as well, to 28-hours. Considerations for how to address these limitations and increase the

accessibility to the community in the event of an emergency have not been indicated in the draft Master Plan.

Recently, RDKB's Emergency Operations Centre was involved in finding housing for employees at Big White during an outbreak of COVID 19 to provide quarters where people could self-isolate. This had been a challenge for many who had been exposed to contagion, due to crowding issues in houses where resort employees lived. This highlights the need for adequate employee housing at the resort as mentioned in the land use planning considerations.

### **Advisory Planning Commissions (APCs)**

The Electoral Area E/West Boundary APC met on February 1, 2021 and recommended that the referral not be supported as presented for the following reasons:

- *The plan is not environmentally sound*
- *The main concern is water and the effect on the Kettle River and the Watershed*
- *There is concern about management of sewage in environmentally sensitive area*

They also provided the following comments and observations in the record of their discussion:

- *"The sewage lagoon hasn't handled the volume in the past*
- *The river is already at risk from low flows*
- *There is no justification for golf courses in sensitive alpine areas*
- *Water use isn't justified*
- *They would only be available to 3 months and people would be fighting bugs*
- *Then they'll want to spray and that will also have an impact in the Watershed*
- *Concern about Hwy 33 handling increased volume of traffic from Kelowna*
- *School District hasn't been informed of the plans, yet they will be much affected*
- *Concern about egress in event of wildfire and the length of time predicted to evacuate the community*
- *No planning for additional staff required for larger operation*
- *Huge impact on the area; lots of money required; why should the community take the risk*



- *there's no way the snowmobilers will stay within boundaries*
- *the mitigation is "to educate people"; people are there for a good time, for a short time; they won't be reading signs*
- *positives are creating places for healthy recreation and economy*
- *will be a huge tax base*
- *expansion plans will demand a huge amount of water*
- *it's not sustainable; you can only store so much water*
- *doubt the water is there; will impact the Kettle River*
- *fire, sewage, highway access can be worked around, but not the water*
- *will create high paid jobs during development*
- *once water licences are given, can't retract*
- *major concern for rest of Boundary*
- *there have been lineups for lifts; can understand the pressure to increase capacity*
- *people seem to need a large organized place to recreation, but the environment always suffers*
- *they aren't fully utilizing the mountain biking & hiking they currently have*
- *they need to maximize their Summer game first*
- *they don't need more houses to increase capacity*
- *should downsize the plan*
- *this is an environmental disaster; it's a mega city at high elevation for the wealthy*
- *two little creeks don't have the capacity*
- *there will be a year round impact on wildlife*
- *the plan affects the Timber Harvest Land Base*
- *this affects jobs; already the mills aren't getting enough fiber*
- *we know how to build eco-friendly cities; single family dwellings are a luxury*
- *issues for snow removal; already hauling it away*
- *they should fill up their current CRA first"*

The Big White APC met on February 2 and February 9, 2021 and recommended that the referral for the Ski Resort Master Plan (RDKB File: B-22) is too premature

to support and asked that the APC be given another opportunity to review as the plan is refined. The Big White APC also provided the following comments:

***“Comments about process:***

*The buildout does not require the expansion of the CRA until completion of Phase 2. The resort can operate and expand within its current CRA without need to expand. Considering all the variables that might influence rollout including market demand and Big White priorities. We would suggest not supporting this application. We think the proposed expansion to the CRA can occur in the future after Big White demonstrates marketability for the expansion within the current CRA. The community and the corporation need to address the outstanding current issues of the CRA use.*

*Phased development should be rolled out incrementally, with each phase having its own application for expansion.*

*There are questions about the process of the application including if the APC would be able to provide comments at other times. The question was raised because there seems to be several reports that would inform the APC that are not yet included in the application.*

*There are 3 different documents that have been circulated describing the expansion. One on social media, another by email and the 3<sup>rd</sup> the Provincial referral plan. There are different items on each of the first 2 documents that don't appear on the Provincial plan.*

*It was suggested that the RDKB consider a process for future application to provide a plain language brief (or in the staff report) along with the application so that it is accessible to community members who are asked to comment on the application.*

***Comments about the economic impact.***

*The application proposes to have a destination resort that has an extraordinary number of single-family residences, not high-density hotels that are normally associated with destination travel.*

*Number of bed units and comfortable carrying capacity does not seem to be aligned, as a destination resort. Where will the overage of the comfortable carrying capacity stay? If the CCC is over the number of available bed units where will those riders stay? Are they expected to travel?*

*There is no description of where the riders will come from, what portion of the market will make up the increase in ridership at Big White.*

***Comments about the environment.***

*The utilization of winter sport runs for bike terrain has a high impact on the environment as the gradient for winter sport runs is not conducive to mountain bike*

*gradient. This requires changing the terrain to the point where it promotes erosion, especially within the alpine environment.*

*They have not assessed the hazards in the terrain they have chosen to develop, as noted in 4.13. Seems like the assessment of possible riding terrain has not been completed.*

*The terrain capacity analysis should involve a closer on the ground analysis, not reliant on computer imaging.*

*Waste reduction initiatives do not mention waste control across the current or proposed CRA, rather waste reduction is only a concern in their buildings. Anyone who utilizes the area can attest to the garbage that is scattered across the current CRA.*

*Climate change considerations in the proposal are only for those effecting the winter sport activities, not how the Corporation will reduce greenhouse gas emissions. Creating a resort, the size proposed has a huge carbon foot print as a result of snow removal, and transport of guests across the resort. There is not a plan to include environmentally friendly transport, or other considerations to reduce environmental impact.*

*Solid waste disposal in its current form is not sustainable. The current trend of vacation rentals increase waste substantially. Current planning uses a single-family model rather than a model that is inclusive of vacation rentals, where single family dwellings will hold multiple families. This increases the amount of waste produced in an area where it is assumed to only be single family residences. Solid waste disposal should be charged to businesses that utilize the services at the expense of the taxpayers. Buildings in the residential areas must be zoned and the zoning must be respected for its intended purpose. The last few years have turned residential neighborhoods into transient populations of vacationers. Once the neighbors were known, now they are different every day.*

*There are several portions of the application/proposal that include areas outside of the CRA, including using areas as a water reservoir and trails.*

*Wildlife corridors are not being respected, the Trapping Creek Valley and the proposed water reservoirs are in areas that are critical to several ungulate species, bears, amphibians and fish.*

*Extension of CRA impedes on established trail systems. There is no description of how Big White will work with other community groups who use these areas already and will try and limit access.*

*There is also no consideration for other people using the land for grazing cattle, harvesting, and spiritual purposes.*

**Comments about the winter season impact.**

*The proposed gladded terrain method of "feathering" along runs increases risk of injury to riders transitioning between runs,*

*Several walkways are not accessible in the winter and are dangerous (traffic, natural hazards) or closed in the summer. Need to be accountable to keep spaces accessible.*

**Comments about social impact.**

*The roll out is very dependent upon taxpayers, inclusive of more fire protection, more policing, more roadwork and more waste collection.*

*Transporting twice as many riders to the hill on the same road system is problematic and not sustainable and will increase congestion and accidents as a result.*

*The Civic Center land should come out of the CRA and not be in the control of Big White Corporation to determine roll out. One of Big White goals is to increase/provide space for community services. They provide no plan for this; only an indication that the land west of the school could be used for this purpose. The community of Big White needs a building that provides essential services; post office, medical facilities and just a place that community members can meet. The area west of the school (DL 4242) should be removed from this master plan and turn over to the RDKB as a park. This would allow the community to move forward with the development of a community center.*

*Big White should develop a social responsibility statement noting how they are accountable to the community and to the land.*

*The document indicated that there is plenty of parking. If nothing else this season has shown that there is not enough parking; especially on the weekends and holidays. Compounding the problem is that when a chair closes because of weather/maintenance the parking is also closed compounding the problem at other sites. Even with the ice rink made into parking there was still a huge shortage of parking. This was apparent to Big White as they offered up day only parking for \$1000.00 for the ski season.*

*The plan covers a huge area without connectivity by walkway for the different areas. In the winter ski ways work but all other seasons the plan needs usable walkways that connect each of the communities.*

*The majority of the housing appears to be single family residence. The foot print and land disturbance would be much less with more multifamily dwellings.*

*There appears to be no plan to house the many employees that a development of this size would require and no plan to provide housing for workers taking part in the buildout."*

## Recommendation

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report titled, *Referral – Big White Ski Resort draft Resort Master Plan update and application replace the Master Development Agreement dated February 25, 2021*, which includes the recommendations of the Electoral Area E/West Boundary and Big White Advisory Planning Commissions to the Mountain Resorts Branch of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development for consideration, AND FURTHER that the Board of Directors requests that future iterations of the Master Plan are referred back to the RDKB for comment.

## Attachments

- 1) *Referral Letter from Licenced Land Officer – Re: Big White Ski Resort – Draft Master Plan Update & MDA Replacement*
- *Within the referral letter from the Licenced Land Officer is a link to the project review for the Big White Draft Master Plan which includes all of the background information for the development of the plan.*
- 2) [Ski Resort Master Plan](#)

## Appendix A: Watershed Planner Comments and Analysis

Date: January 19, 2021

Prepared by: Kristina Anderson, Watershed Planner

Re: Comments regarding the draft Big White Ski Resort Expansion Project

Thank you for providing the Boundary Integrated Watershed Service the opportunity to respond to the Big White Expansion draft Master Plan and associated studies. The following comments are focused on watershed and water management.

Effective watershed management is a priority in the Boundary Region, as identified clearly over the past decade through the development of the Kettle River Watershed Management Plan (KRWMP), community surveys, extensive public and stakeholder engagement for the KRWMP and a recent Kettle River Watershed Advisory Council priority survey. This review will focus on 14 of the 58 Action Items identified in the KRWMP (Regional District of Kootenay Boundary, 2014).

There are many items in the KRWMP that address a number of components of the Big White expansion plan, this review has not addressed those regarding wastewater, drainage, cultural heritage or First Nation collaboration as it is our belief that these items are being addressed through others comments. If the reviewer would appreciate information on which additional Action Items from the KRWMP may apply to these components, please do not hesitate to ask. Wildlife and biodiversity is a very important component in the project, and requires specialized care to ensure it is addressed effectively. I am not a wildlife biologist, so have kept my wildlife comments general and defer to the Qualified Environmental Professional (QEP) and local knowledge holders regarding the wildlife and biodiversity components. In addition, the remarks below do not include Action Items focused specifically on drought and the effects of drought in the Boundary region; but rather focuses on those surrounding proper and effective water management. As all water withdrawal will only occur during the freshet period, with all water use being provided through storage it was assumed that specific drought information for the Boundary would be interesting but less relevant. Both a Boundary Drought Response Plan (Regional District of Kootenay Boundary, 2020) and Kettle River Drought Management Plan (Regional District of Kootenay Boundary, 2020) have been produced and are both relevant to this project both as information and mechanism for managing water during times of scarcity. I have not addressed drinking water quality concerns as this is reviewed by the Health Authority; that being said, similar to the comments on erosion management, conducting the pro-active work to ensure the water quality remains high quality is often easier and more cost effective than having to filter and treat poor quality water because of land management.

The following are three Action Items from the KRWMP relevant to the Big White Expansion project but not directly referenced as the items are being reviewed through other avenues and/or the level of direction is larger than the area in question.

<i>ACTION 2.6.4</i>	<i>Consider source water protection, water conservation and aquifer recharge protection in local government planning documents</i>
<i>ACTION 3.1.1</i>	<i>Create a Sensitive Ecosystem Inventory for the Kettle River Watershed, with particular emphasis on identifying wetlands and riparian areas</i>
<i>ACTION 4.1.2</i>	<i>Consider undertaking place-name, cultural and heritage use studies to map and share information on places of significance in the watershed</i>

#### Climate Change

<i>ACTION 1.2.3</i>	<i>Develop and implement a climate change resilience analysis for the Boundary that evaluates impacts and creates an action plan for carbon reduction, community adaptive capacity, and resilience measures</i>
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- Climate change is anticipated to impact all areas through the Boundary region. Based on the Climate Atlas (Prairie Climate Centre, 2019) the region in and around Big White, based on a high emissions scenario of RCP 8.5, is expected to see a rise in annual precipitation, slight decrease in summer precipitation, and an overall increase in temperature. This will affect the ecosystems, which could in turn shift the Biogeoclimatic Ecosystem Classification (BEC) zone and subzone variants. A change in the sub-variant could impact revegetation efforts; recommendation is to work closely with QEPs and silviculture professionals in the region to keep up on species mix best suited for the sites. Colin Mahoney, Chief Foresters' Office, has completed some preliminary BEC projections for the Boundary region.
- A change in the climate may also affect water availability and storage capabilities. One should expect evapotranspiration to increase due to the increase in temperature, with evaporation increasing over unprotected water reservoirs. By way of a potential change in the timing of freshet, any restrictions to removing water during the freshet period may need to be connected to discharge volumes rather than calendar days. With the warmer temperatures expected, water conservation practices will need to be incorporated in all practices (such as at the golf courses) as the thin and well drained soils have the potential of drying out quickly.

#### Hydrology, Water Licensing and Water Use

<b>ACTION 1.3.2</b>	<i>Assess and improve the consistency, alignment and application of policies and regulations for protecting water quality, water quantity, and habitat in aquatic and related upland ecosystems. Address any issues with capacity for regulatory compliance and enforcement</i>
<b>ACTION 2.1.1</b>	<i>Implement monitoring and central reporting of a) water use and b) flow and water levels in tributaries and aquifers connected to the Kettle River. Report regularly on water use alterations to flow regimes</i>
<b>ACTION 2.2.2</b>	<i>Consider legal designations to protect environmental flows, water quality and temperature in the Kettle River and tributaries</i>
<b>ACTION 2.2.4</b>	<i>Manage the water allocation, permitting, licensing and approval process (including groundwater) to support environmental flow requirements and water quality objectives</i>
<b>ACTION 2.3.1</b>	<i>Identify, implement and report on water conservation goals and measures (infrastructure renewal, education, incentives, regulations and pricing) in water conservation plans for water suppliers (with support for institutional, commercial, agricultural and industrial water users)</i>
<b>ACTION 2.4.4</b>	<i>Develop water storage sites where the community and affected parties deem essential and appropriate</i>

- Four creeks in CRA: Hallum, Trapping, Whitefoot and Copperkettle. Clearing ski runs could cause surface erosion resulting in sediment into the systems for first few years. Downstream debris flow/torrents could occur if sediment is excessive. (Cascade Environmental Resource Group Ltd, 2020).
- As stated in the Environmental Review (Cascade Environmental Resource Group Ltd, 2020), it is easier to prevent water contamination than try to de-contaminate or treat water afterwards.
- Water Use and Licensing:
  - o Based on information from the Water Licence Web Query the following summarizes the current water licences for Big White, and those in application status:
    - Current Stream Storage: 597,004 MY
    - Current Water Licence: 858,559 MY
    - Application Stream Storage: 1,110,132 MY
    - Application Water Licence: 2,348,283 MY
  - o If water access is a fundamental component of the then the water access would need to be figured out before the Plan can even be considered. The current water licence application appears to double the current licenced stream storage amount, with the application for additional licenced water almost 2.75 times more than is, above which



is already licenced. An Environmental Flow Needs (EFN) or Critical Environmental Flow Threshold (CEFT) has not been completed on the Kettle River yet, so understanding the restrictions on water availability remains unknown. Information needs to be provided on how Big White plans to acquire access to their water needs, confirmation that water will only be captured during the freshet period, detailed information on what is considered freshet (flow volume) and detailed information on water storage, water use, water conservation and regular updating of processes to reduce and reuse water. This upfront work to ensure proper water management meets Action 2.2.2: protecting EFN, water quality and temperature in the Kettle River.

- If all water is to be collected during freshet only, for any new water licence, this should be determined based on a discharge level for the Kettle River rather than a calendar period, since the Big White point of diversion (POD) is situation high in the watershed, downstream users and environmental flows could be impacted if the withdrawal occurred outside of freshet conditions.
- In light of climate change and an inability to accurately predict precipitation amounts, it is recommended that Big White plan to reduce their dependency/need for water through conservation practices, recycling and technologies. The resort will become more resilient as their dependency on large quantities of water is reduce.
- If the intention of this expansion is to have capacity at 25K+, then attention to water conservation and education around water should be included in the plan. Being a resort publicizing strong water management and conservation techniques could be beneficial to the overall reputation of Big White. Be a leader in water management, as water may be a limiting factor.
- Resort Municipality of Whistler: Water and wastewater: <https://www.whistler.ca/node/14508/services.html>
- Source water protection may be required by the Health Authority, either way it would be an excellent tool allowing Big White to better equip themselves in front of projected climate changes.
- The ER recognizes the importance of the freshet snowmelt to the Kettle River runoff, estimating the spring months accounting for approximately 80% (May 39% and June 38%) of the runoff. There is a real time snow station in the Kettle Watershed (Grano Creek), if a real time snow station (measuring Snow water Equivalency (SWE)) could be installed in the West

Kettle watershed, at an appropriate elevation for flood management, this would support downstream flood monitoring and reporting.

#### Erosion

<b>ACTION</b> 4.3.2	<i>Develop and implement integrated road and recreational access plans to improve access management and limit impacts in recreational settings (including backcountry, settled area and water based recreation)</i>
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- Disturbing thin soils can make them highly susceptible to surface erosion, this would be exacerbated by summer grooming conditions. (Cascade Environmental Resource Group Ltd, 2020). The Master Plan (MP) references monitoring creeks for increased sediment deposits. Realizing the shallow soils and how difficult revegetation can be once the soil has been disturbed for ski lines, it is recommended to first prevent sediment from entering the streams before making the effort to design summer stream sediment monitoring programs. The ER recommends summer monitoring to track the accumulation of debris in the streams, we would prefer that the erosion is managed at initiation points, so there is no sediment entering the stream channels. Understanding the limitations of the area, this would be best obtained with detailed plans ensuring protection of riparian areas, proper drainage processes (including stormwater drainage) and proper placement of ski runs and stream crossing systems.
- To prevent sediment entering streams from erosion, one may have to use different or a combination of mechanisms to manage sediment transport between early spring runoff (over frozen ground) and transport occurring during the warmer months and following intense rains.
- From the RDKB Water Quality and Source Water Protection (2014). The following information is provided by the RDKB and Boundary stakeholders, in the form of a discussion paper, identifying the importance of proper sediment management: Sediment is a good indicator of watershed health as it responds to changes in land management and disturbance." Increases in suspended sediment can degrade fish spawning areas and directly harm fish, mussels, and aquatic invertebrates. Spawning gravels can become clogged with silt, reducing oxygen and clean water flow for developing eggs. Fine sediment can also irritate fish gills and cause mussels to stop feeding.

#### Biodiversity, Ecosystems, Natural Assets, Riparian Areas

<b>ACTION</b> 1.2.4	<i>Quantify ecosystem goods and services provided by watershed components (water bodies, riparian areas and wetlands, grasslands, forests)</i>
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<b>ACTION</b> 3.3.2	<i>Consider the extension and integration of ecosystem-based resource management to increase protection and improvement of biodiversity and ecosystem services</i>
<b>ACTION</b> 4.3.4	<i>Implement park and protected areas master planning in Plan Area and manage protected areas in ways that support watershed management goals</i>

- Ecological Reserve:
  - o Would defer to BC Parks and local knowledge holders regarding the impact of the southern half of the ecological reserve being circled by the CRA. The current reports are that snowmobilers and hikers are entering the reserve largely due to the proximity of Big White. What will Big White do to help reduce the incentive for snowmobilers to enter the reserve? Will there be more helicopter activity over the reserve?
  - o Big White's update (video) on the plan mentioned that snowmobilers would be encouraged to use the area northeast of the CRA, north of the east peak chair - areas outside of the CRA – and that they use the cabin in the northeast of the Reserve. This may cause additional wildlife and habitat concerns outside of what is being proposed.
- Environmentally Sensitive Areas:
  - o Environmental Review (Cascade Environmental Resource Group Ltd, 2020) identifies environmentally sensitive areas and ecological significant habitats in the Controlled Recreation Area (CRA). However, this does not include the Big White Ecological Reserve (ER) or the lands between the ER and the CRA. Protection of these sensitive ecosystem (including riparian areas) is beneficial not only for the environment, but also for Big White as this can reduce the loss of soil, need for revegetation and, if publicized effectively, advance the sentiment of Big White as an ecologically minded and sustainable resort.
  - o Identifying and mapping the sensitive ecosystems is an excellent way to proactively protect your sensitive areas through informed land use and management decisions; which in turn, can reduce erosion, protect build infrastructure, while providing a quality outdoor experience through the CRA. Having a QEP review the sensitive ecosystems mapping with a natural assets lens may, in turn, provide an economic benefit for protecting some of these areas.

- A determined timeline for review of environmentally sensitive areas for the region, followed by an adjustment of BMPs as needed.
- Riparian Areas:
  - Protection of the riparian areas continues to be important as impacts to these areas could affect fisheries in both West Kettle and Kettle River (Cascade Environmental Resource Group Ltd, 2020).
  - Support the implementation of RAPR for all streams, streams as defined by the Water Sustainability Act and Riparian Areas Protection Regulation. As indicated in the review, even streams that are not themselves fish bearing, are flowing into fish bearing waters. See information under “Erosion” for impacts that could result following land management in and around the riparian areas.
  - RDKB supports the 15-30m setback (distance determined following the QEP assessment) of all ground disturbance in and around wetlands.

#### Biodiversity and Wildlife:

- Soils are shallow and rocky, impacts to soils will affect regeneration of vegetation.
- Badger and grizzly bear (sightings) are in the area. Kettle Granby grizzly population has been identified as a recovery unit. As this is shifting to an all season resort, it is anticipated that an increase in noise and human activity will be present within this region pushing the grizzly bears to areas outside of this zone, or increasing the potential for grizzly human contact.  
<http://www.env.gov.bc.ca/wld/twg/species/mammals.html#seventh>
- Efforts to be outlined to better educate users of the resort on bear protocols, and clear protocols on limiting and/or restricting access to areas showing grizzly bear presence.
- Ski runs could affect mapped wildlife corridors – how often and what triggers the updating of maps? If one area is removed from the wildlife corridor due to land use decisions, can Big White support the improvement of another area? Or can other areas be protected in support of wildlife corridors?
- As identified in the environmental review, the riparian corridors not only reduce erosion potential, provide complexity to less sediment accumulation in the streams but also act as a wildlife corridor, providing a variety of wildlife with thermal cover and security.

#### Water Conservation and Watershed Literacy and Education

<b>ACTION 1.2.5</b>	<i>Develop and implement a watershed education strategy to translate watershed science and monitoring results as well as improving overall watershed literacy (Implementation Team, educational organizations)</i>
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- Often the most effective way for voluntary compliance to adhering to environmental protection requirements and BMPs is through education and public awareness. Knowing that the proposed project is located largely in alpine and sub-alpine areas, being proactive on a strong and informative educational awareness campaign on being good stewards may support both monitoring efforts and long-term compliance throughout the Big White Recreational Areas.
- The proximity to the Big White Ecological Reserve provides an excellent opportunity to showcase the biodiversity, ecosystems and natural assets of the area.
- It is recommended that funds are allocated through the resort to support watershed literacy, public awareness, environmental education and research.
- BMPS to be published (publically available) for the monitoring and management of environmental risks.

#### Cumulative Effects

- It is our understanding that the Cumulative Effects study (CE), issued by the Province of BC, is in its final review stage and will be presented to the Boundary community early February. An addendum to the Cascade Environmental Review is requested to include the information contained with the CE study, and how the impacts from this proposed project may be affected by other land use and/or land management (past, present and future) in the watershed.

#### Additional Information

- An offshoot from the Cumulative Effects study, the Province also had a hydrological model (RAVEN) built for the Kettle River. The focus was to determine whether forestry impacts influenced the magnitude of flooding during the unprecedented 2018 freshet event.



December 1, 2020

File: 3400274

Attention: Referral Agencies

**RE: Big White Ski Resort – Draft Master Plan Update & MDA Replacement**

The Mountain Resorts Branch (MRB) of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD), has received a draft Resort Master Plan update and an application for replacement of the existing Master Development Agreement (MDA) from Big White Ski Resort. We invite your input on how the draft Resort Master Plan update, the replacement of the MDA and the related Provincial decisions (the “Project”) may impact your agency’s interests.

**Draft Resort Master Plan Update**

The Resort Master Plan is a guiding document that identifies the development components of the resort and assesses potential impacts of the resort. It also proposes mitigation and avoidance measures to address those impacts. At this time the Province is initiating an agency, stakeholder, public and First Nation review of the Project and the Resort Master Plan. Highlights of the plan include:

- Expansion of the Controlled Recreation Area (CRA), approximately double the existing area;
- New and expanded residential areas (approximately 6,800 additional bed units);
- Transformation of the resort into a world-class, all-seasons destination resort;
- Improvements to the balance, quality and diversity of recreational offerings and overall resort experience;
- Addition of 10 new ski terrain pods;
- Phased expansion of the existing downhill mountain biking trail network;
- An expanded “sidecountry” non-motorized recreation area for Nordic skiing, snowshoeing, cross-country mountain biking, and an additional 18-hole golf course; and
- Inclusion of a “backcountry” residential and recreational area catering to motorized activities (e.g. ATV, motocross, snowmobile).

**Table 1: Big White Ski Resort – Summary & Comparison of Approved/Proposed Resort Master Plan Components and Current Status of Development**

	Current	Approved (1999/2018)	Proposed (2020 MP)
CRA Area	3,140 ha	unchanged	6,900 ha
Phases	n/a	n/a	3 +
Lifts	15	15	37
Ski Trails	108	131	329
Ski Terrain	607 ha	677 ha	1,628 ha
Snowmaking	Yes – terrain park only	no	Yes

Ministry of Forests, Lands,  
Natural Resource Operations  
and Rural Development

Integrated Resource Operations  
Mountain Resorts Branch

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	Current	Approved (1999/2018)	Proposed (2020 MP)
Comfortable Carrying Capacity	9,390	14,512	25,624
Balanced Resort Capacity	11,488	n/a	31,825
Bed Units	Existing = 6,796 Committed = 3,737 Total = <b>10,533</b>	13,800	20,600
Parking	4,290	5,946 cars & 20 buses	5,550 cars, 64 buses
Season	All-Seasons	Winter focus	All-Seasons
Winter Activities	Ski/Snowboard, tubing, Nordic skiing, skating, snowshoeing, snowmobiling, dog sled tours, sleigh rides, ice climbing tower.	Downhill Ski/snowboard, Nordic skiing, ice skating, snowmobiling.	<u>Expanded:</u> Ski/Snowboard, Nordic skiing, backcountry ski touring, snowshoeing, fat biking, snowmobile staging & trails, cat skiing. <u>New:</u> zip lining, theatre, ice skating rink, winter camping, conference & health/wellness facilities.
Summer Activities	Mountain Biking, hiking, horseback riding, camping and various events & festivals	Emerging trend & potential for four season operation including future trail riding, year-round trail system, mountain biking, RV camping, hiking & golf.	<u>Expanded:</u> Downhill & cross-country mountain bike trails, bike park, hiking, camping. <u>New:</u> 18-hole golf course, Aerial adventure park, tree walks, zip lining, alpine coaster, adventure/nature trails, equestrian adventures, ATV, motocross, water park, RV park.

**Replacement of the Master Development Agreement**

The MDA is the overarching tenure/agreement that governs resort operation and development on Crown land. An MDA provides the proponent with land-based rights to develop a resort as per the approved Resort Master Plan. The MDA establishes the form of tenure required for various recreation improvements (i.e. *Land Act* rights-of-way, leases, licences and Crown Grants). The MDA also includes a *Land Act* Licence of Occupation over the resort's CRA, permitting the use and occupation of resort lands as well as the construction of ski trails, access routes and non-permanent recreational infrastructure. The standard term for an MDA is 60 years.

As mentioned above, Big White Ski Resort Ltd. has applied for replacement of their existing MDA with an updated All-Seasons Resort MDA. Big White is currently in year 31 of its existing MDA (currently a 50-year term, good through to November 1, 2039). If the updated Resort Master Plan and the request for replacement of the MDA are approved, this would result in replacement of the existing MDA with a new MDA based on a recently updated template that will cover the existing CRA and expansion area and expire 60 years from the date of

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approval and sign off by the Province. In addition to the new 60-year term, the new MDA will clarify the following:

- Year-Round Use & Control: Clearly identified rights and responsibilities under the MDA for year-round, use and control of the operating area by the resort with specific reference to summer activities & improvements.
- Licence over the CRA: Provides legal mechanism for the right of the Developer to control access within the CRA for resort operation and development purposes and to ensure public and environmental safety. This Licence allows for ski run, trail, access road development and non-permanent recreational infrastructure that are consistent with the approved Master Plan. Additional tenures for these purposes are not required within the CRA boundary.
- MDA Tenures: Provides a focus on all-seasons recreation rather than just alpine skiing specific.
- Independent Operators: The Resort has the ability under the MDA to authorize independent operators and the associated activities within the CRA, as identified in the approved Master Plan.

#### **Big White Ecological Reserve**

Big White Ecological Reserve (951 hectares) was established in 1972 and is currently listed and described in Schedule B of the *Protected Areas of British Columbia Act*. The ecological reserve borders provincial Crown land that is designated as part of Big White Ski Resort's CRA, which was founded in 1963.

When the ecological reserve was established, an error was made that resulted in the inclusion of a small area of ski resort facilities. This error was discovered when more accurate digital mapping of the boundaries of the ecological reserve and Big White Ski Resort's CRA was completed.

MRB is currently working with BC Parks (Ministry of Environment and Climate Change Strategy) and Big White Ski Resort to rectify the boundary error. The current proposal suggests an adjustment of the boundary of the ecological reserve which would result in 3.5 hectares (approximately) being removed from the ecological reserve.

Proposals to remove lands from provincial protected areas are reviewed pursuant to the Cabinet-approved Provincial Protected Area Boundary Adjustment Policy, Process and Guidelines. Requests to amend protected area boundaries fall within one of three categories:

1. "Administrative housekeeping" adjustments undertaken where there have been errors in the initial legal description of the boundary, or an area was captured that clearly was not intended to be captured at the designation stage;
2. Adjustments intended to alleviate a human health and safety concern; and
3. Adjustments where a proponent (private or public) is interested in a boundary adjustment to allow for a development or activity not allowed by authorization under protected areas legislation.

The proposed boundary amendment to Big White Ecological Reserve is considered to be a Category 1.

Given the shared boundary between the Ecological Reserve and the CRA, MRB will lead the consultation process on the proposed boundary change through the consultation process being undertaken for the Big White Project.



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**Subsequent Provincial Decisions**

The following table lists the Provincial decisions required for the Big White Project and the agency responsible for issuing each authorization. These decisions will be required if the Project is approved.

**Table 2: Big White Ski Resort – Proposed Decisions**

Authorization / Permit	Legislation	Agency	Purpose	Status
Master Development Agreement	<i>Ministry of Lands, Parks and Housing Act</i>	FLNRORD – MRB	60-year contractual agreement between the Province and the resort developer regarding resort development and operations on Crown land. An MDA provides the land-based rights to develop a resort as per the Resort Master Plan.	Application for Replacement and Expansion Under Review
Order in Council	<i>Resort Timber Administration Act</i>	FLNRORD – MRB	MRB is delegated the minister's responsibilities as they relate to forest harvest authorizations within the CRA.	Amendment to include Expansion - Under Review
Removal from the Provincial Forest	<i>Forest Act</i>	FLNRORD – MRB	Removal of portions of land within the CRA from the Provincial Forest. Provincial Forest may be maintained in certain areas of the CRA where commercial timber harvesting aligns with the approved Resort Master Plan and the MDA.	Under Review
Bill – Legislative amendment	<i>Protected Areas of British Columbia Act</i>	Ministry of Environment and Climate Change Strategy – BC Parks	Administrative boundary adjustment to rectify an error in the boundary of the Big White Ecological Reserve to remove an unintentional overlap with Big White Ski Resort's CRA.	Under Review
Crown Grant	<i>Land Act</i>	FLNRORD – MRB	The MDA identifies land uses that may be Crown Granted (e.g., residential, commercial, etc.). Through a Crown Grant title is transferred from the Crown to the developer.	Application required as needed

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Authorization / Permit	Legislation	Agency	Purpose	Status
Lease	<i>Land Act</i>	FLNRORD – MRB	A lease conveys exclusive use of a site for a specific purpose (e.g., day skier facilities, parking areas, etc.). Any MDA-related leases would coincide with the duration of the MDA.	Application required as needed
Licence of Occupation	<i>Land Act</i>	FLNRORD – MRB	Non-exclusive use of the land for temporary/movable improvements or to permit construction of an improvement that requires final survey post construction. MDA-related licences would coincide with the duration of the MDA.	Application required as needed
Right-of-Way	<i>Land Act</i>	FLNRORD – MRB	Non-exclusive use of the land for linear purposes (e.g. lift, utility, etc.). MDA-related rights-of-way would coincide with the duration of the MDA.	Application required as needed
Occupant Licence to Cut (OLTC)	<i>Forest Act</i>	FLNRORD – MRB	Removal of timber for resort development and operational requirements.	Application required as needed
Forestry Licence to Cut (FLTC)	<i>Forest Act</i>	FLNRORD – MRB	Removal of timber for reasons such as stand intervention, salvage, addressing forest health issues and wildfire fuel reduction projects.	Application required as needed
Changes in and about a Stream	<i>Water Sustainability Act</i>	FLNRORD – Regional Operations Division	Crossing structures will be required where the access routes noted in the Resort Master Plan have stream crossings.	Application required as needed
Water Licence	<i>Water Sustainability Act</i>	FLNRORD – Regional Operations Division	As per the Resort Master Plan, the resort will source water from one or more surface water reservoirs; all water use is allocated through the issuance of water licences under the <i>Water Sustainability Act</i> .	Application required as needed

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#### **Resources**

- 1) Approved [Big White Master Plan](#) (1999 Master Plan and 2018 Master Plan Modification)
- 2) [Draft Resort Master Plan update and Project supporting information](#)
- 3) Application [Geomark](#), including the existing CRA and the proposed expansion area (this site will allow you to download and save the shapefile, or view the area in Google Earth)
- 4) [Applications, Comments and Reasons for Decision](#) website (search for File Number 3400274)
- 5) [All-Seasons Resort Policy](#)
- 6) All-Seasons Resort Guidelines: [Chapter I](#) (Introduction) and [Chapter II](#) (Mountain Resorts)

#### **Information Sharing Sessions**

MRB will schedule a virtual Technical Review Team (TRT) meeting with TRT participants, Big White, and Big White's consultant. The goal of this initial meeting will be to introduce the project and address any preliminary questions. Following the TRT meeting, participants will be asked to review those sections of the draft Resort Master Plan that pertain to their area of expertise and legislated responsibilities and provide written questions, concerns and comments to MRB. Subsequent TRT meetings will be held on an as-needed basis. **If you are interested in being part of the TRT** and haven't already notified MRB, please contact the undersigned as soon as possible.

Big White Ski Resort, in cooperation with MRB, will also be hosting two public open houses, one being a virtual session, and the other will be a gallery-style presentation to allow for in-person viewing of the draft Resort Master Plan concepts while respecting public health guidelines. MRB will advise as soon as the dates for these information sharing sessions have been finalized.

#### **Next Steps**

An issues tracking spreadsheet will be maintained throughout the review period to collate questions and concerns from agencies, stakeholders, First Nations and the public. This will be shared with Big White and updated on an ongoing basis as we work through the issues resolution process and develop solutions to address the potential impacts from the project. If necessary, updates may be made to the draft Master Plan to mitigate the identified issues and specific conditions or commitments may also be included within the legal framework of the MDA. This process is expected to take many months and upon the conclusion of the Project review, MRB will prepare recommendations for decision for the updated Resort Master Plan as well as the replacement MDA.

#### **Request for Comments**

Mountain Resorts Branch is requesting you review the draft Resort Master Plan update and the implications of the MDA replacement with respect to your legislated responsibility and provide us with your comments by **February 26, 2021**. If this timeline poses a challenge, please let us know as soon as you can.

If you have questions or require more information, please contact the undersigned at 250-312-6659, [Amber.McAfee@gov.bc.ca](mailto:Amber.McAfee@gov.bc.ca), or Tori Meeks, Senior Manager, Major Projects, at 250-371-3943, [Tori.Meeks@gov.bc.ca](mailto:Tori.Meeks@gov.bc.ca).

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Sincerely,



Amber McAfee, Licenced Land Officer  
Mountain Resorts Branch

cc: **Via EReferral:**

- Archaeology Branch, FLNRORD
- BC Safety Authority
- BC Timber Sales – Okanagan Columbia Business Area (Revelstoke)
- Energy and Mines – MMD Mailbox – Cranbrook
- FLNRORD – Water Allocation – Okanagan Region 8
- FLNRORD – Okanagan Shuswap Natural Resource District – Vernon

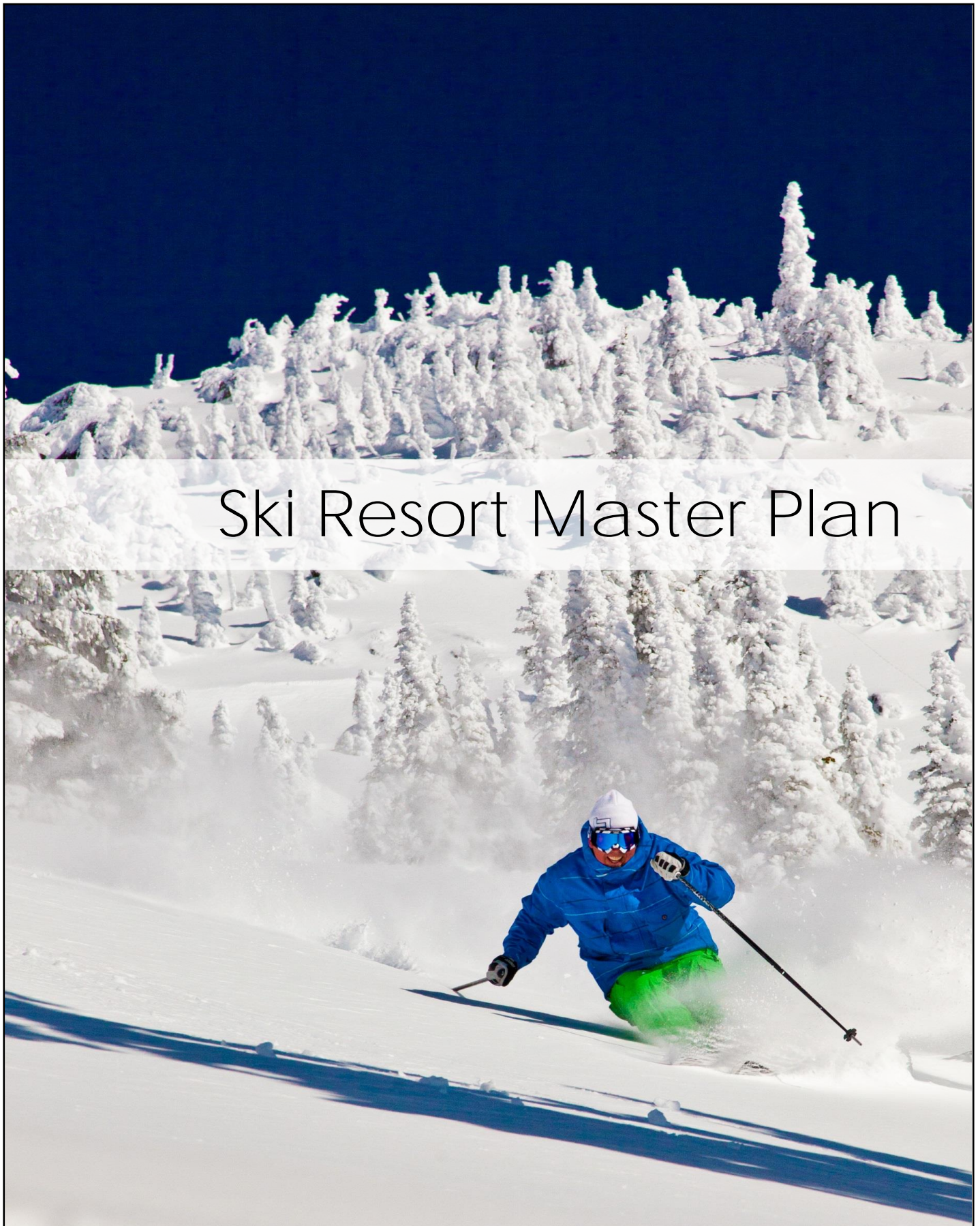
**Via Email:**

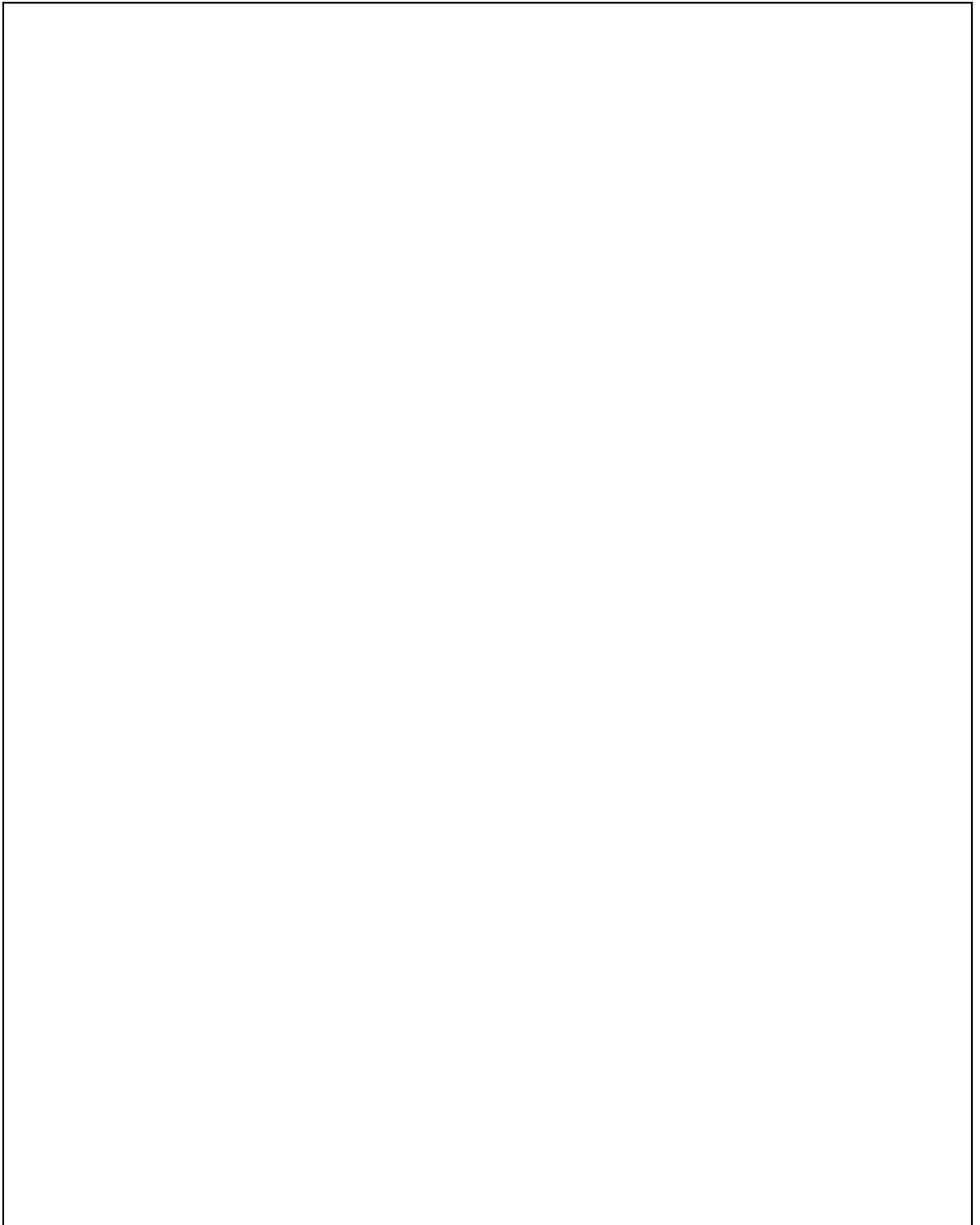
- Forests, Lands, Natural Resource Operations and Rural Development
  - Gena Baker, Section Head, Kootenay Boundary Regional Operations
  - Jennifer Andrews, Section Head, Water Stewardship Division, Kootenay Boundary Regional Operations
  - Alisa Siemens, Range Officer, Kootenay Boundary Regional Operations
  - Lisa Tedesco, Habitat Biologist (Terrestrial Wildlife Resources), Kootenay Boundary Regional Operations
  - Jill Werk, Stewardship Officer, Okanagan Shuswap Natural Resource District
  - Ian Wiles, Stewardship Forester, Selkirk Natural Resource District
  - Bill Sperling, Practice Forester, BC Timber Sales, Kootenay Business Area
  - Robert Stewart, Ecosystem Biologist, Regional Operations Division – South Area, Thompson Okanagan Region
  - Chelsea Enslow, Land and Resource Coordinator, Regional Operations Division – South Area, Thompson Okanagan Region
  - Ian McLellan, District Recreation Officer, Recreation Sites and Trails Branch
- Municipal Affairs and Housing
  - David Van Ommen, Senior Planning Analyst, Local Government Division
- Transportation and Infrastructure
  - Audrie Henry, Development Officer, Southern Interior
- Environment and Climate Change Strategy
  - Keith Baric, Regional Planning Section Head, BC Parks Regional Operations – Interior – Kootenay/Okanagan
  - Jonathan Finlay, Area Supervisor, East Okanagan, BC Parks Regional Operations – Interior – Kootenay/Okanagan
- Interior Health
  - Marion Masson, Specialist Environmental Health Officer

Page 8

- Shalina Mahasen, Environmental Health Officer
  - Kady Hunter, Healthy Communities Program
- Regional District of Kootenay Boundary
  - Donna Dean, Manager of Planning and Development
  - Elizabeth Moore, Senior Planner
  - Kristina Anderson, Watershed Planner
  - Brian Champlin, Building Department Manager
  - Chris Cormack, Big White Fire Chief
  - Goran Denkovski, Manager of Infrastructure and Sustainability
  - Tim Dueck, Solid Waste Management Coordinator
  - Vicki Gee, Electoral Area 'E'/West Boundary Director







## 4.0 SKI RESORT MASTER PLAN

### 4.1 INTRODUCTION

The BHA Master Plan for Big White Ski Resort describes the proposed transformation of this well-established, successful ski area into an iconic, world-class all-season resort.

The following section describes the various elements that make up the Master Plan. It is divided into two primary components: the four-season expansion of the mountain facilities, recreation attractions, and amenities, and the base area villages and residential areas designed to complement the mountain facilities. Each is detailed in its proposed "resort buildout" condition.

The mountain facilities, amenities, and attractions are broken into two primary seasons - winter and summer. The winter facilities are dominated by the long-standing attraction of skiing and snowboarding and complemented by other winter activities designed to round out the offering. Summer at Big White is planned and being developed with mountain biking (downhill and cross-country) as the primary attraction. Like the winter, complementary summer activities will be developed to offer a diverse and wide mix of attractions for the Resort's guests and residents to enjoy.

A key piece of the Master Plan is a focus on the development of a well-balanced, high-quality mix of all-season mountain and recreation facilities and attractions. These have been designed to reflect the expectations of existing and future day-use and destination guests. The size and scale of the base area facilities reflect the Balanced Resort Capacity of the mountain recreation facilities and attractions, providing the appropriate combination of support facilities and services to meet the needs of the guests.

The Implementation Plan at the end of this Section is intended to list, prioritize, and guide Big White's incremental development. It must be noted, however, that the expansion of Big White will only be initiated when market conditions, ongoing increases in resort utilization, and resort trends all indicate that there is a business case for doing so.



## 4.2 MOUNTAIN MASTER PLAN

Based on the detailed Inventory and Analysis of the mountain terrain (See Sections 2 and 3) and its physical capability to support additional development, it is clear that Big White has significant all-season potential. In the winter, skiing and snowboarding can be expanded to achieve a well-balanced world-class offering. In the summer, the Resort has the potential to gradually be developed to cater to the full spectrum of the growing mountain bike marketplace. Further, **the surrounding “backcountry” lands** offer noteworthy opportunity to support a wide range of all-season recreation activities, centred and staged from the Big White Village base area.

Utilizing the previously completed Master Plans and the preliminary analyses of this exercise as a foundation, more comprehensive and detailed technical analyses were completed. These resulted in the creation of a series of development concepts from which the Preferred Concept was derived. This Preferred Concept became the basis for the Mountain Master Plan. This Section details the extent of ski area development that is proposed for the on-mountain facilities at Big White, the configuration of all proposed lifts, ski runs, and gladed areas at buildout, and describes the associated skier capacities and market distribution of ski terrain. Likewise, the proposed mountain bike trail network and supporting lifts are described and illustrated, demonstrating how Big White will cater to the expectations and requirements of the mountain biker marketplace.



*Big White's world-renowned ski terrain will be expanded, offering a greater diversity of ski experiences and catering to all skier skill classes.*

#### 4.2.1 Mountain Development Goals

Building on the identified Goals and Objectives of the Resort (see Section 1: Introduction), the following development goals were envisioned for the Mountain Master Plan by season and type of activity:

##### *Winter Season – Skiing and Snowboarding*

- Maximize the development of advanced and expert terrain to improve the balanced offering at Big White.
- Continue to offer terrain that reinforces the diverse needs of families and provides something for everyone, from traditional ski runs to gladed, adventure terrain suitable for all ability levels.
- Continue to offer cruising runs for family fun.
- To the greatest extent possible, provide beginner terrain near the primary staging areas at Big White.
- Continue to offer terrain that encourages skier skill progression.
- Provide intermediate/entry level glades that are 'feathered' into more advanced gladed terrain.
- Realize efficiencies within existing terrain through modifications.
- Continue to upgrade and modernize the lift system.
- Preserve, develop, and enhance the ski to/ski from access of the base area developments.
- Develop exciting new terrain that will inspire the market.
- Develop a comprehensive snowmaking system throughout the Resort, especially for south facing lower elevation slopes, utilizing state-of-the-art technologies to ensure a reliable snowpack.
- Continue to offer a terrain park to match market expectations and encourage a wide range of skill development.
- Stage a large portion of day-use skiers out of the Gem Lakes/Westridge/Sapphire area with improved connections to the rest of the mountain.
- Develop on-mountain facilities that cater to the diverse needs and expectations of skiers and snowboarders in each area of the mountain.

##### *Winter Season – Other Activities*

- Continue to develop alternative winter activities for guests, recognizing the diverse needs of families (e.g. ice skating, snowshoeing, Nordic skiing, tubing, backcountry ski touring, snowmobiling, health and wellness, zip lining, ice climbing, and alpine coaster).
- Preserve, enhance, and expand the Nordic trail network throughout Big White.
- Preserve, enhance, and expand the snowmobile access trails within Big White.

- Develop a primary staging location for the regional snowmobile market as well as accommodating snowmobile trail access from existing developments to the backcountry.

#### *Summer Season – Mountain Biking*

- Continue to plan for, design, and construct the Big White mountain bike park to cater to the full spectrum of riders in the mountain biker marketplace (i.e. beginner, intermediate, advanced, and expert).
- Enable Big White to host major mountain biking events;
- Develop mountain bike practice and teaching facilities (e.g. skills park, pump track) near the Village.
- Plan for, design, and construct cross-country mountain biking trails throughout the Resort.
- Preserve, develop, and enhance the bike to/bike from access to all base area developments.



Mountain biking, both downhill and cross-country, will continue to grow as the primary summer activity at Big White.



### *Summer Season – Other Activities*

- Create an extensive network of adventure trails as a significant attraction at the Resort.
- Development of the Alpine Coaster as a prominent all-season attraction.
- Plan for and develop zip lines, an aerial adventure park, and a tree walk.
- Preserve opportunities to develop a Par 3 golf course and one or more 18-hole golf courses that stage from the existing and/or future base areas.
- Provide additional adventure tourism opportunities in and around Big White.
- Preserve, enhance, and expand on all trail types centred on Big White Village, linking all base area and resort residential developments.
- Explore the opportunities to develop additional summer attractions, facilities and celebrations.

It is the intent of the mountain development plans to provide the blueprint to define, describe, and develop an alpine environment that anticipates and capitalizes on evolving market trends, establishes a unique and distinctive character, and ultimately guides the design and development of Big White. Reflecting changes in expectations of the resort marketplace and further **reinforcing Big White's intention to become a world-class all-season mountain resort destination**, powder skiing skier densities and state-of-the-art mountain biking suitability criteria have been applied. The overarching objective is to continue to establish distinctive facilities, attractions, and amenities that are unique to Big White.



*Complementary summer activities, such as hiking, will offer a range of recreational experiences and support Big White's evolution into a four-season, destination resort.*

*Big White Ski Resort Master Plan | 4-5*

### 4.3 SKIING AND SNOWBOARDING: THE PRIMARY WINTER ATTRACTION

The expansion, infill, and improvements to the existing offering at Big White have been extensively explored. The following describes the details of these planning efforts.

#### 4.3.1 Preliminary Terrain Capacity Analysis

After synthesizing the results of the various analyses, BHA explored several conceptual alternatives for ski run and lift development. Well-integrated skiing **potential was identified within several “pods”, as illustrated on the Mountain Development Expansion Potential (Figure 4-1).** Potential ski run centrelines were delineated within each of these pods, with each run radiating out from an upper elevation and returning naturally to a lower focal point, also indicating potential lift terminal locations. The gradients of the trails are generally consistent within a given pod, matching a basic skier skill class. This terrain analysis illustrates that Big White has considerable potential for expansion, continued growth, and success as a highly marketable ski resort development.

The total area of potential skiable terrain within the Big White study area is approximately 3,450 hectares (8,925 acres). To account for un-skiable areas, slopes over 80% and under 8%, were removed. Typically, the actual skiable terrain ranges between 25-50% of the total area of the ski pods. According to these preliminary analyses, the Big White study area, excluding the existing lift and trail facilities, has the potential to develop approximately 860 hectares (2,125 acres) of additional ski terrain (using 35% trail development per unit of potentially skiable terrain). Additional gladed terrain would also be developed on another 15% of the expansion area (390 hectares), which suggested that total skiable terrain at Big White could amount to approximately 1,600 ha.

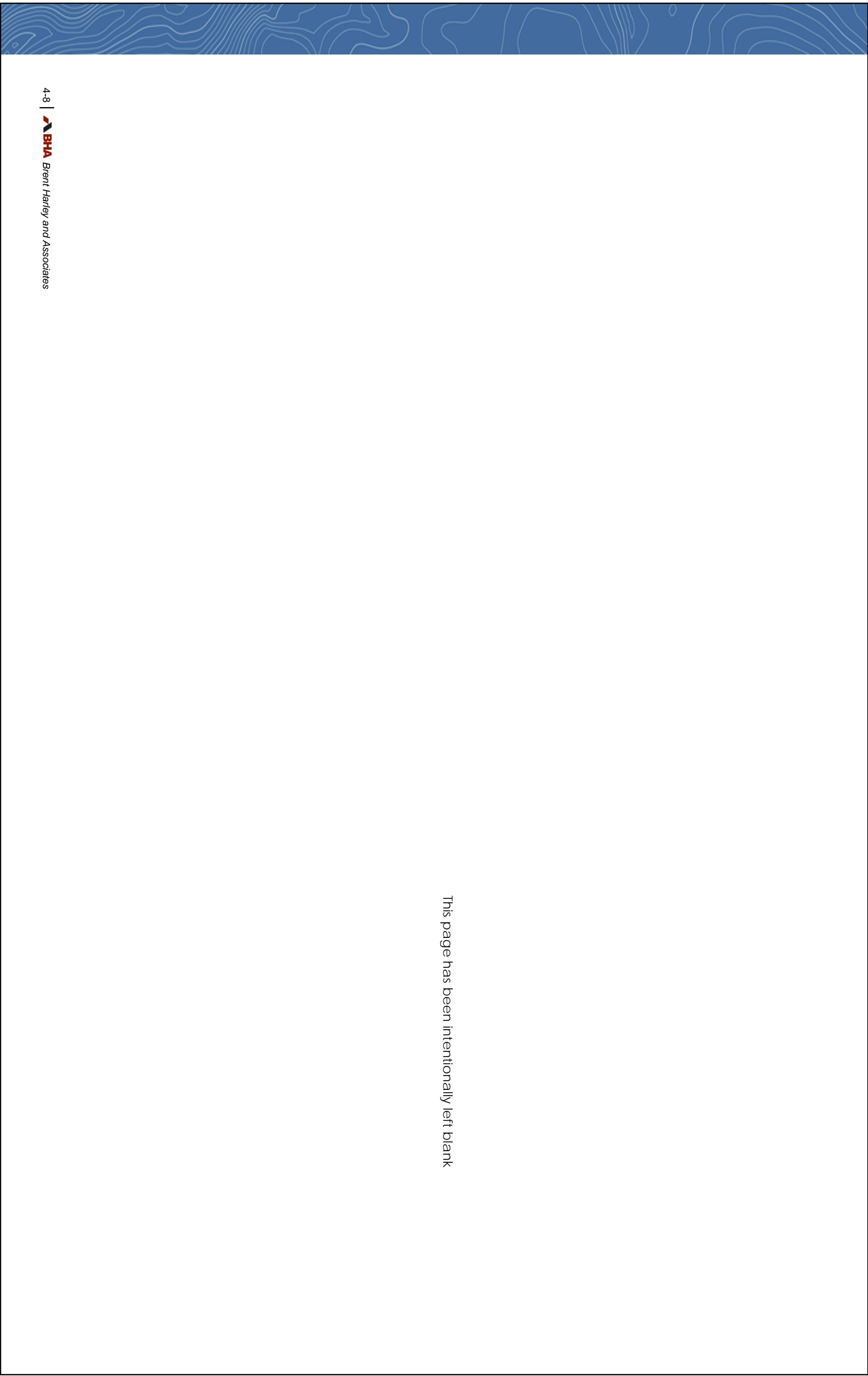
The upper and lower points of a mountain development pod are used to determine the total vertical rise and average slope, which in turn is used to determine a basic skier skill class for each pod. Applying the selected low-density skier skill class values from ranges prescribed in the All Season Resort Guidelines to each pod, as proposed, Big White Ski Resort would be capable of supporting more than 26,000 skiers/day at buildout. Although the results were preliminary, they clearly indicate that there is substantial expansion potential on the mountain. This potential led to the recommendation to complete a more detailed analysis of the opportunities inherent within the study area.

It is important to note that with the addition of these new ski pods, the shape and capacity of existing pods, as serviced by existing ski lifts and trails, will change.









### 4.3.2 Proposed Expansion Areas

The proposed expansion areas are made up of seventeen pods, or partial pods, of additional ski terrain combined with proposed infill within existing ski pods.

Generally, the areas can be grouped into the East Peak, Gem Lake, Gem West and the Ridge/Happy Valley Extensions. These are described below and are illustrated on Figure 4-2.

Once established, the skiing experience offered would be very diverse, with guests being able to choose to focus on a single area of the mountain or spend the day 'travelling' on skis from one end of Big White to the other. Conceptually, this creates a resort opportunity that is often found in Europe, but rare in North America. If the potential is realized, it is not hard to imagine Big White becoming one of the iconic ski resorts in Canada.

#### *East Peak*

The East Peak is an exciting and significant expansion opportunity at Big White. This area has it all: the steep, advanced terrain currently lacking in the current offering at the Resort; the ego building, long cruising intermediate slopes enjoyed by much of the skier marketplace, and the beginner terrain necessary to introduce skiers to the sport. The East Peak is effectively a standalone ski area. This considerably broadens the range of opportunities at Big White, providing an entirely new and unique experience - a resort within a resort that features as destination to travel to and from over the course of the day.

As its name suggests, the East Peak is situated east of Big White, separated by the Trapping Creek Valley. The area is made up of the East Peak itself, two adjacent faces to the north, another adjacent face to the east, and two connector pods to the west.

The East Peak offers 360 degrees of skiing with slopes for every skier skill class. The south facing slopes are similar to the highly popular ski runs at Big White. These will cater to intermediate and beginner skiers while accessing very developable base area lands. The north facing slopes, along with the adjacent pod to the east, will offer advanced to expert skiing. Their orientation should ensure a high-quality snowpack. The adjacent pods to the north will further add variety to the skiing at Big White.

The East Peak connects to the existing lifts and trails at Big White via the recently approved and soon to be developed Backcountry Chair and the Black Forest Connector.



### *Gem Lake and Sapphire*

The Gem Lake / Westridge area was originally developed due to the high-quality skiing on the associated slopes, the large flat base area lands that easily accommodate parking, and because it saves guests approximately twenty minutes of drive time from Kelowna, as compared to travelling to Big White Village. As such, the concept for Gem Lake was to cater to the day-use skier while the Village is more oriented to destination guests. The existing Gem Lake Express services some of the best skiing in British Columbia and acts as the link to the Falcon Chair, the new Powder Chair, and a return route to the Village. Ultimately the desire is to establish a unique to BC experience where skiers can travel to and enjoy different parts of the Resort throughout the day and throughout the season.

Unfortunately, high winds close the Gem Lake Express an average of ten days per season. Further, the base elevation and the southwest orientation of the ski runs delay opening in the fall and accelerate closure in the spring. To rectify these issues, Big White proposes to develop additional terrain that is less wind affected, install connector lifts and trails, and establish snowmaking to improve the snowpack reliability. Specifically, the proposed Gem Lake 2 Lift will be less wind affected and will service excellent intermediate terrain, realizing the full potential of the terrain pod. This will also ease the skier traffic between Gem Lake, Gem West and the Village.

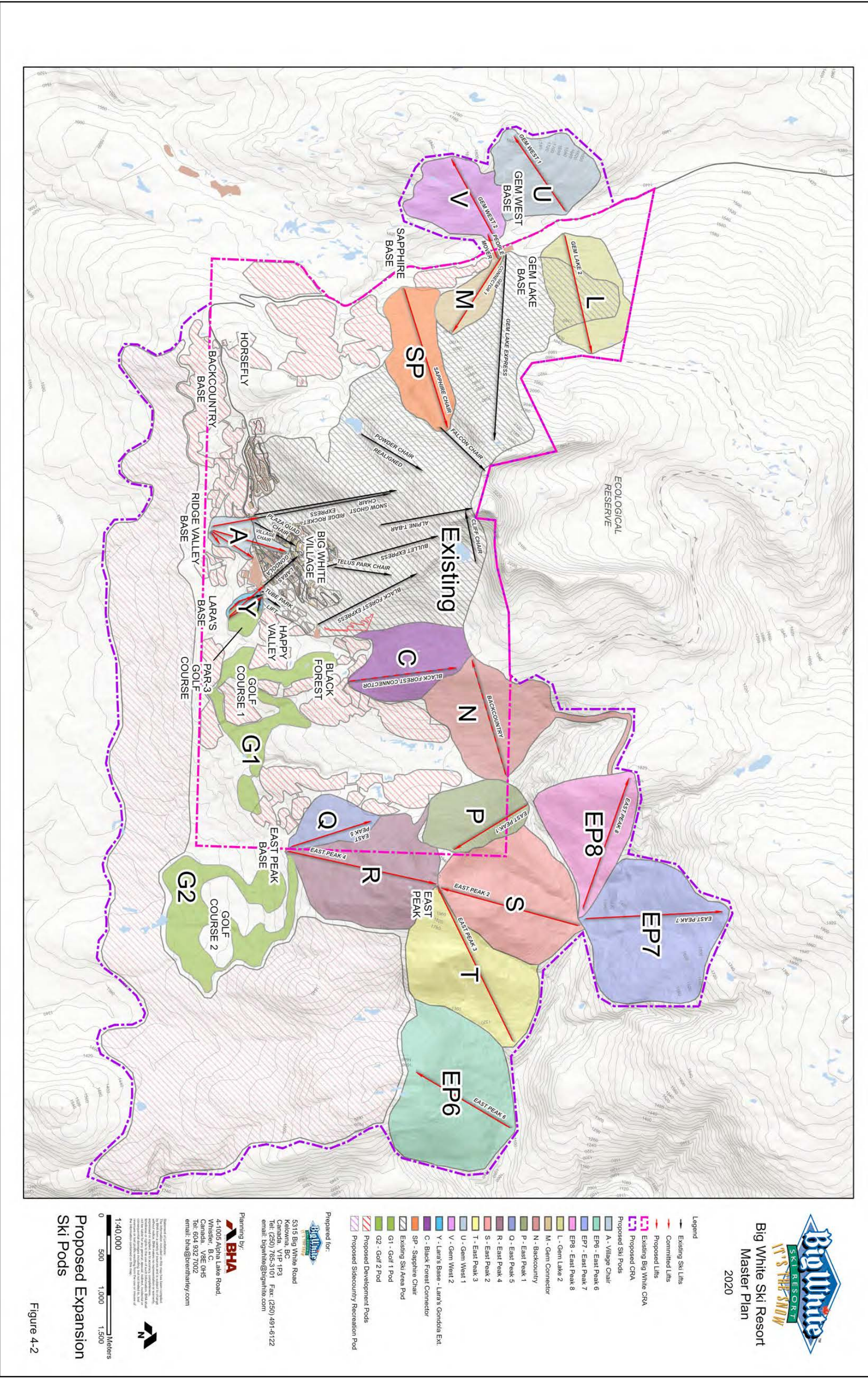
Additionally, the proposed Gem Connector 1 and Sapphire Chair will improve the reliability of this terrain and make it much easier for intermediate and novice skiers who stage from these base areas to link to and from Big White Village and beyond. These lifts will also eliminate the access problems on days when the Gem Lake Express is closed due to wind conditions at **the mountain's** peak and create new ski to / ski from resort residential development opportunities. Finally, the proposed Sapphire Chair and complementary base area will offer additional day-use skier staging to the adjacent beginner and intermediate ski terrain.

A snowmaking system will be developed for the lower portion of the Gem Lake and Sapphire areas to ensure opening day aligns with the rest of the Resort, as well as to provide insurance in low snow years.

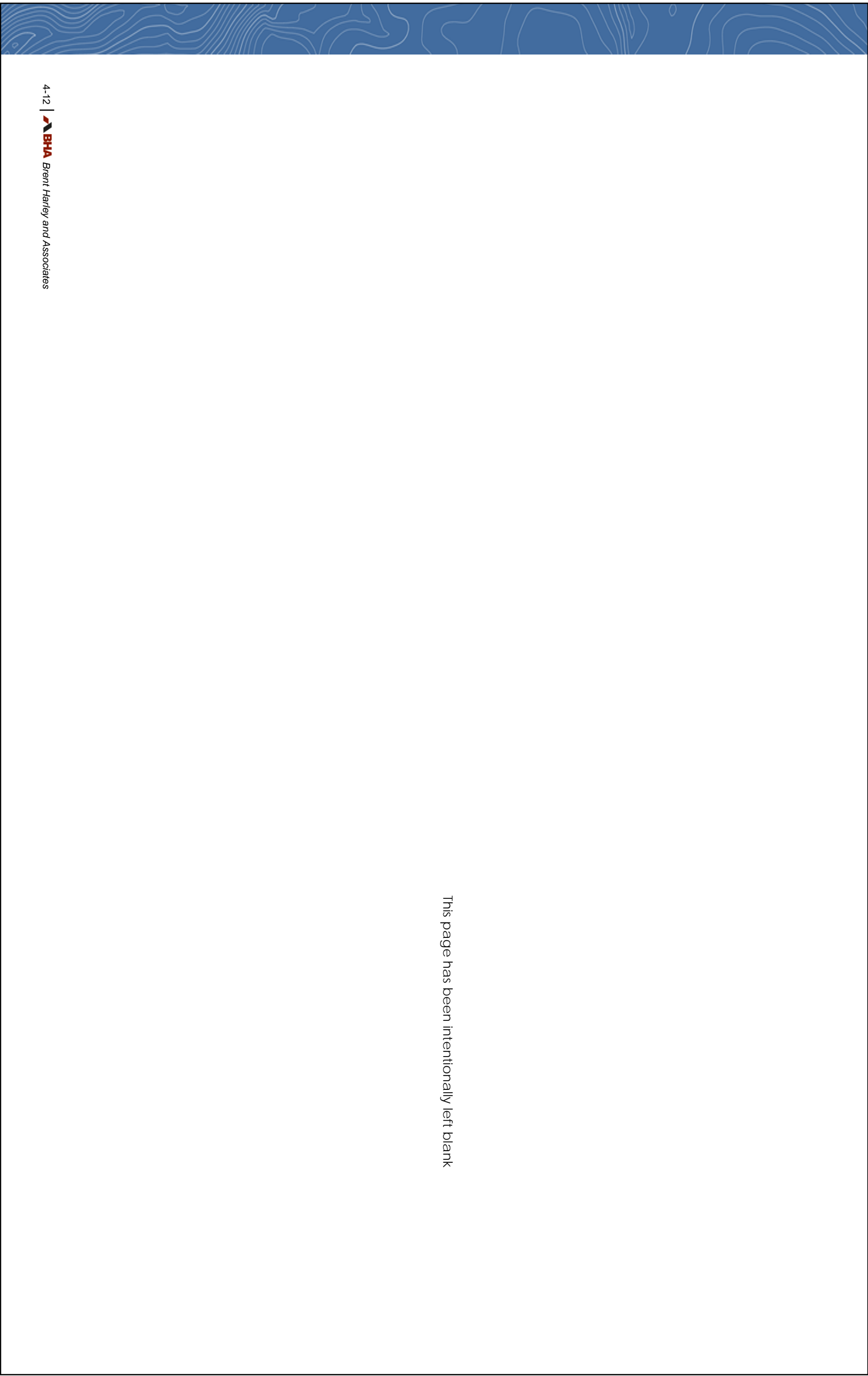
### *Gem West*

The north facing Gem West area is proposed on the south side of Big White Road near the Gem Lake staging area. The two lifts proposed for this area will service a variety of intermediate and advanced terrain. The inclusion of this terrain would also provide an interesting valley resort feel with ski terrain on every aspect. One option being considered is to dedicate the Gem West area to a specific use such as ski or snowboard race training, a snowboard park, or ski school. The connection between Gem West to the Gem Base may be established via a people mover lift.









### *Ridge/Happy Valley Extensions*

As proposed, the Ridge Rocket would be extended down to the new Ridge Valley Base. This will facilitate day use and resort residential staging from a lower elevation. It will also reduce the current congestion that results from the Snow Ghost, Ridge Rocket, and Plaza Chair all queuing in the same area. In addition, the Village Chair will also stage from the Ridge Valley Base, providing beginner and novice skiers access to the Plaza terrain, Happy Valley and the Village. Of note, options for the Plaza Quad Chair include the possibility of replacing it with a gondola with the objective of enabling pedestrians to move easily from the Chateau Blanc to the Village and back again.

To ensure skier connectivity and easy circulation to and throughout this area, ski runs will be extended down to the Ridge Valley Base. This may be realized by a skier bridge/tunnel over Big White Road, or Big White Road may be cut and rerouted below the new Ridge Valley Base. Regardless of the chosen approach, Big White Road would continue to service the existing Ridge base area as well as providing access up to the Lower Village, Big White Village, the Black Forest Base and out to the East Peak Base. Grading will be required through the relocated sewage treatment ponds area to fully realize the potential of the ski terrain leading down to the new Ridge Valley Base.



*Champagne powder and blue skies greet guests at Big White.*

### 4.3.3 Proposed Ski Run Development

The proposed expansion of lifts and ski runs at Big White will see the realignment of some of the existing terrain plus the addition of new ski pods. The existing 607 hectares of developed ski terrain (i.e. ski runs, gladed areas, and open bowls) will be expanded to over 1,628 hectares by buildout. The Existing and Proposed Ski Lifts and Trails (Figure 4-3) illustrates the proposed mountain expansion as it relates to the existing lift and ski run development, while the Proposed Ski Runs by Skier Skill Class (Figure 4-4) distinguishes the trails in terms of their skier skill classification. Figures 4-5a and 4-5b provide greater detail for the run types and names.

Each ski run or segment has been identified by an alphanumeric code, which identifies the trail on all associated mapping as well as within the geospatial and statistical databases (Table 4-1).

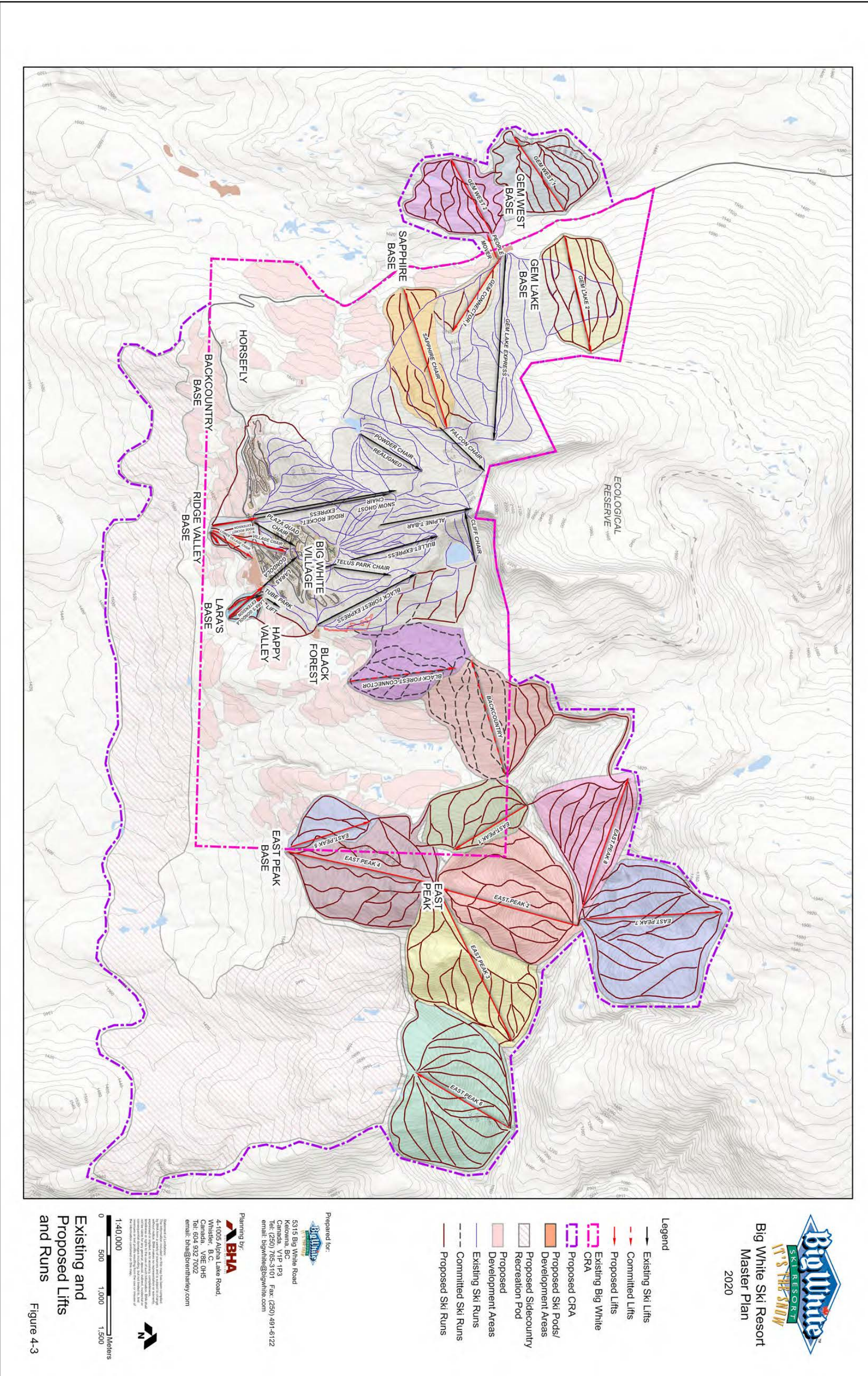
The following sections detail the specific nature and technical characteristics of this Mountain Master Plan in its proposed buildout form.

### 4.3.4 Sensitive Ski Terrain Development

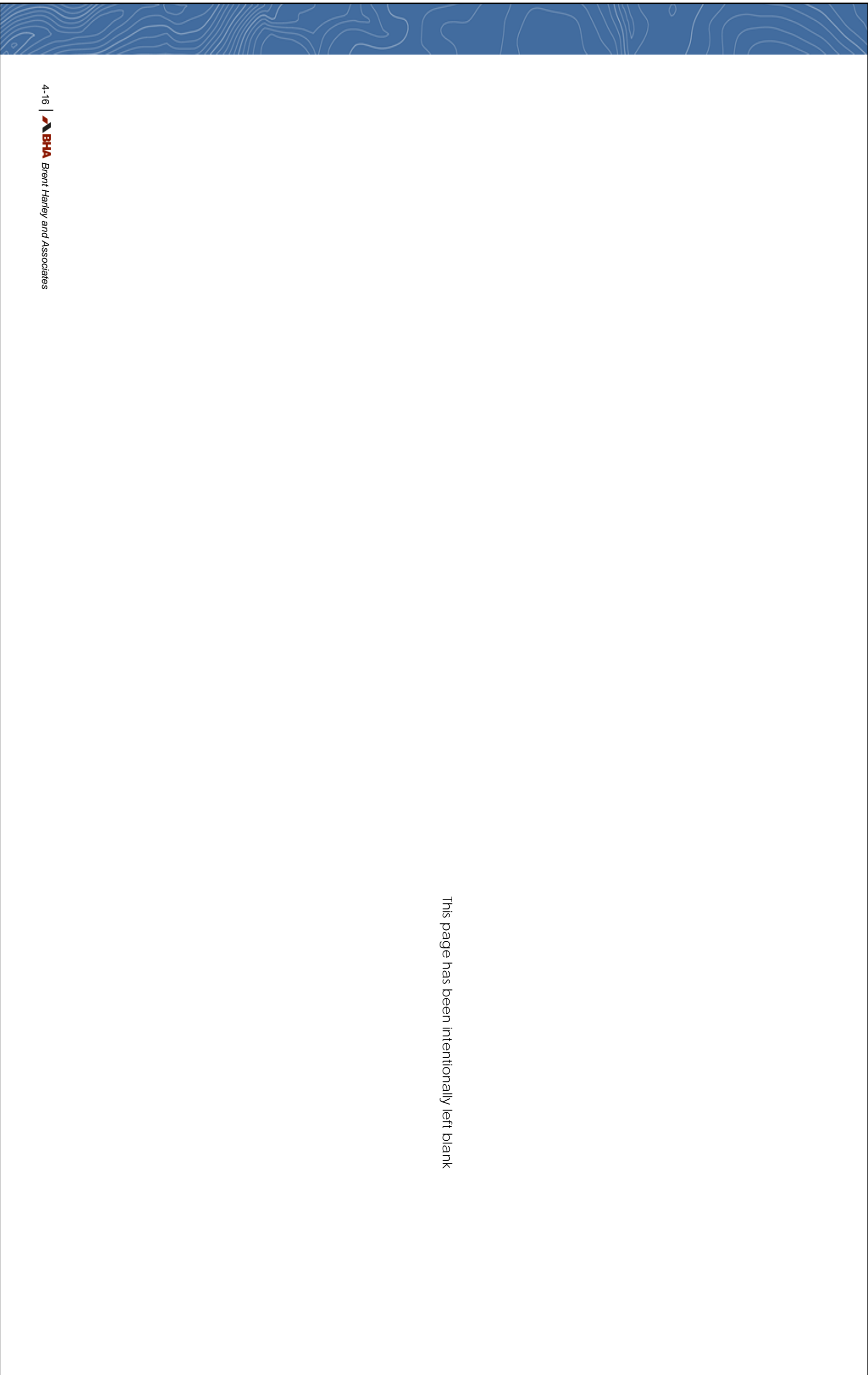
Big White will respect the current boundaries of the Ecological Reserve. All earlier concepts of skiing and recreational use within the Ecological Reserve lands have been removed. Further, with the goal of reducing its ecological footprint in sensitive areas Big White will:

- Use low impact construction methods including over snow transport of materials, helicopter installation of lift towers and terminals, and implementation of best management practices for ski run development and riparian protection.
- Conduct a vegetation survey and environmental review of the area if necessary, prior to development to minimize impacts.
- Reduce the width and number of ski runs to minimize vegetation removal.
- Promote a natural gladed skiing experience through naturally spaced forest.
- Develop a management plan that opens and makes accessible the terrain within their CRA while also maintaining the ecological values of the area.



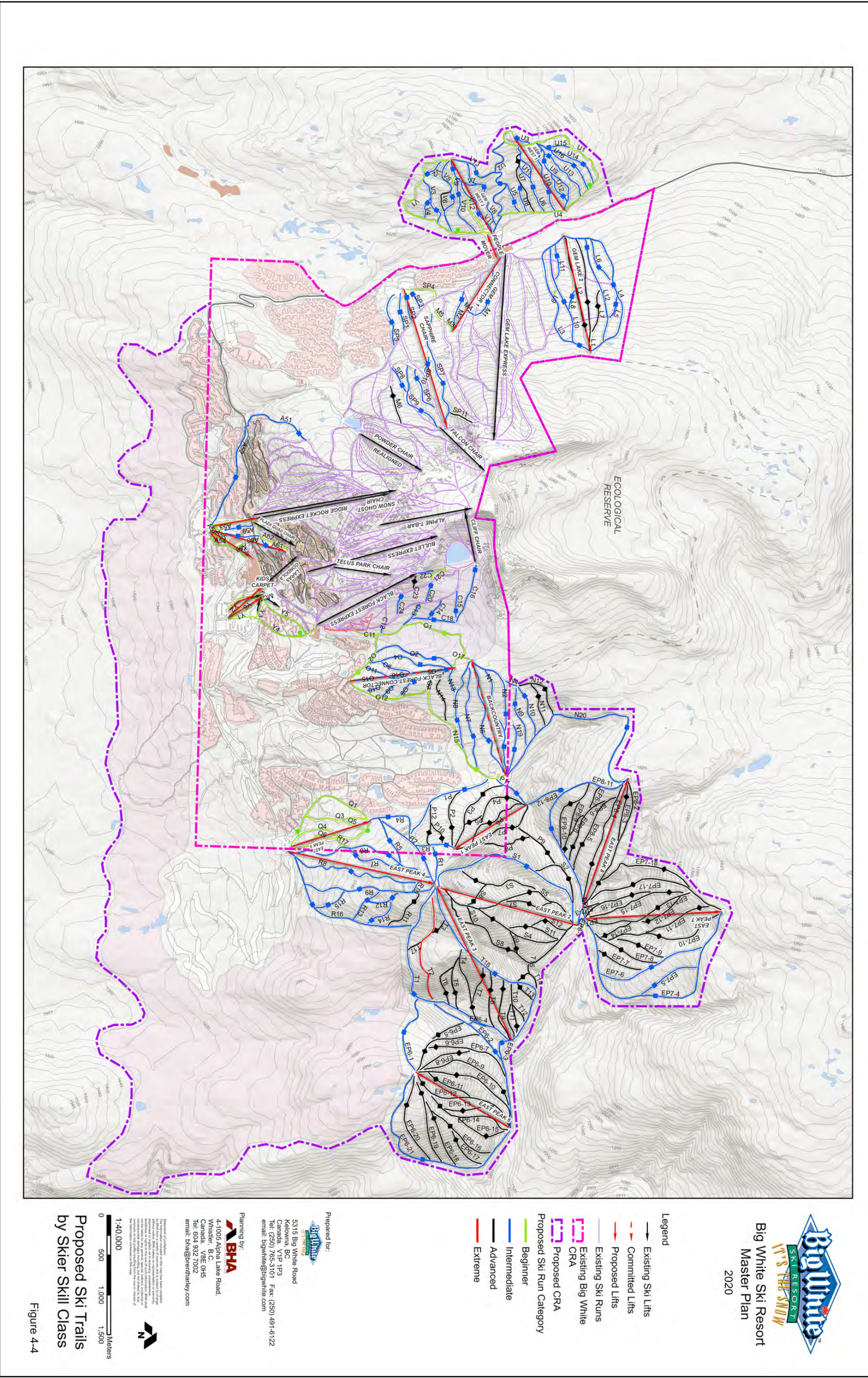




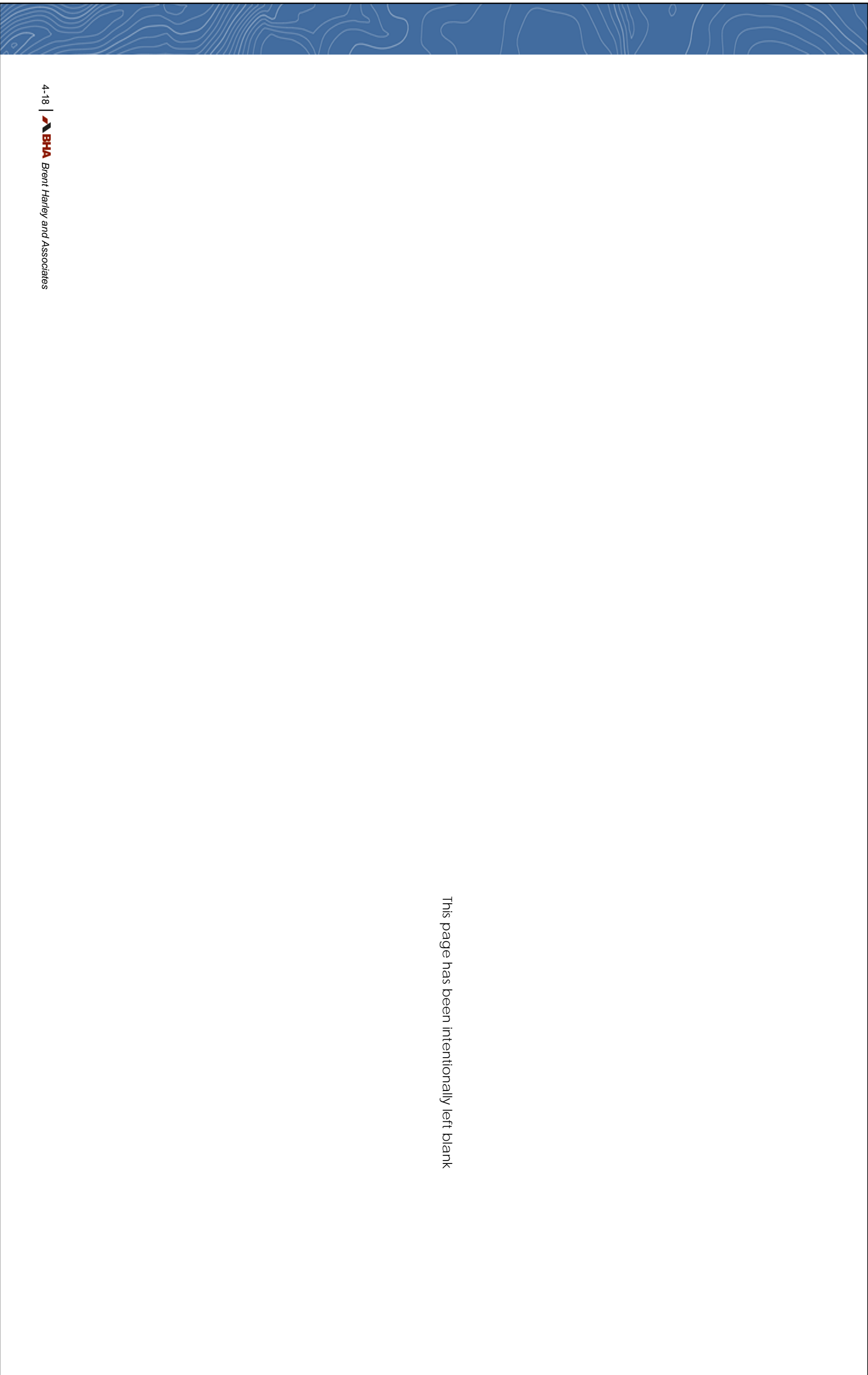


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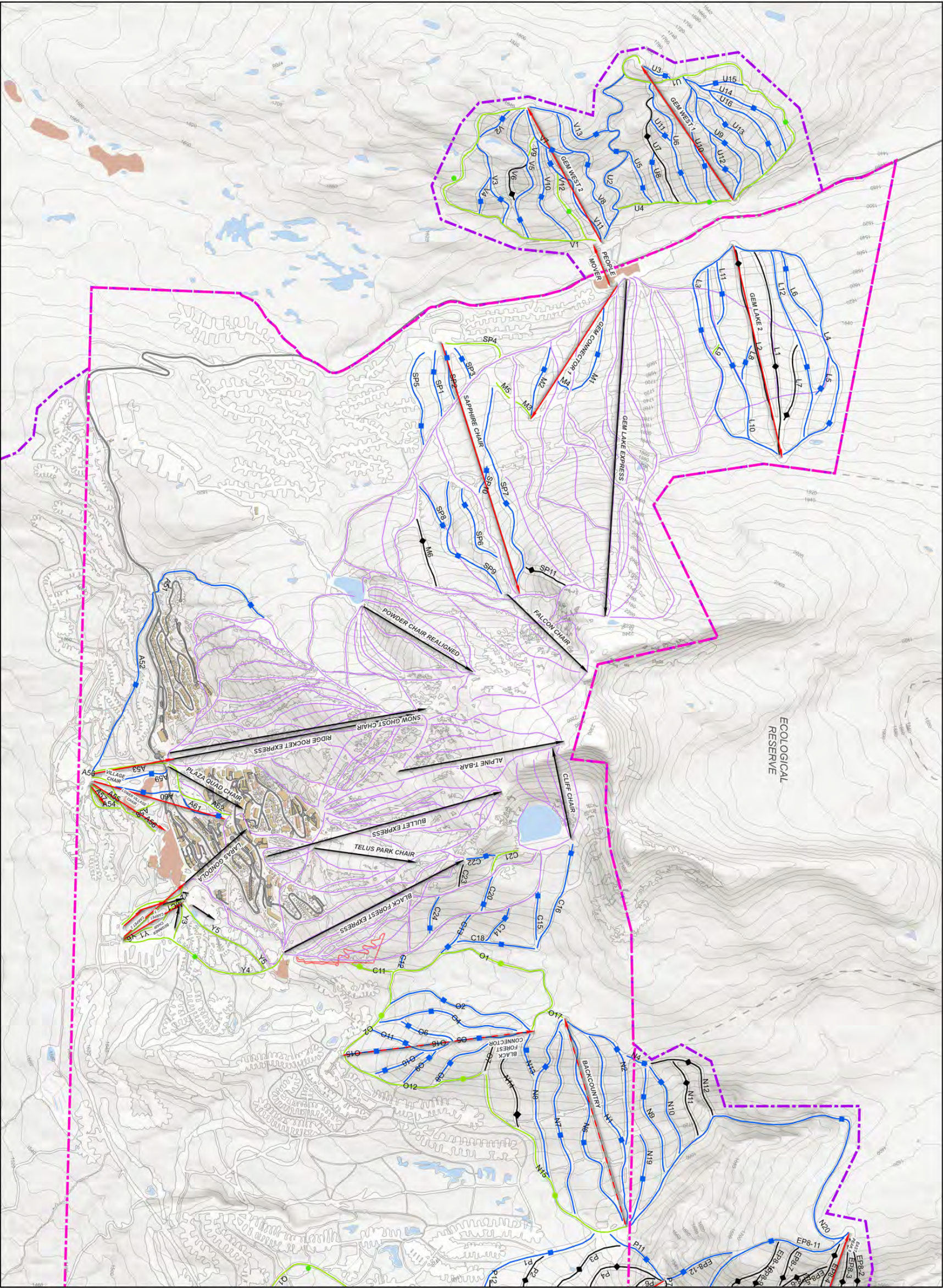












- Legend
- Existing Ski Lifts
  - Committed Lifts
  - Proposed Lifts
  - Existing Big White CRA
  - Proposed CRA
  - Proposed Vegetation at Buildout
  - Existing Ski Runs
  - Proposed Ski Runs
  - Beginner
  - Intermediate
  - Advanced
  - Extreme

Prepared for:

Big White Ski Resort  
5315 Big White Road  
Kelowna, BC V1Y 1P3  
Canada V1Y 1P3  
Tel: (250) 765-3101 Fax: (250) 491-6122  
email: bigwhite@bigwhite.com

Planning by:

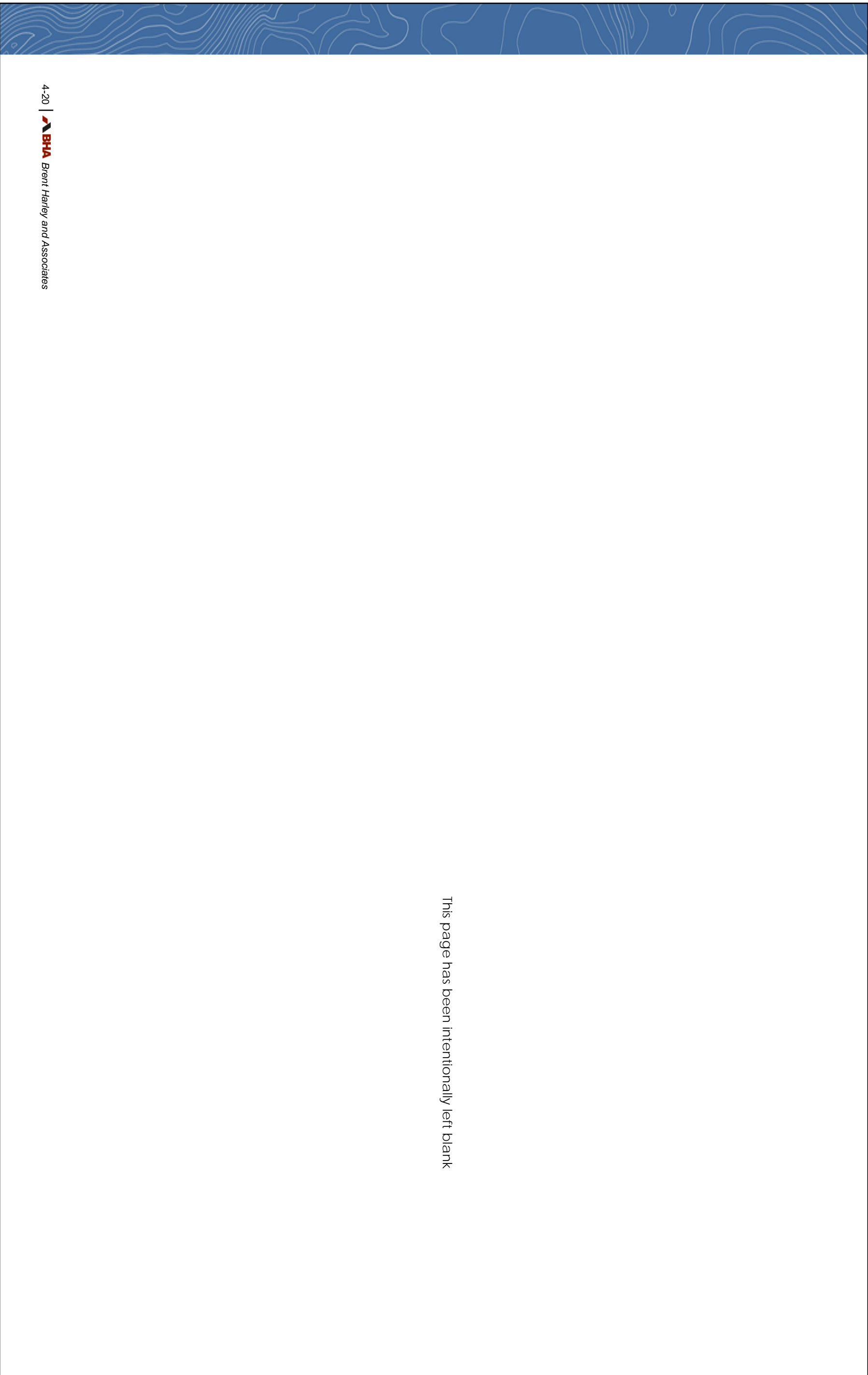
**BHA**  
4-1005 Alpha Lake Road,  
Whistler, B.C.  
Canada V8E 0H5  
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email: bha@brentharvey.com



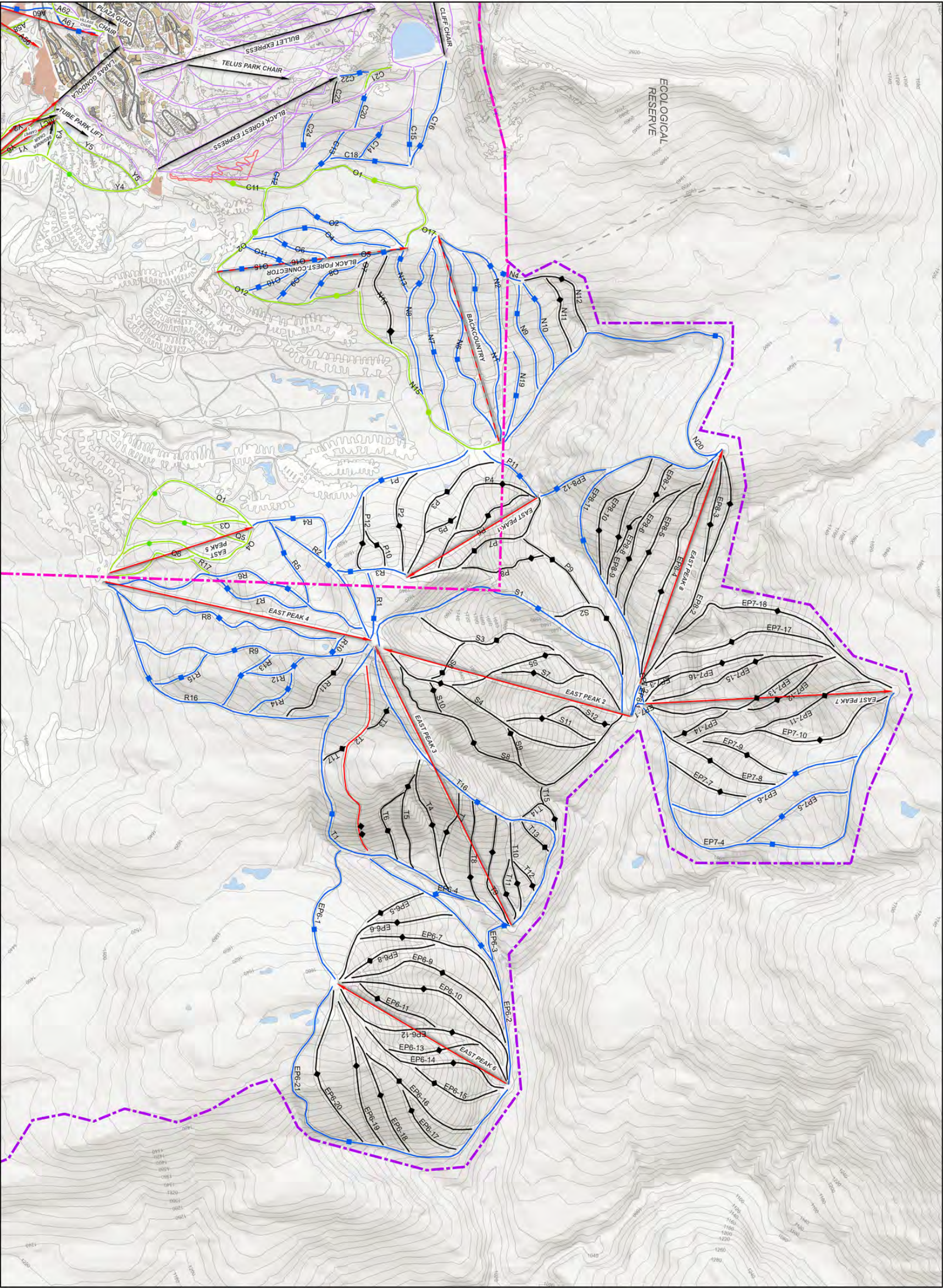
Proposed Ski Trails  
by Skill Class (West)

Figure 4-4a











Big White Ski Resort  
Master Plan  
2020

**Legend**

- Existing Ski Lifts
- Committed Lifts
- Proposed Lifts
- Existing Big White CRA
- Proposed CRA
- Proposed Vegetation at Buildout
- Existing Ski Runs
- Proposed Ski Runs
- Beginner
- Intermediate
- Advanced
- Extreme

Prepared for:  
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**BHA**  
4-1005 Alpha Lake Road,  
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email: bha@brentharvey.com

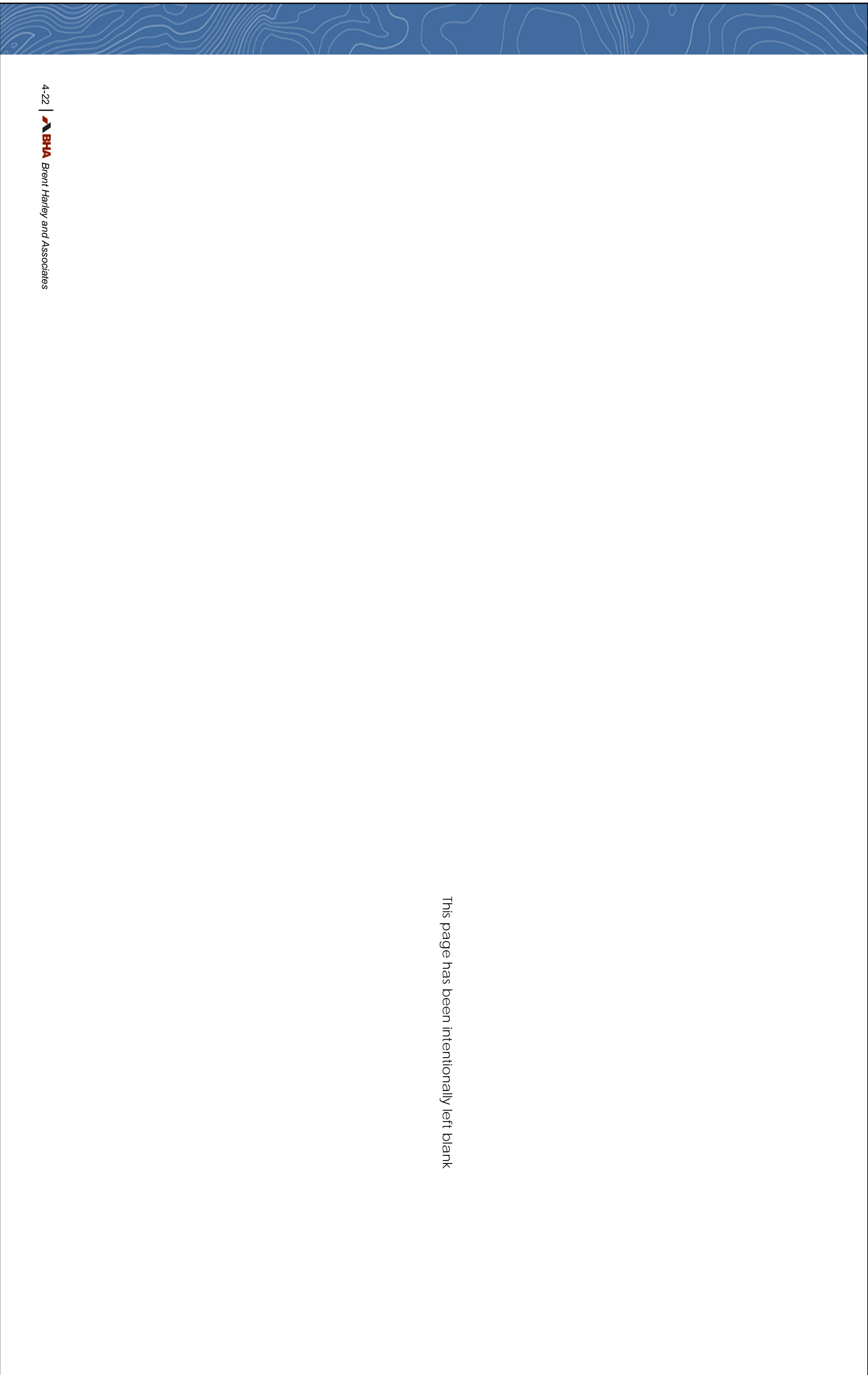
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Proposed Ski Trails by Skill Class (East)

Figure 4-4b





#### 4.3.5 Proposed Gladed Terrain

By buildout, gladed skiing on the mountain will be expanded from the current 257 hectares to over 730 hectares (see Figure 4-5). Gladed terrain will be developed using a feathering technique from the ski run edges. As illustrated in Figures 4-5a and 4-5b, the typical layout would see gradually increasing tree density starting from the clear cut of the ski run. The tree spacing initially would be wide (5 to 7 metres) and progressively decrease down to a spacing of 2 metres. The lower branches of gladed trees should also be limbed to a height of 3 metres above the maximum snow depth, depending on tree species, to facilitate clear paths for skiers.

Feathering ski run edges is beneficial from both an environmental and a recreational point of view. From an environmental perspective, feathering forest edges by thinning encourages a brushy transition zone between the opening of the ski run and the denser stand, which promotes food growth and improved wildlife habitat. In addition, the feathered edge protects against wind blow down and provides better visual quality across the forest stand.

From a recreational perspective, feathering the edges of ski runs provides an excellent skills development opportunity by creating a semi-gladed transition zone between the fully cut ski run and the denser gladed areas in between runs. Overall, feathering the edges of runs and glading in between runs will provide great adventure terrain for all ability levels and encourage skier progression and new levels of enjoyment. The Proposed Glading Plan (Figure 4-6) outlines the glading potential over the existing and proposed mountain.



Figure 4-5a. Gladed Skiing Feathering Technique – Illustrative

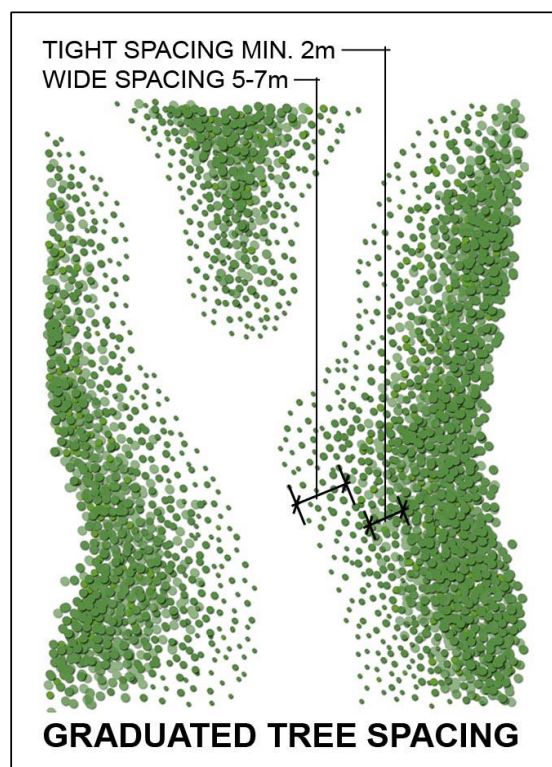
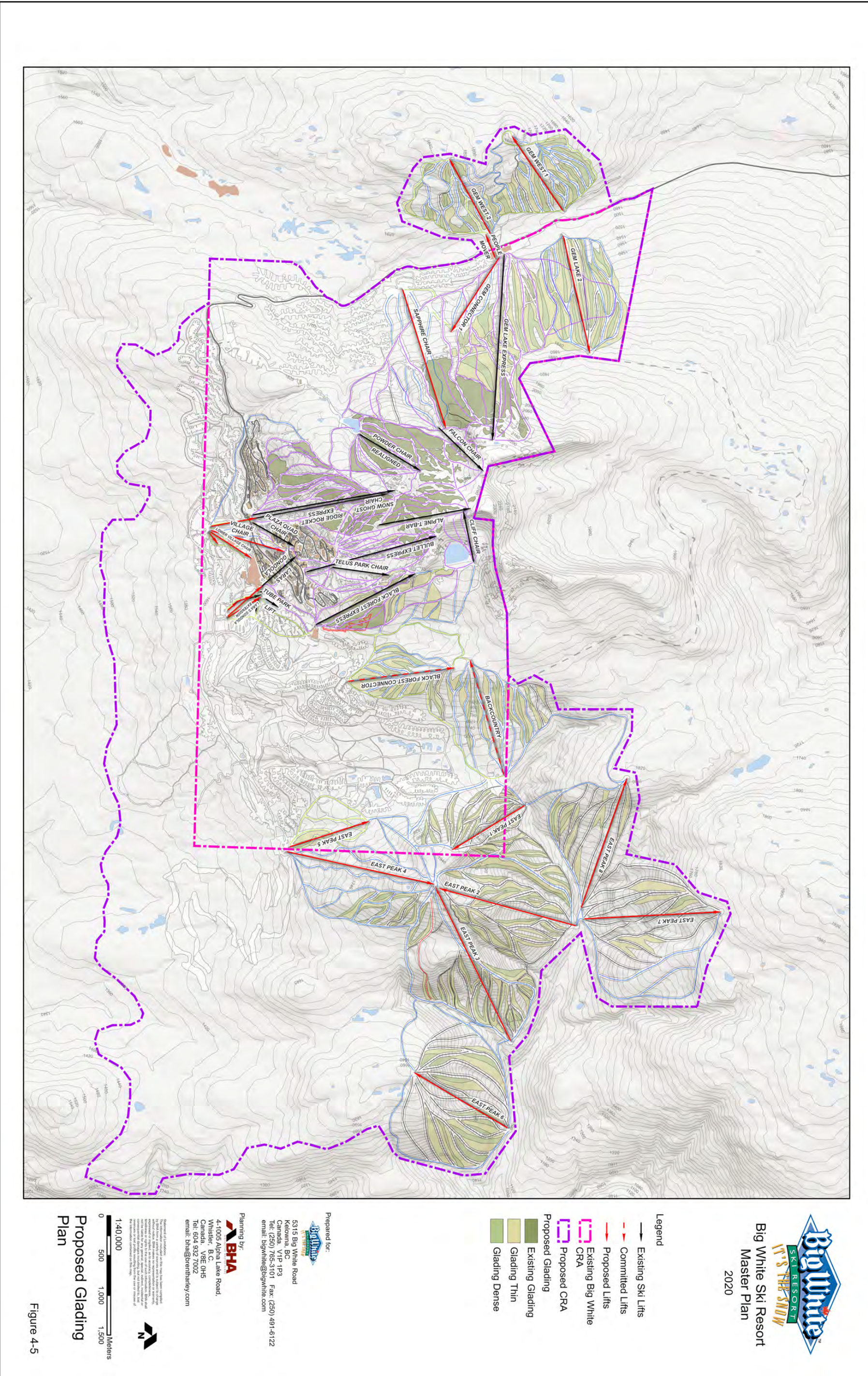
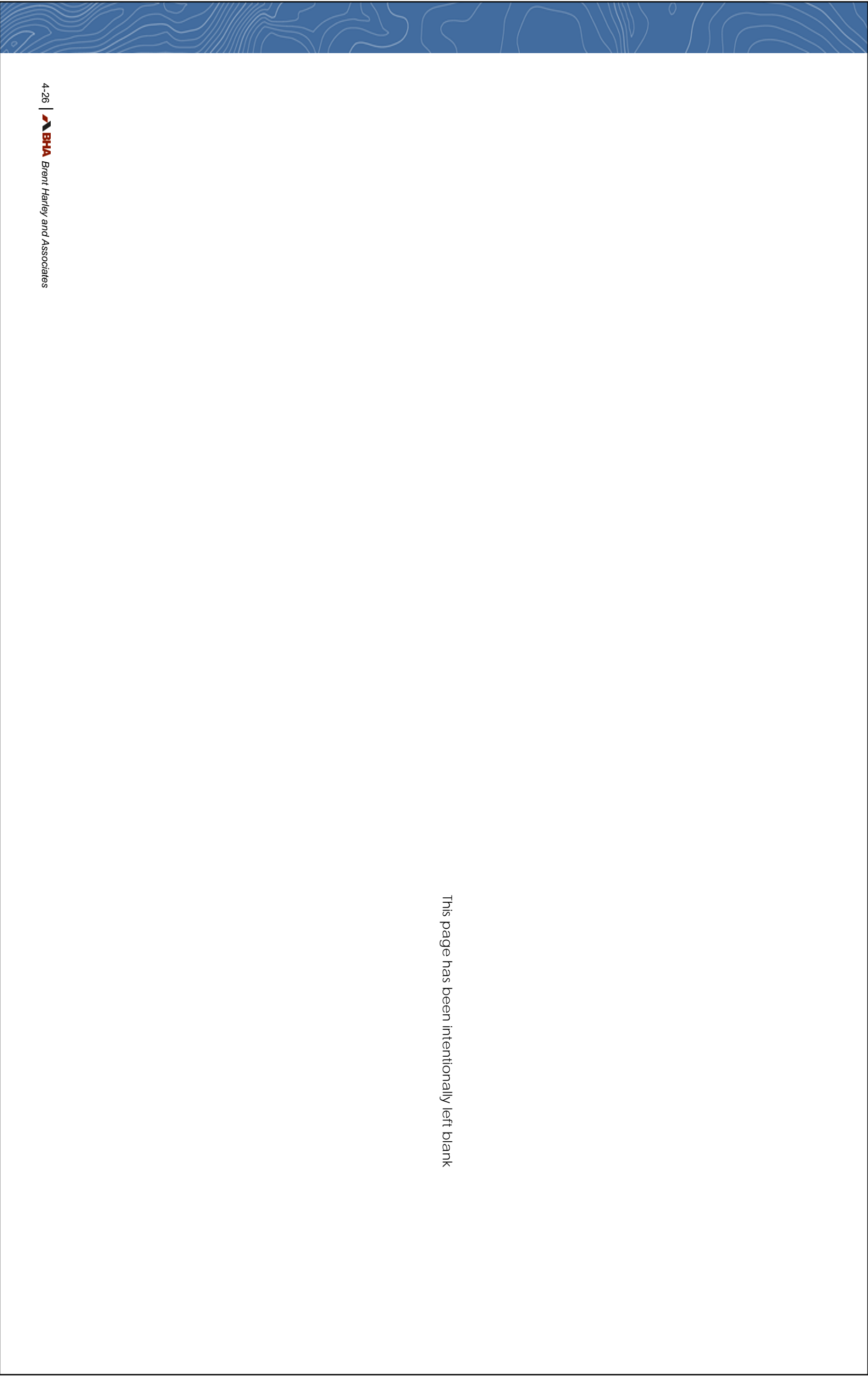


Figure 4-5b. Gladed Skiing Feathering Technique – Diagram









### 4.3.6 Proposed Ski Runs

The following table details the proposed alpine ski run development<sup>10</sup>, which are illustrated on Figures 4-3, 4-4, 4-4a, 4-4b, 4-5, 4-5a and 4-5b.

Table 4-1. Proposed Ski Runs

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod A - Ridge Rocket Extension</b>							
A51	981	27	16	157	12	1	Novice
A52	1,301	15	9	129	15	2	Novice
A53	459	17	10	58	75	3	Novice
A54	173	9	9	33	40	1	Novice
A55	57	0	18	29	25	0	Novice
A56	324	13	10	49	15	0	Novice
Glades						0	
Total Skiable Area						8	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod C - Additional Black Forest</b>							
C13	224	43	31	16	30	1	Intermediate
C14	294	31	28	23	25	1	Low Intermediate
C15	339	29	23	64	35	1	Low Intermediate
C16	782	33	18	78	30	2	Low Intermediate
C18	1,584	27	13	75	30	5	Low Intermediate
C19	486	38	20	134	40	2	Intermediate
C20	256	40	28	188	30	1	Intermediate
C21	265	23	12	89	20	1	Novice
C22	210	39	21	68	35	1	Intermediate
Glades						0	
Total Skiable Area						14	

<sup>10</sup> Values have been rounded to the nearest whole number for presentation purposes which may in turn give the false impression of inaccuracies in the calculations.

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod L - Gem Lake 2</b>							
L1	1,490	54	27	370	45	7	Advanced
L10	1,290	44	28	326	40	5	Intermediate
L11	464	41	27	114	40	2	Intermediate
L12	1,384	43	24	313	40	6	Intermediate
L2	1,268	61	28	314	50	6	Expert
L3	1,946	46	22	381	40	8	Intermediate
L4	2,152	49	20	377	40	9	Intermediate
L5	283	34	21	50	45	1	Low Intermediate
L6	601	38	19	111	30	2	Intermediate
L7	570	60	29	138	40	2	Expert
L8	259	45	35	61	30	1	Intermediate
L9	79	21	13	9	30	0	Novice
Glades						74	
Total Skiable Area						123	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod M - Gem Connector 1</b>							
M1	664	34	22	141	35	2	Low Intermediate
M2	501	29	22	111	35	2	Low Intermediate
M3	153	17	17	27	35	1	Novice
M4	95	0	18	17	10	0	Intermediate
M5	232	22	15	34	30	1	Novice
M6	510	58	31	150	35	2	Advanced
Glades						0	
Total Skiable Area						7	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod SP - Sapphire Chair</b>							
SP1	473	30	20		35	2	Intermediate
SP10	196	39	20		35	1	Intermediate
SP11	340	62	45		35	1	Advanced
SP2	352	32	23		35	1	Low Intermediate
SP3	247	32	26		35	1	Low Intermediate
SP4	454	28	12		35	2	Beginner
SP5	703	28	17		35	2	Low Intermediate
SP6	618	52	27		35	2	Intermediate
SP7	1528	65	25		35	5	Intermediate
SP8	352	47	22		35	1	Intermediate
SP9	1018	51	23		35	4	Intermediate
Glades						26	
Total Skiable Area						48	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod N - Additional Backcountry Chair</b>							
N12	742	74	28	181	35	3	Expert
N11	593	53	33	164	35	2	Advanced
N10	694	41	29	188	35	2	Intermediate
N9	786	44	27	202	10	1	Intermediate
N19	649	41	21	114	30	2	Intermediate
N4	175	23	22	34	35	1	Novice
N20	3,078	39	13	204	35	11	Intermediate
Glades						0	
Total Skiable Area						21	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod P - East Peaks 1</b>							
P1	1,330	23	13	169	35	5	Low Intermediate
P10	318	48	41	117	30	1	Advanced
P11	541	49	25	129	25	1	Low Intermediate
P12	540	53	31	161	25	1	Advanced
P2	773	51	31	225	30	2	Advanced
P3	1,125	58	29	320	30	3	Advanced
P4	819	48	32	260	30	2	Advanced
P5	249	33	31	73	25	1	Advanced
P6	968	52	43	389	25	2	Advanced
P7	1,278	67	38	449	35	4	Expert
P8	704	71	56	334	20	1	Expert
P9	665	36	15	75	15	1	Advanced
Glades						28	
Total Skiable Area						54	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod Q - East Peaks 5</b>							
Q1	1,452	19	10	145	15	2	Novice
Q3	791	15	12	93	35	3	Novice
Q4	1,060	21	12	135	30	3	Novice
Q5	322	21	13	45	30	1	Novice
Q6	666	20	15	103	30	2	Novice
Glades						5	
Total Skiable Area						16	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod R - East Peaks 4</b>							
R1	473	34	7	42	15	1	Low Intermediate
R10	166	20	16	29	35	1	Low Intermediate
R11	635	56	31	190	35	2	Advanced
R12	464	34	26	121	25	1	Intermediate
R13	522	41	29	140	30	2	Intermediate
R14	464	43	31	143	30	1	Intermediate
R15	462	40	24	103	30	1	Intermediate
R16	2,038	21	10	210	20	4	Low Intermediate
R17	165	17	14	20	10	0	Novice
R2	1,077	45	22	235	25	3	Intermediate
R3	497	28	13	65	30	1	Low Intermediate
R4	796	31	15	122	15	1	Low Intermediate
R5	646	30	22	142	15	1	Low Intermediate
R6	2,033	38	20	400	25	5	Intermediate
R7	739	38	22	167	30	2	Intermediate
R8	1,832	30	21	379	25	5	Low Intermediate
R9	1,789	31	22	379	25	4	Low Intermediate
Glades						15	
Total Skiable Area						51	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod S - East Peaks 2</b>							
S1	2,505	44	26	636	35	9	Intermediate
S10	231	41	35	70	15	0	Expert
S11	730	54	47	304	30	2	Advanced
S12	523	54	36	183	35	2	Advanced
S2	862	52	23	195	25	2	Advanced
S3	1,097	64	32	318	30	3	Advanced
S4	1,771	61	36	594	30	5	Advanced
S5	1,500	59	38	529	25	4	Advanced
S6	385	64	39	129	30	1	Advanced
S7	665	53	43	253	30	2	Advanced
S8	2,287	65	27	607	20	5	Expert
S9	316	70	57	157	30	1	Expert
Glades						64	
Total Skiable Area						101	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod T - East Peaks 3</b>							
T1	2,995	63	24	707	25	7	Advanced
T10	654	48	35	219	25	2	Advanced
T11	456	33	29	122	10	0	Advanced
T12	261	36	30	73	20	1	Advanced
T13	315	60	53	147	15	0	Advanced
T14	418	65	33	122	10	0	Advanced
T15	125	18	14	30	10	0	Advanced
T16	2,760	55	26	698	30	8	Advanced
T17	186	26	23	40	10	0	Advanced
T2	1,555	88	34	500	15	2	Expert
T3	236	47	37	82	15	0	Advanced
T4	1,044	71	44	426	30	3	Expert
T5	774	75	52	363	10	1	Expert
T6	641	77	45	275	20	1	Expert
T7	535	69	54	264	30	2	Expert
T8	773	58	44	312	15	1	Advanced
T9	849	51	35	285	15	1	Advanced
Glades						43	
Total Skiable Area						74	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod U - Gem West 1</b>							
U1	2,428	33	16	341	15	4	Novice
U10	886	54	31	232	30	3	Intermediate
U11	211	52	33	299	30	1	Intermediate
U12	448	48	34	152	30	1	Intermediate
U13	786	49	30	196	30	2	Intermediate
U14	954	46	26	256	30	3	Intermediate
U15	328	40	27	200	30	1	Low Intermediate
U16	741	44	30	267	30	2	Low Intermediate
U2	1,814	37	18	268	30	5	Low Intermediate
U3	215	53	24	269	30	1	Intermediate
U4	816	17	11	270	30	2	Novice
U5	421	46	33	271	30	1	Intermediate
U6	994	48	31	272	30	3	Intermediate
U7	872	65	30	273	30	3	Advanced
U8	379	45	33	274	30	1	Low Intermediate
U9	1,068	45	28	275	30	3	Low Intermediate
Glades						34	
Total Skiable Area						71	



Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod V - Gem West 2</b>							
V1	2,222	17	13	54	15	3	Novice
V10	834	36	23	124	30	3	Low Intermediate
V11	821	58	32	304	30	2	Intermediate
V12	543	16	15	24	30	2	Novice
V13	692	46	32	297	30	2	Intermediate
V2	293	46	32	190	30	1	Intermediate
V3	678	45	30	253	30	2	Intermediate
V4	291	45	30	248	30	1	Low Intermediate
V5	1,106	48	28	249	30	3	Intermediate
V6	363	61	37	250	30	1	Advanced
V7	518	53	25	251	30	2	Intermediate
V8	1,019	59	29	252	30	3	Intermediate
V9	146	34	31	253	30	0	Novice
Glades						28	
Total Skiable Area						53	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod Y – Beginner Chair</b>							
Y1	387	14.5	10.3	41	25	1	Beginner
Y2	214	14.1	11.7	26	30	1	Beginner
Y3	211	11.7	9.7	22	40	1	Beginner
Y4	1,087	16.1	9.7	110	15	2	Novice
Y5	368	12.3	5.6	24	15	1	Novice
Y6	311	9.8	6.9	24	15	0	Novice
Glades						0	
Total Skiable Area						5	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod AA - East Peak 6</b>							
EP6-1	1,186	41	23	244	30	4	Intermediate
EP6-6	1,096	47	34	340	30	3	Advanced
EP6-5	482	52	43	186	30	1	Advanced
EP6-7	1,207	50	32	356	30	4	Advanced
EP6-4	238	18	14	29	30	1	Novice
EP6-8	758	51	43	293	30	2	Advanced
EP6-9	1,459	67	38	495	30	4	Expert
EP6-10	1,638	56	38	553	30	5	Advanced
EP6-11	685	56	49	296	30	2	Advanced
EP6-12	1,561	68	41	556	30	5	Expert
EP6-14	1,248	64	44	487	30	4	Advanced
EP6-13	708	59	45	286	30	2	Advanced
EP6-15	738	75	51	325	30	2	Expert
EP6-21	2,834	45	24	567	30	9	Advanced
EP6-20	1,247	64	37	382	30	4	Advanced
EP6-19	1,149	63	42	394	30	3	Advanced
EP6-18	973	62	45	390	30	3	Advanced
EP6-16	1,033	57	41	376	30	3	Advanced
EP6-17	638	53	43	251	30	2	Advanced
EP6-2	2,083	37	20	315	30	6	Intermediate
EP6-3	348	27	18	37	30	1	Low Intermediate
Glades						61	
Total Skiable Area						131	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod BB - East Peak 7</b>							
EP7-1	128	17	16	16	30	0	Beginner
EP7-10	1,632	49	29	423	30	5	Advanced
EP7-11	940	48	38	305	30	3	Advanced
EP7-12	644	46	39	225	30	2	Advanced
EP7-13	1,508	58	35	450	30	5	Advanced
EP7-14	442	33	30	97	30	1	Advanced
EP7-15	1,337	46	35	426	30	4	Advanced
EP7-16	968	55	33	286	30	3	Advanced
EP7-17	1,920	52	28	455	30	6	Advanced
EP7-18	1,369	46	32	354	30	4	Advanced
EP7-2	110	9	14	14	30	0	Beginner
EP7-3	203	22	20	36	30	1	Advanced
EP7-4	3,264	33	21	490	30	10	Low Intermediate
EP7-5	835	33	22	170	30	3	Low Intermediate
EP7-6	1,450	37	22	299	30	4	Intermediate
EP7-7	634	46	33	184	30	2	Advanced
EP7-8	939	48	36	266	30	3	Advanced
EP7-9	684	50	37	231	30	2	Advanced
Glades						20	
Total Skiable Area						77	

Run Name	Slope Length (m)	Maximum Slope (%)	Average Slope (%)	Vertical Drop (m)	Average Width (m)	Trail Area (ha)	Skill Class
<b>Pod CC - East Peak 8</b>							
EP8-1	213	20	18	16	30	1	Beginner
EP8-10	1,041	49	36	333	30	3	Advanced
EP8-11	2,485	46	23	493	30	7	Advanced
EP8-12	613	57	41	215	30	2	Advanced
EP8-2	1,789	59	31	488	30	5	Advanced
EP8-3	742	59	38	247	30	2	Advanced
EP8-4	1,645	53	33	483	30	5	Advanced
EP8-5	1,164	41	36	380	30	3	Advanced
EP8-6	978	50	36	319	30	3	Advanced
EP8-7	314	36	35	103	30	1	Advanced
EP8-8	333	45	37	112	30	1	Advanced
EP8-9	730	58	42	272	30	2	Advanced
Glades						19	
Total Skiable Area						55	

### 4.3.7 Downhill Capacity

By applying the appropriate densities to the ski runs and gladed areas as measured by skiers per hectare, BHA calculated the total downhill capacity of the existing and proposed development at Big White. Table 4-2 outlines the Downhill CCC of the ski runs by skier skill class within each pod for the entire ski area. In total, the buildout trail capacity is 26,046 skiers.

Table 4-2. Proposed Downhill Capacity

Pod	Vertical (m)	Skiable Area (ha)	Downhill Capacity by Skill Class						Total Capacity
			Beginner	Novice	Low Intermediate	Intermediate	Advanced	Expert	
A (Ridge/Snowghost)	443	110	0	436	776	1,413	68	0	2,693
B (Bullet Express Quad)	396	45	0	391	679	344	0	0	1,414
C (Black Forest Express)	314	62	0	278	1,005	430	0	0	1,713
D (Cliff Chair)	225	29	54	0	0	0	120	185	360
E (Alpine T-Bar)	279	46	28	336	612	337	0	0	1,312
F (Falcon Chair)	263	39	0	353	96	292	175	0	916
G (Powder Chair)	298	52	0	105	161	314	408	0	987
H (Gem Lake Express)	705	229	0	436	468	2,189	845	41	3,978
I (Lara's Gondola)	592	5	0	224	0	0	0	0	224
J (Telus Park)	170	7	0	71	188	0	0	0	258
L (Gem Lake 2)	380	123	0	7	25	908	117	99	1,156
M (Gem Connector 1)	217	7	0	37	82	1	18	0	138
Sapphire Chair	408	48	56	0	91	322	75	5	549
N (Backcountry)	375	88	0	18	96	920	58	13	1,106
O (Black Forest Connector)	150	46	49	228	341	357	11	0	986
P (East Peaks 1)	441	54	0	0	120	0	314	29	463
Q (East Peaks 5)	144	16	0	499	0	46	0	0	545
R (East Peaks 4)	409	51	0	5	361	316	59	0	742
S (East Peaks 2)	649	101	0	0	0	236	450	72	758
R (East Peaks 3)	702	74	0	0	0	0	369	104	473
U (Gem West 1)	340	71	0	183	260	375	117	0	935
V (Gem West 2)	334	53	0	162	68	343	93	0	666
Y (Beginner Chair)	45	5	184	119	0	0	0	0	303
AA (East Peaks 6)	559	131	0	21	21	147	702	124	1,015
BB (East Peaks 7)	479	77	25	0	246	65	525	0	862
CC (East Peaks 8)	497	55	22	0	0	0	478	0	501
DD (Village Chair)	137	8	350	0	0	0	0	0	350
EE (Lower Village Chair)	58	8	350	0	0	0	0	0	350
Beginner (Carpets)	19	7	293	0	0	0	0	0	293
<b>TOTAL</b>		<b>1,647</b>	<b>1,411</b>	<b>3,909</b>	<b>5,695</b>	<b>9,354</b>	<b>5,005</b>	<b>673</b>	<b>26,046</b>

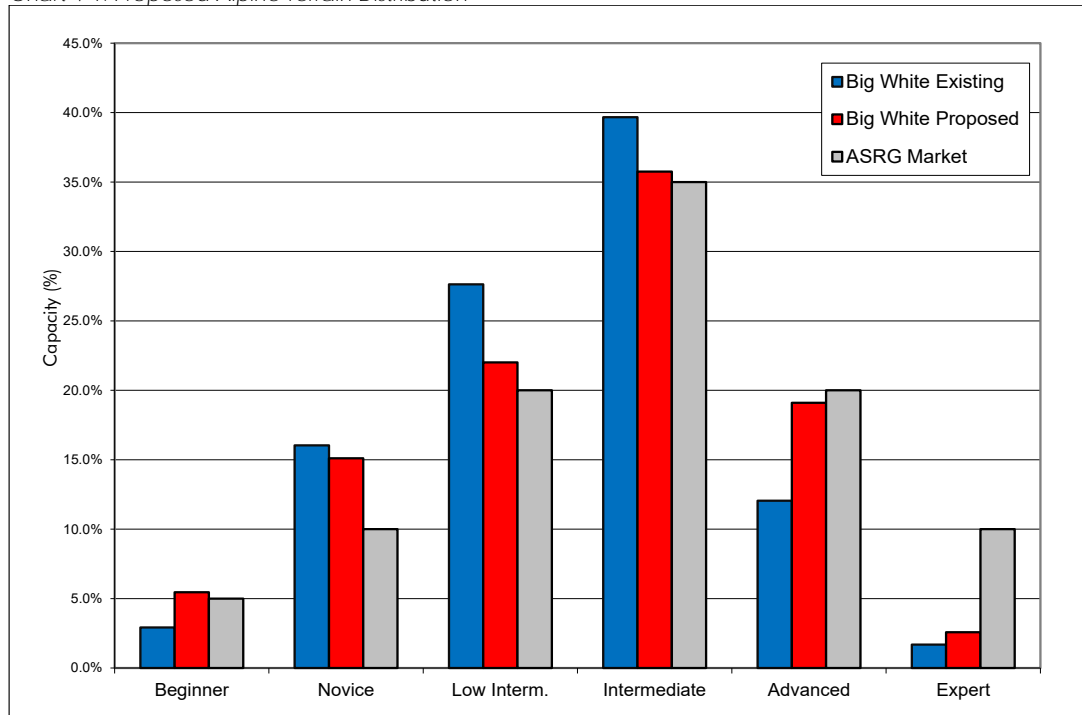
#### 4.3.8 Alpine Terrain Distribution

The design of the ski runs was carefully planned to ensure that resulting mix of existing and proposed ski terrain closely approximates the distribution of the skier marketplace. Terrain distribution assessments are an important tool to ensure that the currently accepted market segmentation is represented in the ski run offerings. Table 4-3 and Chart 4-1 illustrate the terrain distribution assessment of the proposed buildout condition at Big White. They also compare the proposed distribution to the existing distribution and the market distribution. This demonstrates that the proposed ski run development at buildout provides a much more balanced product than what is currently offered. The East Peak is key to Big White being able to make these improvements as this area contains most of the advanced and expert terrain within the study area.

Table 4-3. Proposed Alpine Terrain Distribution

Market Distribution	Big White Existing	Big White Proposed	ASRG Market
Beginner	2.9%	5.4%	5%
Novice	16.0%	15.0%	10%
Low Intermediate	27.6%	21.9%	20%
Intermediate	39.7%	35.9%	35%
Advanced	12.0%	19.2%	20%
Expert	1.7%	2.6%	10%

Chart 4-1. Proposed Alpine Terrain Distribution





#### 4.3.9 Proposed Ski Lift Inventory

Directly related to the goal of balancing the ski terrain distribution with the skier skill class distribution of the marketplace, the downhill capacity of the ski terrain needs to be in balance with the uphill capacity of the ski lifts, or Uphill CCC. To achieve this, the Mountain Master Plan must also anticipate skier movement and circulation patterns over the course of the ski day. This involves detailed disbursement modelling and staging analysis undertaken to ensure that skiers on the slopes, on the lifts, in the lift lines, and in support facilities are accounted for. From this, the appropriate capacity of uphill infrastructure is determined.

The proposed ski lift system has been planned to act as the uphill balance to the downhill capacity of the alpine ski run network. Table 4-4 illustrates the specific characteristics, capacities, and design parameters for each of the existing and proposed ski lifts and the resulting Uphill CCC. As proposed, at buildout Big White will have increased their ski lift inventory from 15 to 37 ski lifts leading to an Uphill CCC of 25,624. Figure 4-6 illustrates the existing and proposed ski lifts at buildout.



*The uphill capacity of the lifts must be in balance with downhill capacity of the runs to meet guest expectations and deliver a positive recreation experience.*

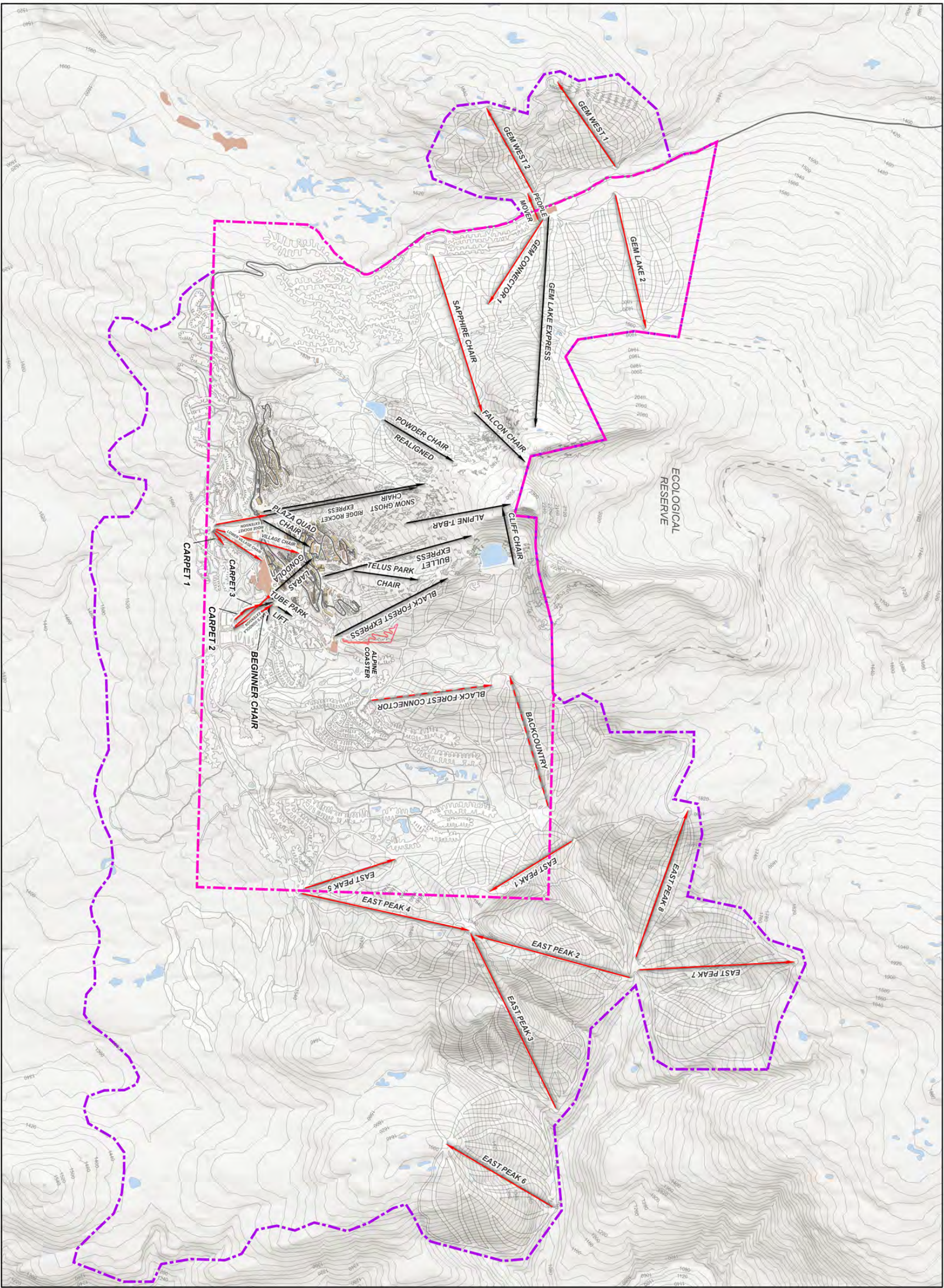
Table 4-4. Proposed Uphill Capacity

Lift Name	Lift Type	Vertical Drop (m)	Slope Length (m)	Hourly Capacity (Theor.)	Hourly Capacity (Actual)	Weighted Vertical Demand	Loading Efficiency	Hours of Operation	Access Reduction	Uphill CCC
Snow Ghost Express	D6C	447	1,891	3,200	2,800	4,145	95%	7	11%	1,777
Bullet Express	D4C	396	1,752	2,800	2,300	3,450	95%	7	9%	1,595
Black Forest Express	D4C	314	1,440	2,400	2,400	3,633	95%	7	28%	996
Cliff Chair	2C	225	678	1,200	1,200	7,804	90%	6	0%	187
Falcon Double Chair	2C	263	820	1,200	1,200	4,167	85%	6	0%	387
Powder Chair	4C	298	886	2,400	2,400	5,470	90%	6	3%	687
Gem Lake Express	D4C	705	2,440	2,800	2,800	5,077	95%	7	8%	2,374
Alpine T-Bar	T-Bar	279	1,206	1,100	1,100	3,447	90%	7	3%	544
Telus Park Chair	2C	170	728	1,800	1,800	3,090	90%	7	0%	625
Kids Carpet	S	2	22	1,100	1,100	500	80%	7	0%	25
Magic Carpet	S	16	137	1,100	800	500	80%	7	0%	143
Magic Carpet 2	S	10	143	1,100	800	500	80%	7	0%	90
<b>Total Existing<sup>1</sup></b>			<b>12,143</b>	<b>22,200</b>	<b>20,700</b>					<b>9,429</b>
Lara's Gondola Extended	D8G	135	1,117	2,800	2,400	1,382	95%	7	62%	591
Beginner Chair	2C	37	322	1,200	1,200	1,393	85%	7	0%	969
Backcountry Chair <sup>2</sup>	D4C	375	1,777	2,400	2,400	5,011	95%	7	19%	527
Black Forest Connector <sup>2</sup>	D4C	151	777	2,400	2,400	3,619	80%	7	6%	192
Carpet 2	S	8	156	1,100	800	500	95%	7	0%	80
Carpet 3	S	23	190	1,100	800	500	95%	7	0%	245
East Peak 1	4C	440	1,159	2,400	1,600	6,622	90%	6	0%	574
East Peak 2	D4C	630	1,861	2,400	1,800	6,959	90%	7	0%	1,026
East Peak 3	D4C	690	2,270	2,400	1,800	8,050	95%	7	10%	928
East Peak 4	D4C	408	1,961	2,400	1,800	4,449	95%	7	42%	634
East Peak 5	4C	147	1,055	2,400	1,500	2,252	85%	7	0%	583
Ridge Rocket Extended	D4C	493	2,254	2,400	2,200	4,145	95%	7	15%	1,487
Plaza Pulse Gondola	PG	103	594	2,400	1,900	0	85%	7	0%	0
Village Chair	4C	137	960	2,400	1,800	1,284	85%	7	0%	1,142
Lower Village Chair	4C	58	593	2,400	1,800	1,393	85%	7	0%	446
Carpet 1	S	18	141	1,100	800	500	85%	7	0%	174
Gem Connector 1	4C	206	1,110	2,400	1,500	3,632	85%	7	0%	505
Sapphire Chair	D4C	408	1,856	2,400	2,200	4,733	85%	7	0%	1,128
Gem Lake 2	D4C	512	2,247	2,400	1,800	5,631	95%	7	0%	1,089
Gem People Mover	2C	16	287	1,200	1,200	0	95%	7	0%	0
Gem West 1	4C	320	1,164	2,400	2,400	4,310	85%	6	0%	909
Gem West 2	4C	334	1,166	2,400	1,800	4,469	85%	6	0%	685
East Peak 6	D4C	550	1,480	2,400	2,400	7,244	95%	6	0%	1,039
East Peak 7	4C	473	1,801	2,400	1,800	5,981	85%	6	0%	725
East Peak 8	4C	487	1,779	2,400	1,500	7,210	85%	6	0%	517
<b>Total Committed and Proposed</b>			<b>30,077</b>	<b>54,100</b>	<b>43,600</b>					<b>16,195</b>
<b>Total (All)</b>			<b>42,220</b>	<b>76,300</b>	<b>64,300</b>					<b>25,624</b>

1. Uphill Capacity of Existing Lifts has been modified to reflect the impact of Proposed Lifts and changes in Downhill CCC.

2. Approved but not yet constructed.





- Legend
- Existing Ski Lifts
  - Committed Lifts
  - Proposed Lifts
  - Existing Big White CRA
  - Proposed CRA

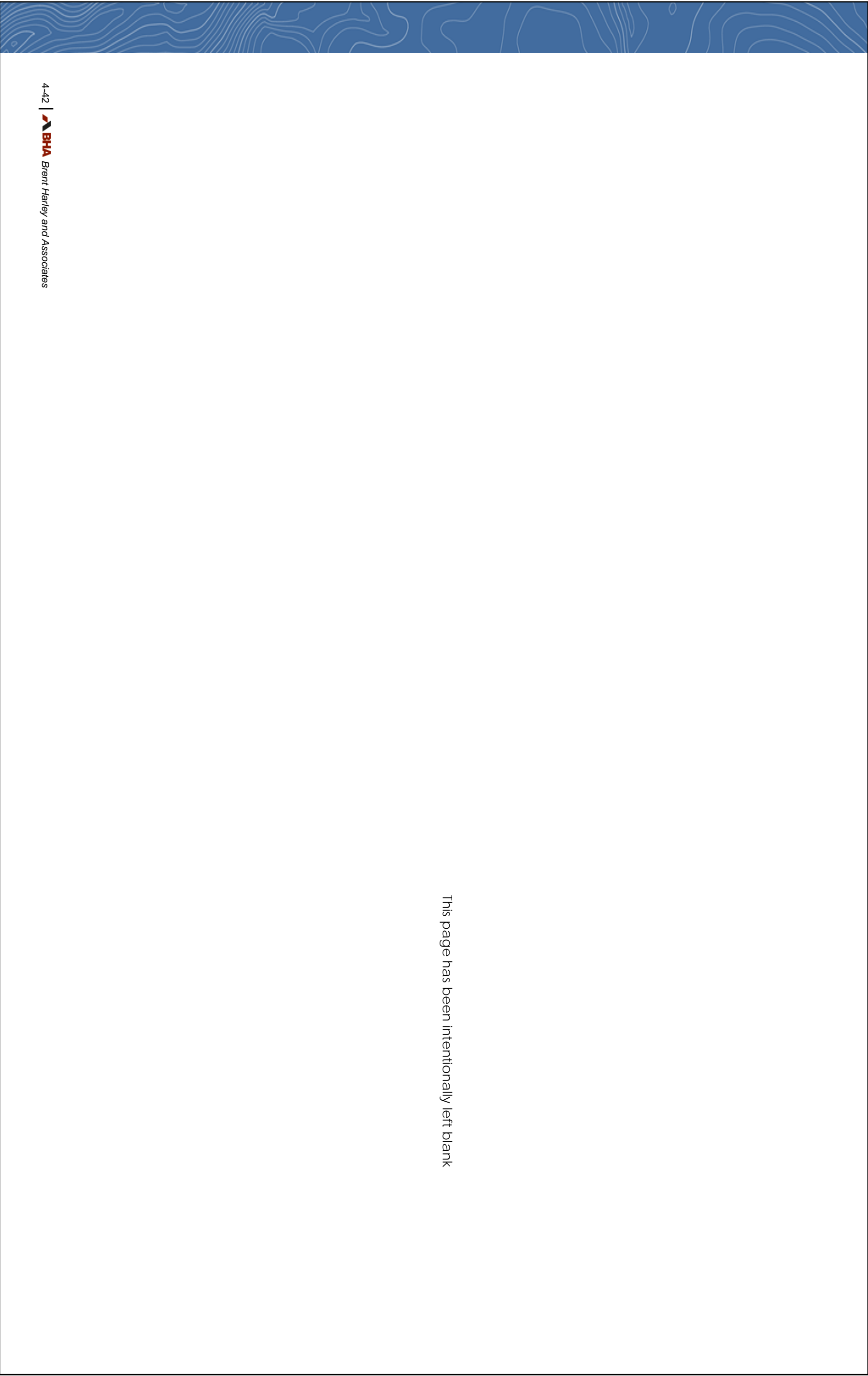
Prepared for:  
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Canada, V1Y 1P3  
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Existing and Proposed Chairlifts  
Figure 4-6

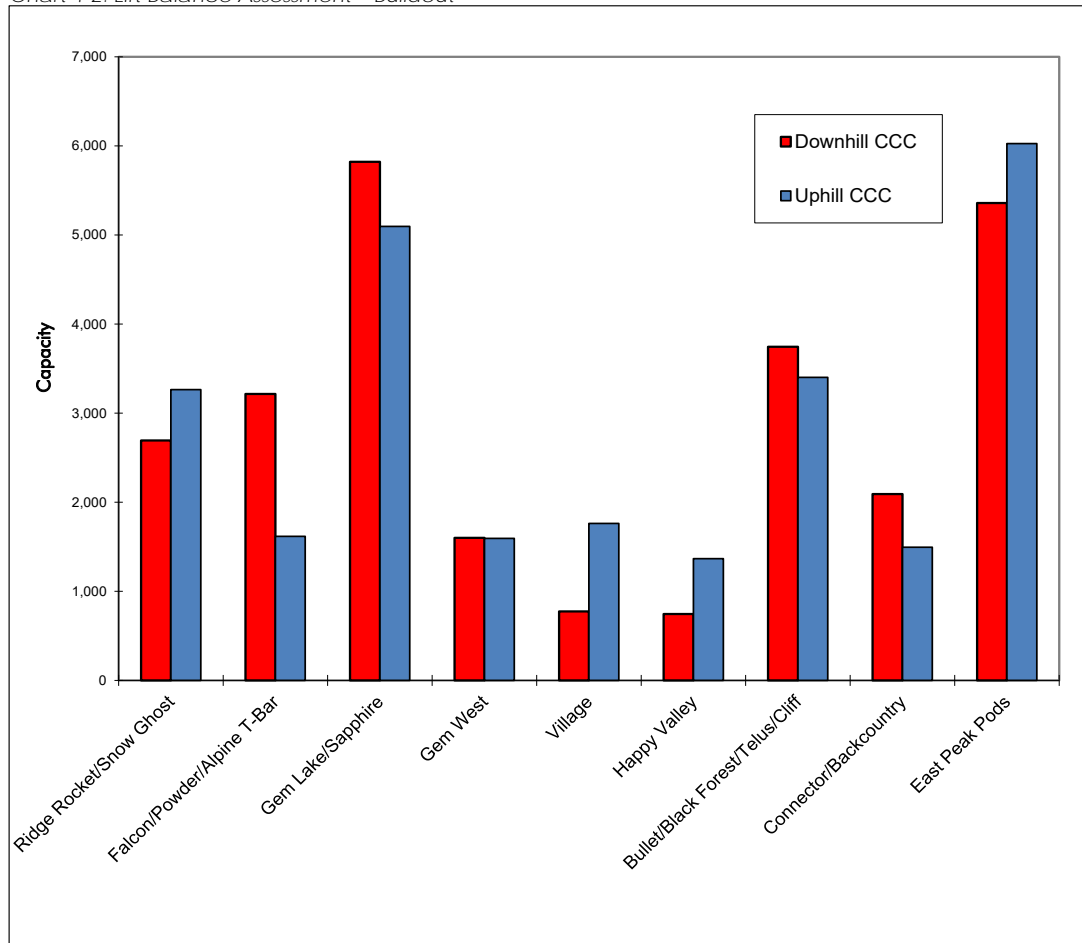




#### 4.3.10 Proposed Lift Balance Assessment

The following summary demonstrates the balance between the proposed capacity of the lift infrastructure and the downhill capacity of the associated ski runs depicted in Tables 4-2 and 4-4. As illustrated in Chart 4-2, the uphill capacity generally approximates the downhill capacity across the Resort. Notable exceptions are within the Village pod, the Ridge Rocket/Snow Ghost pod and the East Peak pod which play a significant role as a transport lifts, connecting skiers and pedestrians to other parts of the Resort. Conversely, the Falcon/Powder/T-Bar and Black Forest Connector/Backcountry pods offer greater downhill capacity than uphill capacity. This maintains a lower-density ski experience sought after by advanced and expert skiers. It should be noted that the uphill capacities detailed here will be adjusted during the phased implementation of the proposed ski terrain to respond to shifts in skier circulation patterns and resulting uphill demand.

Chart 4-2. Lift Balance Assessment – Buildout



#### 4.3.11 Proposed Comfortable Carrying Capacity

The lower end of accepted ASRG skier densities was applied to calculate the CCC at Big White. These values are aligned to industry and market trends that aim to provide a lower density, powder-oriented product. They will also produce a skiing experience more consistent with the expectations of destination guests.

Using these design criteria, the proposed lift and trail capacities were calculated for buildout conditions. From this, Downhill CCC for the proposed buildout condition was calculated as 26,046 while Uphill CCC was calculated as 25,624. In determining overall CCC, the lower of these two values is used to ensure that neither capacity is exceeded. As such, the CCC for Big White Ski Resort as proposed is 25,624 skiers per day at buildout.



*It is critical to respect a mountain's Comfortable Carrying Capacity and ensure guests do not feel crowded on the runs or in the lift lines.*

#### 4.3.12 Mountain Operations Facilities

There are a variety of facilities key to the successful operation of any mountain resort. The degree of impact and influence each has on the resort offering is tied directly to the envisioned type of product. Specific to Big White, the size, scale and scope of the area dictates primary operational considerations including day lodges, on-mountain lodges and huts, ski patrol/search and rescue, mountain access roads, snowmaking, night skiing, grooming, and maintenance.

##### *Day Lodges/Base Lodges*

The existing day lodges (i.e. the Village Centre Mall, the Happy Valley Day Lodge, the Westridge Warming Hut, the Ridge Day Lodge and the Black Forest Day Lodge) provide enough space to service the needs of day use skiers over the course of the day (see Table 2-16). Additional day lodge facilities will be developed in tandem with the expansion of ski terrain to ensure that on-mountain and base area capacities remain in balance. As envisioned, and based on the concepts described below, Big White will construct additional day lodges at the base of East Peak, Gem West, the Sapphire Base, and in the Ridge Valley.

##### *On-Mountain Lodges and Huts*

At present, there are no on-mountain lodges or huts at Big White. However, the Resort is currently investigating the potential for a mountain top restaurant near the upper terminal of the Ridge Rocket Express. Additionally, when the proposed ski pods in the East Peak are developed, there will be significant opportunity to develop on-mountain facilities on the backside of the East Peak (see Sec. 4.4 - Altitude Restaurants).

##### *Ski Patrol*

Well-positioned and accessible ski patrol facilities are a key component of an effectively managed mountain resort operation. Design considerations include the need for on-snow, toboggan access to medical facilities, and road access that connects the resort to comprehensive medical facilities located in the City of Kelowna. The existing ski patrol facilities at Big White will be maintained and expanded in coordination with the expansion of ski terrain.

##### *Mountain Access Roads*

Building on the existing resort layout, additional mountain access roads will be developed. These roads will, where possible, utilize existing logging roads to avoid impact to the environment. Mountain access roads are a critical component of a well-functioning ski area, providing service access, and connections to future development areas and trails. Mountain access roads will also be utilized for summer-season recreation activities, such as mountain biking and hiking.

### *Snowmaking*

Snowmaking at Big White is currently limited to the Terrain Park as it requires specific snow densities to create the Park features, such as half pipes. In all other areas Big White relies on natural snowfall to meet their needs. However, Big White will continue to review the need for snowmaking on the lower elevations if natural snowpack is found to be unreliable. If pursued, the Resort's management plan would initially incorporate snowmaking on a limited scale. The intent will be to gradually build the infrastructure as needed to ensure snow coverage and skiing in years of low snow and to proactively address the potential impacts of climate change. At this point, a detailed snowmaking plan remains to be created. The objective will be to ensure that the Resort is open for early season skiing, ideally by the last week of November.

Conceptually, the snowmaking system will be considered for all the East Peak's south facing exposures, the lower elevations of the Gem Lake ski runs, and the ski runs returning to the Ridge Valley Base. This will ensure that the ski to/ski from qualities that Big White is famous for will be maximized and maintained. Other areas of consideration would be high use trails critical to circulation and those with primary south to southwest orientation. Water reservoirs will have to be sized and established to provide the requisite water resources. Likewise, the appropriate combination of snow-guns and infrastructure will need to be determined and incorporated into a mountain snowmaking development plan.

Initial assessment of water demand for the snowmaking system is estimated to be approximately 125 million gallons per year. In 2011, a preliminary study of the possible locations, and dam and reservoir capacity were completed with the government input. As planned, the reservoir would have a capacity of 150 million gallons and would cater to both snowmaking needs and domestic use as the Resort expands and potable water demand increases. The reservoir would be built on higher ground, isolated from the surrounding watershed. The dam, structure and pump station will collect the water from the freshets in the spring and store it in the reservoir for later use. The goal is to not interfere with natural waterways or disturb the natural flow of established creeks. The specific details for the proposed snowmaking will be confirmed at the time of development and will incorporate leading technologies.

### *Night Skiing*

Currently, Big White offers night skiing on the Bullet Express, Plaza Chair, and the Telus Park Chair. Expansion of the night skiing area will be considered based on market demand.

### *Grooming*

Ski run grooming is required to provide a balanced product capable of meeting **the needs of multiple skill classes**. Big White's well-established grooming operation will be expanded, aligned with the development of the expansion terrain.

### *Maintenance*

The existing maintenance facility on Horsefly Road will be incrementally **expanded to meet the needs created by the Resort's proposed expansion**. Additionally, a second maintenance yard will be established near the East Peak to reduce travel distance for grooming and maintenance operations.

## 4.3.13 Multi-Purpose Trail Network

To link the existing and future Village amenities, staging areas, and residential developments, Big White will expand and enhance its current trail system, transforming it into an accessible, all-season, multi-purpose trail system that will enable guests to travel throughout the Resort without relying on their vehicles (Fig. 4-7). This shift in transportation modes from vehicle to a pedestrian-centric design will foster an intimate Village ambience and human-scaled built spaces.

The trail system is envisioned as a combination of gravel and paved trails that connect residential areas, the Village Core, parking areas, recreation hub, and trail zones. It will act as the primary access trail linking all areas of the Resort.

In addition to serving as a primary means of travel and circulation, the network will also serve as the foundation for a variety of all-season activities that are attractions in their own right and complement the primary attractions of skiing, snowboarding, and mountain biking. These include Nordic skiing, snowshoeing, and fat tire biking in the winter, and hiking, sightseeing, and trail running in the summer.

This important amenity will be developed in a phased manner, in response to the Resort's expansion and transport needs.



### *Multi-Purpose Trail System Development*

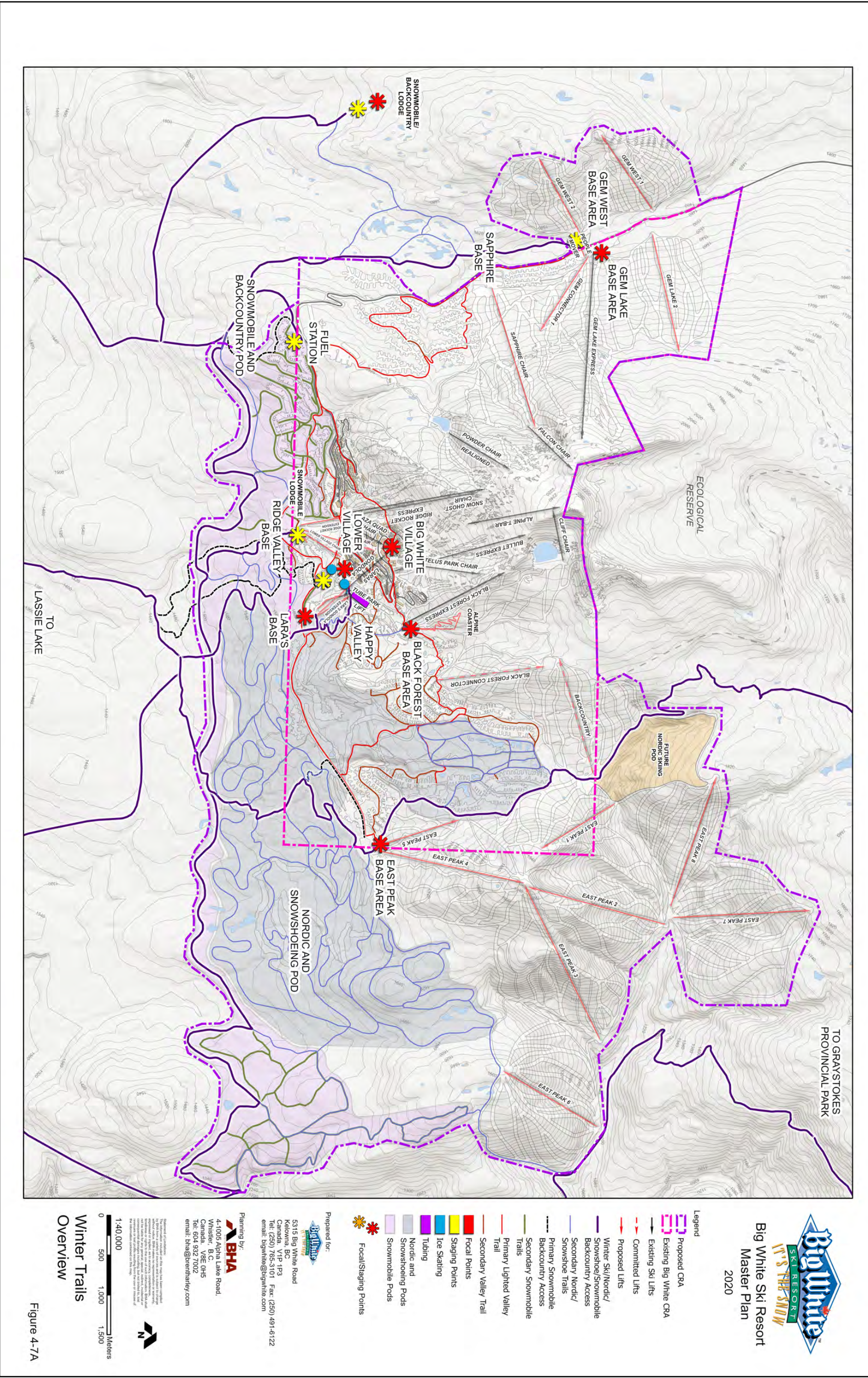
#### Paved or Gravel Core Trails:

- Accessible and free of physical barriers (e.g. stairs);
- Gentle grades with maximum of 2%;
- Lit and safe at all times of day;
- Connects Village Core and all primary development areas of the Resort;
- Caters to biking, walking, running, skateboarding, and rollerblading in the summer, and cross-country skiing and snowshoeing in the winter;
- Comprehensive strategic wayfinding and mapping.

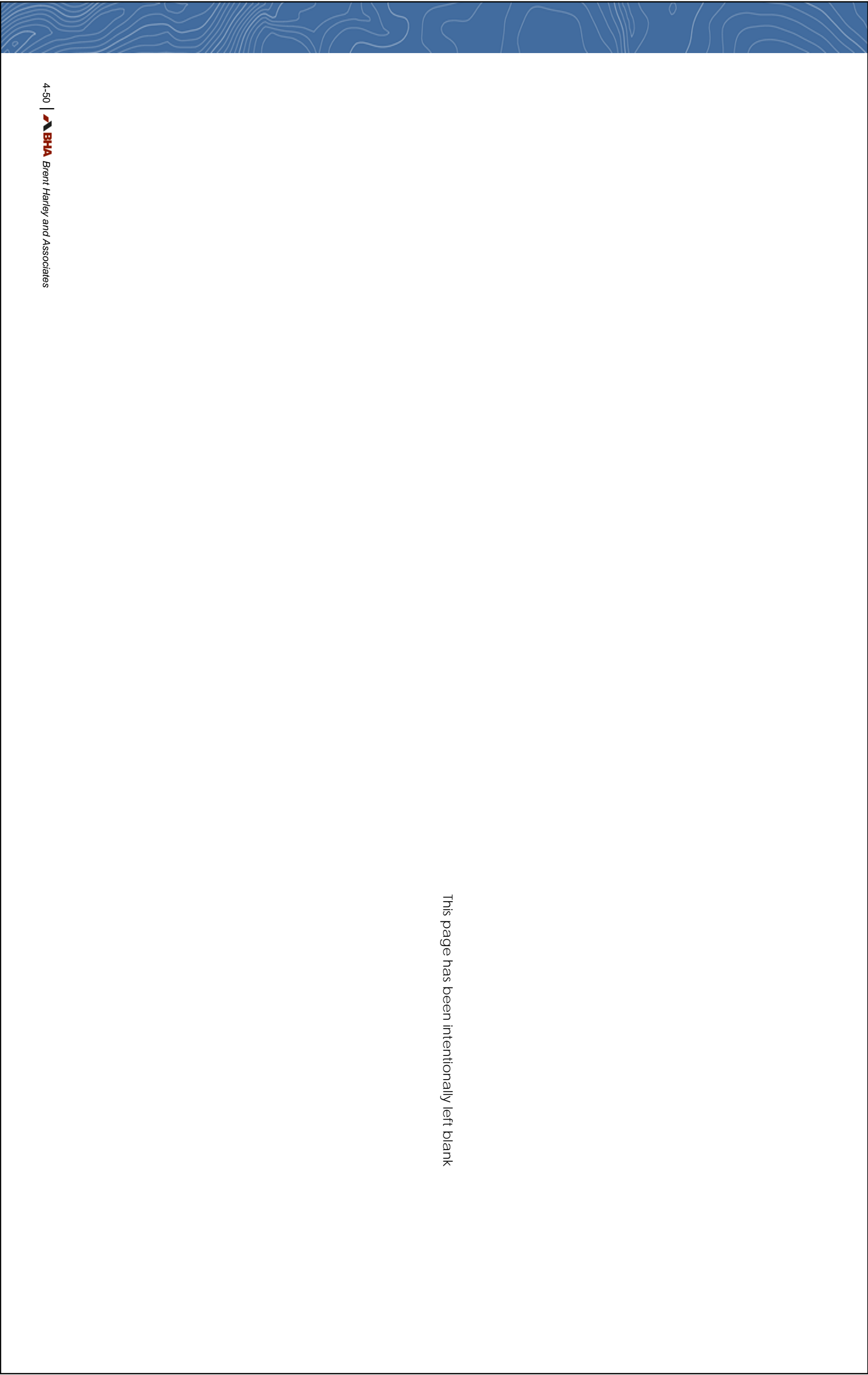
#### Gravel Secondary Trails:

- Average grades of 5% with short sections of approximately 10%;
- Connect to all areas of the Resort;
- Caters to hiking, walking, running, mountain biking in the summer, and cross-country skiing and snowshoeing in the winter;
- Comprehensive strategic wayfinding and mapping;
- Connects to single track trails used for cross-country mountain biking and the hiking trail network.

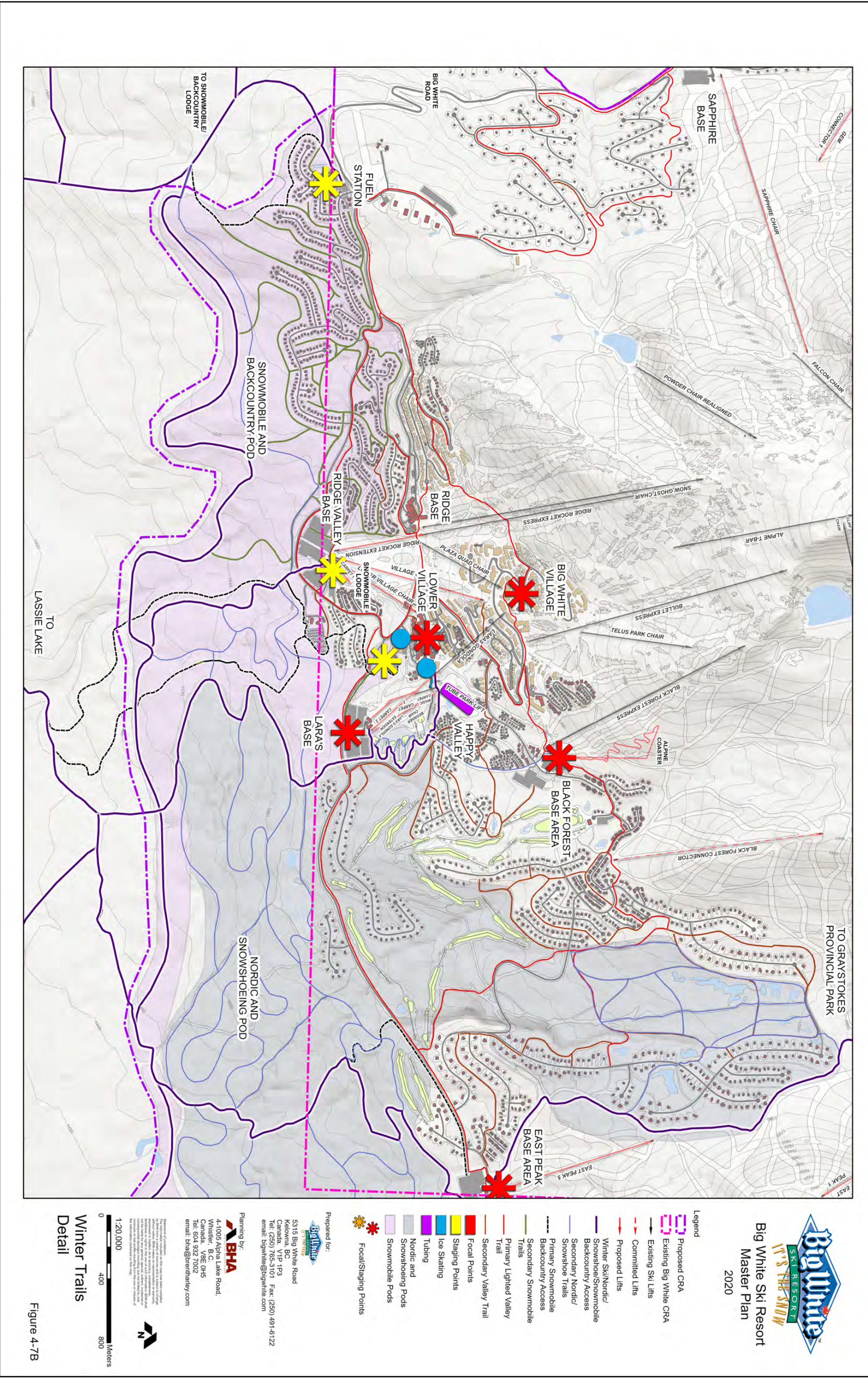




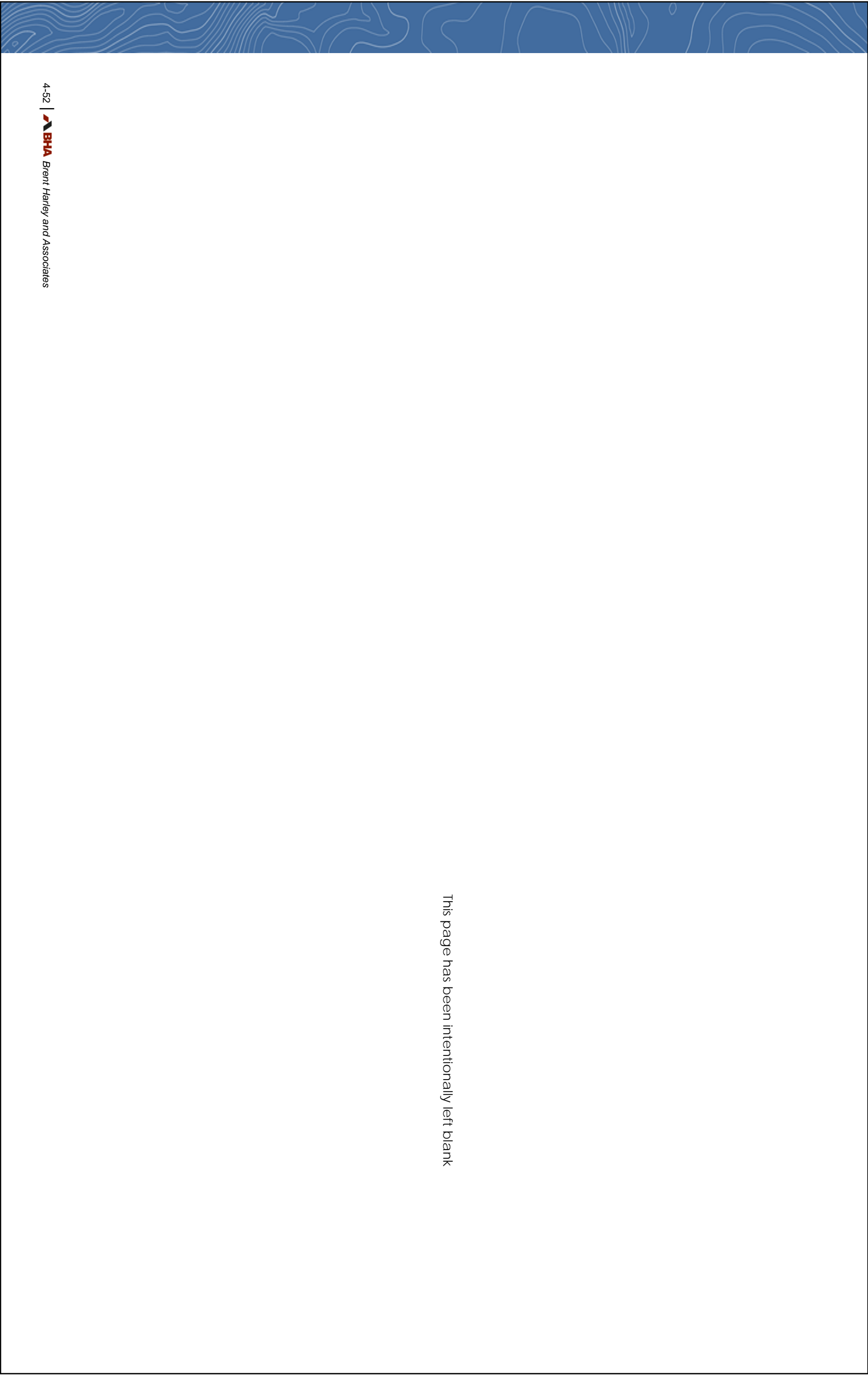




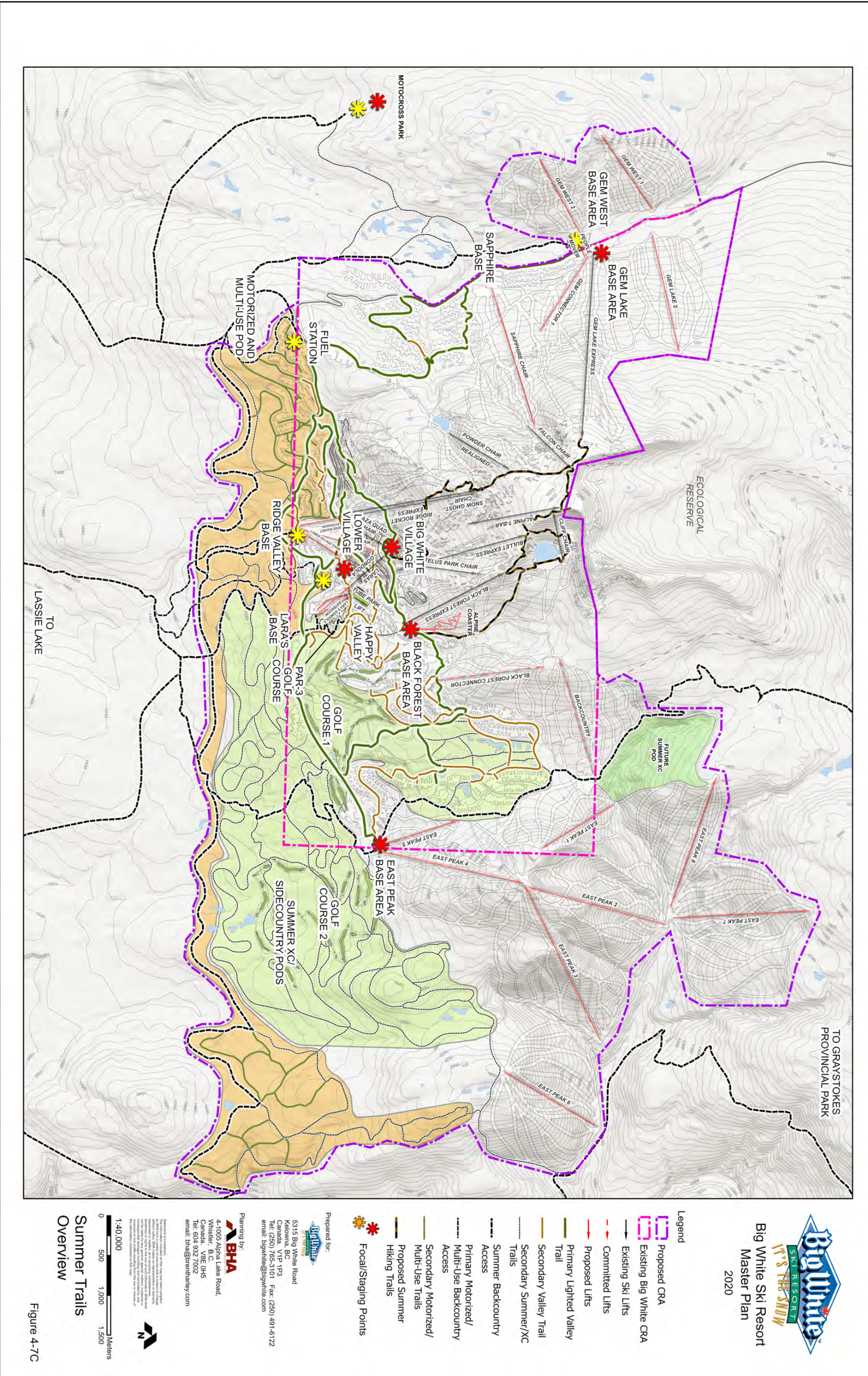




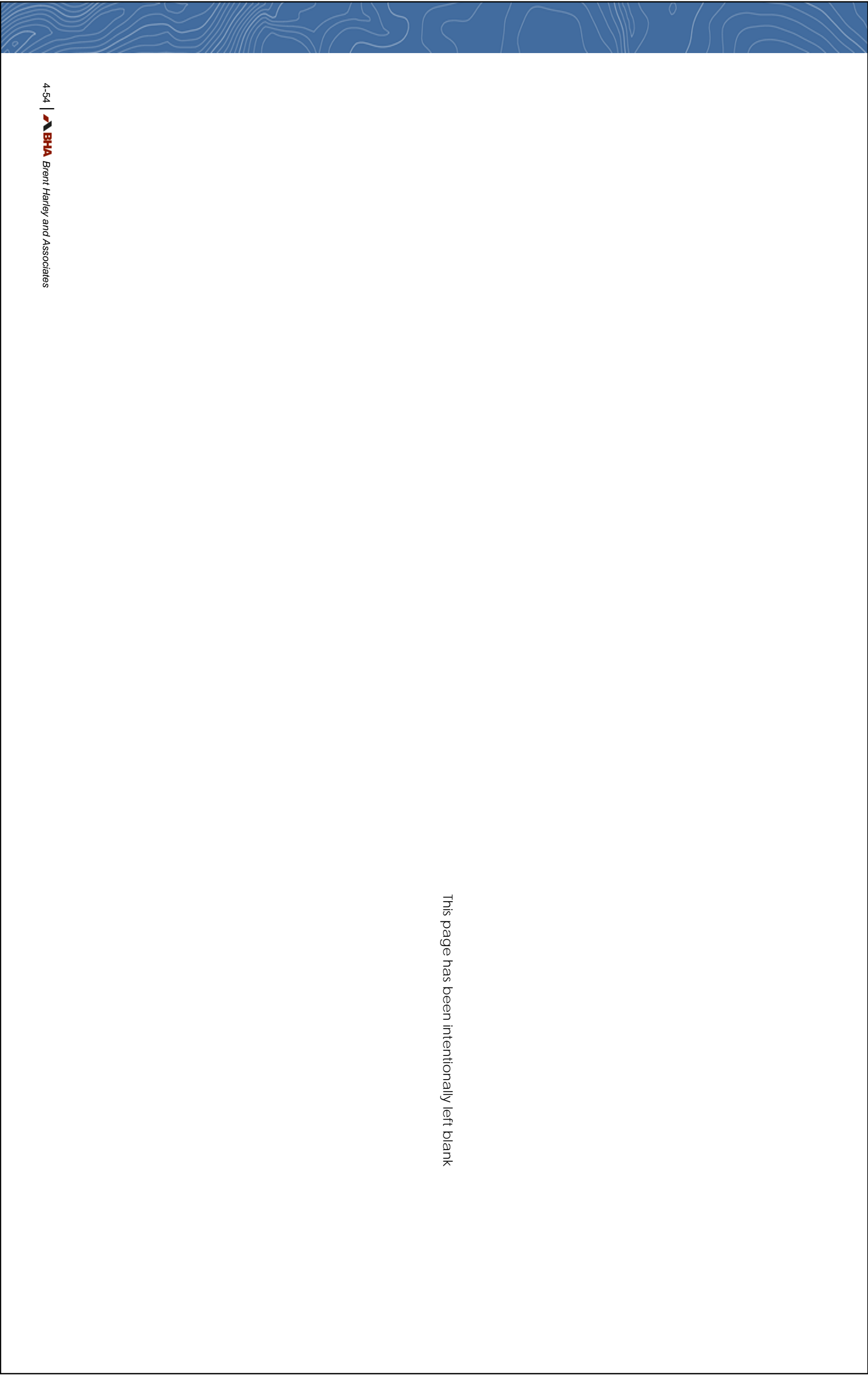




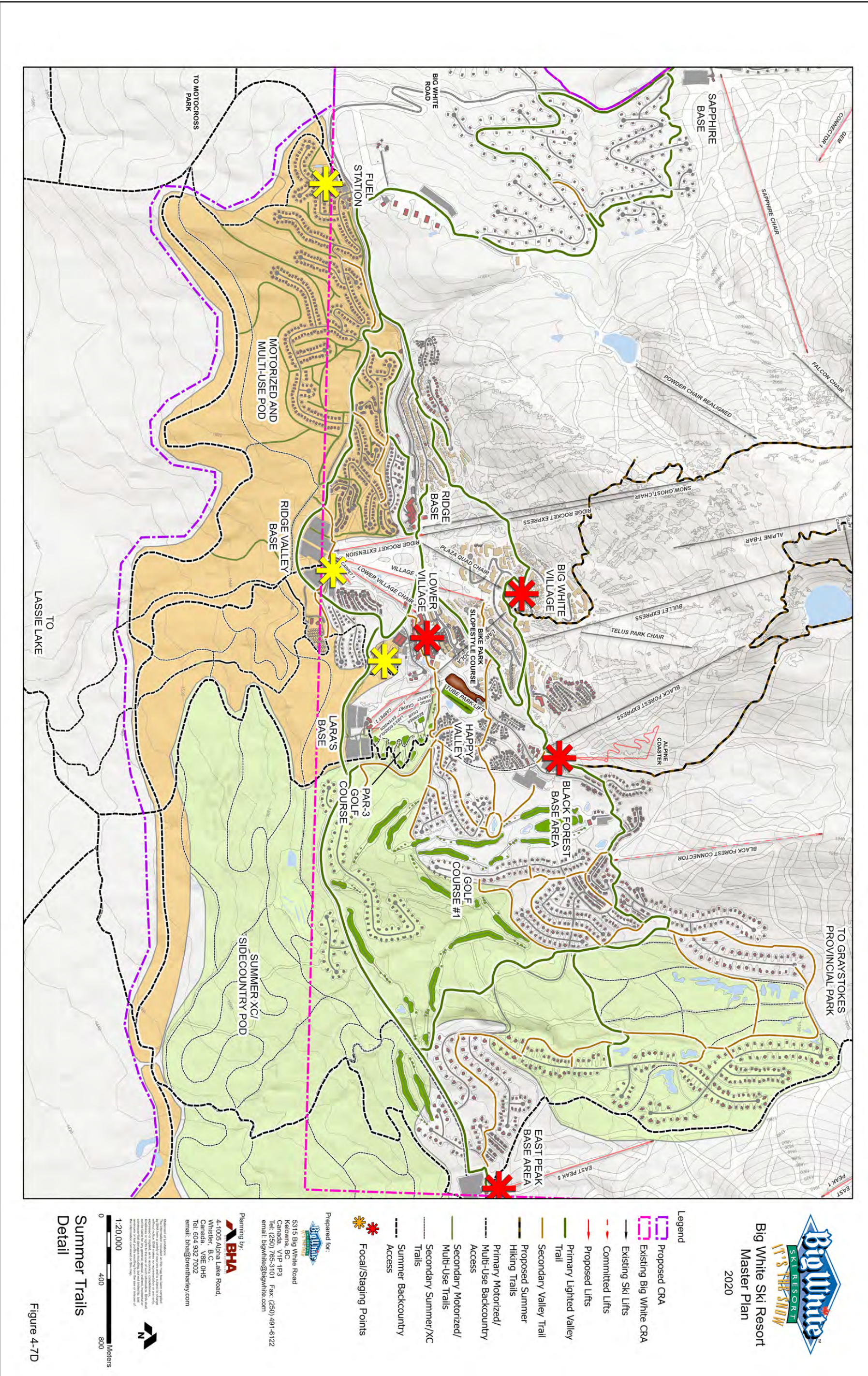




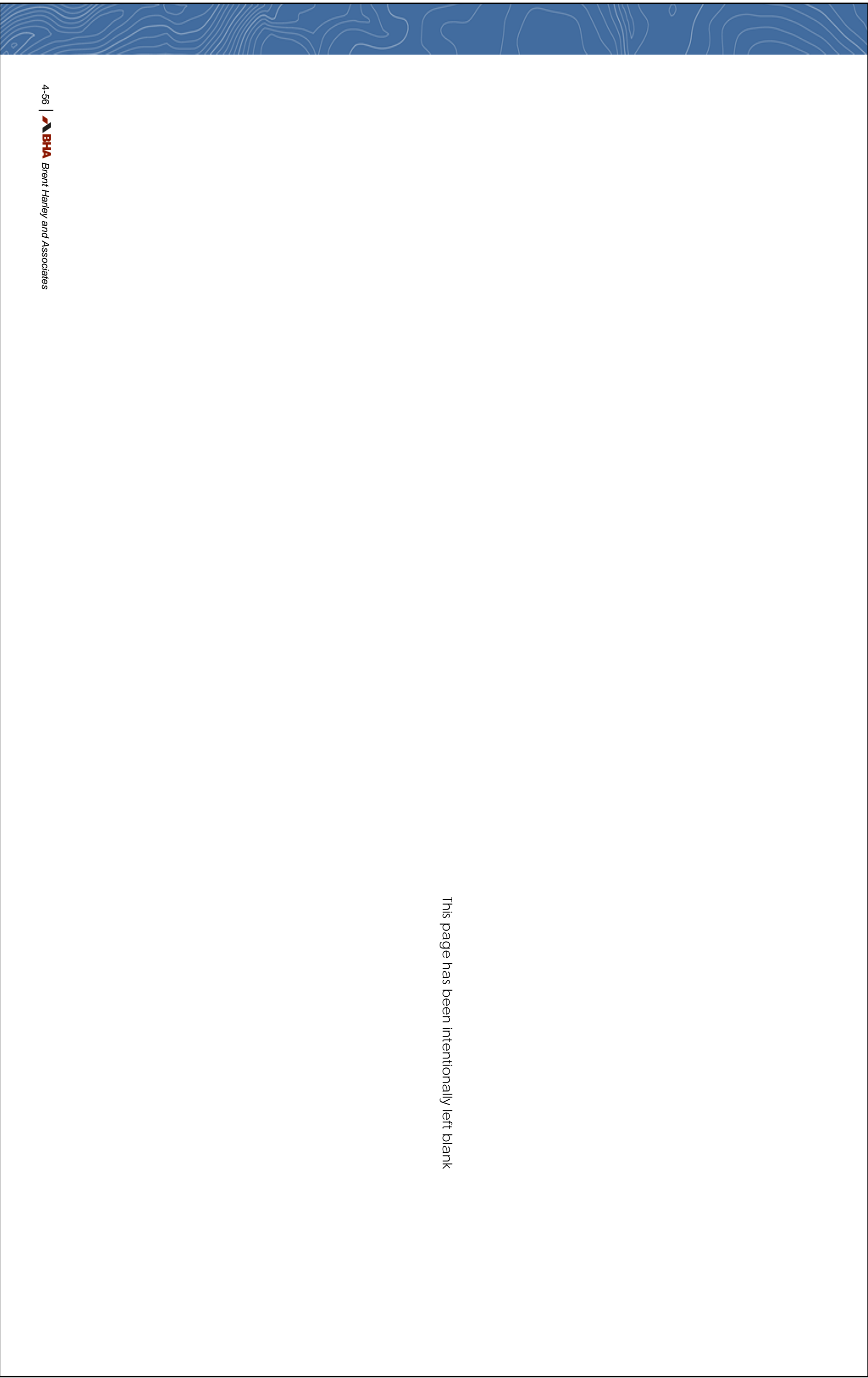












#### 4.4 OTHER WINTER ATTRACTIONS

In the winter, Big White is more than just alpine skiing and snowboarding, it is a winter mountain experience. Moving forward, increasing emphasis will be placed on providing and expanding additional winter attractions, such as Nordic skiing, ice skating, tubing, snowshoeing, ice climbing, and snowmobiling. In addition, other winter attractions will be developed, such as zip lines, fat tire biking, conference facilities, and spas. The proposed additional winter attractions are illustrated on Figure 4-8.

##### *Nordic Skiing*

It is anticipated that the market for Nordic skiing will continue to grow. To accommodate this increasing demand, the existing Nordic ski run network will be redesigned and expanded as part of the creation of the multi-purpose trail system. With the additional ski runs, the capacity of the Nordic skiing will increase from the current 100 skiers per day to 500 skiers per day at buildout.

##### *Fat Tire Biking*

With Big White's commitment to the development of downhill and cross-country mountain biking in the summer, there is a tremendous opportunity to capitalize on it's growing reputation as a mountain biking destination and integrate a comprehensive all-season fat tire biking trail network as part of the multi-purpose trail network. It is estimated that the development of fat tire biking at Big White will draw an additional 50 guests per day.

##### *Snowshoeing*

Big White currently maintains a network of trails dedicated to snowshoeing that extends throughout the Resort base area and the surrounding forests. With the goal of developing a comprehensive multi-purpose trail system, Big White will leverage these trails, integrating them into the multi-purpose trail system and developing new, dedicated snowshoe trails. It is anticipated that this will draw an additional 100 guests per day.

##### *Ice Skating*

The existing outdoor ice-skating rink at Big White continues to grow in popularity. As such, the Resort plans to expand the ice rink in the Happy Valley Base to accommodate 150 skaters per day. The option to build an indoor ice rink has been included in the Lower Village plan (See Section 4.10) with the goal of establishing ice skating and hockey as year-round attractions.

### *Tubing*

The Tube Park will remain at its Happy Valley location, with refinements and lift upgrades being made over time to improve the guest experience. The capacity of the tube park will remain at 100 people per day.

### *Snowplay*

The general category of snowplay includes activities such as horse drawn sleigh rides, ice climbing, and other ways of enjoying play in the snow. The 'playing in the snow' quality and characteristic is one that is free form and unstructured. Sleigh rides at Big White will continue to be contracted to an outside operator who will offer trips around the Resort during the day and into the night. In total, snowplay draws an additional 100 guests per day to Big White.

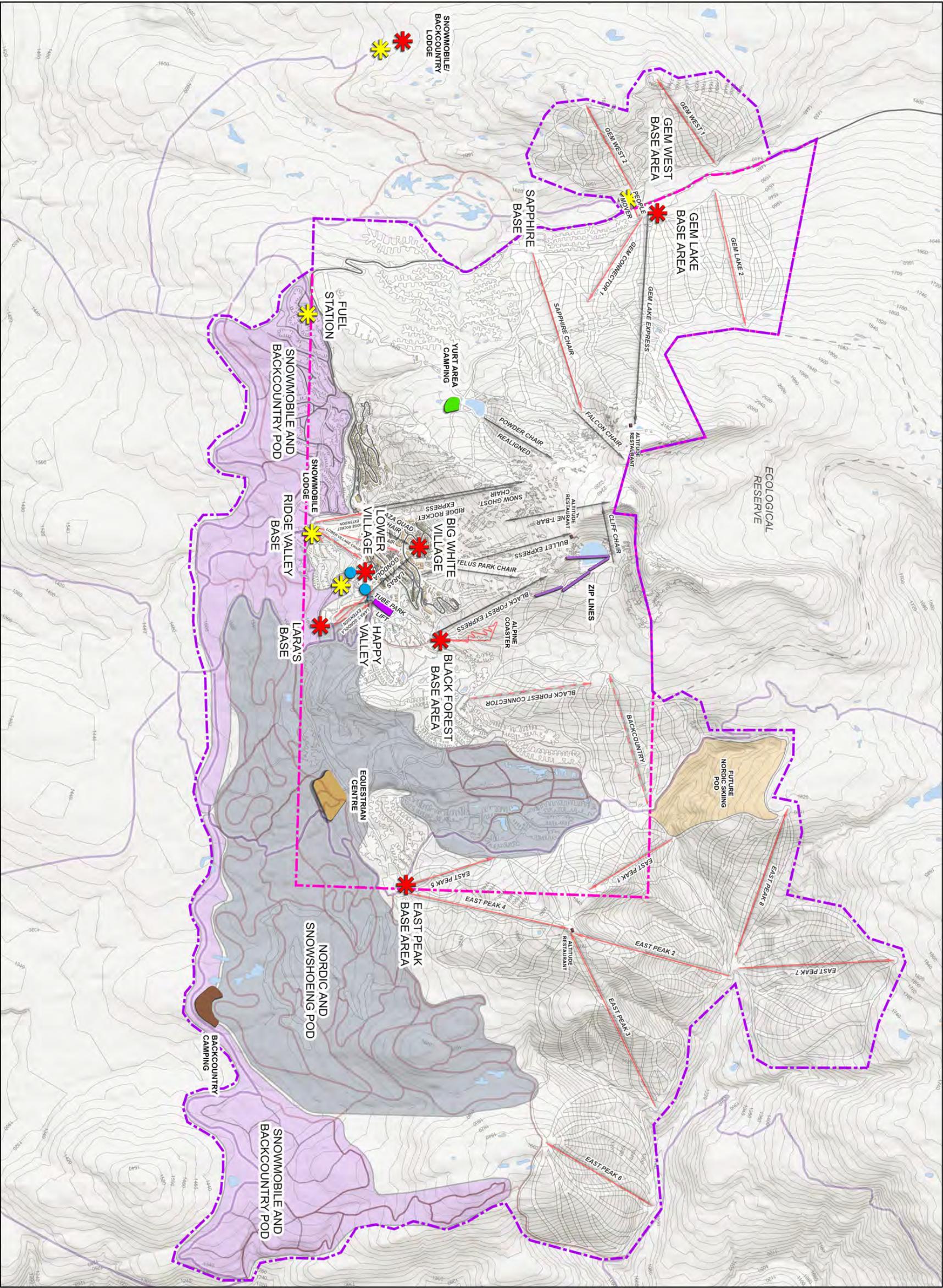
### *Zip Lines*

Although the exact layout remains to be determined, Big White intends to incorporate a series of all-season zip lines into its base areas. The lines themselves are cables that enable harnessed guests to have high-speed rides from one platform to second, lower platform. Conceptually, the first line will be built in association with the Tube Park. As envisioned, a larger system will be established using the Black Forest Express as the primary access. Winter operation of the zip lines will be weather dependent, but the winter capacity is anticipated to be 100 guests per day.

### *Alpine Coaster*

As part of their efforts to develop a comprehensive four season offering, Big White plans to develop an alpine coaster in the forested area adjacent to the Black Forest Express in advance of the Master Plan. The high-speed ride down the mountain will offer a low skill, family friendly attraction. In the winter, the capacity is anticipated to be 100 guests per day.





**Big White**  
SKI RESORT  
1978 THE SNOW  
Big White Ski Resort  
Master Plan  
2020

- Legend**
- Proposed CRA
  - Existing Big White CRA
  - Existing Ski Lifts
  - Committed Lifts
  - Proposed Lifts
  - Focal Points
  - Staging Points
  - Tubing
  - Nordic and Snowshoeing Pods
  - Snowmobile Pods
  - Focal/Staging Points

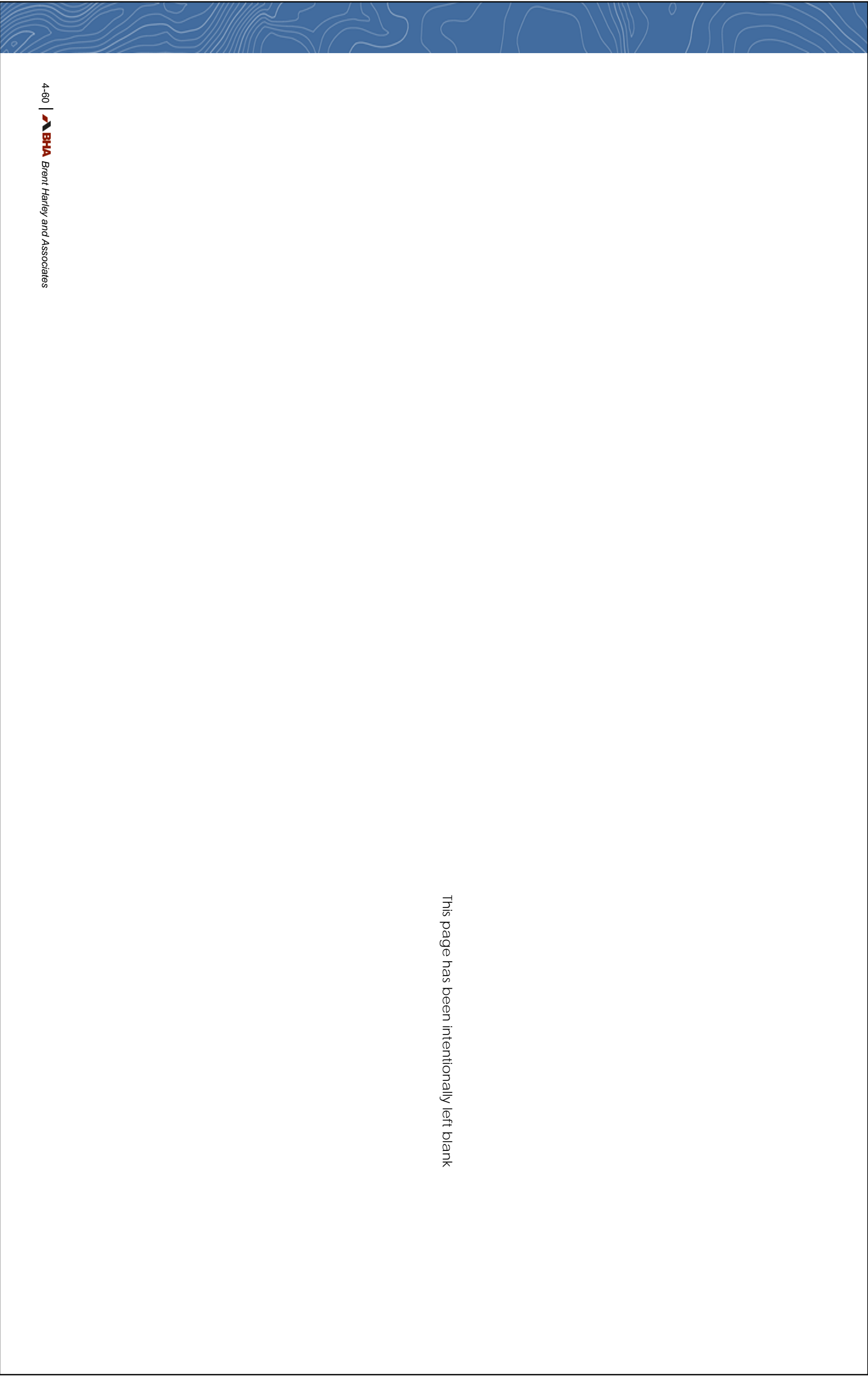
Prepared for:  
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5315 Big White Road  
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email: bigwhite@bigwhite.com

Planning by:  
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Whistler, B.C.  
Canada V8E 0H5  
Tel: 604 932 7002  
email: bha@brenthartey.com

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Other  
Winter Activities  
Figure 4-8





### *Spa*

The existing spa at Big White will be relocated to the Stonebridge building and expanded. In the future, Big White will look to add a second spa at an appropriate location within the Village area. Both will offer a variety of treatments (e.g. massage, health, body treatments) with workout rooms, indoor/outdoor pools, saunas, and space dedicated to physical therapy. It is anticipated that the spas will attract 100 guests per day.

### *Conference Facilities*

The Chateau Blanc will have state-of-the-art all-season conference and seminar facilities. This will act as an all-season attraction capable of drawing 500 guests per day. These facilities will be complemented by the variety of meeting facilities (existing and future) found throughout the Village.

### *Camping*

All-season backcountry camping would be located to the south of the first 18-hole golf course. It will be accessible by the snowmobile, backcountry skiing, and the multi-purpose trail network. Another camping facility, offering yurts and a 'glamping' experience, will be staged just below the bottom terminal of the Powder Chairlift. In the winter, the capacity of these attractions is anticipated to be 25 guests per day.

### *Altitude Restaurants*

At buildout, on-mountain 'Altitude' Restaurants will be considered at the summit of Gem Lake Express, Bullet Express and East Peak. The intent is to offer mountaintop food and beverage facilities for skiers and sightseers. These restaurants will be primarily accessible by chairlift. Conceptually, special snowmobiling evening tours will also bring guests to the Altitude Restaurants for special dinners, private functions, stargazing evenings or other events. The restaurants will offer outdoor patio areas with panoramic views.

### *Equestrian Centre*

As planned, an Equestrian Centre will be home to the proposed Big White stables and horseback riding facilities. It will be located south of the second 18-hole golf course in the East Peak base area. In the winter, it will be a staging point for sleigh rides and will offer indoor riding lessons and horse boarding services. The Equestrian Centre will include an indoor arena, an outdoor ring, an area for associated amenities and a parking with a section for horse trailers. As planned, this facility will have a capacity of 25 guests per day in the winter.



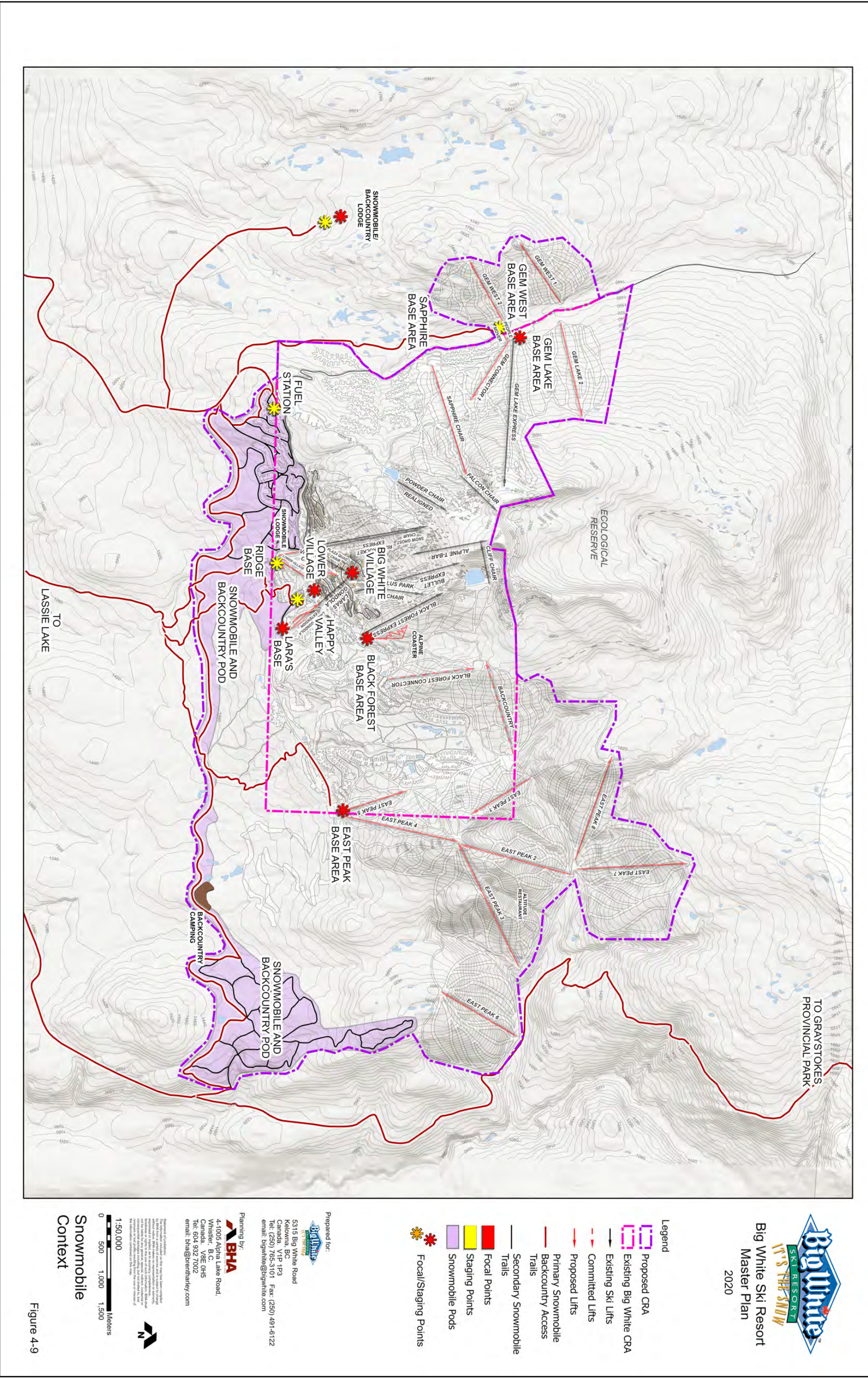
### *Snowmobiling*

Big White Ski Resort has traditionally enjoyed positive relationships with the snowmobile community. Many property owners at Big White own and use snowmobiles on a regular basis. In accordance with the historical snowmobile policy, Big White has enforced a complete ban on any recreational snowmobile use within the current CRA.

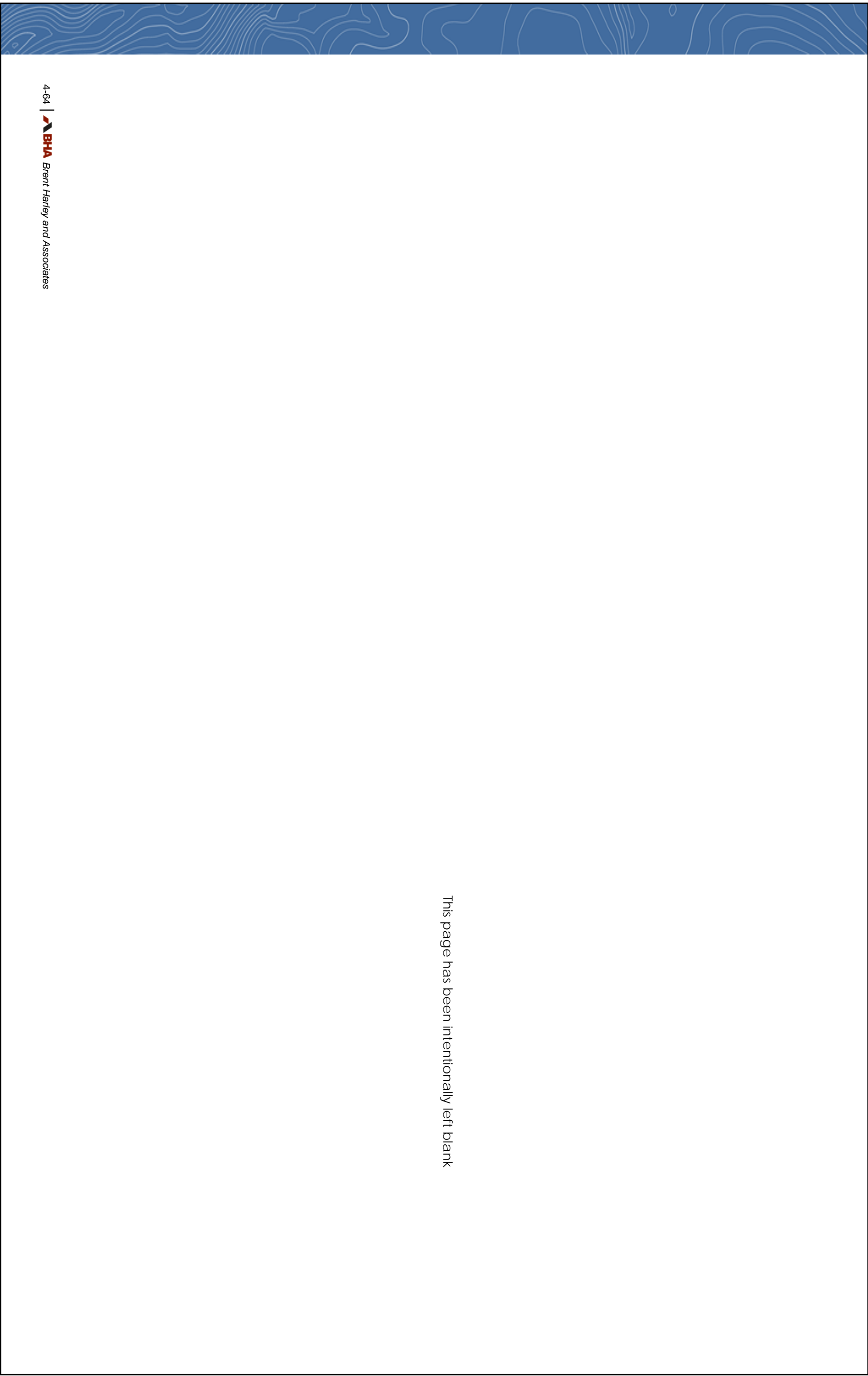
To support the snowmobiling community, Big White has drafted plans for a residential development that will provide backcountry snowmobile access while **maintaining direct connections to Big White's lift and trail system** (Fig. 4-9). The Backcountry Subdivision will have a snowmobile trail system accessible to all units and leading out to the backcountry trails outside of the CRA. The proposed staging area for snowmobiling and a Motocross Park will be located on a south facing bench approximately 2 kilometres east of Big White Road and south of the Gem West Lifts. **An all-season lodge will service the snowmobilers' needs. This will act as the Resort's main hub for snowmobiling and primary access for motorized backcountry recreation.** There will also be a trail leading to the Lower Village base with a dedicated snowmobile parking facility. The intent will be to enable **snowmobilers to have direct access to Big White's dining, retail, and services.** It will also allow them to drop off and pick up members of their group who are skiing. Big White anticipates this development and snowmobiling to and from the Resort to be very popular. The capacity is designed to be 100 snowmobilers per day at buildout.

As the proposed all-season snowmobile lodge will be outside the proposed CRA, Big White will pursue its development through the appropriate Provincial land use policy, guided by the desired mix of commercial and public use as informed by consultation with Big White residents, local snowmobile groups, and the broader public.









#### 4.5 MOUNTAIN BIKING: THE PRIMARY SUMMER ATTRACTION

In keeping with the goal of evolving into a premier, all-season destination resort, Big White is committed to expanding and diversifying its summer recreation opportunities. Review of market trends, potential visitation, the physical characteristics of the study area, and potential of existing lift infrastructure (see Sec. 2.6.5 and Sec. 3.2.2), indicate that Big White has tremendous potential to develop mountain biking (in all its forms) as the **Resort's** primary summer attraction.

BHA designed the Mountain Bike Master Plan for Big White in 2015 to guide the development process and help realize this goal. The Preferred Mountain Bike Concept described in the Mountain Bike Master Plan serves as the foundation for the Big White Summer Use Plan and is the cornerstone of future summer season development at Big White.

The Big White Bike Park was successfully launched in 2016, expanding every year since in response to the needs and expectations of a growing mountain bike clientele, and hosting a series of regional and international mountain biking events/races. Development to date has followed the implementation plan detailed in the Mountain Bike Master Plan and is currently in the middle of Phase 1 of development, which is focused on the Bullet Express Chair.

The following sections describe and illustrate the Mountain Bike Master Plan illustrating infill and future expansion of the Big White bike park and cross-country trail network. They include the goals and objectives for the mountain bike park, and the configuration of the proposed mountain bike trails, related mountain bike amenities, and other bike related infrastructure.

#### 4.5.1 Mountain Bike Park

##### *Mountain Bike Park Goals and Objectives*

Complementing the Vision of Big White as a premier, all-season resort, the following goals and objectives acted to guide the creation of the Big White Mountain Bike Park Master Plan:

- Develop a mountain bike park that will attract regional and international guests;
- Focus on the beginner/intermediate segment of the mountain bike market while catering to dedicated, core riders;
- Create signature trails that will inspire and excite the core mountain bike market;
- Integrate trails with expert and professional level difficulty, with event, races, and filming opportunities;
- Integrate industry best practices to limit environmental footprint and maximize soil and vegetation retention;
- **Cater to families and 'never-ever' mountain bikers through world-class guiding, training, and education programs;**
- Offer a diverse mountain bike rental fleet catering from run-bikes for small children to top-of-the-line downhill mountain bikes for experts to e-bikes for seniors and those getting back on a bike;
- Develop mountain bike trails utilizing terrain that is already established for skiing in the winter;
- Stage the Bike Park from the top of existing chairlifts;
- **Create family-oriented biking facilities; day care, play areas, a kid's bike zone, etc.**
- Preserve and take advantage of the unique character and environment of the area;
- Offer a dynamic mountain resort experience, that matches the market trends with the expectations and needs of the growing mountain biking community;
- Create a balanced mountain biking product at each phase of development;
- Ensure that the initial phases of development incorporate a family-oriented and beginner mountain biking experience;
- **Offer a trail system that mirrors the mountain bike marketplace's full spectrum of skill sets;**
- Actively encourage and utilize Big White Resort facilities for all-season use.



*Riders of all ages and abilities testing their skills in the bike park.*



### *Mountain Bike Park Master Plan*

The Mountain Bike Park Master Plan is designed to guide the development of a well-integrated and balanced downhill mountain biking trail network. As detailed in Section 3.2.2, Big White has significant potential to capitalize on the area's physical potential and foster the development of a vibrant lift-accessed mountain bike community.

The detailed plan for Phase 1 of the bike park at buildout is subject to continued refinement (Fig. 4-10). However, as envisioned when completed Phase 1 of the bike park will offer a range of trail types for every skill level. As planned, 23% of the trails are designed for beginners (green trails), offering an enjoyable, less demanding freeride trail type. These trails ensure an easy way down for the novice bikers from the top of the chairlift back to the Village.

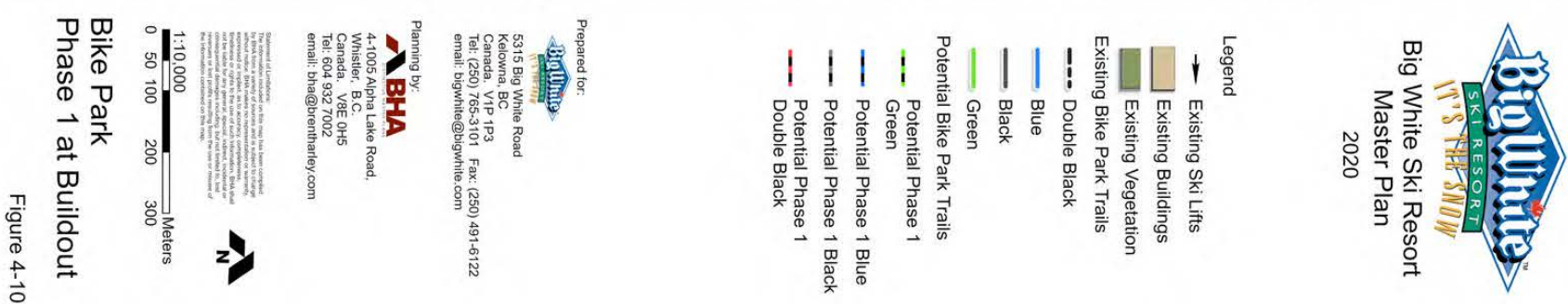
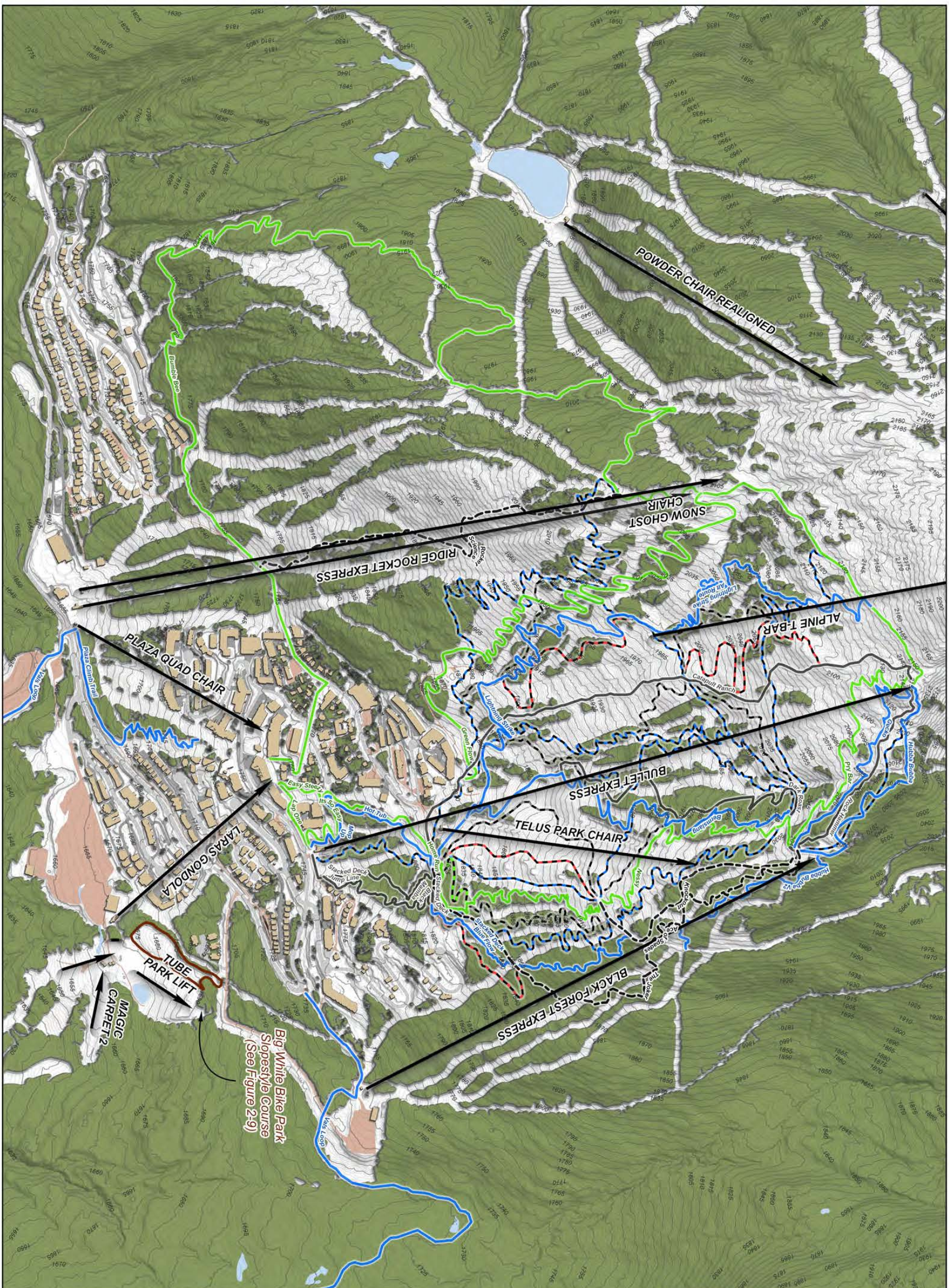
There are also 29 intermediate (blue) trails in the Bike Park Master Plan at buildout, accounting for 44% of the bike park offering. Internal to the intermediate classification, the individual trails will be rated on a progression scale, from easiest to most difficult. This internal trail progression rating ensures that a rider can build up their skills and access progressively more challenging features and trails.

Finally, 19% of the trails will cater to the expectations of advanced riders (black) and 14% for expert mountain bikers (double black). These trails will also include internal progression levels from easiest to more advanced difficulty ratings. The complete list of proposed trails for Phase 1 is detailed in Table 4-5.

The final designs for the first phase of trail development were completed in 2016, with construction of the first trails beginning in earnest in the of summer 2016. Presently, the Bike Park utilizes the Bullet Express chairlift, which when retrofitted with bike carriers, has an hourly capacity of 586 riders. At buildout, the downhill mountain biking trails accessed from the Bullet Express are planned to support 600 riders at one time. These trails will be developed within existing gladed ski runs to minimize disturbance to the environment and existing ski runs.

As the Bike Park Master Plan is refined and progresses from concepts to construction, trails will be added, altered, and possibly removed. This process will reflect feedback from guests, bike park utilization, shifting trends in mountain biking and summer recreation, and the priorities of Big White.







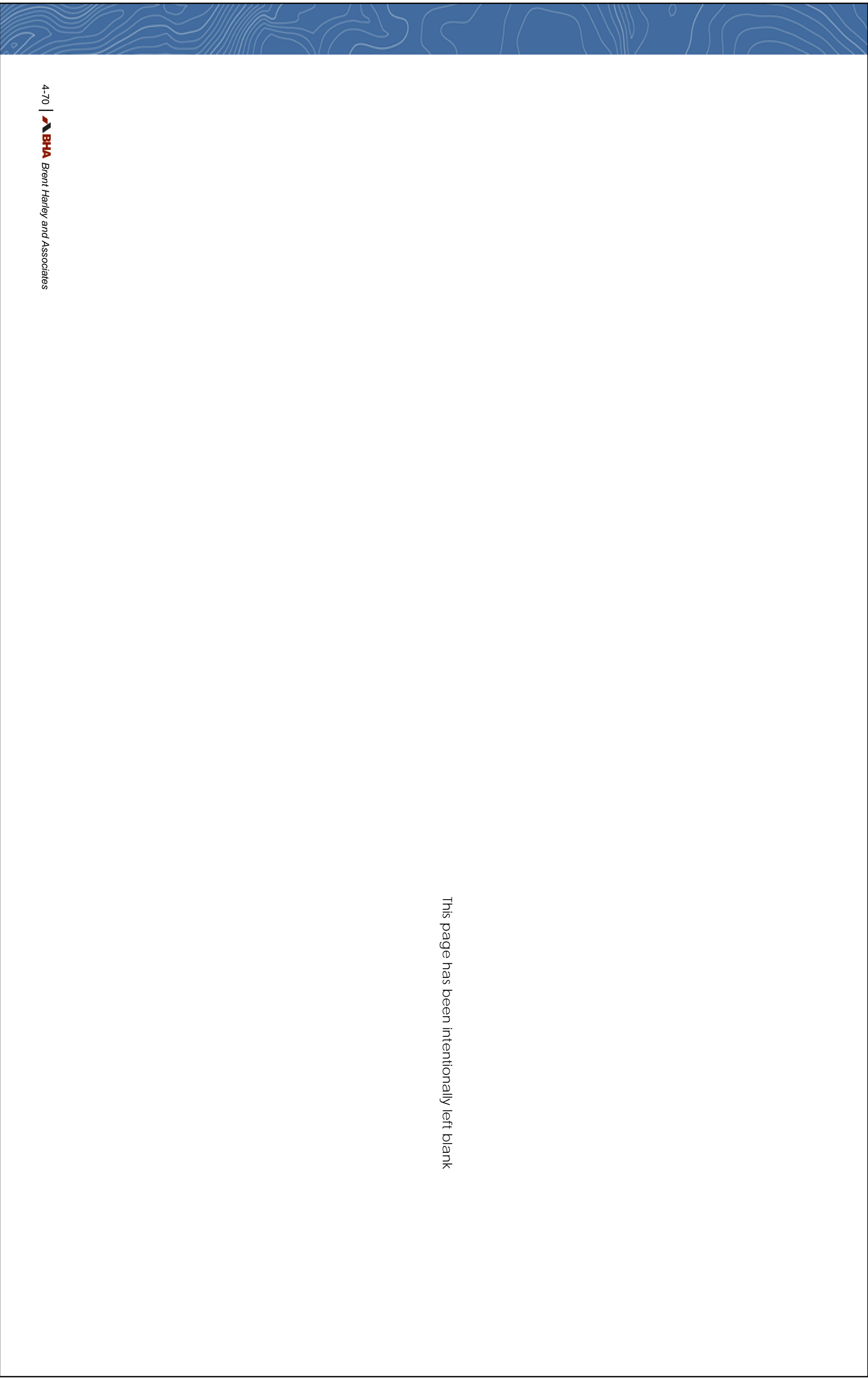


Table 4-5. Summary of Proposed Phase 1 Mountain Bike Trails

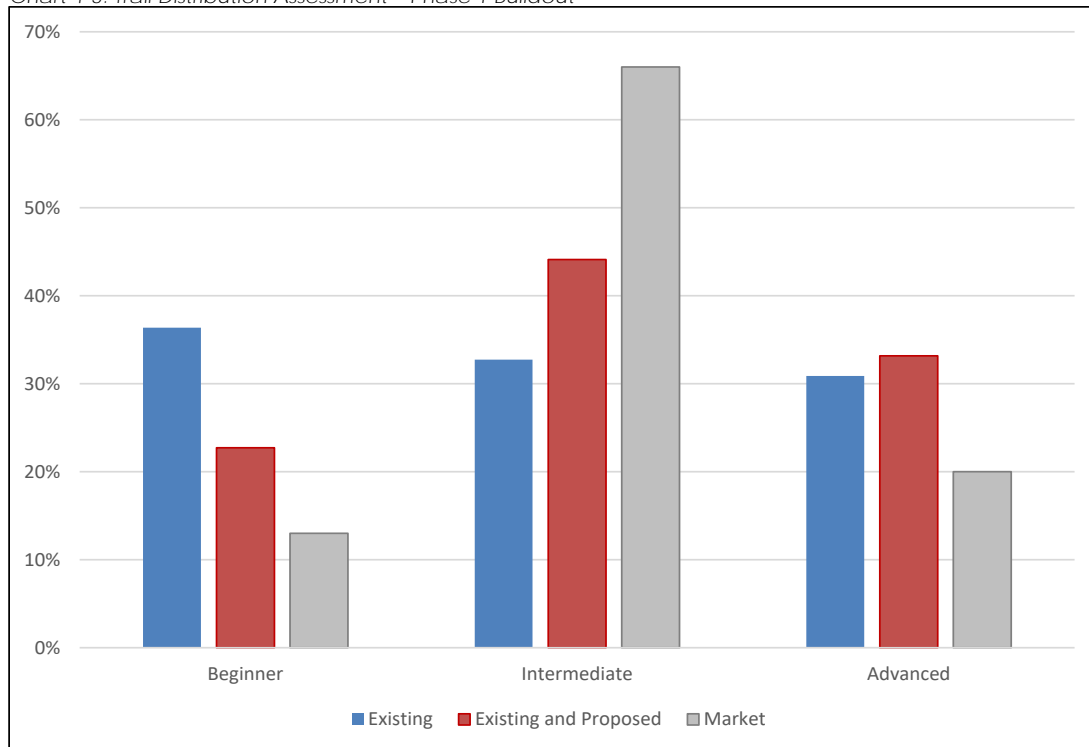
Name	Length (m)	Class	Type
<b>EXISTING</b>			
Nessy	1,924	Green	Flow
Lap One	217	Green	Flow
Its So Easy	316	Green	Flow
Home Run	466	Green	Flow
Easy Steezy	176	Green	Flow
Bumble Bee	6,031	Green	Flow
Pry Bar	1,162	Green	Flow
Hot Tub	444	Blue	Flow
Bermslang	1,675	Blue	Flow
Lightning Strike	2,894	Blue	Flow
Lightning Strike Alt Route	46	Blue	Flow
Stacked Deck Blue Flow	855	Blue	Flow
Hubba Bubba	1,449	Blue	Flow
Plaza Climb Trail	863	Blue	Tech
Mop Up	235	Blue	Tech
Gecko	803	Blue	Tech
Dark Roast	1,055	Black	Tech
Catapult Ranch	1,826	Black	Tech
Black Mamba	530	Black	Flow
Rock Hammer	670	Black	Tech
Stacked Deck	338	Black	Flow
Stacked Deck Jump Line	533	Black	Flow
Knockout	772	Double Black	Flow
Rocket Science	1,270	Double Black	Tech
Ace of Spades	713	Double Black	Tech
The Joker	1,030	Double Black	Tech
<b>Existing Total</b>	<b>28,293</b>		
<b>PROPOSED</b>			
41	269	Green	Flow
17	457	Blue	Flow
18	705	Blue	Flow
23	465	Blue	Flow
29	134	Blue	Flow
32	979	Blue	Flow
56	303	Blue	Flow
57	459	Blue	Flow
3	1,273	Blue	Tech
4	278	Blue	Tech
7	669	Blue	Tech
10	279	Blue	Tech
12	616	Blue	Tech
13	369	Blue	Tech
14	210	Blue	Tech
16	1,005	Blue	Tech
38	1,024	Blue	Tech
46	885	Blue	Tech
47	227	Blue	Tech
48	247	Blue	Tech
53	649	Blue	Tech
33	714	Black	Flow
43	23	Black	Flow
50	502	Black	Flow
58	724	Black	Flow
59	377	Black	Flow
60	461	Black	Flow
9	507	Black	Tech
11	350	Black	Tech
55	285	Black	Tech
51	529	Double Black	Flow
54	491	Double Black	Flow
61	740	Double Black	Flow
49	716	Double Black	Tech
52	253	Double Black	Tech
<b>Proposed Total</b>	<b>18,174</b>		
<b>TOTAL</b>	<b>46,467</b>		

### Mountain Bike Trail Distribution Analysis – Phase 1 Buildout

Relative to the existing trail distribution, the trails planned for the remainder of Phase 1 in the Bullet Express pod will result in a trail network that is far better aligned with the established mountain biker marketplace. This is in large part owing to the significant development of intermediate mountain bike trails at the Big White bike park, the largest segment of the mountain biker marketplace.

As Big White continues to develop and evolve as a mountain biking destination, the proposed trails will be revisited and revised as necessary in response to guest expectations, trail network utilization, and the priorities of the Resort. Regardless of what changes occur, the intent will be to create a lift-serviced mountain bike park that caters to all segments of the mountain bike marketplace. As Intermediate downhill mountain bikers account approximately 60% of the marketplace, an emphasis will be placed on increasingly establishing more Intermediate oriented flow and technical trails until the bike park reflects a well-balanced offering.

Chart 4-3. Trail Distribution Assessment – Phase 1 Buildout





*Advanced tricks draw a crowd of onlookers in the Big White base area.*



### *Future Bike Park Expansion*

Future phases of Bike Park development will adhere to a similar development philosophy as Phase 1, catering to all segments of the mountain biker marketplace, offering a range of the guest services and amenities, and maintaining a close connection with base area facilities (Fig. 4-11).

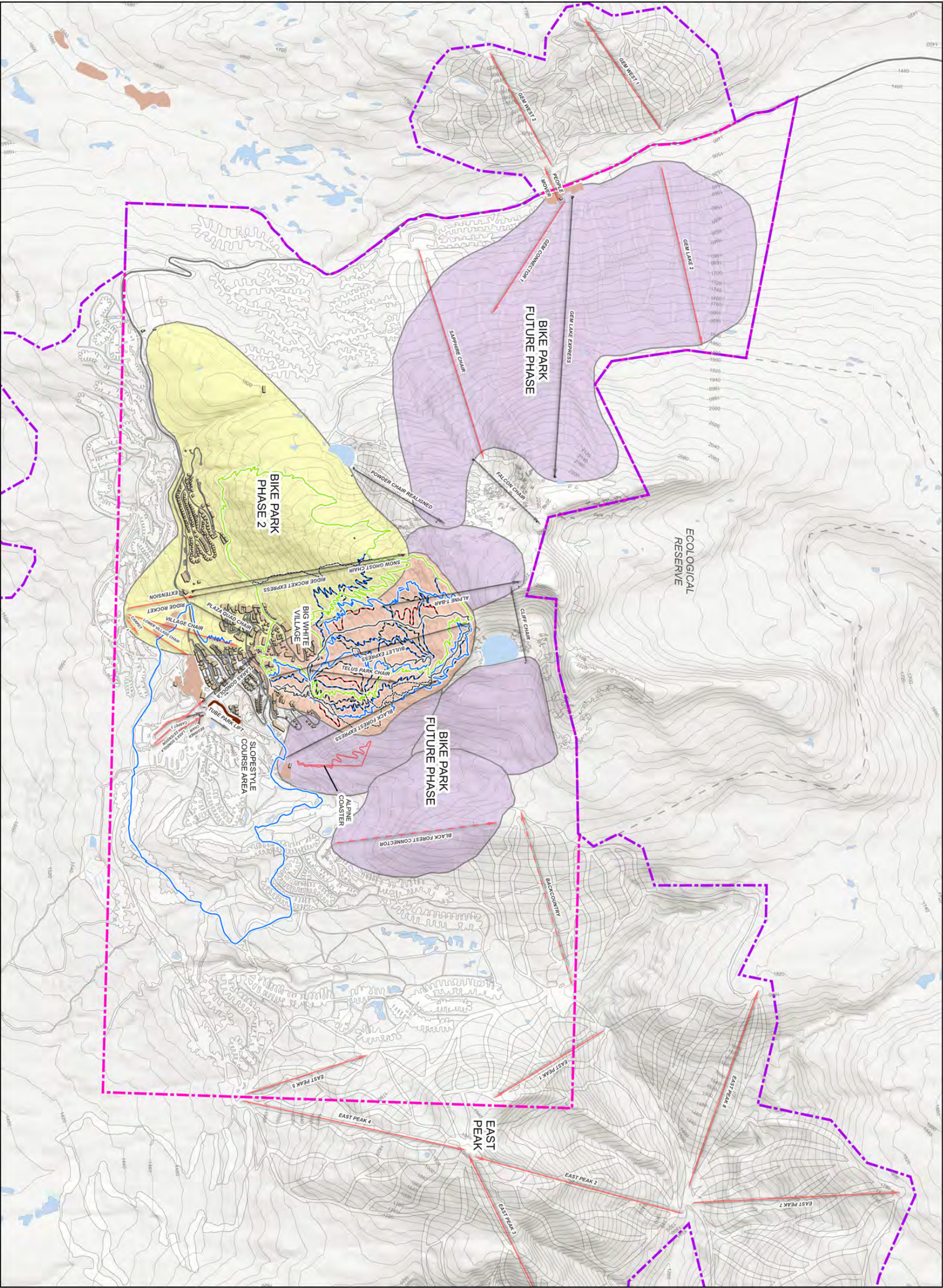
In the second phase of development, the Black Forest Express Pod will be developed directly from Phase 1 – Bullet Express Pod, effectively integrating these two areas. The Black Forest base area, lodge and parking area will act as a satellite hub for mountain biking activities; staging facilities (e.g. rental and retail) and services (e.g. tickets, lessons). A paved connector trail will link this area to Big White Village and allow access for mountain bikers and passive guests alike.

In Phase 3, the Ridge Rocket Express/Snow Ghost Express pod will be developed as mountain biking terrain. One of these lifts will be retrofitted with bike carriers **and will act as the Resort's primary bike park facility.** The Ridge Rocket pod contains 438 ha of terrain with high potential for bike trail development and will capitalize on its direct access to the Village to create a high-quality bike park product. The planned trail network for the Ridge Rocket pod will be designed around the natural features of the site while also offering connections to and from the trails of the Bullet Express pod. Finally, the future Ridge Rocket lift extension **and the planned retrofit of the Lara's Gondola with bike carriers will connect** mountain bikers to the lower parking lots in Happy Valley.

Looking beyond these Phases, the other existing ski pods that demonstrate a high mountain biking potential could also be developed to complement the proposed expansion. These include the Gem Lake Express, Alpine T-Bar, Cliff Chair, and the Black Forest Connector.

It is important to note that while that phasing sequence for the Bike Park will follow the order described above, the pace of its implementation is independent of the implementation of the winter season facilities and infrastructure (e.g. skiing and snowboarding). The identified Bike Park terrain is serviced by existing lifts such that future development is not dependent on the proposed ski terrain expansions or infill. Further, as the winter will continue to be the dominant season for visitation, the addition of bike park features will not impact BRC or create a need for additional base area built space or guest services.





- Legend
- Existing Big White CRA
  - Proposed CRA
  - Existing Ski Lifts
  - Committed Lifts
  - Proposed Lifts
  - Existing MTB
  - Slopestyle Course
  - Big White Bike Park Phasing
  - Bike Park Future Phase
  - Bike Park Phase 1
  - Bullet Express, Black Forest
  - Bike Park Phase 2 (Ridge Rocket, Snow Ghost)

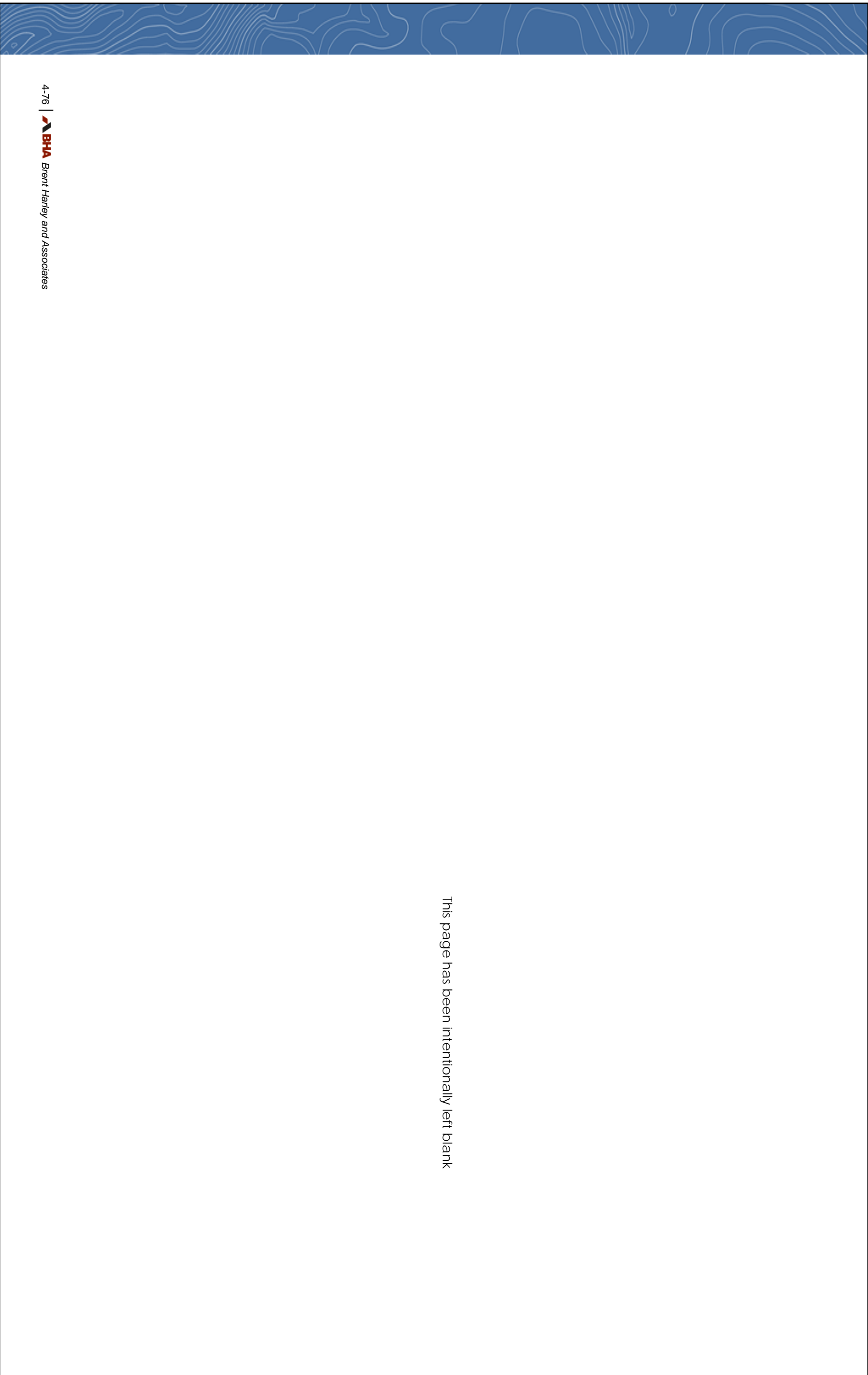
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Big White Bike Park  
Future Phases  
Figure 4-11





### *Bike Park Master Plan Implementation*

Throughout the bike park construction process, BHA, Big White, and Loft Bike Parks (the builders) have maintained close communication. Plans developed by BHA have been amended based on the realities of the site encountered by Loft Bike Parks, while BHA offers continuous as-built trail assessments that allow Big White to guide development to achieve their summer recreation goals and objectives. By working closely, each helps to ensure that every stage of construction results in a complete, well-balanced mountain biking experience.

### *Bike Park Signage*

Signage is a key component of the bike park operation. Strategic wayfinding and appropriate trail signage are fundamental to support a great mountain biking experience. Adequate map boards, trail difficulty classification signs, trailhead signage, trail progression boards, technical feature warning signs, and trail etiquette information boards, are all crucial elements of bike park signage. Signs will be strategically located at guest services, the bottom and top of chairlifts, at trail hubs, intersections, and before all major technical features.

### *Bike Patrol*

The phased development of bike patrol facilities will respond to and be in balance with the development of mountain bike trails. Considerations include the need for trail access for injured biker extraction, reasonable proximity to all parts of the bike park, and connection to larger medical facilities in the City of Kelowna. The planned use of a Utility Vehicle (UTV) will allow the bike patrol to access all areas of the bike park. Big White's existing winter ski patrol facilities will be utilized for summer operations and expanded as the development of the bike park dictates.

### *Bike School*

As a fundamental element of the Bike Park, a bike school with coaching services will offer Big White guests an effective way to progress and advance their bike park riding skills. Aimed at riders of all ages, the bike school will offer private and group lessons as well as specific training camps, single or multi-day clinics for specific groups or skills (e.g. **women's clinics, jumping clinics**). The operation, management, and overall approach of the bike school will follow the model of the existing Big White Ski School. The bike school will utilize the ski school building space during the summer months, reducing the need for additional built space.

### *Bike Park Maintenance and Trail Building*

Along with the regular maintenance of the bike park, important trail building work will continue over the coming years. The bike park maintenance facility will be sized to match the needs of both activities. The maintenance facility will include fire boxes, room for tools and machinery, staff and operation management as well as storage area for material and off-season storage. The maintenance shop, fleet mechanic, carpentry shop and the other major mountain operation amenities will utilize the same facilities as the winter operation.

### *Fire Hazard Management*

Fire boxes with primary fire fighting equipment will be located throughout the Bike Park and trail crew working areas. A detailed fire management plan specific to current bike park formation has been developed and is being adhered to by all bike park staff.



*Beginner trails serve as a first step in a rider's progression and a good setting for bike school lessons.*

#### 4.5.2 Cross-Country Mountain Biking

As mountain biking grows at Big White and becomes the dominant summer recreation activity, the Resort will look to expand their mountain bike offering to include an expansive cross-country trail network that complements the bike park and appeals to a wide range of guests.

Recent analysis of mountain biking participation in BC found that cross-country trips were approximately equal to bike park trips at all-season resorts that offered both<sup>11</sup>. Further, the economic impact of cross-country mountain biking is considerable and requires less capital expenditure compared to lift-assisted downhill mountain biking. Moving forward, Big White will look to develop a cross-country mountain biking trail network that effectively ties into the base areas and Village and acts as a complement to the Bike Park.

The terrain surrounding Big White, extending from the valley floor to the high alpine, has been identified as offering significant potential for cross-country mountain biking (Fig. 4-12). A range of mountain bike trail opportunities may be developed, including easy, accessible sightseeing loops, challenging single track for expert riders, and epic rides that would offer a full-day experience.

As envisioned, the cross-country trail network will include approximately 20% beginner trails, 60% intermediate trails, and 20% advanced trails, in line with the mountain bike marketplace. The rating of cross-country mountain biking trails is based on the length of the trail, the elevation gained and lost, and the challenge presented by man-made and natural features.

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<sup>11</sup> Economic Impact of Mountain Biking in Whistler 2016 (2017). Canadian Sport Tourism Alliance. Retrieved from: <http://www.worca.com/wp-content/uploads/2017/07/2016WhistlerMTB-EIS-WEB.pdf>



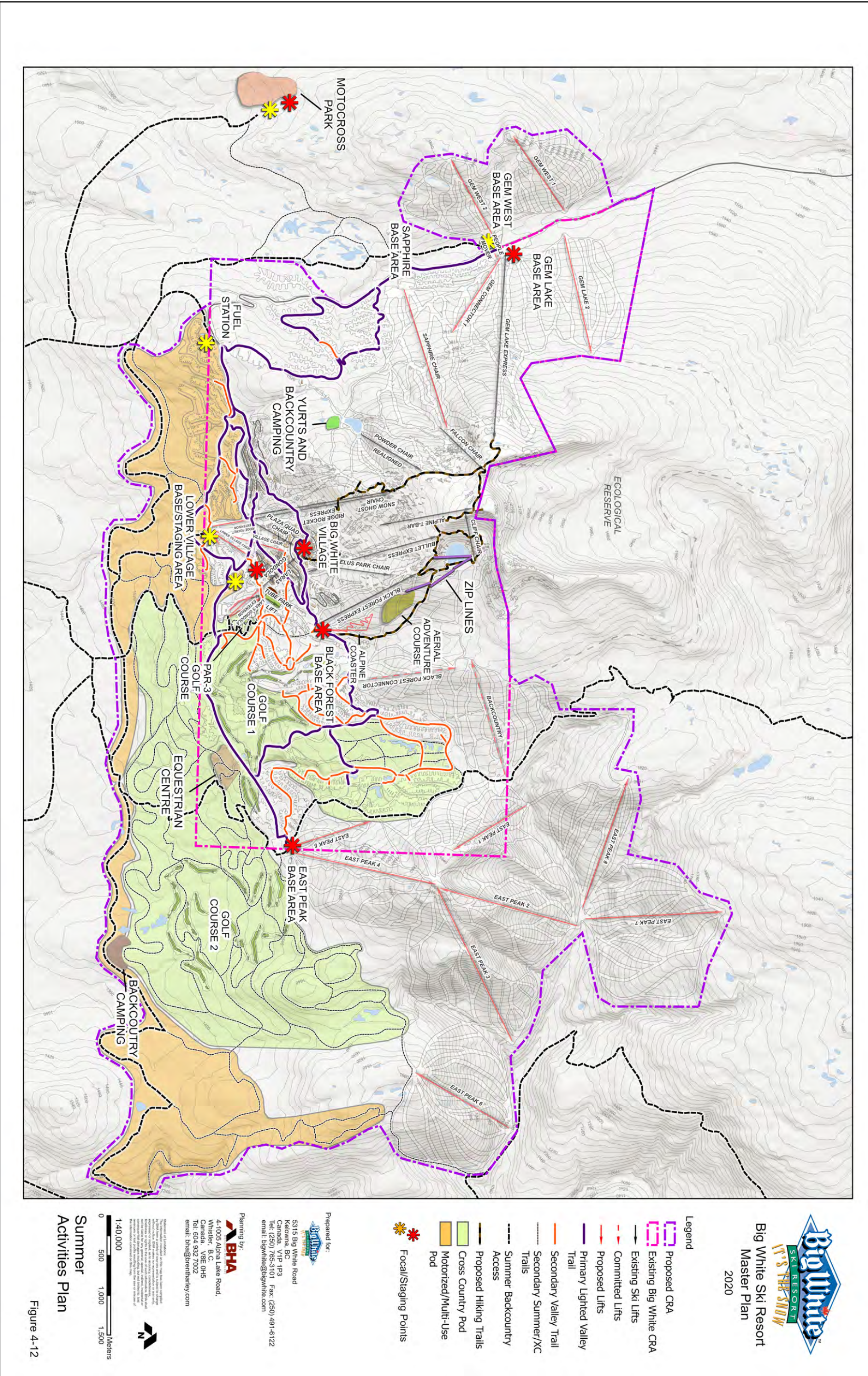
### *Single Track Trails Objectives*

- Align with Best Practices: Average grades with trails approximately 8%, with short uphill sections of up to 15% and downhill sections of approximately 30%.
- Dual Season: Trails should cater to cross-country mountain bikers in the summer and snowshoeing in the winter.
- Trail Diversity: Natural and man-made features, stunts, freeride and technical designations.
- Effective and informative trail signage with trail name and difficulty, wayfinding and mapping.

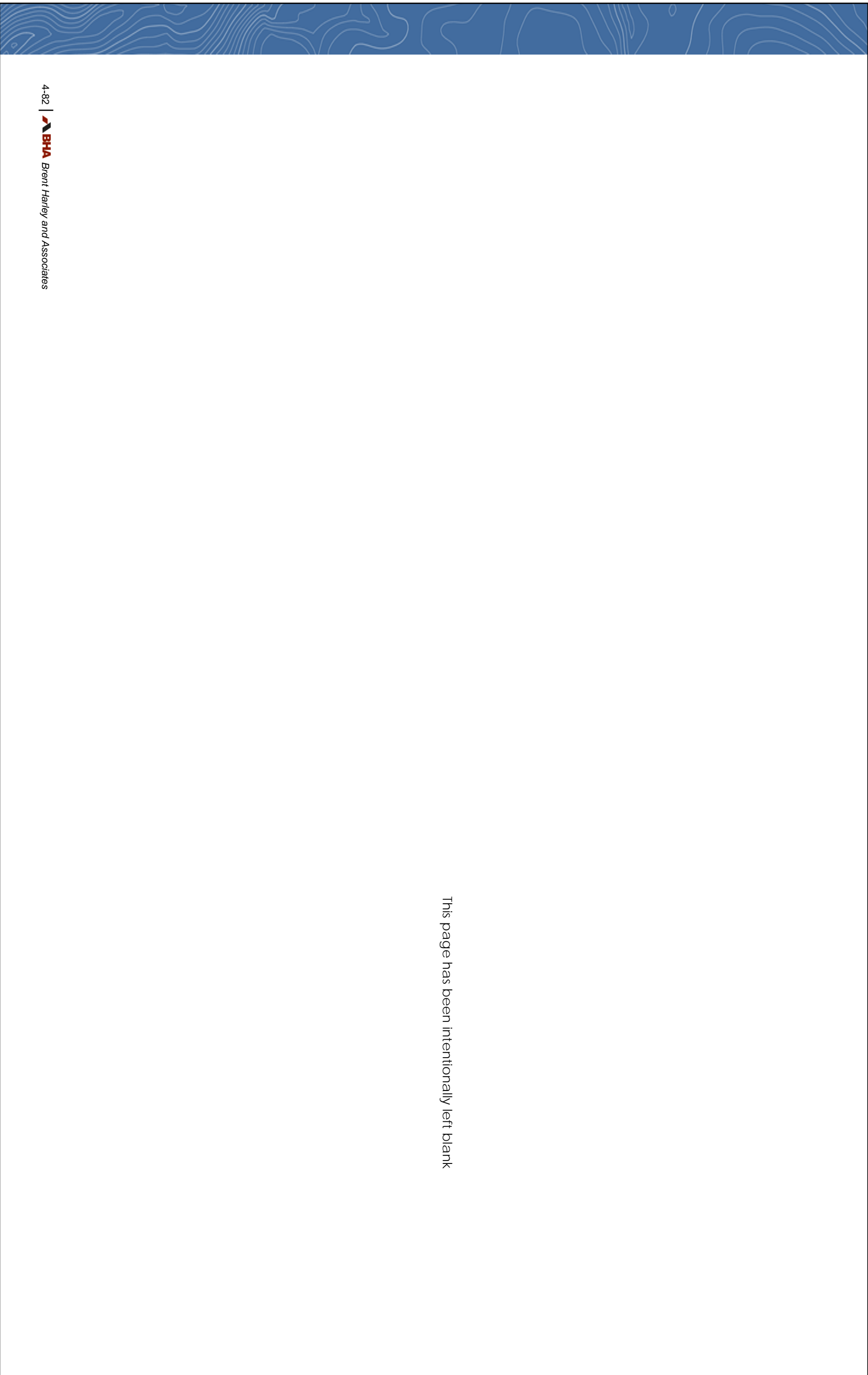


*Accessible and exciting mountain bike singletrack*









### 4.5.3 Mountain Biking Amenities

#### *Mountain Bike Skills Park*

The skills park is a coaching zone meant to familiarize the users with the various features found in the Bike Park. This zone allows mountain bikers to practice the techniques and skills required to progress through a variety of features of varying levels of difficulty.

A temporary location for the beginner skills park was established on the Hummingbird ski trail, below the skier bridge, close to the Village. The goal is to give first-time users the ability to test and practice their skills before heading up the chairlift. Another more advanced skills park is planned for an area higher on the mountain. This bike skills park would allow intermediate and advance riders to practice and progress through a range of more difficult and technical features. The skills parks will play a key role in the learning and progression of the riders of all ages at Big White Bike Park. The location and size of the skills parks will be adjusted as the needs of the bike park school expand as further bike park development takes place.

The Skills Parks will:

- Offer a variety of features that will require progressively more demanding skills that reflect the realities of the Bike Park;
- Be in open and treed areas;
- Be located on flat or sloped terrain;
- Use dirt, rock, and wood features;
- In some instances, have features that can be removed or integrated into winter area use (e.g. berms on the sides of the ski runs).

#### *Mountain Biking Event Zones*

The bike park presents new opportunities for Big White to host regional, provincial or even international mountain biking events (e.g. Big White Invitational Slopestyle). The Bike Park Master Plan includes professional and expert trails as well as a full spectrum of other trails that could feature in various Enduro or downhill races, other competitions, festivals and events. Big White plans to regularly host races and events for local riders as well as professional racing events. The Village core and pump track, the Black Forest and Happy Valley Parking lots, the base of the Bullet Express and the winter Telus Terrain Park area could act as venues for these events or festivals.

It is recognized that the base of the Bullet Express has limited space and will require careful planning to accommodate the required staging and guest circulation. In the long term, with anticipated expansion of the Bike Park, the Black Forest and Ridge Base areas will play increasingly important roles hosting events.

### *Village Base Area Facilities*

In Big White's Village core, new facilities will be established and existing facilities re-purposed to accommodate mountain biking during the summer season (Fig. 4-13). Specifically, this will include the following:

- Parking and staging areas, with room for trucks and campers;
- Bike wash stations;
- Bike repair stations;
- Water fountains;
- Washroom facilities;
- Garbage receptacles; and
- Picnic tables in key locations.

Initially the focus will be on Big White Village and the Black Forest Base. Ultimately, more facilities will be established in the future Lower Village/Happy Valley and the new Ridge Valley Base.

Complementing the mountain bike specific facilities, the existing built space for restaurants, bars, and retail will act as an excellent foundation to cater to mountain bike guests. However, there is a clear lack of equipment rental and bike school space designated at this point. This will be addressed in an incremental fashion to ensure on-mountain and base area amenities are in balance as the mountain bike offering at Big White grows.

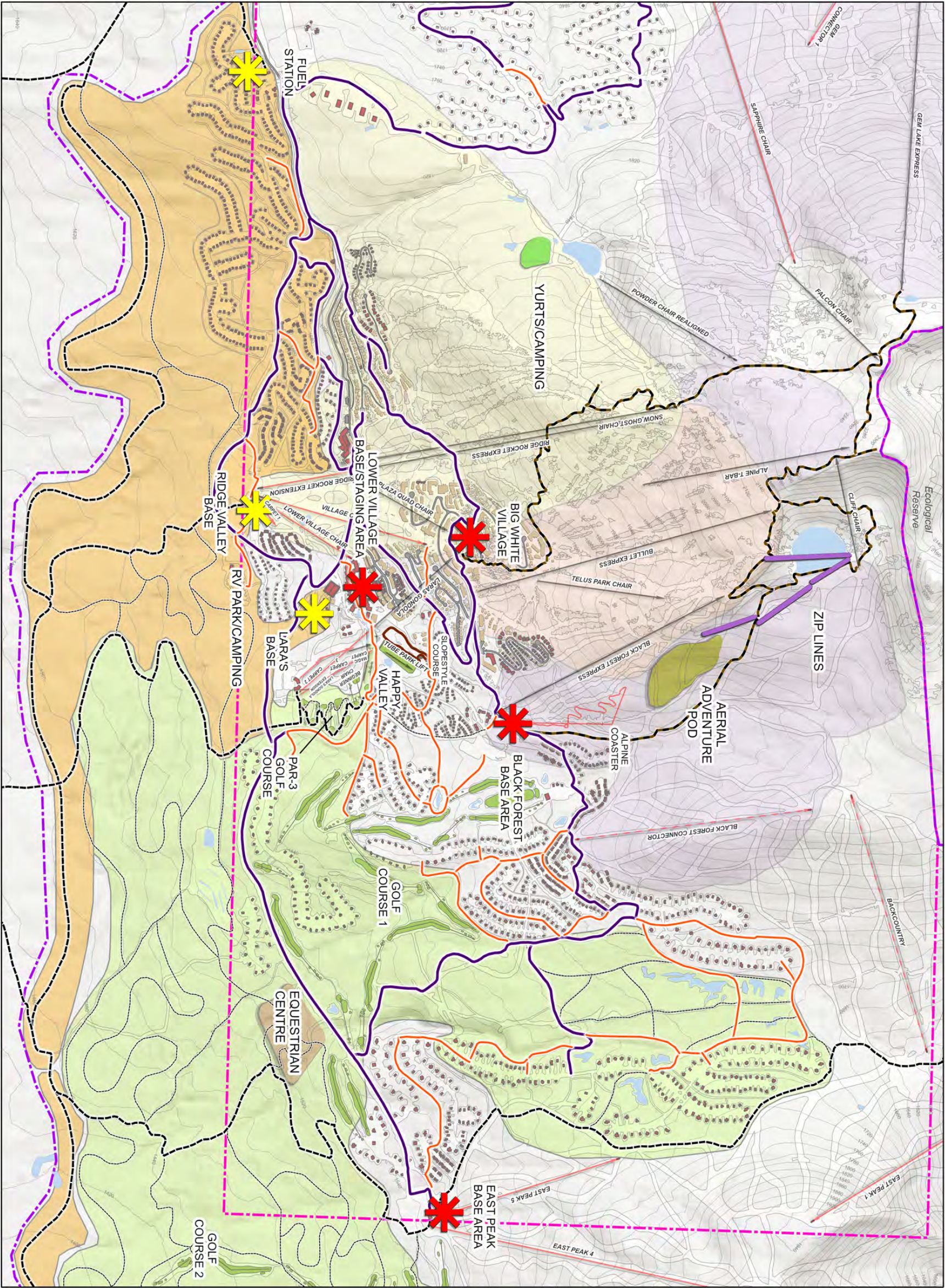
### *Parking*

Parking for day-use mountain bikers will be initially provided for in the Happy Valley Base and the Black Forest Base. At buildout, the new Ridge Base parking lots will also come into play. These areas will provide parking capacity that will be more than enough for bike park use and other summer guests. Continuous monitoring of summer guest volume will ensure the appropriate parking expansion and incorporation of public transport systems are pursued as needed. Like parking in the winter, parking for destination mountain bike guests will be provided at their accommodation.

### *Recreational Vehicle Parking and Overnight Parking*

To cater to mountain biker needs in the summer, the sections of the Black Forest Base and Happy Valley Base Parking lot will be designated for Recreational Vehicles (RVs), trailers, and overnight parking.





**Big White Ski Resort**  
Master Plan  
2020

**Legend**

- Proposed CRA
- Existing Big White CRA
- Existing Ski Lifts
- Committed Lifts
- Proposed Lifts
- Primary Lighted Valley Trail
- Secondary Valley Trail
- Secondary Summer/XC Trails
- Summer Backcountry Access
- Proposed Hiking Trails
- Cross Country Pod
- Motorized/Multi-Use Pod
- Bike Park Future Phase
- Bike Park Phase 1 (Bullet Express, Black Forest)
- Bike Park Phase 2 (Ridge Rocket, Snow Ghost)
- Focal/Staging Points

Prepared for:

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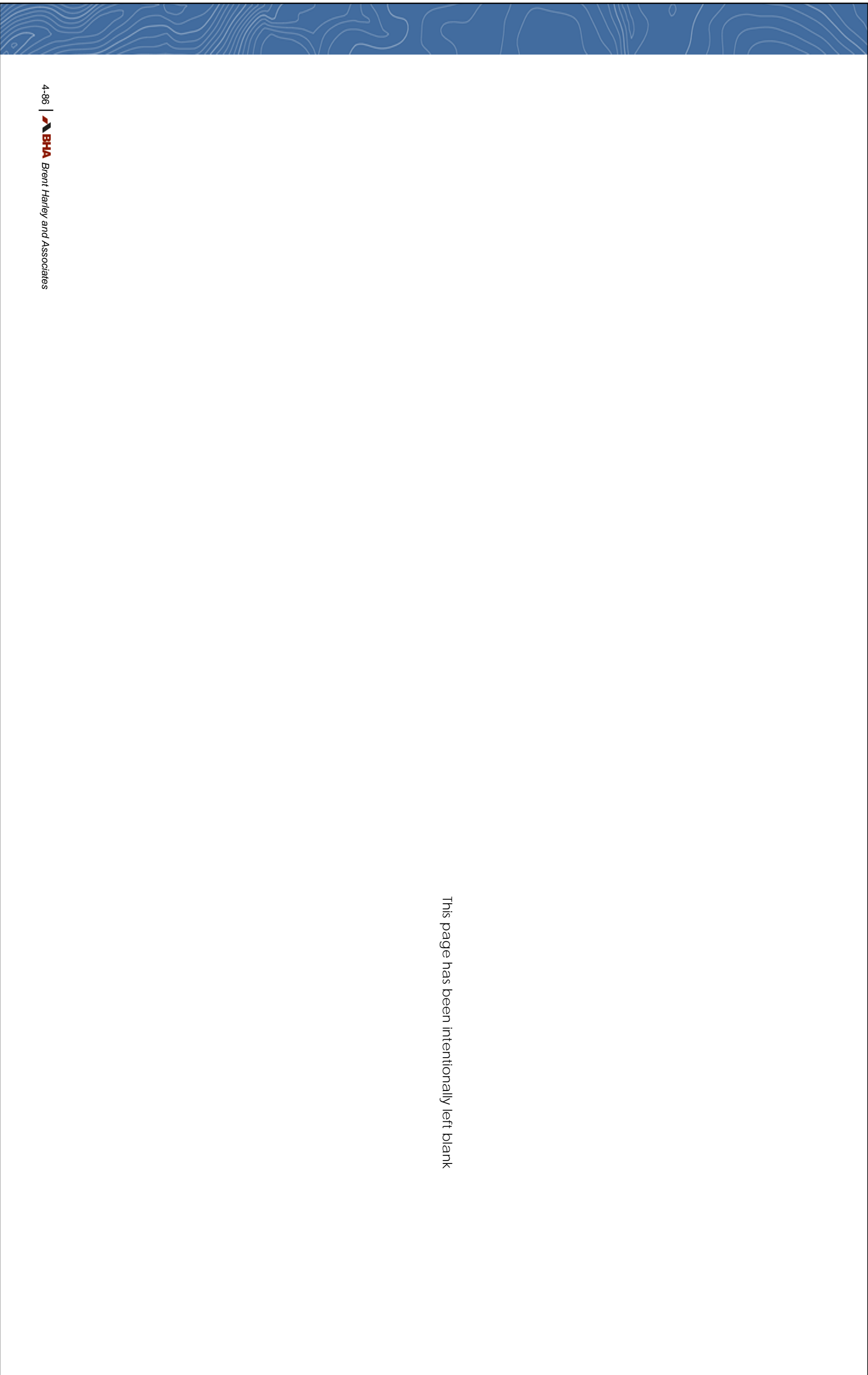
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0 200 400 600 800 Meters

**Proposed Summer Village Core Plan**

Figure 4-13





## 4.6 OTHER SUMMER ATTRACTIONS

As planned, the summer season at Big White will grow in prominence and importance at the Resort over time. While the primary focus will be on establishing Big White as a major mountain biking destination, a variety of other summer activities are also planned. In addition to the lift-serviced mountain biking and cross-country mountain biking, the Resort will look to include an aerial adventure park with zip lines, an alpine coaster, ATVing/motocross, and enhance its hiking and sightseeing opportunities. Detailed planning is under way for the development these facilities. The summer resort activities are illustrated on Figure 4-12 and 4-13.

### *Aerial Adventure Park*

The Aerial Adventure Park is a family friendly activity offering a challenging and fun experience wherein participants make their way through a series of treetop features. The proposed Aerial Adventure Park will be a lift-accessed summer activity located to the east of the Black Forest Express, and accessible via a short hiking trail. The Aerial Adventure Park staging area will be integrated with that of the proposed zip lines. The use of the Aerial Adventure Park could be offered individually or packaged with a zip line tour. This facility will only operate in the summer with an anticipated 200 guests per day.

### *Alpine Coaster*

As envisioned, the Alpine Coaster will be a low impact structure integrated with and winding its way through the treed area adjacent to the Black Forest Express. The high-speed ride down the mountain will offer an exciting, adrenaline packed experience to the user. It will contribute to the product offering of family friendly, accessible activities that do not require any specific skills to participate. The Alpine Coaster is intended to feature as a prominent attraction through all four seasons but will receive greater visitation in the summer. It is anticipated that the alpine coaster will attract an additional 250 guests per day during the summer season.

### *Zip Lines*

All-season zip lines will allow guests to 'fly' through the air from treetop to treetop. The zip lines themselves will be aligned to accentuate Big White's physical and ecological attractions, combining thrills and opportunities for interpretive programming. Conceptually, the first line will be built in association with the Tube Park. A larger system will be established using the Black Forest Express as the primary access. Though they will operate all year round, the zip lines are expected to be a bigger attraction in the summer than in the winter, with an anticipated 250 visits per day.

### *Golf*

The physical characteristics of the base area lands create the opportunity to establish a Par 3 golf course and two eighteen-hole golf courses at Big White.

A nine-hole par three course, a driving range, a putting green, and a golf academy will be established based in Happy Valley. The par three course is conceptually planned to originate from the Happy Valley core area, progressing down to the lower terminal of the proposed extension of Lara's Gondola, in Lara's Base. There, golfers will be able to ride back up to Happy Valley and Lower Village, or up to Big White Village. The driving range is conceptually planned to utilize the tube park area.

The intent is to tie the first 18-hole golf course directly to the existing development at the Resort. The preliminary design of this first course, Golf Course #1, illustrated in Figure 4-12, was completed by Thomas McBroom Associates. While detailed golf course planning and design will be conducted at a later date, the general intent of the land use relationships will remain intact. Resort real estate will be imbedded within and accessed by a ring road and cul-de-sacs adjacent to the golf course. This area will also be used for the Nordic ski trails with the golf course club house doubling as Nordic skiing day lodge in the winter. It is anticipated that the first golf course will add an additional 250 visits per day during the summer months.

A second 18-hole golf course, Golf Course #2, staging from the East Peak Base Area and following the same design principles as the first course, will be developed following the expansion of East Peak ski terrain and associated base area facilities. Though the timing of this development is dependent on other projects, once complete this second course is expected to add an additional 250 visits per day to the Resort in the summer.

While the final planning of the golf courses will be completed by golf course architects, fundamentally, each will be designed to be resort oriented, confidence building, and enjoyable for golfers of all skill levels.

### *ATVing and Motocross*

The proposed summer activities include a Motocross Park, complementary Lodge, with adjacent trails that will create an area dedicated to recreational motorized users. While the Motocross Park and Lodge are discussed in this Master Plan, they will not be pursued through the All Season Resort Policy. Instead, Big White will pursue them under the appropriate Provincial policy as guided by the ultimate mix of commercial and public use.

The Motocross Park will include motocross trails, a trials obstacles course, ATV/UTV trails, Junior motocross trails, and a training compound. The Motocross Park lodge will offer lessons, rentals, a full-service shop, a parking area with space for trailers,

an event zone, and guest service facilities. This pod is envisioned to act as the main motorized hub with access to the backcountry and regional trail networks. In the winter, the lodge and core area of the Motocross Park will be used as a snowmobiling and winter backcountry staging point.

Access to the Motocross Park will be via a dedicated road directly connected to Big White Road. To minimize impact of sound, the Motocross Park will be developed on the south side of a ridge surrounded by trees approximately 2 kilometres from the nearest facilities or accommodation. It is estimated that the Park and associated motorized trail network will have a capacity for 50 guests.

#### *Hiking and Sightseeing*

Staging from **Big White's** Village Core, sightseeing will continue to be offered on the Bullet Express and the Snow Ghost Express. With stunning views of the surrounding valley and mountain range, sightseeing at Big White will be developed as an accessible activity suitable for all age groups. With the opening of the bike park, the existing hiking trails in the Bullet Express area have been rerouted. The new alignment uses the existing Cliff Ski Out and will avoid the unloading zone at the top terminal of the Bullet Express. The goal is to create spatial separation between hikers and mountain bikers to mitigate any potential conflict and ensure the enjoyment of both groups.

Building on the existing hiking trail system, the planned expansion of the hiking network will offer a unique hiking experience through various ecosystems and over different mountain elevations. The hiking trail difficulty ratings are defined by **trail length, steepness, and the trail's natural features**. As planned, there will be a full spectrum of hiking trails from a short beginner loop at the top of the Bullet Express to longer intermediate trails, and more advanced and technically challenging trails. Specific attributes like geology, vegetation, landscape features, focal points, viewpoints, rest areas and opportunities for scenic photos will be emphasized via interpretative and wayfinding signage. The sightseeing and hiking are anticipated to attract 100 guests per day during the summer.

#### *Festivals and Events*

Adding to the bike park and bike related festivals and events, Big White plans to host a broad variety of festivals and events during the summer season. From **cultural exhibits, concerts, art shows, farmer's markets, kids and family events**, to music, and yoga festivals. Big White Village and the core base areas have the capacity to cater to various scales and types of events. With the existing and planned facilities, competitive events (e.g. biking, golf, running, hiking, motocross, triathlon) could also be held at Big White. The existing accommodation, food and beverage services, and the planned conference facilities will contribute to the success of the summer events. Summer events and festivals could attract up to 1,000 guests per day.

### *Conference Facilities*

The Chateau Blanc will have state-of-the-art all-season conference and seminar facilities. Located in the existing Ridge Base, it will be linked to Big White Village via the proposed Plaza Pulse Gondola and on to the Lower Village via Lara's Gondola. This will act as an all-season attraction capable of drawing 500 guests per day. The Chateau Blanc facilities will be complemented by the variety of meeting facilities (existing and future) found throughout Big White Village and the Lower Village.

### *Camping*

All-season backcountry camping is proposed to the south of the first proposed 18-hole golf course. It will be accessible by both the motorized and cross-country **biking trail networks**. Another camping facility, offering yurts and a 'glamping' experience will be staged just below the bottom terminal of the Powder Chairlift. In summer, RV and overnight parking will be authorized in the Black Forest parking lot to cater to mountain bikers. Summer camping is projected to attract up to 100 guests per day.

### *RV Park*

An RV Park is proposed adjacent to the new Ridge Valley Base. It will have the capacity of to accommodate 54 full-service recreation vehicles for short term stays throughout the year. The site will be complemented with showers and change rooms, a small amenity facility and a dump station.

### *Altitude Restaurants*

Altitude Restaurants will be considered for the top of Gem Lake Express and Bullet Express, offering mountain top food and beverage services with outdoor patio areas with panoramic views. The Altitude Restaurants will act as mountain top destination points for hikers, sightseers, and mountain bikers, each with a capacity for 100 guests. Further, each restaurant could host live music, stargazing evenings, special functions, and other social gatherings.

### *Equestrian Centre*

As described in Section 4.4, Big White will look to develop an Equestrian Centre south of the first 18-hole golf course in the East Peak base area, that will be home to stables and horseback riding facilities. In the summer, it will be a staging point to access the backcountry trails and offer guided tours, riding lessons and horse boarding services. The Equestrian Centre will include an indoor arena, an outdoor ring, an area for associated amenities and a parking with a section for horse trailers. As planned, this facility will have a capacity of 50 guests per day in the summer.



### Base Village Programming

Taking advantage of the significant and growing critical mass of facilities and expanding bed base in various base locations at Big White, more summer activities will be programmed to cater to the imagination and expectations of tourists and residents alike. These will include sporting events (e.g. mountain bike races, golf tournaments, adventure tourism competitions, and others); festivals (e.g. music, art, and spoken word); rallies (e.g. car, motorcycle, and others); and camps (e.g. kids camps, training camps, golf, and educational camps, among others). Further, the shopping, restaurants, cafes, bars, spas, convention centre and possibly a casino, will grow in importance as standalone attractions. Careful planning and design are underway to turn Big White into an all-season resort.

## 4.7 BALANCED RESORT CAPACITY AT BUILDOUT

As Big White matures, the capacity of the winter attractions will remain as the dominant season despite significant investments and improvements in expanded summer attractions. As such, the effective Balanced Resort Capacity (BRC) of Big White is the total capacity of the winter recreation attractions (i.e. alpine skiing and snowboarding, the Nordic skiing, skating, snowmobiling, snowplay, other winter attractions, plus additional passive guests). As illustrated in Table 4-6, this leads Big White's BRC at buildout to equal 31,825 guests per day. This number is used to determine the appropriate amount of base area development that should be in place at Big White at buildout.

Table 4-6. Balanced Resort Capacity at Buildout

<b>Total Proposed CCC</b>	<b>25,624</b>
<b>Additional Activities (Winter)</b>	
Nordic	500
Fat Tire Biking	50
Snowshoeing	100
Skating	150
Tube Park	200
Snowmobiling	100
Snowplay	100
Zip line	100
Spa	100
Alpine Coaster	100
Conference	500
Winter Camping	25
Equestrian	25
<b>Total Additional</b>	<b>2,050</b>
<b>Total Facility Capacity</b>	<b>27,674</b>
Additional Passive Guests	4,151
<b>Total BRC</b>	<b>31,825</b>

## 4.8 BASE AREA DEVELOPMENT

The proposed improvements and expansion of the base areas at Big White have been designed to complement the mountain's attributes and proposed expansion opportunities. These developments will be gradually taken on, in balance with the creation of additional skiing and associated mountain resort attractions. The following describes the details of the various base area developments, the rationale behind them, and the relationships with the skiing and the all-season attractions at Big White.

### 4.8.1 Base Area Development Goals

Specific to Big White's Base Areas, the following development goals were applied to guide the details of the development plan:

- Develop the base areas at Big White in a comprehensive and integrated fashion that cater to day-use and destination guests, second homeowners, and an increasing permanent population.
- Incorporate direct linkages to and from the base areas and resort residential development areas by ensuring the creation and maintenance of ski to/ski from trails and a highly integrated all-purpose trail network.
- Establish the base area facilities and residential development in balance with the capacities of the Resort's attractions, recognizing that there are absolute limits to growth.
- Ensure that all development is completed in a proactive, environmentally sensitive fashion.
- Balance base area facilities with the Balanced Resort Capacity.
- Encourage a more pedestrian friendly base area environment linked by an all-season trail system.
- Incorporate a variety of resort residential accommodation limited to the allowable bed unit cap.
- Incorporate affordable resident and employee housing.
- Provide enough parking to satisfy full requirements of all day-use and destination developments.
- Improve the quality of all base area elements at Big White in a year-round capacity.

#### 4.8.2 Base Area Planning Criteria

The appropriate size and scale of development of the base area facilities are directly linked to the capacity, location, and scope of the resort attractions. The Balanced Resort Capacity (BRC) ultimately defines the size of Big White in terms of the number of guests and residents that can be expected at buildout. It is important to remember that this is a static picture of the finished resort in the future. There will be a series of phases of development leading from the existing conditions to this end point.

The BRC at buildout has been calculate as 31,825 guests per day. This defines the number of people that need to be catered to in terms of their expectations for a satisfying resort experience. By extension, this defines the total amount and type of built space that needs to be put in place within the resort. It also defines the infrastructure (e.g. sewer, water, and power) and parking requirements for the resort.

#### 4.8.3 Built Space Requirements

Built space requirements are driven by the BRC of a **resort's facilities**. At buildout, Big White must have the ability to provide for the needs of approximately 31,825 guests and residents on any given day. The types of built space necessary to provide for the needs and expectations of the guests range from restaurants, lounges, commercial and retail outlets, rental and repair shops, guest services, ski school, patrol/first aid, day care and lockers to resort administration and employee facilities. The specific space use requirements are detailed by service/function for day-use and destination guests (Table 4-7). The total requirements at buildout are compared with the existing development to provide a sense of the scale of development necessary for Big White to be in balance in the future.

Table 4-7. Built Space Requirements

		Alpine CCC	25,624	
		BRC	31,825	
Service/Function	Existing Space (sq. ft)	Space Required (sq. ft)	Difference (sq. ft)	% of Required
<b>DAY USE GUEST SPACE</b>				
<b>Restaurants and Related Facilities</b>				
Restaurant	69,563	137,026	-67,463	51%
Kitchen/Scramble	27,188	54,811	-27,623	50%
Bar/Lounge	24,042	13,703	10,339	175%
Subtotal	120,793	205,539	-84,746	59%
<b>Retail</b>				
Equip Rental/Repair	6,105	24,824	-18,719	25%
Retail Sales	21,199	27,405	-6,206	77%
Subtotal	27,304	52,229	-24,925	52%
<b>Skier Services</b>				
Washrooms	10,257	43,855	-33,598	23%
Ski Patrol/First Aid	3,875	9,929	-6,054	39%
Ski School	463	13,791	-13,328	3%
Public Lockers	2,816	24,824	-22,008	11%
Day Care/Nursery	14,800	29,512	-14,712	50%
Ticket Sales	2,068	3,310	-1,242	62%
Subtotal	34,279	125,221	-90,942	27%
<b>Operations / Storage</b>				
Administration	6,764	20,686	-13,922	33%
Employee Lockers	5,470	8,275	-2,805	66%
Storage	1,150	10,277	-9,127	11%
Subtotal	13,384	39,238	-25,854	34%
<b>Day Use Guest Space<sup>1</sup></b>				
Day Use Guest Space Subtotal	195,760	422,227	-226,467	46%
<b>Day Use - Back of House</b>				
Mechanical / Furnace	9,585	27,316	-17,731	35%
Circulation, Walls and Waste	9,788	36,422	-26,634	27%
Subtotal	19,373	63,738	-44,365	30%
<b>Total Day Use Space</b>				
Total Day Use Space	215,133	485,965	-270,832	44%
<b>DESTINATION SPACE</b>				
<b>Destination Guest Space<sup>1</sup></b>				
Restaurant/Bar	0	48,596	-48,596	0%
Rec/Ent/Spa/Fitness	10,750	19,439	-8,689	55%
Destination Retail	0	58,316	-58,316	0%
Destination Services	0	33,046	-33,046	0%
Convention/Seminar	6,750	15,551	-8,801	43%
Subtotal	17,500	174,947	-157,447	10%
<b>Destination - Back of House</b>				
Mechanical/Furnace	901	8,331	-7,430	11%
Circulation, Walls and Waste	875	11,108	-10,233	8%
Subtotal	1,776	19,439	-17,662	9%
<b>Total Destination Space</b>				
Total Destination Space	19,276	194,386	-175,110	10%
<b>TOTAL BUILT SPACE</b>				
Total Built Space	234,409	680,351	-445,942	34%

1. Guest Space is operational space (Restaurants, Retail, Skier Services, Operations/Storage) critical to the guest experience or staff activities. It excludes structural (Back of House) space.

As illustrated, approximately 486,000 square feet of skier-related built space should be in place at buildout (Programmed Space plus Back of House Space). This is an increase of about 270,000 square feet of skier-related space to be added to Big White as the Resort expands in an incremental and phased fashion.

In addition, specialized, destination-oriented space for restaurants, retail outlets, convention/seminars, retreat facilities, spas and recreation facilities must be considered. With the development of the proposed mix of private and public accommodation, approximately 194,000 square feet of destination-oriented built space should be established. This is an increase of approximately 175,000 square feet of destination-oriented built space.

In total, as Big White develops to buildout, approximately 445,000 square feet will need to be added for the Resort to be in balance with and complement the BRC of 31,825 guests per day. This will bring the total amount of built space for facilities to approximately 680,000 square feet.

These numbers are intended to guide the content, type, size and scale of facilities to be established at Big White. In the final analysis the specifics of the base area facilities will be designed and located to meet the needs of Big White guests. The pace of the development will be market driven and tied to improvements and expansion of the skiing and resort attractions.

#### 4.8.4 Overnight Accommodation

The appropriate amount of accommodation, in terms of bed units, is typically defined by the Bed Unit Model found within the All Season Resort Policy Guidelines. Table 4-8 illustrates the generation of the bed unit ratio for Big White at buildout. Using this tool, BHA determined that the proportion of BRC to bed units should be 1:1.4. That is, for every unit of BRC, there should be 1.4 bed units. As such, with a BRC of 31,825 and utilizing the buildout ratio of 1.4, the bed unit model establishes that Big White has earned 44,555 bed units.

However, in response to current demand for overnight accommodation and consistent with the recent changes to the Environmental Assessment Office Reviewable Project Regulations, Big White is only applying for a total of 20,600 bed units, comprised of the 13,800 bed units approved in the 1999 Master Plan, plus an additional 6,800 bed units. The difference between this and the existing 10,533 bed units, leaves 10,067 bed units to be developed. This decision is informed by local, regional, and global economic, demographic, tourism trends which have not created a climate where further accommodation development was advisable. As the Resort evolves from a regional ski resort to an international ski destination, it is anticipated that demand for overnight accommodation will increase.



As such, to adequately respond to these demands as needed to maintain a world-class ski experience for all guests, should the opportunity arise with increased market demand for overnight accommodation, Big White reserves the right to apply for more bed units. Big White wishes the Crown to acknowledge that, with the approval of this Master Plan, it will have earned 44,555 bed units under the bed unit model, and that it may apply for some or all the remaining earned bed units to meet demand for overnight accommodation as the resort evolves. Big White acknowledges that such an application would be subject to the approval process requirements at that time.

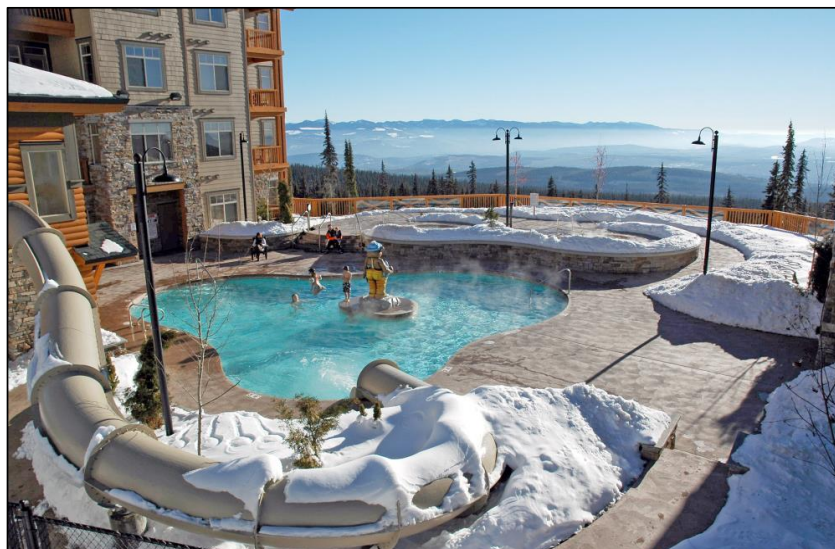
Table 4-8. Bed Unit Model Points Total at Buildout

Factor	Points
Ski Terrain	3
Skier Density per Hectare	4
Accessibility	4
Ski Area Access	1
Population within 250 km	5
Unique Qualities	2
All Season Facilities	4
Potential Length of Season	3
Type of Snow	4
Weather Conditions	4
Express Lifts	2
Need for Employee Housing	3
First Nations Economic Participation	3
Total Points	42
<b>Associated ASRG Ratio</b>	
Points	Total % of BRC
42	140%

The potential allocation of proposed bed units by residential area is detailed in Table 4-9. It should be noted that these values are estimates based on the Master Plan concept and analysis of base area construction suitability. While the total number of bed units will not change the number allocated to each area will likely be revised as more detailed planning and construction documents are completed.

Table 4-9. Proposed Residential Units and Bed Units by Residential Area

Residential Area	Proposed Units	Proposed Bed Units
East Peak	432	2,440
Black Forest	650	3,188
Ridge Valley	110	385
Backcountry	525	2,975
Westridge	180	1,080
<b>TOTAL PROPOSED</b>	<b>1,897</b>	<b>10,067</b>
	<b>TOTAL PROPOSED</b>	10,067
	Approved†	3,267
	Requested	6,800
	<b>TOTAL EXISTING‡</b>	10,533
	<b>TOTAL BED UNITS</b>	20,600
† Bed Units remaining under the existing Master Plan.		
‡ Includes all built and committed Bed Units.		



An appropriate amount and variety of accommodation types will be available to suit all types of guests

#### 4.8.5 Parking

With the envisioned changes to the base area lands, Big White will also undergo a shift from a regional, day-use guest dominated resort towards destination-oriented clientele. As the ratio of destination guests to day-use guests increases, the proportion of required day-use parking will decline as all Big White's accommodation is ski to/ski from. Thus, once at the Resort destination guests will have little need a car. Further, destination guests are more likely to travel to and from the Resort by shuttle, remaining at Big White for the duration of their stay. Again, this will result in a large percentage of the guests not requiring the use of a car. At buildout, it is estimated that the number of day-use guests will account for about 50% of the total Balanced Resort Capacity.

Based on Big White's buildout BRC of 31,825, it is assumed that 40% of this number (12,730 guests) will be occupying overnight accommodation facilities at the resort. Parking for these guests will be directly attached to their units.

The remaining 60% (19,095 guests) will be day-use oriented and require parking. Typically, 85% of this capacity, or approximately 16,231 guests, will arrive by car and with three people per car on average. As such, a total of at least 5,410 parking stalls will have to be provided and appropriately located throughout the Resort. Further, 15% of the day-use capacity (approximately 2,864 day-use guests) can be expected to arrive by bus. Assuming an average of forty-five people per bus, parking will need to be provided for 64 buses, again in a variety of locations throughout the Resort. The following table (Table 4-10) delineates where this parking is planned for at buildout at Big White. This planned day use capacity exceeds the calculated requirements, enabling flexibility moving forward.

Table 4-10. Proposed Day Use Parking at Buildout

Location	Car Capacity	Bus Capacity	Guest Capacity
Day Skier Parking			
Gem Base	1,000	20	3,900
Sapphire Base	550	14	2,280
Lower Village	650		1,950
Black Forest	600	15	2,475
Ridge Valley Base	1,300	10	4,350
Lara's Base	800	5	2,625
East Peaks	650		1,950
<b>Total</b>	<b>5,550</b>	<b>64</b>	<b>19,530</b>

#### 4.8.6 Sustainability Characteristics

The ongoing development at Big White will adopt and implement sustainability best practices. The intent is to ensure that development of all elements of the Resort are environmentally sensitive, designed to maintain the ecological integrity of the setting, mitigate all impacted areas, and be socially sound while still being economically viable. Aside from being the right thing to do, Big White recognizes that any guest visiting the Resort is escaping from their day-to-day realities. They are invariably most interested in visiting a place that has a respect for the special qualities of its natural setting. To that end, Big White will:

- Incorporate design guidelines that include green building objectives, criteria, and minimum standards;
- Incorporate resort-wide sustainable procurement strategies;
- Incorporate a comprehensive recycling and reuse-it centre in the Horsefly Road Industrial Park area;
- Plan and design to minimize requisite grading;
- Employ low-emission, fuel efficient vehicle technologies throughout the Resort;
- Utilize renewable energy systems (solar, geothermal) when possible;
- Encourage car-free travel within the resort community;
- Support a convenient shuttle system from both Kelowna and Vernon to reduce air pollution and greenhouse gas emissions;
- Utilize and purchase local and regional goods and services wherever possible to support a regional economy;
- Develop employee housing and attainable housing;
- Incorporate a bear aware management strategy;
- Use riparian habitat protection best practices on all watercourses;
- Restore damaged riparian habitat from previous development;
- Incorporate a trail development plan to avoid the removal of large and old growth trees, and enabling appropriate on-the-ground trail alignment adjustments;
- Incorporate soil erosion best practices to minimize the loss of valuable topsoil and associated vegetation;
- Include social sustainability considerations in the operation and development of the resort (recreation, health, cultural and community space, etc.) in the Lower Village;
- Acknowledge that there are limits to growth (especially in a mountain setting such as Big White) and embrace the concept of establishing a 'steady state resort economy' designed to level off at the buildout point with balanced sustained prosperity, based on incremental improvements and upgrades as compared to an unsustainable growth dependant model;
- Continue to operate as a sustainable corporate citizen and act as a leader in resort sustainability;

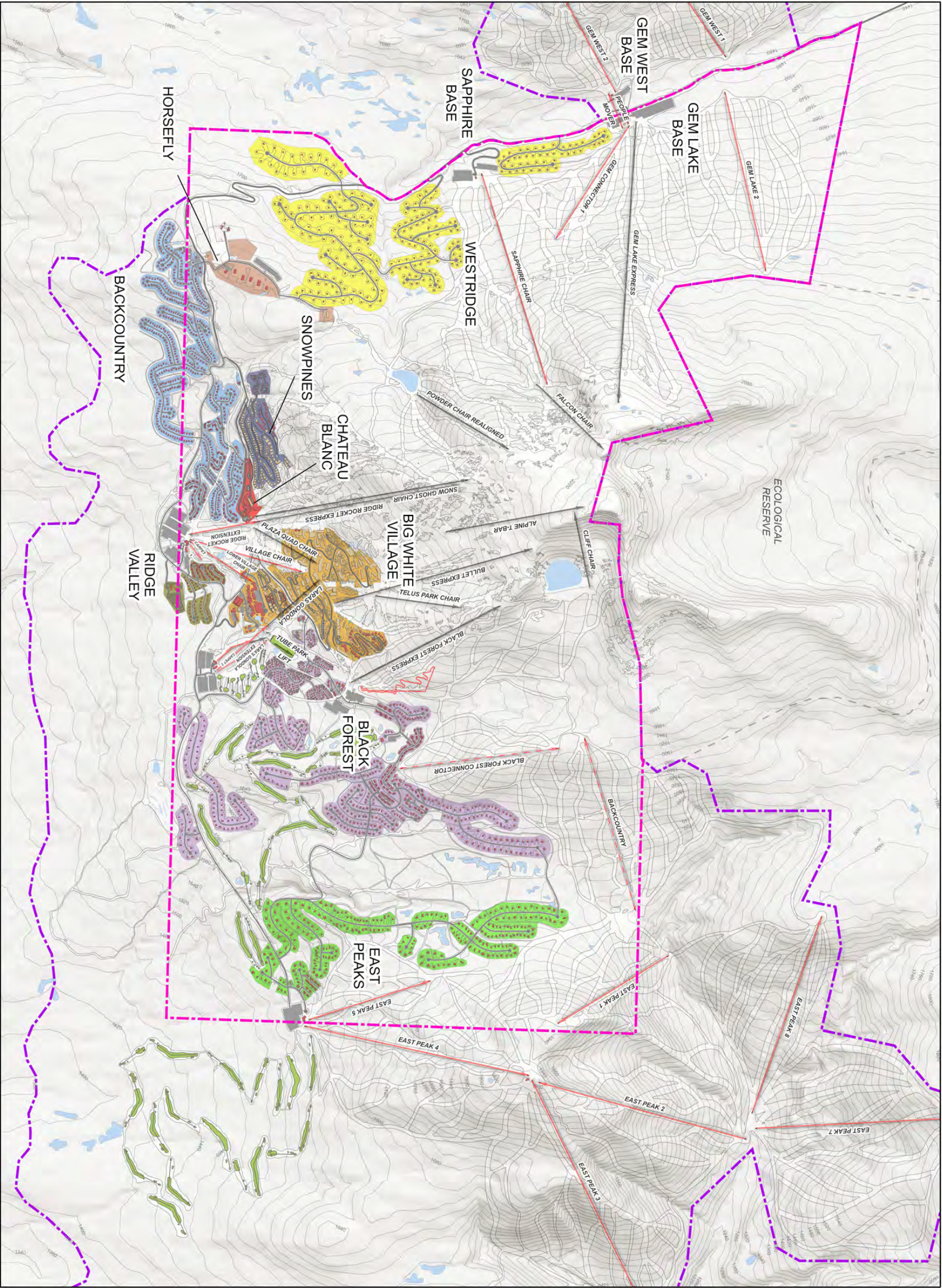
- Aim to create a highly livable place for employees, residents, and guests;
- Provide facilities for youth and children (e.g. childcare, playgrounds);
- Include accessible trails and paths staging from the Village core;
- Plan for potential future development of senior/retired employee housing;
- **Develop a "valley trail" system that supports active, self propelled transportation and healthy living;**
- Support a year-round economy by planning for an all-season use of the Resort, develop the summer operations, infrastructure and programming;
- Support environmental awareness and outdoor recreation by developing the **Resort's** all-season network of hiking trails, nature paths, single tracks and interpretative trails;
- Plan the development of the Resort around walking distances and ski to/ski from access: pedestrian village and base areas, biking/walking trail network as well as gondola and lift connections, all aiming to minimize the use of cars;

Careful planning of the development of parking lot while supporting alternative transportation to and from the resort (e.g. shuttles, public transportation, buses, carpooling, and ride share, among others).

#### 4.9 DEVELOPMENT AREAS

At buildout, the Big White base area will be made up of a series of defined development areas. These are illustrated on the Base Area Development Plan (Figure 4-14) and described below. The Resort Residential Types Plan (Figure 4-15) delineates the existing and proposed development areas by types of residential units.





- Legend**
- Existing Big White CRA
  - Proposed CRA
  - Existing Ski Lifts
  - Committed Lifts
  - Proposed Lifts
  - Proposed Development Areas
  - Backcountry
  - Black Forest
  - Chateau Blanc
  - East Peaks
  - Horsefly Road
  - Ridge Valley
  - Snowpines
  - Village
  - Westridge

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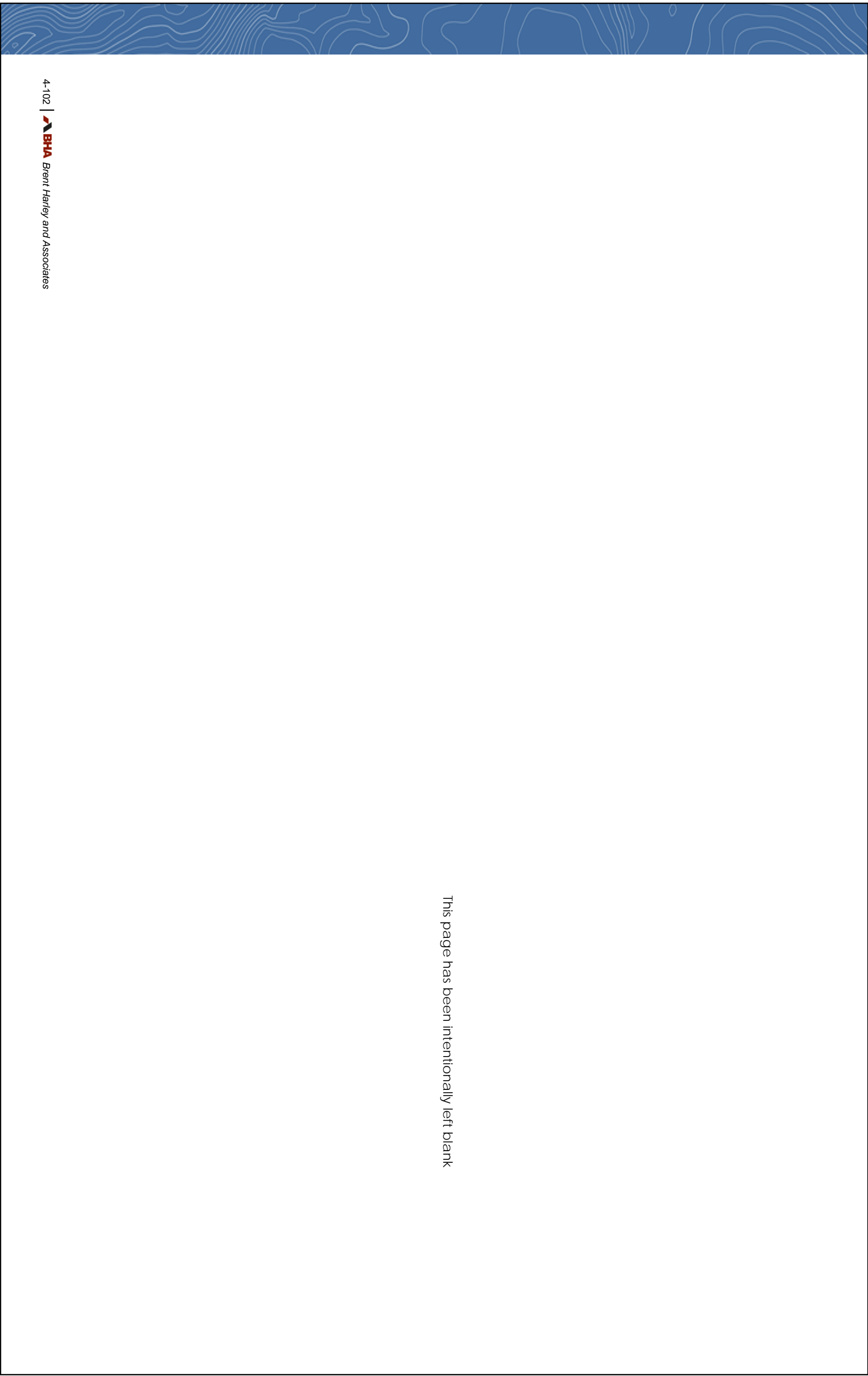
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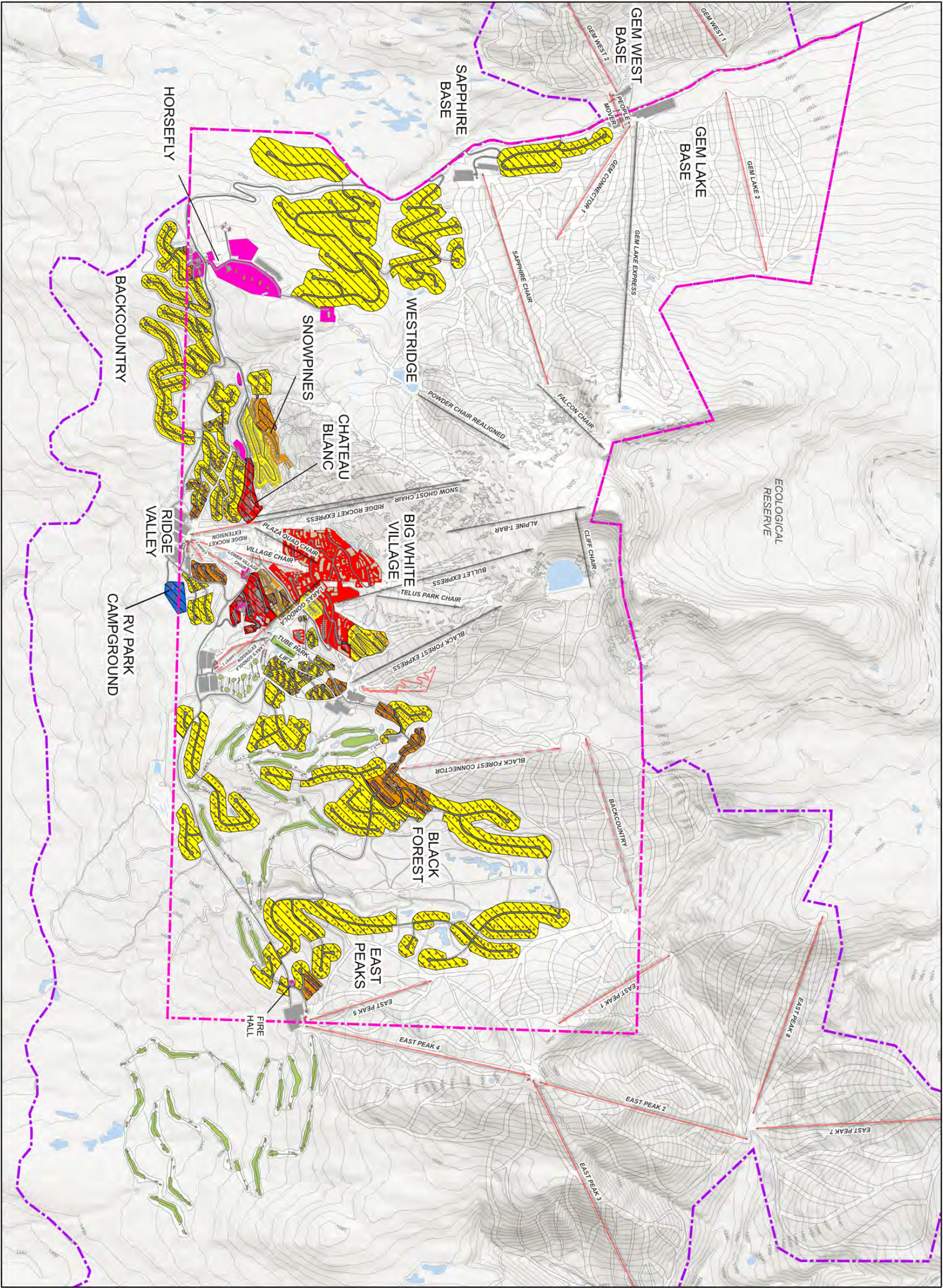
Base Area  
Development Plan

Figure 4-14









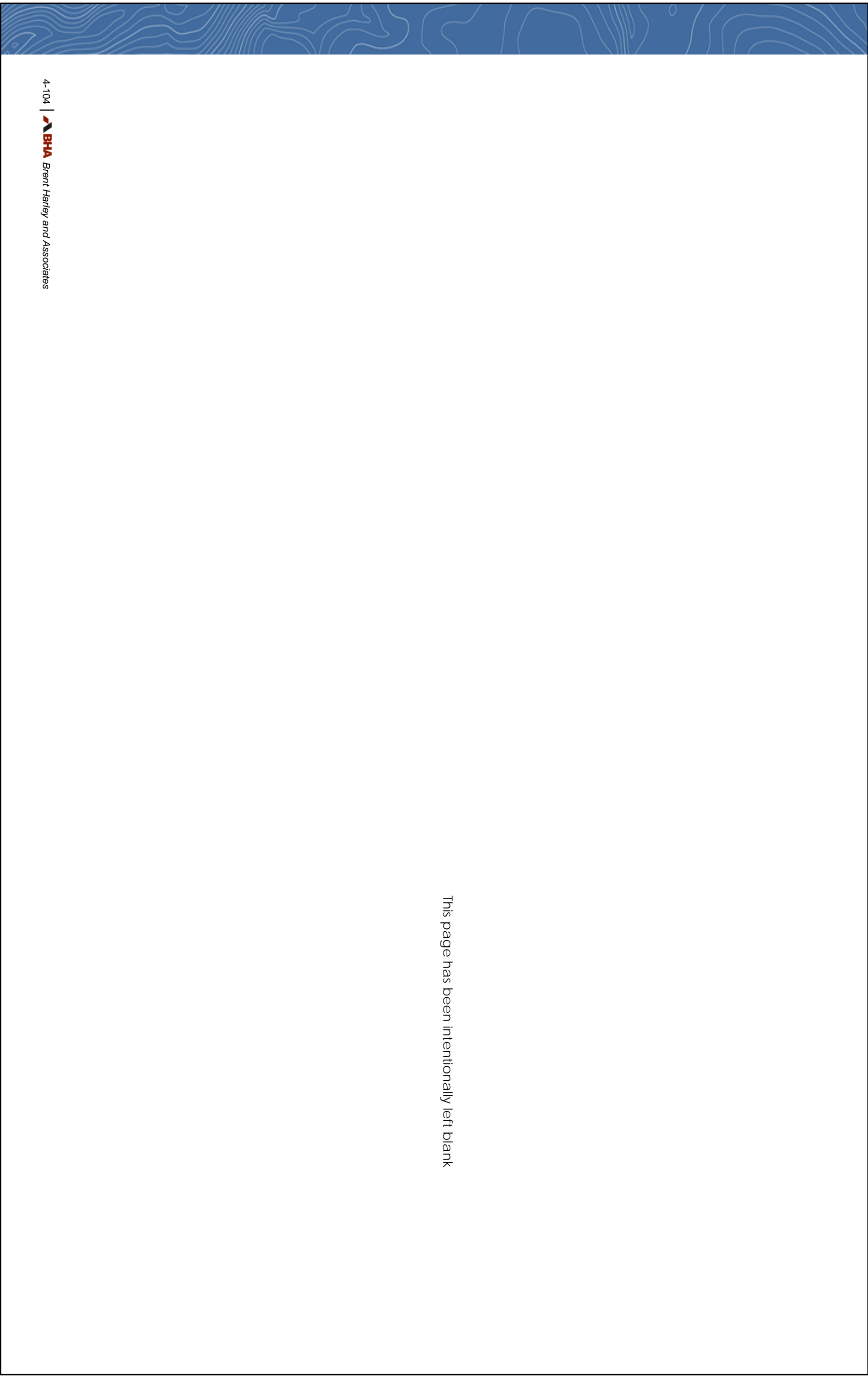
- Legend**
- Existing Big White CRA
  - Proposed CRA
  - Committed Lifts
  - Existing Ski Lifts
  - Proposed Lifts
  - Residential Accommodation Types
    - RV Park/Campground
    - Industrial
    - High Density
    - Medium Density
    - Low Density
  - Areas Included in Base Area Development
    - Calculations - 416.2 ha

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0 500 1,000 Meters  
Resort Accommodation Type  
Figure 4-15





#### 4.9.1 Big White Village

Big White Village will continue to be the primary focal and staging point of the skiing and on mountain activities at the Resort (Fig. 4-16a). The existing core area will be progressively infilled and densified as a pedestrian-oriented development. During the winter, the main pedestrian corridor through the Village will remain snow covered as an important and unique feature and attraction. As such, skiers will be able to ski from the mountain, through the Village, down to the Bullet Express lift and/or the Chateau Blanc, the Ridge Valley Base, the Lower Village and **Lara's Base**. The new structural improvements will be designed to add more animation to the edges of the ski corridor with additional restaurants, bars and retail options.

As Big White takes on a greater summer presence, an increased effort will be made to improve the landscaped character and ambience in the Village core. The intent will be for Big White Village to continue as the primary focal point in all seasons.

The residential and commercial accommodation around the core area will continue to act as important character elements to the Village. It is anticipated that these developments will see continued improvements over time as they are the hub of pedestrian and skier movement, and likely to be the most valuable real estate at Big White.

Consideration will be given to upgrading the Plaza Chair to the Plaza Pulse Gondola to facilitate pedestrian traffic between Big White Village and the Chateau Blanc. This will establish a direct link between these two focal points of the Resort.

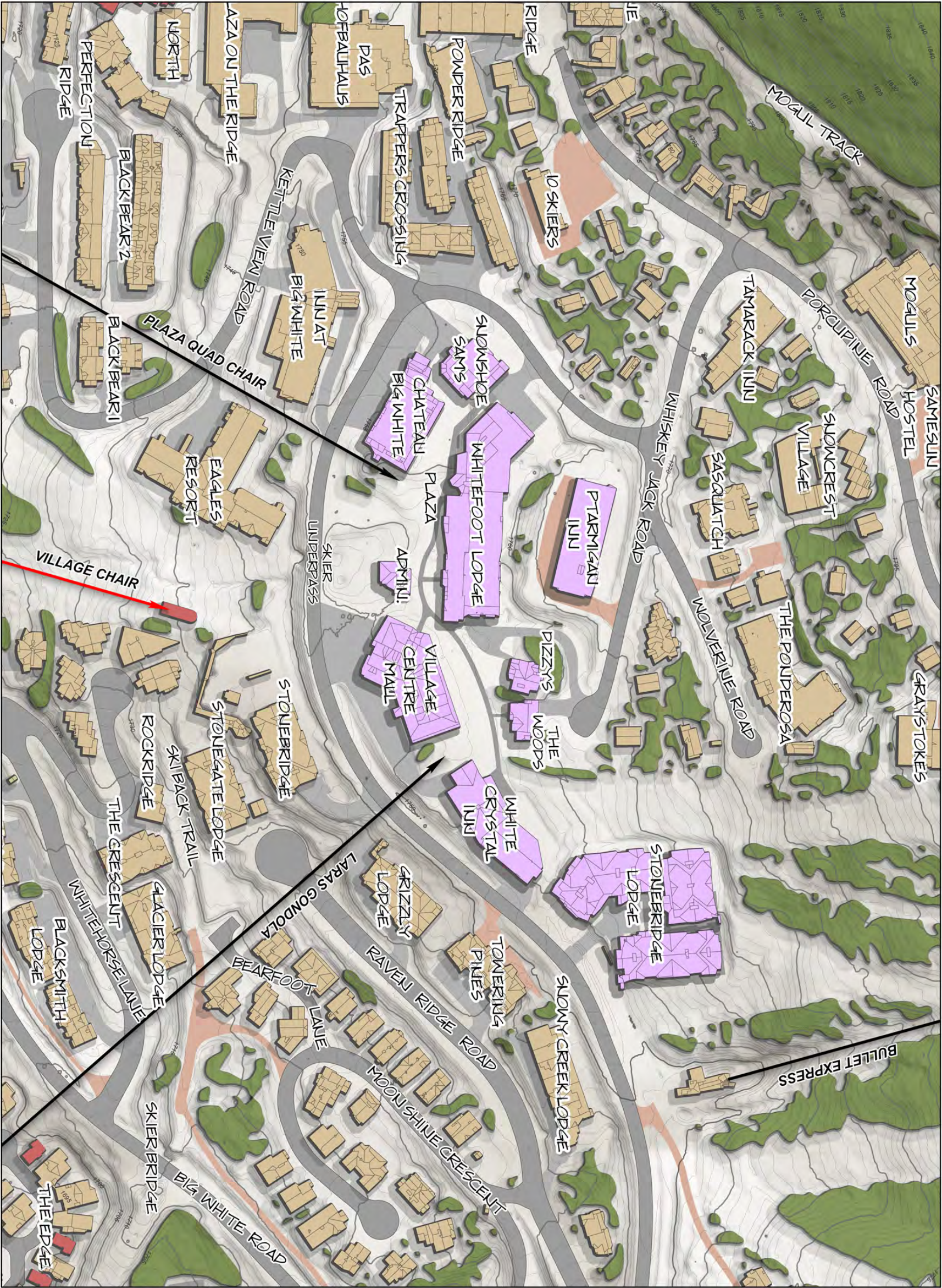
Lara's Gondola will continue to connect the Village with Happy Valley. With the proposed extension of this lift down to **Lara's Base**, the gondola will link this new day use and snow school-oriented area directly to Big White Village, as well as the attractions and facilities in Happy Valley and the proposed Lower Village.





View of Big White Village – Existing and Proposed (3D)





**Big White**  
SKI RESORT  
1988 THE SNOW  
Big White Ski Resort  
Master Plan  
2020

- Legend**
- Existing Big White
  - Village Core Buildings
  - Existing Buildings
  - Proposed Buildings
  - Existing Ski Lifts
  - Proposed Ski Lifts
  - Existing Big White CRA
  - Proposed Big White CRA
  - Full Tree Cover

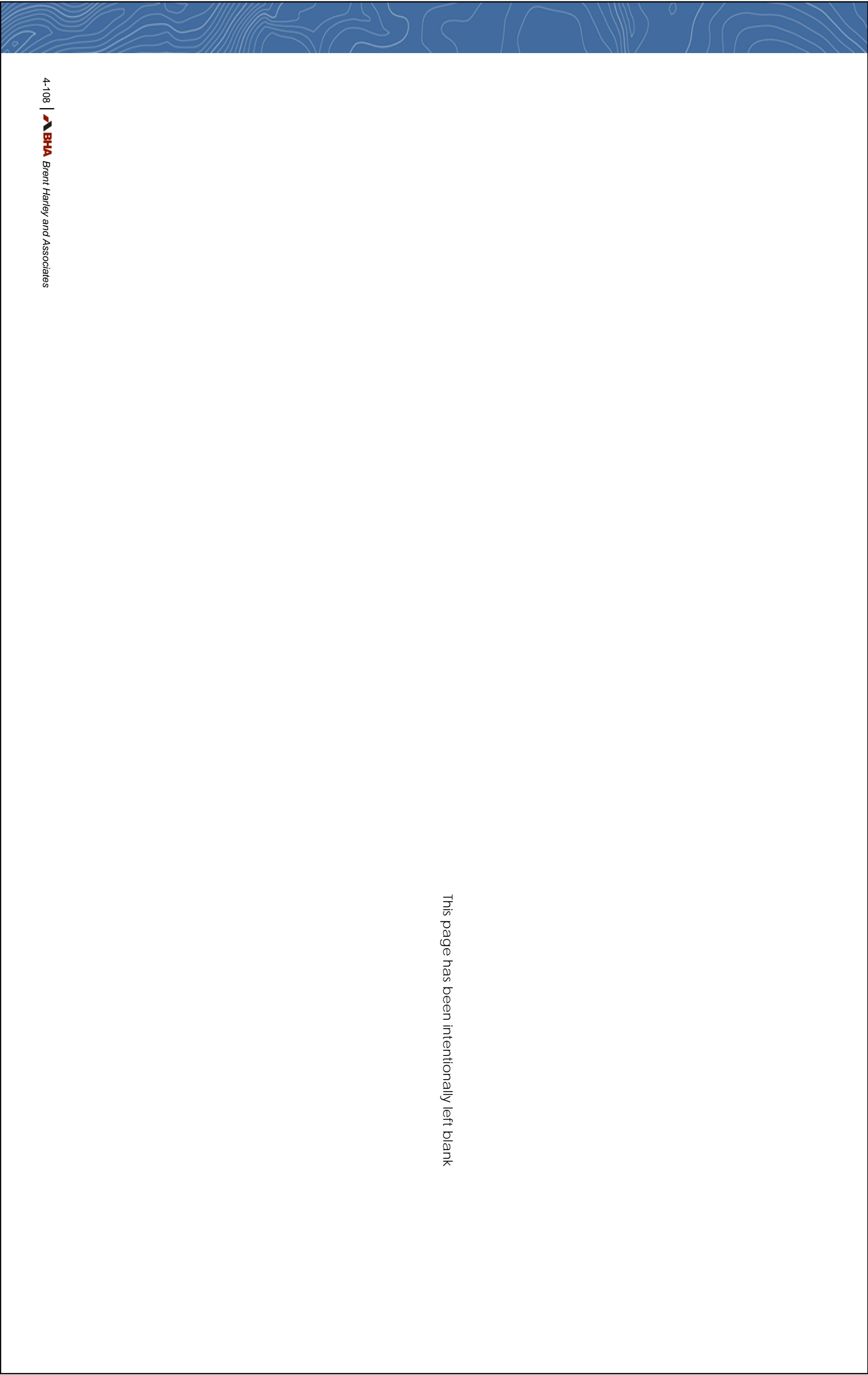
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Resort Master Plan  
Big White Village  
Figure 4-16A





#### 4.9.2 Ridge Valley Base

The Ridge Valley Base will become a primary day-use area at Big White (Fig. 4-16b). It will have three chair lifts: the Ridge Rocket Express (extended down to the valley bottom) which will provide access to the top of Big White; the Village Chair, which will provide access to Big White Village, and; the Lower Village Chair, accessing the Lower Village and Happy Valley. In addition, a new carpet lift will enable the operation of small snow school teaching pod staged out of the Ridge Valley Base.

Parking lots will be developed within easy walking distance to the new Ridge Valley Day Lodge. This facility will house ski rentals and repairs, lift tickets, snow school, restaurant, washrooms, ski patrol, and lockers.

To facilitate the development of the Ridge Valley Base, skier access and dedicated road access will have to be established. Skier access may be created by either realigning Big White Road and extending ski runs down to the base or, maintaining Big White Road in its current alignment and developing a skier bridge/tunnel over the road to connect skiers to the base.

In the first option, Big White Road will be realigned to lead directly to the Ridge Valley Base and beyond, connecting to the Lower Village and ultimately back up to Big White Village. Access to the Chateau Blanc and the existing Ridge Base will be via a dedicated decision point intersection, with the access road branching off Big White Road and terminating at the Chateau Blanc. The trails will be regraded to enable a smooth skiing experience down to the Ridge Valley Base.

In the second option, Big White Road would maintain its current alignment, and skier bridges or tunnel would be constructed to enable skiers to ski down to the Ridge Valley Base. A new decision point intersection would be created with an access road leading from Big White Road down to the new Ridge Valley Base. Access to the Lower Village and East Peak would be the same as the first option.

The selection of a preferred option will be made when Big White decides to pursue more detailed planning and construction of the Ridge Valley Base. This will be informed by a comprehensive traffic study of the Big White base area, considering historic and future development, parking, and vehicle, pedestrian, and skier circulation.

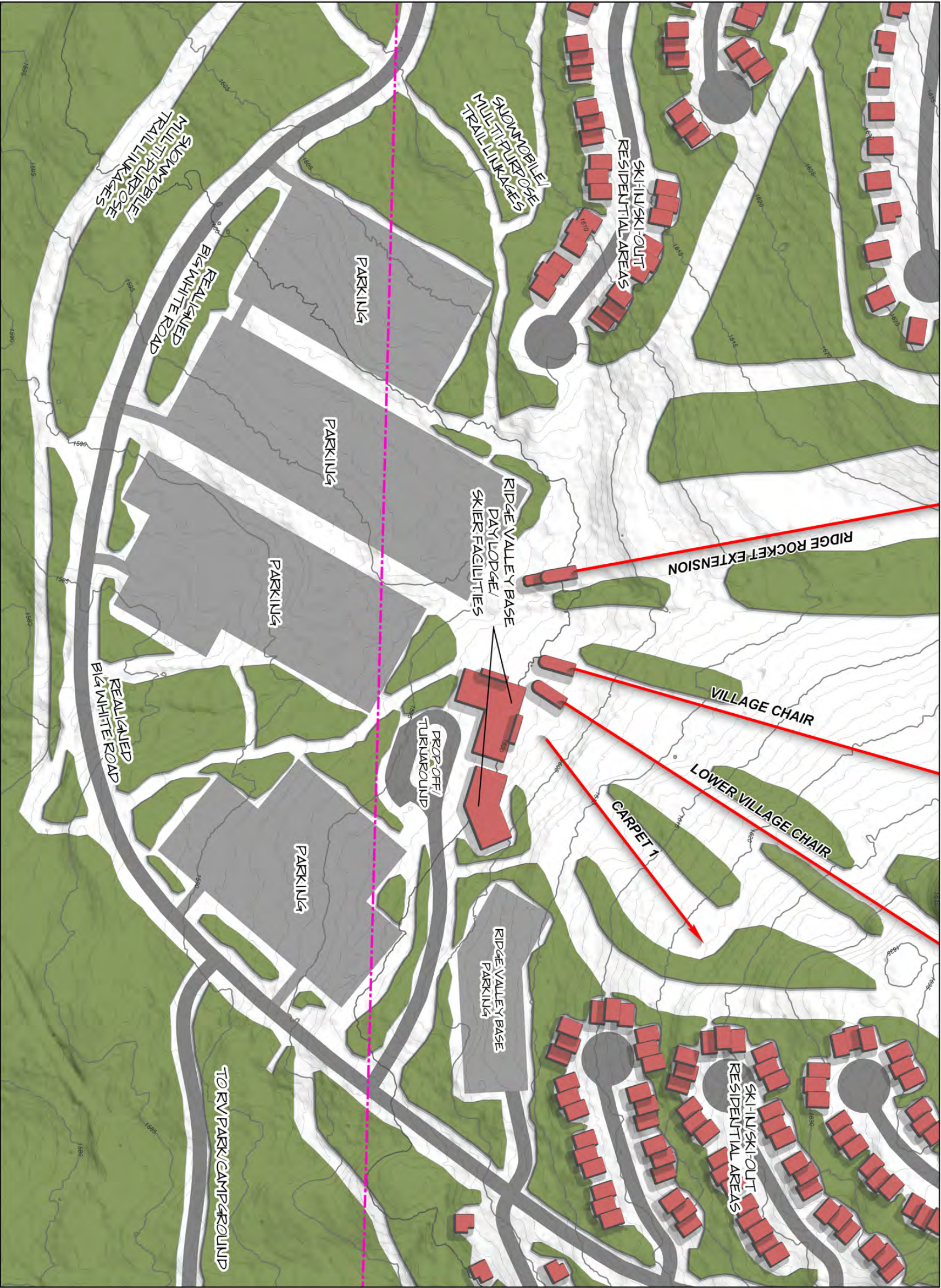
Resort residential development parcels are planned for lands adjacent to the Ridge Valley Base. Medium density townhouse units will line the edge of the ski runs. Further away, but still within acceptable walking distance to the lifts, a lower density single-family cabin development will be established with the ski to/ski from backcountry trails at their back door.

Adjacent to and associated with the Ridge Valley Base is an RV Park.



View of the Proposed Ridge Valley Base (3D)





**Big White**  
SKI RESORT  
1988 THE SNOW  
Big White Ski Resort  
Master Plan  
2020

- Legend**
- Existing Buildings at Buildout
  - Proposed Buildings
  - Proposed Roads
  - Proposed Parking Lots
  - Existing Ski Lifts
  - Proposed Ski Lifts
  - Existing Big White CRA
  - Proposed Big White CRA
  - Full Tree Cover

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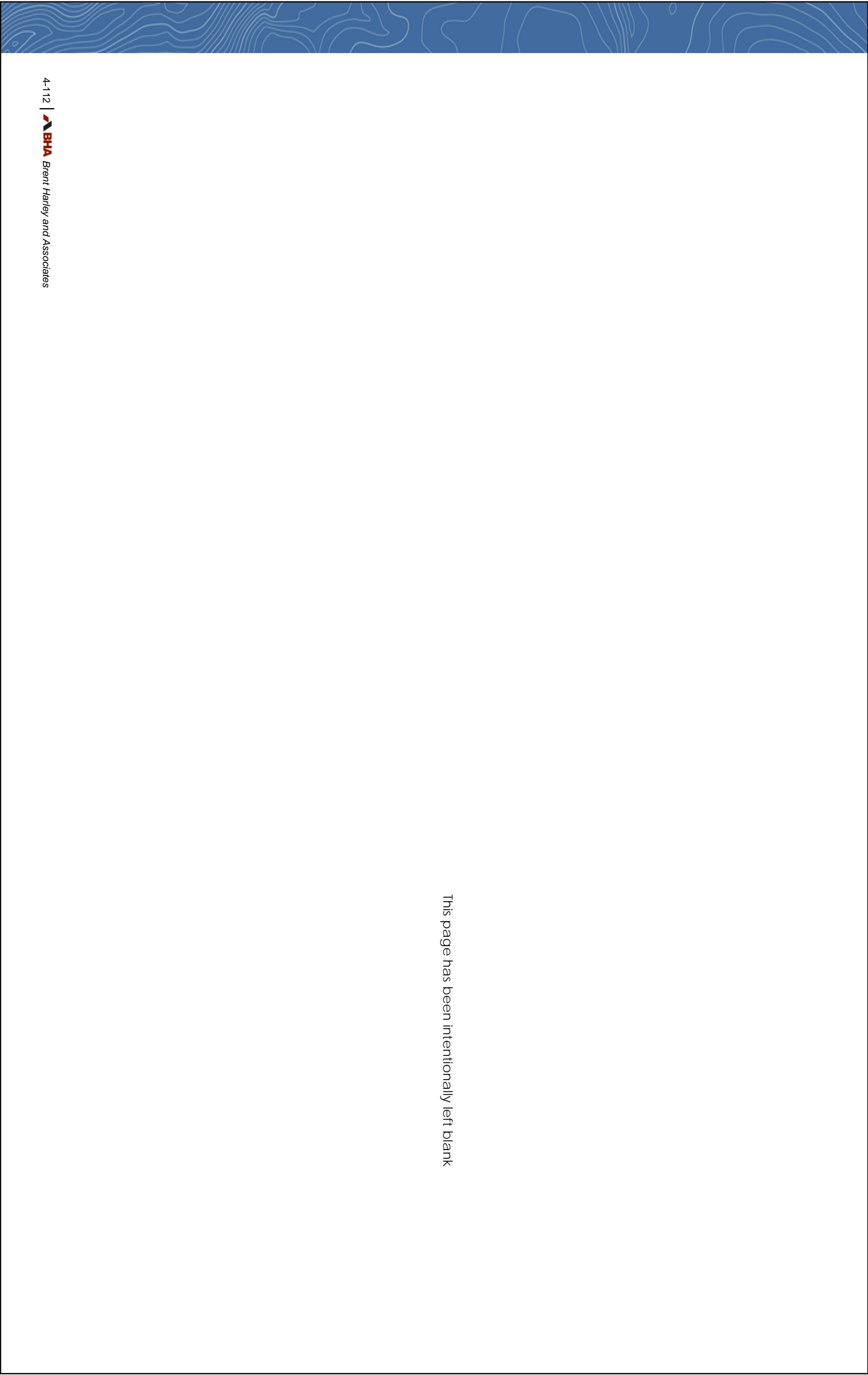
**North Arrow**

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**Resort Master Plan  
Ridge Valley Base**

Figure 4-16B





#### 4.9.3 Chateau Blanc Base

Once developed, the Chateau Blanc Hotel will replace the old Ridge Base (Fig. 4-16c). This major hotel and conference centre will include 396 hotel rooms, restaurants, bars, retail, convention facilities and possibly a casino. The guests will have direct access to the skiing via the Snow Ghost Express. With the potential relocation of Big White Road, guests will also be able to ski down to the Ridge Valley Base to access the day-use facilities there and connect to the extended Ridge Rocket Express Chair, the new Village Chair (leading up to Big White Village) and the new Lower Village Chair. Guests staying at the Chateau Blanc that wish to get to Big White Village will be able to easily walk to the Plaza Pulse Gondola.



*Ski to/ski from access in all corners of the Resort is one of Big White's distinguishing characteristics and is central to the planned Chateau Blanc Base*

#### 4.9.4 Lower Village/Happy Valley

Over time, Happy Valley will be transformed to include the Lower Village (Fig. 4-16d). A complete description of the Lower Village Concept is found in Section 4.10.

Located on top of a stacked parking structure, the Lower Village will gradually become the centre of the Big White community and resident activity. On a year-round basis, it may house such fundamental resident needs and requirements as a grocery store, liquor store, post office, medical centre, school, chapel, bank, community services centre, library, theatre, hardware and retail stores. This will be augmented with tourist-oriented facilities such as restaurants, cafes, bars, accommodation, souvenir shops, and specialized sporting good outlets. The Lower Village will have a direct link with the **Ridge Valley Base and Lara's Base**.

Happy Valley will continue to act as a focal point for all-season recreation area resort activities. In the winter it will act as the centre for snow play with tubing, ice climbing, and skating, as well as staging for ski and snowboard instruction, Nordic skiing, fat tire biking and snowmobiling.

In the summer, the area will be dominated by services catering to mountain biking and golf. **The mountain biking facilities will include lift serviced trails down to Lara's Base, slope style facilities and events, terrain park facilities and areas for a mountain biking school.** Adjacent to the mountain biking, the opportunity to establish a golf school, driving range and a par three golf course planned to progress from Happy Valley down to Lara's Base will be realized.

There, golfers and mountain bikers will be able to ride Lara's Gondola (or the Beginner Chair depending on operational efficiencies) back up to Happy Valley, the Lower Village, or continue up to Big White Village. Between Big White Village and the Lower Village, the existing ski to/ski from and bike to/bike from resort residential areas will continue to be infilled and developed as currently planned.





**Big White**  
SKI RESORT  
W'S THE SNOW

**Big White Ski Resort  
Master Plan  
2020**

- Legend**
- Existing Buildings
  - Proposed Buildings
  - Proposed Ski Lifts
  - Existing Ski Lifts
  - Existing Big White CRA
  - Proposed Big White CRA
  - Full Tree Cover

Prepared for:

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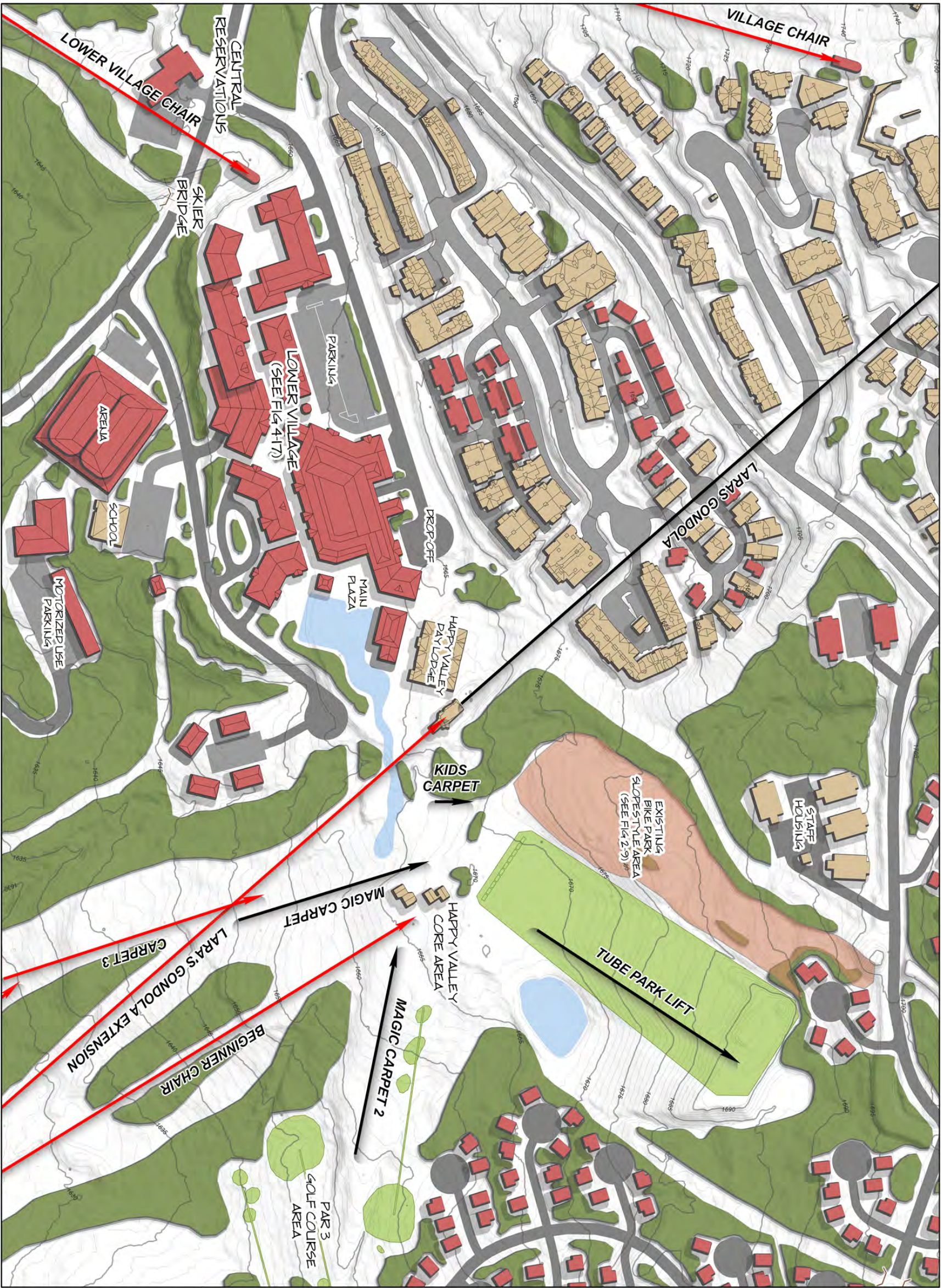
**Resort Master Plan  
Chateau Blanc Base**

Figure 4-16C



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**Big White**  
SKI RESORT  
17°S THE SNOW  
Big White Ski Resort  
Master Plan  
2020

- Legend**
- Existing Buildings
  - Proposed Buildings
  - Proposed Roads
  - Proposed Parking Lots
  - Existing Ski Lifts
  - Proposed Ski Lifts
  - Existing Big White CRA
  - Proposed Big White CRA
  - Full Tree Cover

Prepared for:  
**Big White Ski Resort**  
5315 Big White Road  
Kelowna, BC V1Y 1P3  
Tel: (250) 765-3101 Fax: (250) 491-6122  
email: bigwhite@bigwhite.com

Planning by:  
**BHA**  
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Canada V8E 0H5  
Tel: 604 932 7002  
email: bha@brentharley.com

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Happy Valley/  
Lower Village Base  
Figure 4-16D



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#### 4.9.5 Lara's Base

Lara's Base will be developed to act as a new multi purposed staging area at the Resort (Fig. 4-16e). In addition to day-use parking and a day lodge, patrons will be able to ride the proposed extension of Lara's Gondola up to the Happy Valley / Lower Village base, on to Big White Village, and further to the ski runs higher on the mountain.

During the winter Lara's Base will act as the focal point for an expanded snow school. In addition to the Gondola, the snow school will be serviced with a progression of carpet lifts and the fixed grip quad Beginner Chair. The day lodge will be snow school oriented, housing tickets, snow school administration, washrooms, day care, snow school restaurant, and instructor lockers and change rooms.

During the summer, Lara's Base will act an events parking lot, with a direct link to the Happy Valley/the Lower Village and Big White Village, and the end point of the 9-hole par three golf course which originates in the Happy Valley.

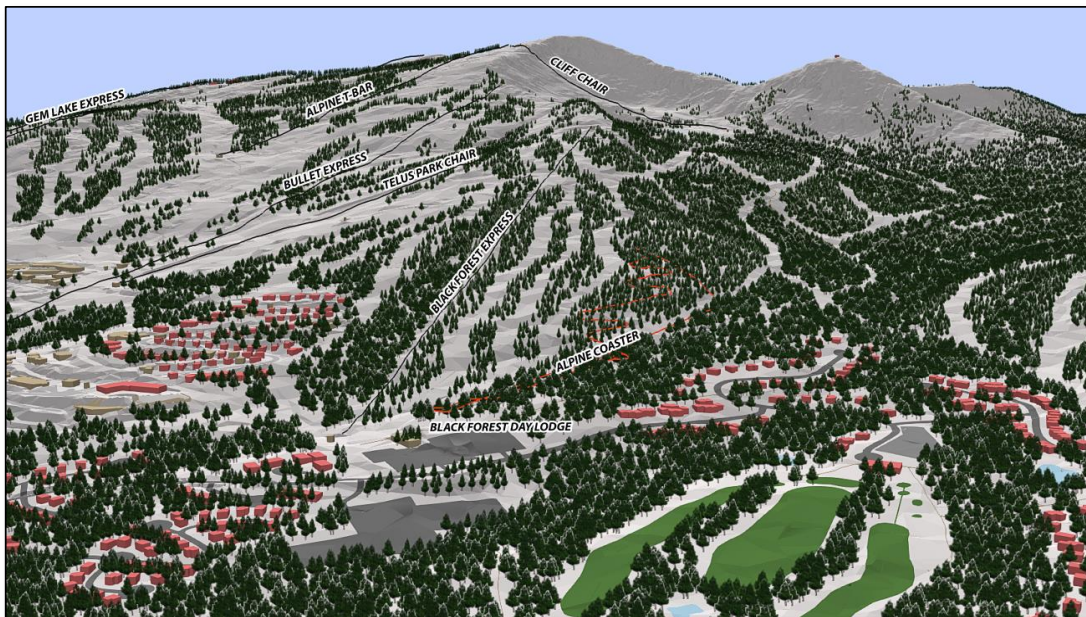


View of the Proposed Lara's Base (3D)

#### 4.9.6 The Black Forest

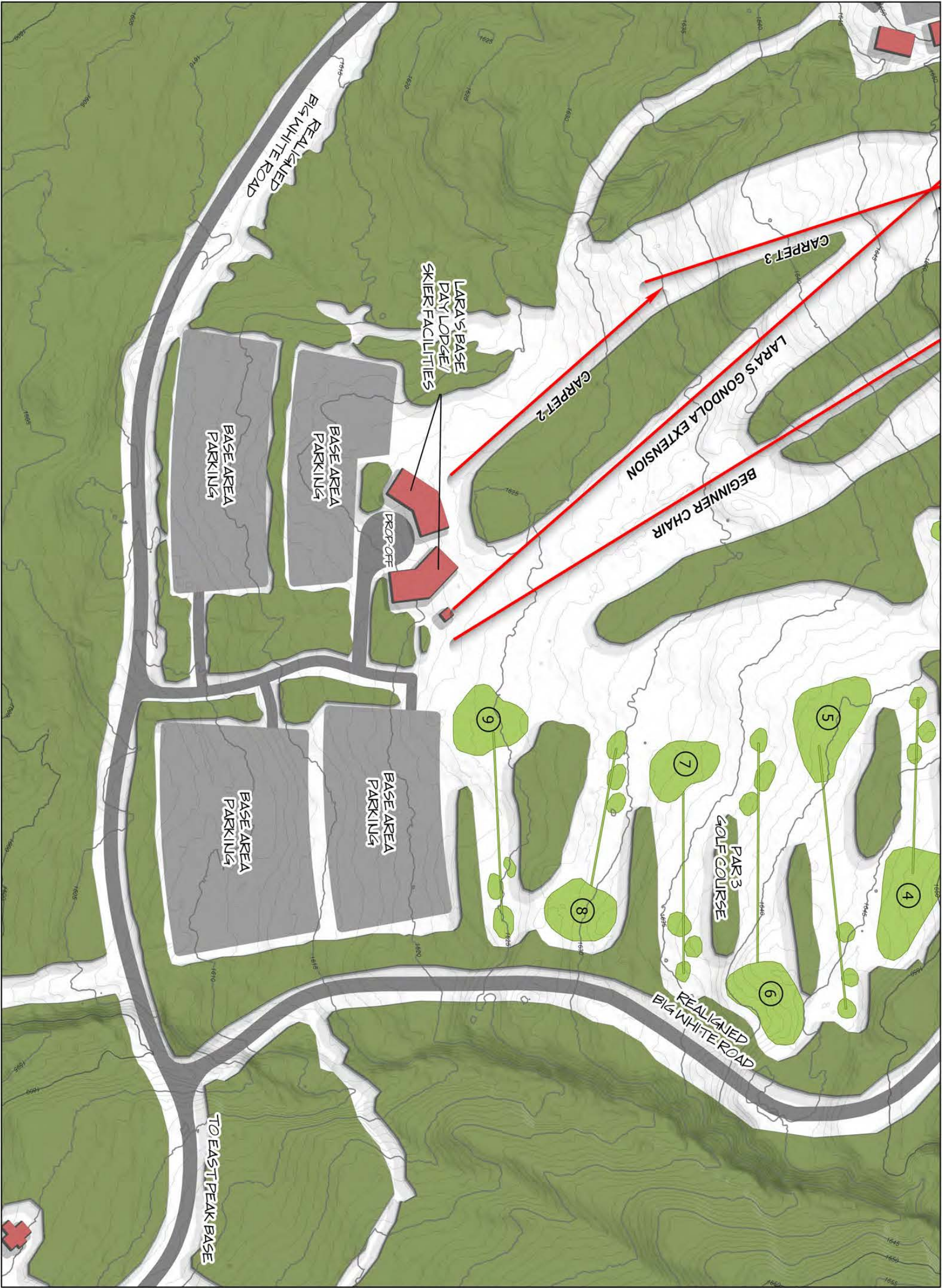
The Black Forest lands lie within the western portion of the Trapping Creek drainage (Fig. 4-16f). Much of the medium- to low-density resort real estate proposed for this area has been carefully planned to be ski to/ski from. Ski runs throughout the Black Forest base area lead down to Lara's Gondola, the Lower Village/Happy Valley, and Lara's Base. Moving further east, the edges of these development areas begin to have direct views of the first proposed 18-hole golf course. The all-season trail system is laced throughout the Black Forest, providing track set Nordic skiing and singletrack snowshoeing in the winter and a paved walking, hiking, and biking 'Valley Trail', and singletrack mountain biking and running trails in the summer.

At the base of the Black Forest Express, the skier-oriented Black Forest Day Lodge will double for summer use as the base facility catering to lift-serviced downhill mountain biking, cross-country mountain biking, an alpine coaster and 'zip-lining'. The Black Forest Day Lodge will also continue to be used to for events, gatherings, and weddings.



View of the Black Forest Base Area – Existing & Proposed (3D)





**Big White**  
SKI RESORT  
11°S THE SNOW  
Big White Ski Resort  
Master Plan  
2020

- Legend
- Existing Buildings
  - Proposed Buildings
  - Proposed Roads
  - Proposed Parking Lots
  - Existing Ski Lifts
  - Proposed Ski Lifts
  - Existing Big White CRA
  - Proposed Big White CRA
  - Full Tree Cover

Prepared for:  
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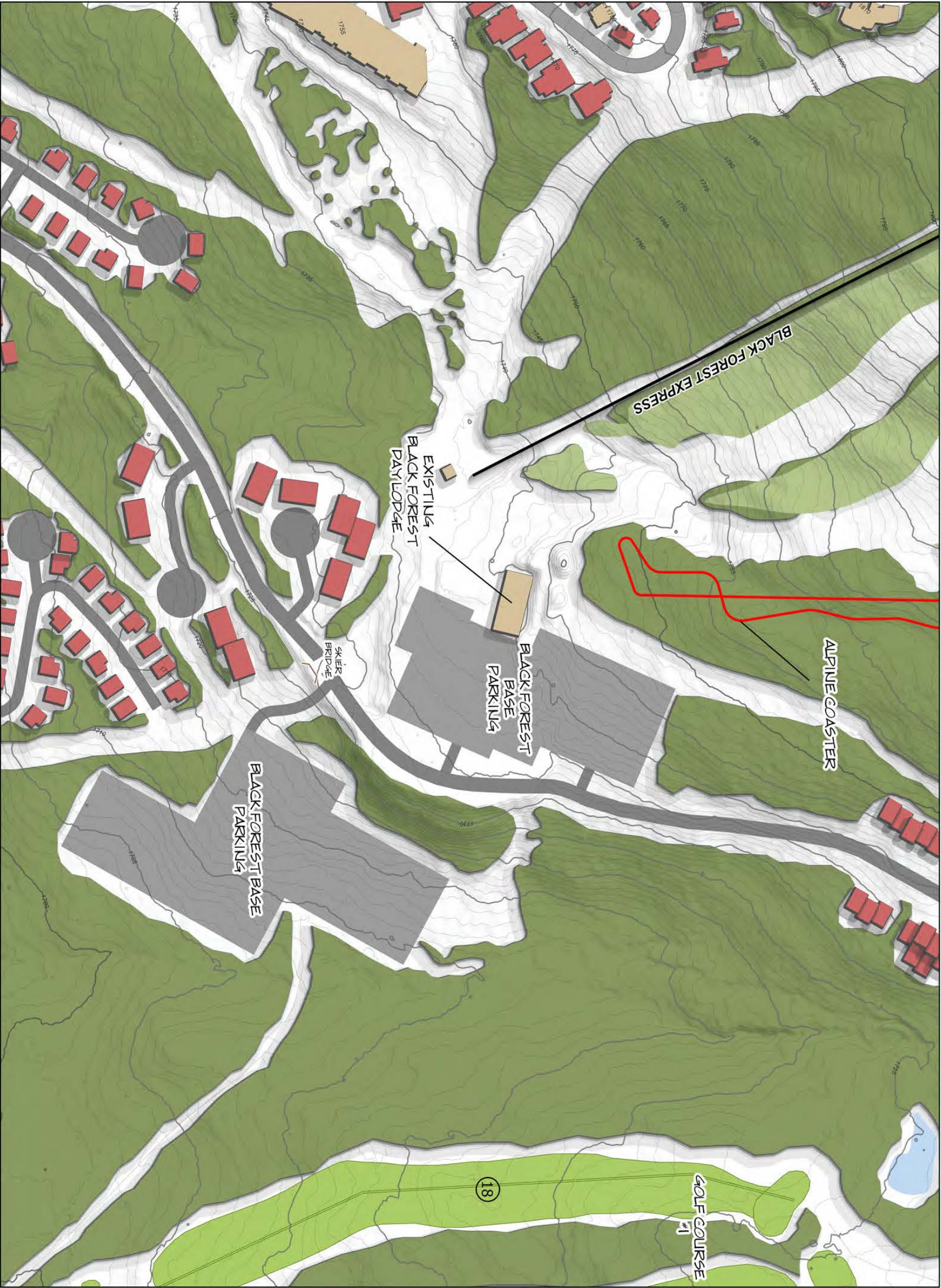
**Resort Master Plan**  
**Lara's Base**

Figure 4-16E



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**Big White**  
SKI RESORT  
11.8 THE SNOW  
Big White Ski Resort  
Master Plan  
2020

- Legend**
- Existing Buildings
  - Proposed Buildings
  - Proposed Roads
  - Proposed Parking Lots
  - Existing Ski Lifts
  - Proposed Ski Lifts
  - Full Tree Cover
  - Glading Thin
  - Glading Dense

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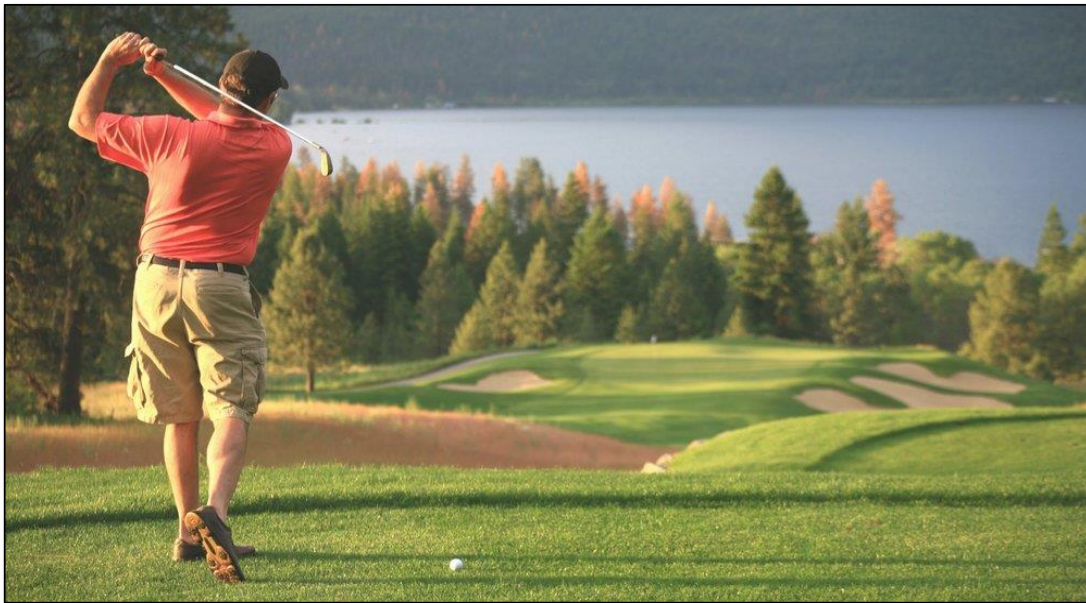
Resort Master Plan  
Black Forest Base  
Figure 4-16F



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#### 4.9.7 Golf Course #1

As proposed, the first eighteen-hole golf course to be developed at Big White is located within the Trapping Creek drainage, with the clubhouse positioned between the Black Forest Express and the Black Forest Connector Ski Pods, up valley from the Black Forest Base (Fig. 4-16g). The clubhouse has been sized to meet the space use and staging requirements for the golf course. It has been positioned to enable the eighteen holes to begin and end an enjoyable round of resort-oriented golf through the woods, associated with multi-purpose trails and low-density housing.<sup>12</sup> In the winter the clubhouse will double as a staging point for the Nordic trails system.



*The proposed golf courses at Big White will add to the Okanagan's reputation as a premiere golf destination.*

<sup>12</sup> Preliminary Golf Course Design completed by Thomas McBroom of Thomas McBroom Associates.



#### 4.9.8 East Peak

The focal point of the East Peak development will be the East Peak Base (Fig. 4-16h). It is envisioned that this will be a secondary day-use base area of Big White designed to cater to day-use skiers interested in more demanding terrain. To that end, the core area will contain the East Peak Day Lodge and associated parking.

Medium-density resort residential accommodation located within walking distance of the East Peak Base area will play an important role in activating and invigorating the new East Peak hub. Further, low-density residential development with ski to/ski from capabilities is proposed along the western edge of the East Peak, extended up the mountain from the East Peak Base. Finally, the East Peak area will encompass a second eighteen-hole golf course. As planned the East Base Day Lodge will also act as the golf course clubhouse for Golf Course #2.



View of the Proposed East Peak Base Area (3D)







Big White Ski Resort  
Master Plan  
2020

- Legend
- Existing Buildings
  - Proposed Buildings
  - Proposed Roads
  - Proposed Parking Lots
  - Existing Ski Lifts
  - Proposed Ski Lifts
  - Existing Big White CRA
  - Full Tree Cover
  - Glading Thin
  - Glading Dense

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5315 Big White Road  
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Tel: (250) 765-3101 Fax: (250) 491-6122  
email: bigwhite@bigwhite.com

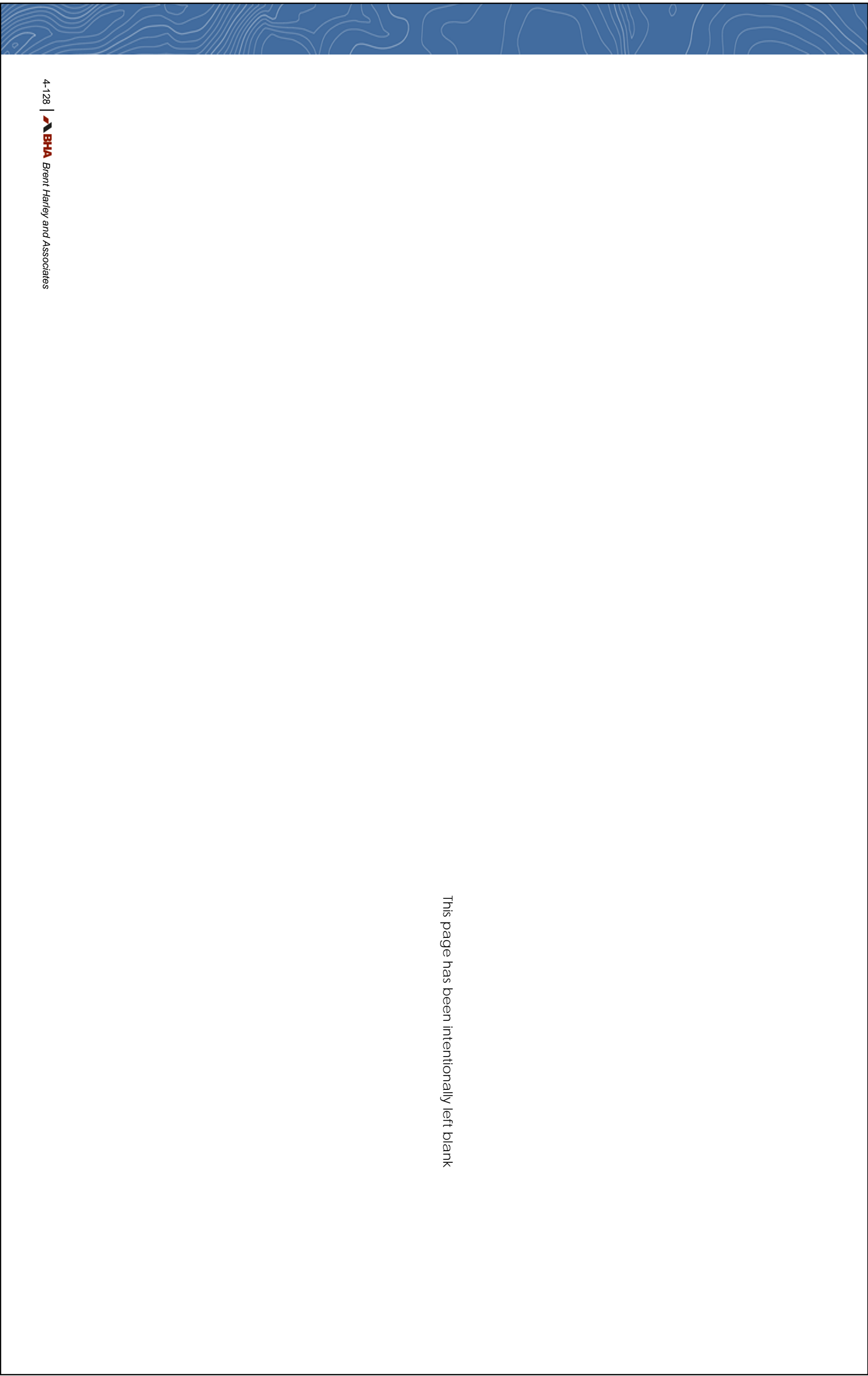
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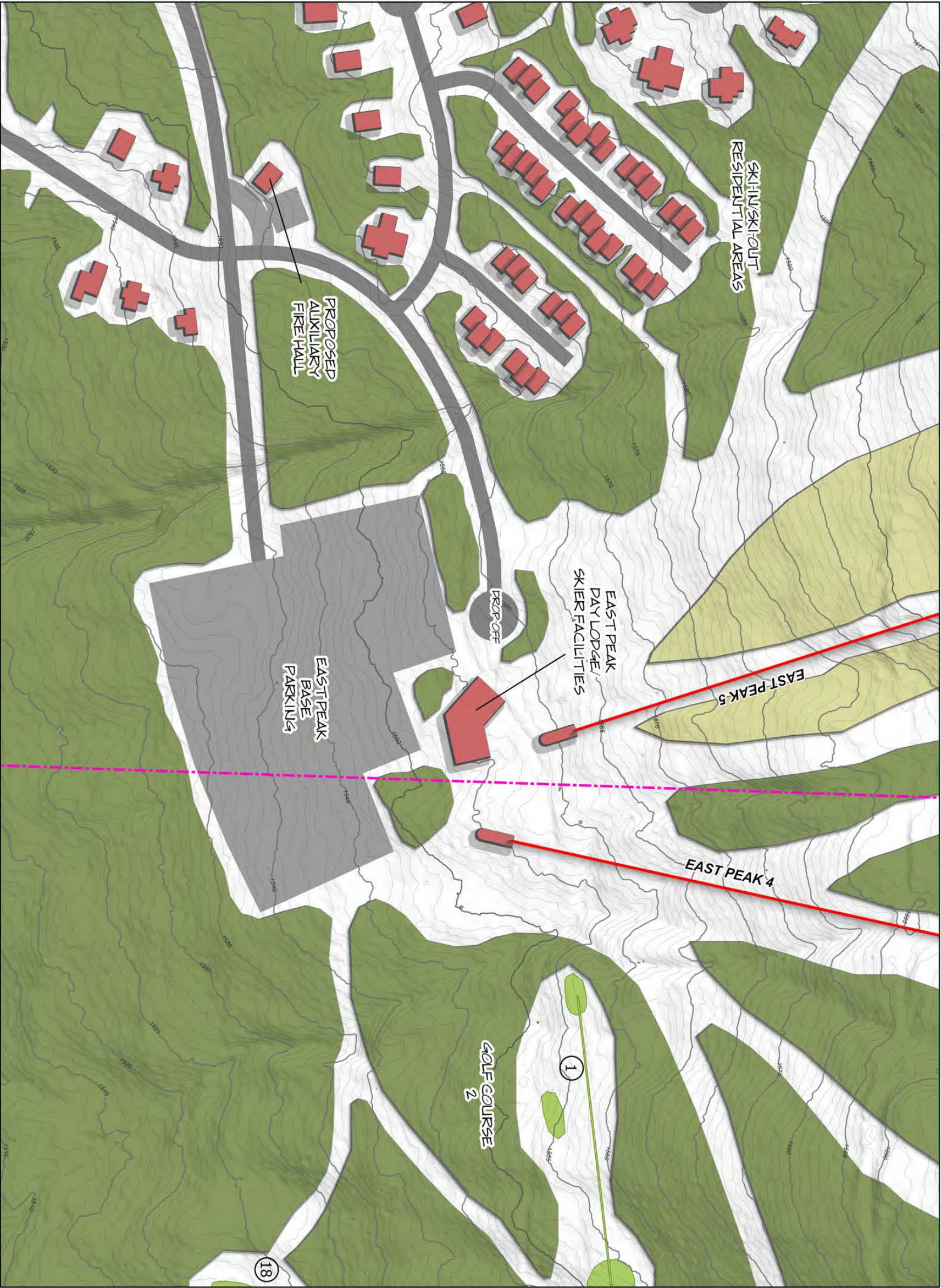
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Golf Course #1  
Figure 4-16G









- Legend
- Existing Buildings
  - Proposed Buildings
  - Proposed Roads
  - Proposed Parking Lots
  - Existing Ski Lifts
  - Proposed Ski Lifts
  - Full Tree Cover
  - Glading Thin
  - Glading Dense

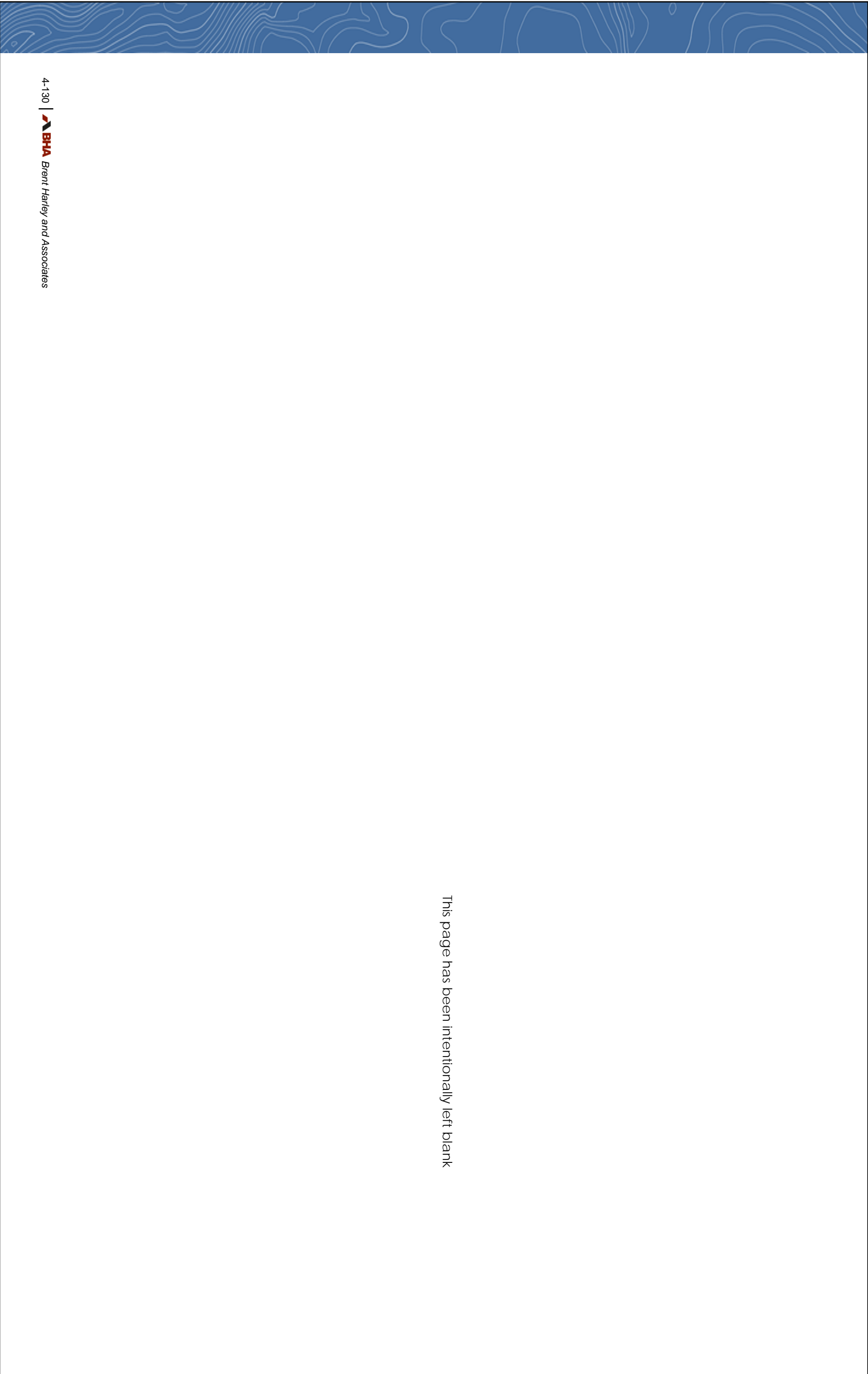
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Resort Master Plan  
East Peak Base  
Figure 4-16H







#### 4.9.9 Backcountry

The Backcountry subdivision will add a unique dimension to Big White (Fig. 4-16i). Most of this development will be low-density, single family resort residential with direct connections to snowmobile/ATV trails. As planned, the development will enable the snowmobile-oriented community to leave the comfort of their private homes and multi-family units on their own snowmobiles/ATVs and access the surrounding trails leading to Lassie Lake and Graystokes Provincial Park. The local trail system will provide snowmobile/ATV access to the Lower Village, enabling the snowmobiler/ATVer to park their machine and make use of the Lower Village amenities, shopping, and community facilities based there, or access the rest of Big White.

At the west entrance of the Backcountry development area, a staging centre for day use snowmobiling will be established. This area may include a day lodge, gas station, snowmobile/ATV parts and repair shop, parking, storage facility, and corner store all geared to cater to the local community's needs. While close to the core of Big White, this maintains the necessary separation of the snowmobiling/ATVing from the rest of Big White.

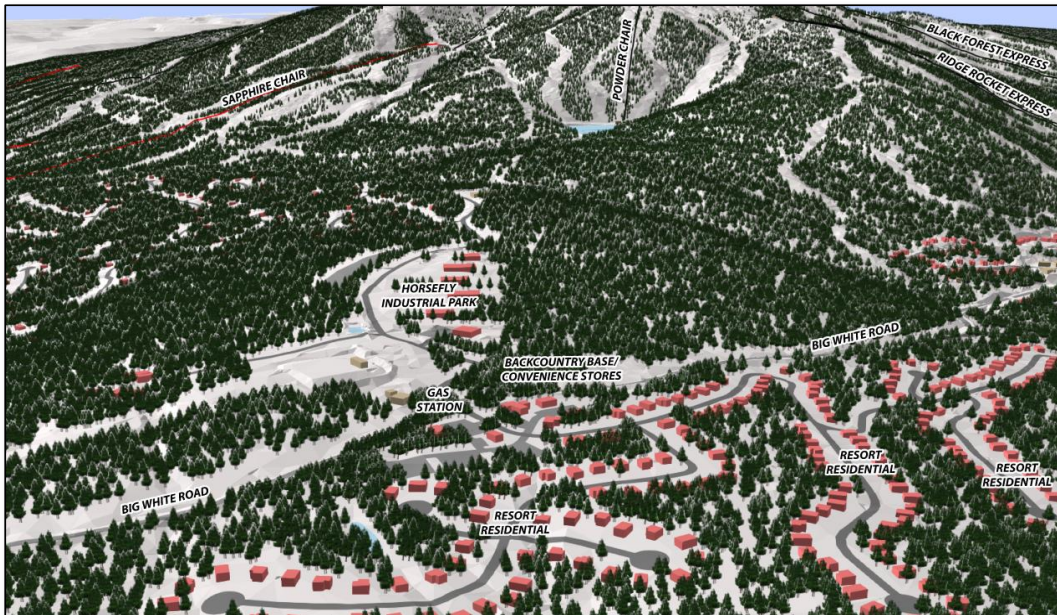
Finally, the northeast corner of the Backcountry resort residential development will have direct ski to/ski from access the Ridge Valley Base, allowing residents to ski from their doorstep.

#### 4.9.10 Snowpines

As one of Big White's oldest and most enduring resort residential developments, the Snowpines area is made up of a series of developments that have been established over the years. All the accommodation has direct ski to/ski from capability and easy access to the mountain and the amenities of the Village core. Other than infill, no further development is proposed for this area.

#### 4.9.11 Horsefly

The Horsefly area serves as Big White's industrial park (Fig. 4-16i). As planned, it will contain the recycling and re-use-it centre, concrete plant, and storage facilities, among others. Horsefly Road also provides access to Big White's primary maintenance area. As Big White grows, it may pursue the option to convert its lease of the Horsefly area to fee simple title.



View of the Proposed Backcountry Base and Horsefly Area (3D)





**Big White**  
SKI RESORT  
198 THE SNOW  
Big White Ski Resort  
Master Plan  
2020

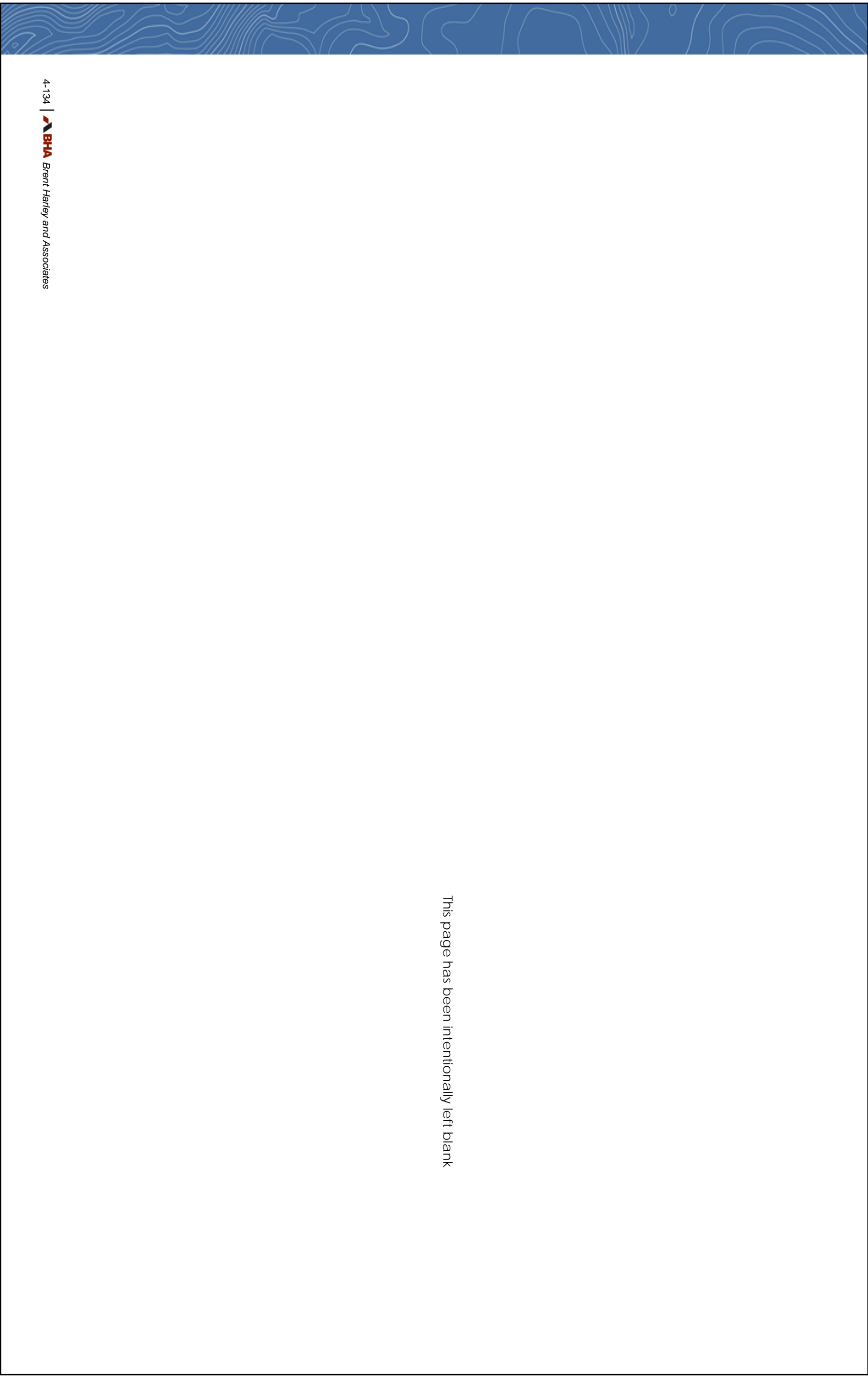
- Legend**
- Existing Buildings
  - Proposed Buildings
  - Proposed Roads
  - Proposed Parking Lots
  - Existing Big White CRA
  - Full Tree Cover

Prepared for:  
**Big White**  
5315 Big White Road  
Kelowna, BC V1P 1P3  
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Canada V8E 0H5  
Tel: 604 932 7002  
email: bha@brentharvey.com

**Resort Master Plan**  
**Backcountry/Horseshy**  
**Base Area**  
Figure 4-161





#### 4.9.12 Westridge

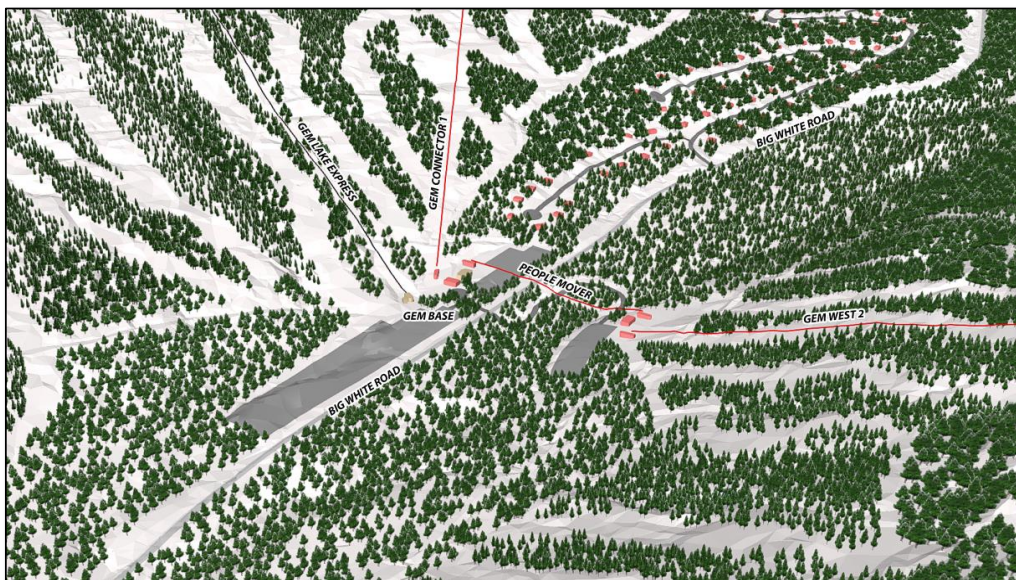
The Westridge resort residential development is planned as low-density, single family estate lots. A portion will have ski to/ski from access with the Ogoslow Trail connecting to the Sapphire Base and Gem Lake Base areas.

#### 4.9.13 Gem Lake Base

The Gem Lake Base will remain as a day-use oriented facility (Fig. 4-16j). The existing Day Lodge will be augmented with additional day-use skiing facilities including day-use parking, ski rental and repair, retail, restaurant, washrooms, day care, ski patrol, tickets and administration. With the planned snowmaking for the Gem Lake ski runs, combined with the access improvements to reduce 'down days', the reliability of this area as a day-use focal point throughout the winter will increase. It will effectively become a day-use ski area, from which guests can connect to the rest of Big White. In addition, tied to the development of the Gem West skiing across Big White Road, the two areas may be connected via a people mover.

#### 4.9.14 Gem West Base

Across Big White Road from the Gem Lake Base, the Gem West ski pods will be staged from a small day lodge/warming facility (Fig. 4-16j). Vehicular access will come from Big White Road and lead to a dedicated parking lot adjacent to the Day Lodge. The Gem West Base will be directly connected to the Gem Base via a people mover.



View of the Proposed Gem Lakes and Gem West Base Areas (3D)



#### 4.9.15 Sapphire Base

South of the Gem Lake Base, accessed from Big White Road, the Sapphire Base will serve as a second day-use oriented staging area, and provide access to new intermediate and beginner terrain serviced by the Sapphire Lift, as well as to the Gem Lake area, Falcon Chair, Powder Chair, and the resort beyond (Fig. 4-16k). The base is 100m higher than the Gem Lake Base and more sheltered from the wind than the Gem Lake Express, providing greater reliability both in terms of snowpack and weather. The complementary Sapphire Lodge will be similar in size and services offered to the Black Forest Lodge. The Sapphire pod will enhance the connectivity with the surrounding resort residential development, ensuring that all accommodation is ski to/ski from.



View of the Proposed Sapphire Base (3D)



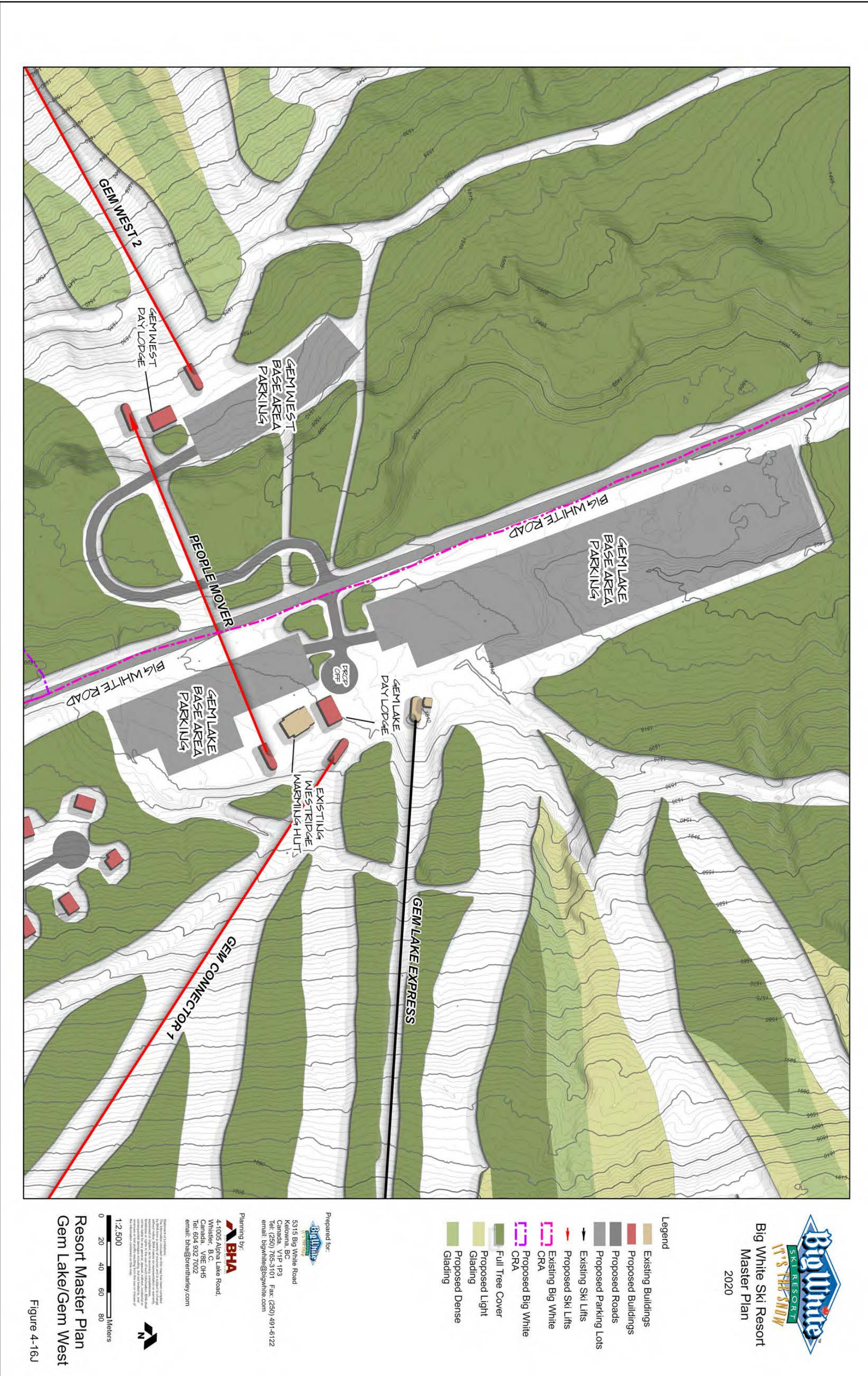
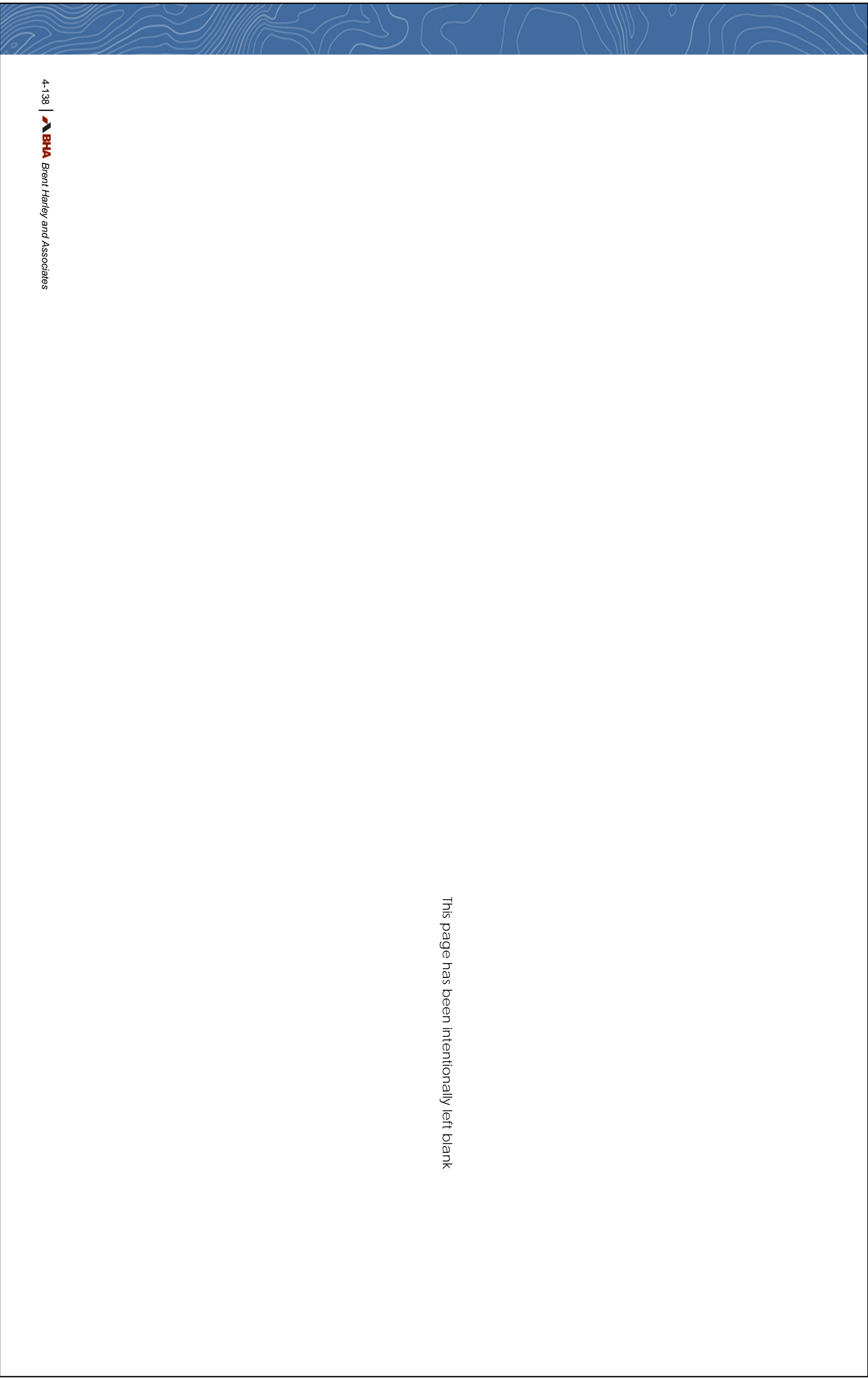
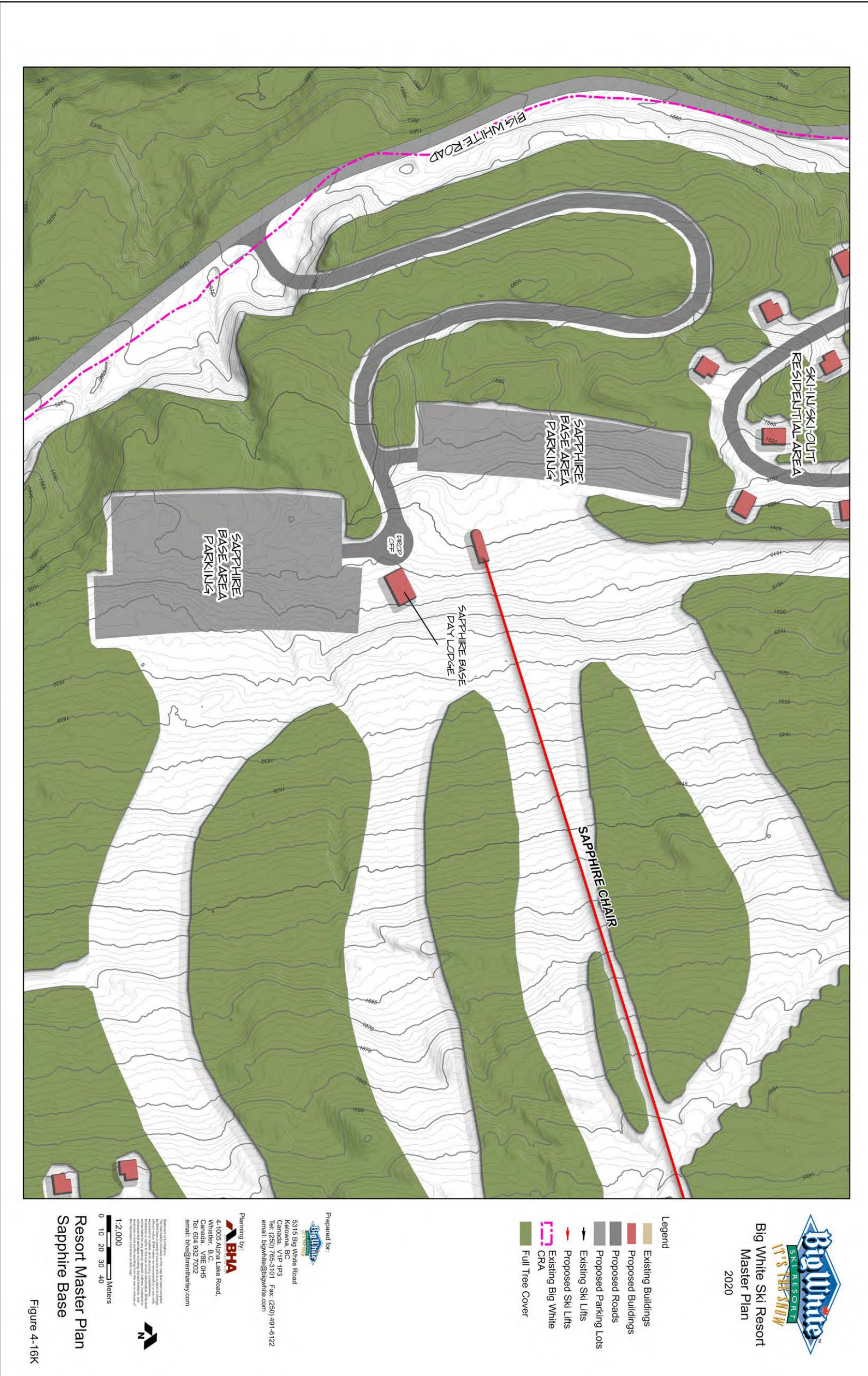


Figure 4-16J

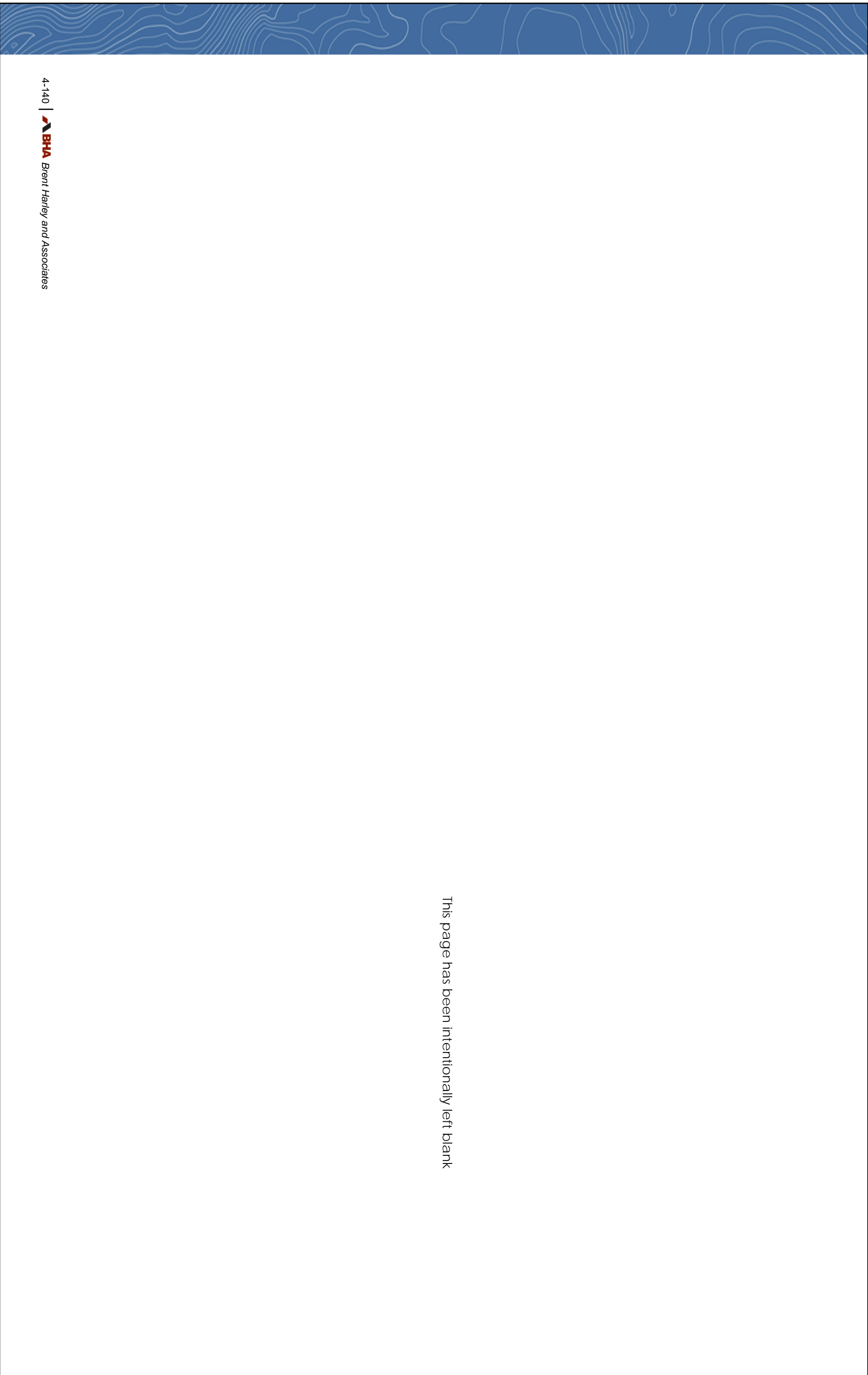














## 4.10 LOWER VILLAGE MASTER PLAN CONCEPT

### 4.10.1 Introduction

The Lower Village will gradually become a critical, iconic focal point for the Resort, acting as the heart of community and resident activity at Big White. On a year-round basis, it may house such fundamental resident needs and requirements as a grocery store, liquor store, post office, medical centre, school, chapel, arena, bank, community services centre, library, theatre, and hardware and retail stores. This will be augmented with tourist-oriented facilities such as central reservations, restaurants, bars, accommodation, galleries, shops, specialized retail, and sporting goods outlets.

Its central location, with direct links to the skiing, the Happy Valley, Lara's Gondola, the Ridge Valley Base make the Lower Village an incredibly important community anchor at Big White. The complexity of the site and the need to satisfy sometimes conflicting land use requirements led to the following architectural programming and grading plan concepts. As the Lower Village is developed in a phased and incremental fashion, the buildout condition of the key components, design elements, and rationale must be remembered and respected to ensure that early phases of development do not preclude the full opportunity of the future.

#### 4.10.2 Components

The various elements of the Lower Village are illustrated on Figure 4-17. The Lower Village is accessible from two main roads: The Happy Valley Road and School House Road. Both roads provide access to drop-off areas, delivery access areas for 'back-of-house' services, temporary parking, and access to underground parking levels. Happy Valley Road provides a direct connection to Happy Valley. School House Road provides direct access to the existing Big White Community School, the proposed arena, chapel and accommodation.

The Lower Village is pedestrian oriented, made up of a series of plazas connected by a Village Stroll built on top of two levels of stacked parking. The underground parking facilities are designed to accommodate both day-use and destination guests. The surface parking offers short-term use with direct association to resident and second home-oriented retail and community services in the Village core.

With the intent of catering to both day-use and destination guests, the objective is to provide for easy access to the Lower Village by car. Then, once parked, these guests leave their vehicles and the traffic behind, now able to fully access all Big White's skiing facilities and amenities as a pedestrian.

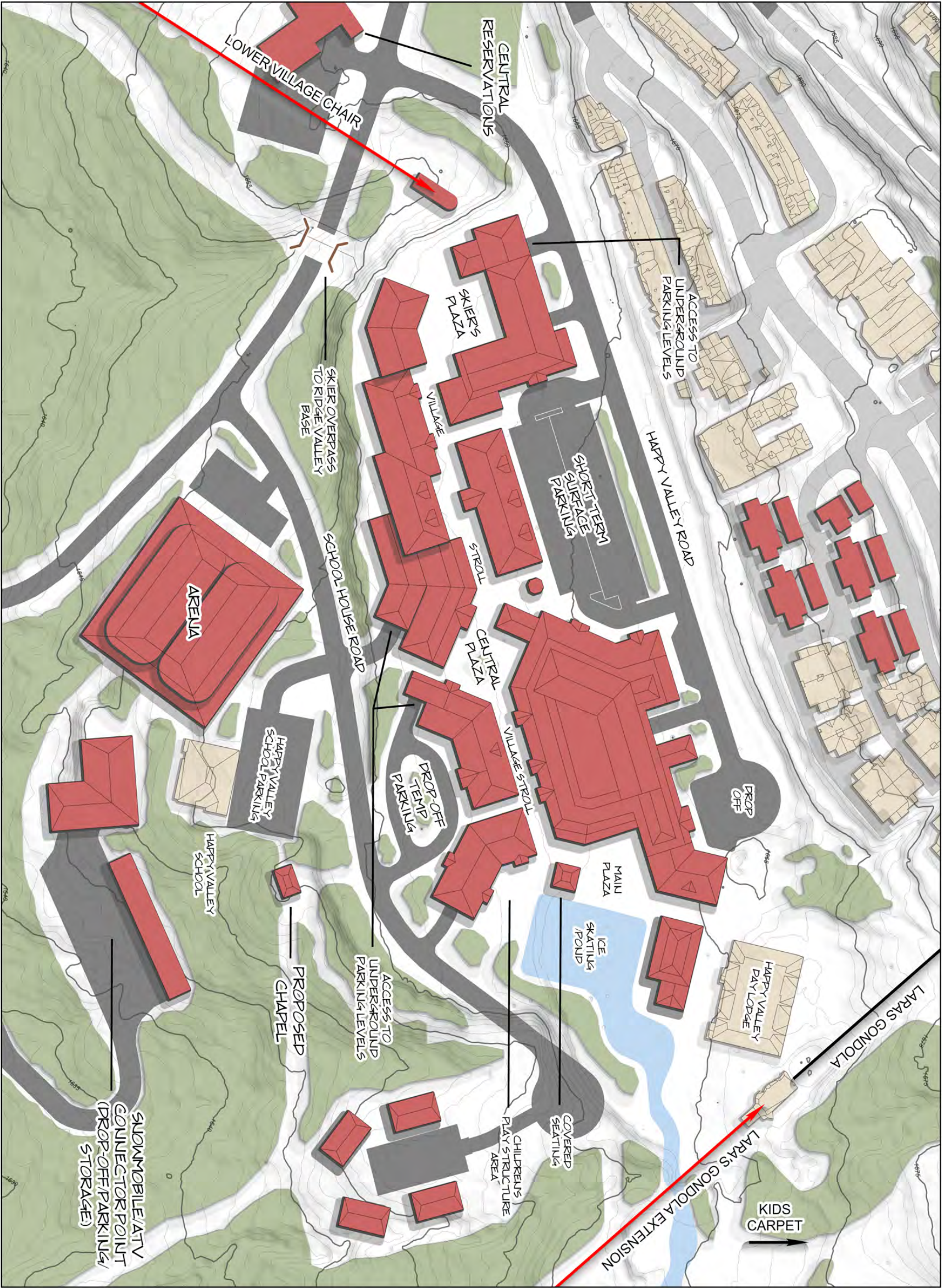
From the resident and second homeowner's perspective, the Lower Village offers easy access to facilities, supplies, and services. The short-term parking lot is designed to be surrounded by facilities catering to resident needs (e.g. grocery, liquor, hardware, bank, post office, chapel, etc.).

The Village Stroll effectively connects the skiing and activities found in Happy Valley to the skiing that leads down to the Ridge Valley Base. It is envisioned to be lined with attractive, snowcountry-oriented buildings that average three stories in height. The pedestrian street averages about 10 metres in width from building edge to building edge. The combination of the building heights and street width is designed to give the Lower Village an intimate human scale.

The alignment of the Stroll combined with building placement is designed to limit views down the street, encouraging the pedestrian to continue to explore from plaza to plaza. Each of the three plazas provide space for gathering and sitting. Skier egress is provided from the Lower Village to the Ridge Valley Base via a proposed ski run and skier overpass at the west end of the Village Stroll.

The distance from Lara's Gondola to the west end of the Lower Village is approximately 400 metres, a comfortable walking distance for pedestrians moving in ski boots





**Big White**  
SKI RESORT  
198 THE SNOW  
Big White Ski Resort  
Master Plan  
2020

- Legend**
- Existing Lifts
  - Proposed Lifts
  - Proposed Roads
  - Proposed Parking Lots
  - Existing Buildings
  - Proposed Buildings

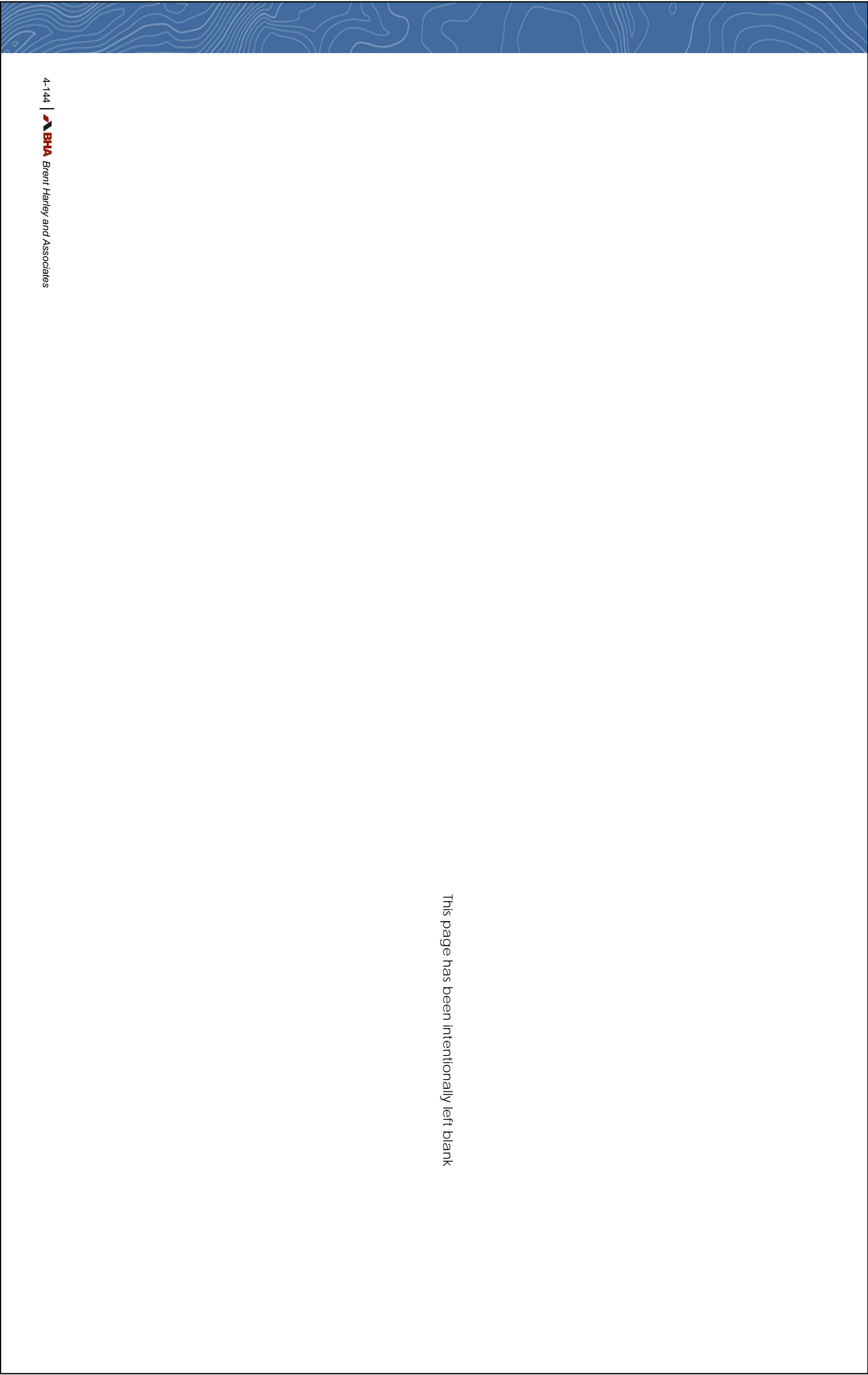
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0 10 20 30 40 Meters  
Proposed Lower  
Village

Figure 4-17







#### 4.10.3 Elements and Architectural Programming

Figure 4-18 illustrates the three floors of architectural programming for the Lower Village. The primary focal point of the Lower Village incorporates the proposed Main Plaza with the existing base area facilities, including the Happy Valley Day Lodge, the new mid terminal (formerly the bottom terminal) of **Lara's Gondola**, and the open air ice-skating rink in the winter (pond in the summer). The Main Plaza is a key gathering and staging area for guests, capitalizing on its proximity to the primary drop-off and the morning and day-time solar exposure.

Within the Main Plaza, a children's play structure adjacent to a covered seating area is envisioned for the south side of the rink/pond. The covered seating provides parents and guests the opportunity to passively interact with the surrounding outdoor activities and the structure also assists in anchoring the plaza area.

A day care facility is proposed in the building south of the rink/pond surface and will have direct association with the play structure and common outdoor space. The day care is also close to parking, drop-off areas, the Happy Valley Day Lodge, the gondola base, equipment rentals, and staging areas for lessons and group activities. The location for the day care provides direct access and association to the Village amenities while maintaining a degree of separation from the general public.

The buildings proposed for the Main Plaza and the rink/pond area incorporate community and destination retail, which complement the services offered in the existing Day Lodge.

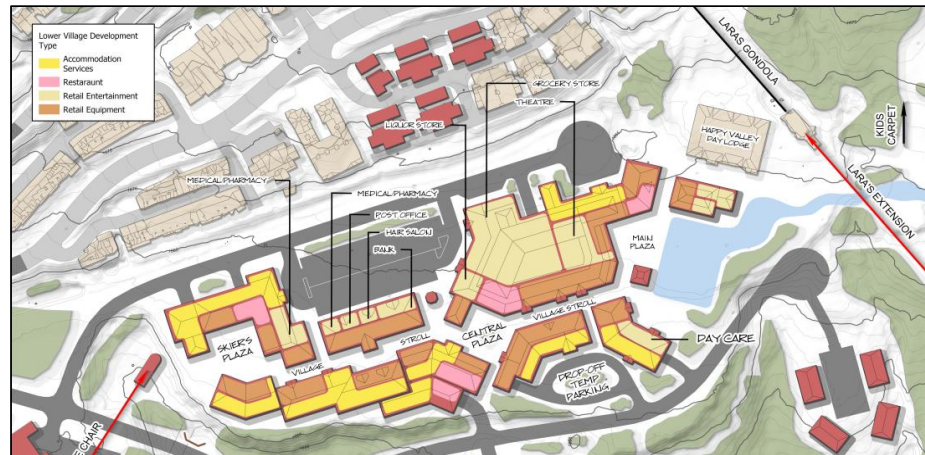
The existing Happy Valley Day Lodge and adjacent building include cafeteria/restaurant space, equipment rental and repair services (e.g. ski, snowboard, ice-skating, snowshoeing, Nordic skiing), public washrooms, administration offices, group lesson and tour group front desk, ticket outlets, and retail services.

Moving west along the Village Stroll from the Main Plaza to Central Plaza and finally to Skiers Plaza, the guests will have the opportunity to explore with destination retail and amenities such as galleries, specialized products from the region, specialized high-end recreation equipment retail and rental, souvenir shops, unique outlets, and book store, among others. Restaurants, pubs, bars, and cafés are strategically placed within each area of the Plaza to take provide ample patio space and people watching opportunities.

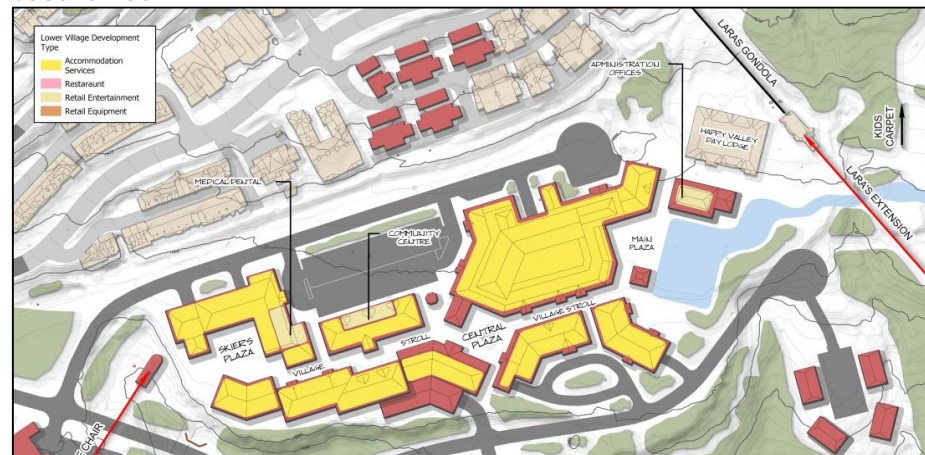
Surrounding the short-term surface parking area are more community and resident-oriented facilities and services such as a grocery store, liquor store, post office, hair salon, bank, medical and dental clinics, pharmacy, community centre space, real estate office, lockers and storage, concierge services, and a hardware store.

Figure 4-18. Lower Village - Proposed Space Use

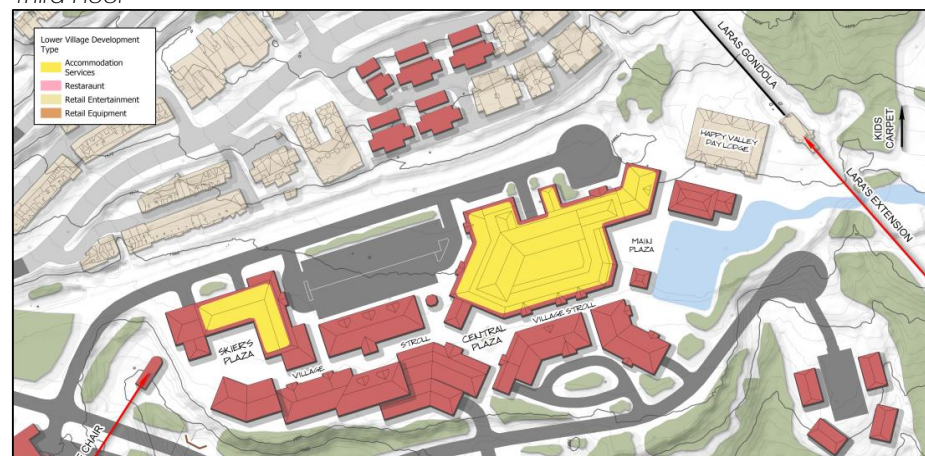
## Ground Floor



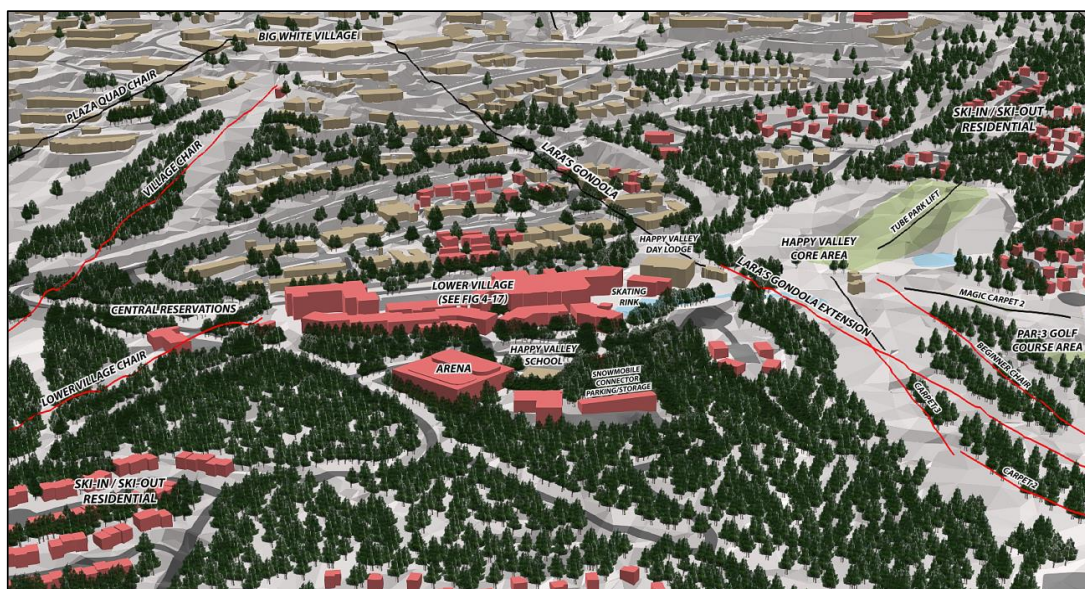
## Second Floor



## Third Floor







View of the Lower Village (3D)

In addition to resident facilities and destination retail, the Lower Village also provides recreation and entertainment services. These include a theatre, a variety of space for spas, fitness, training and yoga studios, and convention and seminar space.

A wide range of accommodation types are proposed to complement the ground level skier services planned for the Main Plaza. These will be located above the pedestrian-oriented shops and services and will be accessible by car or bus with convenient drop-off locations and underground parking facilities within a comfortable walking distance. At buildout, a total of 350 units of accommodation will be incorporated into the Lower Village.

#### 4.10.4 Adjacent Facilities

Adjacent to the planned Lower Village are the existing Big White Community School and the proposed Snowmobile/ATV Connector, the Big White Central Reservations and Welcome Centre, an all-season ice hockey arena, and chapel.

The Big White Community School is a public school that offers classes from kindergarten to grade 9 for the children of full-time residents at Big White. As the Resort grows, it is anticipated that enrolment will increase.

The Snowmobile/ATV Connector is a trail designed enable residents and guests to Big White to access the Lower Village as well as the rest of the Resort by snowmobile in the winter and ATV in the summer. The intent is to enable snowmobiles/ATVs to access to the Lower Village, allow guests to park their

snowmobiles and go skiing or enjoy the Resort's amenities. This design is motivated by Big White's new backcountry-oriented residential developments.

The Big White Welcome Centre (Central Reservations) will function as a check-in facility and information centre. It is centrally located so to be easily found by those unfamiliar with the Resort.

The arena, located next to the Big White Community School, will be sized to house two hockey rinks. In addition to public skating, this will provide ice year-round, creating opportunities for hockey and skating camps.

#### 4.10.5 Grade Changes

One of the challenges facing the planned developments in the Lower Village is integrating the final grading into the natural terrain while preserving the necessary functional elements (Figure 4-19). Specifically, integrating the desire lines of residents, day-use guests, and destination guests with the interface of ski runs, ski lifts, the functional realities of vehicles arriving and departing, the elevation relationships of underground parking, and the need for back-of-house services.


By developing the Lower Village with unobtrusive underground parking, vehicular accessibility, the flow of pedestrians, and the optimum form and function of each building can be guaranteed.

Key grading objectives include:

- The east end of the Lower Village must have elevation levels set to that of the existing Happy Valley Day Lodge (1667.0 metres), Lara's Gondola base (1667.0 m) and the surface ice rink/pond surface (1664.5 m);
- The proposed west end must tie into the elevations of the skier overpass (1160.0 m), designed to enable skiers to ski down to the Ridge Valley Base below;
- The top terminal of the Lower Village Chair, rising from the Ridge Base, must be positioned high enough to cross over the Central Reservations parking lots and access the road;
- The Village Stroll is on average set at 1664.5 m elevation, moving from the height of the Main Plaza (1664.5 m), through Central Plaza (1665.0 m) and down to the Skier's Plaza (1664.0 m);
- The two parking levels below the Village Stroll are set at 1661.0 m for P1 and 1658.0 m for P2;
- Happy Valley Road gradually climbs from 1658.5 m to the skier drop-off at 1666.5 m, providing access to the upper level of underground parking (P1) at 1661.0 m and the short-term surface parking at an elevation of 1664.0 m;
- The elevation of the short-term surface parking is the same as the Village Stroll (1664.0 m);





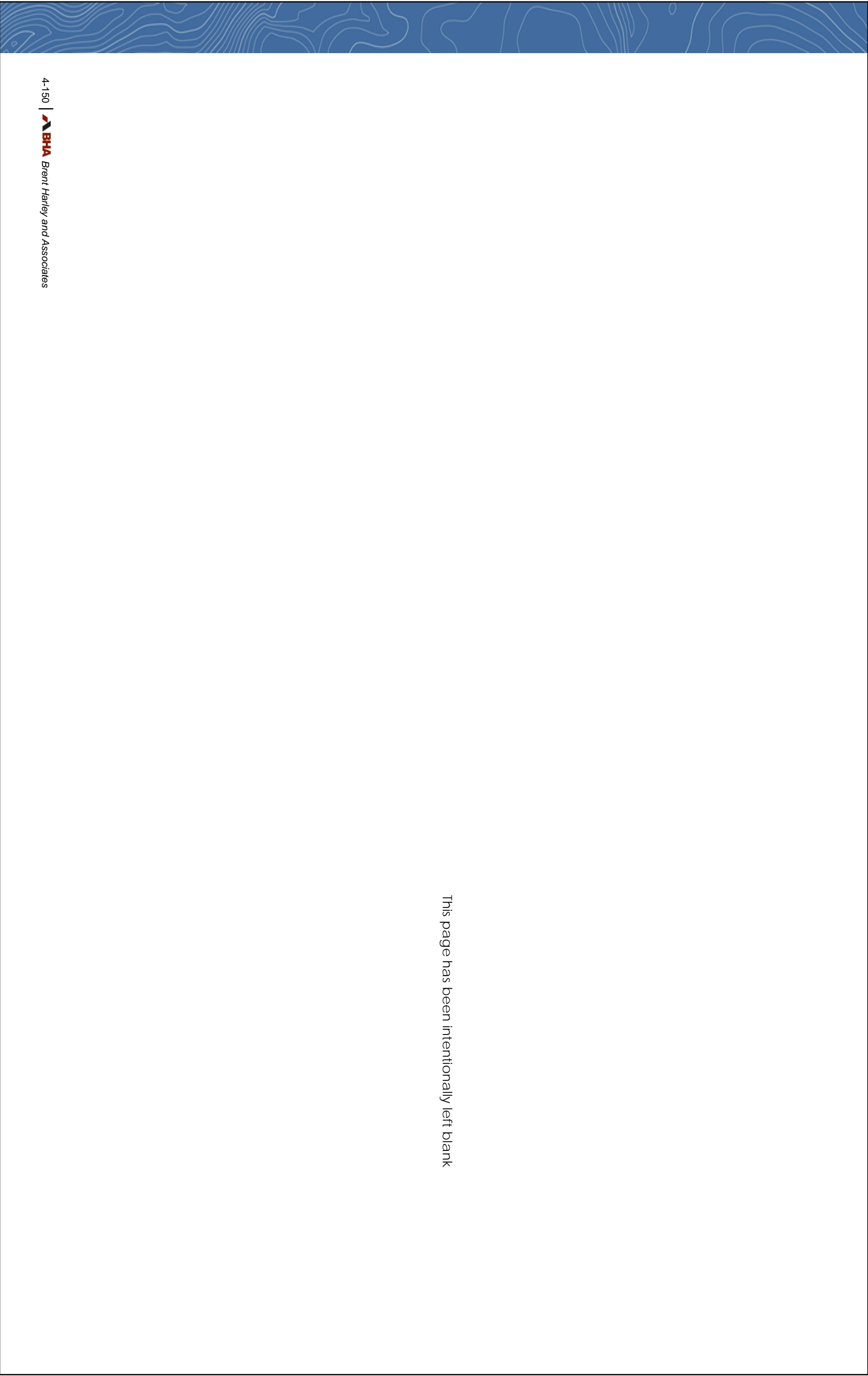
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The information contained on this map has been compiled from various sources and is not intended to be used for any purpose other than that for which it was originally prepared. The information is provided as a guide only and is not intended to be used for any purpose other than that for which it was originally prepared. The information is provided as a guide only and is not intended to be used for any purpose other than that for which it was originally prepared.

1:5,000  
0 40 80 120 160 Meters  
Lower Village  
Grading Plan

Figure 4-19



- School House Road rises from the intersection with East Peak Road (1650.0 m) to a high point of 1660.0 m, providing access to the lower level of underground parking (P2) at an elevation of 1658.0 m, the upper level of underground parking (P1) and the hotel entrance/drop-off at 1661.0 m;
- The north side of the Village ties in naturally to the existing grades and provides the foundation for proposed development levels;
- The south side of the Village requires additional attention to detail in terms of the building façade and landscaping as the south/southwest side of the proposed Village structure will have more exposure as it ties back into natural slope.

#### 4.10.6 Parking

As planned, there will be two levels of underground parking beneath the Lower Village which together will provide approximately 1,030 parking stalls. Assigning one parking stall to each unit of accommodation in the Lower Village, 350 stalls will be dedicated to overnight guests and the remaining 650 to day-use guests. In addition, proposed surface parking will provide 110 parking stalls dedicated to short-term use with direct access to the adjacent grocery store and resident-oriented retail outlets.

#### 4.10.7 Design Guidelines

Design Guidelines specific to the Lower Village will be established to ensure that development will represent the desired high-quality, snowcountry character and ambience desired for Big White. These will include such elements as permitted building materials and colour palette, the desired overall aesthetics, the allowed plant materials, the treatment of surrounding vegetative buffers, and focal accents. The size and scale of building features will be designed to complement the existing development at Big White and its mountainous surroundings. These will be established as standards that all developers will have to adhere to as the phased construction of the Lower Village unfolds.

#### 4.10.8 Lower Village Development

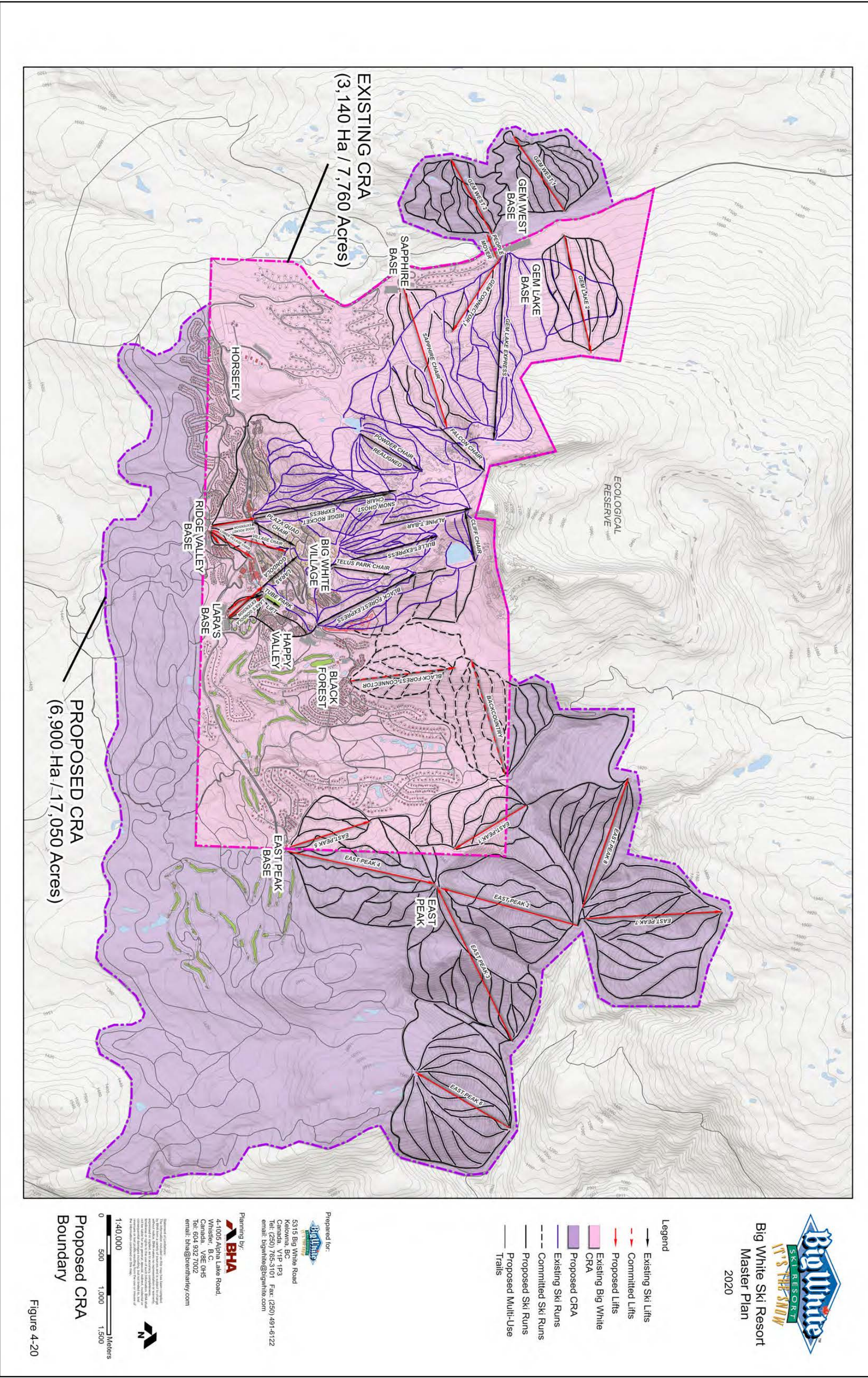
With the detailed planning and design, the Lower Village can be developed in phases. Key to this will be the need to maintain day use parking as development is completed. Once the Ridge Valley Base and the associated lifts and trails have been established, the Lower Village can be completed as an integral part of the resident and visitor experience and circulation patterns of Big White.

#### 4.11 CONTROLLED RECREATION AREA BOUNDARY

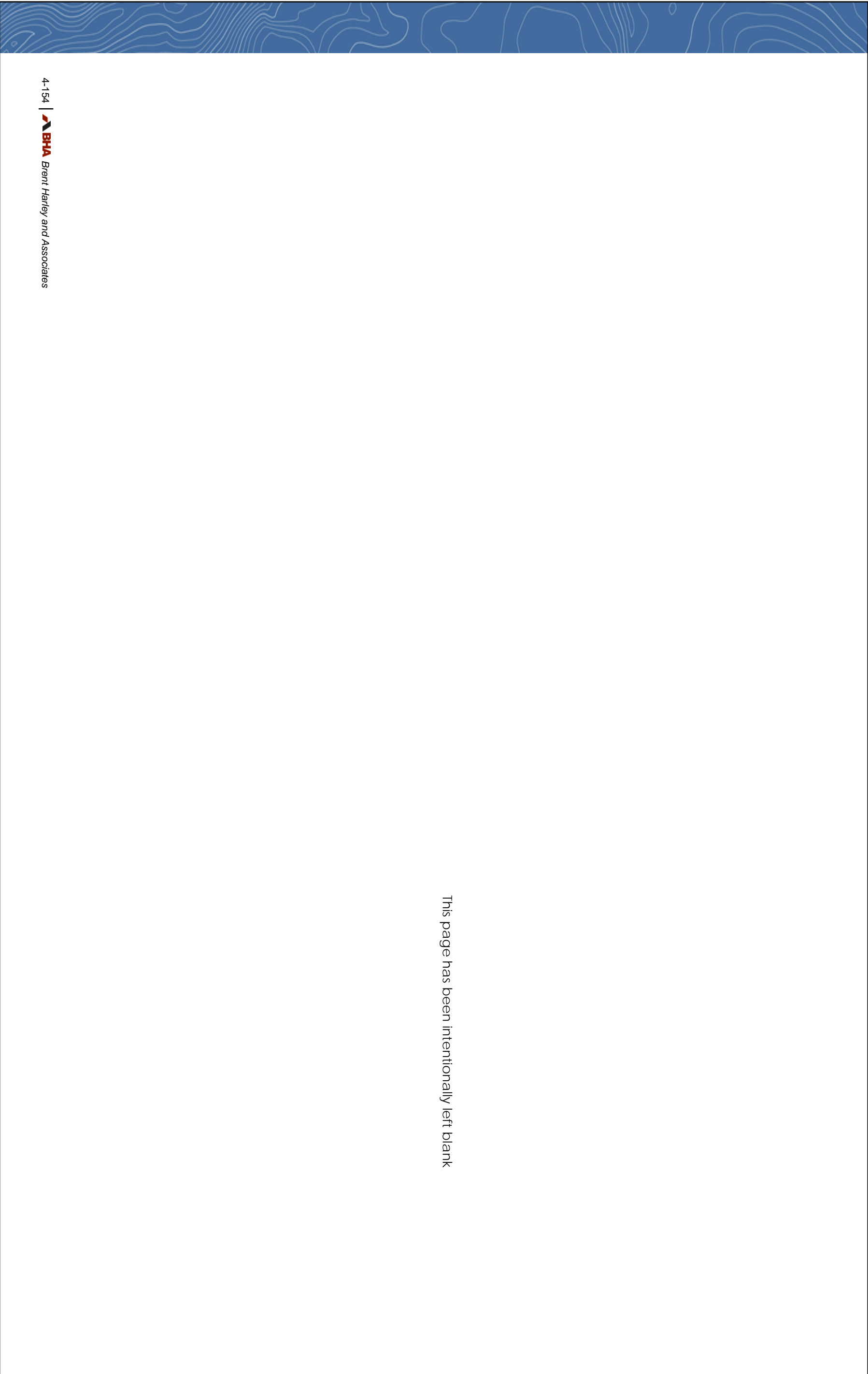
To accommodate the envisioned growth of Big White, the Controlled Recreation Area (CRA) Boundary will require adjustment. The proposed revision will be negotiated as part of the new Master Development Agreement with the Province.

As illustrated in Figure 4-20, the existing CRA is 3,140 hectares (7,760 acres). As proposed, this will grow to 6,900 hectares (17,050 acres), an increase of 3,760 hectares (9,290 acres). It is important to note that the proposed expansion of the CRA respects the boundaries of the Big White Mountain Ecological Reserve. Internal to the new CRA, the total base area development (existing and proposed) that would be privatized through Crown land grants would be 516 hectares (1,275 acres).









## 4.12 SERVICING AND INFRASTRUCTURE

### 4.12.1 Introduction

At buildout of this Master Plan, Big White should have 20,600 bed units in place to meet the needs of overnight guests (see Table 4-8). This is a significant increase over the existing 10,533 bed units already in place or committed. It is important to note that this development will be gradual, responding to market demand, over the course of many years.

As development of the Resort continues, water, sewer and power utilities will be improved and upgraded as necessary (Figure 4-21). In all cases, state-of-the-art technologies and industry best management practices will be applied to keep environmental impacts to a minimum.

### 4.12.2 Water

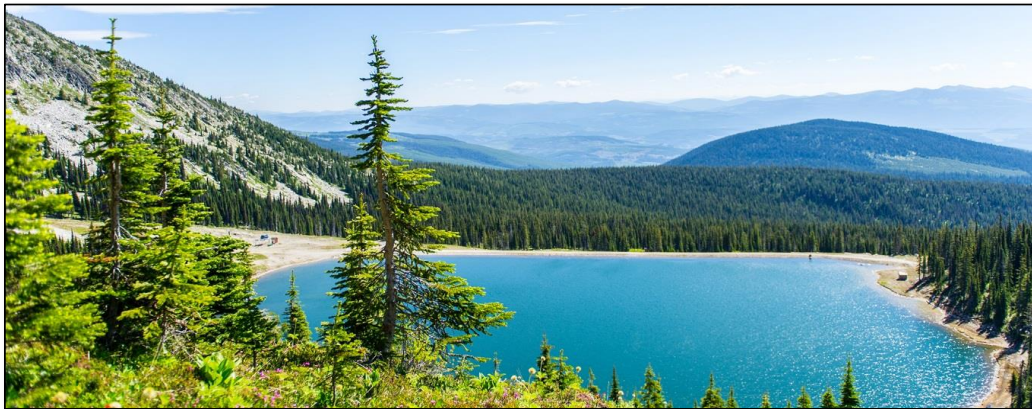
To realize its full potential, Big White will continue to invest in water infrastructure as needs arise. It anticipated that these needs will be driven by:

- Climate change has added increased uncertainty to the ski industry with regards to reliable snowline, snow quantity, and snow quality, which in turn places importance on water used in snowmaking.
- Water required to irrigate the proposed Par 3 golf course and 18-hole golf courses (built and operated using environmental best practices).
- Domestic water demand will increase with commercial and residential development at the resort.
- Domestic water demand will increase with the growth of day-use skiers, golfers, and staff.
- Summer use of the Resort will require a year-round sustainable water supply for domestic and commercial use, irrigation, and landscaping.

Overall, it is estimated that Big White will need approximately 550 to 600 million imperial gallons of water annually to meet their needs at buildout. Of this, it is estimated that approximately 375 million gallons will be required for domestic consumption and 125 million gallons will be needed for snowmaking. Irrigation requirements for the golf courses will add to this total.

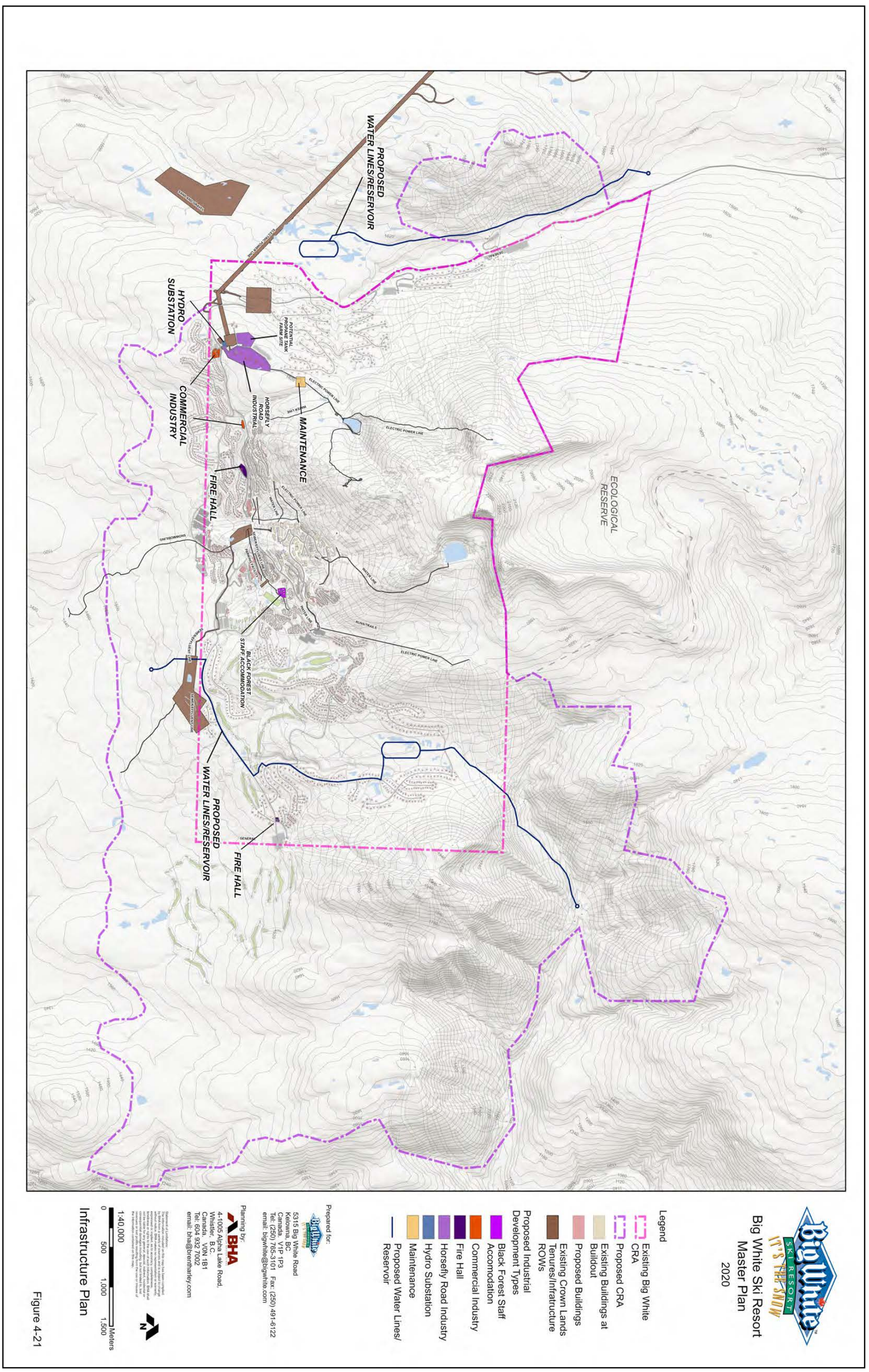
To accommodate needs of the committed and planned development of Big White's facilities and bed base, the water utility capacity will need ongoing expansion. To that end, the Powder Basin Reservoir was expanded to a capacity of 217,000 m<sup>3</sup> at a cost of \$3.9 million in 2006. Further, Big White received a conditional water license (#118739) on May 20, 2008. With this, the water utility has been designed to service approximately 18,500 bed units. Big White has also received approval for two new reservoirs, one at Hallam Creek and the other at Whitefoot Creek each with a capacity of 909,000 m<sup>3</sup>, should the need arise.

In 2018 Big White completed a U.V. treatment and chlorine injection water treatment plant for the Powder Basin reservoir. The plant subsidizes the Big White Village lower water pressure zone, with the plant capable of treating up to 160 litres per second to meet fire demand for the High Forest Subdivision.

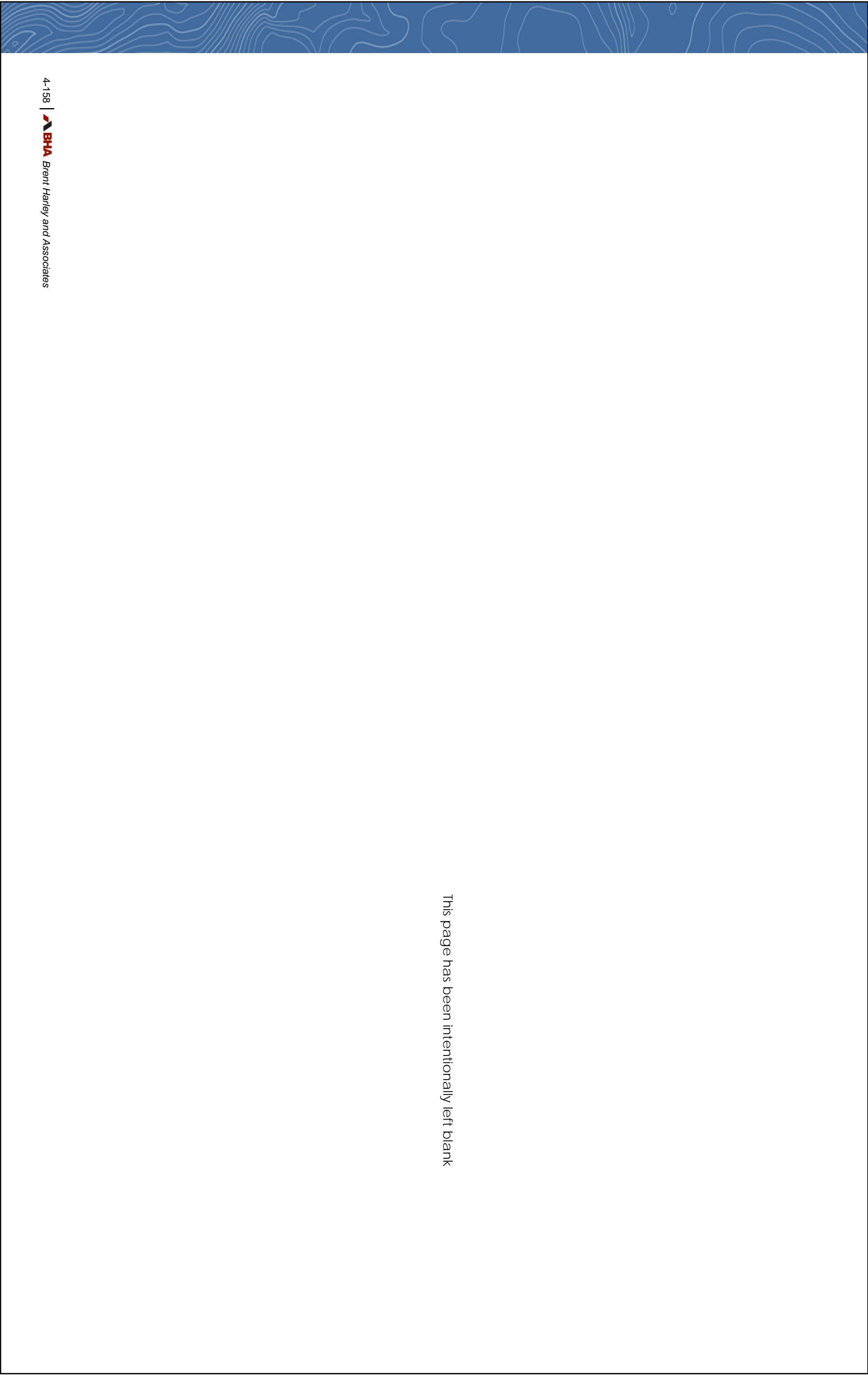


*Rhonda Lake near the Cliff Chair and a popular summer hiking destination.*









#### 4.12.3 Sewage Treatment

The sewage treatment plant at Big White is currently operating under a permit which allows a daily discharge of 2,000 cubic metres per day with peaks to 4,000 cubic meters per day. This equates to about 18,370 beds (as compared to the existing and committed bed base of 10,533).

In 2018, Big White added a fine screen head works building to its sewage ponds to remove garbage, fats and oils, and grit, and a filtration system rated to 4,000 cubic meters per day to remove 40% of suspended solids and 30% Biochemical Oxygen Demand. These upgrades will keep Big White well within their permitted discharge rates even with increased flows from the proposed developments. Currently, the average discharge at Big White is 1,350 cubic metres per day midweek 1,500 cubic metres per day on weekends, well below permitted levels.

In the spring of 2018, Big White received approval to develop a design for a Membrane Bioreactor (MBR) wastewater treatment plant with a capacity of 2,400 cubic metres per day. Big White plans to secure permits for the construction and installation of the plant by 2024, ensuring they have capacity to meet all the proposed developments while ensuring that all effluent is treated to the highest standards.

To service and connect the upgraded and expanded wastewater treatment facility, Big White secured a statutory right-of-way for upgraded power and sewer lines in May 2019. Big White is currently developing the subsequent required planning documents to initiate construction, but timing of construction is conditional on demand.

Looking to the future, Big White plans to relocate its sewage treatment plant and infrastructure from its current location south of Big White Village to a yet to be finalized site within the Horsefly Road area. The existing treatment ponds and associated infrastructure will be remediated, reclaimed, and restored in adherence with Provincial contaminated sites regulations.

#### 4.12.4 Solid Waste Disposal

The Regional District of Kootenay Boundary is responsible for the cost of collecting the garbage from Big White. Garbage is collected from each of the large buildings as well as from a special solid waste depot set up for chalet owners. The garbage is then transported to Kelowna by BFI Waste Systems.

#### 4.12.5 Recycling

Recycling services are also provided by the Regional District of the Kootenay Boundary. They accept all materials commonly taken by Recycle BC facilities, but

banned substances (e.g. paint, tires) must be delivered to Recycle BC locations in Kelowna for proper disposal.

#### 4.12.6 Waste Reduction Initiatives

Big White has undertaken a series of waste reduction initiatives as part of their larger effort to reduce the environmental impact of their operations. These are taking place across their food and beverage operations, accommodation, and events.

In the restaurants, cafes, and bars, Big White is transitioning away from single use plastics and has recently adopted compostable or metal straws. Within the Village, the Globe Café and Tapas bar have also implemented the MugShare program which will help eliminate the use of disposable cups. Globe Café also sources as much of its protein, fruits, and vegetables from local farms and support the local community garden. Finally, guests can refill their reusable bottles at water refill stations located throughout the resort.

Waste reduction is also being pursued within the hotels throughout Big White. Working in partnership with accommodation providers, Big White has implemented the Throw in the Towel program to reduce water consumption resulting from laundry and has switched to environmentally sensitive cleaning and sanitation products that are EcoLogo™ certified.

Finally, at world class events, such as the Big White Invitational Slopestyle, Big White works with the Community Association and volunteers to ensure all recyclable material is diverted from the landfill.

Big White will continue to work to reduce its waste through these initiatives and is search for new effective methods or programs to help reduce its environmental impact.

#### 4.12.7 Propane

As part of its continued efforts to realize operational and service efficiencies, Big White will look to relocate its current propane tank farm to a parcel along Horsefly Road. While the location has not been finalized, the preferred site would be north of the existing Fortis Sub Station. Big White will secure for the appropriate land licenses and associated permissions before embarking on final design and engineering.



#### 4.12.8 Power

Until 1976, Big White Resort met its electrical needs with diesel generators and the lifts were all operated with diesel engines. Through 1976-77, West Kootenay Power (now FortisBC Inc.) constructed power lines from Highway 33, connecting Big White to BC's electrical grid, and removing the need for the diesel generators.

In 2009, FortisBC completed construction of the 138 kV Joe Rich transmission line which connects the substation at Big White Village to the Joe Rich Substation. With the completion of the transmission line, and upgrades and improvements in Big White, long-term power supply is not a concern. Big White continues to liaise with FortisBC Inc. to review current demand and future developments. Big White will monitor development, guest usage patterns, and the feasibility of new technologies (such as photovoltaic roofing, and electric car charging stations) to refine and adjust the development of its power infrastructure.

#### 4.12.9 Security

The Kelowna detachment of the RCMP provide policing service to Big White, with two officers and a cruiser within the Village on weekends and holidays and, on a on-call basis at other times. During busier periods, such as New Year's Eve, additional officers are provided as needed.

Additional security services are provided by Mountain Security Corporation through electronic monitoring and supplemented by foot patrols to properties that have purchased the additional service.

As part of the proposed expansion and shift to all-season operation, planning for expanded security services and infrastructure is currently underway. It will be expanded in balance with the realized development of the proposed base area amenities and residential facilities.

#### 4.12.10 Ambulance/Health Services

The BC Ambulance Service provides 24-hour service at Big White through all four seasons. The ambulance and emergency medical technicians are dispatched from the City of Kelowna when required and persons requiring emergency medical care are transported to Kelowna General Hospital.

Other non-emergency medical treatment is provided to the Village by the Whitefoot Medical Clinic located in the Whitefoot Lodge. The practicing physician is available by pager for emergency response when needed.

All injuries experienced on the ski and bike trails are attended to by the ski/bike patrol, which assess the nature and seriousness of the injury, and arrange the transfer of the patient to the appropriated medical facility.

#### 4.12.11 Fire Protection

In 1986, a two bay, three story Fire Hall and a year-round volunteer fire department were established in coordination with the Regional District of the Kootenay Boundary. This Fire Hall contains living quarters for the fire chief and volunteer staff, enabling the Hall to be manned on a full-time basis.

Fire fighting equipment currently consists of a 2007 1,250 GPM Pumper Fire Truck, a 1995 1,050 GPM Pumper Fire Truck, a 2002 Ford 210 GPM Mini Pumper, and a three four-wheel drive response trucks. A new ladder truck is on order and delivery is expected within two years.

A new, five bay Fire Hall with living quarters is proposed for an area immediately south of the Snowpines development. This site is centrally located within the existing and proposed development areas at Big White and will ensure expedient response times to all parts of Big White. As development occurs at the base of the East Peak, a satellite Fire Hall will be developed to better serve that neighbourhood.

A fire management plan covering the lands within Big White's CRA was developed with the Regional District to address the growing concern around forest fires. In fall 2019, two fire barriers were created at the south west end of the Resort with funds from the Forest Enhancement Society. The fire management plan will be revisited and revised where necessary in collaboration with the Regional District and the Province as summer resort activities are developed.

#### 4.13 MOUNTAIN AVALANCHE HAZARD AND CONTROL

Big White reviews and refines its avalanche control program annually to keep up with industry standards and address any issues that may arise during the winter season. As part of this effort, Big White has developed a terrain atlas for all avalanche areas within the Big White Study Area. Currently, the focus of the avalanche control program within the existing Controlled Recreation Area is Parachute Bowl in the Cliff Chair ski pod due to the nature of its terrain, its popularity with guests, and the potential consequences of avalanche activity. However, many of the smaller terrain features that may pose intermittent avalanche hazard to skiers are also analysed. These include (but are not limited to):

- Parachute Bowl;
- Mini-Cliff;
- Falcon Bowl;
- Slopes above Village Way from top of Gem (adjacent to Falcon Bowl e.g. Playground and adjacent ridges);
- **Rainbow Roll (west facing convex roll above Kalina's Rainbow traverse);**
- Black Bear Tree;
- East Corkscrew Glades; and
- Easter Chutes.

The terrain attributes in the identified paths describe:

- Starting zone aspect, incline, terrain features and vegetation (e.g. open slope, tree glades, gully, cliff, convex roll), ground surface roughness (e.g. 50 cm talus, rock slabs, rock outcrops, heather);
- Effect of prevailing wind;
- Top of start zone and bottom of runout zone elevation;
- Runout zone characteristics (terrain features such as ponds, transitions, creeks, trees, rocks, ski runs); and
- History (past avalanches and conditions when observed).

Further, out of bounds areas (i.e. Back of Gem, Moonlight Bowl, East Peak, Gem West, etc.) are studied for purposes of night search and rescue. These areas are distinct from inbounds terrain, differentiating between the controlled areas within the CRA and the uncontrolled areas in the backcountry. Ultimately, as the CRA is expanded, many of these out of bounds areas will be included in the control program.

#### 4.14 BIG WHITE SKI RESORT AT BUILDOUT

As illustrated, the proposed concept for Big White Ski Resort will see this well-established, successful ski area transformed into an iconic, world-class all-season resort (Fig. 4-22 and Fig. 4-23).

The winter season offering will expand to include the high-quality ski terrain of the East Peak and Gem West areas, the addition of connector lifts will improve skier circulation, and with new gladed terrain, together create an unparalleled skiing experience. Complementing this will be a range of recreational activities that will appeal to every member of the family, a vibrant base area, and resort-wide ski in/ski out accommodation – a quintessential Big White experience.

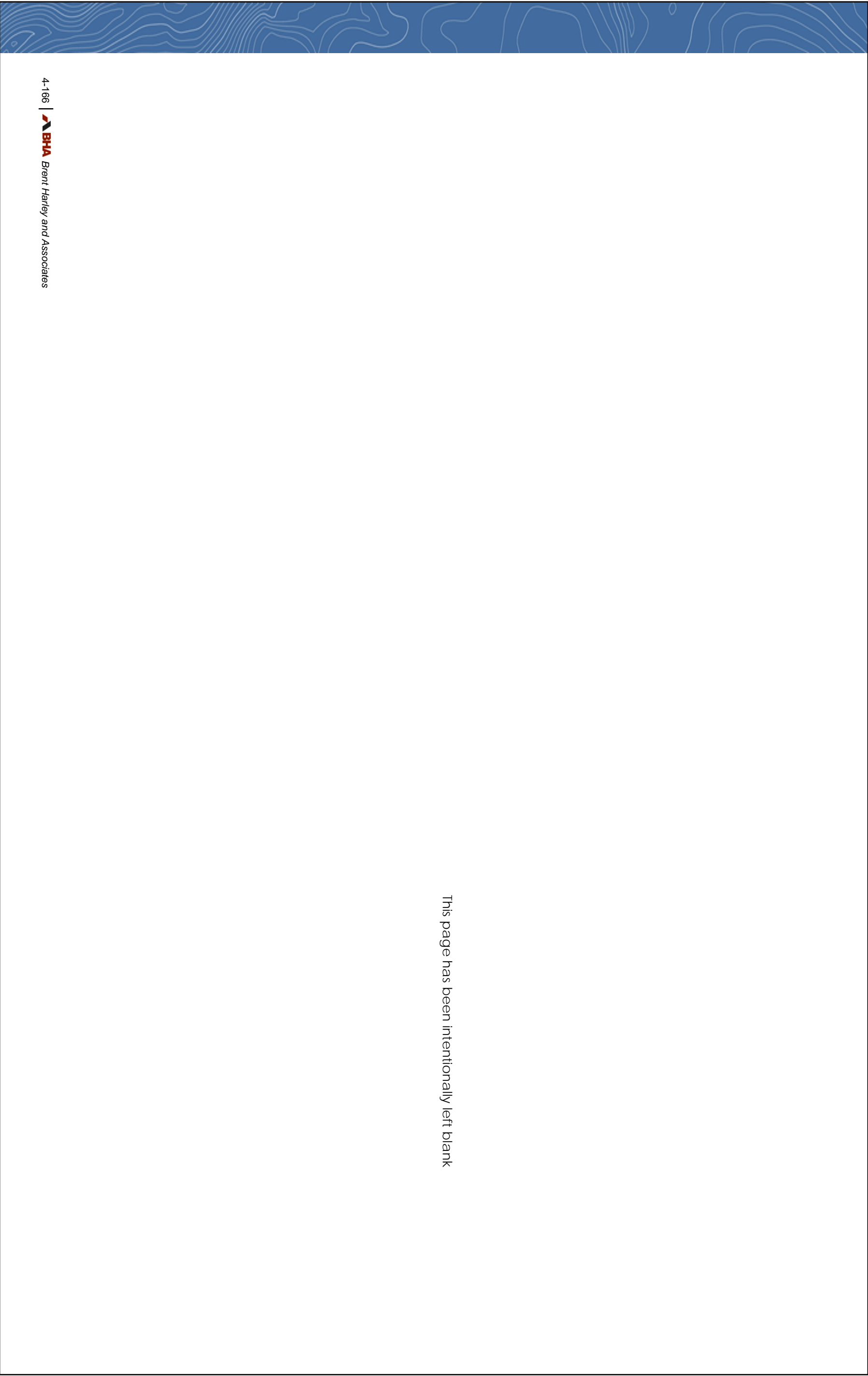
In the Summer, downhill and cross-country mountain biking will feature as the primary attraction and the Resort will grow to be one of the top mountain biking destinations in North America. A network of hiking trails, a multi-purpose trail network, world-class golf courses, and an array of family-friendly activities will round out the offering and result in a summer resort experience that rivals that of the winter.

The base areas will see a similar transformation, aligned and in balance with the development of the on-mountain attractions and facilities. The new Ridge Valley, Lara's, and East Peak base areas, complemented by the expansion of the Black Forest and Gem Lakes base areas, will cater to the diverse needs of day-use guests. The Lower Village/Happy Valley and Chateau Blanc (Ridge Base) will increasingly come to serve the needs of destination guests through an intimate, pedestrian-oriented design and amenities.

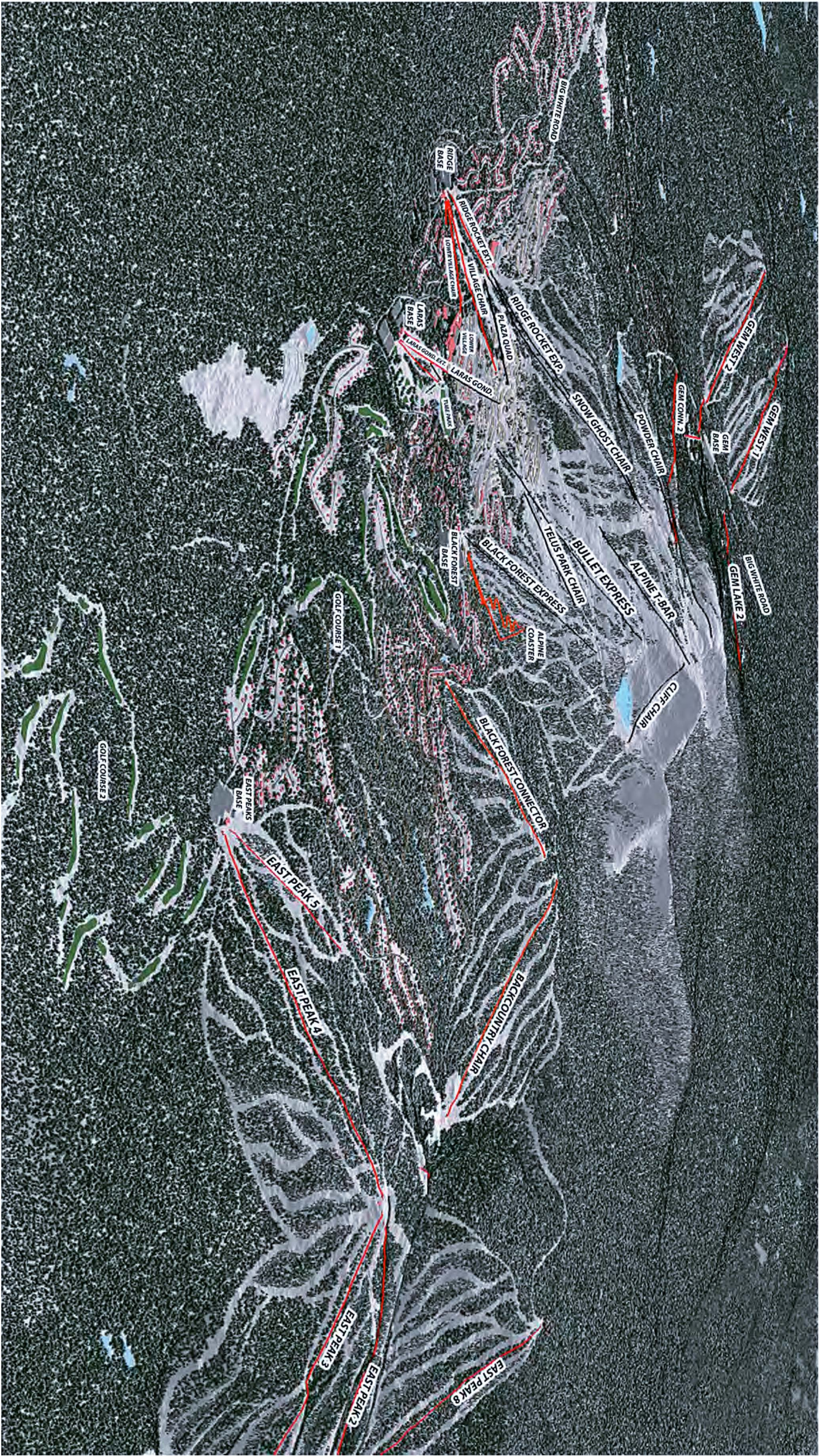












Big White Ski Resort  
Master Plan  
2020

Prepared for:



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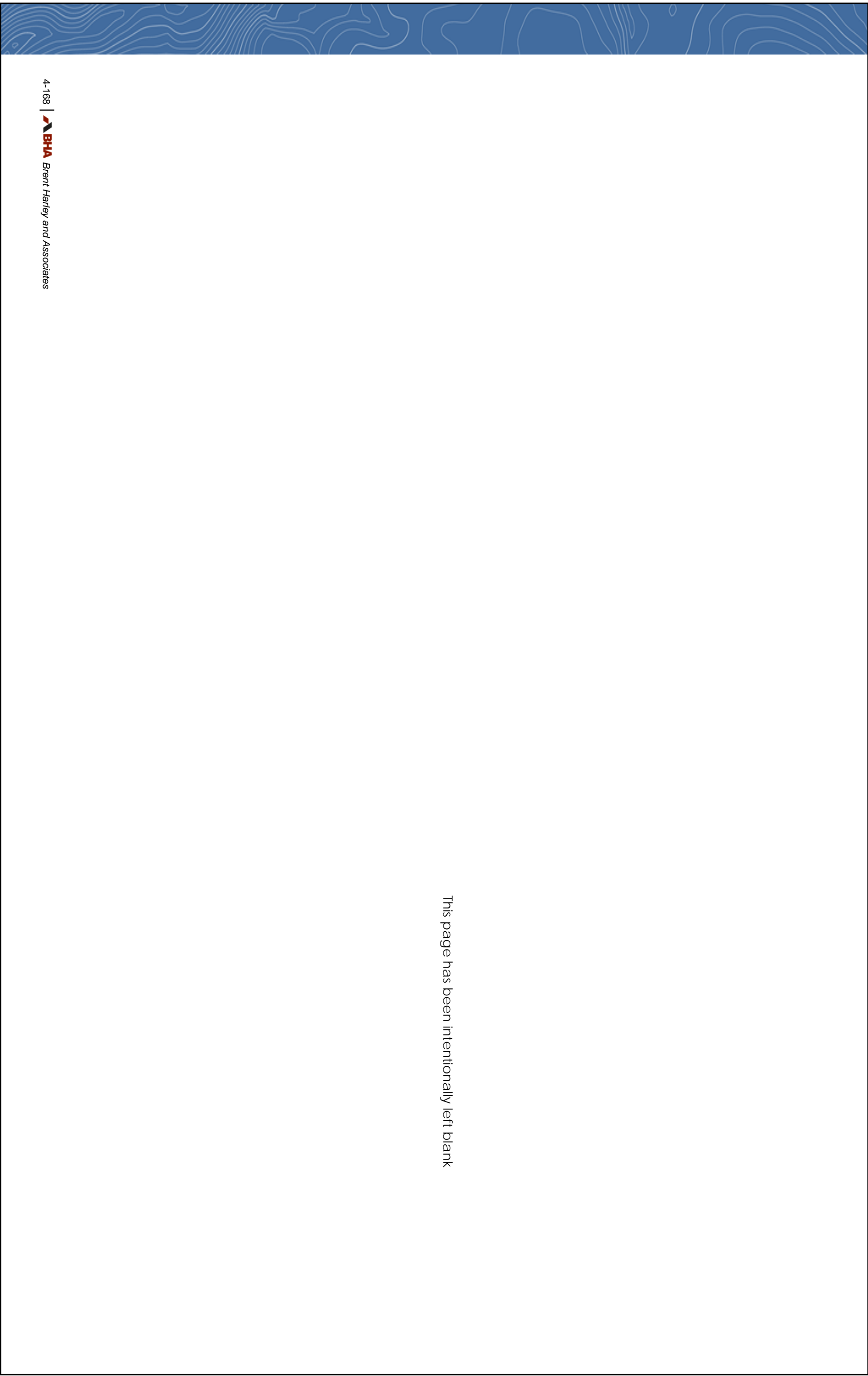
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Resort Master Plan  
At Buildout - 3D

Figure 4-23







## 4.15 IMPLEMENTATION STRATEGY

The pace at which the Big White Master Plan is implemented will be driven by the resort marketplace, **economic conditions, and Big White's priorities.** However, if the Master Plan remains largely as proposed through the approval process, a series of short-term implementation strategies and action steps will be activated to set the Plan in motion. These are as follows:

### 4.15.1 Obtain Development Approvals and Agreements

1. Refine the Master Plan based on required changes as directed by the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development;
2. Negotiate the Master Development Agreement with the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development;
3. Evaluate and potentially facilitate the establishment of Big White as a Resort Municipality;
4. Facilitate the amendment of the Official Community Plan and necessary Zoning applications with the Regional District of Kootenay Boundary; and
5. **Work to support and complement the WFN's vision, goals, and objectives** for their community, focused on their stated goal of realizing the development of tourism opportunities within their lands and traditional territories.

### 4.15.1 Phase One Winter: Improve and Upgrade the Existing Facilities

1. Continue to make improvements to Big White including;
  - a. Summer grooming of the existing ski trails;
  - b. Add gladed ski trails;
2. Install:
  - a. The approved<sup>13</sup> Black Forest Connector chair and associated ski trails;
  - b. The approved<sup>13</sup> Backcountry Chair and associated ski trails within the initially within the existing CRA and, with a new MDA in place, expanding into the new CRA;
  - c. The Sapphire Chair and associated ski trails;
  - d. The Gem Connector 1 and associated ski trails.
3. Initiate the development of the Ridge Valley Base (RVB) with the:
  - a. Completion of a detailed RVB Master Plan;

<sup>13</sup> The Black Forest Connector, Backcountry Chair, and associated ski trails were approved under the 1999 Master Plan but have yet to be constructed. Their development serves as an important first step to realize the Resort Concept presented in the 2020 Master Plan.

- b. Realignment of Big White Road down to the RVB and on to the Lower Village (or establish a skier underpass under Big White Road);
  - c. Decommissioning of the sewage treatment ponds;
- 4. Develop plans for the East Peak as a Cat Skiing Operation;
- 5. Create a Management and Operations Plan for the establishment of a Cat Skiing operation on the East Peak to initiate as the first phase of recreation development of the East Peak;
- 6. Continue with infill of the existing resort residential development throughout the resort.

#### 4.15.2 Phase One Summer: Expand the Summer Use Development Program

- 1. Continue with the construction and operation of the lift-serviced Downhill Mountain Bike Park through the Bullet Express terrain pod;
- 2. Complete the detailed planning, gain approvals, and begin construction of the Cross-country Mountain Bike Trails;
- 3. Complete the detailed planning, gain approvals, and begin construction of the Alpine Coaster staged from the Black Forest base;
- 4. Complete the detailed planning and gain approvals for the Happy Valley Par 3 golf course, driving range, putting green, and golf academy;
- 5. Complete the detailed planning and gain approvals for the first 18-hole golf course;
- 6. Complete the detailed planning, gain approvals, and begin construction of the zip lines;
- 7. Complete the detailed planning, gain approvals, and begin construction of the RV Park and campground;
- 8. Apply for Crown land leases in association with specific summer facilities;
- 9. Initiate detailed real estate development plans associated with further expansion of the Black Forest;
- 10. Continue with infill of the existing resort residential development throughout the resort.

#### 4.15.3 Phase Two Winter: Expansion and Infill

1. Install:
  - a. The Ridge Rocket Chair extension and associated ski trails;
  - b. The Lower Village Chair and associated ski trails;
  - c. Carpet 1 and associated ski trails;
2. Replace the Village Chair with the Plaza Pulse Gondola;
3. Construct:
  - a. The parking, infrastructure, and base lodge associated with the RVB.
4. Initiate the development of the Backcountry subdivision with the:
  - a. Completion of detailed planning and civil engineering;
  - b. Planning and development of a snowmobile trail system that complements the Resort;
  - c. Development of the snowmobile staging centre adjacent to the intersection of Horsefly Road;
  - d. Development of the snowmobile connector facility adjacent to the future site of the Lower Village;
5. Apply for a guided snowmobile operation staged from Big White as per the Adventure Tourism Policy;
6. Complete a detailed snowmaking plan with a focus on the:
  - a. Ridge Pod down to the Ridge Valley Base;
  - b. Gem Lake Pod;
7. Initiate development of the snowmaking system;
8. Continue to make improvements to Big White including;
  - a. Summer grooming of the existing ski trails;
  - b. Add gladed ski trails
9. Implement the ski run and glading development of the East Peak;
10. Initiate the operation of the Cat Skiing on the East Peak as a high-end, exclusive offering within Big White;
11. **Initiate the development of the Lower Village (LV) and Lara's Base (LB)** with the:
  - a. Completion of a detailed LV and LB Master Plans;
  - b. Realignment of Big White Road to the Lower Village and on to **Lara's Base;**
  - c. Continue with infill of the existing resort residential development throughout the resort.

#### 4.15.4 Phase Three Winter: Expansion and Infill

1. Install:
  - a. Lara's Gondola extension and associated ski trails;
  - b. The Lara's Base Beginner Chair, Carpet 2, Carpet 3 and associated ski trails;
  - c. Gem West 1, Gem West 2, the Gem People Mover and associated ski trails;
2. Construct:
  - a. The Lower Village parking, infrastructure and initial buildings;
  - b. Lara's Base parking, infrastructure and for the base lodge;

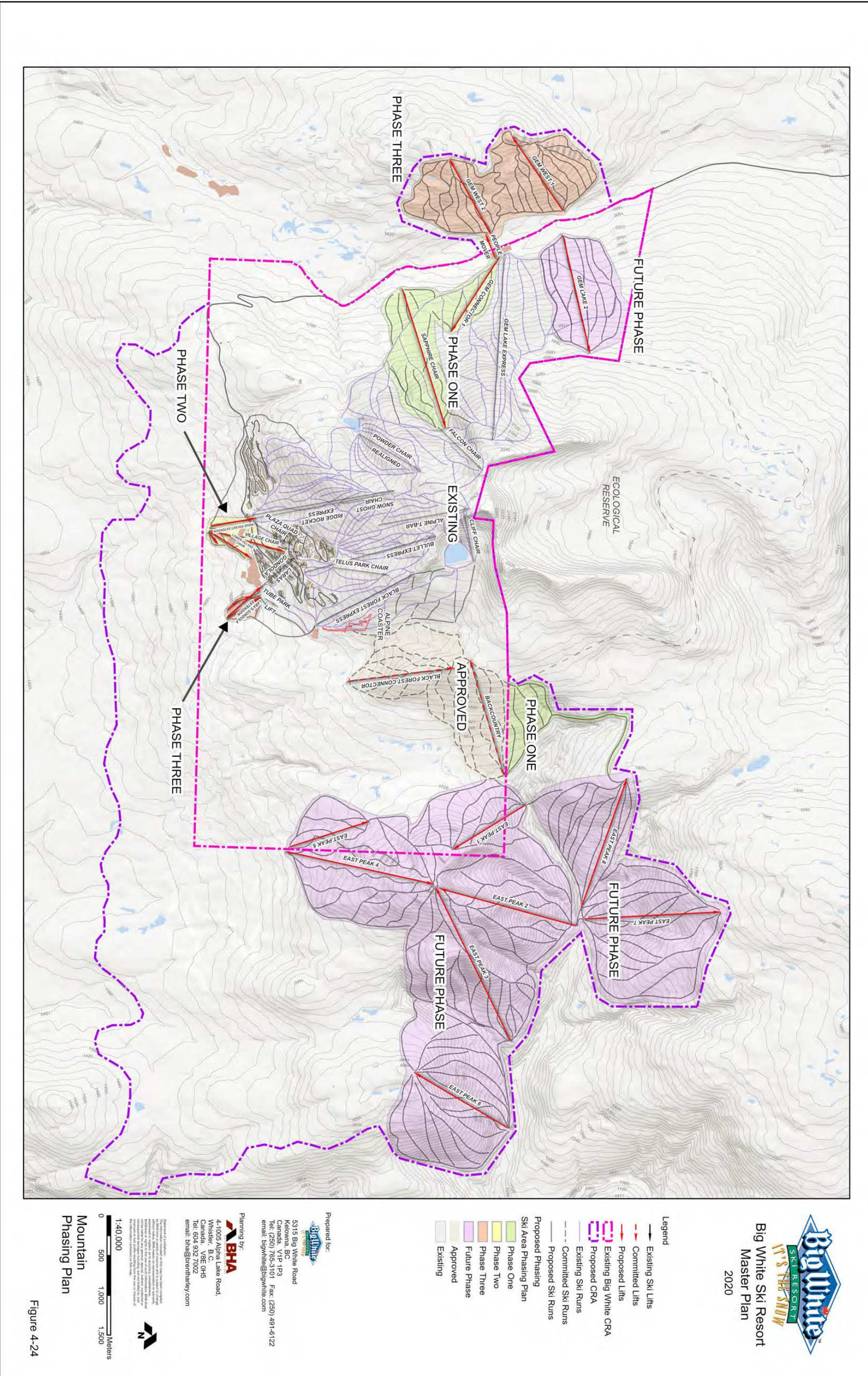
#### 4.15.5 Future Phases of Development

On a longer timeframe than the actions steps described above, the objectives would be expanded to:

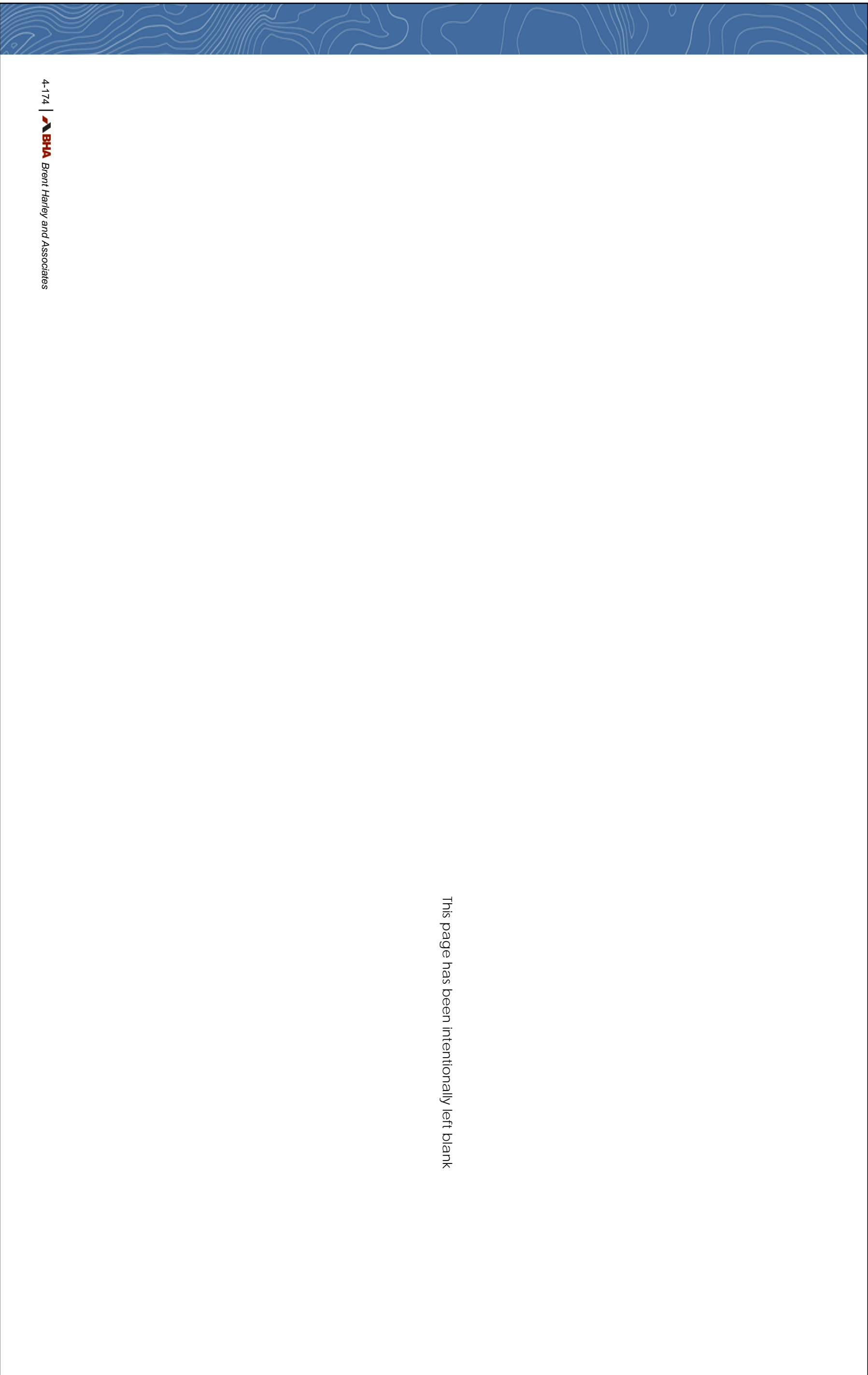
1. Initiate ski lift development associated with the established ski runs and glades on the East Peak. This would be divided into sequential development that supports a balanced ski product and a complete resort experience. The development will occur as follows:
  - a. East Peak 1 and East Peak 2 Pods (access terrain to the south);
  - b. East Peak 4 and East Peak 5 Pods development;
  - c. East Peak Base Area, supportive infrastructures, services and residential;
  - d. East Peak 3 and East Peak 6 Pods (infill);
  - e. East Peak 7 and East Peak 8 Pods (buildout).
2. Establish the day-use base area at the East Peak;
3. Refine and implement the Master Plan for the Lower Village;
4. Expand the Gem Lake lift and trail system to include the Gem Lake 2 lift and trails.

The implementation strategy described above is illustrated in Figure 4-24.









#### 4.15.6 Phased Capacity

##### *Ski Area Expansion*

The Comfortable Carrying Capacity of the alpine skiing will grow incrementally with the installation of new lifts and trails. Table 4-11 describes the potential growth of CCC by phase, subject to Big White's priorities and the requisite business case to proceed.

*Table 4-11. Proposed Additional CCC by Phase*

<b>Phase</b>	<b>CCC</b>
Phase 1	3,129
Phase 2	3,249
Phase 3	2,703
Future	7,114
Total Additional	16,195
<b>TOTAL CCC</b>	<b>25,624</b>

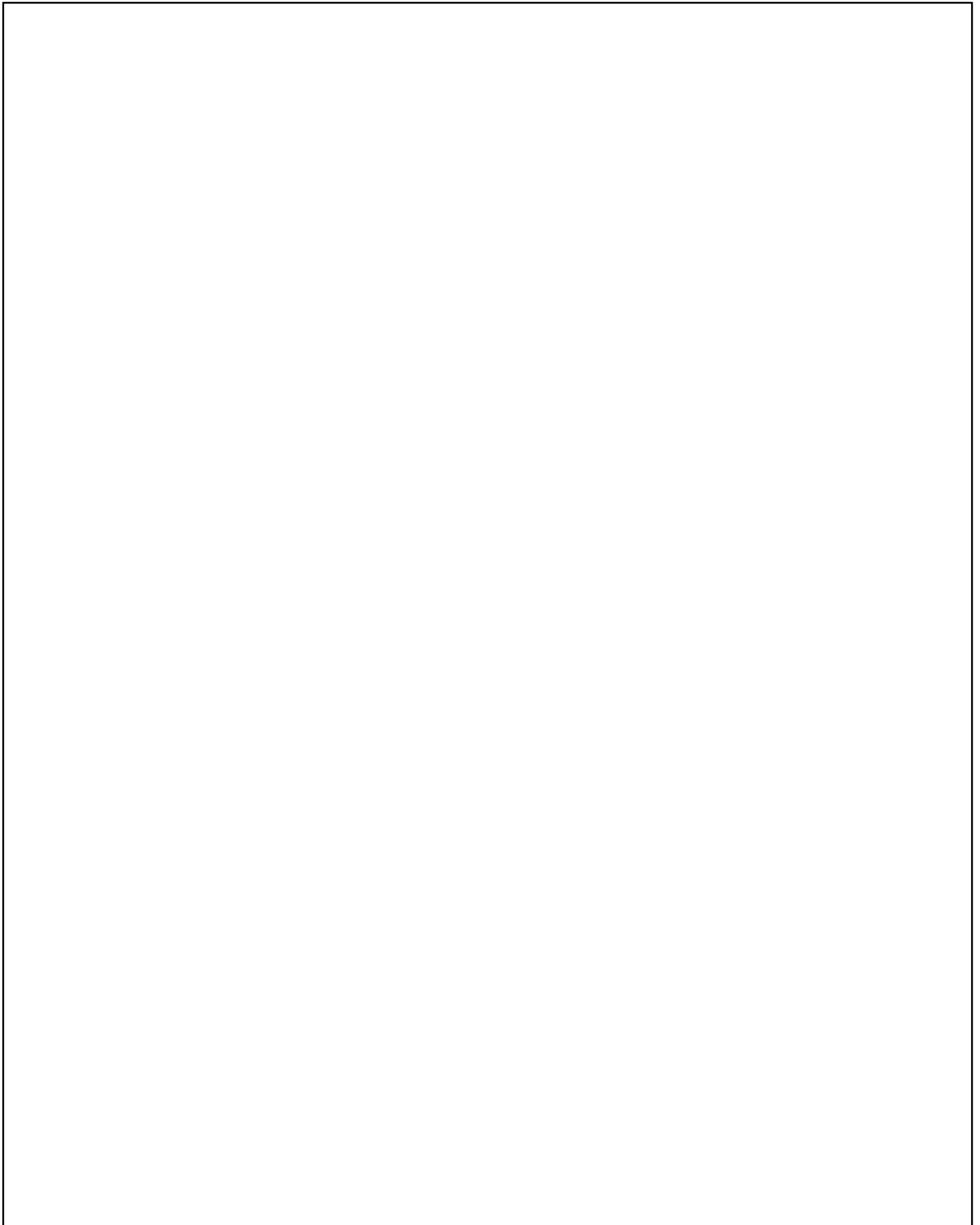
##### *Resort Residential Development*

Resort residential accommodation would be gradually developed aligned with the expansion and infill of Big White. The potential allocation of the proposed bed units by phase is detailed below in Table 4-12 and is limited to the total number of bed units applied for in this Master Plan. While this total will not be exceeded, the location and actual number of bed units developed by phase may vary depending on the sequence of on-mountain developments to ensure the balance with base area facilities is maintained.

It is important to note that as per Section 4.8.4, Big White reserves the right to apply for additional bed units up to the totals determined by the Bed Unit Model.

*Table 4-12. Proposed Additional Bed Units by Phase*

<b>Phase</b>	<b>Bed Units</b>
Phase 1	2,661
Phase 2	3,378
Phase 3	4,028
Future	TBD
<b>TOTAL</b>	<b>10,067</b>







**Regional District of  
Kootenay Boundary**

## **STAFF REPORT**

**Date:** February 18, 2021 **File**

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

**From:** Barb Ihlen, General Manager of Finance/CFO

**Re:** Cemetery Service (Greenwood, Area E/West Boundary) (145)  
Proposed 2021-2025 Five Year Financial Plan

### **Issue Introduction**

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the Cemetery Service (Greenwood, Area E/West Boundary) (145) proposed 2021-2025 Five Year Financial Plan.

### **History/Background Factors**

The stakeholders of the Cemetery Service (Greenwood, Area E/West Boundary) (145) met on Monday, February 8, 2021 and the attached 2021-2025 Five Year Financial Plan represents the needs of each cemetery within this service.

### **Background Information Provided**

- Cemetery Service (Greenwood, Area E/West Boundary) (145) proposed 2021-2025 Five Year Financial Plan

### **Alternatives**

1. Approve the proposed budget with minor changes for adjustments for year end totals.
2. Defer and provide direction on the proposed budget.

**Recommendation(s)**

**THAT** the Regional District of Kootenay Boundary Board of Directors approve the Cemetery Service (Greenwood, Area E/West Boundary) (145) 2021-2025 Five Financial Plan as presented to the Board of Directors on February 25, 2021 including minor changes for adjustments for year end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
  
SERVICE NO 145  
GREENWOOD, AREA 'E' / WEST BOUNDARY CEMETERY SERVICE

PARTICIPANTS: City of Greenwood, Electoral Area 'E' - Specified Area

						Increase(Decrease between 2020 BUDGET and 2021 BUDGET						
PAGE	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	(OVER) UNDER	2021 BUDGET	\$	%		-64.04% 2022 BUDGET	0.06% 2023 BUDGET	0.07% 2024 BUDGET	0.07% 2025 BUDGET
REVENUE:												
Property Tax Requisition	2	20,433	20,363	20,363	0	15,554	(4,809)	(23.62)	7,750	7,755	7,760	7,766
11 210 100 Federal Grant in Lieu	3	63	0	1	(1)	0	0	0.00	0	0	0	0
11 921 205 Revenue From Reserve	4	9,963	10,000	0	10,000	0	(10,000)	(100.00)	0	0	0	0
11 911 100 Previous Year's Surplus	5	2	0	0	0	6,001	6,001	0.00	0	0	0	0
Total Revenue		30,461	30,363	20,364	9,999	21,555	(8,809)	(29.01)	7,750	7,755	7,760	7,766
EXPENDITURE:												
12 517 230 Board Fee	6	1,434	1,463	1,463	0	1,492	29	1.98	250	255	260	266
12 517 716 Operating Contracts	7	29,027	28,900	12,900	16,000	20,063	(8,838)	(30.58)	7,500	7,500	7,500	7,500
Total Operating		30,461	30,363	14,363	16,000	21,555	(8,809)	(29.01)	7,750	7,755	7,760	7,766
12 517 741 Contribution To Reserves	8	0	0	0	0	0	0	0.00	0	0	0	0
12 517 990 Previous Year's Defecit	9	0	0	0	0	0	0	0.00	0	0	0	0
12 517 999 Contingencies	10	0	0	0	0	0	0	0.00	0	0	0	0
Total Other		0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure		30,461	30,363	14,363	16,000	21,555	(8,809)	(29.01)	7,750	7,755	7,760	7,766
Surplus(Deficit)		0		6,001		-			-	-	-	-
Reserve Balance						19,563			19,563	19,563	19,563	19,563

## Property Tax Requisition

Notes:

## Item #2



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2020	1

[illegible]

Notes:	Previous Year Budget	10,000
	Actual to December 31, 2020	-

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2020	-

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name	Board Fee		2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 517 230 145		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount	Amount
1	Board Fee (2% increase for C.P.I.)	1,463	1,492	-				
2	Administration Support Allocation		-	704	718	732	747	
3	General Admin Shared Credit		-	(454)	(463)	(472)	(481)	
4	HR Allocation		-					
5	IT Allocation		-					
6	Building Allocation		-					
	Current Year Budget	1,463	1,492	250	255	260	266	

Operating	Previous Year Budget	1,463
Notes:	Actual to December 31, 2020	1,463



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Operating Contracts	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 517 716 145	Prior Year	2021	2022	2023	2024	2025
Item No	Description	Amount	Budget	Budget	Budget	Budget	Budget
1	Annual Operating & Maintenance costs:						
	- Greenwood Cemetery	1,000	1,000	1,000	1,000	1,000	1,000
	- Rock Creek Cemetery	2,400	1,500	1,500	1,500	1,500	1,500
	- Beavertell Cemetery	1,000	1,000	1,000	1,000	1,000	1,000
	- Bridesville/Sidley Cemetery	1,000	1,000	1,000	1,000	1,000	1,000
	- Westbridge/Christian Valley Cemetery	500	500	500	500	500	500
2	Greenwood - Records for the Whole Boundary	1,000	1,000	1,000	1,000	1,000	1,000
3	Pest control services (all cemeteries)	1,500	1,500	1,500	1,500	1,500	1,500
	<b>PROJECTS</b>						
4	Rock Creek Vegetation Clean up						
5	Rock Creek Fencing	2,500	8,600				
6	Greenwood Animal Fencing	6,000					
7	Greenwood Mapping/Research	5,000					
8	Beavertell Driveway & Parking Lot	3,500					
9	Beavertell Surveying/Licence of Occupation	3,500	763				
10	Beavertell - Grave Markings, Signage		2,500				
11	Beavertell - Free Cutting and Weed Control		700				
	<b>Current Year Budget</b>	<b>28,900</b>	<b>20,063</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>

Operating	Previous Year Budget	28,900
Notes:	Actual to December 31, 2020	12,900
	Review Project Process and Amount of Operating Grants in 2021.	
Item #3	Discuss Removing Pest Control in 2021	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name Account	Contributon To Reserves 12 517 741 145	2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contribution To Reserves	-	-	-	-	-	-
<b>Current Year Budget</b>		-	-	-	-	-	-

Other	Previous Year Budget	-
Notes:	Actual to December 31, 2020	-

\$ 19,562.78 Balance in Reserve December 31, 2020  
Account Number 34 700 145

[illegible]

Name	Contingencies	2020	2021	2022	2023	2024	2025
Account	12 517 999 145	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contingencies	-	-	-	-	-	-
2							
	Current Year Budget	-	-	-	-	-	-

Other	Previous Year Budget	-
Notes:	Actual to December 31, 2020	-





**Regional District of  
Kootenay Boundary**

## **STAFF REPORT**

**Date:** February 18, 2021 **File**

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

**From:** Barb Ihlen, General Manager of Finance/CFO

**Re:** Recreation Commission (Greenwood, Midway, Area E/West Boundary) (022)  
Proposed 2021-2025 Five Year Financial Plan

### **Issue Introduction**

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the Recreation Commission (Greenwood, Midway, Area E/West Boundary) (022) proposed 2021-2025 Five Year Financial Plan.

### **History/Background Factors**

The stakeholders of the Recreation Commission (Greenwood, Midway, Area E/West Boundary) (022) met on Friday, February 12, 2021 and the attached 2021-2025 Five Year Financial Plan represents the needs of this service.

### **Background Information Provided**

- Recreation Commission (Greenwood, Midway, Area E/West Boundary) (022) proposed 2021-2025 Five Year Financial Plan

### **Alternatives**

1. Approve the proposed budget with minor changes for adjustments for year end totals.
2. Defer and provide direction on the proposed budget.

**Recommendation(s)**


**THAT** the Regional District of Kootenay Boundary Board of Directors approve the Recreation Commission (Greenwood, Midway, Area E/West Boundary) (022) 2021-2025 Five Financial Plan as presented to the Board of Directors on February 25, 2021 including minor changes for adjustments for year end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN

SERVICE NO 022  
RECREATION COMMISSION for GREENWOOD, MIDWAY, EA 'E' / WEST BOUNDARY

PARTICIPANTS: Greenwood, Midway, Electoral Area 'E'



			2019	2020	2020	(OVER)	2021	Increase(Decrease)		0.01%	1.59%	1.59%	1.60%
		PAGE	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	between 2020 BUDGET		2022	2023	2024	2025
								and 2021 BUDGET		BUDGET	BUDGET	BUDGET	BUDGET
								\$	%				
REVENUE													
	Property Tax Requisition	2	66,903	55,632	55,632	-0	40,709	-14,923	-26.83	48,478	49,248	50,033	50,834
11 911 100	Previous Year's Surplus	3	141	12,151	12,151	0	7,764	-4,387	-36.10	0	0	0	0
11 210 100	Federal Grant In Lieu	4	447	0	0	0	0	0	0.00	0	0	0	0
Total Revenue			67,491	67,783	67,783	-0	48,473	-19,310	-28.49	48,478	49,248	50,033	50,834
EXPENDITURES													
12 711 230	Board Fee	5	1,434	1,463	1,463	0	1,492	29	1.98	758	773	789	804
12 711 291	Other Programs	6	8,396	20,100	12,335	7,765	0	-20,100	-100.00	0	0	0	0
12 711 716	Grants to Other Recs	7	10,000	10,000	10,000	0	10,000	0	0.00	10,000	10,000	10,000	10,000
12 711 717	Midway Arena Grant	8	22,830	23,287	23,287	-0	23,776	489	2.10	24,251	24,736	25,231	25,735
12 711 718	Greenwood Pool Grant	9	12,680	12,934	12,934	-0	13,205	272	2.10	13,469	13,739	14,013	14,294
Total Operating			55,340	67,783	60,019	7,764	48,473	(19,310)	(28.49)	48,478	49,248	50,033	50,834
12 711 990	Previous Year's Deficit	10	0	0	0	0	0	0	0.00	0	0	0	0
12 711 999	Contingencies	11	0	0	0	0	0	0	0.00	0	0	0	0
Total Other			0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			55,340	67,783	60,019	7,764	48,473	(19,310)	(28.49)	48,478	49,248	50,033	50,834
Surplus(Deficit)			12,151		7,764		-			-	-	-	-

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2021-02-18

Recreation Commission for Greenwood, Midway, Area 'E'	69,403.638
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Page 2



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Previous Year's Surplus	2020	2021	2022	2023	2024	2025
Account	11 911 100 022	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	141	7,764	-	-	-	-
<b>Current Year Budget</b>		<b>141</b>	<b>7,764</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:	Previous Year Budget	12,151
	Actual to December 31, 2020	12,151

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2020	-

Name			2.10%	2.00%	2.00%	2.00%	2.00%
Account	Board Fee 12 711 230 022	2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Board Fee (2% increase for C.P.I.)	1,463	1,492	-			
2	Administration Support Allocation		-	2,132	2,174	2,218	2,262
3	General Admin Shared Credit		-	(1,374)	(1,401)	(1,429)	(1,458)
4	HR Allocation		-				
5	IT Allocation		-				
6	Building Allocation		-				
	Current Year Budget	1,463	1,492	758	773	789	804

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Name	Other Programs		2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 711 291 022	2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Program supplies - Youth						
2	Program supplies - Adult						
3	Other Programs						
4	Support for programs - Grants	20,100					
	Current Year Budget	20,100	-	-	-	-	-



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Grants to other Recreation	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 711 716 022	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous grants						
2	Westbridge Hall Grant	2,000	2,000	2,000	2,000	2,000	2,000
3	Bridesville Hall Grant	2,000	2,000	2,000	2,000	2,000	2,000
4	Phoenix Ski Hill	3,000	3,000	3,000	3,000	3,000	3,000
5	Boundary District Curling Club	1,000	1,000	1,000	1,000	1,000	1,000
6	Beaverdell Recreation Commission	2,000	2,000	2,000	2,000	2,000	2,000
<b>Current Year Budget</b>		<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

Operating	Previous Year Budget	10,000
Notes:	Actual to December 31, 2020	10,000

Name			2.10%	2.00%	2.00%	2.00%	2.00%
Account	Grant to Midway Arena	2020	2021	2022	2023	2024	2025
	12 711 717 022	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Annual grant for the Midway Arena	23,287	23,776	24,251	24,736	25,231	25,735
	Current Year Budget	23,287	23,776	24,251	24,736	25,231	25,735

Operating	Previous Year Budget	23,287
Notes:	Actual to December 31, 2020	23,287

[illegible]

Operating	Previous Year Budget	12,934
Notes:	Actual to December 31, 2020	12,934

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### Five Year Financial Plan

[illegible]

Other	Previous Year Budget	-
Notes:	Actual to December 31, 2020	-



Name	Contingencies	2020	2021	2022	2023	2024	2025
Account	12 711 999 022	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1							
	Current Year Budget	-	-	-	-	-	-



**Regional District of  
Kootenay Boundary**

## **STAFF REPORT**

**Date:** February 17 2021  
**To:** Chair Langman and Board of Directors  
**From:** J.Chandler, General Manager Operations

### **File**

**Re:** 2021 - #058 Kettle Valley Fire Protection  
 Service 'Final' Budget summary

### **Issue Introduction**

The purpose of this report is to provide an overview of the 2021 #058 Kettle Valley Fire Protection Service budget.

### **History/Background Factors**

The RDKB service budgets are developed by RDKB Managers during the annual budgeting process for review by committee prior to the adoption of the Financial Plan by the Board of Directors at the end of March. The budgets are also aligned with prioritised projects presented in the service workplans, where applicable. (Minor services do not have work plans).

The budget and work plan were presented for initial discussion at the Boundary Services Committee meeting on January 27<sup>th</sup> 2021 and referred to a later meeting, permitting time for review of budgets presented to the Regional District from the Village of Midway.

### **Implications**

#### Work Plan Summary

There are no proposed changes and updates to the 2021 work plan. The service priorities remain as presented to the Boundary Services Committee in January 2021.

#### Budget Summary

The budget for the #058 Kettle Valley Fire Protection Service presents a 0% increase for 2021. The budget continues to tax at the limit of the current requisition. Consideration may be given in 2021 to increasing the requisition limit in 2022, which can be increased by up to 25% for the future 5 years (2022 to 2026)

The budget presented at 0% maintains existing service contracts with the Village of Midway for Midway Fire Rescue. In late 2020, Midway hired their new Fire Chief to a full time permanent position, following the retirement of their former Chief.

It is anticipated that in review of the future budgets with both the Village of Midway and the Kettle Valley Fire Services committee, there will be requests to increase the budget in support of the costs for a full time Fire Chief. The next Kettle Valley Fire Services committee meeting is scheduled for February 24<sup>th</sup> 2021.

At this time there are no expectations to change the budget or make further adjustment as taxation is set to the requisition limit.

### **Strategic Plan**

We will review and measure service performance and we will continue to focus on good management and governance.

### **Background Information Provided**

- 2021 #058 Kettle Valley Fire Protection Service Budget
- 2021 #058 Kettle Valley Fire Protection Work Plan

### **Alternatives**

There are no alternatives presented with this report.

### **Recommendation(s)**

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 #058 Kettle Valley Fire Protection Service Work Plan as presented to the Board in the staff report on February 25<sup>th</sup>, 2021.

That the Regional District of Kootenay Boundary Board of Directors approve the Kettle Valley Fire Protection Service #058 2021-2025 Five Year Financial Plan as presented to the Board of Directors on February 25<sup>th</sup>, 2021 and including minor changes for adjustments for year end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.



**Regional District of  
Kootenay Boundary**

# Kettle Valley Fire Protection Service

## 2021 Work Plan - Final



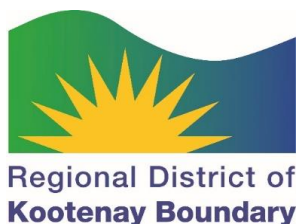
**KETTLE VALLEY FIRE PROTECTION SERVICE**

2021

James Chandler, General Manager, Operations / Deputy CAO

Final – Jan 2021





## Kettle Valley Fire Protection Service

### 2021 Work Plan - Final

**Service Name:** Electoral Area 'E' / West Boundary (Kettle Valley) Fire Protection Service

**Service Number:** 058

**Committee Having Jurisdiction:** Electoral Area Services Committee

**General Manager/Manager Responsible:**

James Chandler, General Manager, Operations / DCAO

**Description of Service:**

The Kettle Valley Fire Protection Service is a new service beginning in 2017 as the result of the enactment of a new service establishment bylaw in late 2016, following a successful referendum. The service is intended to operate similarly to the Grand Forks Rural Fire Protection Service, where the operation of the service is contracted to the neighbouring municipality, in this case the Village of Midway.

**Establishing Authority:**

Section 332, *Local Government Act, RSBC 2015* (formerly Section 796, LGA, RSBC 1996, ch. 323)

Regional District of Kootenay Boundary Electoral Area 'E' / West Boundary (Kettle Valley) Fire Protection Service Establishment Bylaw No. 1606, 2016 &

Regional District of Kootenay Boundary Electoral Area 'E' / West Boundary (Kettle Valley) Fire Protection Service Loan Authorization Bylaw No. 1607, 2016

**Requisition Limit:** The greater of \$151,000 or \$1.71/\$1,000

**2020 Requisition / Budgeted Expenditures / Actual Expenditures:**

\$150,808/ \$178,283/\$156,970 (*as of Dec 2020*)

**Regulatory or Administrative Bylaws:**

N/A

**Service Area / Participants:**

Portions of Electoral Area 'E' in the vicinity of Rock Creek and Kettle Valley

**Service Levels**

Interior Operations as per RDKB Board resolution (British Columbia Structure Firefighters Competency and Training Playbook)

**Human Resources:**

- General Manager, Operations /DCAO
- Volunteer Fire Chief (Midway)
- Volunteer firefighters

**2020 Accomplishments:**

The fire hall site required the final completion of perimeter fencing to ensure the separation of the fire hall site area and the working area for BC Wild Fire operations.

This work was completed in collaboration with staff from BC Wild Fire, with their operations team providing crews to assist with the construction and installation of the fencing. With the Regional District purchasing the materials, a local area contractor was also hired to provide oversight and expertise in the construction of the fencing. Significant savings were seen with the Wild Fire crews providing much of the labour.

BC Wild Fire staff also coordinated the re-positioning of unused concrete 'no-post' barriers on the site to ensure vehicle cannot drive behind the fire hall buildings risking damage to the location of the well and septic system.

Midway Fire and Rescue Department announced the retirement of their long-standing Fire Chief. With their retirement in September of 2020, The Village of Midway developed plans to recruit a new Fire Chief and had developed their budget to support the hiring of a full-time paid position.

The new Fire Chief will start with the service in the fall of 2020.

**Significant Issues and Trends:**

Training and fleet replacement continue to be the main challenge for smaller rural fire departments. Maintaining the levels in staff resources, skills, training, and equipment for all areas of the rural service is essential to ensure that service levels can be maintained. Availability of people are key and trends in the demands of training, commitments and demographic changes may be lead to challenges in maintaining the right number of staff, trained to the right standard.

Additionally, aging equipment must be replaced within prescribed timelines by the Fire Underwriters Survey (FUS). Meeting equipment standard is another necessary compliance to ensure the continuity of the service level rating and discounts to property owners for buildings fire risk insurance.

As the fleet 'ages out' between 25 to 30 years of service life, increasing the budget and long-term financial investment will have to be considered to ensure adequate funding is in place when required.

**2021 Projects:**

**Project:** Asset Management Planning

**Project Description:**

Participation in the corporate-wide asset management planning process.

**Project Timelines and Milestones:** Throughout 2020.

The development of the asset management plan will be ongoing in 2021

**Project Risk Factors:**

Departmental work will be guided by external sources (Corporate/Board plans for completion of Asset Management Plan)

**Internal Resource Requirements:**

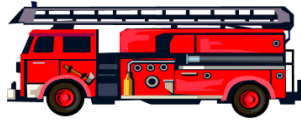
Asset management planning work will require significant input, direction and assistance from RDKB administrative staff, particularly considering that the Kettle Valley Fire Protection Service is operated on a contract basis. The corporate asset management plan is being led by the Finance Department, with participation the Fire department staff and RDKB administration as required.

**Estimated Cost and Identified Financial Sources:** N/A

**Relationship to Board Priorities:**

It meets the strategic priorities of the RDKB's strategic plan which is "We will continue to focus on good management and governance" & "We will ensure we are proactive and responsible in funding our services".





REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN

SERVICE NO 058  
KETTLE VALLEY FIRE PROTECTION

PARTICIPANT: Electoral Area 'E' Specified Area

						Increase(Decrease)						
						between 2020 BUDGET and 2021 BUDGET			-11.06%	1.29%	1.30%	1.31%
						\$ %			2022	2023	2024	2025
PAGE	2019	2020	2020	(OVER)	2021				BUDGET	BUDGET	BUDGET	BUDGET
	ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET							
REVENUE												
11 830 905 Tax - EA 'E' / Rock Creek	2	150,808	150,978	150,978	(0)	150,981	3	0.00	153,246	155,225	157,243	159,302
11 210 100 Federal Grant in Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 550 100 Interest Earned on Investments	4	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159 Miscellaneous Revenue	5	0	0	0	0	0	0	0.00	0	0	0	0
11 759 159 Province of BC - Misc. Revenue	6	0	0	0	0	0	0	0.00	0	0	0	0
11 920 002 From General Capital Fund	7	287,100	0	0	0	0	0	0.00	0	0	0	0
11 921 205 Transfer From Reserves	8	0	0	0	0	0	0	0.00	0	0	0	0
11 911 100 Previous Year's Surplus	9	0	27,305	27,305	0	21,312	(5,992)	(21.95)	0	0	0	0
Total Revenue		437,908	178,283	178,283	(0)	172,294	(5,989)	(3.36)	153,246	155,225	157,243	159,302
EXPENDITURE												
12 246 230 Board Fee	10	5,202	5,306	5,306	0	5,412	106	2.00	2,969	3,029	3,089	3,151
12 246 237 Insurance	11	1,818	2,312	2,000	312	2,088	(224)	(9.69)	2,130	2,172	2,216	2,260
12 246 755 Contracted Fire Service	12	57,894	95,110	95,110	0	97,002	1,892	1.99	98,842	100,719	102,634	104,586
Total Operating		64,914	102,728	102,416	312	104,502	1,774	1.73	103,941	105,920	107,939	109,997
12 246 610 Capital	13	16,649	20,000	2,000	18,000	10,000	(10,000)	(50.00)	0	0	0	0
Total Capital		16,649	20,000	2,000	18,000	10,000	(10,000)	(50.00)	0	0	0	0
12 246 820 Debt - Interest	14	16,061	18,165	18,165	0	18,165	0	0.00	18,165	18,165	18,165	18,165
12 246 830 Debt - Principal	15	12,347	23,140	23,139	0	23,140	0	0.00	23,140	23,140	23,140	23,140
Total Debt		28,408	41,305	41,304	0	41,305	0	0.00	41,305	41,305	41,305	41,305
12 246 741 Contribution To Reserves	16	48,108	11,250	11,250	0	13,487	2,237	19.88	5,000	5,000	5,000	5,000
12 246 990 Previous Year's Deficit	17	251,323	0	0	0	0	0	0.00	0	0	0	0
12 246 999 Contingency	18	1,201	3,000	0	3,000	3,000	0	0.00	3,000	3,000	3,000	3,000
Total Other		300,633	14,250	11,250	3,000	16,487	2,237	15.70	8,000	8,000	8,000	8,000
Total Expenditure		410,603	178,283	156,970	21,312	172,294	(5,989)	(3.36)	153,246	155,225	157,243	159,302
Surplus(Deficit)		27,305		21,312		-			-	-	-	-
Reserve Balance						91,526			96,526	101,526	106,526	111,526

**From:** [AKBLG Admin Coordinator](#)  
**To:** [Administrative Coordinator](#)  
**Subject:** CRT Local Governments Committee Update Recommendations  
**Date:** January 27, 2021 4:49:29 PM  
**Attachments:** [CRT LGC Recommendations Update Media Release FINAL 27Jan2020.pdf](#)  
[CRT LGC Updated Recommendations Letter FINAL26Jan2021R.PDF](#)  
[CRT LGC Recommendations January 2021 FINAL.PDF](#)  
[CRT LGC 2021 Recommendations Revisions FINAL 26Jan2021 .pdf](#)

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Please find the message below sent from AKBLG on behalf of Cindy Pearce, Executive Director, Columbia River Treaty Local Governments Committee:

Dear local elected officials and CAOs in the AKBLG area,

*Note: This information is about the Columbia River Treaty and may not be of much interest to local governments in the Boundary area.*

I am sending you this email on behalf of the Columbia River Treaty Local Governments Committee (the Committee).

The Committee has updated their recommendations regarding the modernization of the Columbia River Treaty and resolution of domestic issues based on what the Committee has heard from Basin residents and local governments since their original recommendations were provided in 2013.

The Committee has provided their recommendations to the five governments represented on the CRT Negotiating Team – the federal government, the BC government, the Ktunaxa Nation, the Syilx-Okanagan Nation and the Secwepemc Nation.

The letter to the governments, updated recommendations and a summary of revisions is attached.

The media release that has been sent out this afternoon is also attached.

The Committee considers these recommendations to be a 'living document' and welcomes your feedback. Please send your feedback to me by email or call me at the number below.

If you have questions, please contact the Committee appointees from your government (see list below), the Committee Chair Linda Worley (cell: 250 231-1300 email: [lworley@rdkb.com](mailto:lworley@rdkb.com)), Vice Chair Stan Doehle (cell: 250 531-3300 email: [director.doehle@rdek.bc.ca](mailto:director.doehle@rdek.bc.ca)) or me (contact info below).

Thank you for your continuing interest in this important topic.

Sincerely,

[Cindy Pearce](#)  
 Executive Director  
 Columbia River Treaty Local Governments Committee  
 250 837-8505  
[cindypearce@telus.net](mailto:cindypearce@telus.net)

**CRT Local Government Committee members:**

Linda Worley, Chair, Regional Director, Regional District of Kootenay Boundary

Stan Doehle, Vice Chair, Regional Director, Regional District of the East Kootenays

Aimee Watson, Regional Director, by Regional District of Central Kootenay

Ramona Faust, Regional Director, Regional District of Central Kootenay

Diane Langman, Mayor, Village of Warfield and appointed by Regional District of Kootenay Boundary

Jane Walter, Regional Director, Regional District of the East Kootenays

Ron Oszust, Mayor, Town of Golden and appointed by Columbia-Shuswap Regional District

David Brooks-Hill, Regional Director, Columbia Shuswap Regional District

Donnie MacLean, Councillor, Village of Valemount

Clara Reinhardt, Mayor, Village of Radium Hotsprings and appointed by Association of Kootenay Boundary  
Local Governments

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## COLUMBIA River Treaty

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January 26, 2021

Honourable Marc Garneau  
Minister of Foreign Affairs Canada  
House of Commons  
Ottawa, Ontario K1A 0A6

Sent by email to: [marc.garneau@parl.gc.ca](mailto:marc.garneau@parl.gc.ca)

Honourable Katrine Conroy  
Minister of Forests, Lands, Natural Resource Operations  
And Rural Development  
#2 – 1006 3rd Street  
Castlegar, B.C. V1N 3X6

Sent by email to: [Katrine.Conroy.MLA@leg.bc.ca](mailto:Katrine.Conroy.MLA@leg.bc.ca)

Ms. Sandra Luke  
Chairperson, Ktunaxa Lands and Resources Council  
Ktunaxa Nation Council  
220 St. N. Cranbrook, B.C. V1C 0C2

Sent by email to: [sluke@ktunaxa.org](mailto:sluke@ktunaxa.org)

Chief Keith Crow  
Okanagan Nation Alliance  
#101, 3535 Old Okanagan Hwy.  
Westbank, B.C. V4T 3L7

Sent by email to: [chief@lsib.net](mailto:chief@lsib.net)

Mr. Nathan Matthew  
Shuswap Nation Tribal Council  
680 Athabasca St. W.  
Kamloops, B.C. V2H 1C4

Sent by email to: [nmatthew@look.ca](mailto:nmatthew@look.ca)

Dear Ministers Garneau and Conroy, Ms. Luke, Chief Crow and Mr. Matthew:

### Re: Updated Recommendations Related to the Columbia River Treaty

The Columbia River Treaty Local Governments Committee (the Committee) has updated our recommendations regarding the modernization of the Columbia River Treaty (CRT) and the resolution of related domestic issues. These updates are based on what the Committee has heard from Basin residents and local governments since our original recommendations were prepared in 2013.



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**COLUMBIA**  
**River Treaty**

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The updated recommendations are attached for your consideration. The revisions include: a) more detailed descriptions of the impacts from the Treaty on basin communities; b) several of the original recommendations have been refined; and c) recommendations have been added related to the Treaty regarding less fluctuation in reservoir levels and a broader governance structure that includes Indigenous Nations at a government to government level with the federal and provincial governments, as well as Indigenous and western science expertise in ecosystem management, local governments and basin residents. A summary of the revisions is also attached.

Adding ecosystem function as a third and equal priority in the Treaty, alongside flood risk management and hydro power generation, is a continuing interest and priority for many Basin residents. We are relieved to know this is one of the main points of discussion during the negotiations. The Committee acknowledges and supports the federal decision that the three regional Indigenous Nations have official observer status in the negotiations and supports their leadership in integrating ecosystem function into the Treaty.

We are very grateful for our open, productive and ongoing working relationships with the CRT Negotiating Team, including the regional Indigenous Nations representatives involved in the CRT negotiations and the B.C. CRT Team. We are also grateful for the ongoing communications by both Teams with basin residents. This is especially important to begin to overcome the strong feelings of alienation from the 1960s when the CRT was signed without any consultation with Indigenous Nations or basin residents and local governments. As a result of the ongoing dialogue, the Negotiating Team knows that the Committee and basin residents are looking for significant changes in the Treaty to improve our quality of life compared to current operations.

We would appreciate being informed if there are any concerns about incorporating our recommendations into the ongoing negotiations to modernize the CRT.

The Committee is very aware of the public commitments by the B.C. CRT Team to bring any elements of a negotiated agreement that impact the region back to residents and local governments for review before negotiations are finalized. We look forward to this step in the process.

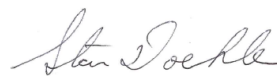
In the interim, we will continue to work with the B.C. CRT Team, Indigenous Nations and others on solutions to the domestic issues that are included in our recommendations.

We look forward to hearing from you regarding our updated recommendations. We are available to discuss our recommendations with you and others if that would be helpful.

On behalf of the CRT Local Governments' Committee,



Linda Worley, Chair, Regional Director  
Appointed by the Regional District of Kootenay  
Boundary  
Cell: 250 231-1300 Email: [lworley@rdkb.com](mailto:lworley@rdkb.com)



Stan Doehle, Vice-Chair, Regional Director  
Appointed by the Regional District of East Kootenays  
Cell: 250 531-3300 Email: [director.doehle@rdek.bc.ca](mailto:director.doehle@rdek.bc.ca)



c.c. Sylvain Fabi, Columbia River Treaty Canadian Lead Negotiator  
Stephen Gluck, Deputy Director, Global Affairs Canada  
Edena Brown, Ministerial Assistant  
Kathy Eichenberger, Executive Director, B.C. Columbia River Treaty Team  
Bill Green, Ktunaxa Nation Council CRT Negotiations Observer  
Jay Johnson, Okanagan Nation Alliance CRT Negotiations Observer

**CRT Local Government Committee members:**

Linda Worley, Chair, Regional Director, Regional District of Kootenay Boundary  
Stan Doehle, Vice Chair, Regional Director, Regional District of the East Kootenays  
Aimee Watson, Regional Director, by Regional District of Central Kootenay  
Ramona Faust, Regional Director, Regional District of Central Kootenay  
Diane Langman, Mayor, Village of Warfield and appointed by Regional District of Kootenay Boundary  
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David Brooks-Hill, Regional Director, Columbia Shuswap Regional District  
Donnie MacLean, Councillor, Village of Valemount  
Clara Reinhardt, Mayor, Village of Radium Hot Springs and appointed by Association of Kootenay Boundary Local Governments

## COLUMBIA River Treaty



January 27, 2021

### Columbia River Treaty Local Governments Committee Updates Recommendations

The Columbia River Treaty Local Governments Committee (the Committee) has updated their recommendations regarding the modernization of the Columbia River Treaty and resolution of domestic issues based on what the Committee has heard from Basin residents and local governments since their original recommendations were provided in 2013.

The Committee has provided their recommendations to the five governments represented on the CRT Negotiating Team – the federal government, the BC government, the Ktunaxa Nation, the Syilx-Okanagan Nation and the Secwepemc Nation.

Unlike when the original Treaty was ratified in the 1960s with no consultation with Indigenous Nations, residents or local governments, the provincial government has been consulting with Indigenous Nations and inviting input from Basin residents and local governments since 2012.

‘There are real opportunities to refine the Treaty and domestic hydro operations to reduce the negative impacts on our quality of life in the Basin,’ states Linda Worley, Committee Chair. ‘We thank Basin residents for continuing to advocate for improvements and the CRT Negotiating Team and Minister Conroy for the phenomenal engagement opportunities, for hearing our concerns and doing their utmost to rectify these impacts.’

Based on input from Basin residents, the recommendations have been revised to include a detailed description of the impacts from the Treaty and update and refine the original 2013 recommendations, as well as add recommendations related to the Treaty on less fluctuation in reservoir levels and a broader governance structure that includes Indigenous Nations at a government to government level with the federal and provincial governments, as well as Indigenous and western science expertise in ecosystem management, local governments and basin residents.

Adding ecosystem function as a third and equal priority in the Treaty, alongside flood risk management and hydro power generation, is a continuing interest and priority for many Basin residents so there is relief in knowing this is one of the main points of discussion during the negotiations. The Committee acknowledges and supports the federal decision that the three regional Indigenous Nations have official observer status in the negotiations and supports their leadership in integrating ecosystem function into the Treaty.

The Committee is very aware of the public commitments by the B.C. CRT Team to bring any elements of a negotiated agreement that impact the region back to residents and local governments for review before negotiations are finalized.

‘We encourage Basin residents and local governments to get educated about the Treaty and stay informed about the ongoing negotiations to be ready to provide input when invited,’ adds Ms. Worley. ‘We assure the Negotiating Team that the Committee and Basin residents will be looking for significant changes in the Treaty that improve our quality of life compared to current operations’.

The Columbia Basin Trust provides extensive background information about the Treaty at [CBT CRT](#). The province’s



[CRT website](#) has regular updates on the negotiations and the option to subscribe to an e-newsletter.

The Committee was created in 2011 by the local governments in the region impacted by the treaty. The primary purpose of the Committee is to assist local governments and region residents to engage in decisions around the future of the treaty. Since 2012 the Committee has worked closely with the BC CRT Team to consult with residents and local governments in the region to fully understand the concerns and issues related to the Treaty.

The Columbia River Treaty is a water management agreement between Canada and the United States that regulates the flows of the Columbia River in southeastern BC for flood control and power generation purposes. Negotiations to modernize the Treaty began in November 2018. The federal government leads the negotiation of this international treaty, however B.C. has representatives on the team because water management is a provincial responsibility in the Canadian federation. In May 2019, the federal government invited the three regional Indigenous Nations – the Ktunaxa, the Secwepemc and the Syilx-Okanagan – to join the Negotiating Team as observers. Their role has been described as observers plus as they are involved in all negotiations preparations and have made presentations during negotiating sessions.

-30-

Media contacts:

Linda Worley, Chair, Regional Director  
Appointed by the Regional District of Kootenay  
Boundary  
Cell: 250 231-1300 Email: [lworley@rdkb.com](mailto:lworley@rdkb.com)

Stan Doehle, Vice-Chair, Regional Director  
Appointed by the Regional District of East Kootenays  
Cell: 250 531-3300 Email: [director.doehle@rdek.bc.ca](mailto:director.doehle@rdek.bc.ca)

Attachments:

Letter to the five governments

Recommendations

Revisions Summary

For more information about the Committee:

[Committee webpage](#)

For more information about the negotiations and the Treaty

[BC CRT engage website](#)

For more information about the Treaty

[Columbia Basin Trust CRT website](#)





**CRT Local Government Committee members:**

Linda Worley, Chair, Regional Director, Regional District of Kootenay Boundary

Stan Doehle, Vice Chair, Regional Director, Regional District of the East Kootenays

Aimee Watson, Regional Director, by Regional District of Central Kootenay

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Donnie MacLean, Councillor, Village of Valemount

Clara Reinhardt, Mayor, Village of Radium Hotsprings and appointed by Association of Kootenay Boundary Local Governments



## Columbia River Treaty Local Governments Committee Updated Recommendations Summary

January, 2021

The following revisions have been made to the current Recommendations, compared to the original December 2013 Recommendations.

**RESPECTING OUR HISTORY** – A detailed table of dam and reservoir characteristics was added.

### A. TREATY

#### Process

1. **Local Government Status In Treaty Negotiations:** Support for Indigenous Nations roles and a description of the Committee's engagement with the CRT Negotiating Team was added.
2. **Engagement with Basin residents** - Added information on the [Columbia Basin Regional Advisory Committee \(CBRAC\)](#).
3. **Assess Impacts and Benefits** - Paragraph regarding U.S. interests in additional spring and summer flows moved to section on Less Fluctuation in Reservoir Levels.

#### Content

4. **Reduce Negative Impacts to the Basin** – No changes.
5. **Equitable Benefit Sharing** - Several additions to: expand on the importance of equitable benefit sharing with Basin communities; highlight community need for easy access to clear information on benefits, including the Committee working with the province to update the [2012 Range of Benefits and Impacts Report](#); and recognize the difference between benefit sharing with Indigenous Nations and Basin communities/residents.
6. **Expand the Focus of the Treaty to Include Ecosystems and Other Interests** - Several additions to: recognize commitments by Canada and the U.S. to integrate ecosystem function into the Treaty; support Indigenous-lead ecosystem function work, with provincial funding and support; share expectation of continuing engagement of Basin residents as ecosystem function work progresses; recognize the [Upper Columbia Basin Environmental Collaborative](#) (UCBEC) Discussion Paper noting nothing included that the Committee wouldn't support; and strongly support for increased flexibility in the Treaty to integrate ecosystem function.
7. **Flood Risk Management** - Several additions to: state the Committee's view that Koocanusa reservoir should not be considered a US reservoir under Called Upon operations; expand on the definition of 'economic losses and operating costs' resulting from Called Upon operations including the need for fair processes to define these losses and costs; provide more details on what local governments can do to reduce flood risk; and urge for the Surveyor General to reconsider their process for approving accretions on Kootenay Lake and the Lower Columbia River.

- 8. Canadian Input to Libby Dam Operations** - Recreation and tourism interests added.
- 9. Power Generation** - If Treaty changes might negatively impact Columbia Basin Trust revenues, Basin residents must have opportunity for informed input has been added.
- 11. Integrate Climate Change** - Clarified long term perspective (at least 50 years).
- 12. Pursue Salmon Restoration** - Added congratulations for the [Letter of Agreement](#).
- 13. Less Fluctuations in Reservoir Levels** - New section. Includes and expands on reference to U.S. interests in increased spring/summer flows for fish and irrigation from 3. Assessing Benefits and Impacts.
- 14. Governance** – New section.

## **B. DOMESTIC ISSUES**

- 1. Support Communities to Address Negative Impacts in the BC Basin** - Added paragraph to emphasize need for more support for smaller, impacted communities. Paragraph on ecosystem funding moved to 7. Columbia Fish and Wildlife Compensation Program.
- 2. Community Economic Development** - Several additions to: describe the productive forestry and agriculture lands that were flooded; note incomplete documentation of losses; highlight the importance of high speed broadband connectivity; and expand on the impacts of power outages.
- 3. Meaningful ongoing engagement** - Added information on the [Columbia Basin Regional Advisory Committee \(CBRAC\)](#).
- 4. Koocanusa Reservoir** - Updated information about jurisdictions and local concerns.
- 5. Water management process for the Kootenay River** – Updated information about Committee activities.
- 6. Columbia and Duncan Water Use Plans** – Several additions to: clarify that Consultative Committee members signed the final reports; describe the WUP outcomes; emphasize the need for more communication about Order Review processes and timelines; importance of engagement of local governments and Basin residents in the Order Review processes; and encourage the Water Comptroller and BC Hydro to establish a credible oversight process to address concerns about the validity of WUP research results.
- 7. Columbia Fish and Wildlife Compensation Program** - Expanded on the opportunities to strengthen relationships and communications and added agreement with the 2019 Evaluation and Audit finding of insufficient funding capacity to meet intended outcome, with commitment to advocate for adequate, secure, long-term funding for FWCP and other program to restore ecosystems.

# COLUMBIA River Treaty

LOCAL GOVERNMENTS'  
COMMITTEE

## Columbia River Treaty: Local Governments' Committee Recommendations Update

January 2021

The B.C. Columbia River Treaty Local Governments' Committee (the Committee) provided its original recommendations on the future of the Columbia River Treaty (CRT) to the federal and provincial governments in 2013. The original recommendations have been updated in response to CRT-related interests and issues raised by Columbia River Basin residents in Canada. These recommendations are based on currently-available information and will be updated if new information comes forward that results in changes to the Committee's recommendations.

These recommendations have been submitted to the provincial and federal governments to contribute to the current negotiations to modernize the CRT. The Committee will continue to pursue solutions to domestic issues and to monitor and be involved in the Treaty negotiations when appropriate.

For more information about the Committee or to provide your perspectives on CRT related topics, please contact:

- Committee Chair, Linda Worley - [lworley@rdkb.com](mailto:lworley@rdkb.com) 250 231-1300
- Committee Vice Chair Stan Doehle - [directordoehle@rdek.bc.ca](mailto:directordoehle@rdek.bc.ca) 250 531-3300
- Executive Director, Cindy Pearce - [cindypearce@telus.net](mailto:cindypearce@telus.net) 250 837-8505

Visit the Committee webpage at: [https://akblg.ca/columbia\\_river\\_treaty.html](https://akblg.ca/columbia_river_treaty.html)

For more information about the CRT negotiations go to the provincial CRT webpage: <http://engage.gov.bc.ca/columbiarivertreaty/> and sign up for the CRT E-Newsletter.

### Background

The Columbia River Treaty (Treaty) was ratified by Canada and the United States (the U.S.) in 1964, resulting in the construction of three dams in Canada – Mica Dam north of Revelstoke; Hugh Keenleyside Dam near Castlegar; and Duncan Dam north of Kaslo – and Libby Dam near Libby, Montana, which creates Koocanusa reservoir that floods 68 kilometres into B.C... Since 1964 the Treaty has provided benefits for the Pacific Northwest region in the U.S. and in B.C.. However, here in the Canadian portion of the Columbia River Basin (the Basin) – the area that was most impacted by the Treaty – substantial sacrifices were made by residents during the creation of the dams and reservoirs, and impacts continue as a result of hydro operations.

Beginning in 2024, either the U.S. or Canada can terminate substantial portions of the Treaty, with at least 10 years' prior notice. This prompted the B.C. government – as the level of

government with the responsibility to implement the Treaty – and the U.S. to conduct separate reviews, beginning in 2011, to consider whether to continue, amend or terminate the Treaty. The outcome of both reviews was to negotiate a modernized Treaty, not to terminate. Canada – as the level of government responsible for international treaties, and with the involvement of B.C. – began negotiations with the U.S. in 2018.

Local governments within the Basin have formed the B.C. Columbia River Treaty Local Governments' Committee (the Committee) to actively and meaningfully engage in decisions around the future of the Treaty. Through the Committee, with support from Columbia Basin Trust (CBT), Basin local governments are working together to seek refinements to the Treaty and to address existing domestic issues to improve the quality of life for Basin residents.

LEARN MORE AT: <https://engage.gov.bc.ca/columbiarivertreaty/>



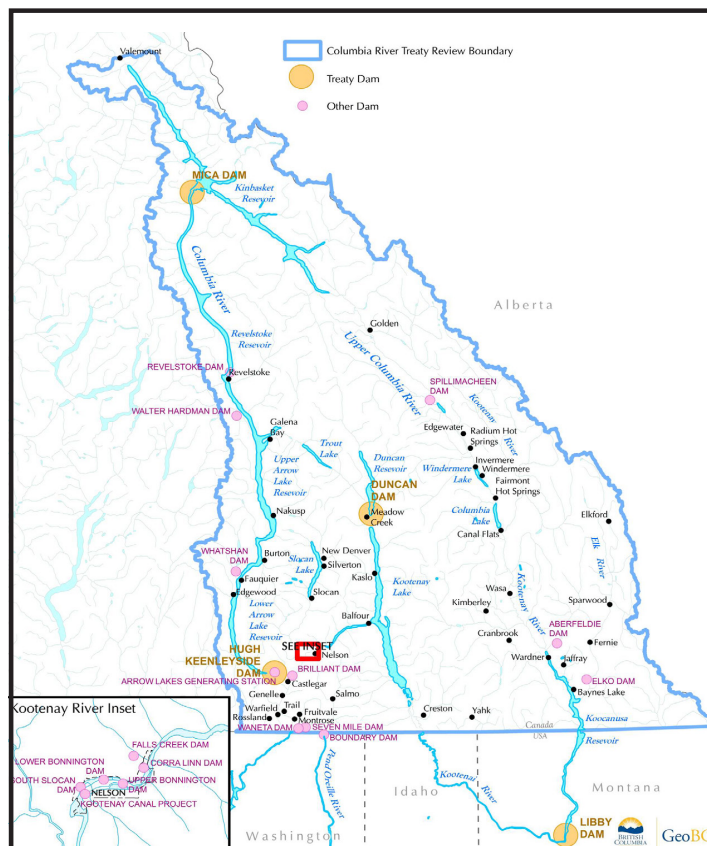
## 2 Recommendations

## Respecting Our History

The signing of the Treaty with the U.S. was a major historical milestone for the Province of B.C.. However, this agreement was signed without consulting Basin residents or Indigenous Nations, and construction of the Treaty-related dams and the associated reservoirs had massive social, economic, cultural and environmental impacts in this region, leaving deep wounds in Basin communities. Communities in the Canadian Basin, including Indigenous Nations continue to make substantial sacrifices for the economic benefits that are enjoyed by the entire Province and much of the U.S. Pacific Northwest and for environmental benefits enjoyed in much of the U.S. Pacific Northwest.

In our communities, approximately 2,300 people were displaced from their homes, often without adequate or fair compensation, and approximately 30 small communities were partially or fully flooded and lost their infrastructure, public spaces and way of life. Indigenous Nations are separately documenting their losses due to the CRT. Many of these losses were a result of creating the Arrow Lakes, Duncan and Kootcanusa Reservoirs. The industrial reservoirs created following the construction of the Treaty-related dams, including Revelstoke Dam, inundated approximately 120,000 hectares (300,000 acres/470 square miles), including over 70,000 hectares (173,000 acres/270 square miles) of lakes, rivers, wetlands, ponds, streams and riparian areas, with related habitats for fish, wildlife, waterfowl, birds and other species. Indigenous Nations and our Canadian Basin communities lost access to wilderness areas, with forests, wildlife and fish and related recreation experiences. Economic development in these areas has been constrained by the loss of valuable low-elevation lands and lack of efficient transportation.

As well, there are ongoing impacts from the large annual fluctuations in water levels within these reservoirs, which create extensive unsightly mudflats uncovered during the spring drawdown periods with resulting dust storms, limited recreation access and ecological impacts. Substantial fluctuations in river levels below the Revelstoke, Arrow and Duncan dams also impact ecosystems and recreation uses. The water storage in Kinbasket reservoir that is in excess of the Treaty requirements is managed through a commercial agreement between B.C. Hydro in B.C. and Bonneville Power Authority in the U.S. Operations under this agreement are not well understood by Basin residents and are seen by some to create further negative impacts in some years.



As shown in the table on the next page, impacts differ significantly between reservoirs. [A Review of the Range of Impacts and Benefits of the Columbia River Treaty \(2012\)](#) provides more details of the impacts from each reservoir.

Basin communities state that commitments that were made about the future development of infrastructure and economic opportunities were not delivered by the Province of B.C.. Some residents feel measures to address the social, environmental and economic impacts have not been adequate. These issues remain sources of hurt, anger and mistrust today.

While we remember and recognize this past history, Basin residents and the Committee are looking to the future. The phrase 'Acknowledge the losses and enhance what remains' was coined by Basin residents during the 2018 CRT community meetings and reflect this view. We see the current negotiations to modernize the CRT as an opportunity for local governments to work collectively with the Province, Indigenous Nations, B.C. Hydro, other regional hydro-electric facility operators and U.S. interests to improve our quality of life in the Basin, and retain the benefits of a modernized treaty on the Columbia River.

## Columbia River Treaty Related Dams and Reservoirs

Primary source: [A Review of the Range of Impacts and Benefits of the Columbia River Treaty \(2012\)](#)

Characteristic	CRT Related Dams				
	Mica	Revelstoke	Hugh Keenleyside	Libby	Duncan
Owner	B.C. Hydro	B.C. Hydro	B.C. Hydro / Columbia Power Corporation <sup>1</sup>	U.S. Army Corps of Engineers	B.C. Hydro
Date completed	1973	1985	1968	1975	1967
Height (metres/feet)	243 m./797 ft.	175 m./574 ft.	52 m./171 ft.	129 m./423 ft.	40 m./131 ft.
Length (metres/feet)	792 m./2598 ft.	470 m./1542 ft.	853 m./2799 ft.	931 m./3055 ft.	792 m./2598 ft.
Materials	Earth fill	Concrete/Earth fill	Concrete/Earth fill	Concrete	Earth fill
Water storage (Purpose - MAF <sup>2</sup> )	Treaty - 7 NTSA <sup>3</sup> - 5 Dead <sup>4</sup> - 8	0	7.1 Treaty 0.25 NTSA	5	1.4 Treaty
Power generating capacity <sup>5</sup> (MW) <sup>6</sup>	2746	2480	185	604	0
Jointly managed under the CRT	Yes	No – Not authorized by the CRT	Yes	No – Not authorized by the CRT; not managed under the CRT	Yes
Reservoirs	Kinbasket	Lake Revelstoke	Arrow Lakes	Koocanusa (B.C. portion)	Duncan
Length (kms/miles)	216 kms/134 miles	130 kms/81 miles	250 kms/156 miles	B.C. - 67 kms/42 miles Total: 140 kms/90 m	45 kms/28 miles
Area flooded (hectares/acres)	42,647 ha./105,383 ac.	11,534 ha./28,501 ac.	51,270 ha./126,691 ac.	6,683 ha./16,514 ac.	7,302 ha./18,044 ac.
Ecosystems flooded (hectares/acres)					
- Lakes	2,343 ha./5790 ac.	0	34,992 ha./86467 ac	0	2,584 ha./6385 ac
- Rivers, streams, ponds and gravel bars	5,879 ha./14527 ac.	2,792 ha./6899 ac.	5,438 ha./13438 ac.	1,791 ha./4426 ac.	637 ha./1574 ac.
- Wetlands, floodplains, riparian areas	21,389 ha./52853 ac.	4,461 ha./11023 ac.	6,995 ha./17285 ac	3,245 ha./8019 ac.	3,221 ha./7959 ac.
- Upland areas	13,036 ha./32213 ac.	4,199 ha./10376 ac.	3,844 ha./9499 ac.	1,647 ha./4070 ac.	860 ha./2125 ac.
Communities flooded	0	0	23	6 <sup>7</sup>	1
People displaced <sup>8</sup>	4 property owners	Mobile home park, 22 property owners	1,350 property owners; over 2,000 residents	74 property owners <sup>9</sup>	30 residents
Annual fluctuation - Average	24.4 m. /80 ft	1.5 m./5 ft.	12.2 m /40 ft	18.3 m./60 ft.	30 m./98 feet for both
- Licensed maximum (metres/feet)	47.2 m./155 ft	18 m./60 ft.	20.0 m./66 ft	22 m./72 ft	
Economic sectors impacted	Forestry, tourism, agriculture	Forestry, tourism	Agriculture, forestry, tourism	Agriculture, tourism	Forestry, agriculture
Adjacent impacted communities <sup>10</sup>	Valemount, Golden, Revelstoke	Revelstoke	Revelstoke, Nakusp, Burton, Fauquier, Edgewood, Deer Park, Robson, Castlegar	Baynes Lake, Wardner, Grasmere, Elko	Meadow Creek, Howser
Water Use Plan	Columbia	Columbia	Columbia	None <sup>11</sup>	Duncan

<sup>1</sup> B.C. Hydro owns the dam facility; Columbia Power Corporation built the Arrow Lakes Generating Station alongside the dam.

<sup>2</sup> Million acre feet (1 foot of water covering 1 million acres – about a million football fields)

<sup>3</sup> Non-Treaty Storage Agreement - a commercial agreement between B.C. Hydro and the Bonneville Power Administration (BPA) relating to the management of reservoir and power plant operations on the Columbia River in Canada and the U.S.

<sup>4</sup> Dead storage refers to water in a reservoir that cannot be drained by gravity through a dam's outlet works, spillway or power plant intake

<sup>5</sup> Sources: B.C. Hydro: [Columbia Basin Trust Dams and Reservoirs webpage](#)

<sup>6</sup> Megawatts

<sup>7</sup> Columbia River Treaty Heritage Project Plan, 2020 and Stan Doehle, Rural Director, Regional District of East Kootenays

<sup>8</sup> The measures differ based on the information provided in the primary source report

<sup>9</sup> Unconfirmed in primary source

<sup>10</sup> Confirmed with CRT Local Governments' Committee members

<sup>11</sup> Water Use Plans are linked to B.C. water licenses and Libby dam, which is located in Montana, does not have a water license in B.C.

## Recommendations

### A. International Treaty

During negotiations the Province of B.C., the Government of Canada and B.C. Hydro as the Canadian Entity for the Treaty, must address the following priorities for Basin communities, listed here with no priority ranking intended.

#### Treaty Process

##### 1. Local government Status in International

**Discussions:** To avoid repeating the unfortunate legacy of no consultation with Basin residents or Indigenous Nations before the Treaty was signed, the province and the federal governments have been engaging extensively with Indigenous Nations and local governments in the current modernization of the Treaty. The Committee acknowledges and supports the federal decision that the three regional Indigenous Nations have official observer status in the negotiations. This is consistent with the views stated by many Basin residents during the CRT community meetings. As official observers, Indigenous Nation representatives are actively involved in developing negotiation positions on an ongoing basis, they attend all negotiating sessions and recently they made a presentation to the U.S. delegation on ecosystem goals and objectives in the Canadian Columbia Basin, as well as on the collaboration between Indigenous, provincial and federal governments on exploring the reintroduction of salmon in the Upper Columbia.

Our Committee is engaged with the Canadian CRT Negotiating Team through a Communications and Engagement Protocol. This allows the Team to keep the Committee as informed as possible, while recognizing confidentiality limitations. We remain confident that our recommendations and the voices of Basin residents are being reflected during negotiations. However, the Committee is aware that as negotiations evolve, different outcomes that do not align with these recommendations may be considered. We are prepared to respond swiftly and strongly should this develop.

2. **Engagement with Basin Residents:** The interests of Basin residents must continue to be incorporated in the ongoing discussions and decisions related to the Treaty by the Province of B.C. and Canada. New information must be shared promptly with Basin residents and there must be opportunities for residents in affected areas to fully understand any potential benefits and impacts, and to provide meaningful input



Church from community flooded by Arrow Lakes reservoir arrives in Nakusp

to any decisions. Basin residents want to receive regular public updates about the status of the negotiations.

In 2014 the Committee worked with the Province and B.C. Hydro to create the **Columbia Basin Regional Advisory Committee (CBRAC)**. CBRAC is a diverse Basin-wide group representing a broad range of perspectives, interests, and geography, which is informing hydroelectric operations in the Columbia Basin and potential improvements to the CRT. The Committee encourages the Province and Canada to continue to engage with this knowledgeable group of Basin residents.

3. **Assess Benefits and Impacts:** Throughout the negotiations it is essential that the benefits and impacts in both the Canadian and the U.S. portions of the Basin resulting from the current Treaty framework and any future changes are fully assessed as the basis for sound decisions. This must include a thorough assessment of benefits and impacts to Basin residents. This information must be promptly communicated to Basin residents, with adequate opportunities for meaningful input to decisions.

#### Treaty Content

4. **Reduce Negative Impacts to the Basin:** Basin residents strongly support options that reduce the current negative impacts related to the Treaty. We caution the Province and Canada against considering Treaty options or hydro system operations that result in further negative impacts in the Basin – our communities and residents cannot accept more negative impacts.
5. **Equitable Benefit-Sharing:** We believe the Downstream Power Benefits provision of the Treaty should continue to reflect the full value of potential incremental power generation at U.S. facilities as a result of Canadian storage.

In addition, we know that the U.S. receives additional incremental economic benefits from Canadian water storage in the form of tourism and recreational opportunities; reliable and economical navigation; ecosystem enhancements; and agriculture benefits. Although these additional benefits to the U.S. will be difficult to fully document, they need to be clearly described in information that is easily accessible to all Basin residents.

These additional benefits to the U.S. were not recognized or accounted for in the original negotiation of the Treaty. They must be accounted for and shared equitably with B.C. through the renegotiation of the Treaty.

Clear and easily accessible information about the financial benefits to B.C. created through the Treaty and how these benefits are shared within B.C. is needed now and in the future. The Committee is working with the B.C. CRT Team to update the information on provincial and regional benefits from the CRT.

It is essential that the Canadian Basin receives an equitable share of the benefits that come to B.C. to address the ongoing negative impacts of reservoir operations in this region. At this point, communities that are most impacted by the Treaty feel that they are not adequately compensated. The Committee will continue to explore mechanisms to ensure the Basin receives its fair share of benefits.

The Committee recognizes that there needs to be benefit sharing with local communities and residents as well as sharing that is separately negotiated with Indigenous Nations.

- 6. Expand the Focus of the Treaty to Include Ecosystems and Other Interests:** The Committee urges the Province to seek refinements to the Treaty and/or the supporting documents that provide for operations to benefit a broad range of interests in this region and in the U.S. As an initial priority, Basin residents support incorporation of ecosystem function as a first-order priority within the Treaty, alongside flood control and power production. Many Basin residents view a healthy environment as the foundation for economic and social well-being in the Basin.

The Committee is heartened to hear that, in the ongoing negotiations, both Canada and the U.S. have committed to integrating ecosystem function into the Treaty. The Committee strongly supports the ongoing work, led by regional Indigenous Nations, to guide this work, with

funding and other supports from the province. We expect the Province and Indigenous Nations to continue to engage with Basin residents as they model and explore scenarios that improve ecosystem function and support restoration to offset past, and any future impacts from dam construction and reservoir operations. We encourage continued assessment of the Arrow Lake Reservoir Mid-Elevation Scenarios, with expansion of this assessment to all Basin reservoirs.

The Committee has recently received the updated [Discussion Paper from the Upper Columbia Basin Environmental Collaborative](#). We applaud this group for thoughtfully contributing their expertise to further ecosystem management under the Columbia River Treaty. We do not see anything in this Discussion Paper that the Committee would not support. The Committee strongly supports creating greater flexibility in the Treaty to support the testing and learning required through active adaptive management to integrate ecosystem function into the Treaty.



- 7. Flood Risk Management:** Under the current Treaty, in 2024 the existing Assured Annual Flood Control Agreement expires and flood risk management requirements shift to a different approach described as "Called Upon." Canada and the U.S. have not yet reached agreement on how this type of flood management will be implemented. In the Committee's view, implementing a carefully-coordinated annual flood management approach has the greatest potential to meet Basin interests in flood risk management, as well as the greatest mutual benefit for the U.S. However, there are some potential regional benefits from some aspects of the Called Upon approach because reservoirs in the U.S. will have to be drawn down more than they are now for flood risk management which reduces the need for B.C. reservoirs to be drawn down as low as they are now.

We urge the Province and Canada to seek an agreement for a new flood risk management approach through the Treaty that maximizes benefits and minimizes negative impacts to the interests of Canadian Basin residents, including



## 6 Recommendations

reducing drawdown of B.C. reservoirs to meet U.S. needs. For the purposes of Called Upon operations, where 'U.S.' reservoirs must be drawn down first before calling on B.C. to store additional water, in the Committee's view, as almost half of Koocanusa Reservoir is in Canada, it should not be considered a 'U.S.' reservoir under the Treaty and eligible to be drawn down extensively to meet U.S. needs in Called Upon operations.

Within any agreement, the Committee asks the Province and Canada to ensure the definition of "economic losses and operating costs" in B.C. under "Called Upon" operations recognizes losses and costs beyond those experienced by the province and hydropower operators to include impacts on private property, public infrastructure, communities and regional resources, as examples. The Treaty must also include a fair process for defining the losses and costs, including mediation to resolve differences.

The Committee will continue to urge local governments in the Basin to do what they can to reduce flood risk, including bylaws for floodplain management and floodplain covenants, riparian development permits and flood inundation studies. and we will encourage our local government colleagues in the U.S. to address flood risks in their respective areas. We also urge the B.C. Surveyor General to reconsider their process for approving accretions along Kootenay Lake and the Lower Columbia River to fully account for the changes in lake levels and river flows from dam operations and climate change.

8. **Canadian Input to Libby Dam Operations:** The Province must bring Libby Dam fully into the Treaty so that it can be managed as the Committee recommends for other Treaty dams – for power generation, flood control, ecosystem functions, recreation, tourism and other interests. This management needs to include a formal mechanism to ensure Canadian interests are meaningfully incorporated into operational decisions at Libby Dam, just as U.S. interests are accounted for in the operation of the Canadian Treaty dams. As well, a compensation mechanism, paid for by those who benefit, is needed to address the negative impacts in Canada from Libby Dam operations. These include reductions in fish and wildlife habitat; floating debris; dust storms; damage to dikes in the Creston area; and economic damage to property and infrastructure from fluctuating water levels.
9. **Power Generation:** Basin residents support the supply of reliable hydropower to the province and most of Canadian Basin communities from B.C. Hydro



Treaty-related facilities in the Canadian Basin. Any future Treaty-related decisions must seek to ensure that power facilities owned by the Columbia Basin Trust (CBT) are not negatively impacted as these facilities create the funds for CBT programs that enhance Basin well-being. If negative impacts are anticipated from any changes to the Treaty, before final decisions are made Basin residents must be provided information about the benefits and impacts so they can provide informed input on the potential impacts.

### 10. Continue Treaty Rights to Water Use in B.C.:

Existing Treaty rights for Canadian interests to withdraw water from the Columbia River system for "domestic uses," including irrigation, industrial and municipal use, must be maintained. These rights will continue to be exercised consistent with B.C. legislation and policy.

11. **Integrate Climate Change:** We strongly support the continued incorporation of climate change-related information – particularly projected increases in extreme events and changes in stream flows resulting in more frequent, deeper droughts – into international hydro system scenario planning and operations. Treaty negotiations must include this critical factor, creating a flexible, adaptable Treaty framework that is resilient to changing conditions over the long term (at least 50 years).

12. **Pursue Salmon Restoration:** Indigenous Nations and other Basin residents are passionate about returning salmon to the Columbia River in Canada. We strongly support provincial and federal agencies and Indigenous Nations/ Tribes on both sides of the border continuing to jointly explore the technical and financial feasibility and implementing feasible options to return salmon to their historic ranges in the Canadian portion of the Columbia River where habitats can support salmon species. We congratulate the Ktunaxa, Secwepemc and Sylix-Okanagan Nations, and the federal and provincial governments, on

the signing of the historic Letter of Agreement committing to collaborate on this important initiative.

- 13. Less Fluctuation in Reservoir Levels:** It is a priority for Basin residents that water levels in all Treaty related reservoirs fluctuate less to reduce impacts on ecosystems, tourism, recreation and transportation. The Committee applauds the province for continuing to explore options to reduce fluctuations through the Arrow Lake Reservoir Mid-Elevation Scenarios process and encourages expanding this scoping to other reservoirs. A minimum summer drawdown level is needed for the Arrow Lakes Reservoir to avoid extreme summer drawdowns in dry years as occurred in 2015-16. These dry years are expected to occur more frequently as the climate changes.

The Committee is aware of the interests in the U.S. for additional water flows during the spring for salmon flows and in the summer for irrigation uses. These flows would have impact on reservoir levels in B.C. If these interests are considered during the negotiations, the Committee requests that the province assess the benefits and impacts of these U.S. interests on B.C. Basin interests, share this information with Basin residents, secure their input and incorporate this input into any decisions regarding the future of the Treaty.

- 14. Governance:** Treaty implementation is currently governed by the hydro system operators and related provincial and federal government agencies. The Committee acknowledges and supports the growing nation to nation roles for regional Indigenous Nations in Treaty negotiations and strongly encourages expansion of these roles to include domestic hydro system operations over time. Local governments seek a more substantial, ongoing advisory role in Treaty related implementation decisions. Local government advice would be informed by input from residents impacted by each reservoir and likely provided through provincial agencies. The Committee will consider options for roles for local governments and Basin residents, seek input from residents and local governments and advocate for the best options.

The addition of ecosystem function as a first order value in Treaty operations, as recommended above will require that governance structures be expanded to ensure equal and effective ecosystem function expertise is involved to represent these objectives in all Treaty decisions. Governance should seek increased operational flexibility to allow for experimentation under an 'active adaptive

management' approach to explore changes that will restore and/or enhance ecosystem function and habitats within reservoir footprints and affected river reaches.

While perhaps beyond the governance of the Treaty, the Committee will continue to explore and stay informed about options to establish an international river basin organization, with local government and resident representation, for a future Basin-scale river management system.



## B. Domestic Issues

Many of the concerns we continue to hear from Basin residents relate to the ongoing operations of dams and reservoirs in the region. We invite the Province and B.C. Hydro to work collaboratively with local governments, CBT and others to identify and implement practical, effective solutions to the issues below in a timely manner.

- 1. Support Communities to Address Negative Impacts in the B.C. Basin:** The Treaty is clear that each country is responsible for addressing impacts in their own jurisdiction. The Committee appreciates the Province continuing work with CBT, local governments, and Canadian Basin residents to identify and implement initiatives, in ways that are acceptable to Canadian Basin residents, to reduce current negative impacts from Treaty-related dam construction and operation. However, small communities most impacted by the Treaty feel they are not yet adequately supported. The Committee urges the Province and CBT to work together diligently with the impacted small communities to identify and implement feasible and innovative actions, including responding to suggestions that were raised during the CRT community meetings. The Committee embraces the community statement from these meetings – 'Acknowledge what was lost and enhance what remains' – to guide its advocacy for improved support for impacted communities.

If changes to the Treaty result in additional negative impacts in the Canadian Basin, beyond current operations, a clear compensation model must be implemented to address these impacts.

2. **Community Economic Development:** The creation of the Treaty related reservoirs impacted local economies extensively through loss of settlement lands, fertile agriculture lands, and productive forests as well as recreation, tourism, hunting, trapping and fishing opportunities, along with related loss of local tax revenues. Economic development is further hampered on an ongoing basis by dust storms, navigation safety hazards, erosion, expensive roads along the edges of reservoirs, ferries rather than fixed links, and unsightly mudflats. Kinbasket Reservoir has an especially high economic impact on adjacent communities, in the tens of millions of dollars annually, because of the large area of fertile forest lands and valuable road systems that were inundated and the absence of tourism and recreation development opportunities along the reservoir to offset these losses. Extensive productive forest lands and forestry opportunities were also lost under the Arrow and Duncan reservoirs. The loss of fertile agriculture lands flooded by Arrow Reservoir and range lands inundated by Koocanusa Reservoir significantly reduces the food production self-sufficiency of the region.

Unfortunately these economic losses have not been consistently documented or evaluated for each reservoir. Interested readers are directed to the compilation of available information for each reservoir in [A Review of the Range of Impacts and Benefits of the Columbia River Treaty \(2012\)](#).

The Treaty was to create power generation and flood risk management for B.C. and the Pacific Northwest in the U.S., but it has failed to facilitate reliable hydroelectric power for all basin communities, particularly for several small, remote communities that are significantly impacted by Treaty operations. Frequent power outages, sometimes of long duration, in impacted areas with lower populations, such as Nakusp and the Lardeau Valley, further limit local economic development options. The Committee recognizes the efforts B.C. Hydro is making to reduce power outages and encourages them to continue to make improvements, including through collaborating with Fortis B.C..

High speed fibre digital connectivity is a high priority for all Basin communities. An opportunity currently exists for telecom (e.g. Telus) and hydro-power companies in the basin to support community



development by removing barriers to the placement of fibre infrastructure on their existing poles. This would include expediting permits and significantly reducing or waiving the charges levied for the use of their existing poles, including 'make ready' costs to place the infrastructure on existing poles and annual pole rental costs. The provincial government could also support this essential infrastructure through a property tax exemption for this critical infrastructure. This would significantly reduce the time delays and costs of expanding high speed connectivity to smaller communities and rural areas especially.

The communities most impacted by these conditions will continue to work with the province and CBT to identify and implement feasible economic opportunities, including the suggestions from the CRT community meetings. However, the Committee expects the provincial and federal governments to enforce relevant legislation to avoid further degradation of the environment, and expedite assistance and necessary approvals for feasible community economic development initiatives, recognizing the sacrifices our communities have made for the benefits that are enjoyed by the Province and the U.S.

3. **Meaningful Ongoing Engagement of Basin Residents:** Decisions about the operation of hydro facilities in the Basin impact many Basin residents on a day-to-day basis. Many residents have told us they want to know more about the system and these decisions, and to be involved in these decisions on an ongoing basis.

The Columbia Basin Regional Advisory Committee (CBRAC) was implemented by the Province in 2014 with ongoing guidance from the Committee and B.C. Hydro to begin to fill the need for long-term,





meaningful engagement with Basin residents. CBRAC is a diverse Basin-wide group representing a broad range of perspectives, interests and geography. It is helping inform hydroelectric operations in the Columbia Basin and potential future improvements to the Treaty.

4. **Koocanusa Reservoir:** Koocanusa Reservoir was created by the construction of Libby Dam in the U.S. under the Treaty. B.C. water licenses for the other Treaty dams create requirements for Water Use Plans and other mechanisms to address local impacts. As there isn't a B.C. water license for Libby dam, these mechanisms don't exist for Koocanusa Reservoir. B.C. Hydro benefits from this reservoir through power generation at the Kootenay Canal and does undertake some activities to reduce impacts including annual debris removal. However community members and local governments have identified several impacts that require further attention including recreation access management and enforcement in the drawdown zone; agriculture supports to mitigate impacts; ecosystem and fish/wildlife baseline studies and habitat enhancement; and ongoing debris removal. The Committee strongly encourages B.C. Hydro, the Province, Indigenous Nations and CBT to work together to address the identified impacts.
5. **A Water Management Process for the Kootenay River:** Residents with interests in the Kootenay River system in the Canadian Columbia Basin have told us they have no clear way of understanding if and how their interests are taken into account in operational decisions about water management in this system. They have concerns about flooding, impacts on fish habitat, spring drawdown for fisheries in the U.S., dyke infrastructure damage and other topics that require a system-wide perspective to understand and consider potential solutions. For several years the Committee has advocated for the Province and all

Canadian operators on the Kootenay River system to work together to collectively initiate a process for the Kootenay River system to better understand how hydro operations benefit or impact the full range of interests, and to address the impacts. The Committee will seek funds to undertake a scoping study to better understand the local interests and concerns; to research options to engage these interests in management of the system; and encourage implementation of feasible options.

#### 6. **Columbia and Duncan Water Use Plan**

**Implementation Order Reviews:** In B.C., the purpose of Water Use Plans (WUPs) is to understand public values and to develop a preferred operating strategy through a multi-stakeholder consultative process. At the completion of the consultative processes for both the Columbia and Duncan WUPs, although all members signed the final reports, some members of the Consultative Committees remained concerned that, in their view, the WUP results did not fully address the issues and concerns they had raised. WUPs were approved in 2007 for the dams along the Columbia River, and Duncan Dam.

These WUPs have resulted in minimum flow requirements for ecosystem functions from Revelstoke dam, sophisticated boat ramps for ongoing water access as reservoir levels fluctuate and \$128 million spent on research, monitoring, debris removal and some on-site enhancement of ecosystems and fish/ wildlife habitats. Basin residents and local governments have concerns about the limited opportunities for involvement in plan implementation and decisions and the validity of the research studies. Although information about the upcoming important review processes is available on [B.C. Hydro's website](#), it is not included in B.C. Hydro's seasonal summaries, which are broadly distributed, or the annual operations updates attended by many Basin residents, leaving Basin residents unclear about the next steps.



## 10 Recommendations

B.C. Hydro has outlined their developing plans for the upcoming WUP Order Reviews for the Committee. These plans include some opportunities for Basin residents and local governments to understand the extensive information that has been collected during these WUPs and an opportunity to review the final report.

Effective implementation of WUPs, including full engagement of Basin residents and local governments during the upcoming reviews continues to be one of the primary opportunities for the Province and B.C. Hydro to build a foundation of trust and goodwill with Basin communities following the legacy of negative impacts from the Treaty. The Committee urges B.C. Hydro to communicate with Basin residents about the planned review processes, with regular updates. The Committee will provide suggestions to B.C. Hydro to expand its current plans for engagement with Basin residents and local governments in the reviews, including considering CBRAC as representing key stakeholders, and will advocate to the Province for expanded roles if needed. In addition, the Committee encourages the B.C. Comptroller of Water Rights, the provincial agency directing the WUP Implementation Order Reviews and B.C. Hydro to establish a credible oversight process for the reviews to address the questions about the validity of the research studies.

- 7. Columbia Fish and Wildlife Compensation Program (FWCP):** The Committee will continue to work with the FWCP to strengthen relationships and communications between FWCP, the Committee and Basin communities, recognizing that it is the role of the Columbia FWCP Board to guide the Program's regional communications and engagement. The Committee is available to provide advice to further align FWCP's community communications and engagement practices to meet the interests of Basin residents and local governments and, where appropriate, will share FWCP information and engagement opportunities with other elected officials and Basin residents.

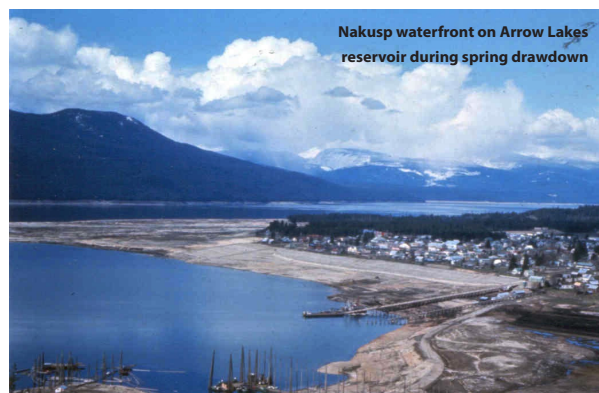
The Committee notes that the 2019 Evaluation and Audit of the FWCP states 'Current funding capacity of the FWCP is likely insufficient to achieve its intended outcome of compensating for footprint impacts of B.C. Hydro generation facilities'. The Committee agrees with this finding and will advocate for adequate, secure, long-term funding for FWCP and other programs to expand ecosystem restoration and environmental impact mitigation across the Basin, consistent with placing ecosystem function as an equal priority within the Treaty.

## Continued Role in Treaty-Related Decisions

Local governments across the Basin are committed to continuing to advise the Province and Canada on Treaty-related decisions, and to work with the Province and others to pursue solutions to domestic issues identified by Basin residents. Proactive and thoughtful response to the Committee's recommendations is one of the primary opportunities for the Province, Canada, B.C. Hydro and other hydroelectric facility operators to continue to build trust and goodwill with Basin communities as we move forward together to refine the Treaty and address outstanding domestic issues.

Basin residents are concerned about whether the Province will act on the commitments it has made during the Treaty Review and the 2018 CRT community meetings and address any impacts arising from changes to the Treaty in the future. The Committee will continue to monitor and provide input to the ongoing Treaty negotiations to ensure Basin voices are heard and reflected in Treaty decisions. We will also continue to work with the B.C. CRT Team and others to seek solutions to the identified domestic issues.

By working together, within the Basin, with the Province, and internationally, with all governments, hydroelectric facility operators, interest groups and residents, we believe it is possible to refine the Columbia River Treaty and related documents to enhance this agreement, and to address the existing domestic issues to improve the quality of life for Basin residents. We believe this can be done while expanding the benefits to others. As local governments, we will continue to work together to achieve this vision.



Nakusp waterfront on Arrow Lakes reservoir during spring drawdown



## Columbia River Treaty Monthly Update for the Local Governments' Committee – January 2021

***Issued February 10, 2021***

### **Key Updates:**

- Columbia River Treaty negotiations
- Koocanusa Reservoir Dam Feasibility Study
- Columbia River Treaty Virtual Town Hall
- Columbia River Treaty-related community interest project updates

### **Treaty Negotiations**

- There are no new updates regarding Columbia River Treaty negotiations. We will continue to keep you informed as and when possible.
- The Indigenous-led Ecosystem Function Sub-Committee continues its work conducting studies to further explore how to achieve the goals and objectives to enhance ecosystem function in the Columbia Basin.
- The Indigenous Nations' Cultural Values Teams also continue their work collecting Traditional Ecological Knowledge through literature review, interviews and community workshops. The knowledge gained from this work will be incorporated into the ecosystem studies mentioned above.
- These studies, as well as power generation, flood risk management, and socio-economic objectives will support assessments of different potential Treaty dam operations.
- The Local Governments' Committee is beginning work to explore how the socio-economic values will be integrated into that process.

### **Public Engagement**

#### **Koocanusa Reservoir Dam Feasibility Study**

- On Jan. 8, 2021, the B.C. government released an [independent report](#) outlining preliminary costs, benefits and impacts related to the feasibility of building a weir/dam across Koocanusa Reservoir. The report was commissioned by the Province in response to calls from some local residents to construct a weir across Koocanusa Reservoir, which spans the B.C.-Montana border south of Jaffray. The



suggestion came as a result of ongoing concerns about summer changes to Koocanusa water levels and their impact on recreation on the Canadian side of the reservoir.

- The Province presented results of the study to the Regional District of East Kootenay at their board meeting on Jan. 8, 2021, and hosted a Virtual Town Hall via Zoom on Jan. 12, 2021 to share results of the study and seek feedback from the public.
- Kathy Eichenberger emphasized in both sessions that this is a preliminary study meant to broaden the conversation, involve more people and get input.
- The public session was attended by 145 people, mostly in the Koocanusa region, including some people from the U.S. Questions sent to the Province in advance of the meeting were addressed during the session, as were questions raised during the session.
- Feedback received during the Virtual Town Hall included:
  - Many people expressed that a reservoir elevation higher than 2,440 feet should be explored. (2,440 feet is the seasonal elevation that the Built a Weir Committee asked the Province to study.)
  - Others expressed the need for all property and business owners along the reservoir to have the chance to provide feedback.
  - Some people asked whether the significant funds required to build the dam/weir would be better spent, in a post-COVID world, to support interests other than tourism and recreation.
  - Questions were raised about where the proposed dam was envisioned to be built and how it could impact water levels at particular communities on the Reservoir.
- The Province is accepting feedback on the study until midnight on Feb. 12, 2021. It will then assess feedback prior to further considering the water control structure.
- A summary report of the Town Hall and feedback received will be published on the [CRT website](#) in due course.

#### **CRT Virtual Town Hall**

- The Province will be hosting another Virtual Town Hall on the Columbia River Treaty, Feb. 24, 2021 from 6pm – 8:15pm Pacific Time, 7pm – 9:15pm Mountain Time.
- People from across the Columbia Basin and beyond will have a chance to hear from, and ask questions to, Canadian negotiators, Indigenous Nations, local government representatives and others involved in current efforts to modernize the transboundary Treaty.
- Topics will include the current Canada-U.S. negotiations, ongoing Indigenous Nations-led ecosystem studies, Local Governments' Committee updated recommendations and work underway domestically to address interests related to the Treaty.



- The session will be held by Zoom, with an option to phone in for those who are not able to connect by web. A recording will be available afterwards.
- Questions are encouraged to be submitted in advance to [columbiarivertreaty@gov.bc.ca](mailto:columbiarivertreaty@gov.bc.ca) before 4pm PT / 5pm MT, on Feb. 18, 2021. Questions may be read out loud during the meeting, but will be kept anonymous.
- The B.C. Treaty Team is working with Linda Worley and Cindy Pearce to coordinate the LGC's participation.
- Details for the Town Hall have been posted to the [B.C. CRT Website](#), and shared on [Facebook](#) and [Twitter](#). Please share through your channels.
- The B.C. Treaty Team will hold subsequent virtual sessions throughout the year as appropriate and if there is interest. More details to come.

#### CBRAC

- On Jan. 21, 2021, CBRAC received a presentation from BC Hydro on their 2021 Integrated Resource Plan – Clean Power 2040. The presentation is available on the [CBRAC website](#). CBRAC voiced that it was one of the better presentations they've received from BC Hydro. The Clean Power 2040 team will hold a follow up session with CBRAC in June.
- The Steering Committee met on Jan. 22, 2021 to discuss this year's CBRAC meeting schedule. In addition to receiving updates on Canada-U.S. negotiations and BC Hydro operations, there is an opportunity for CBRAC to provide input on the socio-economic values work being led by the LGC. This may require CBRAC to meet more often (by webinar) than originally planned. A draft schedule will be circulated to CBRAC for their feedback soon.
- Pam Turyk has stepped down from CBRAC after 6 years on the committee, opening a position for a citizen member from the Jaffray/Baynes Lake region. The B.C. Treaty Team is currently accepting expressions of interest for this position until Feb. 28, 2021. Details for how to apply are on the [CBRAC website](#). The CBRAC Steering Committee aims to choose a new member in March.





### **Community Interest Projects**

The B.C. Treaty Team continues work on addressing community interests that have been raised throughout the Province's public engagement on the Treaty. Progress updates on some of the projects are listed below.

#### **Columbia Basin Agriculture**

- Meetings have begun with key regional agriculture experts to validate a table that matches agriculture interests expressed during Columbia River Treaty community engagement with existing federal and provincial programs and services. The meetings will also be used to seek recommendations in addressing potential gaps.
- Depending on the feedback the B.C. Treaty Team receives, the table may be posted on the B.C. CRT website and advertised through the newsletter, Facebook and Twitter.

#### **Columbia River Treaty Heritage Project**

- The Request for Proposals (RFP) for CRT Heritage Project Implementation closed on January 24, 2021. The successful proponent is expected to be selected in early February 2021 and work on the project to begin by March 1. Contractor costs will be covered by funding committed by the B.C. Treaty Team.
- In addition to operational funding from the B.C. Treaty Team, the Columbia River Treaty Heritage Project has received grants from Community Futures East Kootenay (\$5,000) and Destination BC's Destination Development Catalyst Fund (\$28,000). The Catalyst Fund grant is expected to be used for a research project that will contribute to the CRT Heritage Project.
- The successful proponent will be involved in the development of partnerships to fund expenses associated with Heritage Project commemorative infrastructures.

#### **Connectivity/Broadband**

- A cross-government working group continues to be focussed on the B.C. government priority of supporting economic recovery and getting high-speed internet to as many communities as possible as quickly as possible.

#### **Creston Valley Dikes Management**

- A meeting with Creston Valley flood mitigation stakeholders, including representation from each of the diking districts, Yaqaan Nukiy, Town of Creston (mayor and staff), and Regional District of Central Kootenay (area director and staff), was held on December 16, 2020 to discuss governance and funding options and gauge stakeholder interest in continuing to explore options.



- The next meeting of the stakeholder group was held on February 3, 2021 to review terms of reference for a potential governance structure tentatively named the Creston Valley Flood Management Partnership and a stakeholder memorandum of understanding.

#### **Duncan Dam Fish Passage**

- In January 2021 B.C. Treaty Team staff and a representative from the CRT Indigenous Nations Technical Working Group participated in a presentation by Whooshh Innovations that included updated information based on their work supporting salmon transfer at the Big Bar landslide on the Fraser River and a demonstration project at Chief Joseph Dam on the Columbia River. The presentation was an opportunity to consider the fish passage technology's applicability to the Duncan Dam Fish Passage and the Columbia River Salmon Restoration Initiative Technical Working Group. Information from the presentation was forwarded to BC Hydro.

#### **Ecosystem Enhancement: Data Acquisition**

- Arrow and Kinbasket Reservoir spatial mapping data, developed with support from the B.C. Treaty Team and BC Hydro, was given to the CRT Indigenous Nations Technical Working Group and to Ian Parfitt at Selkirk College for the CRT portal he and his team are developing as part of their [Rural Open Data](#) initiative.
- Refinement of public access to the CRT portal continues.

#### **Kinbasket Recreational Opportunities**

- Golden Community Coop has been requested to submit a funding proposal to the B.C. Treaty Team for a project to update, expand, and amalgamate the Kinbasket Reservoir Commercial and Recreation Opportunities Study, prepared for Golden and Area Initiatives in 2009, and the Kinbasket Reservoir Impacts and Future Opportunities Report, prepared for the Village of Valemount in 2013.

#### **Meadow Creek Mosquito Impacts**

- In January 2021, the B.C. Treaty Team responded to queries from Aimee Watson, Regional District of Central Kootenay Chair, regarding issues related to Meadow Creek mosquitos.

**Valemount Air Quality Project**

- During their January 2021 meeting, the Valemount Clean Air Task Force agreed to proceed with a workplan outlined in a draft Valemount air quality data review project proposal developed by the B.C. Treaty Team and Ministry of Environment and Climate Change Strategy. The project is to undertake a review of particulate matter data collected in Valemount (March 2013 – December 2019) along with information such as local meteorological measurements, Kinbasket Reservoir levels, satellite imagery, and documented observed dust storms (e.g. photos).
- The B.C. Treaty Team and Ministry of Environment and Climate Change Strategy worked with Valemount staff on a Request for Proposals, which was posted by the Village on BC Bid on Feb. 3 and closes on Feb. 23, 2021.
- The two ministries will work with the Village of Valemount to evaluate proposals, review contractor reports and provide project support as needed. The B.C. Treaty Team will also provide project funding to the Village.

Two projects are being monitored or on pause: Nakusp marina; and Grants in lieu of taxes.



**Regional District of  
Kootenay Boundary**

## **STAFF REPORT**

**Date:** February 18, 2021 **File**  
**To:** Chair Langman and the Board of Directors  
**From:** Barb Ihlen, General Manager of Finance/CFO  
**Re:** COVID-19 Safe Restart Grant Allocation  
 Recommendations

### **Issue Introduction**

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the priority areas and recommendations for the use of the COVID-19 Safe Restart Grant provided by the BC Government.

### **History/Background Factors**

On November 2, 2020, the Regional District of Kootenay Boundary (RDKB) received a letter from the BC Government regarding the COVID-19 Safe Restart Grant to help address challenges as it relates to the COVID-19 pandemic. The Province of BC announced nearly \$2 billion in joint federal/provincial spending, including \$540 million for local governments. The allocation is described in the letter and the RDKB's allocation is \$489,000. The grant can be used for the following purposes:

- Addressing revenues shortfalls;
- Facility reopening and operating costs;
- Emergency planning and response costs;
- Bylaw enforcement and protective services like fire protection and policy;
- Computer and other electronic technology costs (to improve interconnectivity and virtual communications);
- Services for vulnerable persons; and
- Other related costs.

The grant allocation letter describes the reporting requirements and states that the Board of Directors must fully allocate the grant to the appropriate services before December 31, 2021. In addition, there is no time limit to spend the funds. However, the reporting continues until the funds are fully drawn down.



After significant discussion, the RDKB senior management is recommending the following allocations for the fiscal years of 2021 and 2022:

	<u>2021</u>	<u>2022</u>	<u>Total</u>
Wage Continuation	95,000		50,000
VPN - improvements	129,000		129,000
Health & Safety Position	83,300	56,700	140,000
Health & Wellness Program	10,000	10,000	20,000
GF Aquatic - extended hours	45,000		45,000
2021 Operational considerations/Contingency	60,000		105,000
	<b>TOTAL</b>	<b>422,300</b>	<b>66,700</b>
			<b>489,000</b>

#### **Wage Continuation (\$95,000)**

These funds will be used to offset any costs incurred in 2021 to support the Wage Continuation policy approved in March 2020. Therefore, no service with employee wages will bear the cost of this policy. For the services who incurred a cost in 2020 due to the Wage Continuation policy (approximately \$45,000), they will receive the same amount of money as a credit in their 2021 service budget. For costs related to 2021 (estimated at \$50,000), all costs will be captured in the General Government/Legislative & Administrative Services (001) budget.

#### **VPN – improvements (\$129,000)**

These funds will be used to improve the virtual private network (VPN) including investing in the RDKB's virtual desktop infrastructure or remote work technology. Not only will the improvement better support employees working from home during the pandemic, but it will also support future and ongoing functions of the RDKB operations like the Emergency Operations Centre. This project will be a significant infrastructure legacy for the RDKB. These costs will be captured in the General Government/Legislative & Administrative Services (001) budget.

#### **Health & Safety Advisor (\$140,000 over 2 years)**

These funds will have direct impact in making the RDKB operations safer for all employees. Currently, there is approximately a 15% of a position devoted to the administration of the health and safety program at the RDKB. With the significant changes that have occurred over the last year, it is evident that there is a need for a full time Health & Safety Advisor to support this area of the RDKB operations. This position will assist the RDKB managers with updating protocols and adjusting to the expected changes. There is a significant amount of work involved each time adjustments are made and having this support will ensure timely re-opening of facilities.

There are approximately 175 employees of the RDKB and it is expected that the need for this position will remain past 2022 and therefore, staff recommend that this position be a permanent full time position. This will ensure that when the RDKB goes out to market it will have qualified candidates with the right expertise to choose among.

Financially, the grant will support 100% of the full time position for eight months (May – December) in 2021 and 50% of the full time position in 2022. The other 50% of the position will be supported by the General Government/Legislative & Administrative Services (001) budget and the costs supported by this budget may be considered for allocation through the cost allocation policy being developed in 2021.

These costs will be captured in the General Government/Legislative & Administrative Services (001) budget.

#### **Health & Wellness Program (\$20,000 over 2 years)**

These funds will be used throughout the RDKB operations to support staff through the significant challenges of living through the COVID-19 pandemic. Not only has the opportunity to socialize has been impacted for many individuals, the work environment has also changed with less opportunities to connect with co-workers on a personal level, which assists in making work a happy and productive place. The RDKB will deliver a health and wellness program that focuses on a variety of areas to support the mental and physical health of employees. Some examples include Virtual Yoga at Lunch, One on One Nutrition Coaching, Virtual Stretch Breaks, and workshops that support resilience and mindfulness. We will aim to record sessions to ensure all employees can watch and/or participate at a time that is convenient for them. These costs will be captured in the General Government/Legislative & Administrative Services (001) budget.

#### **Grand Forks Aquatic Centre (\$45,000)**

The Boundary Services Committee has made a recommendation to the Board of Directors to allocate \$45,000 to the Grand Forks Aquatic Centre service (040) in 2021. Due to the restrictions placed on gatherings of people in recreational facilities, this service has had to limit the amount of people in the facility during their regular operating hours. However, there is a greater community need for the pool that is not being met. Therefore, these funds will support the service's ability to extend operating hours to meet the needs of the community. These costs will be captured in the Grand Forks Aquatic Centre service (040) budget.

#### **2021 Unknown Operational Needs/Contingency (\$60,000)**

The remaining funds have been set aside for any unknown operational needs for 2021. This can be considered as a contingency with the needs for the funds identified and brought to the Board of Directors for approval and possible amendment to the Five Year Financial Plan. The attached grant allocation letter states that the Board of Directors must fully allocate the grant to the appropriate services before December 31, 2021. Unknown operational needs may include revenue shortfalls, facility reopening and operating costs, emergency planning and response costs, bylaw enforcement and protective services, or other related costs. These funds will be allocated to the General Government/Legislative & Administrative Services (001) budget until allocated.

### **Implications**

The recommended allocations of the COVID-19 Safe Restart Grant will support the RDKB in a variety of ways focusing on supporting operational needs and employee health, safety, and wellness.

### **Background Information Provided**

- COVID-19 Safe Restart Grant Letter

### **Alternatives**

1. Approve the recommended allocation of the COVID-19 Safe Restart Grant.
2. Defer and provide direction on the allocation of the COVID-19 Safe Restart Grant.

### **Recommendation(s)**

**THAT** the Regional District of Kootenay Boundary Board of Directors approve the COVID-19 Safe Restart Grant allocation as presented to the RDKB Board on February 25, 2021.

**FURTHER** that the allocations be incorporated into the 2021-2025 Five Year Financial Plan.

**FURTHER** that Staff present the 2021 Unknown Operational Needs/Contingency (\$60,000) allocation of the COVID-19 Safe Restart Grant for Board approval prior to December 31, 2021.



November 2, 2020

Ref: 257735

Mark Andison  
Chief Administrative Officer  
Regional District of Kootenay Boundary  
202 - 843 Rossland Ave  
Trail BC V1R 4S8

Dear Mark Andison:

The provincial government understands the fiscal impacts that COVID-19 has placed on local service providers. To help address these challenges, in September the Province of British Columbia announced nearly \$2 billion in joint federal/provincial spending, including: \$540 million for local governments, \$418 million for community infrastructure, and \$1 billion for transit, TransLink and ferries.

The \$540 million for local governments was further divided into three funding streams. Two streams ("Development Services" for \$15 million and "Strengthening Communities" for \$100 million) will be application-based funding. More information on these funding streams will be forthcoming.

The third stream will provide direct grants to local governments. This funding stream is called the "COVID-19 Safe Restart Grants for Local Governments" and will provide up to \$425 million for local operations impacted by COVID-19. This funding will support local governments as they deal with increased operating costs and lower revenue due to COVID-19. It will also ensure local governments can continue to deliver the services people depend on in their communities. Eligible costs will include:

- addressing revenues shortfalls;
- facility reopening and operating costs;
- emergency planning and response costs;
- bylaw enforcement and protective services like fire protection and police;
- computer and other electronic technology costs (to improve interconnectivity and virtual communications);
- services for vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities); and
- other related costs.

.../2

**Ministry of Municipal Affairs  
and Housing**

Office of the  
Deputy Minister

Mailing Address:  
PO Box 9490 Stn Prov Govt  
Victoria BC V8W 9N7  
Phone: 250 387-9108  
Fax: 250 387-7973

Location:  
6th Floor, 800 Johnson Street  
Victoria BC V8W 9N7  
<http://www.gov.bc.ca/mah>



Mark Andison

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As you may recall, during the early months of COVID-19, the provincial government required all municipalities to fully remit requisitions to regional districts by August 1, 2020, despite any shortfalls in municipal tax collection. This was designed to ensure regional district requisitions were kept whole in 2020. Because of this earlier action, the COVID-19 Safe Restart Grant for Local Governments will place a funding emphasis on municipalities. However, there is still considerable funding under this grant program for regional districts.

I am pleased to advise you that **Kootenay Boundary** is the recipient of a **\$489,000** grant under the COVID-19 Safe Restart Grant for Local Governments. This amount will be directly transferred to your regional district in the coming days.

Under section 36 of the Local Government Grants Regulation, the amount of the grant to each local government is set by Minister of Municipal Affairs and Housing. The determination of this amount was based on a formula that applies to all regional districts. The funding formula for regional districts is based on three components: a flat funding amount plus two per capita amounts. The flat amount will be \$300,000 to each regional district.

The first per capita amount will be based on the total regional district population (rural and municipal). This will provide \$3.10 per person. There will be a funding limit on this first per capita amount. The limit is \$1.8 million for Metro Vancouver and \$900,000 for all other regional districts. The higher limit for Metro Vancouver is in recognition of their larger population. The overall purpose of these limits is to ensure that the very largest regional districts do not receive a disproportionate share of funding compared to smaller and mid-sized regional districts.

The second per capita amount will be based on the rural population of a regional district (i.e. the population outside the boundaries of an incorporated municipality). This second per capita amount will provide \$8.13 per rural population. This second per capita amount is in recognition of the additional burden on regional districts because they are the primary local service provider in rural parts of British Columbia.

This overall formula is designed to ensure that larger regional districts receive more money than smaller ones, but that smaller and rural regional districts receive higher per capita funding than larger ones. This is in recognition that small regional districts often lack a diverse revenue base and the economies-of-scale to easily restart their operations.

An example of the funding formula (for a regional district of 65,000 people) is provided as an attachment to this letter. If you wish, you can apply this formula to your 2018 total population of **33,208** and rural population of **10,599** to determine your total funding amount. 2018 population data was used because it is the last year in which we have complete financial and demographic data for each regional district.

.../3

Mark Andison  
Page 3

Before December 31, 2021, (a little over a year from this letter) the regional board must fully allocate the grant funds to the appropriate services. This allocation will be entirely at the discretion of the board. Ministry staff are available to assist regional district staff should they have any questions on allocation.

To ensure optimal transparency on the use of funds, there are two reporting requirements for regional districts. **First**, as part of the 2021 audited financial statements, the regional district must provide a report on how the funds were allocated to various regional and local services.

The **second** reporting requirement is an annual report on how the grant funds were spent in that year. This will be a schedule to your audited financial statements, under section 377 of the Local Government Act. The schedule will include the amount of funding received, the use of those funds, and the year-end balance of unused funds. This report may be consolidated for the entire regional district, rather than reporting on a service-by-service level. Your regional district must continue to annually report on the use of grant money until the funds are fully drawn down.

If you have questions or comments regarding this letter, please feel free to contact Jennifer Richardson, Grants Analyst, Local Government Infrastructure and Finance Branch, by email at: Jennifer.Richardson@gov.bc.ca, or by phone at: 778-698-3243.

The provincial government welcomes this opportunity to support COVID-19 restart and recovery throughout British Columbia. We believe that this funding will contribute to the long-term recovery of local governments who are both critical service providers and crucial drivers in the British Columbia economy.

Sincerely,



Kaye Krishna  
Deputy Minister

Attachment

pc: Jennifer Richardson, Grants Analyst, Local Government Infrastructure and Finance Branch  
Beth Ihlen, Chief Financial Officer, Regional District of Kootenay Boundary

Mark Andison  
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**Attachment 1: Example Calculation for a Regional District with 65,000 People**

**Rockridge Regional District**

**Variables:**

	Population	Per Capital Amount	Funding Limit	Flat Funding Amount
Total RD	65,000	\$3.10	\$900,000	n/a
Rural Part of RD	20,000	\$8.13	n/a	n/a
Other	n/a	n/a	n/a	\$300,000

**Calculation:**

	A	B	C=AxB	D	E=min(C or D)
Cost Item	Population	Per Capital Amount	Pop-Based Funding	Ceiling	Funding
Total Population	65,000	\$3.10	201,500	900,000	201,500
Rural Population	20,000	\$8.13	162,600	n/a	162,600
Flat Amount	-----				300,000

**TOTAL**

664,100

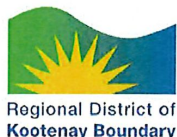
Funding is based on a flat amount (\$300,000) plus two per capita amounts.

One per capita amount is based on total RD population times \$3.10 per person. This first per capita amount is subject to a funding ceiling of \$0.9M (or \$1.8M for Metro). In the above example, this amount equals **\$201,500**.

The second per capital amount is based on the rural population (i.e. outside municipal boundaries) times \$8.13 per person. In the above example, this equals **\$162,600**.

The total funding is the sum of these three amounts. In the above example, this equals **\$664,100**.

The RD population data is for 2018 (from BC Stats as at Oct 1, 2020)  
<https://www2.gov.bc.ca/gov/content/data/statistics/people-population-community/population/population-estimates>  
"Municipal and sub-provincial areas population, 2011 to 2019.xls"



## Grant-in-Aid Request

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

**This application must include a complete mailing address. Incomplete address fields will result in delays in processing GIA funds and your request sent back to the RDKB Director.**

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

<input checked="" type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B/' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C/' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D/' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E/' West Boundary Director Vicki Gee
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Applicant:	* Beaver Valley Blooming Society				
FULL Mailing Address: Including Postal Code	* Box 363, Fruitvale, BC V0G 1L0				
Phone:	* 250-367-9791	Fax:		E-Mail:	* tandt79@telus.net
Representative:	* Theresa Buchner and Corinne Grayson				
Make Cheque Payable To:	* Beaver Valley Blooming Society				

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

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

What is the total Cost of the Project? \$2,500.00 What amount are you requesting from this RDKB Director(s)? \$2,500.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary) February 17, 2021

Fill Flower tubs along Main Street, around town and cemetery, and ground plantings at the west end of Main Street, between Liberty Foods and the Fruitvale Memorial Centre.

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: Feb 11, 2021 Applicant Signature \_\_\_\_\_ Print Name Theresa Buchner

### Office Use Only

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

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



**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** January 22, 2021 12:06 PM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by Boundary Youth Soccer Association, email address - Boundarysoccer@gmail.com

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

Electoral Area 'C' / Christina Lake Director Grace McGregor, Electoral Area 'D' / Rural Grand Forks Director Roly Russell, Electoral Area 'E' / West Boundary Director Vicki Gee

**Applicant Information:**

Applicant: Boundary Youth Soccer Association

Address: Box 121, Grand Forks, BC V0H1H0

Phone: 12504441900

Fax:

Email: Boundarysoccer@gmail.com

Representative: Nikki Stooshinoff

Make Cheque Payable To: Boundary Youth Soccer Association

**Other Expenses:**

Total Cost of Project: \$\$36,500

Amount Requested from RDKB Director(s): ~~\$\$4500~~ *\$1,000 Approved Director Mr. Gregor February 17, 2021*

What is the Grant-in-Aid for?

Operational expenses, uniforms, equipment, insurance, Coach and Ref training, COVID supplies etc.

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

Name of Organization    BC Gaming Grant

Amount Requested    \$14000.00

Amount Secured    In progress

Name of Organization    DCT Trucking

Amount Requested    \$300

Amount Secured    In progress

Name of Organization    Royal Canadian Legion

Amount Requested    \$300

Amount Secured    In progress

Documents uploaded with Submission?

☐

I:\Portals\0\Documents\GIA-Attachments\

**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** February 11, 2021 12:13 PM  
**To:** Theresa Lenardon; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by Grand Forks Flying Association , email address - fjtetraynor69@gmail.com

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

Electoral Area 'D'/ Rural Grand Forks Director Danna O'Donnell

**Applicant Information:**

Applicant: Grand Forks Flying Association

Address: 9115 NORTH FORK RD Grand Forks BC V0H1H2

Phone: 2504429424

Fax:

Email: fjtetraynor69@gmail.com

Representative: James Traynor: President Grand Forks Flying Association

Make Cheque Payable To: Grand Forks Flying Association

**Other Expenses:**

Total Cost of Project: \$3,500

Amount Requested from  
RDKB Director(s):

\$3,500

*Approved Director O'Donnell  
February 17, 2021*

What is the Grant-in-Aid for?

We the Grand Forks Flying Association have a courtesy car the pilots use when flying into the Grand Forks Airport. The car is used by Medivac pilots, Fire protection operation pilots, and general recreation pilots. The insurance and maintenance on the car to operate is over \$1,500 for the year. We need to purchase new

tires and have the suspension updated. This will cost over \$1,200. Small body work needs to be done and this will cost over \$800.00. We thank you for your support.

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

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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**REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
BYLAW NO. 1757**

A Bylaw to amend Bylaw Notice Enforcement Bylaw No. 1742, 2021  
of the Regional District of Kootenay Boundary

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

**NOW THEREFORE** the Regional District of Kootenay Boundary Board of Directors believes it is in the interest of the public to update Appendices 4, 11 and 15 of Schedule A of the Bylaw Notice Enforcement Bylaw;

**NOW THEREFORE** the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, hereby enacts as follows:

**1. CITATION:**

- 1.1. This Bylaw may be cited as "Regional District of Kootenay Boundary Bylaw Notice Enforcement Bylaw No. 1757, 2021" and takes effect as of the date of adoption.

**2. ADMINISTRATIVE PROVISION:**

- 2.1. If any section, subsection, sentence, clause or phrase in this bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portion of the bylaw.

**3. Text AMENDMENT:**

- 3.1. Replace the current heading for Appendix 4 "Electoral Area D/Rural Grand Forks Zoning Bylaw No. 1299, 2005" with "Electoral Area D/Rural Grand Forks Zoning Bylaw No. 1675, 2019" wherever it appears in the document;
- 3.2. Replace Section number description "15" Keeping More Than 3 Dogs with "17" in Appendix 11 Regional District of Kootenay Boundary Animal Control Bylaw No. 1550, 2014.

Bylaw 1757, 2021

- 3.3. Replace the current heading for Appendix 15 "Building Bylaw No. 1741, 2020" with "Building Bylaw No. 1753, 2021" wherever it appears in the document;

**READ A FIRST AND SECOND TIME** this \_\_\_\_\_ day of \_\_\_\_\_.

**READ A THIRD TIME** this \_\_\_\_\_ day of \_\_\_\_\_.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_.

---

Anitra Winje,	_____ Diane Langman,
Manager of Corporate Administration	_____ Board Chair

I, Anitra Winje, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1757, cited as "Regional District of Kootenay Boundary Bylaw Notice Enforcement Bylaw Amendment Bylaw No. 1757, 2021".

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Manager of Corporate Administration

Bylaw 1757, 2021