

**Board of Directors**

**Open Regular Meeting**

**Thursday, June 24, 2021  
1:00 pm**

**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 open regular Board meeting on June 24, 2021 is presented.

**Recommendation: Corporate Vote Unweighted**

That the agenda for the open regular Board meeting on June 24, 2021 be approved as presented.

**4. Draft Minutes**

**4.a)** The minutes of the open regular Board meeting held June 9, 2021 are presented.

**Recommendation: Corporate Vote Unweighted**

That the minutes of the open regular Board meeting held June 9, 2021 be adopted as presented.

**5. Consent Agenda**

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

**5.a) Consent Agenda Highlights**

- Receipt of Item 9-Communications (Information Only)
- Receipt of Items 10
  - 10.a)-Monthly Cheque Register - none
  - 10.b)-RDKB Committee Minutes
    - Education and Advocacy - April 22, 2021
    - Electoral Area Services - May 13, 2021
    - Beaver Valley Regional Parks & Regional Trails - May 18, 2021
  - 10.c)-Recreation Commission Minutes
    - Christina Lake Parks & Recreation - May 12, 2021
  - 10.d)-Draft Advisory Planning Commission (APC) Minutes
- Receipt of Item 11-Board Appointment Updates.

**Recommendation: Corporate Vote Unweighted**

That Consent Agenda items 9, 10 and 11 be received by general consent of the Board.

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

None.

**7. Delegations**

None.

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

None.

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

- 9.a)** The letter dated June 4, 2021 from the City of Langley advocating for a national three-digital suicide and crisis hotline.

[Letter of Support for 988 Suicide and Crisis Line BOD June 24 2021](#)

- 9.b)** The letter dated June 14, 2021 from Mayor Bill Dingwall, City of Pitt Meadows, requesting the federal government follow Action 75 in the Truth and Reconciliation Commission's report.

**Staff note:**

Action 75 reads: *We call upon the federal government to work with provincial, territorial, and municipal governments, churches, Aboriginal communities, former residential school students, and current landowners to develop and implement strategies and procedures for the ongoing identification, documentation, maintenance, commemoration, and protection of residential school cemeteries or other sites at which residential school children were buried. This is to include the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children.*

[PittMeadows-Truth and Reconciliation Commission Call to Action 75 BOD June 24 2021](#)

**10. Reports-Consent Agenda**

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

None.

**10.b) RDKB Committee Minutes**

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

[Education and Advocacy Committee - 22 Apr 2021 - Minutes BOD June 24 2021](#)

[Utilities Committee - 12 May 2021 - Minutes BOD June 24 2021](#)

[Electoral Area Services - 13 May 2021 - Minutes BOD June 24 2021](#)

[Beaver Valley Parks and Trails Committee - 18 May 2021 - Minutes BOD June 24 2021](#)

**10.c) Recreation Commission Minutes**

[Minutes - Electoral Area C - Parks Rec - May 12, 2021 BOD June 24 2021](#)

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

[APC Minutes-Area E -Board-June 24, 2021](#)

[APC Minutes-Area D-Board-June 24 2021](#)

[APC Minutes-Big White-Board-June 24 2021](#)

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

- 11.a)**
- Economic Trust of the Southern Interior (ETSI-BC) - 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

[20210531 CRT LGC Monthly Update May 2021](#)

**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) COVID-19 Verbal Updates**

**i.) COVID-19 Pandemic Emergency Operations**

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

**ii.) Impacts of the RDKB Wage Continuation COVID-19 Pandemic Policy**

**M. Andison, CAO**

**Recommendation: Corporate Vote Unweighted**



That the COVID-19 Verbal Reports provided on June 24, 2021 by Mark Stephens, Manager of Emergency Operations, and Mark Andison, Chief Administrative Officer, be received.

**13.b) Christina Lake Potholes Signage**

The letter dated June 18, 2021 from Jonathan Finlay, BC Parks, in response to the RDKB's request for signage at The Potholes in Christina Lake, is presented.

[Gladstone Park Pothole Signage RDKB Response Email BOD June 24 2021](#)

**13.c) COVID-19 Safe Restart Grant Allocation Recommendations – Health & Safety Support**

**B. Ihlen, General Manager of Finance/CFO**

The staff report dated June 17, 2021 from Barb Ihlen, General Manager of Finance/CFO, presenting a proposed use of COVID-19 Safe Restart Grant funds, is presented.

[Staff Report - COVID 19 Safe Restart Grant - H&S Support June 24, 2021](#)  
[WorkSafe BC Employer Report for RDKB - May 31, 2021](#)  
[COVID-19 Safe Restart Grant Letter November 20, 2020](#)  
[COVID-19 Safe Restart Grant Letter addition March 22 2021](#)

**Recommendation: Corporate Vote Weighted**

THAT the Regional District of Kootenay Boundary Board of Directors approve the COVID-19 Safe Restart Grant allocation of \$237,000 to focus on improving the health and safety of the organization, which includes adding a staff position for a two-year term, as outlined in the Board report dated June 17, 2021 from CFO Ihlen.

**13.d) List of New Staff Positions since 2015**

**B. Ihlen, General Manager of Finance/CFO**

A staff report from Barb Ihlen, General Manager of Finance/CFO, providing a list of new staff positions since 2015, is presented.

[Staff Report - List of New Positions since 2015 - June 24, 2021](#)

**Recommendation: Corporate Vote Unweighted**

THAT the Regional District of Kootenay Boundary Board of Directors receive the report regarding the list of new positions since 2015 as outlined in the Board report dated June 18, 2021 from CFO Ihlen.

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

The Corporate Communications Officer will present a report at the July Board 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 & Advisory Committee - Indigenous Children & Residential Schools**

*At its June 19, 2021 meeting, the Education and Advisory Committee made the following recommendation:*

That the Board send a letter to our MLA and our Member of Parliament stating that the RDKB supports a full independent investigation into the Catholic Church, the RCMP and the Federal government surrounding the deaths of indigenous children at residential schools; Further, that the letter be copied to the Regional District of Central Kootenay and the Regional District of East Kootenay.

**Recommendation: Corporate Vote Unweighted**

That the Board send a letter to our MLA and our Member of Parliament stating that the RDKB supports a full independent investigation into the Catholic Church, the RCMP and the Federal government surrounding the deaths of indigenous children at residential schools; Further, that the letter be copied to the Regional District of Central Kootenay and the Regional District of East Kootenay.

**15.b) Utilities Committee - June 9, 2021**

At its June 9, 2021 meeting, the Utilities Committee made the following recommendation:

*That the Board of Directors direct staff to amend the Beaver Valley Water Service (500) budget to transfer \$25,000 from reserve to contingencies to update the Development Cost Charge Bylaw. Further, that the Board of Directors direct Staff to amend the Beaver Valley Water Service (500) workplan to include updating the bylaw.*

**Recommendation: Stakeholders Vote (Participants Only)  
Weighted**

That the Board of Directors direct staff to amend the Beaver Valley Water Service (500) budget to transfer \$25,000 from reserve to contingencies to update the Development Cost Charge Bylaw; Further, that the Board of Directors direct staff to amend the Beaver Valley Water Service (500) workplan to include updating the bylaw.

**15.c) Policy & Personnel Committee - May 27, 2021  
Criminal Record Check Policy**

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

[Criminal Record Check Policy FINAL - BOD - June 24, 2021](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors adopt the Criminal Record Check Policy as presented to, and approved by, the Policy and Personnel Committee on May 27, 2021; **FURTHER**, that the Policy be distributed accordingly.

**16. New Business**

**16.a) Agricultural Land Commission - Decision Letters**

i) The letter dated June 7, 2021 from the Agricultural Land Commission to Colleen Kocsis advising her that her application to subdivide land located at 2725 Boundary Creek Road was denied.

ii) The letter dated June 15, 2021 from the Agricultural Land Commission to Cary Schneiderat advising him that his application

to subdivide the property located at 2200 Nicholson Creek Road has been approved.

[ALC Decision Letter Kocsis BOD June 24 2021](#)  
[ALC Decision Ltr Schneiderat BOD June 24 2021](#)

**16.b) Public Hearing: Heritage Designation Amendment Bylaw No. 1762**

A bylaw to designate the Cascade Cemetery and the Franklin Trail as heritage sites.

[Bylaw 1762 Amend Heritage Designation](#)

**Recommendation: Corporate Vote Unweighted**

That staff schedule Public Hearing(s) for RDKB Bylaw No. 1762, 2021; FURTHER that Director McGregor be appointed as Public Hearing Chair for the hearing regarding the Cascade Cemetery and Director O'Donnell be appointed as Public Hearing Chair for the hearing regarding the Franklin Trail.

**16.c) Food Primary Liquor License Referral - Electoral Area E/West Boundary  
**D. Patterson, Planner****

The staff report dated June 24, 2021 from Danielle Patterson, Planner, recommending the issuance of a Food Primary Liquor License to Riverdell Adventures at 5550 Highway 33, is presented.

[Staff Report Riverdell Adventures Board-June 24 2021](#)

**Recommendation: Corporate Vote Unweighted**

That the Board of Directors recommend to the Liquor and Cannabis Regulation Branch (LCRB) Riverdell Adventures Ltd. dba The Coyote Café to issue a Food Primary Liquor License with Patron Participation Entertainment Endorsement at 5550 Highway 33, legally described as Lot 3, Plan EPP34890, District Lot 3307, Similkameen Division of Yale Land District approved; Further, that the Board of Directors endorse the following resolution in support of the application, to be submitted to LCRB:

1.The Regional District of Kootenay Boundary Board recommends approval of Riverdell Adventures Ltd.'s (dba The Coyote Café) Food Primary Liquor License with Patron Participation Entertainment Endorsement for the following reasons:

a.The proposal location is in a region of the RDKB with no land use bylaws to limit uses and the proposal appears complimentary to the café and camping business model. Having a Patron Participation Entertainment Endorsement is not contrary to typical café operations.

b.The Midway RCMP detachment had no comments/concerns about the proposal.

c.The proposal is anticipated to have no noise impact on the residents in the vicinity of the establishment due to:

i.The rurality of the area, large parcel size of the subject property, and the large size of neighbouring properties. Two of the neighbouring properties are vacant;

ii.The rear of the property abuts on Crown Land;

iii.In communications with staff the applicant states they want space to have dinner time music rather than loud live concerts; and

iv.There are no records of bylaw complaints related to noise or other disturbances related to this business or property.

d.The proposal should have limited impact on nearby residents, the Beaverdell community, or neighbouring properties due to the rurality of the location. If approved, the café location could enhance the campground destination visitors and may provide some limited employment opportunities in a rural area. The Beaverdell Fire Department noted that there could be increased traffic volumes with the entry/exit of vehicles and that the line sight may be an issue for the travelling public.

2.The Regional District of Kootenay Boundary Board of Directors' comments on the views of residents are as follows:

a.The proposal was reviewed by the Electoral Area E/West Boundary Advisory Planning Commission, which is comprised of Electoral Area E residents, on April 5, 2021.

b.Notification letters advising of the opportunity to provide written or verbal comments to the Board of Directors on June 24, 2021.

c.Information on the opportunity to provide written or verbal comments to the Board of Directors were posted on the RDKB's "Latest News" webpage.

d.The applicant was provided with two 'notice of the proposal' signs which they displayed on the subject property.

e.Board consideration of the proposal took place on June 24, 2021. Attached are any comments received in writing and/or a copy of the meeting minutes regarding any feedback received and copies or related staff reports.

**16.d) License of Occupation - Terus Construction (Electoral Area D/Rural Grand Forks)  
D. Patterson, Planner**

The staff report dated June 24, 2021 from Danielle Patterson, Planning, presenting the referral from FrontCounter BC for a license of occupation for a property on North Forks Road, is presented.

[Staff Report Terus Board-June 24 2021](#)

**Recommendation: Corporate Vote Unweighted**

That the staff report regarding a FrontCounter BC License of Occupation Referral for Terus Construction Ltd. on a 5.06 ha portion of District Lot 693, Similkameen Division of Yale Land District, Except Plan DD11156 B629 19789 in Electoral Area 'D'/Rural Grand Forks, be received; Further, that the staff report and any comments from the Regional Board be forwarded to FrontCounter BC for the referral response.

**16.e) Agricultural Land Commission Referral - Electoral Area E  
D. Patterson, Planner**

The staff report dated June 24, 2021 from Danielle Patterson, Planner, presenting a referral from the Agricultural Land Commission regarding an application for an additional residence at 3000 Highway 3 and 2992 Highway 3, is presented.

[Staff Report KettleRiverRanch ALRNARU Board-June 24 2021](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward the staff report, without a recommendation, to the Agricultural Land Commission for the subdivision application submitted by James Smith and Tessa Straus on behalf of Kettle River Ranch for the property legally described District Lot B, Plan KAP90703, District Lot 376 502, Similkameen Division of Yale Land

District at 3000 Highway 3 & 2992 Highway 3, Electoral Area E/West Boundary.

**16.f) Statement of Financial Information**  
**C. Gillis, Financial Services Manager**

The staff report dated June 24, 2021 from Carolyn Gillis, Financial Services Manager, presenting the 2020 Statement of Financial Information, is presented.

[SOFI 2020 Staff Report](#)  
[RDKB SOFI 2020 BOD June 24 2021](#)

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approve the Statement of Financial Information (SOFI) report for the year ended December 31, 2020; and that the Regional District of Kootenay Boundary Board of Directors make the SOFI report available to the public by providing copies on request and by making the reports available on the Regional District's web site; and that the Regional District of Kootenay Boundary Board of Directors waive the fee for the SOFI report as prescribed by the *Financial Information Act*.

**16.g) Grants in Aid**

[Grants-in-Aid-Board-June 24 2021](#)

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

That the following grants-in-aid be approved:

- The Village of Fruitvale – Harvest Central Community Garden Picnic Table – Electoral Area A - \$5,000
- Casino Recreation Society – Surveying Cost – Electoral Area B/Lower Columbia-Old Glory - \$1,694
- Genelle Recreation – 4 Picnic Tables – Electoral Area B/Lower Columbia-Old Glory - \$11,259.49
- J Lloyd Crowe Secondary School – Adventure Leadership Academy/Athletic Teams Passenger Bus – Electoral Area B/Lower Columbia-Old Glory - \$5,000

- Columbia Basin Alliance for Literacy-Boundary – Technology Learning Clinics – Electoral Area C/Christina Lake - \$1,000
- Columbia Basin Alliance for Literacy-Boundary – Technology Learning Clinics – Electoral Area D/Rural Grand Forks - \$1,000
- Greenwood and District Public Library – Summer Reading Club Program – Electoral Area E/West Boundary - \$400
- Columbia Basin Alliance for Literacy-Boundary – Technology Learning Clinics – Electoral Area E/Boundary - \$1,000

**17. Bylaws**

None.

**18. Late (Emergent) Items**

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

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

**21. Closed Meeting**

**22. Adjournment**





## Board of Directors

### MINUTES

Wednesday, June 9, 2021 • 1:00 p.m.  
via ZOOM

Quorum was maintained throughout the meeting.

#### Board Members Present:

Director D. Langman, Chair	Village of Warfield
Director G. McGregor, Vice-Chair	Area C/Christina Lake
Director A. Grieve	Area A
Director L. Worley	Area B/Lower Columbia-Old Glory
Director D. O'Donnell	Area D/Rural Grand Forks
Director V. Gee	Area E/West Boundary
Director S. Morissette	Village of Fruitvale
Director M. Walsh	Village of Montrose
Director R. Cacchioni	City of Trail
Director A. Morel	City of Rossland
Director C. Korolek	City of Grand Forks
Director B. Noll	City of Greenwood
Director R. Dunsdon	Village of Midway

#### Staff Present:

M. Andison, Chief Administrative Officer  
 A. Winje, Manager of Corporate Administration/Corporate Officer/Recording Secretary  
 J. Chandler, General Manager of Operations/Deputy CAO  
 B. Ihlen, General Manager of Finance/Chief Financial Officer  
 M. Forster, Executive Assistant  
 G. Denkovski, Manager of Infrastructure and Sustainability  
 M. Stephens, Manager of Emergency Programs  
 C. Pires, Emergency Program Coordinator  
 B. Champlin, Manager of Building Inspection  
 D. Dean, Manager of Planning and Development  
 F. Maika, Corporate Communications Officer

#### 1. Call to Order

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

**2. Land Acknowledgement**

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

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

- 3.a)** The agenda for the open regular Board meeting of June 9, 2021 was presented.

Moved / Seconded: **307-21**

That the agenda for the open regular meeting of June 9, 2021 be approved as presented.

CARRIED.

**4. Draft Minutes**

- 4.a)** The minutes of the open regular Board meeting held May 27, 2021 were presented.

Moved / Seconded: **308-21**

The minutes of the open regular Board meeting held May 27, 2021 be approved as presented.

CARRIED.

**5. Consent Agenda**

**5.a) Consent Agenda Highlights**

- Receipt of Item 9 - Communications (Information Only)
- Receipt of Items 10
  - 10.a) Monthly Cheque Register - May 2021
  - 10.b) RDKB Committee Minutes:

- Grand Forks & District Recreation Commission - May 13, 2021
- 10.c) Recreation Commission Minutes – none
- 10.d) Draft Advisory Planning Commission (APC) Minutes – none

Moved / Seconded: **309-21**

That MLA Conroy's letter regarding forestry modernization be pulled for discussion.

CARRIED.

Moved / Seconded: **310-21**

That Consent Agenda items 9 and 10 be received by general consent of the Board.

CARRIED.

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

None.

**7. Delegations**

None.

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

None.

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

**9.a)** The letter dated May 21, 2021 from UBCM President Brian Frenkel advising that the RDKB will receive Community Works Fund monies in the amount of \$479,870.19.

**9.b)** The letter dated June 2, 2021 from MLA Katrine Conroy, advising that the Province will be modernizing its forest policy.

**10. Reports - Consent Agenda**

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

May 2021

**10.b) RDKB Committee Minutes**

- Grand Forks & District Recreation Commission - May 13, 2021

**10.c) Recreation Commission Minutes**

None.

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

None.

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

None (will be presented at the June 24, 2021 Board meeting)

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

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

- i) Item 9b—The letter dated June 2, 2021 from MLA Katrine Conroy, advising that the Province will be modernizing its forest policy, was discussed.

Moved / Seconded: **311-21**

That staff invite Dan McMaster (Vaagen Fibre Canada), the Interior Lumber Manufacturers' Association, MLA Roly Russell and MLA Katrine Conroy to a future Board meeting to discuss the Province's proposal to modernize its forest policy.

CARRIED.

**13. Unfinished Business****13.a) COVID-19 Verbal Updates****i) COVID-19 Pandemic Emergency Operations****M. Stephens, Manager of Emergency Programs**

Manager Stephens reported that the seven-day test positive rate in Interior Health is 5%. The new case rate is 35 per day, which is

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Open Regular Board meeting—MINUTES

June 9, 2021

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dropping. BC is seeing lower rates of COVID-19. Trail: 0 cases per 1,000; test positive rate is 0; 75% of adults vaccinated. Grand Forks: 16 cases per 1,000; test positive rate is 10%; 66% of adults are vaccinated. Boundary: 0 cases per 1,000; test positive rate is 6%; 60% of adults have been vaccinated. BC has delivered 3,600,000 doses of the vaccine. Approximately 74% of adults have received their first dose. The total number of deaths in BC to date is 1,722.

Moved / Seconded: **312-21**

That the verbal report provided by Mark Stephens, Manager of Emergency Programs, on June 9, 2021 be received.

CARRIED.

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

The Communications Officer provided an update on the status of the RDKB's public engagement site—Join the Conversation. She will provide Directors with specific data on online public engagement in their jurisdictions.

**14.a) Verbal Update - RDKB Communications Activities**

Moved / Seconded: **313-21**

That the verbal update presented by Frances Maika, Corporate Communications Officer, on June 9, 2021 be received.

CARRIED.

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

**15.a) Policy and Personnel - Criminal Record Check Policy**

Moved / Seconded: **314-21**

That the Regional District of Kootenay Boundary Board of Directors adopt the Criminal Record Check Policy as presented to, and

approved by, the Policy and Personnel Committee on May 27, 2021; **FURTHER**, that the Policy be distributed accordingly.

CARRIED.

**15.b) Boundary Services Committee – Grand Forks Rec Fees & Charges**

Moved / Seconded: **315-21**

That the Regional District of Kootenay Boundary Board of Directors approve the 2021 – 2024 Grand Forks Recreation Fees and Charges as presented to the Boundary Services Committee on June 2, 2021.

CARRIED.

**16. New Business**

**16.a) Advisory Planning Commission Appointments (Electoral Area D/Rural Grand Forks)**

Moved / Seconded: **316-21**

That the following individuals be appointed to the Electoral Area D/Rural Grand Forks Advisory Planning Commission for terms to expire December 31, 2021:

- Jan DeHaan
- Leanna Mehmal
- Jason Markle

CARRIED.

**16.b) Request for Sponsorship - LGMA Chapter Meeting**

The report and the letter from Anitra Winje, Corporate Officer, requesting that the Board considering sponsoring the Rocky Mountain/West Kootenay Boundary Local Government Management Association chapter conference in October 2021, was presented.

Moved / Seconded: **317-21**

That the Board allocate the following funds from the General Government Service (001) to sponsor the 2021 Joint Chapter Conference of the Rocky Mountain/West Kootenay Boundary Local Government Management Association, to be held in Nelson from October 5—6th:

Banquet activities: \$2,000.

CARRIED.

Opposed: Director Gee

**16.c) COVID-19 Safe Restart Grant: Virtual Desktop Infrastructure**

The staff report dated June 3, 2021 from Barb Ihlen, General Manager of Finance/CFO, providing a recommendation for the use of the COVID-19 Safe Restart Grant to improve information technology, was presented.

Moved / Seconded: **318-21**

That the Regional District of Kootenay Boundary Board of Directors approve the COVID-19 Safe Restart Grant allocation of \$225,000 for Information Technology Improvements as presented to the RDKB Board on June 9, 2021.

CARRIED.

**16.d) Grant Funding Agreement - Trails to the Boundary Society**

A staff report from Mark Andison, Chief Administrative Officer, presenting a proposed grant funding agreement with the Trails to the Boundary Society relating to the funding of a Community Coordinator position for the West Boundary communities, was presented.

Moved / Seconded: **319-21**

That the Regional District of Kootenay Boundary Board of Directors approves the Grant Funding Agreement between the RDKB and the Trails to the Boundary Society which establishes conditions associated with RDKB funding of a Community Coordinator position for the West Boundary communities.

CARRIED.

**16.e) Building Inspection Services Budget Request: Admin Support**

The staff report dated June 9, 2021 from Brian Champlin, Manager of Building Inspection Services, requesting additional funding for staffing in the Grand Forks office, was presented.

Moved / Seconded: **320-21**

That the Regional District of Kootenay Boundary Board of Directors approve up to \$25,000 for wages to be allocated from the Reserve to the 2021- 2025 Budget for (004) Building Services, as per the staff report presented to the Board of Directors on June 9, 2021 from B. Champlin; Further, that staff be instructed to amend the 2021- 2025 Financial Plan accordingly.

CARRIED.

**16.f) Gas Tax Application: Electoral Area A and B**

Moved / Seconded: **321-21**

That the Regional District of Kootenay Boundary Board of Directors approve the Gas Tax application submitted by the Regional District of Kootenay Boundary and the allocation of \$10,000 from Electoral Area A and B for costs associated with developing an Agricultural Plan.

CARRIED.

**16.g) Grants-in-Aid**



Moved / Seconded: **322-21**

That the following grants-in-aid be approved:

Electoral Area E/West Boundary:

- Trails to the Boundary Society – First Aid for Non-Profits – \$1,000
- West Boundary Community Services Co-operative Association – Riverside Centre Site Management – \$7,000

CARRIED.

**17. Bylaws**

None.

**18. Late (Emergent) Items**

**i) Gas Tax Applications – Eligibility**

The eligibility criteria, as well as the approval process for Gas Tax applications was discussed.

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

None.

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

There being no members of the public or media present, a question period was not held.

**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 bases identified in the following subsection:

(1)(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.

Moved / Seconded: **323-21**

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

CARRIED.

**RECESS:** The open meeting recessed at 1:57 p.m. in order to conduct the closed portion of the meeting.

**RECOVENE:** The open meeting reconvened at 2:06 pm.

## **22. Adjournment**

Moved / Seconded: **324-21**

There being no further business, the meeting adjourned at 2:07 p.m.

CARRIED.

CERTIFIED CORRECT:

\_\_\_\_\_  
Diane Langman, Chair

\_\_\_\_\_  
Anitra Winje, Corporate Officer

\_\_\_\_\_  
Open Regular Board meeting—MINUTES  
June 9, 2021  
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Langley City Hall, 20399 Douglas Crescent, **Langley**, BC Canada V3A 4B3

T 604.514.2800 F 604.530.4371 [langleycity.ca](http://langleycity.ca)

File: 0110.01

June 4, 2021

Ms. Tamara Jansen, MP  
Cloverdale - Langley City  
Suite 105 - 19211 Fraser Highway  
Surrey, BC V3S 7C9

Via Email: [Tamara.Jansen@parl.gc.ca](mailto:Tamara.Jansen@parl.gc.ca)

Dear Ms. Jansen:

Re: Support for 988 Suicide and Crisis Line Initiative

At its May 31, 2021, Regular Council meeting, the Council for the City of Langley passed the following resolution to convey Council's support of the Federal government's proposed National three-digit suicide and crisis line initiative:

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS The Council of the City of Langley recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT the Council of the City of Langley endorses this 988-crisis line initiative; and

THAT staff be directed to send a letter to the local MP, MLA, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.

Yours truly,  
CITY OF LANGLEY

Kelly Kenney  
Corporate Officer

Re: Support for 988 Suicide and Crisis Line Initiative

Page 2

Cc Andrew Mercier, MLA for Langley  
[Andrew.Mercier.MLA@leg.bc.ca](mailto:Andrew.Mercier.MLA@leg.bc.ca)

The Hon. Steven Guilbeault  
Minister of Canadian Heritage  
Minister Responsible for the CRTC  
[steven.guilbeault@parl.gc.ca](mailto:steven.guilbeault@parl.gc.ca)

The Hon. Patty Hajdu  
Federal Minister of Health  
[hcmminister.ministresc@canada.ca](mailto:hcmminister.ministresc@canada.ca)

Local Area Municipalities



*City of Pitt Meadows*  
OFFICE OF THE MAYOR

June 14, 2021

File: 01-0400-60/21

Honourable Marc Dalton  
Member of Parliament

Sent via email: [marc.dalton@parl.gc.ca](mailto:marc.dalton@parl.gc.ca)

Honourable Lisa Beare  
Member of the Legislative Assembly

Sent via email: [lisa.beare.MLA@leg.bc.ca](mailto:lisa.beare.MLA@leg.bc.ca)

Dear MP Dalton and MLA Beare:

**Re: Truth and Reconciliation Commission's Call to Action 75**

We write this letter regarding the recent announcement from the Tk'emlúps te Secwépemc First Nation and the results of a survey at the former Residential school in Kamloops B.C., which uncovered the remains of 215 Indigenous children. These findings confirm and support the stories and histories as told by many residential school survivors.

The findings in Kamloops support the suggestion that there will likely be further tragic discoveries at other residential schools.

We share in the grief of all First Nation people as we collectively honour and mourn the loss of these 215 children.

... /2

- 2 -

We believe it is imperative that immediate action be taken to address Action 75 of the Commission's Calls to Action, which states:

*75. We call upon the federal government to work with provincial, territorial, and municipal governments, churches, Aboriginal communities, former residential school students, and current landowners to develop and implement strategies and procedures for the ongoing identification, documentation, maintenance, commemoration, and protection of residential school cemeteries or other sites at which residential school children were buried. This is to include the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children.*

In order for reconciliation to take place, the truth must be recognized and acknowledged. We feel that by identifying, honouring, and remembering these Indigenous children, it is an important step towards healing.

Along with our collective outrage, we fully support and call for further action to find, and hold accountable, those who were involved in this unspeakable tragedy.

Yours Truly,



Mayor Bill Dingwall  
BGS, LL.B., CPHR

cc: Pitt Meadows City Council  
UBCM



## **Education and Advocacy Committee**

### **MINUTES**

Thursday, April 22, 2021

10:03 a.m.

ZOOM

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

Director A. Grieve, Chair  
Director A. Morel, Vice Chair  
Director G. McGregor  
Director D. O'Donnell  
Director R. Dunsdon  
Director D. Langman

Area 'A' (arrived at 10:12 am)  
City of Rossland  
Area 'C'/Christina Lake  
Area 'D'/Rural Grand Forks  
Village of Midway  
Village of Warfield

#### **Staff present:**

M. Andison, Chief Administrative Officer  
A. Winje, Manager of Corporate Administration/Recording Secretary  
F. Phillips, Senior Energy Specialist  
B. Ihlen, General Manager of Finance/CFO

#### **1. CALL TO ORDER**

Vice Chair Morel called the meeting to order at 10:03 a.m.

#### **2. 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.

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

Moved / Seconded:

That the agenda for the Regional District of Kootenay Boundary Education and Advocacy Committee meeting of April 22, 2021 be adopted.

Carried.

**4. ADOPTION OF MINUTES**

Moved / Seconded:

That the minutes of the Education and Advocacy Committee meeting held March 23, 2021 be approved.

Carried.

**5. CONSENT AGENDA**

There was no consent agenda.

**6. GENERAL DELEGATIONS**

There were no delegations.

**DIRECTOR JOINED THE MEETING:** Director Grieve joined the meeting at 10:12 a.m. and assumed the Chair.

**7. UNFINISHED BUSINESS**

**a. Resolution to UBCM: Use of High Efficiency Appliances Incentives  
F. Phillips, Senior Energy Specialist**

Ms. Phillips spoke to the resolution that was prepared for last year's UBCM Convention. She clarified that the RDKB is asking the Province to increase carbon-free technology incentives.

CAO Anderson asked the Committee if it would recommend resubmitting the resolution to UBCM as is or if it should be amended.



Moved / Seconded:

That the Board of Directors direct staff to re-draft the resolution titled "Use of High Efficiency Electrical Appliances Incentives" to include a request that the Province be lobbied to provide greater incentives for carbon-free technology; and further, that the resolution be brought to a future Board meeting for review and discussion.

Carried.

**b. UBCM Ministers' Meetings**  
**M. Andison, CAO**

The Committee directed staff to schedule the following meetings and prepare briefing notes:

1. 1% Wealth Tax (Ministry of Finance at UBCM)
2. Long-term Care Facilities (Ministry of Health at UBCM)
3. Increased Library Funding (Ministry of Education at UBCM)
4. Invasive Aquatic Plants (Ministry of Environment outside of UBCM)

**8. NEW BUSINESS**

**a. Support for Laid-off Hotel and Tourism Industry Workers**

Moved / Seconded:

The letter dated March 31, 2021 from Mayor Lisa Helps, City of Victoria, to Hon. Harry Bains, Minister of Labour, advising of the City's support for laid-off hospitality workers, was received.

Carried.

**b. Provincial Paramountcy in Penticton**

Moved / Seconded:

The letter and the news release dated April 13, 2021 from Mayor Vassilaki, City of Penticton, to UBCM President Brian Fenkel requesting the BC government reconsider invoking Provincial Paramountcy in the city concerning land use matters, was received.

Carried.

**9. LATE (EMERGENT) ITEMS**

There were no late or emergent items.

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

There were no items.

**11. QUESTION PERIOD FOR PUBLIC AND MEDIA**

As no members of the public or media were in attendance, there were no questions.

**12. CLOSED (IN CAMERA) SESSION**

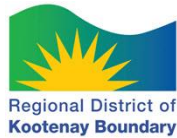
There was no closed session.

**13. Next Meeting**

CO Winje will send out a Doodle poll to determine the date of the June meeting.

**14. ADJOURNMENT**

There being no further business, the meeting adjourned at 10:28 a.m.



**Utilities Committee  
Minutes  
Wednesday, May 12, 2021  
Via Zoom Online Video Conferencing**

**Committee Members Present:**

Director R. Cacchioni, Chair, City of Trail  
Alternate Director B. Wenman, Vice-Chair, Village of Fruitvale  
Director G. McGregor, Area C/Christina Lake  
Director A. Grieve, Area A  
Director L. Worley, Area B/Columbia-Old Glory  
Director V. Gee, Area E/West Boundary  
Director D. Langman, Village of Warfield  
Director A. Morel, City of Rossland

**Staff Members Present:**

J. Dougall, General Manager of Environmental Services  
B. Ihlen, General Manager of Finance  
G. Denkovski, Manager of Infrastructure and Sustainability  
M. Forester, Administrative Assistant  
S. Surinak, Secretary/Clerk/Receptionist/Recording Secretary

**CALL TO ORDER**

The Chair called the meeting to order at 11:00 a.m.

**LAND ACKNOWLEDGEMENT**

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

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

The agenda for the May 12, 2021 Utilities Committee meeting was presented.

Moved / Seconded

That the agenda for the May 12, 2021 Utilities Committee meeting be adopted as presented.

Carried.

**ADOPTION OF MINUTES**

The minutes of the Utilities Committee meeting held on February 10, 2021 are presented.

Moved / Seconded

That the minutes of the Utilities Committee meeting held on February 10, 2021 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.

**GENERAL DELEGATIONS**

There were no general delegations to this meeting.

**UNFINISHED BUSINESS**

**G. Denkovski**

**Re: Grant Opportunity Tracking**

A report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the tracking of grant opportunities, was presented.

Goran Denkovski outlined various upcoming grant opportunities. None are critical to the Utilities service.

Moved / Seconded

That the report from Goran Denkovski, Manager of Infrastructure and Sustainability, on the tracking of grant opportunities be received.

Carried.

**G. Denkovski, Manager of Infrastructure and Sustainability**  
**Re: Flow Meter Report for Volume Data Collected Flow meter report summarizing volume data collected, was presented.**

Goran Denkovski discussed various aspects of the reports and answered questions from the Committee.

Moved / Seconded

That the Utilities Committee receive the flow meter report summarizing volume data collected for the months of October 2020 to March 2021.

Carried.

### **NEW BUSINESS**

**G. Denkovski**  
**Re: Utilities Committee Terms of Reference were presented.**

Discussion and review of Utilities Committee Term of Reference

The Board of Directors requested that the Utilities Committee review the Terms of Reference (TOR) as there are new Committee Members that may not be familiar with the TOR. Further the Board recommends that the TOR be review every four years.

The Committee suggested two (2) changes to the TOR. Remove "when necessary" from the first paragraph and under duties remove "with or without amendment".

The Committee discussed the removal of the 700 Service from Utilities. Several Committee Members agreed.

The Committee discussed the creation of the Utilities Committee, to ensure that staff is not reporting to multiple committees. The structure of the Utilities Committee has changed over time.

Goran Denkovski asked the Committee for written input that will be discussed at the next Utilities Committee meeting.

Moved / Seconded

That the Utilities Committee receive the Terms of Reference and be reviewed again at the next Utilities Committee meeting.

Carried.

**G. Denkovski**

**Re: Water Utility 2021 Newsletters**

The newsletters have been sent out to all area except Columbia Gardens.

The Committee discussed the past use of the Water Smart program and the possibility of using it again in the future.

The Committee discussed the watering regulations in Stage 3 and the reasoning behind it.

Moved / Seconded

That the committee receive the 2020 Water System newsletters.

Carried.

**G. Wiebe**

**Re: Water Conservation Marketing Materials**

The FMC grant for the water ambassador and the conservation rebate program was denied.

The RDKB will reapply in 2022.

Water conservation promotion will continue regardless.

Moved / Seconded

That the Utilities Committee receive the marketing material.

Carried.

**G. Denkovski**

**Re: Beaver Valley Water Service Sale of Water for Commercial Use**

Verbal report from Goran Denkovski, Manager of Infrastructure and Sustainability in regards to selling water from the service.

There are no water sales at this time and this needs to be communicated to municipal staff.

Moved / Seconded

That the verbal report be received.

Carried.

**G. Denkovski**

**Re: Beaver Valley Water Service Development Cost Charge Update**

Verbal report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the Beaver Valley Water Service development cost charge bylaw.

The current Beaver Valley Water Service Development Cost Charge is no longer valid as it no longer reflects the current long term strategy that has been established . It needs to be reviewed and updated every Five (5) years. The Committee agreed that a third party review would be best.

The Christina Lake Water Service also requires a Development Cost Charge review and update

Moved / Seconded

That the Utilities Committee receive the report.

Carried.

**G. Denkovski**

**Re: Christina Lake Water September 2020 to March 2021 Monthly Reports**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water September 2020 to March 2021 Monthly reports, was presented.

Moved / Seconded

That the staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Christina Lake Water Utility September 2020 to March 2021 Monthly reports, be received.

Carried.

**G. Denkovski**

**Re: Solar Aquatic Center Operations Reports**

A staff report from Goran Denkovski, regarding the Solar Aquatic Center Operations reports, was presented.

Moved / Seconded

That the Solar Aquatic Center reports be received.

Carried.

**Jeff Paakkunainen**

**Re: Warfield, Columbia Gardens and Rivervale Water Monthly Report - September 2020 to March 2021**

A staff report from Jeff Paakkunainen, Chief Utilities Operator, regarding the Water Monthly report for September 2020 to March 2021, was presented.

Moved / Seconded

That the staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the East End Water Monthly reports from September 2020 to March 2021, be received.

Carried.



**Jeff Paakkunainen**

**Re: CPCC Sanitary Sewer Monthly Report September 2020 to March 2021**

A staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly reports for September 2020 to March 2021, was presented.

There have been high levels of BOD at the Regional Interceptor.

There was a black liquid discovered and staff is attempting to discover the source.

Moved / Seconded

That the staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly reports from September 2020 to March 2021, be received.

Carried.

**LATE (EMERGENT) ITEMS**

**DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

The removal of the 700 Service from Utilities and the creation of a separate committee to handle same.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

There were no questions from the public nor the media.

**CLOSED (IN CAMERA) SESSION**

A closed ( in camera) session was not required.

**ADJOURNMENT**

There being no further business to discuss, the Chair adjourned the meeting at 12:30 pm.



## **Electoral Area Services Committee Minutes**

10:30 a.m. Thursday, May 13, 2021  
Via ZOOM online meeting

### **Committee members present:**

Director A. Grieve, Chair – Electoral Area A  
Director L. Worley, Electoral Area B/Columbia-Old Glory  
Director G. McGregor, Vice-Chair – Electoral Area C/Christina Lake  
Director D. O'Donnell, Electoral Area D/Rural Grand Forks  
Director V. Gee, Electoral Area E/West Boundary

### **Staff present:**

M. Andison, Chief Administrative Officer  
D. Dean, Manager of Planning and Development  
F. Phillips, Senior Energy Specialist  
F. Maika, Corporate Communications Officer  
M. Ciardullo, Recording Secretary

### **CALL TO ORDER**

Chair Grieve 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 AGENDA (ADDITIONS/DELETIONS)**

May 13, 2021

Two items were added to Section 9 - Late (Emergent) Items

- Changes to ALC Housing Regulations.
- Adding Gas Tax summary report back to EAS committee

Moved / Seconded

That the May 13, 2021 Electoral Area Services committee agenda be adopted as amended.

Carried.

**MINUTES**

April 21, 2021

Moved / Seconded

That the April 21, 2021 Electoral Area Services committee minutes be adopted as presented.

Carried.

**CONSENT AGENDA**

**DELEGATIONS**

There were no delegations in attendance.

**UNFINISHED BUSINESS**

There was no unfinished business to discuss.

**NEW BUSINESS**

**Darryl and Heather Hammond**

**RE: Development Variance Permit**

141 Brown Road, Electoral Area C/Christina Lake

RDKB File: C-969-04329.000

Moved / Seconded

That the Development Variance Permit application submitted by WSA Engineering (2012) Ltd., on behalf of Darryl Hammond and Heather Hammond, to vary Section 403.6 of the Electoral Area C Zoning Bylaw No. 1300 to reduce the interior side parcel line setback from 1.5 to 0 metres – a variance of 1.5 metres; and vary the setback to the natural boundary of Christina Lake from 7.5 to 2.2 metres – a variance of 5.3 metres for the dwelling on the parcel legally described as Lot 10, District Lot 969, Similkameen Division of Yale District, Plan 9357, Electoral Area C/Christina Lake, be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support.

Carried.

**Darryl and Heather Hammond**

**RE: Site-specific Exemption to Floodplain Bylaw**

141 Brown Road, Electoral Area C/Christina Lake

RDKB File: C-969-04329.000

Moved / Seconded

That the application for a Site-Specific Exemption the Floodplain Bylaw Section 5.b(iv) to reduce the setback from the natural boundary of any lake, marsh, or pond from 7.5 m to 2.2 m – a variance of 5.3 m, submitted by WSA Engineering (2012) Ltd., on behalf of Darryl Hammond and Heather Hammond, for the reconstruction of an existing deck on the property legally described as Lot 10, District Lot 969, Similkameen Division of Yale District, Plan 9357, Electoral Area C/Christina Lake, be presented to the Regional District of Kootenay Boundary Board of Directors for consideration, with a recommendation of support, with the following conditions:

1. The property owners provide documentation that retaining wall construction is complete and meets the BC Ministry of Ministry of Forests, Lands, Natural Resource Operations' requirements;
2. The property owners follow the recommendations provided in the report provided by Ground Up Geotechnical Ltd.; and
3. The property owners register a standard floodplain covenant on title in favour of the Regional District of Kootenay Boundary.

Carried.

**Greg and Debbie Kornell**

**RE: Development Permit**

445 Feathertop Way, Electoral Area E/West Boundary

RDKB File: BW-4222-07500.805

Moved / Seconded

That the staff report regarding the Alpine Environmentally Sensitive Landscape Reclamation Development Permit application submitted by Shauna Wizinsky, Weninger Construction & Design Ltd. on behalf of Debbie Kornell and Greg Kornell for the parcel legally described as Strata Lot 41, Plan KAS3134, District Lot 4222, Similkameen Division of Yale Land District, Big White, Electoral Area E/West Boundary, be received.

Carried.

**Badbike Ventures Inc.**

**RE: Development Permit**

228 Feathertop Way, Electoral Area E/West Boundary

RDKB File: BW-4222-07499.014

Moved / Seconded

That the staff report regarding the Alpine Environmentally Sensitive Landscape Reclamation Development Permit application submitted by Tyler Stark, Stark Homes on behalf 1085937 BC Ltd. for the parcel legally described as Strata Lot 8, Plan KAS3398, District Lot 4222, Similkameen Division of Yale Land District, Big White, Electoral Area E/West Boundary, be received.

Carried.

**Jessie and Lai East**

**RE: Development Permit**

570 Feathertop Way, Electoral Area E/West Boundary

RDKB File: BW-4222-07500.915

Moved / Seconded

That the staff report regarding the Alpine Environmentally Sensitive Landscape Reclamation Development Permit application submitted by John Thomas Hodges on behalf of Jesse East for the parcel legally described as Strata Lot 63, Plan KAS3134, District Lot 4222, Similkameen Division of Yale Land District, Big White, Electoral Area E/West Boundary, be received.

Carried.

**1262138 BC Ltd**

**RE: Development Permit**

875 China Creek Road, Electoral Area B/Lower Columbia-Old Glory

RDKB File: B-7187-08836.100

Moved / Seconded

That the staff report regarding the Industrial Development Permit application submitted by Vicki Topping, MQN Architects, on behalf of 1262138 B.C. Ltd, for the parcel legally described as Lot A, Plan NEP62844, District Lot 7187, Kootenay Land District, & District Lot 8073, located in Genelle, Electoral Area 'B'/Lower Columbia-Old Glory be received.

Carried.

**Fern Acton**

**RE: MOTI Subdivision**

4120 Casino Road, Electoral Area B/Lower Columbia-Old Glory

RDKB File: B-Twp8A-10831.040

Moved / Seconded

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed two lot conventional subdivision, for the parcel legally described as Lot A, Plan NEP15429, Section 26, Township 8A, Kootenay Land District, located in Casino, Electoral Area 'B'/Lower Columbia-Old Glory be received.

Carried.

**West Kootenay 100% Renewable Energy Plan**

F. Phillips, Senior Energy Specialist, provided context around the West Kootenay regional initiative plan that affects Electoral Areas A and B.

General discussion included potential attendance at a workshop being held at the RDCK; Municipal vs. Rural implications; Community engagement and consultation.

Moved / Seconded

That the Regional District of Kootenay Boundary commit to reviewing the 100% Renewable Energy Plan and associated action tables as part of the Climate Plan development.

Carried.

**002 Electoral Area Services Work Plan**

Moved / Seconded

That the Electoral Area Services Committee receive the May 2021 – Work Plan update for Electoral Area Services (002) as presented to the Electoral Area Services Committee on May 13th, 2021.

Carried.

Moved / Seconded

That the Electoral Area Services committee direct staff to research the cost and implementation of the ticketing module to the Vadim system.

Carried.

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

Moved / Seconded

That the Electoral Area Services Committee receive the May 2021 – Work Plan update for the Planning and Development Service as presented to the Electoral Area Services Committee on May 13th, 2021.

Carried.

Moved / Seconded

That development permit applications not be reviewed at the Electoral Area Services Committee and only be discussed and received at the Advisory Planning Commission meetings, on a trial basis, until the end of 2021.

Carried.

### **Bylaw Enforcement Update**

Moved / Seconded

That the Bylaw Enforcement update be received.

Carried.

### **Grant in Aid Update**

A correction was made to Electoral Area E/West Boundary. The amount shown of \$2000 (return of funds) should go to Economic Development, not Grant in Aid.

Moved / Seconded

That the Grant in Aid update be received as amended.

Carried.

### **LATE (EMERGENT) ITEMS**

#### **Developers and regulations**

There was discussion regarding the increase in development in the district and whether there is a more streamlined process to help developers understand the RDKB processes.

Page 6 of 7  
Electoral Area Services  
May 13, 2021

### **Changes to ALC Housing Regulations**

D. O'Donnel expressed concern that Electoral Area D/Rural Grand Forks is in housing crisis due to unaffordability and the lack of housing. The Ministry of Agriculture is proposing changes to allow second homes in the ALR. She would like to begin discussions about the possibility of amending the Electoral Area D/Rural Grand Forks land use bylaws..

It was agreed to discuss this further at the next EAS meeting.

### **Adding Gas Tax back to EAS committee**

There was interest in having the gas tax update reports be included on the EAS agendas.

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

Changes to ALC Housing Regulations

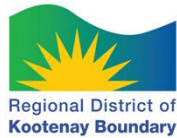
### **CLOSED (IN CAMERA) SESSION**

There was no closed session.

### **ADJOURNMENT**

There being no further business to discuss, Chair Grieve adjourned the meeting at 11:57 a.m.





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

Minutes  
Tuesday, May 18, 2021  
ZOOM

### **Committee members present:**

Director A. Grieve, Chair, Area A  
Director S. Morissette, Vice-Chair, Village of Fruitvale  
Director M. Walsh, Village of Montrose

### **Staff present:**

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

### **CALL TO ORDER**

The meeting was called to order at 8:30 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 May 18, 2021 Beaver Valley Regional Parks and Regional Trail Committee was presented.

The agenda was amended to add discussion on the 2021 JL Crowe Secondary School graduation acknowledgement.

Moved / Seconded

That the agenda for the May 18, 2021 Beaver Valley Regional Parks and Regional Trails Committee be adopted as amended.

Carried.

### **ADOPTION OF MINUTES**

The minutes from the April 28, 2021, Beaver Valley Regional Parks and Regional Trails Committee meeting were presented.

Moved / Seconded

That the minutes from the April 28, 2021, Beaver Valley Regional Parks and Regional Trails Committee special meeting be adopted as presented.

Carried.

### **DELEGATIONS**

#### **Stewart Spooner, Kootenay Columbia Trails Society (KCTS) Re: KCTS 2020 Financial Statements**

Mr. Spooner will present the KCTS 2020 financial statements to the members of the Beaver Valley Regional Parks and Regional Trails Committee at the East End Services Committee meeting later today.

### **UNFINISHED BUSINESS**

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

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 Re: Pump Park Update**

Staff were directed to write a letter to Scouts Canada in follow up to a request from last June regarding a proposed agreement to build a pump park on Scouts Canada property.

Moved / Seconded

That the update on the pump park from M. Daines, Manager of Facilities and Recreation be received.

Carried.

**M. Daines, Manager of Facilities and Recreation**  
**Re: Train Station Update**

Staff were directed to develop a process regarding possible donations for the train station including guidelines on how the donations are to be utilized and then recognized.

Moved / Seconded

That the update on the train station from M. Daines, Manager of Facilities and Recreation be received.

Carried.

**M. Daines, Manager of Facilities and Recreation**  
**Re: Beaver Valley Family Park Campground Update**

M. Daines informed the Beaver Valley Regional Parks and Regional Trails Committee that Kootenay Boundary Regional Fire Rescue Services Chief Derby and the RCMP Trail & Greater District Detachment Sergeant Wicentowich advised that the Beaver Valley Family Park Campground can be opened for the 2021 season. M. Daines also advised that a fire smart program is being conducted to clean up brush, debris, old railway ties, etc. before opening this Friday May 21, 2021.

The committee would like the new availability of wireless internet at the campground to be highlighted on the Fruitvale, Montrose and RDKB websites.

Moved / Seconded

That the update on the Beaver Valley Family Park campground from M. Daines, Manager of Facilities and Recreation be received.

Carried.

**NEW BUSINESS**

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

A staff report from M. Daines, Manager of Facilities and Recreation regarding an update on the 2021 Beaver Valley Regional Parks and Regional Trails (019) Work Plan.

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails committee receive the staff report from M. Daines, Manager of Facilities and Recreation regarding an update on the 2021 Beaver Valley Regional Parks and Regional Trails Service (019) work plan.

Carried.

**Newsletter additions**

The committee noted items for the Fall newsletter.

**LATE (EMERGENT) ITEMS**

**2021 JL Crowe Secondary School Graduation Acknowledgement**

Moved / Seconded

That the Beaver Valley Regional Parks and Regional Trails Committee allocate up to \$500 for the 2021 JL Crowe Secondary School graduation acknowledgement.

Carried.

**DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

None

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

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Page 4 of 5  
Beaver Valley Regional Parks and Regional Trails Committee  
May 18, 2021

None

**CLOSED (IN CAMERA) SESSION**

None

**ADJOURNMENT**

The meeting was adjourned at 9:02 am.



## **Christina Lake Parks & Recreation Commission**

**Minutes**  
**Wednesday, May 12, 2021**  
**8:00am**  
**ZOOM**

### **Committee members:**

P. Beattie – Chairperson  
J. Strzelec – Vice Chairperson (left meeting at 9:09am)  
T. Bobocel  
S. Gniewotta  
B. Koppin  
E. McCluney  
A. Moore  
J. Sioga (left meeting at 8:53am)  
D. Wilchynski

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

P. Keys, Manager of Facilities & Recreation  
M. Van Hoogevest, Recreation Program Services Supervisor/Recording Secretary  
G. McGregor, Area 'C'/Christina Lake Director

### **Call to Order**

The Chair called the meeting to order at 7:59 am.

### **Land Acknowledgement**

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.

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

The agenda for the May 12, 2021 Christina Lake Parks & Recreation Commission meeting was presented. The agenda was amended with the removal of Delegations 5.a) Jonathon Finley, the addition of New Business items 8.b) Community

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**Page 1 of 6**  
**Christina Lake Parks & Recreation Commission**  
**May 12, 2021**

Accessibility Project, 8.c) Christina Lake ParticipACTION Challenge, 8d.) Christina Lake Potholes and 8e.) Christina Lake Fitness Tickets.

Moved / Seconded

That the agenda for the May 12, 2021 Christina Lake Parks & Recreation Commission meeting be adopted as amended.

Carried.

### **Minutes**

The minutes of the Christina Lake Parks & Recreation Commission meeting held on April 14, 2021 were presented.

Moved / Seconded

That the minutes of the Christina Lake Parks & Recreation Commission meeting held on April 14, 2021 be adopted as presented.

Carried.

### **Delegations**

There were no delegations present.

### **Unfinished Business**

#### **Triathlon Review Update**

The Triathlon subcommittee did not meet this past month, but will reschedule within the next week.

### **New Business**

#### **Pickleball Court Repairs**

The Christina Lake Pickleball Courts will be closed for a few days this spring to address the necessary court repairs.

### **Community Accessibility Project**

The application for the Enabling Accessibility Fund of Canada was denied. Youth Accessibility Leader, J. McMullin, is now applying for a \$5000.00 Provincial grant to support the Mobi-mat project at the Christina Lake Provincial Park. Additional funds will be required as the project must be complete within the calendar year.

Moved / Seconded

That the Christina Lake Parks & Recreation Commission financially support the remaining balance of the Mobi-mat project, within the calendar year, after the Provincial grant application is approved.

Carried.

### **Christina Lake ParticipACTION Challenge**

The community of Christina Lake is participating in the ParticipACTION Community Better Challenge from June 1-30, 2021. Participants are encouraged to record their active minutes on the ParticipACTION App using V0H 1E0.

### **Christina Lake Potholes**

The Christina Lake potholes are located on private property. Gladstone Provincial Park (Texas Creek) is promoting the exploration of this area. Area Supervisor East Okanagan BC Parks, Jonathan Finley, will instruct service contractors working at Texas Creek to discontinue the promotion of this area and will identify how to restrict access for future visitors.

Moved / Seconded

That the Christina Lake Parks & Recreation Commission support G. MacGregor in asking RDKB and the Province to write a letter prohibiting public access to the Christina Lake potholes.

Carried.

### **Christina Lake Fitness Tickets**



It was questioned why twenty-five percent is withheld when requesting a refund for the Christina Lake Fitness Tickets. The Grand Forks and District Recreation Refund Policy states in item 4. Credits and Refunds, B. iii; Can be refunded if purchased within the calendar year, less a 25% administrative fee.

## **Reports**

### **Financial Report- Fitness Class Fee Review**

The Fitness Class Fee Review was included in the agenda package for review.

Moved / Seconded

That the Christina Lake Parks & Recreation Commission approve the 2021-2024 Fitness Program Fee Review as presented, and recommend they be taken forward to the Boundary Services Committee as presented.

Carried.

### **Project Updates- Work Plan Update**

The Work Plan Update was included in the agenda package for review.

### **Sub Committee Reports- Pump Track / Trails Committee**

The Christina Lake Pump Track will be dressed with Interfor wood chips after black landscape fabric has been laid. The fabric is on order from Durand's Greenhouse.

The Trails Committee shared before and after photos of the Christina Lake trails after spring trail maintenance was complete. The committee has purchased a drone for future marketing opportunities.

Moved / Seconded

That the Christina Lake Parks & Recreation Commission reimburse the committee for the cost of the drone once the receipt has been submitted.

Carried.

### **Staff Monthly Report**

The Recreation Program Services Supervisor Report was included in the agenda package for review.

### **Community Events Report**

No report submitted.

Moved / Seconded

That the reports presented at the Christina Lake Parks & Recreation Commission meeting held on May 12, 2021 be adopted as presented.

Carried.

### **Late (Emergent) Items**

GF Realty Financial Assistance for Swim Lessons

Grand Forks Realty will sponsor summer 2021 swim lessons for children who are in need of financial assistance.

### **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 9:29am

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**Page 5 of 6**  
**Christina Lake Parks & Recreation Commission**  
**May 12, 2021**





Regional District of  
Kootenay Boundary

## **ELECTORAL AREA E/WEST BOUNDARY**

### **ADVISORY PLANNING COMMISSION**

Monday, May 31, 2021 via Zoom video-conference commencing at 6:00 p.m.

**PRESENT:** Florence Hewer, Lynne Storm, Michael Fenwick-Wilson, Jamie Haynes, Dave Anderson, Stewart Dobson, Rod MacLeod

**ABSENT** with  
notification

**Absent** without Grant Harfman  
notification

**RDKB DIRECTOR:** Vicki Gee

**RDKB STAFF:**

**GUEST:**

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1. **CALL TO ORDER** The meeting was called to order at 6:03 PM.

2. **ADOPTION OF AGENDA**

**Recommendation:** That the May 31, 2021 Electoral Area E/West Boundary Planning Commission Agenda be adopted as presented. Moved by Michael, seconded by Flo; CARRIED

3. **ADOPTION OF MINUTES**

**Recommendation:** That the May 3, 2021 Electoral Area E/West Boundary Planning Commission Minutes be adopted as presented. Moved by Stewart, seconded by Dave; CARRIED

4. **DELEGATIONS** none

5. **UPDATES TO APPLICATIONS AND REFERRALS**

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Electoral Area E/West Boundary APC Minutes  
May 31, 2021  
Page 1 of 3

Director Gee noted that the RDKB pass on the Rose Garden Holdings subdivision application with no recommendation but with the APC comments and support.

Director Gee noted that at the May 27 Board meeting community input is being sought for the Riverdell Food Primary Liquor Licence in the following ways:

- Property owners must post 2 signs on the property
- RDKB will mail out notifications to neighbours in a 1.5 km radius
- It will be posted on the RDKB website

She also noted that the only reason we received this referral is because the application includes "patron participation" (e.g. dancing, Karioke).

## **6. NEW BUSINESS**

### **A. Kettle River Ranch Inc.**

#### **RE: ALC Non-Adhering Residential Use**

RDKB File: E-376-02721.200

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

- Jamie noted that the proposed building site is located above the flood plain with a 10 to 12 foot sloping bank down to the river
- Applicant should make arrangements for access across the Kettle River Rail Trail

#### **Recommendation:**

It was moved by Michael, seconded by Stewart and resolved that the APC recommends to the Regional District that the referral be supported. CARRIED

### **B. Dustin and Cassandra Kaufman**

#### **RE: MOTI Subdivision**

RDKB File: E-472s-02942.125

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

- The only concern noted was the steep access road off Beacon Road to the proposed new lots

**Recommendation:**

It was moved by Flo, seconded by Dave and resolved that the APC recommends to the Regional District that the referral be supported. CARRIED

**C. Brandy and Dusting Clevette**

**RE: Development Permit**

RDKB File: MB-100s-01371.120

Discussion/Observations:

Director Gee asked those present with knowledge of Mt Baldy subdivisions if the applicants sprinkler system would be a concern regarding water use issues. The response was that it would not be a concern.

**Recommendation:**

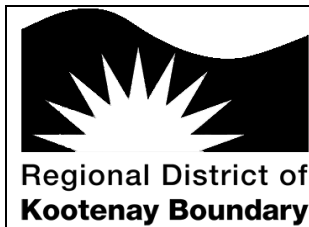
It was moved by Michael, seconded by Rod and resolved that the APC recommends to the Regional District that the application be supported. CARRIED

**7. FOR INFORMATION**

**8. FOR DISCUSSION**

**9. ADJOURNMENT**

Moved by Stewart, seconded by Michael. CARRIED Meeting adjourned at 6:40 pm



**ELECTORAL AREA D/RURAL GRAND FORKS**  
**ADVISORY PLANNING COMMISSION**  
**MINUTES TEMPLATE**

Tuesday, June 1, 2021 via zoom, commencing at 7:00 p.m.

**PRESENT:** Kathy Hutton, Brian Noble (minute taker), Della Mallette, John Thomas,  
**ABSENT:** Lynn Bleiler  
**RDKB DIRECTOR:** Danna O'Donnell  
**RDKB STAFF:** Donna Dean  
**GUESTS:** Leanna Mehmal, Jon Dehaan

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**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

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

**Recommendation:** That the June 01, 2021 Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission Agenda be adopted.

Moved by: Brian seconded by John: Carried

**3. MINUTES**

**Recommendation:** That the April 06, 2021 Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission Minutes be adopted.

Moved by Deb seconded by John: Carried

**4. DELEGATIONS: None**

**5. OLD BUSINESS/UPDATES TO APPLICATIONS AND REFERRALS: None**

## 6. **NEW BUSINESS**

### A. Site-specific zoning amendment: File# D-184-02002.000

Moved by Brian Noble Seconded by John Thomas that the site-specific text amendment be supported subject to: be worded to permit the manufactured home, if a Section 219 Covenant is registered on the property, limiting the manufactured home for use by immediate family members only. Carried

### B. Terus Construction Ltd. Re: Front Counter BC License of Occupation

#### Discussion/Observations:

Concerns have been registered and discussed with RDKB, through Danna, about this request. Some members of our APC challenged portions of the concerns expressed. The committee resulting in the following motion held a good discussion.

Moved by Brian Noble and Seconded by John Thomas that based on the concerns expressed and documented by the local residents request for the License of Occupation not be Supported. Carried (2 in favor 1 against)

## 7. **FOR INFORMATION**

Danna informed the members of the work she is doing which will have an impact on future applications though the ALR regulations, specifically about secondary houses on ALR lands. The changes, in part, could have a positive impact making it easier for future farming operations, land security, increase taxes for the district and the present housing crisis. Danna will provide updates on the progress of this project.

## 8. **DISCUSSION**

Options for obtaining APC agenda on more efficient basis since RDKB office is only operating on minimal bases were discussed. Ideas such as mailing the agendas directly to each member or having them couriered. Stay tuned!

## 7. **FOR INFORMATION**

## 8. **DISCUSSION**

## 9. **ADJOURNMENT**

Moved by Della that the meeting be adjourned





**ELECTORAL AREA E/WEST BOUNDARY  
(BIG WHITE)**

**ADVISORY PLANNING COMMISSION**

**MINUTES**

Tuesday, June 1, 2021 via zoom.  
Minutes taken by: John LeBrun.

**PRESENT:** Peter Hutchinson, John LeBrun, Paul Sulyma, Mike Figurski and Rachelle Hawk.  
**ABSENT:** Anastasia Byrne  
**RDKB DIRECTOR:** Vicki Gee  
**RDKB STAFF:** None  
**GUESTS:** Andy Hill, Feathertop Strata and Kristina Anderson, RDKB Watershed Planner.

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**1. CALL TO ORDER**

The meeting was called to order at 1621.

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

**Recommendation:** That the June 1, 2021 Electoral Area E/West Boundary (Big White) Advisory Planning Commission Agenda be adopted.

**Motion to adopt by John seconded by Rachelle.**

**ADOPTED**

**3. ADOPTION OF MINUTES**

**Recommendation:** That the May 2, 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. None**

**5. UPDATED APPLICATIONS AND REFERRALS.** None**6. NEW BUSINESS**

Vicki Gee introduced a new member to the APC; Mike Figurski. He has been a long time (20 plus years} resident of Big White and is/has been the on-hill doctor during that time. Mike was welcomed to the APC.

**A. Gregg and Alexa Kudar**  
**RE: Development Permit**  
 RDBK File: BW-4222-07500.665

**Discussion/Observations:**

The property has been cleared of almost all of the trees that were on the lot. The application stated that the majority of trees would be saved.  
 The property has not controlled for water run off and has resulted in the water running off the property and into, around and under an existing house below the lot.

**Recommendation:**

It was moved, seconded and resolved that the APC recommends to the Regional District that the Development Permit BW-4222-07500.665 be;

**Not supported with comments provided.**

**Motion to adopt by Rachelle seconded by Mike.**

**ADOPTED**

**B. Kris Gibbs**  
**RE: Development Permit**  
 RDKB File: BW-4222-07499.004

**Discussion/Observation:**

*There was nothing for discussion or observation.*

**Recommendation:**

It was moved, seconded and resolved that the APC recommends to the Regional District that the Development Permit BW-4222-07499.004 be;

**Supported without comment.**

**Motion to adopt by Rachelle seconded by Paul.**

**ADOPTED**

**C. Phillip and Sharon Knoll**  
**RE: Development Permit**  
**RDKB File: BW-4222-07500.980**

**Discussion/Observation:**

It would appear that the pillars are right at the easement line resulting in the roof of the house being over the ski easement.

The foundation has already been poured without development permit approval.

It would appear that the driveway and snow removal storage area does not meet RDKB requirements.

**Recommendation:**

It was moved, seconded and resolved that the APC recommends to the Regional District that the Development Permit BW 4222-07500.980 be:

**Supported with comments.**

**Motion to adopt by Mike seconded by Paul.**

**Adopted.**

**7. FOR DISCUSSION**

- A. At the previous meeting it was reported that building site are not being cleaned up after construction and that in some cases the building debris is being dumped on adjacent building sites. This has been discussed by the APC during previous meetings. A response from the RDKB stated that they have no control over this. It is a civil matter and would have to be treated that way.
- B. A question was asked about the moving of a liquor store on the mountain was answered by the province and is attached. Basically, states that once the license is issued the license can be moved to any location with very few exceptions.
- C. There was a power outage on the mountain and it was determined that a snow removal piece of equipment hit a green Fortis electrical box. The answer from the RDKB is that this is a Fortis issue and the RDKB has no control over this. Fortis has right of ways/easements and agreements with property owners and is responsible for construction/placement of their electrical boxes

**8. FOR INFORMATION** None

**9. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 1726.

From: LCRB Liquor Policy LCRB:EX [mailto:[LCRBLiquorPolicy@gov.bc.ca](mailto:LCRBLiquorPolicy@gov.bc.ca)]

Sent: May 21, 2021 2:35 PM

To: Vicki Gee - Area 'E'/West Boundary Director <[vgee@rdkb.com](mailto:vgee@rdkb.com)>

Subject: RE: Questions my constituents have for me

Hello Vicki,

Thank you for your email.

A licensee retail store (LRS) may apply<<https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/liquor-licence-permits/amend-liquor-licence/relocate-a-liquor-licence>> to the Liquor and Cannabis Regulation Branch to relocate. Relocation requirements are explained on page 13 of the Licensee Retail Store Terms and Conditions Handbook.<<https://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/business-management/liquor-regulation-licensing/guides-and-manuals/licenseeretailstore-handbook.pdf>>

A licensee retail store may apply to relocate your store anywhere within the province, with the restriction that they cannot relocate within one kilometre of an existing or proposed LRS or BC Liquor Store (i.e. government liquor stores). BC Liquor Stores are also required to abide by this rule. The one-kilometre distance is measured front door to front door, as the crow flies. A list of LRS and BC Liquor Store locations and proposed

locations<<https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/liquor-licence-permits/liquor-resources-information/bc-liquor-licensed-establishment-locations>> is available on our website.

There are four exceptions to this rule that the Branch may consider:

- \* If the store is substantially damaged by a fire, flood or other event beyond the licensee's control;
- \* If the shortest travelling distance by road is more than one kilometre due to a watercourse or body of water;
- \* If the store is already within one kilometre of another liquor store and the new location is not closer than the current one; or
- \* If the new location has the same parcel identifier number as the current location

Relocations are subject to zoning requirements by local governments or Indigenous Nations. The LCRB has not set a cap on the number of liquor stores in a local government's jurisdiction. There is a moratorium on new LRS licences until July 2022.

You may wish to know that Rural Licensee Retail Stores

<<https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/liquor-licence-permits/apply-for-liquor-licence-permit/apply-for-a-rural-licensee-retail-store-licence>> can sell liquor at general stores in rural communities.

Please reply to this message if you have further questions.

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Electoral Area E/West Boundary (Big White) APC Minutes  
January 5, 2021  
Page 5 of 6

Kind regards,

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Electoral Area E/West Boundary (Big White) APC Minutes  
January 5, 2021  
Page 6 of 6



## Columbia River Treaty Monthly Update for the Local Governments' Committee – May 2021

***Issued June 8, 2021***

### **Highlights**

- Koocanusa Reservoir Weir/Dam Feasibility Summary Report
- Columbia Basin Agriculture Support
- Columbia River Treaty Heritage Project
- Valemount Air Quality Project

### **Treaty Negotiations**

- There are no new updates regarding Canada-U.S. Columbia River Treaty negotiations.
- We continue to await a response from the U.S. to the proposal tabled by the Canadian team at the 10<sup>th</sup> round of negotiations in June 2020.
- Sylvain Fabi, Canada's Chief Negotiator for the Columbia River Treaty, continues to be in touch with U.S. lead negotiator, Jill Smail, conveying that Canada is ready to resume discussions when they are.

### **Public Engagement**

#### **Koocanusa Weir/Dam Feasibility Summary Report**

- On May 20, 2021, the B.C. CRT Team released its report summarizing recent efforts to explore the feasibility of building a weir/dam across Koocanusa Reservoir. These efforts are in response to some local residents' concerns about summer changes to Koocanusa water levels and their impact on recreation and tourism on the Canadian side of the reservoir.
- The report summarizes: the assessment process; details of BGC Engineering Inc.'s preliminary study of the costs, benefits and impacts related to the feasibility of building a weir/dam across Koocanusa Reservoir; feedback received; and the B.C. CRT Team's conclusion.
- One significant piece of feedback of note was submitted by Stewart Rood with the Water Institute for Sustainable Environments; University of Lethbridge; and Chinook Environmental Resources. His paper, Lake Koocanusa: Management of Recreation on a Popular International Reservoir, is summarized in the B.C. CRT Team's report, and included as an appendix.
- The B.C. CRT Team's report and its appendices are on the [B.C. CRT website](#).



### **Columbia River Treaty Video Series**

- The B.C. CRT Team is supporting Creatively United for the Planet, a non-profit society, in developing a series of videos on the value of water, with a focus on the Columbia River.
- The videos will highlight the value of water as it relates to community, health and wellness, Indigenous values, energy and more. They will also weave in aspects of the Columbia River Treaty, including Treaty impacts to the Basin and opportunities for improvement.
- Creatively United has been hard at work conducting research and pre-interviews with many people connected to the Columbia River, Basin and the Treaty.
- Originally, they had planned to create 2 initial videos by this summer before developing the rest of the series in the fall. However, with the material they've collected, now aim to create the full project at once, likely consisting of 4 videos, with an anticipated release in the fall.
- Creatively United will present an update on this project at the June 24 CBRAC meeting.

### **Columbia Basin Regional Advisory Committee (CBRAC)**

- CBRAC met by Zoom on May 25, 2021 for a BC Hydro operations update, presented by Gillian Kong
- All materials are posted on the [CBRAC webpage](#).
- CBRAC's next webinar is on June 24, 2021 and will feature updates on several of the Province's community interests projects, including the Valemount Air Quality Project (TBC) and the CRT Heritage Project, as well as an update from Creatively United for the Planet on their CRT Video Series project.

### **Ongoing Communication**

- The Province continues to communicate with the public through its CRT Newsletter, website and social media channels. As always, the B.C. CRT Team is open to suggestions for how to connect more effectively with Basin residents, especially youth, on the CRT. Please email [Brooke.McMurchy@gov.bc.ca](mailto:Brooke.McMurchy@gov.bc.ca) if you are aware of any opportunities in your communities.





### **Community Interest Projects**

The B.C. CRT 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 Support**

- In late fall 2020, the B.C. CRT team completed a table matching Columbia Basin agriculture interests with over 40 existing federal, provincial and regional support programs and services. The table was updated in April 2021 and again in June 2021 to include new programs and revised application dates.
- The B.C. CRT Team has received feedback on the table from the Columbia Basin Trust and a final version is currently being reviewed by the B.C. Ministry of Agriculture.
- The table, 'Overview of Agricultural Interests in the Columbia Basin and Existing Agricultural Programs and Initiatives', will be published mid-June on the [B.C. CRT website](#) and shared on Facebook and Twitter.
- The LGC will be sent a final version before it is published.
- The B.C. CRT Team will be seeking feedback from Basin residents on whether there are gaps in addressing agriculture interests or concerns, given the programs and initiatives listed in the table. Feedback will be invited until September 15, 2021 at 4 p.m. PT.

#### **Columbia River Treaty Heritage Project**

- Work continues on the development of the CRT Heritage Project's visual identity as feedback received from a small survey is further analysed. The Denise Cook Design communication team will present a synopsis of their findings at the June 24, 2021 Columbia Basin Regional Advisory Committee (CBRAC) meeting.
- Work has begun on the co-development of a workplan for the Indigenous Nations part of the CRT Heritage Project.
- Communication pieces are underway, including an article for Heritage BC newsletter and blog piece for Kootenay Rockies Tourism website that will include a link to a Questions and Answers document.

#### **Valemount Air Quality Project**

- Hemmera Envirochem Inc. (Hemmera) is incorporating feedback on the draft report from the Village of Valemount team into their final report.
- Hemmera will be presenting their report during the Valemount Clean Air Task Force's June 15, 2021 meeting.
- Hemmera has also been invited to present their report during the June 24, 2021 CBRAC meeting. [TBC]



### **Lardeau Valley**

- The B.C. CRT Team reviewed the Lardeau Valley Community Development report and the Lardeau Valley Power Assessment report. They contacted BC Hydro who received a copy of the Lardeau Valley Power Assessment report and is responding to Aimee Watson.
- The Team also consulted with the Regional Manager, Rural Opportunities Division at the Ministry of Forests, Lands, Natural Resource Operations and Rural Development on the Lardeau Valley Power Assessment report to explore opportunities to provide support or help make connections.

### ***Projects Being Monitored***

#### **Creston Valley Dikes Management**

- No new updates since April 2021.
- The next meeting will be fall 2021.

#### **Duncan Dam Fish Passage**

- No new updates since March 2021.
- BC Hydro has decided to proceed to the detailed design and installation phase to replace the fish weir at Duncan Dam. The detailed design for the project will be completed by the fall of 2021, and construction is expected to take place in the summers of 2023 and 2024.

#### **Connectivity/Broadband**

- No new updates since March 2021.
- A cross-government working group has been formed to look at opportunities to improve deployment of cellular and broadband infrastructure as part of the Province's focus on supporting economic recovery and getting high-speed internet to as many communities as possible as quickly as possible.
- The B.C. CRT Team participates in the working group.

#### **Ecosystem Enhancement – Spatial Mapping Products**

- No new updates since Jan. 2021.
- Arrow and Kinbasket Reservoir spatial mapping data was given to the CRT Ecosystem Function Sub-Committee and to Selkirk College for the CRT portal being developed as part of their [Rural Open Data](#) initiative.
- The process to enable public access to the CRT Portal is in progress.



#### **Nakusp Marina and Breakwater Repairs**

- No new updates since July 2020.
- The first phase of the Nakusp marina and breakwater repair project was completed in July 2020. The Village of Nakusp is seeking funding to repair another 300 feet of the breakwater at a later date.

#### ***Projects on Pause***

- **Kinbasket Recreational Opportunities** – Waiting for a project proposal from Golden Community Coop.
- **Grants in Lieu of Taxes** – Standing by for questions from the LGC.



File: 98500-25/9549-SI

June 18, 2021

**Sent via Email: corporate@rdkb.com**  
 Regional District of Kootenay Boundary  
 Attention: Diane Langman, Chair

Dear Diane:

Thank you for your email of May 14, 2021, regarding a request for signage at Christina Lake at a popular swimming spot known locally as The Pot Holes.

Since first receiving your letter, I have had the opportunity to visit the mentioned site, both via the upper access through Gladstone Park, as well as the lower access bordering vacant Crown land and neighbouring private properties. I can confirm that the previous Park signage that was in place has been vandalized and removed, and as such we are drafting new and increased signage to notify potential visitors of the existing hazards both within, as well as beyond the Park boundaries. I will follow up confirming once the installation is complete.

Please note, this is an area of the Park that is not published or marked on any BC Parks maps or webpages at this time. Our intent is to limit the use in this area due to the sensitive conservation values, as well as the hazards the area presents to potential visitors beyond the Park boundary. It is also recognised that there are no formal parking or trailhead facilities within the Park to accommodate safe visitor use at this time.

In follow up, I have also been in contact with Grace McGregor as well as Danielle Patterson to both discuss planning challenges, and to explore long-term options for this area going forward.

Please don't hesitate to reach out as questions arise as we are thoroughly reviewing available options to mitigate the hazards and protect this sensitive area within the Park.

Thank you again, and I look forward to working with you.

Sincerely,

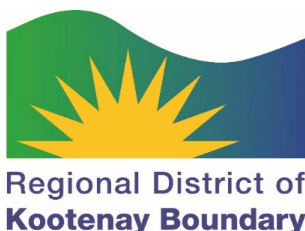
Jonathan Finlay  
 Area Supervisor East Okanagan  
 BC Parks | Ministry of Environment and Climate Change Strategy  
 Telephone: 778-622-6878  
 Jonathan.Finlay@gov.bc.ca  
 www.bcparks.ca

Ministry of Environment and  
 Climate Change Strategy

Okanagan Region  
 BC Parks and Conservation  
 Officer Service Division

Mailing Address:  
 102 Industrial Place  
 Penticton BC V2A 7C8

Telephone: 250 490-8200  
 Facsimile: 250 490-2231  
 Website: www.gov.bc.ca/env



## STAFF REPORT

**Date:** June 17, 2021  
**To:** Chair Langman and the Board of Directors  
**From:** Barb Ihlen, General Manager of Finance/CFO  
**Re:** COVID-19 Safe Restart Grant Allocation  
 Recommendations – Health & Safety Support

**File**

### 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. This report focuses on the proposed use of the funds to assist the RDKB in safely reopening its facilities to the public. At the same time, leveraging the grant funding to improve the RDKB's WorkSafe BC experience rating and reduce the WorkSafe BC premium, by improving the safety culture of the RDKB through the development of policy and implementation of processes with the use of a Health and Safety professional.

### 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 letters attached and the RDKB's allocation is \$489,000. An additional amount of \$173,000 was provided to the RDKB on March 22, 2021 bringing the grant total to **\$662,000**. The grant can be used for the following purposes:

- Addressing revenue 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,

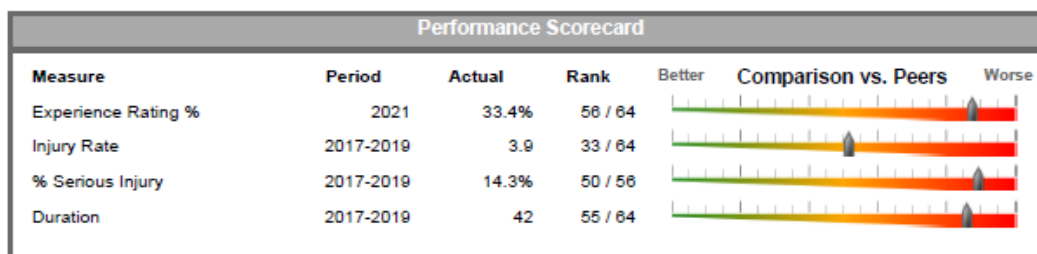
2021, but the spending can happen in future years. The annual reporting continues until the funds are fully drawn down. Appendix A summarizes the Board approved projects to date.

### RDKB Safety Hazards

The RDKB operates in a large geographic area providing a variety of services to the residents of the area including fire services, landfill sites, ice arenas, an indoor pool as well as a sewerage plant. These particular worksites have significant hazards associated with their operations. For example, ammonia gas is used in ice arenas and high concentrations of chlorine are used in the maintenance of the pool. This past March, WorkSafe BC inspected the Columbia Pollution Control Centre. There were 10 corrective orders issued. While most of these orders have been addressed, the time taken by management to address these orders has put additional strain on the RDKB's human resources taking focus away from the day to day operations. When an organization has orders brought against them, this increases risk of financial penalties in the future, which can be as high as \$500,000.

### RDKB WorkSafe BC Experience Report

Attached is the May 31, 2021 Employer Report from WorkSafe BC regarding the RDKB. Of note is the Performance Scorecard that shows how the RDKB compares to their peers.



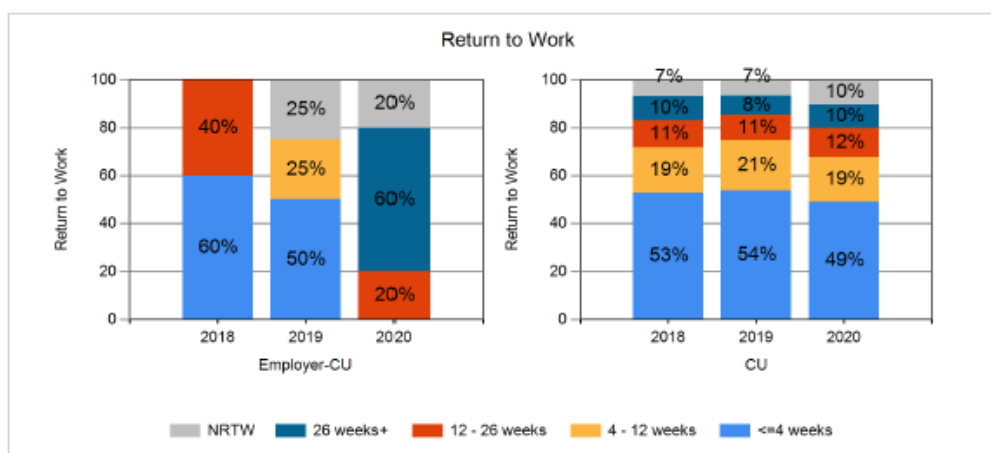
The RDKB sits near the worst ranking in almost all of the categories. This performance rating negatively impacts the RDKB's WorkSafe BC premiums, increasing staffing costs throughout the organization.

Having an experience rating of 33.4% means the RDKB is paying 33.4% more on their premiums than the Base Rate in the Classification Unit (CU) (see page 4 of the report). For over five (5) years (and most likely much longer than that period), the RDKB has always paid a premium on these costs due to the organization's experience rating percentage being so high.

While the Injury Rate for the RDKB is about average against others in this (CU), over the period from 2016 to 2019, the injury rate for the RDKB has risen over the CU (see page 6 of the report). As injury rates rise, the opportunity for serious injury and a longer duration of 'lost day' also increases. All of which plays into a higher cost for the RDKB,

not too mention the significant negative impacts to our employees. This is a disturbing trend that requires focused attention. An improved safety orientation program, regular safety training, better reporting of near misses and small scale incidents, more timely investigations as well as a lived safety culture could have prevented many of the injuries that have recently occurred at the RDKB.

In addition to the above, the RDKB's Return to Work performance also requires attention when compared to the CU (see page 10 of the report).



When an employee is away from work due to a WorkSafe BC claim, the days away from work are considered 'lost days'. Lost days directly affect the premiums the RDKB pays. As presented in the above table, the RDKB's ability and capacity to return employees to work as soon as possible is significantly worse when compared to the CU, with all of the RDKB claims in 2020 having more than four (4) weeks of lost days and with 20% of the claims not returning to work at all. This percentage is double when compared to the CU. It is well documented that the longer a worker is away from work, there is greater potential that the employee will not return to the workplace at all.

To add more complexity to this issue, there has been a significant rise in mental health claims. Some of these claims have had lost days of well over a year. These claims have been the result of traumatic events that have taken place at RDKB worksites throughout the region. It is imperative that the RDKB pay closer attention to this trend and address these issues before another employee is negatively impacted and is unable to return to work. Mental health is a new and particularly difficult facet of Safety that requires support and experience to address, which is challenging for Managers who experience this on an ad-hoc basis.

While the RDKB has a Return to Work/Stay at Work program, which aims to make an employee's transition back to the workplace faster, easier and safer, the implementation of the program is left to each individual manager. This decentralized approach has put even more pressure on each manager to become a Health and Safety professional, which is near impossible with the day to day demands and lack of resources.

A Return to Work (RTW) program aims to prevent unnecessary disability. The National Institute of Disability Management and Research says:

*The occurrence of a disability can have a profound impact on every aspect of workers' lives including their connection with the workplace, their ability to make a living, their roles in the family and their overall health and well-being. Here are some sobering statistics:*

*After a six-month absence, there is only a 50% chance the worker will return to the job. After one year, that chance declines to 20% and after two years, to 10%...*

*Lifestyle changes resulting from a disability can be extremely challenging, leading to secondary disabilities such as depression. Minimizing the number of life changes by offering accommodations that allow workers to quickly and safely return to work leads to better health outcomes than convalescing entirely at home.*

#### RDKB Existing Safety Staff

The current staff resources charged with overseeing and implementing safety processes includes a 15% support staff with voluntary leadership and oversight by the Manager of Infrastructure & Sustainability. While this small team has been able to maintain the current safety structure, especially in the area of internal inspections and improving the participation of staff regarding the Joint Occupational Health & Safety Committee, these resources have been and will continue to be stretched. Specifically, it is anticipated that both of these positions that have a focus on utility services for the RDKB, will be directly involved with more utility capital projects supported by grant funding over the next couple of years. This will greatly reduce their ability to focus on implementing and maintaining safety policies and processes beyond what is already being achieved. In addition, managers throughout the RDKB have applied for several capital grants supporting a number of planned work projects amounting to over \$80 million. If and when this funding is approved, the managers' ability to focus on health and safety will be challenged with no internal support, potentially taking time away from efficient and effective delivery of service to the community.

#### **Proposed Health & Safety Support (\$237,000)**

The information provided describes a significant health and safety gap within the RDKB. With the availability of the COVID-19 Safe Restart Grant, the RDKB is in a unique position to improve the organization's ability to reopen facilities to the public in a safe and effective way. At the same time, the organization has the opportunity to leverage this grant funding to improve the health and safety environment of all RDKB worksites, resulting in more efficient and effective operations and delivery of services to the public. The proposal is to use a portion of the COVID-19 Safe Restart Grant toward supporting the health and safety environment of the RDKB for the next two years. By providing this dedicated support, the RDKB can focus on improving the overall safety culture with the overarching goals of improving the experience rating, reducing the percentage of serious



injuries, and reducing the duration of lost days, in an effort to ultimately provide a safe workplace for RDKB staff. These improvements will lead to a reduction in premium costs to one that meets local government sector averages. The focus for the RDKB is to be proactive in its support of the health and safety of the employees rather than the reactive response to date.

#### Internal vs External Support

The preference of staff is to have this position be internal to the organization as apposed to a consultant. Having an internal resource working full time on the needs of the RDKB will be essential to ensure a shift to improving the experience rating and ultimately a reduction in the annual premium. A consultant will have other priorities and clients and will not provide the RDKB the attention it requires. In addition, a consultant will only be able to develop programs, which the RDKB already has many in place. The health and safety support required at this time is in building the organization's capacity to support the implementation of programs and shift the culture of the RDKB to one that has a focus on health and safety of all employees. This position will build on the successes of the current Safety Program. Further, the position will create and tailor policies and programs based on best local government industry practices as well as partner with managers throughout the RDKB to implement these best practices. The result will be a reduced WorkSafe BC premium and a more productive workforce providing a better service to the communities the RDKB serves.

The proposed budget of \$237,000 will provide an opportunity for staff to hire a two year term support position (approximately \$200,000 for salary and benefits) as well as any additional costs to implement safety programs (approximately \$37,000).

#### **Implications**

If the Health & Safety support of \$237,000 is approved, the remaining amount to be allocated will be zero. As the 2021 operational year progresses, further updates to the allocated grant funds will be provided to the Board to determine if any excess is available to support additional or already approved projects going forward.

#### **Advancement of Strategic Plan**

- Exceptional Cost Effective and Efficient Services – operations and the delivery of services become more effective and efficient with an improved experience rating and a reduction in WorkSafe BC premium

#### **Background Information Provided**

- COVID-19 Safe Restart Grant Letters
- Appendix A – Summary of approved COVID-19 Safe Restart Grant Allocations
- RDKB WorkSafe BC Employer Report (May 31, 2021)

### **Alternatives**

1. Approve the recommended allocation of the COVID-19 Safe Restart Grant for Health and Safety support with the use of an internal two year term position.
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 of \$237,000 to focus on improving the health and safety of the organization, which includes adding a staff position for a two-year term, as outlined in the Board report dated June 17, 2021 from CFO Ihlen.

## APPENDIX A

At this time, the Board of Directors has approved the following:

➤ **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.

➤ **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)**

These 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.

➤ **IT Improvements – VDI & Security Review (\$225,000)**

The overall Information Technology Improvements project will be a significant infrastructure legacy for the RDKB and will improve the delivery of services to the communities and people served by the RDKB. Improved remote access to the RDKB network will enhance the effectiveness of all the RDKB's primary services and improve overall service delivery to the communities that the RDKB serves. A VDI service enables virtual Windows desktops to be accessed by users as if they were working on the local RDKB network. The key improvement to the communities and people the RDKB serves will be the organization's improved ability to access digital information from any location providing fast and efficient service to the region. In addition to implementing VDI technology, a comprehensive security review of all RDKB digital systems will be completed. This will ensure that as the RDKB moves into a virtual desktop environment, the digital information of the RDKB is secure and safe from cyber attacks. These costs will be captured in the the General Government/Legislative & Administrative Services (001).

The remaining amount of funds to be allocated as of June 17, 2021 is **\$237,000**.



WORKING TO MAKE A DIFFERENCE

## Employer Report

### REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911)

753004 - Local Government and Related Operations

Performance Scorecard						
Measure	Period	Actual	Rank	Better	Comparison vs. Peers	Worse
Experience Rating %	2021	33.4%	56 / 64			
Injury Rate	2017-2019	3.9	33 / 64			
% Serious Injury	2017-2019	14.3%	50 / 56			
Duration	2017-2019	42	55 / 64			

Data as of: **May 31, 2021**

**CONFIDENTIALITY DISCLAIMER:** The information contained in this report may contain privileged and confidential information of WorkSafeBC - the Workers' Compensation Board. It is intended for review only by the employer or employer representative(s) named above.



**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**

## **The value of your WorkSafeBC insurance coverage**

When you're an employer registered for WorkSafeBC insurance coverage you can take comfort in a system that rewards you for providing a safe workplace, offers competitive rates, and operates on a no-fault basis when injuries do occur. What exactly do you get for your money?

### **☒ Premiums are dedicated solely to workers' compensation**

WorkSafeBC does not operate to make a profit, so the premiums you pay go entirely towards funding the workers' compensation system for B.C. Any surplus funds from operations are returned to employers through rate reductions.

### **☒ Collective liability**

As with other forms of insurance, the WorkSafeBC system is based on the principle of collective liability. The premiums employers pay are pooled to cover the cost of claims by injured workers within their industry, so that no employer has to bear the full cost of a claim alone.

### **☒ Discounts on premiums**

WorkSafeBC's experience rating plan was designed with industry representatives to reward employers with good safety records. The safer you are, the less you pay. If your relative claim costs are low, you can earn discounts of up to 50 percent on your rate over a period of time through our experience rating plan. Competitors who have high relative claims costs could pay as much as a 100 percent surcharge.

### **☒ Prevention expertise**

Preventing injuries is a primary goal of WorkSafeBC, and we can provide you with expert advice on how to make your workplace safer. We offer safety and education training programs, speakers for group meetings, assistance in establishing safe work practices and procedures, and a wealth of other safety-related information – online and in print.

### **☒ Return-to-work programs**

Our staff can help you set up modified work programs to help injured workers return to healthy and productive lives.

This report has been created by WorkSafeBC to give you an overview of your organization's WorkSafeBC assessment fees and claim costs in comparison with the industry averages. Our goal is to work with you to develop a strategy to reduce your claim costs, and in turn reduce the amount you pay for worker coverage.



WORKING TO MAKE A DIFFERENCE

**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**
**Part I - Employer Summary Overview**

The following shows a summary overview of your claims, prevention and insurance information.

<b>Year Range:</b>	2016 - 2021	<b>COR - OHS:</b> N	<b>Exp.</b> N/A	<b>Address:</b>
<b>Activity Start Date:</b>	October 31, 1977	<b>COR - RTW:</b> N	<b>Exp.</b> N/A	UNIT 202 843 ROSSLAND AVE
<b>Activity End Date:</b>		<b>High Risk Strategy Group:</b>	Non High Risk Strategy	TRAIL BC CAN
				V1R4S8

	2016	2017	2018	2019	2020	2021
<b>Injury Prevention</b>						
# Time-loss Claims	2	3	5	6	4	0
# Person Years	112	115	122	123	0	0
Injury Rate (Employer)	1.8	2.6	4.1	4.9		
Injury Rate (CU)	3.7	3.6	3.7	3.8		
# Excess Injuries	(2)	(1)	0	1	0	0
# Inspection Reports / # Other Contacts	5 / 1	3 / 2	4 / 4	0 / 0	0 / 0	3 / 0
# Orders	8	3	0	0	0	10
# Warning Letters Sent / # Net Citations Imposed / # Net Penalties Imposed	0 / 0 / 0	0 / 0 / 0	0 / 0 / 0	0 / 0 / 0	0 / 0 / 0	0 / 0 / 0

<b>Injury Recovery</b>						
Six-Month Truncated Duration (Employer (CU))	111 (26)	20 (28)	15 (28)	71 (30)	101 (32)	( )
Avg. Complete Duration (Employer (CU))	144 (40)	63 (41)	30 (46)	63 (48)	118 (66)	(56)
% High Duration Claims (Employer (CU))	100 % (16 %)	33 % (15 %)	20 % (17 %)	0 % (16 %)	75 % (21 %)	(18 %)
RTW (<= 4 weeks) (Employer)	0 / 0 %	2 / 33 %	3 / 60 %	2 / 50 %	0 / 0 %	1 / 50 %
RTW (<= 26 weeks) (Employer)	1 / 100 %	3 / 50 %	5 / 100 %	3 / 75 %	1 / 20 %	1 / 50 %
Total RTW (Employer)	1 / 100 %	4 / 67 %	5 / 100 %	3 / 75 %	4 / 80 %	2 / 100 %
Total RTW (CU)	1,673 / 94 %	1,657 / 94 %	1,765 / 93 %	1,781 / 93 %	1,780 / 90 %	596 / 93 %

**Claim Summary**

# STD/LTD/Fatal Claims	2	3	4	6	5	1
# Work-Related Deaths	0	0	0	1	0	0
# First-Paid LTD Claims	2	0	0	0	2	1
Serious Injury Claims	0 / 0 %	0 / 0 %	0 / 0 %	2 / 33 %	2 / 50 %	0 /
# Sprains and Strains	2	3	2	1	2	0
Long Recovery Sprains and Strains	2 / 100 %	1 / 33 %	1 / 50 %	1 / 100 %	2 / 100 %	0 /
# Health Care-Only Claims	2	4	6	5	3	0
Total Work Days Lost	219	91	97	271	680	224
Work Days Lost for Injuries in This Year	209	60	61	126	282	0
Total Claim Costs Paid	\$196,516	\$70,911	\$60,223	\$121,105	\$482,044	\$84,759
Claim Costs Paid for Injuries in This Year	\$76,246	\$11,903	\$22,303	\$32,944	\$50,167	\$0

**Insurance**

Base Rate	\$2.03	\$2.03	\$1.91	\$2.08	\$2.19	\$2.60
Experience Rating %	36.4%	45.9%	63.4%	54.5%	27.7%	33.4%
Net Rate	\$2.77	\$2.96	\$3.12	\$3.21	\$2.80	\$3.47
Assessable Payroll	\$6,890,618	\$7,419,828	\$7,913,615	\$8,175,118	\$8,287,288	\$8,491,520
Assessment Amount	\$190,870	\$219,627	\$246,905	\$262,421	\$232,044	\$294,656
Assessable Payroll (CU)	\$2,506,998,974	\$2,635,666,667	\$2,752,855,075	\$2,861,185,305	\$2,848,396,243	\$2,881,803,368



WORKING TO MAKE A DIFFERENCE

**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**
**Part II - What You Pay**
**Assessment Rates**

Each year WorkSafeBC calculates a base rate, which reflects the historical cost of injuries in your industry. An experience rating discount or surcharge, based on your firm's health and safety record, is then applied to determine your net rate.

The table below shows the base rate for your Classification Unit (CU), your organization's experience rating and net rate, the lowest possible rate (by earning a 50 % discount), and the highest possible rate (by getting a 100 % surcharge) over a five year period.



	2016	2017	2018	2019	2020	2021
<b>CU Base Rate</b>	\$2.03	\$2.03	\$1.91	\$2.08	\$2.19	\$2.60
<b>ER%</b>	36.4 %	45.9 %	63.4 %	54.5 %	27.7 %	33.4 %
<b>Net Rate</b>	\$2.77	\$2.96	\$3.12	\$3.21	\$2.80	\$3.47
<b>Rate at Maximum Discount</b>	\$1.02	\$1.02	\$0.96	\$1.04	\$1.10	\$1.30
<b>Rate at Maximum Surcharge</b>	\$4.06	\$4.06	\$3.82	\$4.16	\$4.38	\$5.20

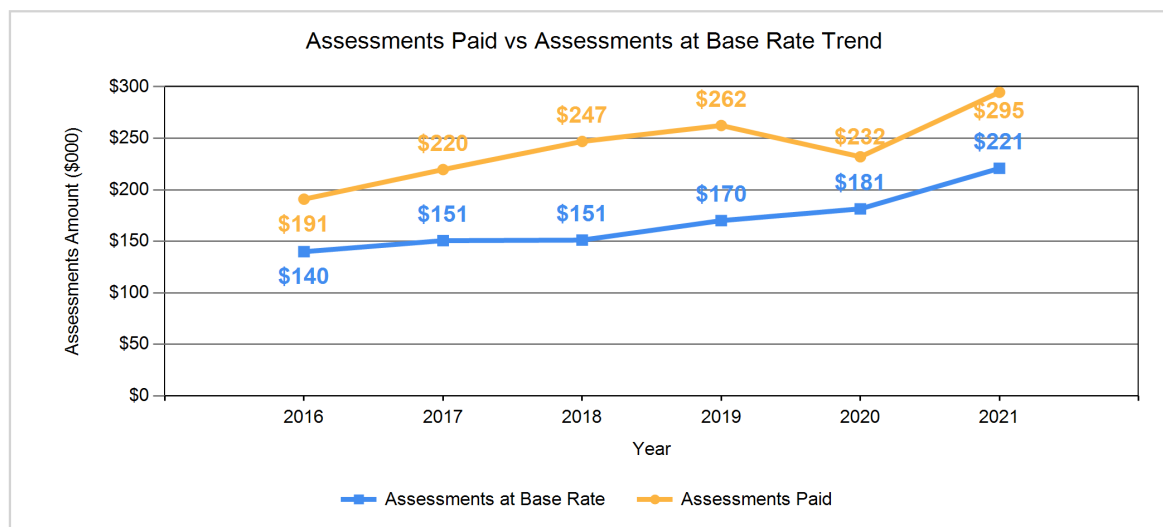


WORKING TO MAKE A DIFFERENCE

**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**
**Assessment Costs**

The following table shows the base rate for your Classification Unit translated into total assessment costs. The table includes the amount your organization could have paid if it were eligible for maximum discount, or what you would have paid if you were at maximum surcharge. Note that discounts are shown as negative values (in brackets) and surcharges as positive values (not in brackets).

**Clearance Status:** Advance Clearance to Jul 01, 2021



	2016	2017	2018	2019	2020	2021
<b>Assessable Payroll</b>	\$6,890,618	\$7,419,828	\$7,913,615	\$8,175,118	\$8,287,288	\$8,491,520
<b>Assessments at Base Rate</b>	\$139,880	\$150,623	\$151,150	\$170,042	\$181,492	\$220,780
<b>(Discount) Surcharge</b>	\$50,990	\$69,004	\$95,755	\$92,379	\$50,552	\$73,876
<b>Assessments Paid</b>	\$190,870	\$219,627	\$246,905	\$262,421	\$232,044	\$294,656
<b>Assessments at Maximum Discount</b>	\$69,940	\$75,312	\$75,575	\$85,021	\$90,746	\$110,390
<b>Maximum Potential Savings</b>	\$120,930	\$144,315	\$171,330	\$177,400	\$141,298	\$184,266
<b>Assessments at Maximum Surcharge</b>	\$279,760	\$301,246	\$302,300	\$340,084	\$362,984	\$441,560
<b>Maximum Potential Increases</b>	\$88,890	\$81,619	\$55,395	\$77,663	\$130,940	\$146,904





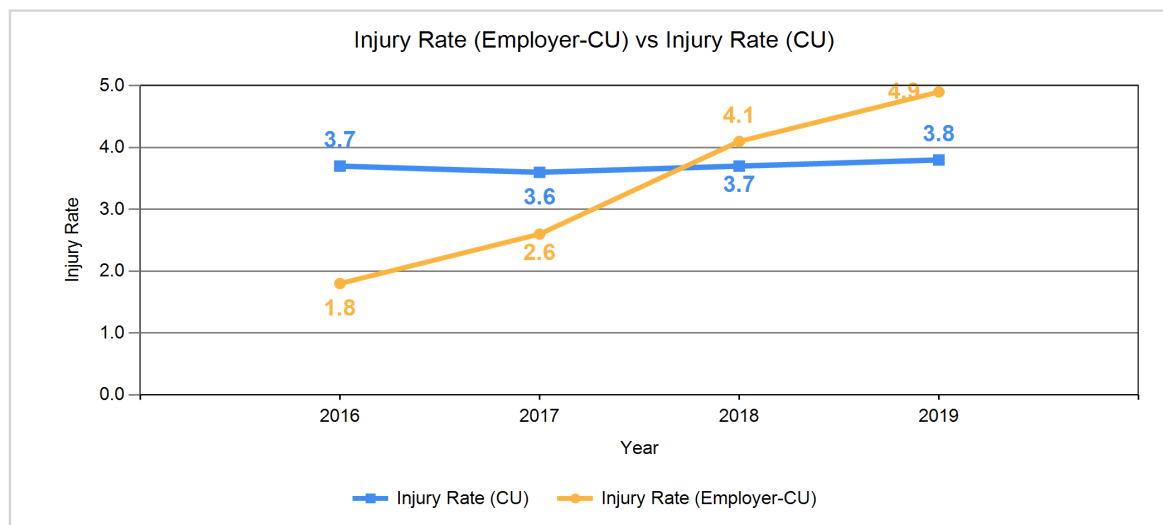
WORKING TO MAKE A DIFFERENCE

**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**

### Part III - Injuries Reported

#### Injury and Serious Injury Rates

The following graph shows your actual injury rate compared to the average injury rate in your Classification Unit. The Injury Rate represents the number of time-loss claims you had, per 100 workers.



Excess Injuries is the difference in the number of time-loss claims you would have experienced if you had the same Injury Rate as the rest of the employers in your Classification Unit.

	2016	2017	2018	2019
<b>Excess Injuries</b>	<b>-2</b>	<b>-1</b>	<b>0</b>	<b>1</b>
<b>Injury Rate (Employer-CU)</b>	1.8	2.6	4.1	4.9
<b>Injury Rate (CU)</b>	3.7	3.6	3.7	3.8
<b>Serious Injury Rate</b>	0.0	0.0	0.0	1.6
<b>% Serious Injury</b>	0 %	0 %	0 %	33 %
<b>Long Recovery Sprains and Strains Rate</b>	1.8	0.9	0.8	0.8
<b>% Long Recovery Sprains and Strains</b>	100 %	33 %	50 %	100 %

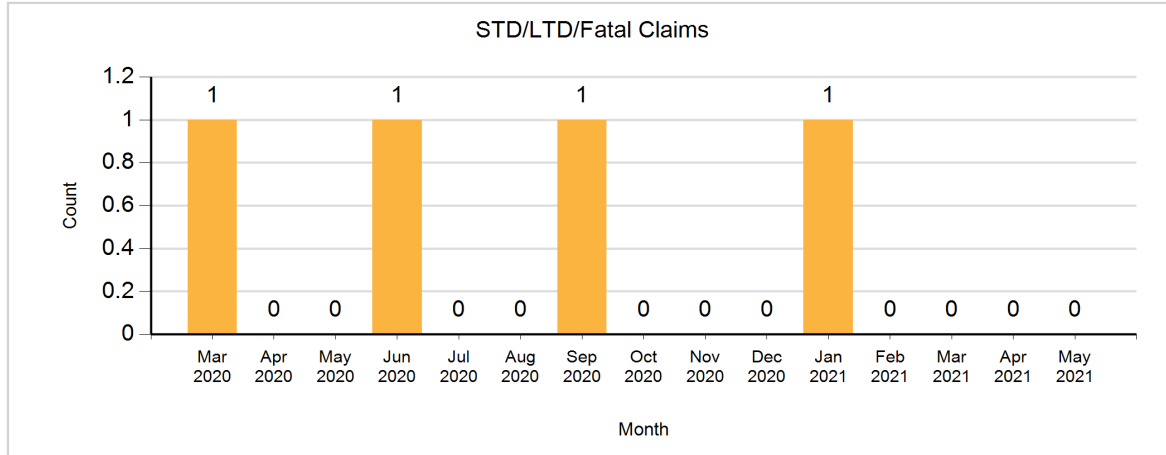
**Note:** Injury Rate becomes available once Person Year estimates are available in June/July of the following year.



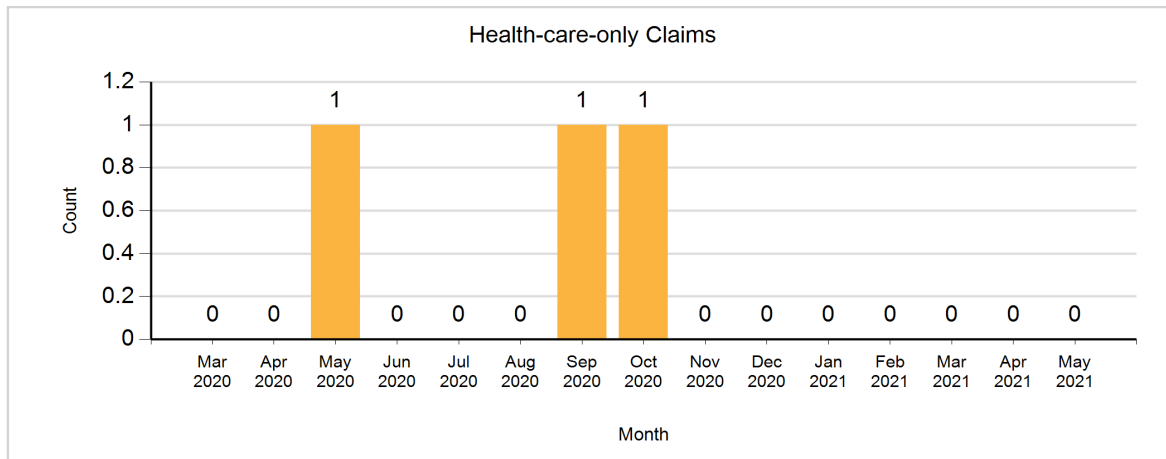
**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**

**Monthly Claim Counts**

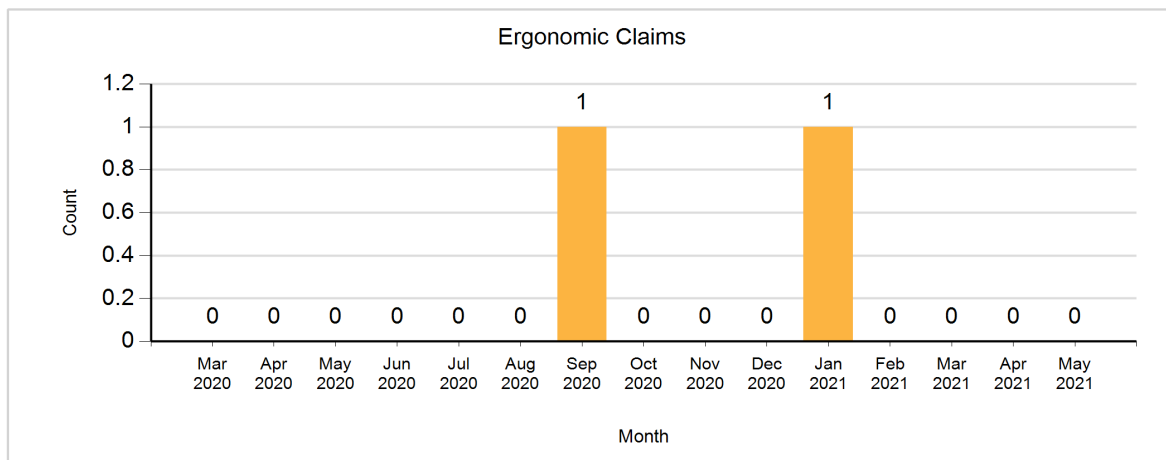
The following chart shows your monthly STD/LTD/Fatal claim count trend for the last 15 months.



The following chart shows your monthly health-care-only claim count trend for the last 15 months.



The following chart shows your monthly ergonomic claim count trend for the last 15 months.





WORKING TO MAKE A DIFFERENCE

## WorkSafeBC Profile for REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU #753004 Local Government and Related Operations

### Claim Characteristics

#### STD/LTD/Fatal Claims and Costs by Accident Type

The following table shows the number of STD/LTD/Fatal claims, and costs paid to date for the top 10 accident types involved in an injury or an illness, based on count. Figures shown are totals for the previous five years (2016 to 2020).

Accident Type	STD/LTD/Fatal Claims	% By Volume	Total Cost	% By Total Cost
Struck By	3	15%	\$3,321	0%
Repetitive Motion	3	15%	\$58,914	8%
Exposure to Toxic Substances	3	15%	\$262,368	34%
Acts of Violence, Force	2	10%	\$105,069	14%
Overexertion	2	10%	\$83,726	11%
Struck Against	1	5%	\$1,235	0%
Other Bodily Motion	1	5%	\$16,264	2%
Caught In	1	5%	\$3,412	0%
Fall from Elevation	1	5%	\$21,492	3%
Other Accidents	3	15%	\$213,998	28%
<b>Total</b>	<b>20</b>		<b>\$769,797</b>	

#### STD/LTD/Fatal Claims and Costs by Injury Type

The following table shows the number of STD/LTD/Fatal claims, and costs paid to date for the top 10 injury types involved in an injury or an illness, based on count. Figures shown are totals for the previous five years (2016 to 2020).

Injury Type	STD/LTD/Fatal Claims	% By Volume	Total Cost	% By Total Cost
Other Strains	5	25%	\$104,637	14%
Stress	4	20%	\$233,170	30%
Cancer	2	10%	\$261,923	34%
Back Strain	2	10%	\$95,802	12%
Chemical Burns	1	5%	\$445	0%
Concussion	1	5%	\$1,414	0%
Laceration	1	5%	\$1,378	0%
Fractures	1	5%	\$21,492	3%
Bursitis and Related	1	5%	\$30,817	4%
Carpal Tunnel Syndrome	1	5%	\$18,192	2%
Other Injuries	1	5%	\$528	0%
<b>Total</b>	<b>20</b>		<b>\$769,797</b>	

#### STD/LTD/Fatal Claims and Costs by Body Part

The following table shows the number of STD/LTD/Fatal claims, and costs paid to date for the top 10 body parts involved in an injury or an illness, based on count. Figures shown are totals for the previous five years (2016 to 2020).

Body Part	STD/LTD/Fatal Claims	% By Volume	Total Cost	% By Total Cost
Body System	4	20%	\$233,170	30%
Wrist, Fingers and Hand	3	15%	\$20,015	3%
Back	2	10%	\$95,802	12%
Hip	2	10%	\$249,744	32%
Eye	1	5%	\$528	0%
Other Parts of Head	1	5%	\$1,414	0%
Shoulder	1	5%	\$30,817	4%
Other Parts of Trunk	1	5%	\$13,299	2%
Knee	1	5%	\$16,264	2%
Other Body Parts	4	20%	\$108,744	14%
<b>Total</b>	<b>20</b>		<b>\$769,797</b>	

**Note:** Claim costs represent the costs paid to date on the given claims, total costs may be subject to change and may increase from month to month due to following:

- 1) Claims, particularly recent claims, may not be fully developed and require more time to complete.
- 2) Ongoing payment updates - lump sum payments on new and old claims, relief of claim costs, and cost reversals/reallocations.
- 3) As Total Cost may include claims that are considered incomplete and are potentially subject to lump sum payments, calculating and comparing average costs could be misleading.



WORKING TO MAKE A DIFFERENCE

## WorkSafeBC Profile for REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU #753004 Local Government and Related Operations

### Claim Characteristics

#### STD/LTD/Fatal Claims and Costs by Sources of Injury

The following table shows the number of STD/LTD/Fatal claims, and costs paid to date for the top 10 sources of an injury or an illness, based on count. Figures shown are totals for the previous five years (2016 to 2020).

Source of Injury	STD/LTD/Fatal Claims	% By Volume	Total Cost	% By Total Cost
People	8	40%	\$375,073	49%
Miscellaneous	3	15%	\$263,337	34%
Floors, Walkways, Ground Surfaces	2	10%	\$24,904	3%
Handtools	2	10%	\$83,983	11%
Land Vehicles	1	5%	\$19,172	2%
Chemicals and Chemical Compounds	1	5%	\$445	0%
Machinery	1	5%	\$1,121	0%
Building Materials incl. Wood, Lumber	1	5%	\$1,235	0%
Minerals	1	5%	\$528	0%
<b>Total</b>	<b>20</b>		<b>\$769,797</b>	

#### STD/LTD/Fatal Claims and Costs by Occupation

The following table shows the number of STD/LTD/Fatal claims, and costs paid to date for the top 10 occupation types having an injury or an illness, based on count. Figures shown are totals for the previous five years (2016 to 2020).

Occupation	STD/LTD/Fatal Claims	% By Volume	Total Cost	% By Total Cost
Firefighters	11	55%	\$591,238	77%
Operators and attendants in amusement, recreation and sport	4	20%	\$63,334	8%
Refrigeration and air conditioning mechanics	1	5%	\$528	0%
Public works and maintenance labourers	1	5%	\$445	0%
Supervisors, petroleum, gas and chemical processing and utilities	1	5%	\$41,958	5%
Labourers in chemical products processing and utilities	1	5%	\$19,172	2%
Managers in social, community and correctional services	1	5%	\$53,121	7%
<b>Total</b>	<b>20</b>		<b>\$769,797</b>	

#### STD/LTD/Fatal Claims and Costs by Age Group

The following table shows the number of STD/LTD/Fatal claims, and costs paid to date for age groups with an injury or an illness, based on count. Figures shown are totals for the previous five years (2016 to 2020).

Age Groups	STD/LTD/Fatal Claims	% By Volume	Total Cost	% By Total Cost
0 to 14	0	0%		0%
15 to 24	1	5%	\$445	0%
25 to 34	2	10%	\$139,018	18%
35 to 44	6	30%	\$149,760	19%
45 to 54	8	40%	\$429,519	56%
55 to 64	3	15%	\$51,054	7%
65+	0	0%		0%
Unknown Age	0	0%		0%
<b>Total</b>	<b>20</b>		<b>\$769,797</b>	

**Note:** Claim costs represent the costs paid to date on the given claims, total costs may be subject to change and may increase from month to month due to following:

- 1) Claims, particularly recent claims, may not be fully developed and require more time to complete.
- 2) Ongoing payment updates - lump sum payments on new and old claims, relief of claim costs, and cost reversals/reallocations.
- 3) As Total Cost may include claims that are considered incomplete and are potentially subject to lump sum payments, calculating and comparing average costs could be misleading.

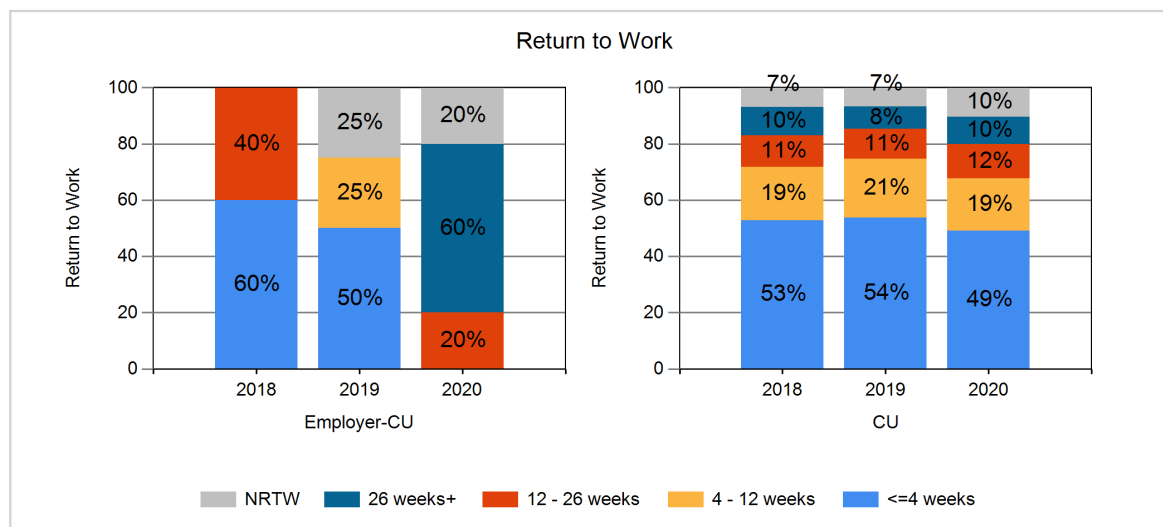


WORKING TO MAKE A DIFFERENCE

## WorkSafeBC Profile for REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU #753004 Local Government and Related Operations

### Part IV - Your Return to Work, Duration, and Claim Costs

The following shows your return to work performance relative to prior year and your industry.



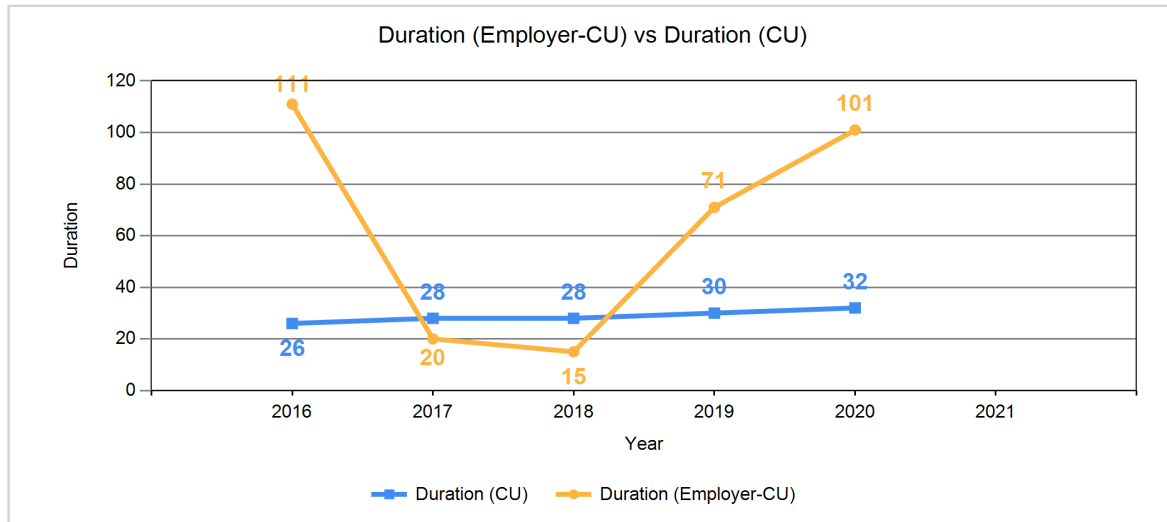
	2016	2017	2018	2019	2020	2021
<b>REGIONAL DISTRICT OF KOOTENAY BOUNDARY</b>						
RTW (<=4 weeks)	0 / 0%	2 / 33%	3 / 60%	2 / 50%	0 / 0%	1 / 50%
RTW (<=12 weeks)	0 / 0%	3 / 50%	3 / 60%	3 / 75%	0 / 0%	1 / 50%
RTW (<=26 weeks)	1 / 100%	3 / 50%	5 / 100%	3 / 75%	1 / 20%	1 / 50%
RTW (26+ weeks)	0 / 0%	1 / 17%	0 / 0%	0 / 0%	3 / 60%	1 / 50%
<b>Total RTW</b>	1 / 100%	4 / 67%	5 / 100%	3 / 75%	4 / 80%	2 / 100%
<b>NRTW</b>	0 / 0%	2 / 33%	0 / 0%	1 / 25%	1 / 20%	0 / 0%
<b>753004 - Local Government and Related Operations</b>						
RTW (<=4 weeks)	979 / 55%	932 / 53%	1003 / 53%	1027 / 54%	977 / 49%	346 / 54%
RTW (<=12 weeks)	1345 / 75%	1318 / 75%	1360 / 72%	1426 / 75%	1345 / 68%	465 / 73%
RTW (<=26 weeks)	1516 / 85%	1512 / 86%	1574 / 83%	1629 / 85%	1586 / 80%	540 / 84%
RTW (26+ weeks)	157 / 9%	145 / 8%	191 / 10%	152 / 8%	194 / 10%	56 / 9%
<b>Total RTW</b>	1673 / 94%	1657 / 94%	1765 / 93%	1781 / 93%	1780 / 90%	596 / 93%
<b>NRTW</b>	109 / 6%	107 / 6%	132 / 7%	128 / 7%	206 / 10%	45 / 7%



**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**

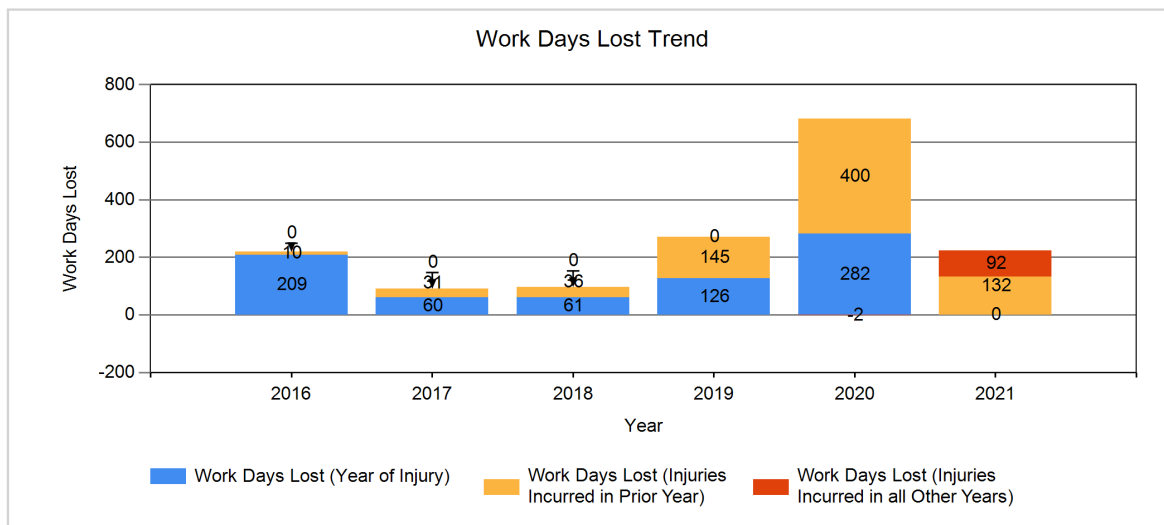
**Duration (Six Month Truncated Duration)**

The following graph shows the average number of days that wage loss benefits were paid on time-loss claims for your organization compared to the average number of days paid for your Classification Unit (only payments made within six months immediately following the month of injury are included).



**Work Days Lost**

The following graph shows the number of work days lost in your organization because of compensable injury or disease.



**Note:** Negative work days lost may occur for a number of reasons, e.g. reallocated claims or relief of cost for payments in prior years.

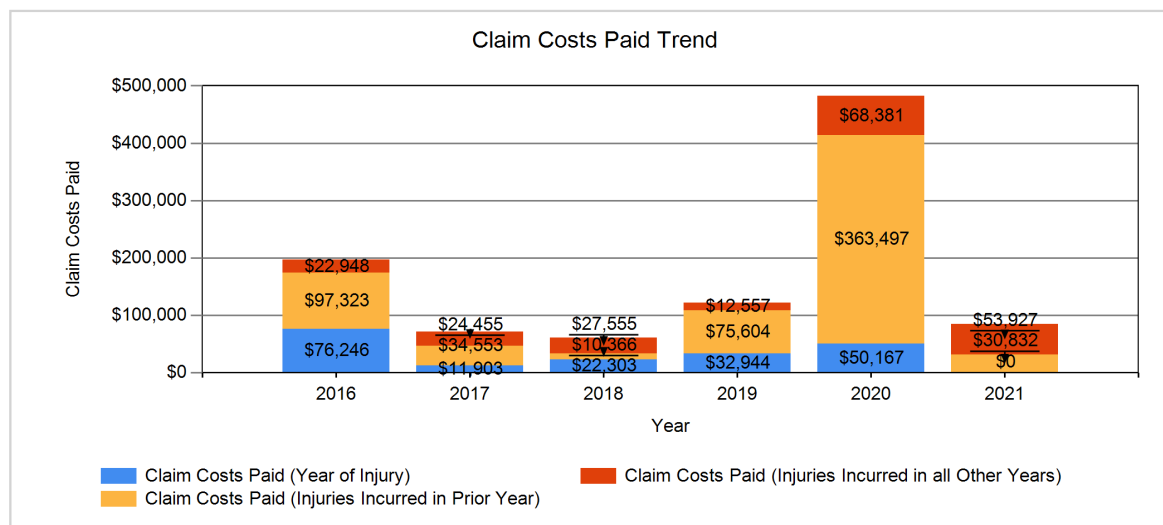


WORKING TO MAKE A DIFFERENCE

## WorkSafeBC Profile for REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU #753004 Local Government and Related Operations

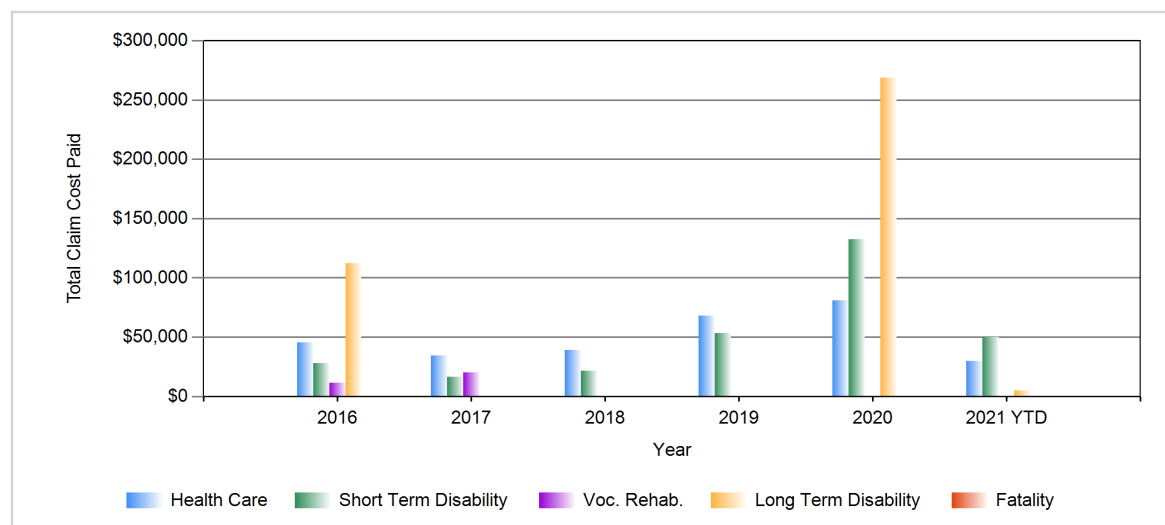
### Claim Costs Paid

The following graph shows the total dollar amount of claim benefits paid on behalf of workers in your organization. It includes the following benefits: health-care, short-term disability, vocational rehabilitation, and long-term disability and survivor benefits.



### Total Claim Costs Paid by Benefit Type

The following chart shows a breakdown of your claim cost paid over a five year period, regardless of year of injury.



	2016	2017	2018	2019	2020	2021 YTD
<b>Health Care</b>	\$45,199	\$34,285	\$38,887	\$67,869	\$80,817	\$29,816
<b>Short Term Disability</b>	\$27,831	\$16,311	\$21,336	\$53,236	\$132,287	\$50,084
<b>Vocational Rehab</b>	\$11,156	\$20,314	\$0	\$0	\$453	\$0
<b>Long Term Disability</b>	\$112,330	\$0	\$0	\$0	\$268,487	\$4,860
<b>Fatality</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	\$196,516	\$70,911	\$60,223	\$121,105	\$482,044	\$84,759

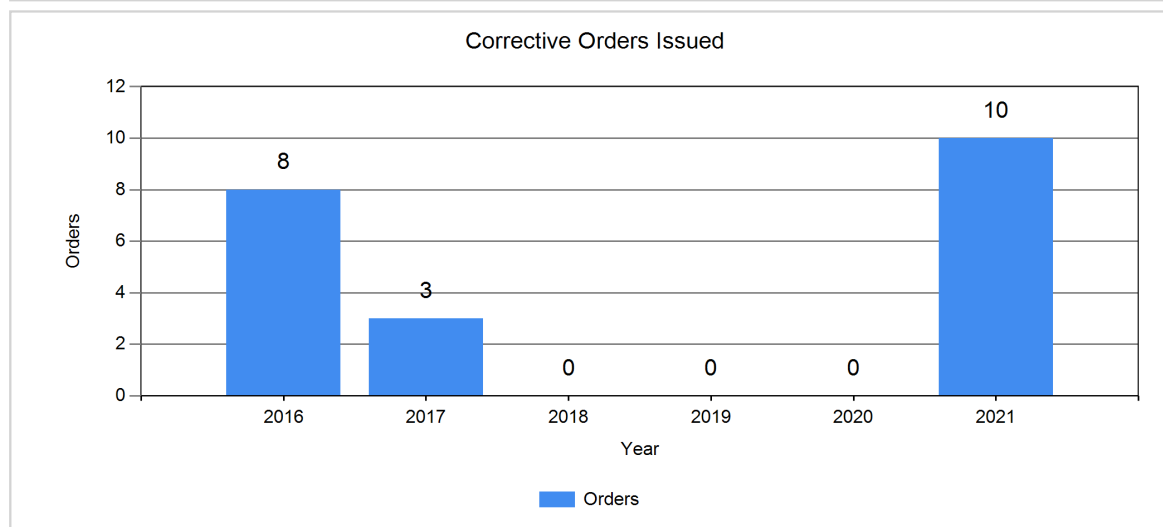
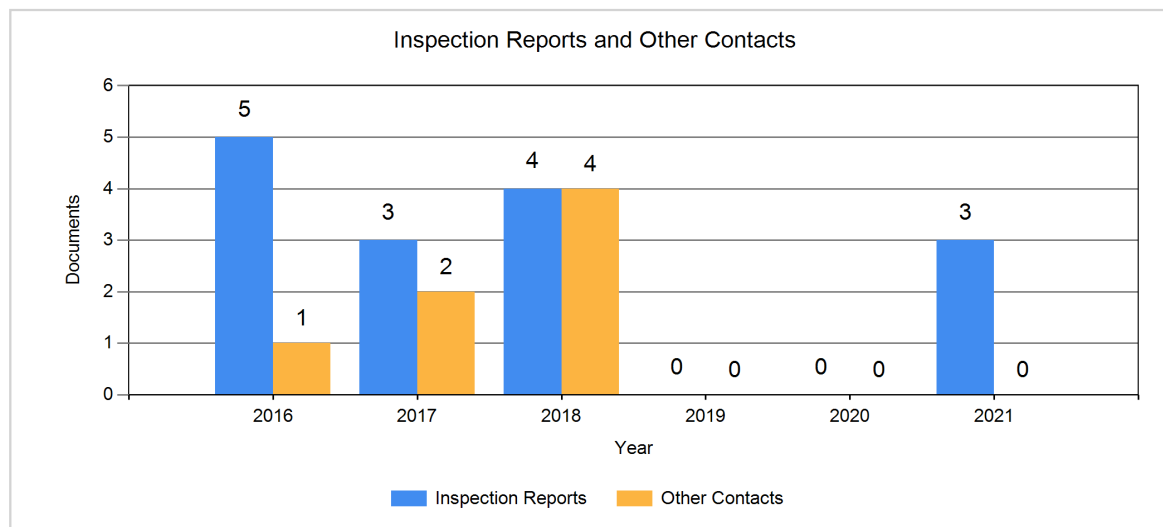
**Note:** Negative claim costs may occur for a number of reasons, e.g. reallocated claims or relief of cost for payments in prior years.



WORKING TO MAKE A DIFFERENCE

**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**
**Part V – Your Compliance Activity**
**Prevention Activities**

The following charts show your WorkSafeBC injury prevention activity, including workplace inspections, orders, and penalties over the last five to six years.



	2016	2017	2018	2019	2020	2021
Inspection Reports	5	3	4	0	0	3
Other Contacts	1	2	4	0	0	0
Orders	8	3	0	0	0	10
Warning Letters Sent	0	0	0	0	0	0
Net Citations Imposed	0	0	0	0	0	0
Net Penalties Imposed	0	0	0	0	0	0





## WorkSafeBC Profile for REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU #753004 Local Government and Related Operations

### Part VI – Definitions

- **Assessable Payroll** - The amount of payroll used in calculating an employer's assessment amount.
- **Assessments at Base Rate** - The amount of assessment (premium) an employer would have paid for the associated classification if the employer were assessed solely using the base rate. Also referred to as Base Rate Premiums.
- **Assessments at Maximum Discount** - Discount of 50% of the "Assessments at Base Rate" amount (except for the Construction sector which will be phased from a 33.3% maximum discount to a 50% maximum discount between 2012 and 2016).
- **Assessments at Maximum Surcharge** - Surcharge of 100% of the "Assessments at Base Rate" amount (except for the Construction sector which will be phased from a 33.3% maximum surcharge to a 100% maximum surcharge between 2012 and 2016).
- **Assessments Paid** - The "Assessments at Base Rate" plus the "(Discount) Surcharge".
- **Average Complete Duration** - The average of the complete durations for the claims within the subset. It is calculated by adding up the individual claims' complete durations and dividing the total by the number of claims within the subset.
- **Base Rate** - The rate per \$100 of assessable payroll for a particular Classification Unit. The base rate is one type of (premium) rate component.
- **Claim Age Category** - The age of the claim based on the period between the claim's latest STD payment month and the injury month. It can be "0-6 Month Old", "7-12 Month Old", "13-24 Month Old", and "More than 24 Month Old".
- **Claim Costs Paid** - The total dollar amount of claim benefits paid within the year, regardless of the year of injury, includes the following benefits: health care, short-term disability, vocational rehab, and the long-term disability and survivor benefits.
- **Claim Costs Paid for Injuries in this Year** - The total dollar amount of claim benefits paid within the year for injuries that occurred in that same year, includes the following benefits: health care, short-term disability, vocational rehab, and the long-term disability and survivor benefits. This is the same as Claim Costs Paid (Year of Injury).
- **Claim Latest STD Payment Month** - The latest month in which a claim had short-term disability (STD) days paid.
- **Claim Latest STD Payment Year** - The latest year in which a claim had short-term disability (STD) days paid.
- **Clearance Status** - Summary of the employers' current registration and payment status. It is contained in clearance letters that are provided by WorkSafeBC to anyone who requests one on the date of that request. Statuses include, but are not limited to, advance clearance, active and in good standing, cancelled and in good standing, active and delinquent, cancelled and delinquent, recently registered, unable to comment. This information, on its own, does not protect a prime contractor from Section 51 liability. A formal request must be made using the online clearance request application or calling the clearance line, and a record is made of the clearance status at the time of the request.
- **Complete Duration** - The total number of STD days paid for the claim, including STD days paid in the latest STD payment month and also STD days paid in all previous months. Claims that ended wage-loss payment have not received any STD payments for the most recent 3 months.
- **COR OHS certification indicator** - The indicator that shows whether or not the employer classification has an OHS type COR certificate that is currently in effect.
- **COR OHS certification expiry date** - The calendar date during which the OSH type Certificate is invalid.
- **COR RTW certification indicator** - The indicator that shows whether or not the employer classification has a RTW type COR certificate that is currently in effect.
- **COR RTW certification expiry date** - The calendar date during which the RTW type Certificate is invalid.
- **CU comparison measures** (i.e. Injury Rate, RTW, Six Month Truncated Duration, and Assessable payroll) - For combined employer reports combines the history of current and related expired CUs in a single report. Example: In 2015, WorkSafeBC expired CU 765007 - University and moved the employers into a new CU 765010 -Advanced Education. When running an Employer Report for a University the above measures will include the expired CU.
- **(Discount) Surcharge** - The amount that can be deducted or added to the Assessments at Base Rate. Discounts are shown as negative values (in brackets) and surcharges as positive values (not in brackets).
- **Duration (Six Month Truncated Duration)** - The average number of short-term disability days paid within the month of injury or the six months following the month of injury per Short Term Disability claim. The average will only include claims that have had a full six months after the month of injury to develop. Generally, you need at least 5 claims in a given year to ensure that this measure is meaningful and credible in adequately making reasonable comparisons. Small claim counts will likely result in volatile Duration results.
- **Employer Combined** - Combines the history of active and related inactive Employer-CUs in a single report. Reports will now present you with a choice of including or excluding historical data. Example: Company A bought Company B. Now Company A can easily include Company B's data in their Employer Report.
- **# Ergonomic-related (MSI) Claims** - The number of STD or LTD Claims where the Accident Type is Overexertion or Repetitive Motion. Ergonomic Claims do not include fatalities, and may be referred to as Musculoskeletal Injury (MSI) claims.
- **Excess Injuries** - The difference in the number of time-loss claims you would have experienced if you had the same Injury Rate as the rest of the employers in your Classification Unit.
- **Experience Rating (ER)%** - An adjusting percentage applied to the Base Rate of an Employer-CU to determine the Net Rate. A positive value is known as a surcharge and a negative value as a discount.
- **Health-care-only (HCO) Claims** - The count of claims for which Health Care benefits have been awarded, but no payment was provided for short-term disability, long-term disability, or survivor benefits.
- **High Duration Claim** - A claim where its complete duration is equal to or higher than the 80th percentile of claims with the same injury type.
- **% High Duration Claim** - The percentage of high duration claims in all claims of the subset.
- **Injury Rate** - The number of time-loss claims per 100 person-years of employment. (One person-year is equivalent of one person working all year on either a part-time or full-time basis.) The claim count includes injuries that occurred in a given year and were accepted for short term disability, long-term disability, or survivor benefits in that year or in the first three months of the following year. Self-insured employers are not included in the calculation. A small claim count and/or a small person years count will likely result in a volatile Injury Rate, and comparisons may not reasonably reflect overall performance.



WORKING TO MAKE A DIFFERENCE

## WorkSafeBC Profile for REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU #753004 Local Government and Related Operations

- **Inspection Reports** - The number of documents that record Safety and Health Inspections and related activities. A Safety and Health Inspection usually involves a visit by a Prevention Officer to a jobsite to assess compliance with the regulations and to observe procedures and conditions at the site, or to communicate assessed non-compliance to the employer.
- **# Long Recovery Sprains and Strains** - The number of short-term or long-term disability claims that represent a sprain, strain, carpal tunnel, or rheumatism medical diagnosis with a long recovery period (10+ weeks). Excludes work-related death claims.
- **LRSS Rate** - The number of Long Recovery Sprains and Strains per 100 people working all year whether on a part-time or full-time basis.
- **% Long Recovery Sprains and Strains** - The percentage of Sprains and Strains Claims that are considered to be Long Recovery Sprain and Strains.
- **LTD Claims** - Number of claims for which a first long term disability (LTD) benefit was awarded in the year, regardless of the year of injury, where survivor benefits have not been awarded in any year.
- **Maximum Potential Increases** - The difference between "Assessments at Maximum Surcharge" and "Assessments Paid".
- **Maximum Potential Savings** - The difference between "Assessments Paid" and "Assessments at Maximum Discount".
- **Net Citations Imposed** - The number of additional assessments (up to \$1,000, adjusted for inflation) applied against an employer due to non-compliance with the Act or Regulation, or for failing to submit a compliance report.
- **Net Penalties Imposed** - The number of additional assessments applied against an employer due to workers being exposed to a serious hazard or previous non-compliance. This count reflects changes as a result of appeal overturns.
- **Net Rate** - The final (calculated) assessable rate for the Employer-CU. This is the premium rate (per \$100 of payroll) that is charged to the Employer.
- **Non-High Duration Claim** - A claim where its complete duration is lower than the 80th percentile of claims with the same injury type.
- **Number of Claims that Ended Wage-loss Payment** - The total number of claims that ended wage-loss payments and belong to the subset of interest. Claims that ended wage-loss payment have not received any STD payments for the most recent 3 months.
- **Other Contacts** - The number of consultations, education presentations, notice of incidents, compliance agreements, and various other documents conducted by an authorized WorkSafeBC employee.
- **Orders** - The number of instructions from WorkSafeBC as a result of conducting an Inspection. It is issued either to an employer as part of a Safety and Health Inspection Report, or to a worker via an Order to Worker. It issues a direction to remedy a violation (of WorkSafeBC enforced regulations) or a warning about a situation which may put workers at risk.
- **# Person Years (estimated person count)** - The estimated number of persons working all year on either a part-time or full-time basis. Estimates of person year quantities are based on gross payrolls submitted by employers and on matching wage-rate data. (Note: Person Years is not available for some Fishing CUs.)
- **Ranking** - The ranking of the employer relative to similar-sized peers within the same industry (CU). A ranking is determined for each of four key performance measures - Experience Rating %, Injury Rate, Serious Injury %, and Duration - and can result in slightly different groups of peers for each measure. A minimum of five peers is required for a ranking, and employers are displayed on a scale from lowest (green) to highest (red). Note: Rankings do not reflect the magnitude of the performance, just the relative position to peers.
- **Rate at Maximum Discount** - The potential net rate with a maximum discount of 50% that is charged to the Employer.
- **Rate at Maximum Surcharge** - The potential net rate with a maximum surcharge of 100% that is charged to the Employer.
- **Return to Work** - A measure of timeliness of when workers return to work from the date the worker had to stop working because of injury. RTW (<=N weeks) represents the number of claims returning within N weeks of the date of injury; Total RTW represents the total number returning to work, while NRTW represents the total number not returning to work.
- **Serious Injury Claims** - The number of time-loss claims that represent either a serious medical diagnosis, or a potentially-serious medical diagnosis with a long recovery period of 50+ days paid (10+ weeks off work). Includes all work-related death claims.
- **Serious Injury Rate** - The number of serious injury claims per one hundred person-years of covered employment, where one hundred person-years is the equivalent of one hundred full-time & part-time employees working in the year.
- **% Serious Injury Claims** - The percentage of time-loss claims that are considered to be a serious injury.
- **# Sprains and Strains** - The number of short-term or long-term disability claims that represent a sprain, strain, carpal tunnel, or rheumatism medical diagnosis. Excludes work-related death claims.
- **STD/LTD/Fatal Claims** - The number of claims with costs related to at least one of the following benefits types short-term disability benefits (STD), long-term disability benefits (LTD), or survivor benefits (Fatal) and where the first STD/LTD/Fatal payment date is within the year.
- **Time-loss Claims** - The number of claims with costs related to at least one of the following benefits types: short-term disability benefits (STD), long-term disability benefits (LTD), or survivor (Fatal) benefits and where the first STD/LTD/Fatal payment date is within the year of injury or the three months following the year of injury.
- **Total Claim Costs Paid** - Aggregate of Claim Costs charged to the employer-CU for all benefit types in the specified year of injury.
- **Total Claim Costs Paid - Fatality** - Aggregate of Claim Costs charged to the employer-CU for Fatal benefits in the specified year of injury or for all Years Claims.
- **Total Claim Costs Paid - Health Care** - Aggregate of Claim Costs charged to the employer-CU for Health Care benefits in the specified year of injury or for all Years Claims.
- **Total Claim Costs Paid - Long Term Disability** - Aggregate of Claim Costs charged to the employer-CU for Long Term Disability benefits in the specified year of injury or for all Years Claims.
- **Total Claim Costs Paid - Short Term Disability** - Aggregate of Claim Costs charged to the employer-CU for Short Term Disability benefits in the specified year of injury or for all Years Claims.
- **Total Claim Costs Paid - Vocational Rehab** - Aggregate of Claim Costs charged to the employer-CU for Vocational Rehab benefits in the specified year of injury or for all Years Claims.
- **Total Cost** - The total dollar amount of claim benefits paid to date on the given claims. It includes the following benefits: health-care, short-term disability, vocational rehab, long-term disability and survivor benefits.
- **Total Costs for STD/LTD/Fatal Claims per Claims Characteristics including Age and Gender** - Total claims costs paid to-date for STD/LTD/Fatal claims that have a first payment made in the five year reference period per claims characteristics including Age and Gender
- **Warning Letters Sent** - The number of warning letters issued to an employer due to workers being exposed to a serious hazard or previous non-compliance.



WORKING TO MAKE A DIFFERENCE

**WorkSafeBC Profile for  
REGIONAL DISTRICT OF KOOTENAY BOUNDARY (130911), CU  
#753004 Local Government and Related Operations**

- **Work Days Lost** - The number of work days an injured worker misses from work because of a compensable injury or disease incurred in the year, regardless of the year of injury.
- **Work Days Lost for injuries in This year** - are a subset of the total work days lost and is the number of work days an injured worker misses from work because of a compensable injury or disease which occurred in that same year. This is the same as Work Days Lost (Year of Injury)
- **# Work-Related Deaths** - The number of claims accepted for survivor benefits in the period, regardless of whether a payment is made. Recognizing the re-allocation of claims and re-classification of employers between CUs may result in a discrepancy between the count of work-related deaths posted in this report and the annual Statistics Book published on WorksafeBC.com. In the event of such a discrepancy, the number in the annual Statistics Book shall prevail as the official count.



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  
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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.

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Mark Andison

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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  
Page 4

**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"



March 22, 2021

Ref: 265703

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, 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 of the streams (Development Services for \$15 million and Strengthening Communities for \$100 million) are application-based funding. For more information on these two funding streams, please visit the following program webpages:

- **Development Services** – <https://www.ubcm.ca/EN/main/funding/lgps/local-government-development-approvals.html>
- **Strengthening Communities** – <https://www.ubcm.ca/EN/main/funding/lgps/strengthening-communities-services.html>

The third stream provides direct grants to local governments. This funding stream is called the "COVID-19 Safe Restart Grant for Local Governments" and provides \$425 million for local operations impacted by COVID-19. This funding supports local governments as they deal with increased operating costs and lower revenue due to COVID-19.

Of this \$425 million, \$415 million was paid out in November 2020 to local governments and the Province is now in a position to allocate the remaining \$10 million to continue to support local service providers. Of the \$415 million allocated to local governments in November, \$21 million was allocated to regional districts. This amount was relatively small (compared with the allocation to municipalities) because municipalities faced revenue risks and expenses, and the Province and municipalities ensured that regional requisitions would be fully remitted in 2020.

.../2

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Ministry of Municipal Affairs

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/muni>



Mark Andison  
Page 2

While the regional tax base was kept whole in 2020, the Province acknowledges that regional districts have developed other COVID-related financial shortfalls and pressures. For this reason, the Province has decided to allocate the \$10 million holdback to the 27 regional districts.

Under section 36 of the *Local Government Grants Regulation*, the amount of the grant to each regional district is set by the Minister of Municipal Affairs. The determination of this amount was based on an allocation formula that applies equally to all regional districts. The allocation is as follows: 20 percent of the holdback will be allocated on total regional population, and the remaining 80 percent was allocated on rural population (i.e. population in electoral areas). This was done in recognition of the additional costs associated with servicing remote rural areas.

For the Regional District of Kootenay Boundary, the Province provided **\$489,000** in November 2020. The Province is providing an additional **\$173,000** in March 2021, which represents a **35 percent** increase over the initial installment. The total of both installments is **\$662,000**.

Like the November payment, this funding will also ensure regional districts can continue to deliver the services people depend on in their communities. COVID related 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.

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.

For the purpose of reporting, the two payments (November 2020 and March 2021) may be treated as one pooled grant. Thus, a regional district is **not** required to report on the two payments separately.

If you have a 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](mailto:Jennifer.Richardson@gov.bc.ca), or by telephone at: 778 698-3243.

.../3

Mark Andison  
Page 3

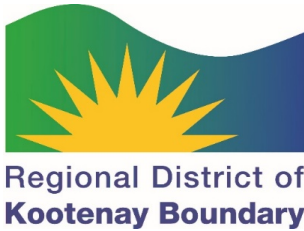
The provincial government welcomes this opportunity to support COVID-19 restart and recovery throughout British Columbia.

Sincerely,



Okenge Yuma Morisho  
Deputy Minister

pc: Barb Ihlen, Chief Financial Officer, Regional District of Kootenay Boundary  
Jennifer Richardson, Grants Analyst, Local Government Infrastructure and Finance Branch

**STAFF REPORT**

**Date:** June 18, 2021  
**To:** Chair Langman and the Board of Directors  
**From:** Barb Ihlen, General Manager of Finance/CFO  
**Re:** List of New Positions since 2015

**File****Issue Introduction**

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the list of new positions since 2015.

**History/Background Factors**

At an earlier Board meeting, the Board requested a list of new positions dating back to 2015.

New positions in regional services:

<u>Position Title</u>	<u>Service</u>	<u>Year</u>
Emergency Program Coordinator	012	2017
Network Infrastructure Analyst	001	2017
Corporate Communications Officer (54%/10%)	001/012	2017
Clerk-Secretary-Receptionist (80%)	001	2019
Energy Specialist (grant funded)	001	2019
Emergency Coordinator (2 year term)	012	2021
HR Advisor	001	2021

New positions in other services:

<u>Position Title</u>	<u>Service</u>	<u>Year</u>
KBRFR Training Officer	050	2015
Corporate Communications Officer (36%)	002	2017
Integrated Watershed Planner	170	2019
Christina lake Fire Chief	051	2019
Christina Lake Assistant Fire Chief (60%)	051	2020
Bylaw Officer (2 year term)	002	2020

**Implications**

N/A

**Advancement of Strategic Plan**

N/A

**Background Information Provided**

N/A

**Alternatives**

N/A

**Recommendation(s)**

**THAT** the Regional District of Kootenay Boundary Board of Directors receive the report regarding the list of new positions since 2015 as outlined in the Board report dated June 18, 2021 from CFO Ihlen.



## Criminal Record Check Policy

### **Policy:**

The Regional District of Kootenay Boundary (the "**RDKB**") requires Criminal Record Checks for applicants for Sensitive Positions.

### **Purpose:**

Criminal Record Checks for applicants for Sensitive Positions with the RDKB demonstrate due diligence in protecting the interests and safety of the RDKB and its residents. Criminal history disclosed by a Criminal Record Check, or failure to provide a Criminal Record Check, may render an applicant ineligible for a Sensitive Position with the RDKB.

### **Definitions:**

In this Policy:

**Criminal Record Check** means a Certified Criminal Record Check obtained from the Royal Canadian Mounted Police ("**RCMP**") pursuant to the application procedures established by the RCMP, as may be amended from time to time;

**Pardon** means an official document issued by the National Parole Board indicating a person with a criminal record is forgiven and that their record has been sealed, meaning that the person receiving the Pardon is not required to declare their previous criminal record;

**Sensitive Position** means:

- a position with an ongoing or significant relationship with Vulnerable Persons, where the nature of the position places the worker in a position of trust or care, or where the worker may have unsupervised access to Vulnerable Persons in the ordinary course of carrying out the duties of the position;
- a position with duties involving the handling, investing, and/or protection of significant capital assets and any monies belonging to the RDKB;
- a position with duties related to regulatory, emergency response and/or inspectional work to safeguard public health and safety and/or ensure bylaw compliance, which may include responsibilities to interface with the public, enter onto private property and/or generate revenue collection for the RDKB; and

- such other positions reasonably designated as a Sensitive Position based on additional written criteria deemed appropriate by the Manager responsible for Human Resources from time to time and appended to this policy as a schedule.

**Vulnerable Person** means:

- a person under 19 years of age;
- a person 19 years or older who receives or may need community care services because of a disability, age or illness, or who is or may be unable to take care of themselves or protect themselves against significant harm, exploitation or abuse; and
- such other persons reasonably designated as Vulnerable Persons based on additional written criteria deemed appropriate by the Manager responsible for Human Resources (as designated from time to time by the Chief Administrative Officer) and appended to this policy as a schedule.

**Policy Guidelines:**

1. The *Criminal Records Review Act*, R.S.B.C. 1996, c. 86 (the "**CRRA**") does not impose a general duty on municipalities, including regional districts, to ensure that every person who is hired to work with children or work with vulnerable adults undergoes a criminal record check in accordance with the CRRA. Nevertheless, it is prudent for the RDKB to implement a Criminal Record Check Policy to protect the interests of the RDKB and its residents.
2. This policy applies to all persons who apply for or work in Sensitive Positions, whether such work is temporary, permanent, part-time, full-time, paid or unpaid.
3. A Criminal Record Check is satisfactory, and permits an applicant to be considered for a Sensitive Position if the Criminal Record Check discloses:
  - no criminal convictions and no current criminal charges;
  - pardons; or
  - one or more criminal convictions or current criminal charges which the Manager responsible for Human Resources (in consultation with others pursuant to clause 4.4 below) determines are unrelated to the proper performance of the duties of the Sensitive Position.
4. Applicants who fail to provide a Criminal Record Check as required under this policy are ineligible for Sensitive Positions.
5. The RDKB will not refuse a Sensitive Position to a person due solely to that person having been charged with or convicted of an offence that is unrelated to the proper performance of the duties of the Sensitive Position.

**Procedures:*****Candidates***

1. Department Managers will determine whether a Criminal Record Check is required for each vacant position in their department by considering the definition of "Sensitive Position" set out above, including any additional written criteria appended to this policy as a schedule.
2. Department Managers will advise the Manager responsible for Human Resources of any vacant position which in their determination requires a Criminal Record Check.
3. The Manager responsible for Human Resources will confirm if the positions identified by Department Managers require a Criminal Record Check.
4. In the event a Department Manager and the Manager responsible for Human Resources disagree on whether a vacant position requires a Criminal Record Check, final determination will be made by the Chief Administrative Officer.
5. Human Resources will post Sensitive Positions as requiring a Criminal Record Check.
6. Applicants interviewed for Sensitive Positions will be advised in the interview that any offer of employment or other engagement shall be conditional on receipt of a Criminal Record Check satisfactory to the RDKB in its sole discretion. Any costs incurred in obtaining the Criminal Record Check shall be reimbursed by the RDKB.
7. Applicants may withdraw their application at any time.
8. A Criminal Record Check that discloses one or more criminal convictions or current criminal charges will be referred as soon as practicable to the Manager responsible for Human Resources for consideration (see clause 4.4 below).
9. All information provided to the RDKB pursuant to this policy shall be sealed in the worker's personnel file or securely destroyed after the RDKB has determined whether such information relates to the performance of the duties of the Sensitive Position and what action, if any, ought to be taken in relation to the worker.
10. All information provided to the RDKB pursuant to this policy for applicants who are not offered a position with the RDKB shall be sealed and then destroyed as per the RDKB's records retention schedule.
11. Should the RCMP notify staff that there is information on file about the candidate, the candidate may be requested to authorize the release of the information.

***Successful candidates***

1. All persons applying for or working in Sensitive Positions shall immediately notify Human Resources if they are charged with or convicted of an offence under the Criminal Code, R.S.C. 1985, c. C-46, as amended. Human Resources and other appropriate RDKB staff will review the charge or conviction in relation to the duties of the Sensitive Position to determine what action, if any, ought to be taken in relation to the worker.

**Responsibilities:**

1. In the event that a Department Manager and the Manager responsible for Human Resources disagree on a Sensitive Position designation, it is the responsibility of the Chief Administrative Officer to determine whether or not a position should be designated as a Sensitive Position, using the criteria set out in this policy, including any additional written criteria appended to this policy as a schedule.
2. It is the responsibility of the Human Resources Department to maintain a list of Sensitive Positions, insert notification on postings, and advise applicants in the interview process if a Criminal Records Check is required.
3. It is the responsibility of the Manager responsible for Human Resources to ensure Criminal Record Checks are produced and are satisfactory prior to filling a vacant Sensitive Position and before the start date.
4. It is the responsibility of the Manager responsible for Human Resources to determine the impact of criminal convictions or current criminal charges on a person's candidacy for a Sensitive Position in accordance with this policy. In fulfilling this responsibility, the Manager responsible for Human Resources may consult Departments Managers, the Chief Administrative Officer, and other RDKB staff on a need-to-know basis and otherwise as reasonably necessary.
5. It is the responsibility of persons applying for and working in Sensitive Positions to comply with their obligations under this policy, including but not limited to, obtaining Criminal Record Checks as required by this policy.

**Review Schedule:**

Original Approval Date:

- November 24, 2011

Review by Policy and Personnel Committee:

- January 9, 2019
- June 12, 2019
- May 27, 2021

Adopted by the Board of Directors:

- June 27, 2019
- June 24, 2021





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

June 7, 2021

ALC File: 61818

**Colleen Kocsis**  
**DELIVERED ELECTRONICALLY**

Dear Colleen Kocsis:

**Re: Reasons for Decision - ALC Application 61818**

Please find attached the Reasons for Decision of the Kootenay Panel for the above noted application (Resolution #247/2021). As agent, it is your responsibility to notify the applicants accordingly.

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

A request to reconsider must now meet the following criteria:

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

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

Please refer to the ALC's [Information Bulletin 08 – Request for Reconsideration](#) for more information.

Please direct further correspondence with respect to this application to [ALC.Kootenay@gov.bc.ca](mailto:ALC.Kootenay@gov.bc.ca).

Yours truly,



Mike Bandy, Land Use Planner

Enclosure:                Reasons for Decision (Resolution #247/2021)

cc: Regional District of Kootenay Boundary (File E-1020-04509.000) Attention: Danielle  
Patterson

61818d1



**AGRICULTURAL LAND COMMISSION FILE 61818  
REASONS FOR DECISION OF THE KOOTENAY PANEL**

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

**Applicants:**

George Kocsis  
Colleen Kocsis

**Agent:**

Colleen Kocsis

**Property:**

Parcel Identifier: 014-947-706  
Legal Description: District Lot 1020, Similkameen  
Division, Yale District  
Civic: 2725 Boundary Creek Road, north of  
Greenwood, BC  
Area: 128.6 ha (120.8 ha within the ALR)

**Panel:**

Richard Mumford, Kootenay Panel Chair  
Jerry Thibeault  
Ian Knudsen



## **OVERVIEW**

- [1] The Property is located partially within the Agricultural Land Reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* ("ALCA").
- [2] Pursuant to s. 21(2) of the ALCA, the Applicants are applying to the Agricultural Land Commission (the "Commission" or "ALC") to subdivide the 128.6 ha Property into an ~18.1 ha lot and a ~108.5 ha lot, as divided by Boundary Creek Road (the "Proposal"). The Proposal would require ~2 ha of road dedication along the Boundary Creek Road corridor.
- [3] The issue the Panel considered is whether the Proposal would impact the long-term agricultural use of the Property.
- [4] The Proposal was considered in the context of the purposes and priorities of the Commission set out in s. 6 of the ALCA:
  - 6 (1) The following are the purposes of the commission:
    - (a) to preserve the agricultural land reserve;
    - (b) to encourage farming of land within the agricultural land reserve in collaboration with other communities of interest; and,
    - (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of land within the agricultural land reserve and uses compatible with agriculture in their plans, bylaws and policies.
  - (2) The commission, to fulfill its purposes under subsection (1), must give priority to protecting and enhancing all of the following in exercising its powers and performing its duties under this Act:
    - (a) the size, integrity and continuity of the land base of the agricultural land reserve;
    - (b) the use of the agricultural land reserve for farm use.



### **EVIDENTIARY RECORD**

- [5] The Proposal, along with related documentation from the Applicants, Agent, local government, and Commission is collectively referred to as the “Application.” All documentation in the Application was disclosed to the Agent in advance of this decision.

### **BACKGROUND**

- [6] In 2010, previous landowners submitted ALC Application #51973 to the Commission to subdivide the Property into five lots, including four lots (ranging from 2 ha to 5 ha) on the east side of Boundary Creek Road. The Commission considered that the area proposed for subdivision had potential for some forms of agriculture, such as livestock grazing, and that the subdivision would reduce agricultural options on the Property and introduce more rural subdivision into the area. The Commission refused the application by ALC Resolution #2772/2010 (the “2010 Decision”).
- [7] At its January 28, 2021 meeting, the Regional District of Kootenay Boundary (RDKB) Board resolved to forward the Application to the Commission without a recommendation. The Property is located within an area of the RDKB that is not subject to a zoning bylaw or official community plan.

### **EVIDENCE AND FINDINGS**

#### **Issue: Whether the Proposal would impact the long-term agricultural use of the Property**

- [8] Boundary Creek Road (the “Road”) runs generally north-south through the Property’s northeast corner, separating the Applicants’ existing farm on the west side of the Road from the proposed ~18.1 ha lot (14 ha within the ALR) on the east side of the Road (the “Proposed East Lot”). The ~108.5 ha west side of the Property (the “Proposed West Lot”) currently contains two residences, occupied by the Applicants and their family members. The Proposed West Lot is used for 80 ha of hay production and 20 ha of grazing, while the Proposed East Lot is vacant, and currently unused. The Application submits that the



Proposed East Lot is not suited to hay production due to its rough hillside nature and is better suited to grazing or small farm operations.

- [9] To assess agricultural capability on the Property, the Panel referred to agricultural capability ratings. The ratings are identified using the Canada Land Inventory (CLI), 'Soil Capability Classification for Agriculture' system. The improved agricultural capability ratings applicable to the Property are:

- ~40% is a combination of 70% Class 3X and 30% Class 4MP;
- ~20% is Class 3C;
- ~20% is a combination of 70% Class 4T and 30% Class 6TR;
- ~15% is Class 2C; and
- ~5% is Class 6TR.

The improved agricultural capability ratings applicable to the Proposed East Lot are:

- ~70% is a combination of 70% Class 4T and 30% Class 6TR; and
- ~30% is Class 6TR.

Class 2 - land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.

Class 3 - land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat restrictive.

Class 4 - land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.

Class 6 - land is important in its natural state as grazing land. These lands cannot be cultivated due to soil and/or climate limitations.

The limiting subclasses associated with this parcel of land are C (adverse climate), M (moisture deficiency), P (stoniness), R (bedrock near the surface), T (topographic limitations), and X (a combination of soil factors).



- [10] Based on the agricultural capability ratings, the Panel finds that the Proposed East Lot can support some forms of agriculture, including a limited range of soil-bound crops and seasonal grazing, in addition to non-soil bound agricultural activities. The Panel recognizes that the Proposed East Lot has generally lower agricultural capability than the lands comprising the farm operation on the Proposed West Lot, but the Panel finds that this fact alone does not justify subdivision of the Property.
- [11] The Application states that the Applicants' daughter and family intend to establish a residence and hobby farm on the Proposed East Lot, and will assist with the operation of the main farm on the Proposed West Lot. The Application submits that the Proposed East Lot will remain unused if it is not subdivided.
- [12] The Panel appreciates the Applicants' intent to improve and farm the Proposed East Lot and the Panel recognizes the potential for the Proposal to result in some immediate agricultural use; however, the Panel must also consider the Proposal's long-term impacts to the ALR land base.
- [13] The Panel considers that, while the Proposed East Lot is currently vacant, it could provide utility to a farm operation in conjunction with the higher capability lands on the Proposed West Lot, by being used for incremental grazing, holding pasture, or supporting farm infrastructure. The Panel finds that the Proposed East Lot can complement the Property's overall farm operation and that subdivision is not necessary to facilitate its agricultural use.
- [14] Further, the Panel considers that land with soil capability that is suited to low-intensity activities such as grazing, generally has more agricultural potential over larger areas. In this regard, the Panel finds that the agricultural potential of the Proposed East Lot as a standalone parcel would be limited due to its soil and topographic challenges and relatively small size. The Panel finds that while the Proposal may result in short-term agricultural use of the Proposed East Lot, it would increase the likelihood that the



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ALC File 61818 Reasons for Decision

Proposed East Lot would be used exclusively for residential purposes by future owners in the long-term.

- [15] The Panel finds that the Proposed East Lot has more agricultural value as part of the Property's farm operation as opposed to a separate parcel, and that retaining the existing configuration of the Property would better preserve the long-term suitability of its ALR area for farm use.

**DECISION**

- [16] For the reasons given above, the Panel refuses the Proposal to subdivide the 128.6 ha Property into an ~18.1 ha lot and a ~108.5 ha lot, as divided by Boundary Creek Road.

- [17] These are the unanimous reasons of the Panel.

- [18] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(3) of the ALCA.

- [19] Resolution #247/2021  
Released on June 7, 2021

A handwritten signature in black ink, appearing to read 'R. Mumford', is positioned above the printed name.

**Richard Mumford, Panel Chair**

On behalf of the Kootenay Panel





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

June 15, 2021

ALC File: 62563

**Cary Schneiderat**  
**McLeod & Schneiderat, Lawyers**  
**DELIVERED ELECTRONICALLY**

Dear Cary Schneiderat:

**Re: Reasons for Decision - ALC Application 62563**

Please find attached the Reasons for Decision for the above noted application (Resolution #272/2021). As agent, it is your responsibility to notify the applicants accordingly.

Please note that the submission of a \$150 administrative fee may be required for the administration, processing, preparation, review, execution, filing or registration of documents required as a condition of the attached Decision in accordance with s. 11(2)(b) of the ALR General Regulation.

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

A request to reconsider must now meet the following criteria:

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

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

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

Yours truly,



Mike Bandy, Land Use Planner

Enclosures:           Reasons for Decision (Resolution #272/2021)  
                              Schedule A: Decision Map

cc: Regional District of Kootenay Boundary

62563d1



**AGRICULTURAL LAND COMMISSION FILE 62563**  
**REASONS FOR DECISION OF THE CHIEF EXECUTIVE OFFICER**

Transportation Application Submitted Under s.22 of the Agricultural Land Reserve General  
Regulation

<b>Applicants:</b>	Allan Uphill Evelyn Uphill
<b>Property Owner(s):</b>	Allan Uphill Evelyn Uphill
<b>Agent:</b>	Cary Schneiderat, McLeod & Schneiderat Lawyers
<b>Property:</b>	Parcel Identifier: 011-777-320 Legal Description: The South 1/2 of Sublot 11, District Lot 2704, Similkameen Division, Yale District, Plan 1186, Except Plan 23484 Civic: 2200 Nicholson Creek Road Area: 37.4 ha (10.8 ha in ALR)
<b>Chief Executive Officer:</b>	Kim Grout (the "CEO")



## **OVERVIEW**

- [1] The Property is located partially within the Agricultural Land Reserve (ALR) as defined in s. 1 of the *Agricultural Land Commission Act* (ALCA).
  
- [2] Nicholson Creek Road forms the Property's northern boundary.
  
- [3] The Applicants are in the process of completing a subdivision of the Property along the ALR boundary, that can otherwise be approved by an Approving Officer under s. 3(2)(a)(ii) of the ALR General Regulation (the "Subdivision") with the exception of the request for road dedication from the Ministry of Transportation and Infrastructure (MOTI). As a condition of the Subdivision approval, MOTI requires the widening of two sections of the existing Nicholson Creek Road corridor within the Property's ALR area.
  
- [4] Pursuant to s. 22 of the General Use Regulation, the Applicants are applying to the Agricultural Land Commission (the "Commission") for the use and construction of ~0.03 ha of ALR land to widen the Nicholson Creek Road corridor in order to facilitate subdivision of the Property along the ALR boundary (the "Proposal"). The ~0.03 ha area (the "Proposal Area") would need to be dedicated as public road under section 107 of the Land Title Act.
  
- [5] The Proposal along with related documentation from the Applicants, Agent, local government, and Commission is collectively referred to as the "Application". All documentation in the Application was available on the ALC Application Portal to the Agent in advance of this decision.
  
- [6] Under Section 27 of the ALCA the Commission, by resolution, may establish criteria under which the CEO may approve applications for exclusion, subdivision, non-farm use, non-adhering residential use, and soil or fill use applications. By resolution, the Commission as specified that the following applications may be decided by the CEO:
  - 4. Non-farm use applications made pursuant to section 22 of the ALR General Regulation, except for those relating to recreational trails.



*Clarification: Applications made under Section 22 of the ALR General Regulation and Section 20(2) of the ALCA are considered to be non-farm use applications. As such, Section 27 (1)(a) of the ALCA which delegates authority to the CEO to consider non-farm use applications is interpreted to encompass applications made under s. 22 of the ALR General Regulation.*

[7] The Proposal was considered in the context of the purposes and priorities of the Commission set out in s. 6 of the ALCA:

6 (1) The following are the purposes of the commission:

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

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

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

## **FINDINGS**

[8] The CEO confirms that the Subdivision itself does not affect the ALR, and the CEO finds that the associated use of ~0.03 ha of ALR land for widening the existing Nicholson Creek Road corridor is minor in nature and does not negatively impact the size, integrity, or continuity of the ALR, or its use for agriculture.

**DECISION**

[9] After reviewing the Application, I am satisfied that the Proposal is consistent with Criterion #4 and approve the Proposal subject to the submission of a surveyed subdivision plan, showing the dedication of the approximately 0.03 ha area to be dedicated as road, to the Commission for authorization within three years of the date of the release of this decision, and that is in compliance with Schedule A of this decision.

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

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

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

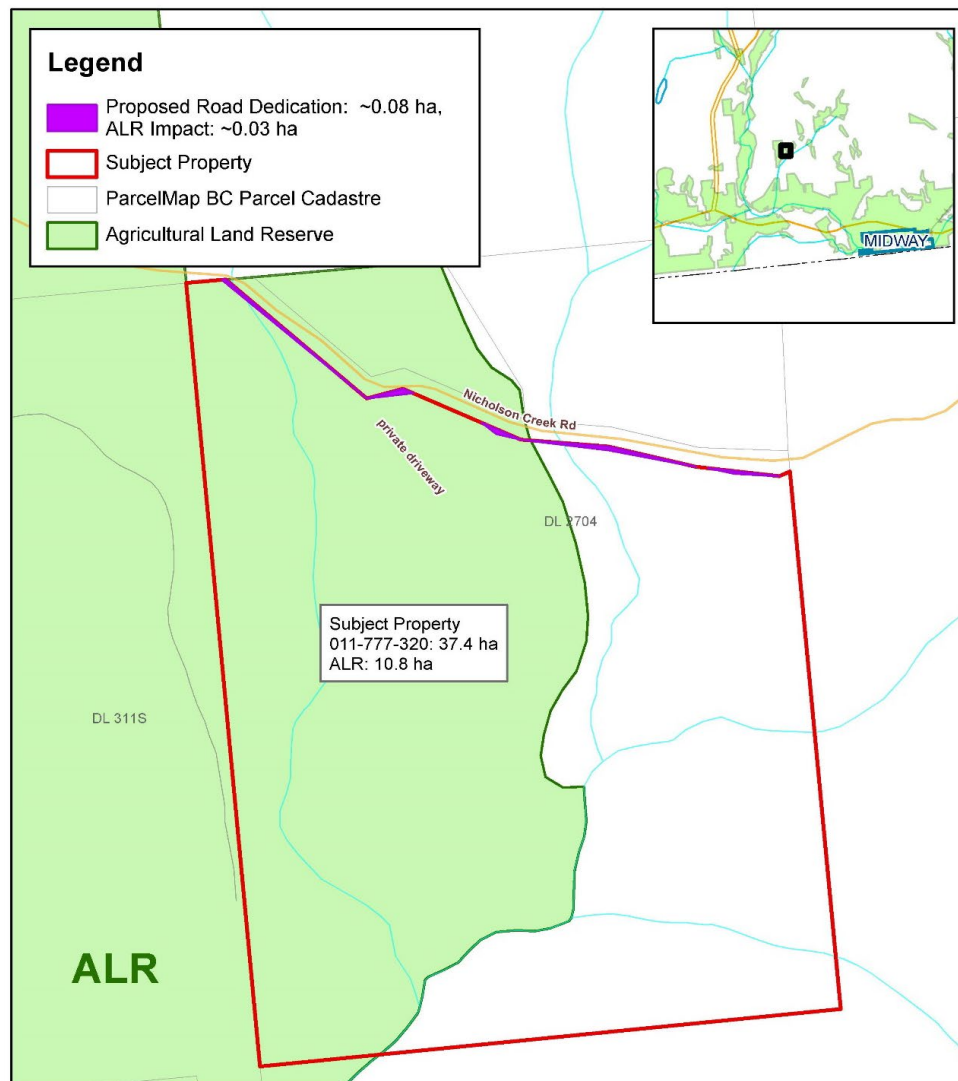
[13] Resolution #272/2021  
Released on June 15, 2021

A handwritten signature in black ink, appearing to read 'Kim Grout', is positioned above the name of the Chief Executive Officer.

**Kim Grout, Chief Executive Officer**



Schedule A: Agricultural Land Commission Decision Sketch Plan  
 ALC File 62563 (Uphill)  
 Conditionally Approved Transportation Use  
 ALC Resolution #272/2021





## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### BYLAW NO. 1762

#### **A Bylaw to amend Heritage Designation Bylaw No. 1236, 2004 of the Regional District of Kootenay Boundary**

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**WHEREAS** the Regional District of Kootenay Boundary may designate properties as heritage properties pursuant to Section 611 of the *Local Government Act*;

**AND WHEREAS** the Regional District of Kootenay Boundary believes it to be in the public interest to designate the Cascade Cemetery in Electoral Area C, legally described as part of Lot 314, Similkameen (formerly Osoyoos) Division of Yale District, as heritage;

**AND WHEREAS** the Regional District of Kootenay Boundary believes it to be in the public interest to designate the Franklin Trail in Electoral Area D, located from 49-27'44.54"N – 118-24'21.36"W to 49-32'12.61"N – 118-21'44.60"W and then to 49-32'25.62N – 118-23'15.49W , as heritage;

**NOW THEREFORE BE IT RESOLVED** that the Board of the Regional District of Kootenay Boundary, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "Regional District of Kootenay Boundary Heritage Amendment Bylaw No. 1762, 2021."
2. The "Regional District of Kootenay Boundary Heritage Bylaw No. 1236, 2004" is amended by adding the following text after "Schedule 2 – Abandoned CPR and GN Rail Grade":
 

Schedule 3 – Cascade Cemetery

Schedule 4 – Franklin Trail
3. The "Regional District of Kootenay Boundary Heritage Bylaw No. 1236, 2004" is amended by adding Schedules 3 and 4 to "Regional District of Kootenay Boundary Heritage Amendment Bylaw No. 1236, 2021."



**INTRODUCED** the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**Read a FIRST and SECOND TIME** the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

PUBLIC HEARING ADVERTISED in the *Grand Forks Gazette* this \_\_\_\_\_ day of \_\_\_\_\_, 2021  
and also this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

PUBLIC HEARING held on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**READ A THIRD TIME** the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**ADOPTED** the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Manager of Corporate Administration

## **Schedule 3**

### **to "Regional District of Kootenay Boundary Heritage Bylaw No. 1236, 2004"**

#### **1. Designated**

The cemetery is located on a 4.3 acre parcel of land south-west of Christina Lake and west of Highway 3 within Electoral Area C (see attached site plan).

#### **2. Location**

N 49° 01.133 W 118° 13.486. Located 2.8 kilometres south-west of Christina Lake, across from the Highway 3—395 Junction below Stewart Creek Road.

Reserve Number 59127 covering part of Lot 314, Similkameen (formerly Osoyoos) Division of Yale District and situated west of Cascade, BC, Electoral Area C, Regional District of Kootenay Boundary.

#### **3. Status**

The Cascade Cemetery, originally known as the Cascade City Cemetery, is one of the last remaining heritage values in the community.

The cemetery was reserved for cemetery purposes by Order in Council 2401 on October 23, 1959. The site cannot be used for any other purpose than a cemetery.

The land is owned by the Crown.

The cemetery is considered to be inactive by the Consumer Protection Branch of BC. The last known burial occurred in 1955.

The cemetery site is maintained and protected by the Cascade Cemetery Restoration Committee.

#### **4. Intent**

The historical elements of the property are being regularly maintained and protected by the Cascade Cemetery Restoration Committee. The Committee has also investigated and documented the graves in the cemetery, and continues to do so. The RDKB and the Committee hope to secure funding to use ground-penetrating radar to try to locate additional graves in the site. There is the possibility that headstones could be added to the cemetery to indicate the location of any graves located in the future.

The cemetery is open to the public to visit.

#### **5. Background for Designation**

##### **5.1 Heritage value and features**

The Cascade City Cemetery was in use from 1897 to 1955. The first person buried in the cemetery was Samuel Swanson, a pioneer prospector who died on April 23, 1897. The cemetery contains 27 graves which were identified by ground-penetrating radar. The identities of 22 of those interred are known. A

kiosk lists the names of those people who are known to be buried in the cemetery.

There is potential for additional headstones and interpretive signage to be installed in the cemetery as new information is uncovered.

The cemetery is one of the very few historical sites in what was Cascade City so provides a valuable and tangible link to the past.

## **5.2 Compatibility with Community Plans**

The Area 'C' Official Community Plan does not speak to heritage values in the area. However, "Regional District of Kootenay Boundary Electoral Area 'C' Heritage Conservation Service Establishment Bylaw No. 1362, 2008" recognizes the existence and importance of heritage sites in the area.

## **5.3 Compatibility with the property and adjoining lands**

The cemetery is located in a rural setting with no close adjacent neighbours. The cemetery has been in the same location since 1897 with no apparent opposition from neighbouring land owners. The cemetery was reserved for that purpose by Order in Council in 1959. Thus, the site can never be used for anything but a cemetery.

## **5.4 The condition and economic viability of the property**

The Cascade Cemetery Restoration Committee is committed to maintaining and protecting the heritage values of the cemetery. Committee members regularly pick up litter, as well as weed, prune and rake the site. The Committee also maintains the headstones and keeps the fences in good repair.

Access to the cemetery is a concern as the road could require upgrades to ensure safe and easy access.

As a historic site, the cemetery has economic value as it is a draw for history buffs and tourists who may visit the community.

## **5.5 Need for financial or other support to enable conservation**

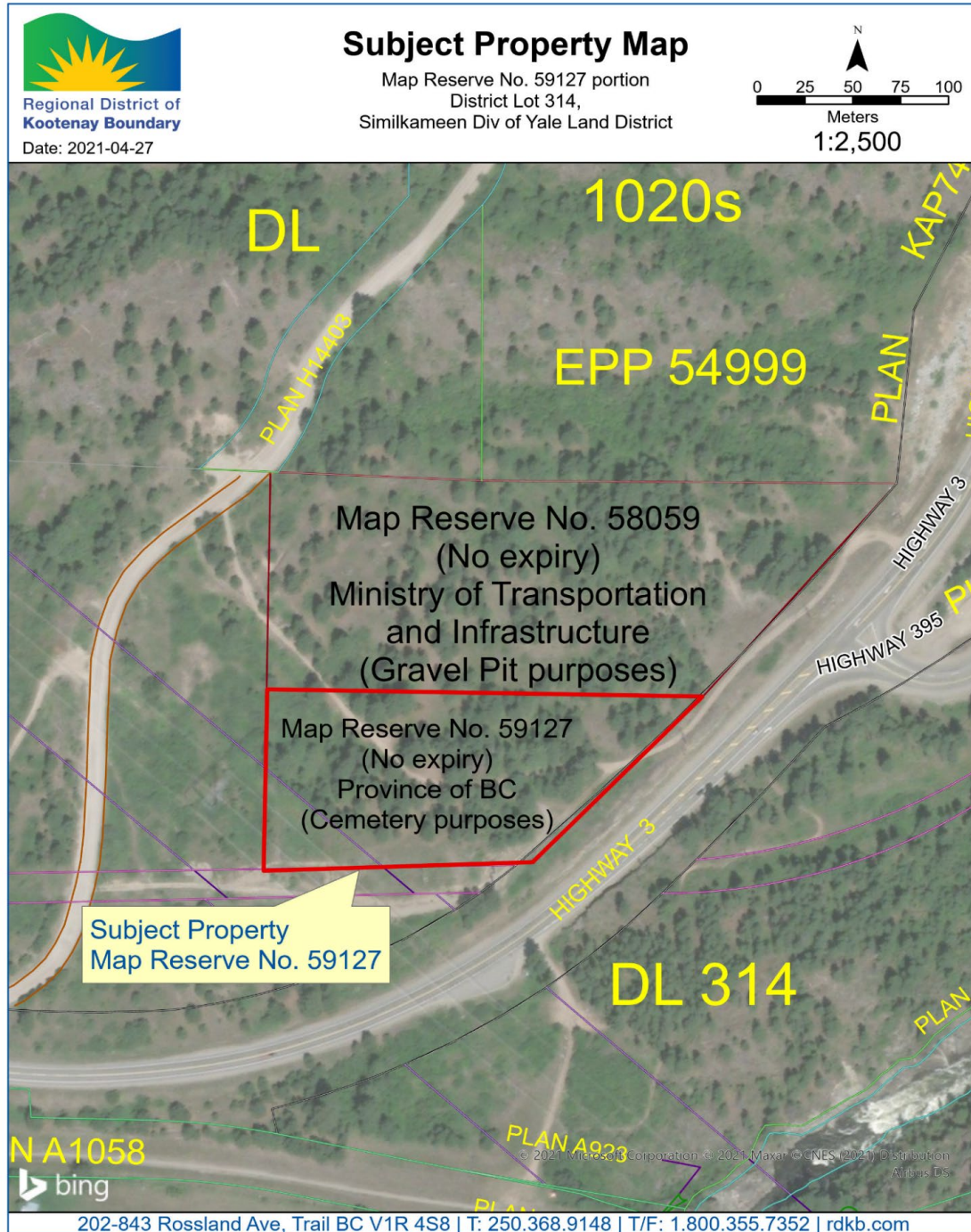
Currently the cemetery is maintained by the Cascade Cemetery Restoration Committee which donates labour and materials.

The Area C Director has funded the Committees' activities through grants-in-aid.

Site maintenance and upgrades could also be funded through the Electoral Area C heritage conservation service.

The RDKB could also apply for grant funding through Heritage BC or other agencies.

## Site plan



## **Schedule 4**

### **to "Regional District of Kootenay Boundary Heritage Bylaw No. 1236, 2004"**

#### **1. Designated**

The 19-kilometre trail (an old wagon road) is located on Crown land.

The Recreation Sites and Trails Branch of the Ministry of Forests, Range, and Natural Resource Operations entered into a Partnership Agreement with the Grand Forks ATV Club in July 2020 regarding maintenance of the trail, pursuant to Section 57 of the *Forest and Range Protection Act*.

#### **2. Location**

The south end of the approximately 19 kilometre-long roadway starts at 49-27'44.54"N – 118-24'21.36"W. It runs north to 49-32'12.61"N – 118-21'44.60"W, then turns Northwest to 49-32'25.62N – 118-23'15.49W.

To access the old wagon road, travel north from Grand Forks, BC on Granby Road for 44.5 kilometres. From there, travel north on the Burrell Creek Forest Service Road for 8.5 kilometres to the Bluejoint Recreation Site. The Franklin Trail wagon road runs north from here.

#### **3. Status**

The trail runs through Crown land. It is surrounded by other tenured license holders.

It is currently used primarily by all-terrain vehicle enthusiasts.

#### **4. Intent**

The trail is regularly maintained and protected by the Grand Forks ATV Club.

The trail may be accessed by anyone.

#### **5. Background for Designation**

##### **5.1 Heritage value and features**

The trail was the connector between the Union Mine, one of the richest gold producing mines in British Columbia, and the train stop up the North Fork Valley.

Using technology of the early 1900's a wagon road was dug out of the earth and rock. It remains today as an example of the efforts early pioneers went through to mine gold.

Wagons were used to move the ore to the train. The remains of this important trail have not been changed and there are many historic values located along the trail.

A Geographic Brass Pin was placed on a view area in 1954. These where

located at several locations around BC when engineers were tasked to develop better maps of BC.

There are samples of mining explorations where samples were drawn from the rocks.

Where there were rock slides the roadbed was developed by stacking rocks to support the wagon trail.

The Bluejoint Trail, that still has the remnants of a sign, needs to be explored.

The foundations of the removed Franklin Bridge are still intact showing examples of the engineering of the era.

By protecting the intact section of trail with heritage status it can be preserved for present and future generations to learn and see firsthand the efforts early settlers went to in their search for gold.

## **5.2 Compatibility with Community Plans**

The Area 'D' Official Community Plan (OCP) acknowledges heritage resources but does not list the Franklin Trail. "Abandoned rail grades" are noted as is The Dewdney Trail.

An objective in the OCP is to "To raise public awareness of the heritage sites and features in the Plan Area and encourage the retention of heritage features."

Additionally, the document states "additions to the Heritage Designation Bylaw" be considered.

Under Section 15 in the OCP—Recreation Resources—these objectives are listed:

- To encourage the provision of appropriate parks and recreation facilities for the residents of the Plan Area.
- To strive to legalise access to areas presently used by residents of the Plan Area for recreational purposes, through formal land use agreements or land acquisition.
- To foster the continued collaborative development and stewardship of recreation resources among stakeholders.

Further, the OCP states that "recreation groups [be encouraged] to document and legalize use of public land for recreational purposes.

In summation, the OCP appears to support the designation of the Franklin Trail as a heritage site.

**5.3 Compatibility with the property and adjoining lands**

The trail is located in a rural and remote setting with no close adjacent neighbours.

**5.4 The condition and economic viability of the property**

Currently the trail is maintained by the Grand Forks ATV Club, who have a partnership agreement with the Recreation Sites and Trails Branch of the Ministry of Forests, Range, and Natural Resource Operation for management.

The Club has been granted the right to brush and perform minor water management control.

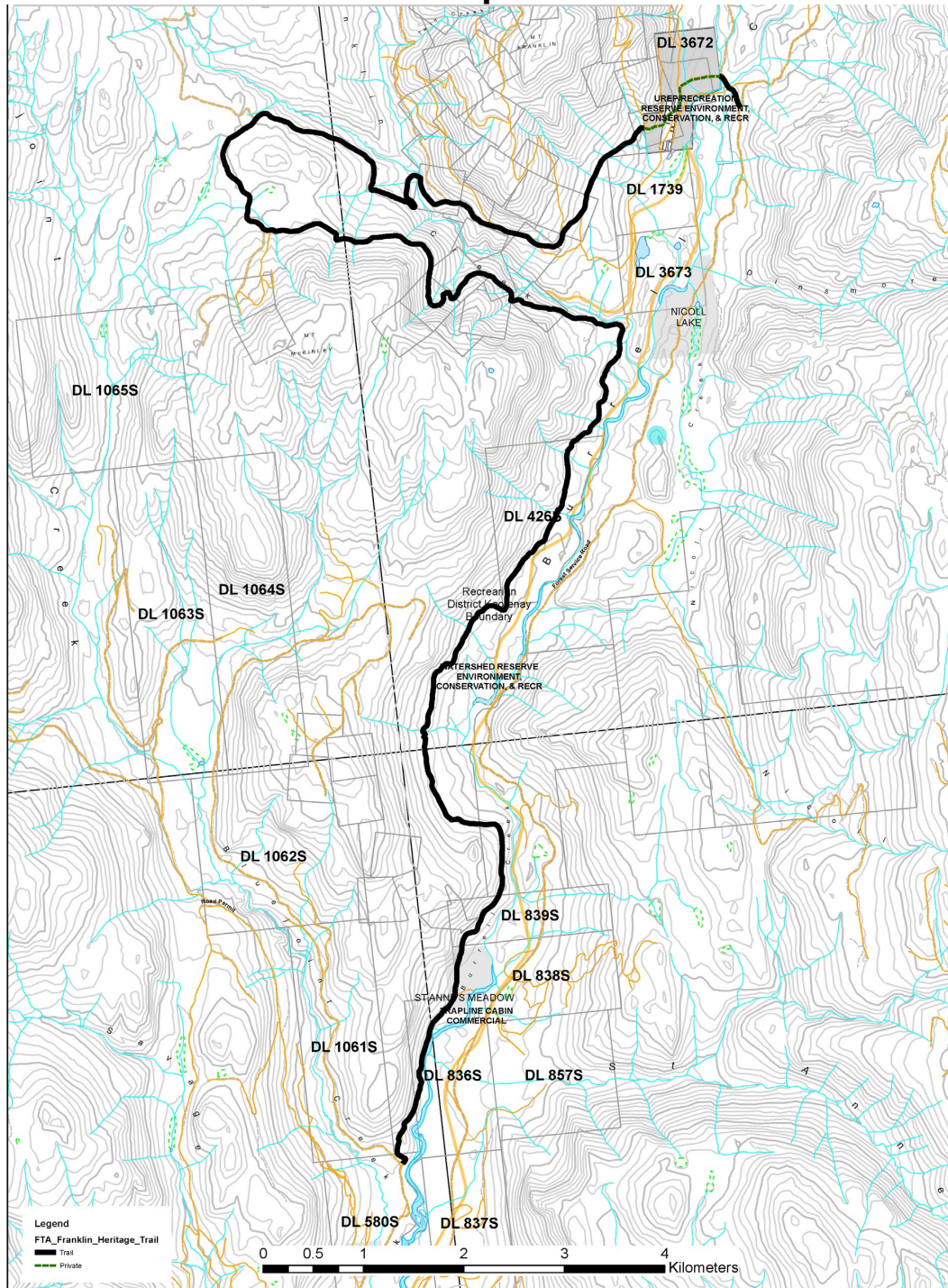
As a historic site, the trail could have economic value as it is a draw for history buffs and visitors who pay pass through adjacent communities to access the trail.

**5.5 Need for financial or other support to enable conservation**

Currently, there is no indication that supports are required for conservation efforts.



### Site plan







Regional District of  
Kootenay Boundary

## Staff Report

<b>RE:</b>	Liquor and Cannabis Regulation Branch – Food Primary Liquor License with Patron Participation Entertainment Endorsement – Riverdell Adventures Ltd. – Board Resolution		
<b>Date:</b>	June 24, 2021	<b>File #:</b>	E-3307-07141.060
<b>To:</b>	Chair Langman and members of the Board of Directors		
<b>From:</b>	Danielle Patterson, Planner		

### Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received a referral request for a Food Primary Liquor License with a Patron Participation Entertainment Endorsement for a proposed new café near Beaverdell (see Attachment 1 – May 27, 2021 Staff Report for Liquor and Cannabis Regulation Branch – Food Primary Liquor License – Riverdell Adventures Ltd. for details).

Property Information	
<b>Owner:</b>	Riverdell Adventures Ltd. dba The Coyote Cafe
<b>Agent:</b>	Alison Koch
<b>Location:</b>	5550 Highway 33
<b>Electoral Area:</b>	Electoral Area E/West Boundary
<b>Legal Description:</b>	Lot 3, Plan EPP34890, District Lot 3307, Similkameen Division of Yale Land District
<b>Area:</b>	9.6 ha (23.8 ac)
<b>Current Use:</b>	Campground
Land Use Bylaws	
<b>OCP Bylaw:</b>	NA
<b>Development Permit Area:</b>	NA
<b>Zoning Bylaw:</b>	NA
Other	
<b>Watershed:</b>	Approximately 200 metres from West Kettle River
<b>ALR:</b>	NA

### History / Background Information

The subject property is located at 5550 Highway 33 (see Attachment 2 – Subject Property Map) and was created by subdivision in 2017.

The property owner operates a campground on the subject property and is building a café to service guests of the campground. The owners requested a Food Primary License with a Patron Participation Entertainment Endorsement from the Liquor and Cannabis Regulation Branch (LCRB) to permits a small space on their patio for live music for ambience/background music and the application. The proponent has noted that the area is rural and the campground guests and staff are the intended patrons of the proposed café.

At the May 27, 2021 Board meeting, the Board of Directors selected the following method for collecting residents' views prior to the Board making a decision on whether or not the proposal is supported:

1. Posting of two signs on the subject property by the applicant;
2. Mail outs to properties within a 1.5 km radius of the subject property; and
3. Posting the request for written submissions on the RDKB website.

The mail outs invited residents to provide written comments or attend the June 24, 2021 Board meeting with any feedback for the Board.

### **Implications**

There are no land use bylaws to limit the use of the subject property as a café with live music. As the applicant is also requesting a Patron Participation Entertainment Endorsement to accompany their new Food Primary Liquor License, support from the RDKB is required for the application to move forward. A Patron Participation Entertainment Endorsement is required for activities such as dining and dancing, karaoke, or other forms of entertainment where the patron participates. Patron Participation Endorsement does not include special event catering with liquor, such as weddings.

When the RDKB provides comments on a Food Primary License with Patron Participation Endorsement, the comments must be accompanied by a Board Resolution, which includes the following:

1. The impact of noise on the community in the immediate vicinity of the establishment;
2. The impact on the community if the application is approved;
3. Whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose (a food establishment);
4. The views of residents, and a description of the method used to gather views;
5. The RDKB's recommendations (including whether the application should be approved) and the reasons on which they are based; and
6. Copies of any staff reports that are referenced in the comments.

### **Recommendation**

That the Board of Directors recommend to the Liquor and Cannabis Regulation Branch (LCRB) Riverdell Adventures Ltd. dba The Coyote Café to issue a Food Primary Liquor License with Patron Participation Entertainment Endorsement at 5550 Highway 33, legally

described as Lot 3, Plan EPP34890, District Lot 3307, Similkameen Division of Yale Land District approved.

Further, that the Board of Directors endorse the following resolution in support of the application, to be submitted to LCRB:

1. The Regional District of Kootenay Boundary Board recommends approval of Riverdell Adventures Ltd.'s (dba The Coyote Café) Food Primary Liquor License with Patron Participation Entertainment Endorsement for the following reasons:
  - a. The proposal location is in a region of the RDKB with no land use bylaws to limit uses and the proposal appears complimentary to the café and camping business model. Having a Patron Participation Entertainment Endorsement is not contrary to typical café operations.
  - b. The Midway RCMP detachment had no comments/concerns about the proposal.
  - c. The proposal is anticipated to have no noise impact on the residents in the vicinity of the establishment due to:
    - i. The rurality of the area, large parcel size of the subject property, and the large size of neighbouring properties. Two of the neighbouring properties are vacant;
    - ii. The rear of the property abuts on Crown Lands;
    - iii. In communications with staff the applicant states they want space to have dinner time music rather than loud live concerts; and
    - iv. There are no records of Bylaw complaints related to noise or other disturbances related to this business or property.
  - d. The proposal should have limited impact on nearby residents, the Beaverdell community, or neighbouring properties due to the rurality of the location. If approved, the café location could enhance the campground destination visitors and may provide some limited employment opportunities in a rural area. The Beaverdell Fire Department noted that there could be increased traffic volumes with the entry/exit of vehicles and that the line sight may be an issue for the travelling public.
2. The Regional District of Kootenay Boundary Board of Directors' comments on the views of residents are as follows:
  - a. The proposal was reviewed by the Electoral Area E/West Boundary Advisory Planning Commission, which is comprised of Electoral Area E residents, on April 5, 2021.

- b. Notification letters advising of the opportunity to provide written or verbal comments to the Board of Directors on June 24, 2021.
- c. Information on the opportunity to provide written or verbal comments to the Board of Directors were posted on the RDKB's "Latest News" webpage.
- d. The applicant was provided with two 'notice of the proposal' signs which they displayed on the subject property.
- e. Board consideration of the proposal took place on June 24, 2021. Attached are any comments received in writing and/or a copy of the meeting minutes regarding any feedback received and copies or related staff reports.

### **Attachments**

- 1. May 27, 2021 staff report with attachments
- 2. Draft Resolution for Board Endorsement



Regional District of  
Kootenay Boundary

## Staff Report

<b>RE:</b>	Liquor and Cannabis Regulation Branch – Food Primary Liquor License – Riverdell Adventures Ltd.		
<b>Date:</b>	May 27, 2021	<b>File #:</b>	E-3307-07141.060
<b>To:</b>	Chair Langman and members of the Board of Directors		
<b>From:</b>	Danielle Patterson, Planner		

### Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received a referral request for a Food Primary Liquor License with a Patron Participation Endorsement for a proposed new eating establishment near Beaverdell (see Attachment 1 – Site Location map).

Property Information	
<b>Owner:</b>	Riverdell Adventures Ltd.
<b>Agent:</b>	Alison Koch
<b>Location:</b>	5550 Highway 33
<b>Electoral Area:</b>	Electoral Area E/West Boundary
<b>Legal Description:</b>	Lot 3, Plan EPP34890, District Lot 3307, Similkameen Division of Yale Land District
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<b>Current Use:</b>	Campground
Land Use Bylaws	
<b>OCP Bylaw:</b>	NA
<b>Development Permit Area:</b>	NA
<b>Zoning Bylaw:</b>	NA
Other	
<b>Watershed:</b>	Approximately 200 metres from West Kettle River
<b>ALR:</b>	NA

### History / Background Information

The subject property is located at 5550 Highway 33 (see Attachment 2 – Subject Property Map) and was created by subdivision in 2017. The property backs onto Crown lands and is across the highway from the West Kettle River and a property located in the Agriculture Land Reserve (ALR). The parcel to the north of the subject property is vacant land owned by the agent. The parcel to the south is privately owned vacant land.

Page 1 of 5

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The property owner operates a campground on the subject property and is building a restaurant/catering space to service guests of the campground. The owners are requesting a Food Primary License from the Liquor and Cannabis Regulation Branch (LCRB).

To be eligible for a Food Primary Licence, all licensing requirements must be met and the focus must be on food when liquor is being served. The LCRB approval process for Food Primary Licences – including new businesses – no longer includes a local government input and support step unless the proponent is also applying for a Patron Participation Endorsement as well. When the proponent is applying for a Patron Participation Endorsement, input from the RDKB is required to ensure community concerns about noise, nuisance and other impacts *related to the Patron Participation Endorsement* portion of the LCRB application are considered. For more information on the Patron Participation Endorsement and the RDKB's role, see Attachment for the LCRB's "*Local Government/First Nations Qs & As*" and LCRB's "*Appendix D: Types of Liquor Licenses Issued in the Province of British Columbia*".

The next step in the process is to select a method for collecting residents' views prior to the Board making a decision on whether or not the proposal is supported.

### **Proposal**

The proponent is applying for a Food Primary Liquor License for a new café being opened called "The Coyote Café" (see Attachment 4 – Proponent's Submission). The proponent is requesting for LCRB's standard/set service hours of 9:00 am to 12:00 am (midnight), Monday to Sunday.

As the applicant is also requesting a Patron Participation Endorsement to accompany their new Food Primary Liquor License, support from the RDKB is required for the application to move forward. A Patron Participation Entertainment Endorsement is required for activities such as dining and dancing, karaoke, or other forms of entertainment where the patron participates. Patron Participation Endorsement does not include special event catering with liquor, such as weddings. Staff have received clarification from the applicant that they are interested in having small space on their patio for live music for ambience/background music and the application is not for events such as weddings. The proponent has noted that the area is rural and the campground guests and staff are the intended patrons of the proposed food and drink establishment.

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

At their April 5, 2021 meeting, the Electoral Area E/West Boundary APC reviewed the proponent's proposal and had the following comments:

- This should be opened to the public for comment.
- Director Gee stated that the RDKB has the option of holding a public hearing in these instances.
- There was concern that if there were events that not all the patrons would be staying at the campsite.
- There were questions about liquor licensing: How many licences you can have in an area? Can you sell the licence (i.e. does it remain with the property)?

**Staff comments:** Staff received clarification that the APC members were referring to the consideration of the liquor license being “open to the public”. The RDKB does not have a formal process for considering LCRB applications other than meeting the LCRB’s requirements. The LCRB requires *“views of residents, and a description of the method used to gather views,”* to be included in the RDKB’s response, which can take the form of public hearing, a receipt of written comments, or any similar process.

Staff have received clarification from the proponent that they are not looking to host concerts or large special events and the intent of their application is for music on the patio for guests. Patrons may wish to dance to the live dinner music.

While businesses can change, relocate, or transfer liquor licenses, the LCRB does not place any limits on the number of Food Primary Licenses in a given area. The LCRB specifies that a license transfer is available for situations where, for example, a business is sold to new owners, rather than taking a license from one business and selling or giving it to another business.

#### **Delay in Board consideration and timeline of review period**

Although the proposal was considered at the April 5, 2021 APC meeting, consideration was postponed as the applicant wanted to adjust their application with the LCRB to permit a temporary use as the construction of their café was behind schedule. After consulting with LCRB, the applicant decided not to make any changes to their application. Below is a summary of the timeline of events.

Timeline	Event
February 16, 2021	RDKB received application. 90 day RDKB response timeline began.
April 5, 2021	Application reviewed by APC.
April 17, 2021	Applicant stated they were considering changing the content of their application. Staff placed application on hold until updated.
April 22, 2021	Staff requested extension from LCRB to 90 day response time.
April 23, 2021	LCRB approves request for extension to 90 day response time
May 10, 2021	Applicant confirms they are not making changes to their application and asks to reactivate the application.
May 17, 2021	Original 90 day response period expired.
May 27, 2021	Staff report to the Board
TBD	Collection of public feedback
TBD	Board of Directors considers application and makes decision.
TBD	Staff submit response to LCRB after Board Resolution is signed.
Jul 22, 2021	LCRB extension to 90 day response expires. LCRB stated the RDKB could request an additional extension, if required.

## Implications

When the RDKB provides comments on a Food Primary License with Patron Participation Endorsement, the comments must be accompanied by a Board Resolution, which includes the following:

1. The impact of noise on the community in the immediate vicinity of the establishment;
2. The impact on the community if the application is approved;
3. Whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose (a food establishment);
4. The views of residents, and a description of the method used to gather views;
5. The RDKB's recommendations (including whether the application should be approved) and the reasons on which they are based; and
6. Copies of any staff reports that are referenced in the comments.

Options for gathering views of the residents may include:

1. Receiving written comments in response to a public notice of the licence application;
2. Conducting a public hearing in respect of the licence application;
3. Holding a referendum; or,
4. Any other similar method determined by the local government.

Typically the RDKB solicits the views of nearby residents and the larger community by requiring the applicant to place a sign or signs on the property, visible at or near the front of the building, by the main entrance, and other conspicuous spots where residents, patrons, and members of the community can easily see it and have an opportunity to comment. Additionally, the application is reviewed by the APC.

As the liquor license is for a restaurant that is not yet open, additional forms of collecting public views may be more appropriate. They may include:

1. Mail outs to properties within 60 m of the subject property (standard RDKB radius);
2. Mail outs to properties within a 1.5 km radius of the subject property (commonly used distance by other regional districts when properties in an area are very large and neighbours may be a good distance away);
3. A Public Hearing; and
4. A newspaper notice for either request for comment and/or a Public Hearing.

Staff advise that as the RDKB does not have its own application process for Liquor Licenses, no fees are collected by the RDKB to recover/reduce the costs associated with mail outs, staffing public hearings, and/or newspaper notices. As the application has been forwarded to the RDKB for comment only on the Patron Participation Endorsement portion of the license rather than the full liquor license, notices for public comment rather than a Public Hearing may suit the scale of the proposal.



Comments generated from residents, the community, and the APC will be provided to the Board for their consideration, as well as LCLB for their review.

### **Recommendation**

That the Regional Board of Kootenay Boundary Board of Directors direct staff to make arrangements to gather the views of the public for the Food Primary Liquor License with a Patron Participation Endorsement submitted by Alison Koch on behalf of Riverdell Adventures Ltd., for easting establishment on the property legally described as Lot 3, Plan EPP34890, District Lot 3307, Similkameen Division of Yale Land District, Beaverdell, Electoral Area 'E'/West Boundary. Further, that the method for gathering the views of the public take the form of a public notice for a request for written submissions, communicated as follows:

1. Posting of two signs on the subject property by the applicant;
2. Mail outs to properties within a 1.5 m radius of the subject property; and
3. Posting the request for written submissions on the RDKB website.

### **Attachments**

1. Site Location Map
2. Subject Property Map
3. LCRB's "Local Government/First Nations Qs & As" and LCRB's "Appendix D: Types of Liquor Licenses Issued in the Province of British Columbia"
4. Proponent Submission

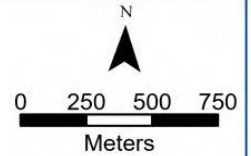


Regional District of  
Kootenay Boundary

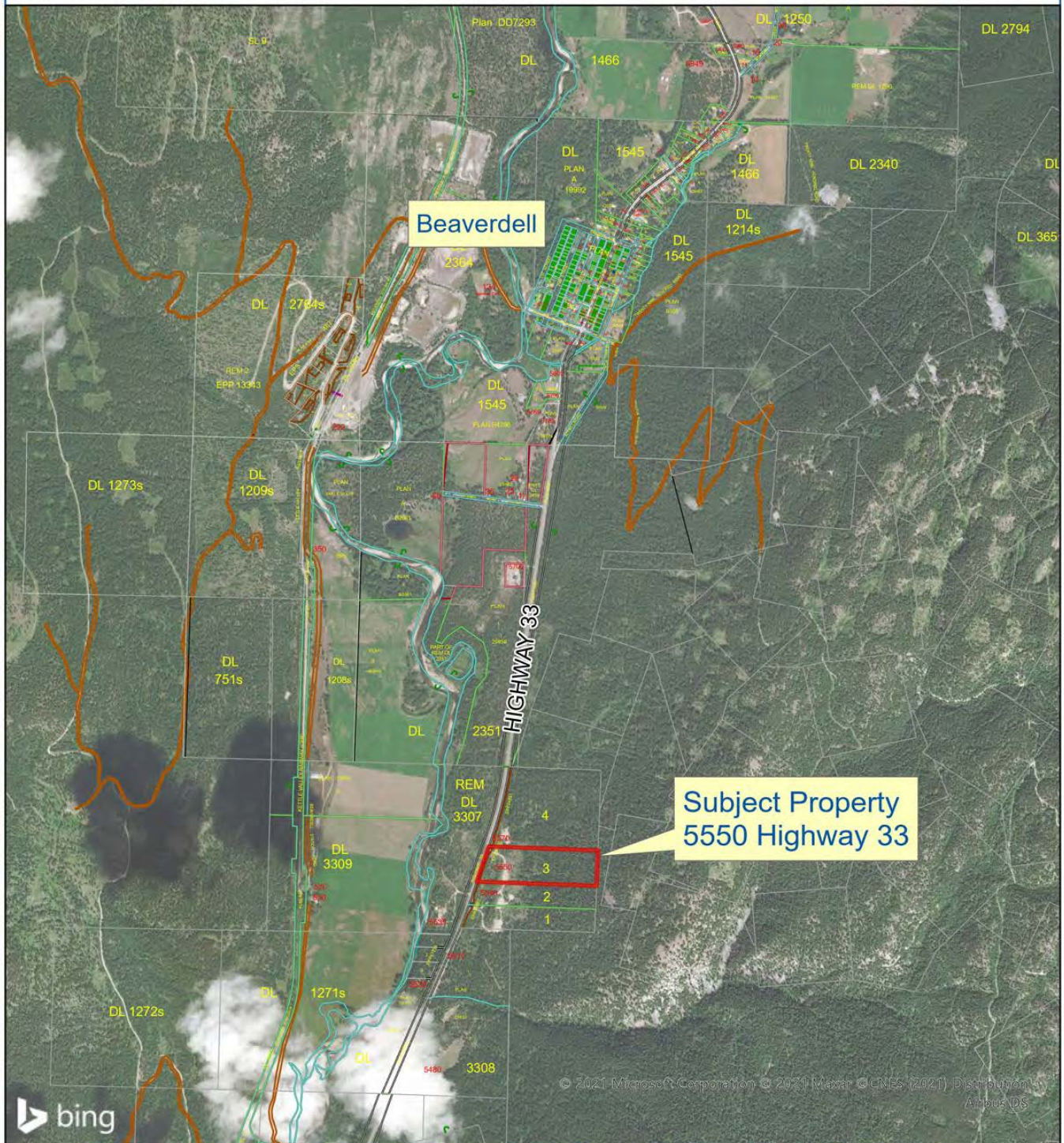
Date: 2021-03-15

# Site Location Map

Lot 3, Plan EPP34890,  
District Lot 3307,  
Similkameen Div of Yale Land District



1:25,000



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

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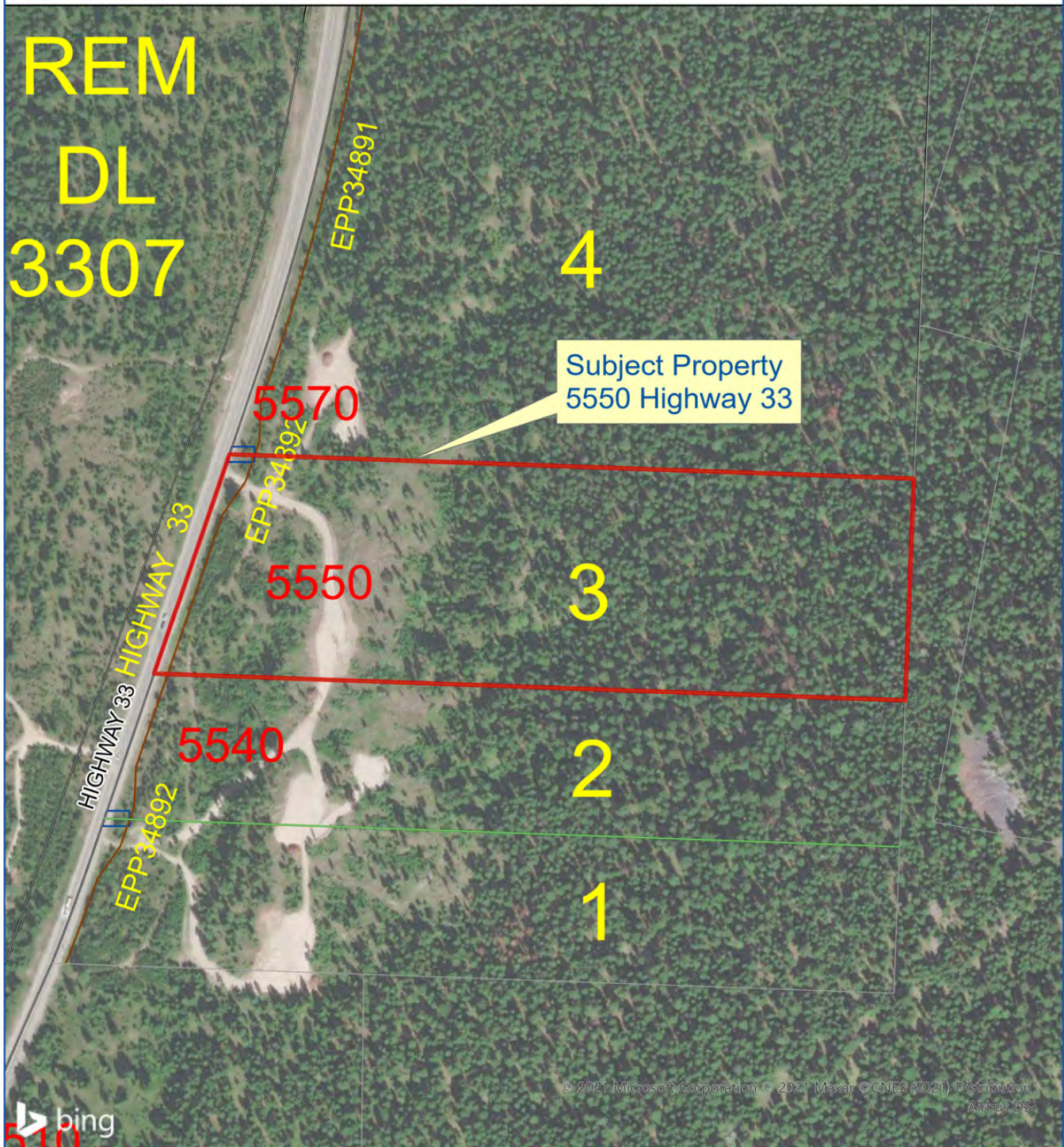
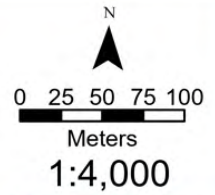


Regional District of  
Kootenay Boundary

Date: 2021-03-15

## Subject Property Map

Lot 3, Plan EPP34890,  
District Lot 3307,  
Similkameen Div of Yale Land District



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## Local Government/First Nations Qs & As

### Licence Types and Eligibility

#### **What are the eligibility criteria for a food primary?**

To be eligible for a food primary licence, all licensing requirements must be met and the focus must be on food when liquor is being served. That means a food primary can be used for activities that are not food-focused, as long as there is no liquor service at that time (for example, a banquet hall could be used for a lecture). Also, any business, even businesses without a primary focus on food service, can apply for a food primary licence (e.g. a funeral home is not in the food business, but could apply for a food primary to offer food and refreshments after a service). Food primaries do not require local government/First Nations input unless they are applying for the patron participation endorsement or hours past midnight.

#### **What are the eligibility criteria for a liquor primary?**

Any business is eligible for a liquor primary licence, except those that operate from a motor vehicle or focus on minors, (e.g. store, spa, rental hall), subject to zoning, and to local government and public input. Liquor primary establishments must ensure food is available for patrons.

Where a liquor primary is in another business (e.g. a barber shop), the licensed area may completely or partially overlap the main business, or be adjacent to it. Also, the hours of operation may completely or partially overlap the main business' hours of operation. The Liquor and Cannabis Regulation Branch (LCRB) will determine if and when minors are permitted. The licensee must apply to the LCRB if they want to change or close the main business, as that might affect the terms and conditions of the licence.

#### **Can a food primary switch to a liquor primary late at night?**

Yes, this is permitted as long as there is both a food primary licence and a liquor primary licence sharing the same space but with different operating hours (e.g. the food primary closes at 9 p.m. when the liquor primary opens). This requires two separate licences, with each licence subject to the normal licensing requirements, including local government and public input for the liquor primary licence.

#### **What activities can take place at a manufacturing site?**

Manufacturers (wineries, breweries and distilleries) can have one or more indoor tasting areas where patrons can consume samples of product manufactured on-site. They can also conduct guided tours, with patrons consuming samples from the tasting area or drinks from the manufacturer lounge.

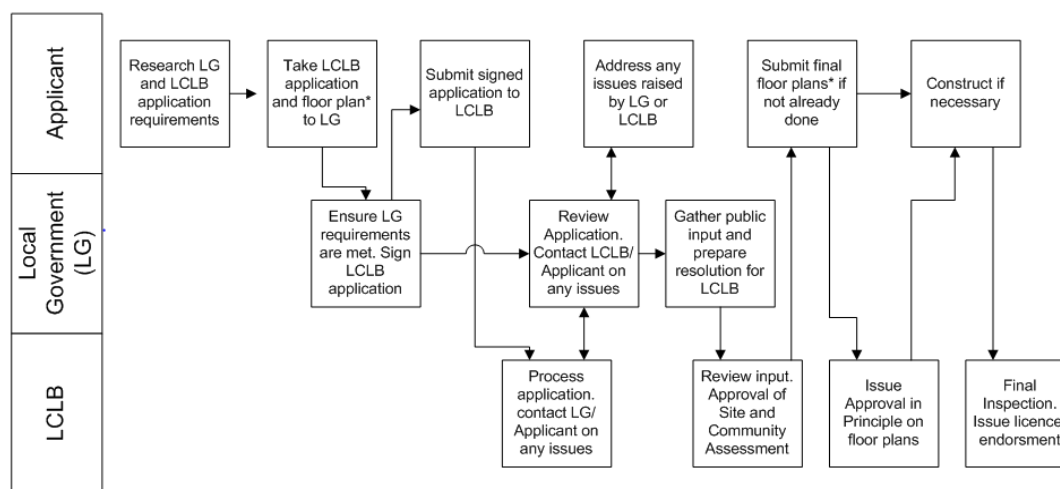


Manufacturers can also apply for the following endorsements, subject to zoning:

- An on-site store endorsement, which allows for sales to the public from an on-site retail store and/or via the internet;
- A manufacturer lounge with service by the glass or bottle (not restricted to sample size). Lounges are subject to local government/First Nations and public input;
- A special event area, which is similar to a lounge but can only be used during events.
- A picnic area, which is a no-service area where patrons can consume liquor they have obtained from the sampling area or an endorsement area. Picnic areas close half-an-hour after sunset and are subject to zoning and capacity limits.

## Licensing Process

**What is the licensing process for a liquor primary, manufacturer lounge or special event area?**



\*Requires occupant load stamp, normally provided by the local government.

## What is the process for a licence amendment?

For licence amendments that require local government/First Nations (LG/FN) comment, the process is:

- The applicant takes the application to the LG/FN to be signed. This serves as notification that comment is required and initiates the 90-day timeframe.
- The applicant submits the signed application package to the LCRB.
- The LG/FN reviews the application, gathers the views of residents (unless there are no nearby residents) and submits comment to the LCRB regarding the [regulatory criteria](#). (The LG/FN may also choose to opt out of providing comment by noting that decision on the application form.)
- The LCRB reviews the comment and proceeds accordingly.

## Local Government & First Nations Comment

### **What is the role of local government/First Nations in the liquor licensing process?**

The role of local government/First Nations is to consider the impact of the licence application on their community and to provide comments, generally in the form of a resolution.

### **How does the process differ for Treaty First Nations?**

Treaty First Nations may adopt the provincial model outlined in this document for providing input, or they may develop a method of their own. As different nations may have different provisions within their agreements with regard to liquor, any applicants on Treaty First Nations land should call the LCRB prior to applying.

### **Which applications will a local government/First Nation be invited to provide comment on?**

#### **New licence applications**

- Liquor primary
- Liquor primary club

#### **Amendments to a licence:**

##### **Liquor primary/liquor primary club**

- Relocations Extension to the hours of liquor service
- Increase in person capacity
- Patio addition
- Adding or amending a temporary use area endorsement (golf courses and ski hills only)
- Transition from a liquor primary club to a regular liquor primary

##### **Manufacturers**

- Lounge endorsement
- Special event area endorsement
- Increase in the person capacity or hours of a lounge
- Increase in the capacity/size or hours of a special event area

##### **Food primary**

- Patron-participation entertainment (e.g. dine and dance or karaoke)
- Liquor service past midnight
- Temporary use area endorsement (golf courses and ski hills only)

#### **Other Consultation Requirements:**

- Picnic endorsements at a manufacturing site (new or change applications) requires input in regard to zoning only.
- Liquor primary relocations very close to the existing site (such as next door), in which case input would be in the form of objection/no objection

Input is requested for temporary changes (for an event) in the form of objection/no objection:

- Expand hours or person capacity for liquor primary
- Expand hours or size/capacity for manufacturer lounge or special event area

### What should the comment include?

In providing comment, section 71 of the [Regulations](#) states that the local government/First Nation must take into account the following considerations:

- The location of the establishment;
- The person capacity and hours of liquor service of the establishment.

The local government/First Nation must comment on the following (see [resolution template](#) and example of resolution comments for a liquor primary):

- The impact of noise on the community in the immediate vicinity of the establishment;
- the impact on the community if the application is approved;
- (for a food primary only) whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose;
- the views of residents, and a description of the method used to gather views; and
- the local government's/First Nation's recommendations (including whether the application should be approved) and the reasons on which they are based.

In addition to providing comments, the local government/First Nation should provide any reports that are referenced in its comments.

### How do local government/First Nations provide comment?

- A [resolution](#) OR
- Delegation – For applications that would otherwise require a resolution, a local government can delegate authority to staff to provide comments. The delegation must comply with applicable local government legislation and section 40 of the *Liquor Control and Licensing Act*. The delegation can specify some or all types of liquor licensing applications, and can be very specific (for example, all applications to extend closing times up to 2 am, or all applications where public input resulted in no more than five letters of opposition). A local government that has delegated authority to staff should send a copy of the delegation to the LCRB at [lclb.lclb@gov.bc.ca](mailto:lclb.lclb@gov.bc.ca) describing the parameters of the delegation.

### What if the local government/First Nation does not want to provide comment?

If the local government/First Nation does not want to provide comment, they can choose to “opt out”. This is done on a case by case basis by signing the application form that the applicant brings to the local government/First Nation. LCRB will be reviewing this process and consulting on options in the coming months to streamline this process.

A local government/First Nation can't opt out of half of the process. If a local government/First Nation has gathered public input, they must also provide the LCRB with their comments on the application. Similarly, if the local government/First Nation wants to provide comment, they must gather public input (unless there are no nearby residents).

Where the local government/First Nation opts out, the LCRB:

- Will gather the views of residents; and
- May request additional information from staff at the local government/First Nation to determine if it would be in the public interest to approve the application.

**What if the comments provided do not meet all of the regulatory criteria?**

If the comments fail to meet the [regulatory criteria](#), the LCRB will request that the local government/First Nation provide new or amended comments that address the outstanding criteria.

If the local government/First Nation is unable to provide comments that address all of the criteria, the LCRB will take over the process to determine if the application should be approved.

**How long does the local government/First Nation have to provide comments?** Comments must be provided within 90 days after the local government/First Nation has signed the LCRB application form. (The local government/First Nation can withhold signing the form until the applicant has met all of their requirements and they are ready to consider the application e.g. zoning, business licence application, fee submission, etc.)

If local government needs more time, they may submit a written request to the LCRB before the end of the 90 days explaining what stage they are at, and offer timelines for providing the LCRB with comments. If an extension is granted, the LCRB will provide written authorization. Please note that delays in the application process can have a significant impact on the applicant.

If the applicant is the reason for the delay, please notify the LCRB. If the applicant is not making efforts to move an application forward, the application will be terminated.

**Can the local government/First Nation recommend approval subject to certain conditions?**

In some circumstances, the local government/First Nation may want to recommend approval with certain restrictions (e.g. hours of liquor service) placed on the licence/endorsement. In these situations, the comments should clearly explain the rationale for recommending restrictions.

If the local government/First Nation is requesting the imposition of terms and conditions on a licence, they should consult with the LCRB first to ensure the LCRB has the required authority to do so before finalizing a conditional recommendation.

The local government/First Nation may also have the ability to impose other operating rules on the proposed establishment through the terms and conditions of the applicant's business licence. In these cases, it would fall to the local government/First Nation to enforce those rules.

**Can the local government/First Nation provide its own restrictions on entertainment?**

A local government/First Nation may, through a bylaw, restrict or prohibit any or all types of entertainment that would otherwise be permitted under the regulation or the terms and conditions of a licence, but that jurisdiction will be responsible for enforcing any bylaw.



## Gathering the Views of Residents

### **When must a local government/First Nation gather the views of residents?**

If the local government/First Nation wants to provide comments, they must first gather the views of residents (unless there are no residents nearby). The LCRB must be satisfied that residents have had an opportunity to express their views. The LCRB will only be able to consider comments if the local government/First Nation has also gathered public input.

### **What methods can be used to gather the views of residents?**

The local government/First Nation may use one or more of the following methods:

- Receive written comments in response to a public notice of the application. Examples of public notice could include posting a notice at the site, advertising in local newspapers, or delivering letters to nearby residents.
- Conduct a public hearing
- Hold a referendum
- Any other similar process

The local government/First Nation must ensure the method they choose:

- Is fair and equitable to both the residents and the applicant;
- Provides all nearby residents with reasonable notice and opportunity to comment;
- Avoids any perception of bias;
- Is appropriate to local circumstances; and
- Provides sufficient information for residents to understand the nature of the application including:
  - The type of licence or change to a licence
  - The proposed person capacity and/or hours of liquor service, if applicable.

The local government/First Nation may gather the views of residents in conjunction with a public input process to consider a rezoning application for the proposed site.

## Floor Plans with occupant load

### **What is local government's role in regards to occupant load?**

Licences such as food primary and liquor primary licences cannot be issued unless the LCRB sets a person capacity based on occupant load. Occupant load is also required for structural expansions to various licence types. The LCRB directs applicants to take their floor plans to the local government/First Nation to be stamped with an occupant load (based on section 145 of the [Regulation](#)). If the local government/First Nation does not issue occupant load, the applicant must get something in writing to verify this. In these situations, the applicant can take their floor plans to a registered professional, such as an architect, to get the occupant load.

**If you have any questions about this document, please contact the LCRB toll-free at 1-866 209-2111.**

## Delegation by Local Government regarding Comments and Recommendations

Legislation	Type of Local Government	Decision-making body	Mechanism for delegation	Who can be delegated	Documentation required to show delegation
<i>Community Charter</i> , [section 154]	Municipal government	Municipal Council	Bylaw	a) council member or council committee, b) officer or employee of the municipality, or c) another body established by the council	Copy of bylaw
<i>Islands Trust Act</i> [Section 10]	Local trust area (island or group of islands)	Trust council	Bylaw	Not specified, but subject to any restrictions or conditions specified in the bylaw	Copy of bylaw
<i>Local Government Act</i> [sections 229, 230]	Regional District	Regional District Board	Bylaw	a) a board member or board committee, b) an officer or employee of the regional district, or c) another body established by the board	Copy of bylaw
<i>Vancouver Charter</i> [section 161]	Vancouver City	City Council	Vote	A committee comprised a) of members of the Council, or b) of employees of the city; or c) of members of the Council and employees of the city	Copy of minutes from meeting where Council voted to delegate their powers

## APPENDIX 1: Resolution Template

RE: *[Describe type of application, address and establishment name or proposed name]*

At the [council/board] meeting held on [date], the [council/board] passed the following resolution with respect to the above-referenced application:

"Be it resolved that:

1. The [council/board] has considered the following\*:
  - The location of the establishment
  - The person capacity and hours of liquor service
2. The [council's/board's] comments on the prescribed criteria are as follows:  
*[Comment on the following]*

Criteria requiring comment	Guidance
The impact of noise on the community in the vicinity of the establishment.	Comments should be made in relation to potential impacts on the community in the vicinity of the establishment (or proposed establishment) if the new licence or licence change were to be approved. Comments should be made in the context of the considerations below (see footnote), and speak to: <ul style="list-style-type: none"> <li>• the impact of noise</li> <li>• the general impact (impacts beyond noise)</li> </ul>
The general impact on the community if the application is approved.	
For a food primary licence only: Whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.	The primary purpose of a food primary is to have a focus on food at all times when liquor is being served. Comments should speak to whether approval of the application may result in the food primary operating contrary to this (e.g. being operated more like a liquor primary, such as a nightclub or pub).

3. The [council's/board's] comments on the views of residents are as follows: *[describe the views of residents, and the method used to gather the views]*.
4. The [council/board] [recommends/does not recommend] the [issuance of the licence/ approval of the licence change] for the following reasons: *[provide detail]*

*[Attach reports that are referenced in the comments.]*

*\* The Regulations require that the local government/First Nation consider these factors before providing comment. These considerations provide the context for understanding the potential impact of any new licence or change application. For example, an application for later hours needs to be considered in the context of the establishment's location and person capacity – as well as the proposed hours – to understand the potential impact to nearby residents.*

### **APPENDIX 3:**

#### **Example of Resolution Comments for a new liquor primary application**

The following example illustrates the type of comments that local governments/First Nations might provide. Comments may be a mix of positive, negative and neutral observations relevant to each piece of criteria. The final recommendation is the result of balancing these “pros and cons.”

If the comments refer to a staff report, the staff report must be attached.

#### **The impact of noise on the community in the immediate vicinity of the establishment**

Noise is not expected to be an issue because of the size and closing hours. The location is in a commercial area that is removed from nearby residences and it is suitable for a late-night entertainment venue where some street noise at closing time can be anticipated.

#### **The impact on the community if the application is approved**

If the application is approved, the impact is expected to be positive in that it will support the growth in tourism and offer a new social venue for residents. The maximum person capacity of 150 with closing hours of 2 a.m. Tuesday through Saturday and midnight on Sunday is acceptable. A larger capacity or later hours is not supported given the low number of police on duty at that time.

#### **Council’s comments on the views of residents**

A total of 11 responses were received from nearby residents. Eight were in support of the application citing the creation of additional jobs and a new entertainment venue as their primary reasons. Three letters were received in opposition to the application, citing concerns about noise and increased risk of drunk driving.

#### **Description of method used to gather views of residents**

The views of residents within one kilometre of the proposed establishment were gathered through written comments received in response to a public notice posted at the site and newspaper advertisements placed in two consecutive editions of the local newspaper. Residents were given 30 days from the date of the first newspaper advertisement to provide their written views. Residents were also given an opportunity to provide comments at the public meeting of Council held on (date).

#### **Council’s recommendation and rationale**

Council recommends the issuance of the licence. Council believes the majority of residents in the area support the issuance of the licence, provided the closing hours are no later than 2 a.m. The establishment will create new jobs and provide a new entertainment venue that is needed in this area. The 2 a.m. closing time is consistent with other licensed establishments in the area and noise is not expected to be an issue.

## APPENDIX D

**Types of Liquor Licences Issued in the Province of British Columbia***Last updated: October 5, 2017*

The Liquor Control and Licensing Branch (LCLB) supervises over 10,200 licensed establishments and over 25,000 temporary special events per year in B.C.

The purpose of this document is to give a broad understanding of the types of liquor licences issued in B.C. Visit the LCLB's website at [www.gov.bc.ca/liquorregulationandlicensing](http://www.gov.bc.ca/liquorregulationandlicensing) and the hyperlinks below for the most up to date information.

**Licences:**

Agent – for independent liquor agents who market products from liquor manufacturers outside of B.C.

Catering – for catering companies who wish to serve liquor in addition to food, with food service as the primary purpose.

Food Primary – for businesses where the primary purpose is to serve food (such as restaurants).

A Patron Participation Endorsement is an additional term and condition on a food primary licence that permits the active involvement of patrons in entertainment or results in patrons leaving their seats, such as dancing or karaoke. An application for this endorsement requires additional considerations beyond the routine assessment of an initial application. To ensure that community concerns about noise, nuisance and other impacts are considered, input from local government or First Nation authorities is required before patron participation entertainment will be approved for a food primary establishment.

Liquor Primary – for businesses where the primary purpose is to sell liquor (such as bars, pubs, and nightclubs, as well as stadiums, theatres, aircraft, etc.). Liquor primary licences are also for businesses that wish to serve liquor as an additional service to their primary business (such as spas, salons, art galleries, etc.)

*Liquor Primary Club* – a sub-class of the liquor primary licence for private clubs. To be eligible to apply, the club must be a society registered under the provincial Societies Act or a non-profit or veterans organization incorporated by special act of parliament. LP Clubs must have at least 50 members who pay annual fees. The service area of an LP Club is restricted to members and guests only.

Manufacturer – for businesses making wine, cider, beer (this includes brew pubs), or spirits (known as wineries, breweries, and distilleries). Manufacturers can also apply to add a lounge, special event area, and/or picnic area endorsement to their manufacturer licence.

UBrew/UVin (Ferment-on-Premises) – for businesses that sell ingredients, equipment and provide advice for customers to make their own beer, wine, cider or coolers.

Licensee Retail Store\* – for selling liquor by the bottle at retail stores (often called private liquor stores).

Wine Store\* – for wine stores including winery-operated stores, independent wine stores, VQA stores and tourist wine stores.

Special Wine Store – available to eligible grocery stores only, the special wine store licence permits the sale of 100% BC wine on grocery store shelves.

*\*No new licences are available at this time.*

### **Permits:**

Special Event Permit – for individuals and groups holding special events (such as community celebrations, weddings or banquets).

Ethyl Alcohol Purchase Permit – for purchasing ethyl alcohol for commercial and industrial use.

Charitable Auction Permit – for registered charities and non-profit organizations that wish to hold liquor auctions to raise funds for a charitable purpose.

### **What is the difference between a food primary and a liquor primary licence?**

A food primary licence is issued when the primary purpose of the business is the service of food (such as restaurants and cafes). A liquor primary licence is issued when the primary purpose of the business is the service of liquor, hospitality or entertainment (such as bars, pubs, spas, and art galleries).

The approval process is different for both types of licences, with the process for liquor primaries being more involved. Minors are generally prohibited from liquor primary establishments, unless the licence specifically allows them.

### **Additional Resources:**

Forms – access to all LCLB forms, including application forms and licence change forms.

Frequently Asked Questions – answers to common liquor-related questions.

Licensed Establishment Locations – a list of all licensed establishments in B.C.

Publications & Resources – access to the licensee terms and conditions handbooks, public consultations, and the Local Government/First Nations Guide page and more.



Liquor and Cannabis Regulation Branch  
400-645 Tyeo Road, Victoria, BC V8W 6J8  
Mail: PO Box 9292 Stn Provincial Govt, Victoria, BC V8W 6J8  
Phone: 250-952-5767 Fax: 250-952-7060

## FOOD PRIMARY LICENCE APPLICATION FORM

Liquor and Cannabis Regulation Branch (LCRB) 10

**Instructions:**  
Using the attached guide, complete this application form, attach the required documents, and submit the package with payment to the Liquor and Cannabis Regulation Branch.

### Part 1: Applicant

Applicant Name: Riverell Adventures Inc

Office use only

Job No. \_\_\_\_\_

Mailing Address: 5550 Highway 33, General Delivery, Beaverell, BC V0H 1A0

If different than location address.

Street

City

Province

Postal Code

Email: [REDACTED]

Phone: [REDACTED]

Business Number: [REDACTED]

722 520 731

Applicant Type:

☒ Private Corporation

☐ Sole Proprietor

☐ Partnership

☐ Public Corporation

☐ Society

Other: \_\_\_\_\_

Do you or any individual associated with this application have a tied house association (see page 4 of the guide) with a manufacturer or agent? ☒ No ☐ Yes

\*If yes, identify each licence number(s). Attach a separate list if needed.

Please check (X) Yes or No to each of the following:

☐ No ☒ Yes The applicant is the owner of the business in respect of which the licence is to be issued or will become the owner before the licence is issued.

☐ No ☒ Yes At the time of application, the applicant is:  
• The owner of or has an agreement to purchase the place or premises that will form the proposed establishment, or  
• The lessee or has a binding offer to lease the place or premises that will form the proposed establishment.

☐ No ☒ Yes At the time the licence is issued, the applicant will be:  
• The owner of the place or premises that forms the establishment, or  
• The lessee of the place or premises that forms the establishment (term no less than 12 months).

### Part 2: Contact Person

Name: Alison Koch

Telephone: [REDACTED]

Email: [REDACTED]

### Part 3: Establishment (Restaurant) Proposal

Proposed Name: Coyote Cafe

Physical Address: 5550 Highway 33, Beaverell, BC V0H 1A0

Street

City

Postal Code

Phone: 6043514085

Business Email: [REDACTED]

If the FP licence is issued, would you like mail sent to the establishment? ☒ No ☐ Yes

Parcel Identifier (PID): 029-816-629



## Appendix 2: Local Government/First Nation Confirmation of Receipt of Application

This form is to be completed and submitted with the Food Primary Licence Application if Hours of Liquor Service that extend past midnight and/or Patron Participation entertainment endorsement is requested.

Name of Applicant: Riverdell Adventures Inc - W. Alison Koch

Establishment name: Coyote Cafe

Establishment address: 5550 Highway 33, Beaverdell B.C.

Applicant Proposal:

- ☐ Hours of liquor service that extend past midnight – hours requested must be between 9:00 am to 4:00 am of the same business day

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Open							
Close							

- ☐ Patron Participation entertainment endorsement – dancing, karaoke or other types of entertainment that involve patron participation in the service area

Describe the type of patron participation activities that will take place within your establishment:

Local Government/First Nation (name):

Regional District of Kootenay Boundary

Name of Official:

Anitra Winje

Email:

corporate@rdkb.com

Signature of Official:

*Anitra Winje*

Check here if the LG/FN will not be providing comment: ☐ Yes, opting out of comment.

Title/Position:

Manager of Corporate Administration

Phone:

250-368-9148

Date Received:

February 16, 2021

*\* Local Government*

*advised they have*

*no input on this*

*Liquor License*

*Application*

Note: The LG/FN cannot provide comment for their own application.

Is the establishment located on Treaty First Nation Land? ☒ No ☐ Yes

The above statement is from the applicant; RDKB Board will provide a recommendation

### Instructions for the Local Government/First Nation

This serves as notice that an application for a new food primary licence is being made within your community and is requesting hours of liquor service past midnight, and/or a patron participation entertainment endorsement. The Branch requests that you consider the endorsement and/or hours requested and provide the Branch with resolution within 90 days of the above received date. Alternatively, LG/FN can delegate staff with the authority to provide comments.



Note: An agent, lawyer, licensee representative or third party operator may not sign the declaration on behalf of the applicant.

This form should be signed by an individual with the authority to bind the applicant. The Branch relies on the applicant to ensure that the individual who signs this form is authorized to do so. Typically, an appropriate individual will be as follows:

- If the applicant is an individual or sole proprietor, the individual himself/herself
  - If the applicant is a corporation, a duly authorized signatory who will usually be an officer or, in some cases, a director
  - If the applicant is a general partnership, one of the partners
  - If the applicant is a limited partnership, the general partner of the partnership
- If the applicant is a society, then a director or a senior manager (as defined in the *Societies Act*)

### Part 5: Application Fee \$950 (non-refundable)

In accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email.

Payment is by (check ☒ one):

☐ Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)

☐ Money order, payable to Minister of Finance

☒ Credit card: ☐ VISA ☒ MasterCard ☐ AMEX

☒ I am submitting my application by email and I will call with my credit card information. I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full.

☐ I am submitting my application by fax or mail and have given my credit information in the space provided at the bottom of the page.

The information requested on this form is collected by the Liquor and Cannabis Regulation Branch under Section 26 (a) and (c) of the Freedom of Information and Protection of Privacy Act and will be used for the purpose of liquor licensing and compliance and enforcement matters in accordance with the Liquor Control and Licensing Act. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9J8 or by phone toll free at 1-866-209-2111.

LCRB001B

3 of 3

Food Primary Licence Application Form

### Credit Card Information (To be submitted by fax or mail only)

Name of cardholder (as it appears on card):

Credit card number:  Expiry date:  /

(Month)

(Year)

Signature:

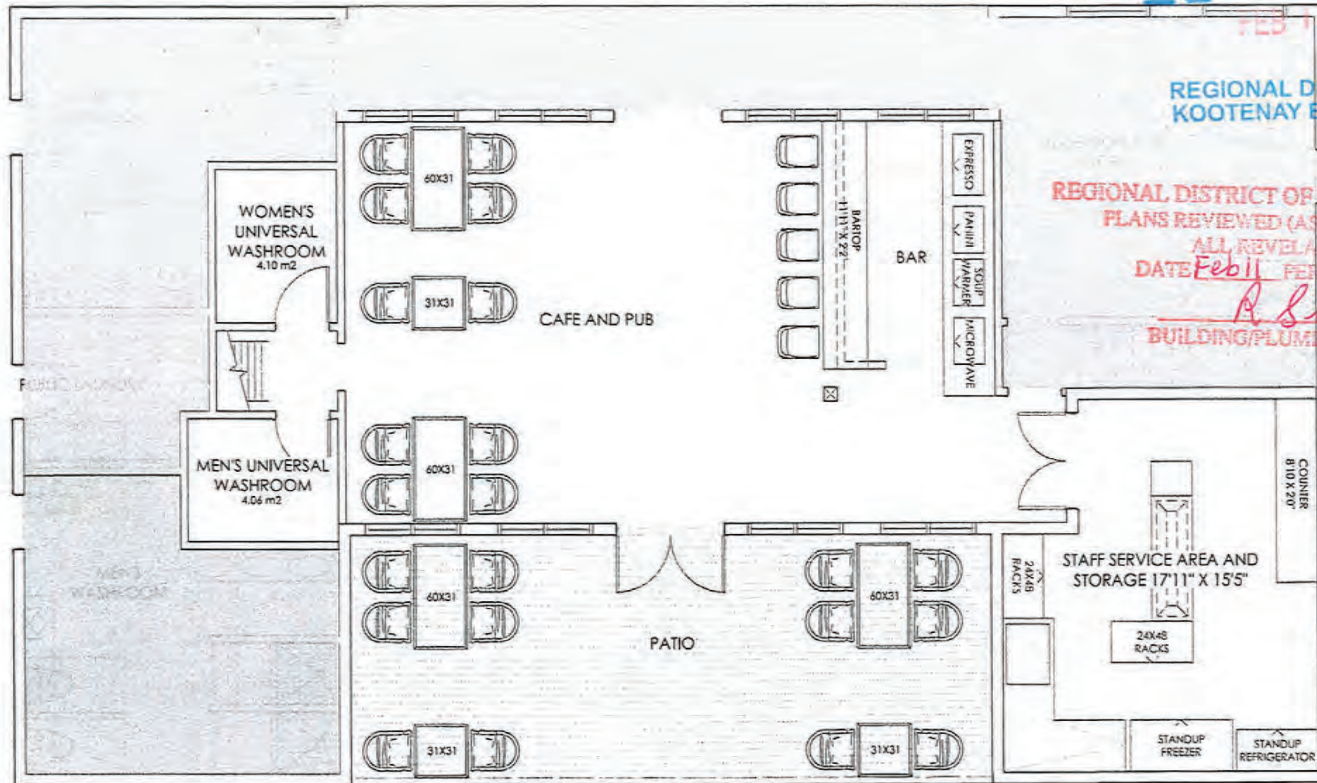
RECEIVED

FEB 11 2021

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
PLANS REVIEWED (AS NOTED) SUBJECT TO  
ALL RELEVANT BYLAWS  
DATE Feb 11 PERMIT # 2021  
A. Siler  
BUILDING/PLUMBING INSPECTOR

As per Occupant  
Load Calculation  
by Registered  
Professional



1 GROUND FLOOR PLAN  
A-100 SCALE: 1/4"=1'-0"

OUT OF SCOPE

5550 HWY 33  
BEAVERDEL, B.C.

WELLINGTON LODGE

RESTAURANT/CAFE

ACCEPTABLE OCCUPANT LOAD = 46



October 15, 2020

Re: Food Primary Liquor License Application

Riverdell Adventures Inc.

Dear Sir/Madam,

In addition to the enclosed package for our liquor license application, I would like to give you a bit more information that may be helpful.

I spoke with the Regional District of Kootenay Boundary and they advised that there are no qualifications required by them for this application.

Riverdell Adventures is an all-inclusive RV Resort located on 22 acres in the Okanagan. We are near Beaverdell and Carmi - towns of about a couple thousand people total. Closest population centres are approximately a 45-minute drive away.

The part of our resort we are requesting a liquor license for is the restaurant located in the main building. You will notice on the floor plan additional bathrooms that are accessible from outdoors, and a reception area for our guests when they check in and out of the resort. Bathrooms available from inside the restaurant also.

The restaurant will function exclusively to serve our guests and staff on the property. As a result of this, we do not expect anyone to be leaving the property after enjoying our restaurant.

We are also applying for catering, as we have an outdoor banquet area located approximately 300 feet from the main building (on our private property). With this area we aim to provide food and drinks from our restaurant to guests for special events.

The main building is currently in construction. We are actively working on getting an Occupancy Load stamp from our engineer and/or the District. Once I receive that I will forward it to you immediately.

Thank you for your consideration.

Yours sincerely,

(Nancy) Alison Koch

Owner, Riverdell Adventures Inc.

Direct Phone: 604-351-4085

**Draft Resolution for Board Endorsement at the June 24, 2021 Board Meeting**  
**Liquor and Cannabis Regulation Branch – Food Primary Liquor License with**  
**Patron Participation Entertainment Endorsement – Riverdell Adventures Ltd.**  
**(File # E-3307-07141.060)**

"Be it resolved that:

1. The Regional District of Kootenay Boundary Board recommends approval of Riverdell Adventures Ltd.'s (dba The Coyote Café) Food Primary Liquor License with Patron Participation Entertainment Endorsement for the following reasons:
  - a. The proposal location is in a region of the RDKB with no land use bylaws to limit uses and the proposal appears complimentary to the café and camping business model. Having a Patron Participation Entertainment Endorsement is not contrary to typical café operations.
  - b. The Midway RCMP detachment had no comments/concerns about the proposal.
  - c. The proposal is anticipated to have no noise impact on the residents in the vicinity of the establishment due to:
    - i. The rurality of the area, large parcel size of the subject property, and the large size of neighbouring properties. Two of the neighbouring properties are vacant;
    - ii. The rear of the property abuts on Crown Lands;
    - iii. In communications with staff the applicant states they want space to have dinner time music rather than loud live concerts; and
    - iv. There are no records of Bylaw complaints related to noise or other disturbances related to this business or property.
  - d. The proposal should have limited impact on nearby residents, the Beaverdell community, or neighbouring properties due to the rurality of the location. If approved, the café location could enhance the campground destination visitors and may provide some limited employment opportunities in a rural area. The Beaverdell Fire Department noted that there could be increased traffic volumes with the entry/exit of vehicles and that the line sight may be an issue for the travelling public.
2. The Regional District of Kootenay Boundary Board of Directors' comments on the views of residents are as follows:

- a. The proposal was reviewed by the Electoral Area E/West Boundary Advisory Planning Commission, which is comprised of Electoral Area E residents, on April 5, 2021.
- b. Notification letters advising of the opportunity to provide written or verbal comments to the Board of Directors on June 24, 2021.
- c. Information on the opportunity to provide written or verbal comments to the Board of Directors were posted on the RDKB's "Latest News" webpage.
- d. The applicant was provided with two 'notice of the proposal' signs which they displayed on the subject property.
- e. Board consideration of the proposal took place on June 24, 2021. Attached are any comments received in writing and/or a copy of the meeting minutes regarding any feedback received and copies or related staff reports.



Regional District of  
Kootenay Boundary

# Staff Report

<b>RE:</b>	FrontCounter BC – License of Occupation – Terus Construction Ltd.		
<b>Date:</b>	June 24, 2021	<b>File #:</b>	D-693-03613.000
<b>To:</b>	Chair Langman and members of the Board of Directors		
<b>From:</b>	Danielle Patterson, Planner		

## Issue Introduction

The Regional District of Kootenay Boundary (RDKB) received a referral from FrontCounter BC for a License of Occupation for a property on North Forks Road (see Attachment 1 – Maps).

Property Information	
<b>Owner:</b>	Provincial Crown Land
<b>Applicant</b>	Terus Constriction Ltd.
<b>Location:</b>	Surveyed Crown Land, North Fork Road
<b>Electoral Area:</b>	Electoral Area D/Rural Grand Forks
<b>Legal Description:</b>	A portion of District Lot 693, Similkameen Division of Yale Land District, Except Plan DD11156 B629 19789
<b>Area:</b>	<b>Parcel:</b> 183.84 ha (183.84 ac) <b>Proposed Project:</b> 5.06 ha (12.50 ac)
<b>Current Use(s):</b>	Gravel pit and gravel processing/vacant
Land Use Bylaws	
<b>OCP Bylaw No. 1555:</b>	Parks and Recreation/Rural Resource 2
<b>DP Area:</b>	NA
<b>Zoning Bylaw No. 1675:</b>	Parks Zone (P) and Rural Resource 3 Zone (RUR3)
Other	
<b>ALR:</b>	Partial
<b>Waterfront / Floodplain:</b>	Granby River and Volcanic Creek
<b>Service Area:</b>	NA

## History / Background Information

The subject property is accessed approximately 15 km north of the City of Grand Forks. While the property is classified by the RDKB as located on North Forks Road, the proposed site would be accessed via a new road built off of Volcanic Creek Forest Service Road. A small section of the subject property is located in the Agricultural Land Reserve (ALR); however, it is to the west of the applicant's proposed operations and not part of the proposal area. Volcanic Mountain Biking Trail runs through the proposal area.



In 1979, a 2.0 ha (5.0 ac) portion of the subject property, south of Volcanic Creek Forest Service Road, was proposed for a residential lease, which was opposed by the RDKB as it did not meet the minimum lot size of 10.1 ha (25.0 ac). The portion proposed for the lease appears to have remained vacant.

In 1984, a quarry for gravel and sand was proposed to use 2.8 ha (6.9 ac) on the subject property, to extract material for mineral supplement in fertilizer and animal feed. The RDKB did not object to this proposal. In 1985, 15.5 ha (13.6 ac) of the subject property were leased for grazing purposes.

In 2019, a sand and gravel quarry was proposed to use 6.1 ha (15 ac) on the subject property, to extract material by Interoute Construction Ltd. Residents in the area submitted a petition and letters against the project. The Board of Directors passed a motion to forward the staff report with Advisory Planning Commission (APC) comments and the letters and petition from the public<sup>1</sup>. Further, the Board of Directors requested the Province *"address the comments, concerns and petition as well as the impacts of the proposal, in particular around water quality and quantity, as articulated by the residents."*

The subject property map shows Volcanic Pit – which is a Ministry of Transportation and Infrastructure (MoTI) aggregate pit – to the west of the proposed quarry location. The MoTI pit location is situated on a portion of the subject property that is designated as Rural Resource 2. The rest of the subject property, including where the applicant proposes their operations, is designated Parks and Recreation. The objectives for the Parks and Recreation designation include the provision of and safe use of parks for the residents of the area, as well as to legalize access to areas presently used by residents for recreational purposes.

The current zoning for the portion of the parcel under consideration is Parks Zone (P). Permitted uses in the P Zone are: agriculture; conservation areas, ecological reserves, wildlife sanctuaries; passive recreation; and a single family dwelling.

## Proposal

The applicant has submitted a proposal for a License of Occupation for a period of ten to thirty years to perform sand and gravel extraction on a 5.06 ha (12.50 ac) area of land (see Attachment 2 – Referral Submission). The applicant plans to crush and screen aggregate. They stated they anticipate this to be a long-term project of 30 years.

The applicant plans on cutting timber and to use open fire to burn timber and to transport heavy equipment/materials. As part of the development, the company will be applying for an Occupant License to Cut for removal of the forest cover that overlays the aggregate resource, if the proposed License of Occupation is approved. The applicant does not plan to work around water.

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<sup>1</sup> For August 29, 2019 Staff Report to the Board for the Interoute Construction Ltd. application see item 11g - Front Counter BC Referral -License of Occupation-Electoral Area D/Rural Grand Forks-North Fork Road available at: <https://rdkb.civicweb.net/filepro/document/90714/Regular%20Meeting%20of%20the%20Board%20of%20Directors%20-%2029%20Aug%202019%20-%20Agenda%20-%20Pdf.pdf>

## Advisory Planning Commission (APC)

The Electoral Area D/Rural Grand Forks APC reviewed the application at their June 1, 2021 meeting and recommended it not be supported based on concerns expressed by local residents. The specifics of these concerns were not provided in the APC meeting minutes.

## Implications

While the applicant's proposed use does not align with the property zoning, mining activities are under Provincial jurisdiction. Section 309 of the Zoning Bylaw states that provincial legislation supersedes the authority of the RDKB over private and Crown lands with regard to mining activities, including gravel extraction, and these activities cannot be restricted by RDKB bylaws.

Section 10 of the Electoral Area D/Rural Grand Forks OCP includes objectives and policies regarding sand and gravel deposits. Objectives include encouraging sand and gravel excavation activities that minimize degradation of surface and ground water quality, and long term impacts of excavation and to encourage sand and gravel operations to be considerate of adjacent land uses. The Province has a review process used for addressing the public interest. RDKB Policy 10.3 is shown in Table 1 below, along with some potential implications.

<i>Policy 10.3 "Encourage, through the referral process, the Province to take into consideration the following when assessing applications for gravel pit operations:"</i>	
Policy subsections	Potential Implications
<i>"a) Potential impacts on groundwater and surface water;</i>	<ul style="list-style-type: none"> <li>• Applicant states there will be on-site crushing and screening of aggregate materials; be no washing of aggregate materials.</li> </ul>
<i>b) Potential impacts on adjacent land uses;</i>	<ul style="list-style-type: none"> <li>• Volcanic Mountain Biking Trail runs through the property; the applicant states, <i>"a marked crossing would be constructed to cross the trail and access the pit and the license area will be otherwise outside of the trail network. Terus will work with the KRMBA [Kettle River Mountain Biker's Association] to construct a safe crossing for the truck,"</i> and that, where possible, a berm/tree buffer will be in place to limit visual disturbance.</li> <li>• Nearby MoTI use complimentary (aggregate extraction).</li> <li>• Permitted uses in the surrounding area include: agriculture, agri-tourism, golf courses, single family dwelling, campgrounds, conversation areas/ ecological reserves/ wildlife sanctuaries, interpretive centers, log home manufacturing, resource use, portable shake/ shingle/ sawmill, post and tie operations, and passive recreation.</li> </ul>



<i>c) Potential impacts of increased industrial traffic on nearby road infrastructure;</i>	<ul style="list-style-type: none"> <li>• Annual production from the pit as indicated will be 9,500 tonnes (4,750 m<sup>3</sup>) per year during the first five year period.</li> <li>• Staff note that a typical tandem truck can hold 14 tonnes (8 m<sup>3</sup>). If loaded to the maximum that would be roughly 675 truckloads over five years.</li> </ul>
Policy subsections	Potential Implications
<i>d) Reclamation plans for the disturbed lands; and</i>	<ul style="list-style-type: none"> <li>• No reclamation work is planned for the first five years due to small project area: <ul style="list-style-type: none"> <li>◦ If there is any reclamation undertaken, it would involve resloping of final pit wall from the Phase 1 along the eastern boundary buffer zone.</li> </ul> </li> <li>• After the 30 year period the applicant plans to reclaim the site for wildlife habitat.</li> </ul>
<i>e) Other potential issues that the Board may identify through the review process."</i>	<ul style="list-style-type: none"> <li>• The OCP also identifies the proposal area as being located in grizzly bear habitat and the grassland/open forest ecosystem.</li> </ul>

Table 1: OCP policy 10.3 and potential proposal implications.

The proponent has provided a Management Plan dated April 2021, available in the Referral Submission attachment.

A number of letters and a petition against the proposal were forwarded to the RDKB via Director Danna O'Donnell but have not been included in this report as they are addressed to the proponent and the Province.

## Recommendation

That the staff report regarding a FrontCounter BC License of Occupation Referral for Terus Construction Ltd. on a 5.06 ha portion of District Lot 693, Similkameen Division of Yale Land District, Except Plan DD11156 B629 19789 in Electoral Area 'D'/Rural Grand Forks, be received. Further that that the staff report and any comments from the Regional Board be forwarded to FrontCounter BC for the referral response.

## Attachments

1. Site Location and Subject Property Maps
2. Referral Submission

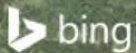
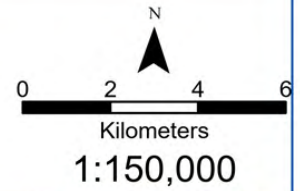


Regional District of  
Kootenay Boundary

Date: 2021-05-14

# Site Location Map

Portion of District Lot 693,  
Similkameen Div of Yale Land District



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

Document Path: P:\PD\EA\D\D-6 (Terus Construction Ltd)\2021-05-14\_Mapping\_D-6\_TerusConstructionLtd.aprx



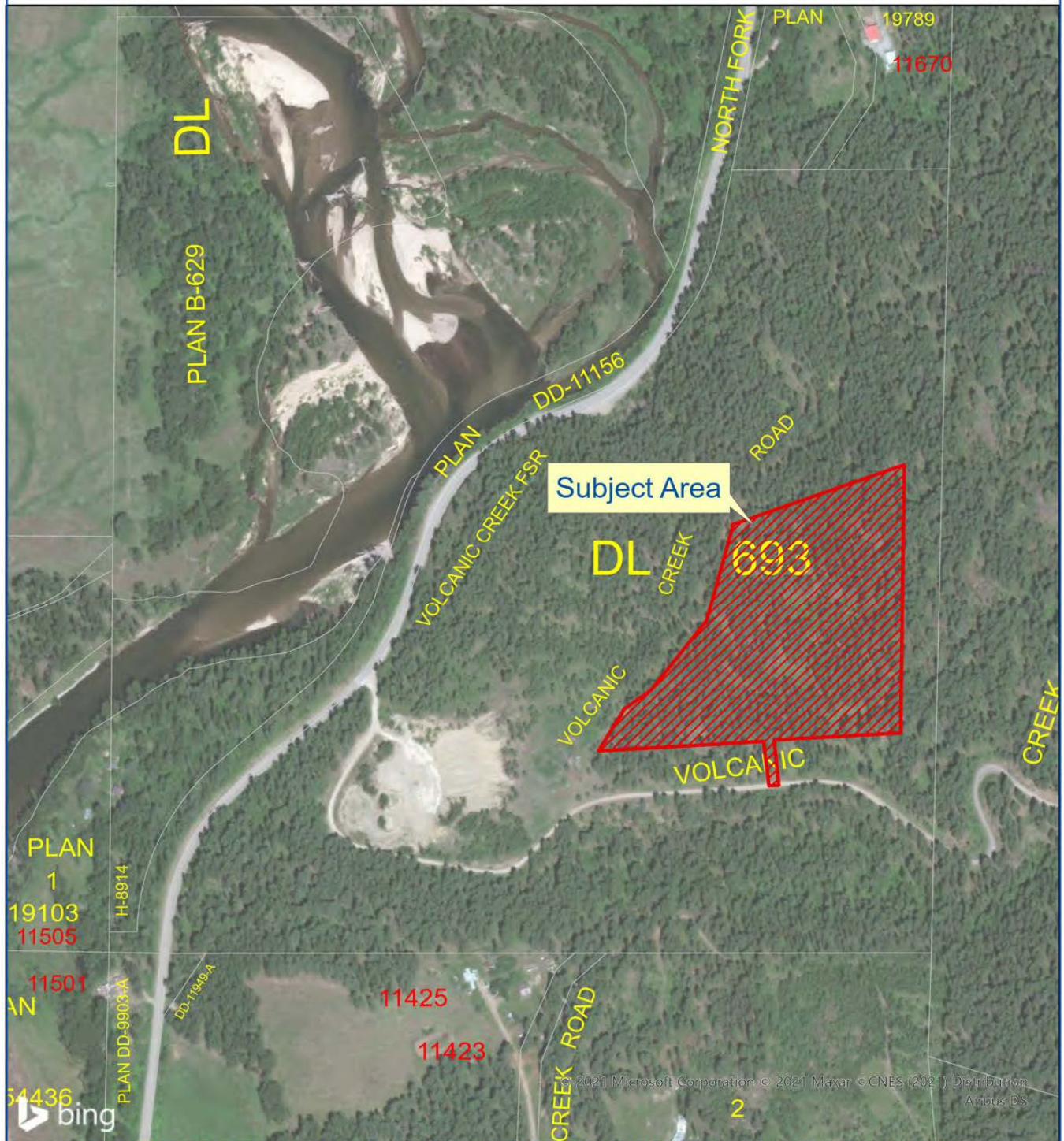
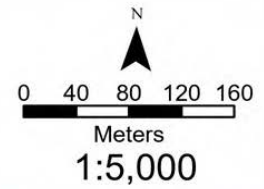


Regional District of  
Kootenay Boundary

Date: 2021-05-14

## Subject Property Map

Portion of District Lot 693,  
Similkameen Div of Yale Land District



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

Document Path: P:\PD\EA\A\A-1236-05538.031\May 2020 ALR Subdivision\Mapping\2020-04-23\_SM\_A-1236-05538.031.aprx



# Crown Land Tenure Application

Tracking Number: 100338875

## Applicant Information

If approved, will the authorization be issued to  
an Individual or Company/Organization? Company/Organization

What is your relationship to the  
company/organization? Employee

## REFERRAL / PUBLIC COMMENT CONTACT INFORMATION

Company / Organization: Terus Construction Ltd.  
Contact Name: Tyson Craiggs  
Contact Address: 300-15288 54A Avenue  
Surrey BC V3S 6T4  
Contact Phone: 778-222-7516  
Contact Email: tyson.craiggs@terusconstruction.ca

## APPLICANT COMPANY / ORGANIZATION CONTACT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

Name: Terus Construction Ltd.  
Doing Business As:  
Phone: 778-222-7516  
Fax:  
Email: tyson.craiggs@terusconstruction.ca  
BC Incorporation Number: BC1206911  
Extra Provincial Inc. No:  
Society Number:  
GST Registration Number:  
Contact Name: Tyson Craiggs  
Mailing Address: 300-15288 54A Avenue  
Surrey BC V3S 6T4

## CORRESPONDENCE E-MAIL ADDRESS

If you would like to receive correspondence at a different email address than shown above, please provide the correspondence email address here. If left blank, all correspondence will be sent to the above given email address.

Email:  
Contact Name: Tyson Craiggs

## ELIGIBILITY

Question	Answer	Warning
----------	--------	---------

Do all applicants and co-applicants meet the eligibility criteria for the appropriate category as listed below?	Yes	
---	-----	--

Applicants and/or co-applicants who are Individuals must:

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada. (Except if you are applying for a Private Moorage)

Applicants and/or co-applicants who are Organizations must either:

1. be incorporated or registered in British Columbia (Corporations also include registered partnerships, cooperatives, and non-profit societies which are formed under the relevant Provincial statutes) or
2. First Nations who can apply through Band corporations or

Indian Band and Tribal Councils (Band or Tribal Councils require a Band Council Resolution).

#### TECHNICAL INFORMATION

Please provide us with the following general information about you and your application:

##### EXISTING TENURE DETAILS

**Do you hold another Crown Land Tenure?** Yes  
**Please specify your file number:** 4405975  
 If you have several file numbers, please make a note of at least one of them above. Example numbers: 1234567, 153245, others

##### ALL SEASONS RESORTS

The All Seasons Resorts Program serves to support the development of Alpine Ski and non-ski resorts on Crown land. For more detailed information on this program please see the operational policy and if you have further questions, please contact FrontCounter BC.

**Are you applying within an alpine ski resort?** No

##### WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu.

In some situations, such as short term, low impact use of Crown land or docks/moorage that meet specific criteria, Crown land use is allowed without needing to apply for authorization. Some examples are uses listed within the Land Use Policy - Permissions and, for docks/moorage, within the Private Moorage policy.

For all application types, you should review the Land Use Policy that describes your intended use of Crown land to determine if your activity is permissible under the Land Act.

Purpose	Tenure	Period
Aggregates & Quarry Materials Sand And Gravel	Licence of Occupation	Ten to thirty years

##### ACCESS TO CROWN LAND

**Please describe how you plan to access your proposed crown land from the closest public road:** Site will be accessed via Volcanic Creek FSR just as the MoTI pit adjacent does at this time.

##### AGGREGATES & QUARRY MATERIALS

All uses of Crown land for mining, quarrying, digging or removal of building, construction and other materials listed in the Land Act, Section 19. Includes ancillary activities of material sorting, crushing, stockpiling and washing, and the operation of a temporary portable asphalt plant on site. Applies to quarrying of abandoned tailings areas on Crown land.

**Specific Purpose:** Sand And Gravel  
**Period:** Ten to thirty years  
**Tenure:** Licence of Occupation

##### TOTAL APPLICATION AREA

Please give us some information on the size of the area you are applying for.

**Please specify the area:** 5.06 hectares

##### MINES ACT: NOTICE OF WORK

To explore and develop the Province's aggregate resources you may/will be required to obtain a Notice of Work under the Mines Act.

**Have you submitted a Notice of Work application for a Mines Act permit?** No

You will be required to apply for Notice of Work Application.

##### IMPORTANT CONSIDERATIONS

**Do you intend to use the aggregates for hydraulic fracturing** No

(Fracking)?

**ADDITIONAL QUESTIONS**

In many cases you might require other authorizations or permits in order to complete your project. In order to make that determination and point you in the right direction, please answer the questions below. In addition, your application may be referred to other agencies for comments.

**Is the Applicant or any Co-Applicant or their Spouse(s) an employee of the Provincial Government of British Columbia?** No

**Are you planning to cut timber on the Crown Land you are applying for?** Yes

To cut timber on the Crown Land once your tenure has been issued you may require an Occupant Licence to Cut. Check out the website of the forest district responsible for more information or contact them if you have any questions.

**Are you planning to use an open fire to burn timber or other materials?** Yes

Please check the Wildfire Management Branch website to learn more about your responsibilities. Check the 'Guides to Open Burning' for the appropriate fire category. A Category 3 Open Fire will require a burn registration number. More information can also be provided by the Burn Registration line at 1-888-797-1717.

**Do you want to transport heavy equipment or materials on an existing forest road?** Yes

You must obtain a Road Use Permit from the Ministry of Forests, Lands and Natural Resources Operations if the road is a Forest Service road, or negotiate a Maintenance Agreement with an existing permit holder if the road is under road permit or special use permit.

**Are you planning to work in or around water?** No

**Does your operation fall within a park area?** No

**LOCATION INFORMATION****LAND DETAILS****DRAWINGS**

Please provide information on the location and shape of your Crown land application area. You can use one or more of the tools provided.

☒ I will upload files created from a Geographic Information System (GIS)

**SPATIAL FILES**

Do you have a spatial file from your GIS system? You can upload it here.

NOTE: When uploading a shapefile, we require the .dbf, shp and .shx files at minimum. Please ensure that it is a polygon that has been projected in BC Albers in NAD83 format. For more information, refer to Commonly Used Spatial File Formats.

Description	Filename	Purpose
dbf	Polygon.dbf	Aggregates & Quarry Materials
prj	Polygon.prj	Aggregates & Quarry Materials



shp	Polygon.shp	Aggregates & Quarry Materials
shx	Polygon.shx	Aggregates & Quarry Materials

**ATTACHED DOCUMENTS**

Document Type	Description	Filename
General Location Map	Location Map	Location Map.pdf
Management Plan	Mgmt Plan	Volcanic Management Plan Fe...
Other	PFR Report	Terus Volcanic Cr Pit AOA-P...
Other	Public Meeting Q&A	Volcanic Meeting Q&A.pdf
Site Plan	Site Plan	Site Plan.pdf

**PRIVACY DECLARATION**

☒ Check here to indicate that you have read and agree to the privacy declaration stated above.

**IMPORTANT NOTICES**

- Once you click 'Next' the application will be locked down and you will NOT be able to edit it any more.

**DECLARATION**

☒ By submitting this application form, I, declare that the information contained on this form is complete and accurate.

**OTHER INFORMATION**

Is there any other information you would like us to know? Julia Podealuk is the Land Officer on the File # 4405975

**APPLICATION AND ASSOCIATED FEES**

Item	Amount	Taxes	Total	Outstanding Balance
Crown Land Tenure Application Fee	\$1,000.00	GST @ 5%: \$50.00	\$1,050.00	\$0.00

**OFFICE**

Office to submit application to: Cranbrook

**PROJECT INFORMATION**

Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? Yes

What is the name of your project? Volcanic Road Project

Please provide any of the following: reference number(s), project number(s), tracking number(s), or Mine # 1631059

other descriptive information which would allow us  
to group these applications together:

<b>OFFICE USE ONLY</b>		
Office Cranbrook	File Number	Project Number
	Disposition ID	Client Number





Terus Construction Ltd. (dba Selkirk Paving)

April 16, 2021

Ministry of Forests, Lands, Natural Resource Operations and Rural Development  
1902 Theatre Road  
Cranbrook, BC  
V1C 7G1

Email: Julia.podealuk@gov.bc.ca

**Re: Management Plan for the Volcanic Road Pit and Roadway – Tracking # 100338875**

Terus Construction Ltd. (dba Selkirk Paving) is providing this Management Plan to accompany its' License of Occupation Application (**Tracking #100338875, File No. 4405975**) on the above project. This Management Plan is intended to meet the requirements of the General Application for Aggregates and Quarry Materials, dated February 2007 and the Management Plan for associated Roadway Use.

***Section A – Project Overview***

This project is a long-term development (up to 30 years) of an aggregate resource by Terus Construction Ltd. (dba Selkirk Paving).

The project site is located on a section of crown land noted as "That part of District Lot 693, SDYD" located in the vicinity of Volcanic Creek, containing 5ha, more or less. The project area is approximately at UTM (11U) 394720E and 5445730N. This particular crown parcel is illustrated as a "**red polygon**" on the attached mapping.

The project is located ~14.6 km due north of Grand Forks. To access the site you cross the Granby River bridge on the east end of Grand Forks, and turn left onto Granby Road and follow for ~15.7 km to a point just east of the Granby River Crossing, then you turn right onto North Fork Road and proceed for ~940 m to Volcanic Creek FSR located on the right. Follow Volcanic Creek FSR for ~600 m to the project site (Figure 1).

The proposed mine plan covers mine development of the project site for 30 years, however, the company is anticipating a License of Occupation for a minimum ten (10) year period will be received from FLNRORD.

It is expected that mining of the aggregate resource over the next five (5) years, will be at a nominal mining rate of 9,500 tonnes (4,750 m<sup>3</sup>) per year. **Note:** The defined area within the proposed License of Occupation (LoO) boundary (red polygon) has an overall reserve of ~400,000 tonnes of aggregate materials (Figure 2).

It is anticipated that the mining and development will comply with the **Mines Act** and the **Health, Safety and Reclamation Code for Mines in BC, 2017 (HSRC)**. The operational intent will be to locate equipment to the site during the work (summer) season (April to end of November), with the purpose of extracting aggregate products for use in the Grand Forks area.

#201 – 5550 152<sup>nd</sup> Street, Surrey, BC V3S 5J9

**Volcanic Road Pit – Management Plan****April 2021**

This development is not expected to have any environmental and/or socio-community impacts given its relatively small size and/or location. The company will have in-place; plans regarding archaeological chance find procedures and mine emergency response plan (including fuel management & spill contingencies), Noise and Dust Control Plan and a Badger Plan.

The project is expected to be developed in an environmentally sensitive manner, and the company proposes to accomplish this by implementing plans, utilizing technology and using industry standard “best management practices” (BMP’s), as a means to either eliminate and/or minimize the environment impacts associated with the project. It is expected that the company’s standard sediment and erosion control procedures will suffice for the site. The company will utilize the “Aggregate Operators Best Management Practices Handbook for BC, Volume II, April 2002” as a point of reference for its operation.

[http://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/mineral-exploration-mining/documents/permitting/agg\\_bmp\\_hb\\_2002vol2.pdf](http://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/mineral-exploration-mining/documents/permitting/agg_bmp_hb_2002vol2.pdf)

The company’s reclamation plan for this project is meant to achieve an end land use of wildlife habitat.

The Roadway Plan is also described in this management plan and is included in Section B1 – Roadway.

**Section B – Project Description - Aggregates****Part 1. – Investigative Plan**

In order to determine the suitability of the material for the intended purpose, an investigation of the material was be conducted to determine the overall quality and quantity of material available. During the investigative period the site was accessed with a tracked excavator which will perform test hole digging for the purpose of sampling. The week-long testing was conducted when suitably dry conditions exist so that minimal disturbance of the ground is achieved. The excavator dug 1m x 3m holes to a maximum depth of 5m and pile the material next to the hole. A 25kg sample of the material was collected and logged by on-site staff. The piled material (minus the sample) was then be placed back in the hole and reclaimed to pre-excavation conditions. Topsoil and overburden was be separated for reclamation and no trees or shrubs were disturbed during the process. A total of 25 test holes were dug in regularly spaced intervals, as possible by vegetation and terrain, to get a representative sample of the material within the investigative area.

All land within the investigative permit area was returned to a natural state and seeded with native grass species. Temporary accesses was reclaimed in the same fashion. The material was deemed suitable and application is now being made to convert the investigative license to a 10 year tenure to conduct mining operations.

**Part 2. – Description of Work**

The mine plan consists of operations, decommissioning of components and associated activities that would be typical for any small sized aggregate operation in BC. Whereby aggregate materials are excavated, screened and sometimes crushed on-site to obtain the preferred grain size and quality for construction, concrete and/or asphalt production. For this project, crushing and screening of aggregate materials are contemplated; however there will be no washing of aggregate materials.

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**Volcanic Road Pit – Management Plan****April 2021**

The mining area is noted on Figure 3, and is marked as a “**dashed outline**”. Within the next five (5) year mine plan, it is anticipated that mining will be initiated within Phase 2 - Yellow Polygon that is indicated on Figure 3.

The extraction (mining) faces will be at a maximum height of approximately seven (7) meters as shown in cross section (Figure 5). The pit faces will to be mined using either a loader and/or excavator, as a means to excavate the materials to an approximate 1.5:1 interim slope angle, in order to maintain compliance with **Part 6.23.4** of the HSRC.

The annual production from the pit as indicated will be 9,500 tonnes (4,750 m<sup>3</sup>) per year during the first five year period. It should be noted that there will be substantial aggregate reserves left to be mined after 2026.

The operation will be in compliance with the HSRC, and will utilize the following equipment – loader, excavator, tandem dump trucks for excavation of aggregate for the company’s paving and/or concrete plants and for other local infrastructure projects. The operation will use typical equipment such as Cat 966C - Front End Loader, Volvo 290 – Excavator, Tandem dump trucks, 350 TPH crushing unit and 100 TPH screening unit (CEC, 2010 Double Deck and Extec 5367).

During and on completion of mining, all final pit slopes will be resloped to a consistent 2:1 slope angle. The slopes will then be covered with the stockpiled topsoil/mineral soils. As well, all pit floors will be covered with stockpiled topsoil/mineral soils and planted as necessary for the end land use.

It should be noted that no reclamation work is planned for the first five (5) years, as the extraction area is very small, the company needs the development area for product stockpiles, screening and/or general operating aspects and that the initial bench will be mined out in future years. If there is any reclamation undertaken, it would involve resloping of final pit wall from the Phase 1 along the eastern boundary buffer zone.

The area of the Volcanic Road Pit development was selected due to its extensive supply of good quality aggregate materials, relatively flat terrain, existing nearby sand & gravel operations within close proximity of the site, and existing access infrastructure which will allow for an acceptable development plan.

As part of the development, the company will be applying for an Occupant License to Cut for removal of the forest cover that overlays the aggregate resource.

There will not be a requirement for an *Environmental Management Act* – Effluent Permit given that the project is not anticipated to have any effluent discharge. The control of TSS and turbidity of any contact surface waters (if required) will be achieved through use of erosion and sediment control measures such as sediment ponds, silt fencing and straw (hay) bales.

**Part 3. - Present State of Land**

The present state of the land is shown in the orthophoto of the site (Figure 4).

The site is not located within the ALR, but is within the Regional District of Kootenay Boundary (RDKB), designated under Electoral Area “D” - Official Community Plan, Bylaw No. 1555, 2016 and Electoral Area “D” - Zoning Bylaw 1299, 2005. Terus Construction will comply with all applicable laws pertaining to the Regional District including zoning, if necessary.

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**Volcanic Road Pit – Management Plan****April 2021**

A mountain bike trail also exists along the north side of Volcanic Forest Service Road. The Kettle River Mountain Biker's Association (KRMBA) administers this trail network and President, Josh Strezlik has been contacted regarding the proposed pit. As the mountain bike trail runs parallel to the FSR a marked crossing would be constructed to cross the trail and access the pit and the license area will be otherwise outside of the trail network. Terus will work with the KRMBA to construct a safe crossing for the truck and bike traffic and maintain berms and/or tree buffers around the pit area where possible to limit the visual disturbance.

The topography of the site is a sloping 10% gradient from an east to west direction over the property alignment, and it is vegetated with timber consisting of mature conifer trees and shrubs.

The site is dry, and there are no watercourses that will be affected by the aggregate extraction.

At this time, there are no structures and/or other improvements on the land. It is expected that no structures will be constructed during this development.

The pit is located within several first nation consultative boundaries, and these first nations were consulted on by MEMPR as part of an Aggregate Exploration Permit, which was issued under approval number 18-1631059-0612. It has been noted that the area overlaps high and moderate archaeological potential. A registered archaeologist was hired to perform a preliminary field reconnaissance and overview assessment to determine the existence of any sensitive areas and provided recommendations and action items to direct the mine plan. The report indicated low potential and advised that only a chance find procedure be implemented. A chance archaeological chance find procedure will be in place to provide personnel with a procedure in the event of a find.

The topsoil (organics) within the development area was noted to be ~30 to 40 cm in thickness over the proposed mining area, during the test pit program. Prior to mining, these soils will be salvaged and stockpiled (see Figure 3) for future site reclamation requirements. Below the organics, it was noted in the test pits that there were no mineral soils, only aggregate materials. However, if mineral soils are encountered during mining activities they will as well be stockpiled.

There are overlapping and/or proposed land use (Parks and Recreation) criteria over this land base; however given that the operation will generally be sporadic and/or limited on an annual basis, there should be limited impact on these other uses. The gravel use is a temporary use of the land and can be reclaimed as necessary to accommodate future uses.

**Part 4. - Reclamation**

The reclamation and closure of the Volcanic Road (aggregate) operation will follow the general guidelines recommended by **Part 10.7.1 to 10.7.10** of the HSRC. It will be the intent of Terus, to prevent long-term environmental impacts at the site. It is expected that the end land use for this site will be wildlife habitat, and that the reclamation plan will foster return to appropriate and functional values on the site.

The objectives of the reclamation plan will be to create a physically stable environment, and to ensure that there are no impacts to aquatic and/or terrestrial resources from the mining activities. These objectives would be consistent with the requirements of the HSRC.

It should be noted that Terus, reserves the right to have an opportunity for the reclamation plan to be refined during the operational period of the project. After closure, the site will be left in a safe and secure

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**Volcanic Road Pit – Management Plan****April 2021**

manner for the long-term with no projected maintenance. The final site reclamation will meet the end land use objectives.

The reclamation will be undertaken in a timely manner to limit potentially negative site values. However, given the location and no watercourses located at the site, any potential negative site values to the environment can be avoided.

It will always be the intent of the company to achieve the following goals:

- Minimize or eliminate public safety hazards;
- Minimize potential effects to the environment, particularly water resources;
- Provide long-term stable landform configurations;
- Reclaim surface disturbances for beneficial use; and
- Minimize the requirements for post-closure monitoring and maintenance.

It was concluded during the planning stage that progressive reclamation was a viable option; however for the first five (5) years there is limited option given the initial small area of development. Reclamation efforts on the site will be undertaken as final areas become available through completion of development, which could be some of the eastern wall that could be resloped during the 2021 to 2026 period. It is expected that the company will not go outside the estimated 2.0 ha of disturbance (mining, stockpiling, etc.) at the site during the next five (5) years.

It is expected that the reclamation activities of the Volcanic Road Pit development will generally consist of the following:

- During operations, stripping of topsoil/mineral soil to just below the rooting depth will be undertaken, and the soil(s) will be stockpiled within the nineteen (19) meter retained buffer zone. Any remaining material such as overburden, dirty sand, etc. that might be encountered, will be placed in an adjoining stockpile located on the western and eastern boundaries of the Mine Permit Area. The developed soil stockpiles within this buffer zone will have an application of erosion control grass seeding, to reduce erosion and noxious weed invasion. Noxious weeds will be controlled by spraying with approved weed control products that are acceptable for this area; and
- On pit completion, all final pit slopes created by mining activities will be resloped to a 2H:1V slope angle. The resloped area(s) and pit floor will then have ~30 cm minimum of topsoil/mineral soil replaced over the area. Portions of the disturbed area (60%) will be replanted with appropriate tree (pine) seedlings for the elevation, aspect and area, and the remaining 40% of disturbed area will be covered with an appropriate seed mixture for wildlife.

No external fill will be placed into the mined out pit area, however any unused stockpile fill materials such as overburden, dirty sand, etc. will be pushed onto the mined out pit floor and spread out, prior to placement of topsoil.

The goals of the reclamation plan will be to provide the necessary details of the reclamation objectives, and to provide an opportunity for the plan to be refined during the operational period of the project. After closure work has been completed, the project will need to be left in a safe and secure manner for the long-term with little projected maintenance.

**Section B1 – Roadway**

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**Volcanic Road Pit – Management Plan****April 2021****Part 1. – Background**

This will be a new road which does not require upgrading to Ministry of Transportation standards and a gazette plan of the Right of Way will not be prepared.

The term of the road is expected to be in line with the life of mine operations for which it is used to access. The expected life of mine for the tenure is 30 years.

Road maintenance will be carried out during active operations of the aggregate pit. This will consist of regular grading and surface treatment to prevent fugitive dust emissions during use. The road will be maintained in accordance with provincial standards as outlined in the FLNRO Engineering Manual: <https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/resource-roads/engineering-publications-permits/engineering-manual>

The road also falls within an active mine site, appropriate maintenance standards for haul roads in the HSRC.

**Part 2. – Location and Present State of Land**

The road is will be new and, as yet, has not been flagged. There is no fencing affected and no restoration to fence integrity required. No reasonable alternatives to the road exist to reach the tenures as there are no other Forest Service Roads adjacent to the tenure area. Use will be mainly seasonal with traffic volume related to the aggregate production and sale activities. It is anticipated that 9,500 tonnes per year of material will leave the pit translating to between 235 and 800 one-way truck passages depending on whether the truck hauls 12t or 40t.

The present state of the land is forest. There are no permanent structures or buildings. Road is accessed directly from Volcanic FSR.

The site is dry, and there are no watercourses that will be affected by the road.

At this time, there are no structures and/or other improvements on the land. It is expected that no structures will be constructed during this development.

**Part 3. – Infrastructure**

The road is accessed directly from Volcanic FSR and is used solely to access the Crown Land tenures under application by Terus Construction. There are no known private interests affected by the road use and the access to the mine sites will be regulated under the *Mines Act* which prohibits public access without permission from the Mine Manager.

The construction method of the road will be granular top course over granular base course. The of gravel used for construction will come from the Volcanic Pit, once approved. Clearing width will be minimal to maintain visual screening and approximately 5m on either side of the road prism. The construction schedule will be minimal, approximately 2 days, as it is very short in length. The brush will be burned, if allowed, or shredded and disposed in the same areas of the gravel pit as approved by the Ministry of Mines, Topsoil and overburden will be salvaged and placed in the same areas of the mine for later use in reclamation. Those disposal areas are shown on the Mine Plan. The road ditch depth is approximately 0.5m.

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**Volcanic Road Pit – Management Plan****April 2021****Part 4. – Environmental**

Removal of timber and disposal of slash will be in accordance with the mine clearing area and approved by the Ministry of Mines. The area is underlain by sand and gravel and the road surface will consist of crushed granular base. Soil erosion mitigation will be to place the materials in stockpile and seed to grass along with materials from the mine site clearing. All materials will be salvaged for later use in reclamation. Drainage from the road is managed by ditches along the edge of the road bed to capture and minimize velocity. Excess water exfiltrates to ground.

**Part 6. - Reclamation Program**

The reclamation and closure of the Volcanic Pit operation and road will follow the general guidelines recommended by **Part 10.7.1 to 10.7.10** of the HSRC. It will be the intent of Terus, to prevent long-term environmental impacts at the site. It is expected that the end land use for this site will be forestry and wildlife habitat, and that the reclamation plan will foster return to appropriate and functional values on the site. Commercially viable tree species will be planted as progressive reclamation over the next 30 years. Progressive reclamation means that as areas of the pit are exhausted and no longer used for production and sales, those areas will be reclaimed to end use objectives during production. These areas will be identified in each 5 year mine plan renewal with the Ministry of Energy, Mines and Petroleum Resources.

The objectives of the reclamation plan will be to create a physically stable environment, and to ensure that there are no impacts to aquatic and/or terrestrial resources from the mining activities. These objectives would be consistent with the requirements of the HSRC.

It should be noted that Terus, reserves the right to have an opportunity for the reclamation plan to be refined during the operational period of the project. After closure, the site will be left in a safe and secure manner for the long-term with no projected maintenance. The final site reclamation will meet the end land use objectives.

The reclamation will be undertaken in a timely manner to limit potentially negative site values. However, given the location and no watercourses located at the site, any potential negative site values to the environment can be avoided.

Deactivation will achieve the following:

- Minimize or eliminate public safety hazards;
- Minimize potential effects to the environment, particularly water resources;
- Provide long-term stable landform configurations;
- Reclaim surface disturbances for beneficial use; and
- Minimize the requirements for post-closure monitoring and maintenance.

No reclamation will occur within the road tenure until closure of the mine in 30 years.

The goals of the reclamation plan will be to provide the necessary details of the reclamation objectives, and to provide an opportunity for the plan to be refined during the operational period of the project. After closure work has been completed, the project will need to be left in a safe and secure manner for the long-term with little projected maintenance.





### Section C – Additional Information

The development is not expected to have any environmental and/or socio-community impacts given its relatively small size and/or location. The company will have in-place; plans regarding archaeological chance find procedures (CFP) and fuel management & spill contingencies (MERP). **Note:** These particular plans are part of the **Mines Act** Permit. A public meeting was held on January 13, 2021 and residents provided feedback on the proposed operation. A record of this engagement is available and no concerns that could not be avoided or mitigated were noted as a result of the meeting.

It is expected that the company, will operate and use “Best Management Practices” approach in the development and operation of the site.

#### I. Environmental

##### a. Land Impacts

This Management Plan highlights the proposed operational area and its potential impacts to the land base.

The operation will be “stockpiled buffered” in order to reduce visual impacts to outside sources, as noted in Figure 3. As well, on Figure 4, it can be seen that the proposed LoO is surrounded by forest at this time with the exception of the area next to the MOTI pit.

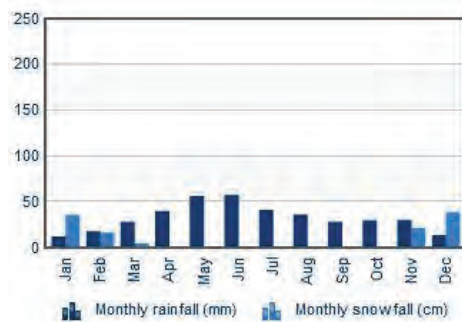
There are no known or documented archaeological sites within the proposed development area.

##### b. Atmospheric Impacts

###### Climate

Annual rainfall in nearby Grand Forks averages 391 mm per year with the majority falling during March to November. The area gets snowfall at an average rate of 118 cm per year mainly between November and February. The following graph shows the average monthly precipitation for Grand Forks, to be 509 mm per year.

Average Monthly Precipitation – Grand Forks, BC



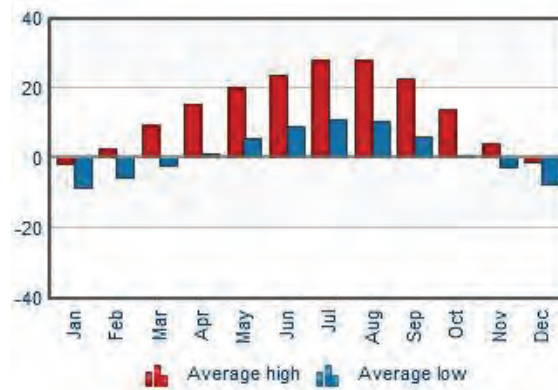


**Volcanic Road Pit – Management Plan****April 2021**

The extreme daily rainfall event for the site in 24 hrs was 48 mm, and the extreme daily snow event was 41 cm.

Annual temperatures in the area averages 7.7°C, with the warmest months being April through September with daily maximum averages of +15.6 to +28.1°C, and the coldest months being December through February with daily minimums of -5.6 to -8.5°C. The following graph illustrates the average monthly in the area.

**Average Monthly Temperature – Grand Forks**



### *Atmospheric Effects*

It is expected that potential atmospheric impacts will be minimal from equipment emissions and/or fugitive dust during mobilization, demobilization, land clearing, excavating, haulage and screening operations.

It is expected that there will be minimal (insignificant effects) impacts (such as deterioration or air quality and lower visibility due to diesel and fugitive dust emissions) on and from the site during construction and operations.

However, to assist with reducing atmospheric effects the company will undertake the following:

- Use modern construction (mining) equipment that meets latest applicable Canadian emission standards;
- Ensure proper inspection and maintenance of equipment;
- Operate equipment within specifications and capacity;
- Limit vehicle and construction equipment idling;
- Use low sulphur fuels for all diesel equipment;
- Revegetate any parts of the development that will not be disturbed in the future;
- Clear only the trees needed for mining in that particular area;
- Through a planned site layout (minimize creation), operational controls (control escape); air quality (dust removal) and cessation, the company can manage and mitigate any generated fugitive dust; and



**Volcanic Road Pit – Management Plan****April 2021**

- Maximize use and commit to Best Management Practices such as following the guidelines set forth by the *“Aggregate Operators Best Management Practices Handbook for British Columbia (April, 2002)”*.

**c. Aquatic Impacts**

For the Volcanic Road Pit, it is expected that the development will have insignificant (minor) changes to surface water quality and quantity. It is expected; that given the project’s location and that it will not be operating continuously, any potential aquatic impacts would be intermittent, if at all.

The company will utilize mitigation and monitoring as tools to minimize aquatic impacts, as necessary. The operation will use water management structures, and appropriate erosion and sediment control strategies such as managing sediment mobilization and erosion by installing sediment controls prior to land disturbance, limiting land disturbance to the minimum practicable extent, reducing water velocities across the ground, progressively rehabilitating disturbed land, ripping areas to promote infiltration, and restricting access to rehabilitated areas, and installing appropriate temporary erosion and sediment control measures or “Best Management Practices” prior to, and during activities.

In regards to groundwater protection, several test pits were dug and did not encounter any groundwater (table). However, to help protect groundwater quantity and quality from potential impacts of the proposed mining activity, no fuel storage will occur on-site during normal mining activities. If and when a large project is to be undertaken, then fuel storage will include double walled fuel tanks with appropriate additional protection. As well, there will be adequate training for on-site personnel with the emergency response equipment and supplies (spill kits) that are available for use when and if required during fueling.

**d. Fish and Wildlife Habitat**

Given the relatively small size of the development, fish and wildlife habitats baseline studies were not required to be undertaken as part of the original applications. Meaning there were no literature reviews of management plans specific to the region, no identification of species at risk and/or no field surveys.

There will be no disturbance to fish and/or fish habitat during construction/operations of the development, given its location and proposed operating philosophy.

As a means to minimize potential impacts to fish and wildlife habitat, it is expected that the company, will adhere to the requirements contained within the *“Handbook for Mineral and Coal Exploration in BC, 2008/09”* and the *“Health, Safety and Reclamation Code for Mines in BC, 2017”*.

**II. Socio-Community****a. Land Use**

There are no known designated National Parks, National Historic Sites, National Marine Conservation Areas, National Wildlife Areas, Migratory Bird Sanctuaries or Marine Wildlife Areas within the development area.

There are currently no active forestry operations within the proposed LoO boundary.

The mountain bike trail that runs adjacent to the site will be accommodated with a dedicated crossing with good sight lines and a forested buffer.



**Volcanic Road Pit – Management Plan****April 2021**

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***b. Socio-Community Conditions***

The project will not affect or influence any community services or infrastructure requirements due to it being a small operation that will operate intermittently. Having said that, a public meeting was held in Grand Forks to give members of the public an opportunity to view the proposed plan and make comments. The comments were considered in the context of the application and addressed by Terus Construction. Typical nuisance concerns for aggregate pits such as noise, dust, water quality, traffic and safety concerns were addressed at the public meeting. Relevant experts in the fields above were made available in a on line Zoom meeting that provided information and constructive dialogue to members of the public. Additional concerns brought forward will also be addressed.

***c. Public Health***

The project is not projected to affect public health, again due to it being a limited size operation.

***d. First Nations***

The project is located within the traditional territories of several First Nations, as indicated by the Consultative database.

If you have any questions, please contact the undersigned by email [tyson.craiggs@terusconstruction.com](mailto:tyson.craiggs@terusconstruction.com) or (604) 575-3689.

Regards



Tyson Craiggs, Aggregate Manager  
Terus Construction Ltd.  
604-575-4453 (Direct)

Attachments





That part of District Lot 693, SDYD, more particularly shown outlined in red and containing 5.02 hectares, more or less.



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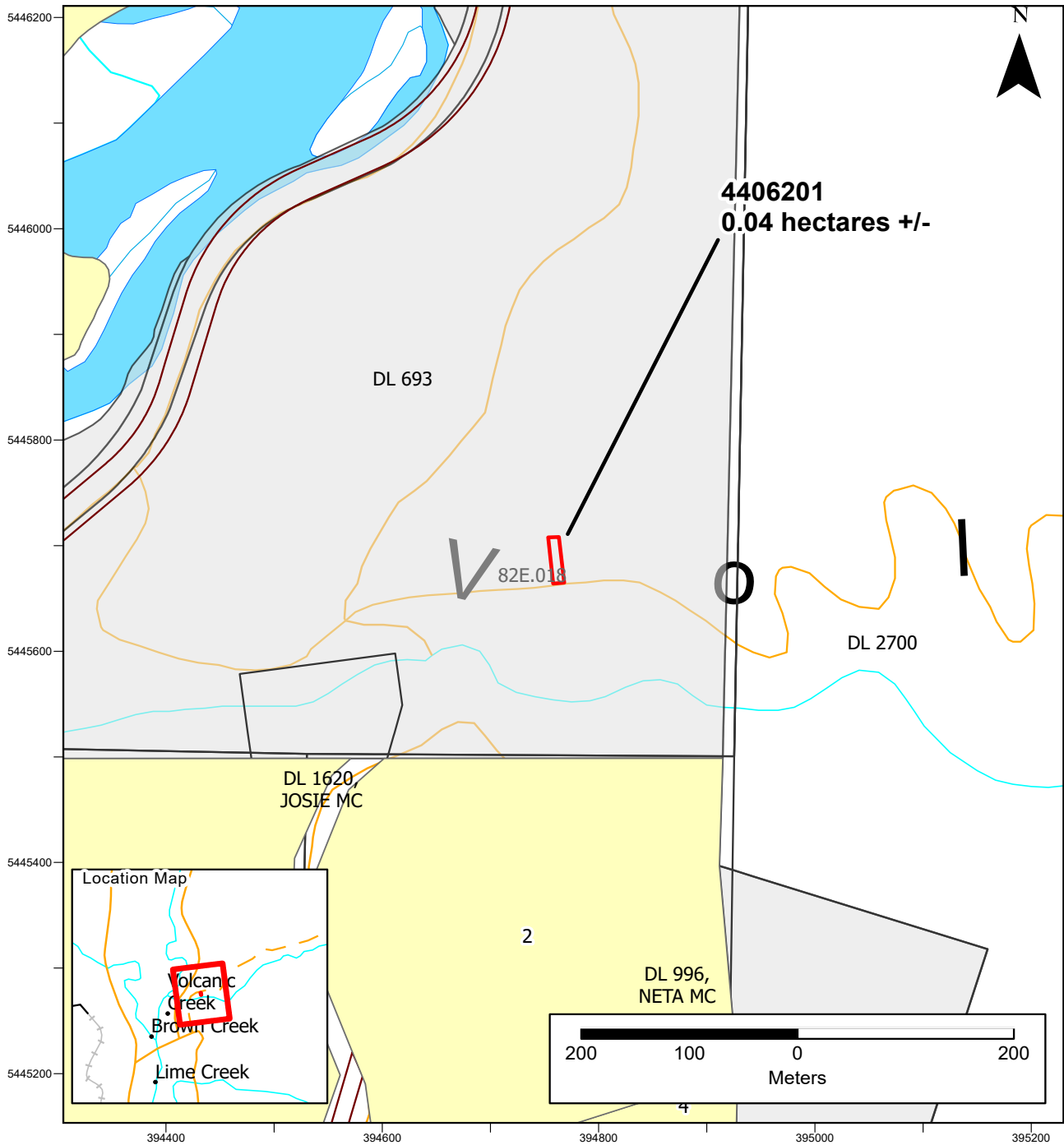


LICENCE

## Legal Description Schedule

File No: 4406201  
Disposition: 941690

That part of District Lot 693, SDYD, more particularly shown outlined in red and containing 0.04 hectares, more or less.

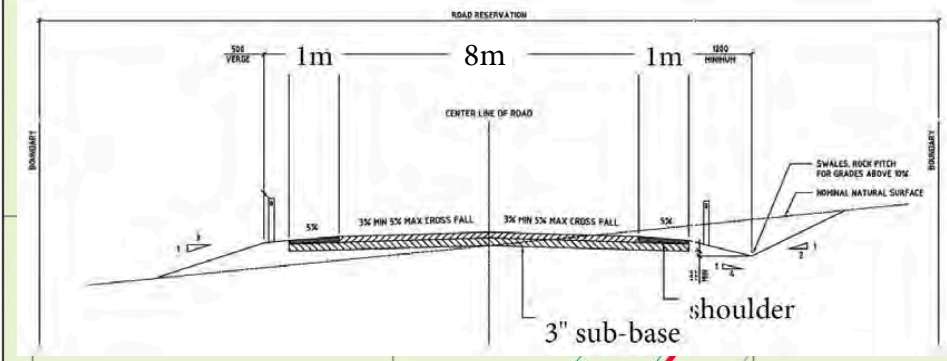
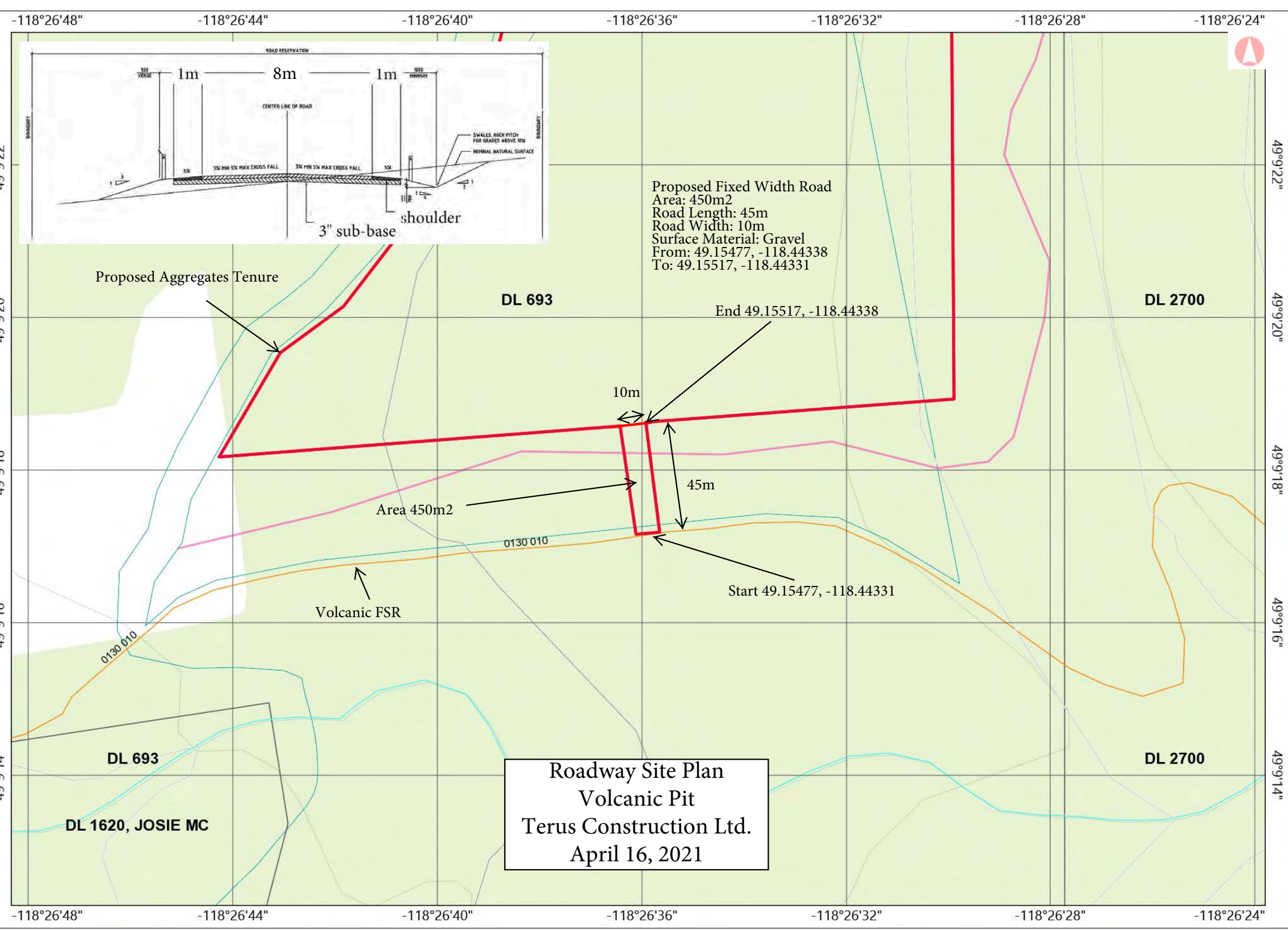


Scale: 1:5,000

4406201

BCGS Mapsheet(s): 82E.018

Page \_\_\_\_ of \_\_\_\_



Proposed Fixed Width Road  
Area: 450m2  
Road Length: 45m  
Road Width: 10m  
Surface Material: Gravel  
From: 49.15477, -118.44338  
To: 49.15517, -118.44331

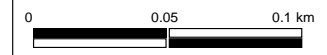
Roadway Site Plan  
Volcanic Pit  
Terus Construction Ltd.  
April 16, 2021



### Roadway Map

#### Legend

- Water - Rivers, Creeks, Sho
- FCODE
- Canal
  - Dam
  - Dam - Beaver
  - Ditch
  - Falls
  - Flume
  - Rapids
  - River or Stream - Definite
  - River or Stream - Dry
  - River or Stream - Indefinite
  - River or Stream - Left Bank
  - River or Stream - Right Bank
  - Dam - section Base
  - Flooded Land - Inundated
  - Lake - Definite
  - Lake - Indefinite
  - Lake - Intermittent
  - Reservoir - Definite
  - Reservoir - Indefinite
  - Reservoir - Intermittent
  - Marsh
  - Swamp
  - Glacier
  - Icefield
  - Breakwall or Breakwater - Large



1: 2,257

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Datum: NAD83  
Projection: WGS\_1984\_Web\_Mercator\_Auxiliary\_Sp here

#### Key Map of British Columbia











# Staff Report

<b>RE:</b>	Agricultural Land Commission Referral (Non-Adhering Residential Use - Additional Residence for Farm Use) – Kettle River Ranch		
<b>Date:</b>	June 24, 2021	<b>File #:</b>	E-376-02721.200
<b>To:</b>	Chair Langman and members of the Board of Directors		
<b>From:</b>	Danielle Patterson, Planner		

## Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received an Agricultural Land Commission (ALC) application for a Non-Adhering Residential Use - Additional Residence for Farm Use for land within the Agricultural Land Reserve (ALR). The subject property is in Electoral Area E/West Boundary, near Midway (see Attachment 1 – Site Location Map).

Property Information	
<b>Owner:</b>	Kettle River Ranch
<b>Applicants:</b>	James Smith and Tessa Straus, Kettle River Ranch
<b>Location:</b>	3000 Highway 3 & 2992 Highway 3
<b>Electoral Area:</b>	Electoral Area E
<b>Legal Description:</b>	Lot B, Plan KAP90703, District Lot 376 502, Similkameen Division of Yale Land District
<b>Area:</b>	121.30 ha ( 299.73 ac)
<b>Current Use(s):</b>	Agricultural and Residential
Land Use Bylaws	
<b>OCP Bylaw:</b>	NA
<b>DP Area:</b>	NA
<b>Zoning Bylaw:</b>	NA
Other	
<b>ALR:</b>	Yes
<b>Watershed/Floodplain</b>	Kettle River

## History / Background Information

The subject property is located along Highway 3, approximately 1.3 km northwest of the Village of Midway (see Attachment 2 – Subject Property Map). To the north of the subject property is a cattle operation, to the south a hunting cabin, to the east a crop field, and to the west vacant land.

The subject property is principally used as a farm. It has 36.4 ha (90.0 ac) of irrigated alfalfa and orchard grass used as animal feed. The farm operators typically turn over the fields with oats or peas. The irrigation lines and irrigation systems has been upgraded on the farm, including the replacement of the variable frequency drive pump, also known as "VFD pump".

The owners/operators of the farm live in a 151 m<sup>2</sup> (1,622 ft<sup>2</sup>) single detached dwelling on the subject property. There are also a number of outbuildings and structures on the subject property.

A portion of the property is a gravel pit. The Kettle Valley River Trail goes through the property, following closely along the Kettle River. A sizeable portion of the property is located in the Kettle River floodplain, shown in *Image 1*. The subject property is outlined in red and the Kettle River floodplain is shown in blue.



*Image 1: Kettle River Floodplain Map overlay on 3000 Hwy 3, Subject Property*

In 2013 the subject property was part of a parcel realignment (parcel line adjustment) to adjust the property lines so the subject property would be entirely located within the Agricultural Land Reserve (ALR) and an abutting property to the northeast would be outside of the ALR. No new lots were created as part of this parcel realignment.

Also in 2013, a License of Occupation and a Non-Farm Use application were approved on the subject property for a Telus communication tower, which is associated with 2992 Highway 3 address on the subject property. In 2016, the Regional Board reviewed and recommend approval of a Notice of Intent on the subject property for a gravel extraction operation.

## Proposal

The applicants are requesting a Non-Adhering Residential Use to build an additional dwelling on the farm as a residence for a farm employee (see Attachment 3 – Applicant Submission. The applicants state it is, *"needed to ensure help has a place to live while working with our business."* The applicants have stated the dwelling would be 90 m<sup>2</sup> (968 ft<sup>2</sup>). For a point of reference, the Electoral Area C/Christina Lake Zoning Bylaw permits secondary suites (both in the dwelling and as an accessory dwelling) to a maximum size of 90 m<sup>2</sup>.

The proposed location of the second dwelling requires the proponent's to cross the Kettle Valley Railway Trail. In communications with the applicant, they noted that an access

point already exists but staff have noted that the applicant may need a permit from Recreation Sites and Trails BC.

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

The Electoral Area 'E'/West Boundary APC supported the application at their May 31, 2021 meeting, with the following comments:

- The proposed building site is located above the flood plain with a 10 to 12 foot sloping bank down to the river.
- Applicant should make arrangements for access across the Kettle River Rail Trail.

### **Implications**

There are no land use, zoning, or OCP bylaws within this portion of Electoral Area E/West Boundary. Due to this, there are no land use policies to reference regarding the proposed land use or parcel size. It has been the practice of the RDKB to not provide a recommendation to the ALC when there are no zoning or OCP bylaws in place for the subject property.

The Regional District of Kootenay Boundary's *2020 Housing Needs Report* notes it is challenging to find affordable workforce housing in Midway, which is less than 2 km from the subject property.

Portions of the subject property are located in the Kettle River floodplain. As such, the RDKB's Floodplain Bylaw would apply, when applicable, to any dwellings built at the building permit stage.

### **Recommendation**

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward the staff report, without a recommendation, to the Agricultural Land Commission for the subdivision application submitted by James Smith and Tessa Straus on behalf of Kettle River Ranch for the property legally described District Lot B, Plan KAP90703, District Lot 376 502, Similkameen Division of Yale Land District at 3000 Highway 3 & 2992 Highway 3, Electoral Area 'E'/West Boundary.

### **Attachments**

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



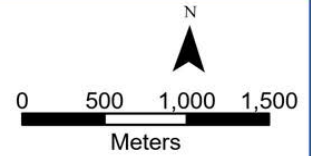


Regional District of  
Kootenay Boundary

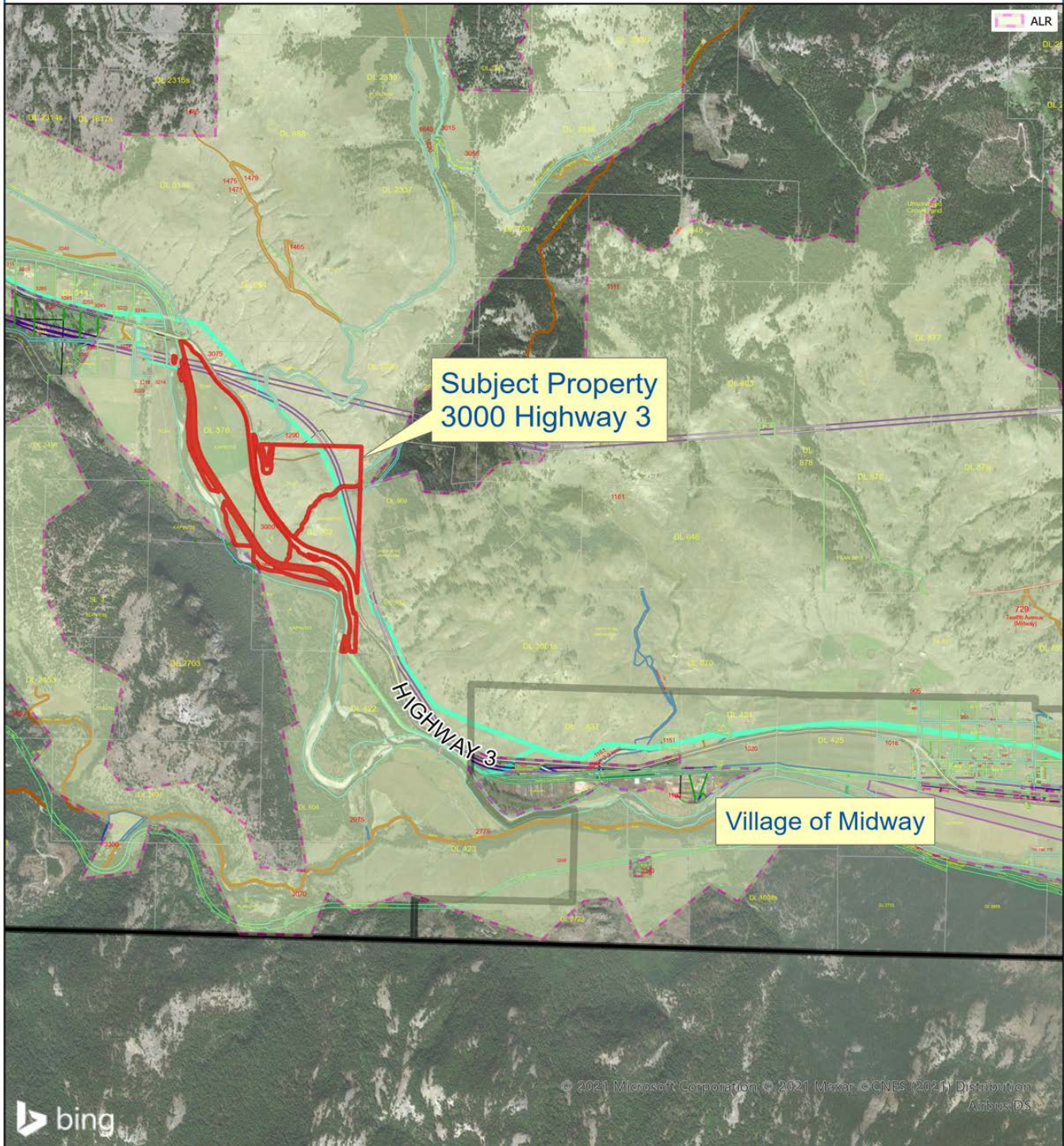
Date: 2021-04-15

# Site Location Map

Lot B, Plan KAP90703,  
District Lot 376 502,  
Similkameen Div of Yale Land District



1:40,000



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

Document Path: P:\PD\EA\E\376-02721.200\_Kettle River Ranch Inc\Mapping\2021-0415\_Mapping\_E-376-02721.200\_3000Hwy3.aprx"



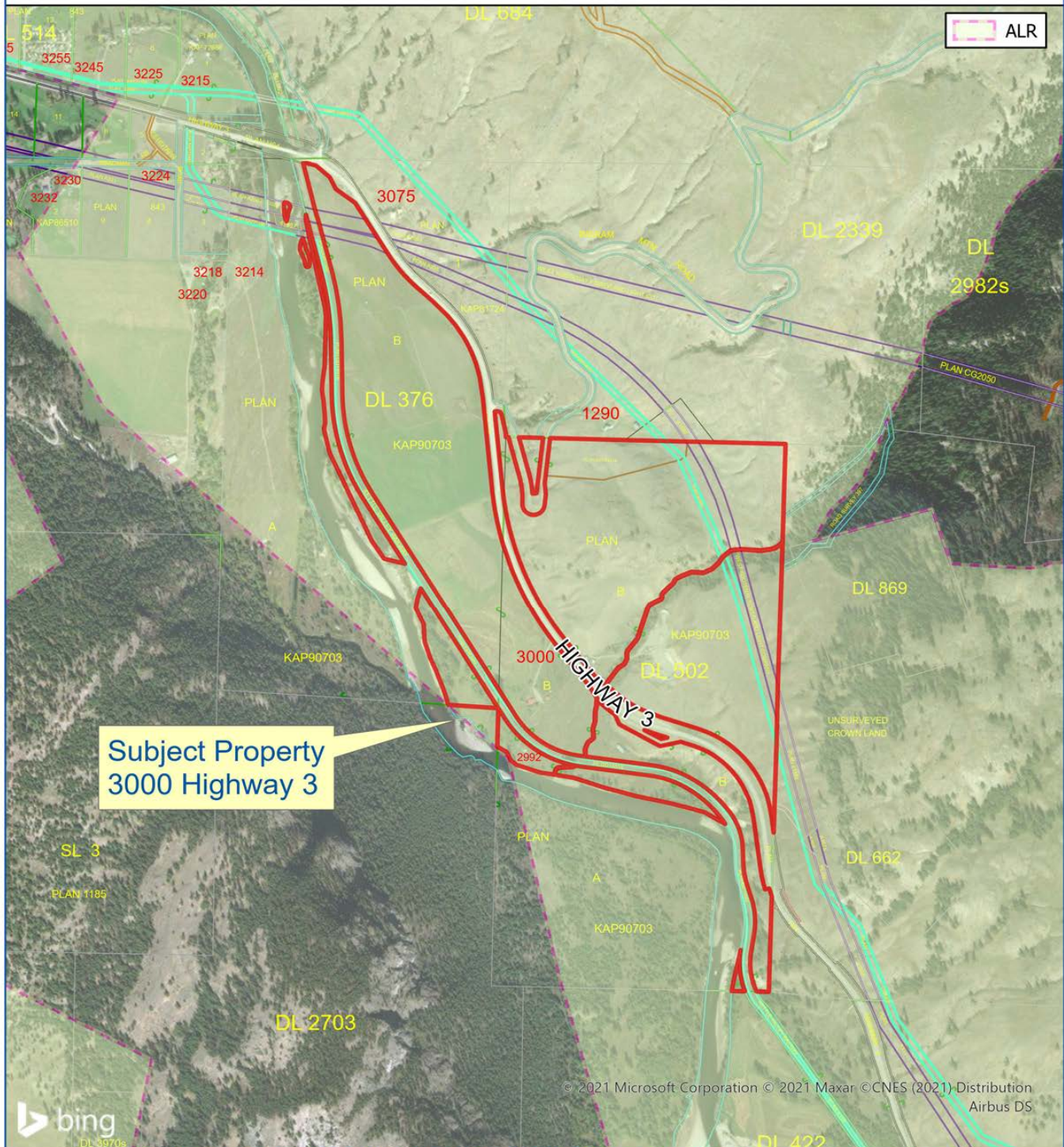
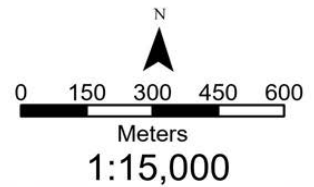


## Regional District of Kootenay Boundary

Date: 2021-04-15

## Subject Property Map

Lot B, Plan KAP90703,  
District Lot 376 502,  
Similkameen Div of Yale Land District



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

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# Provincial Agricultural Land Commission - Applicant Submission

**Application ID:** 62817

**Application Status:** Under LG Review

**Applicant:** Tessa Straus , James Smith

**Local Government:** Kootenay Boundary Regional District

**Local Government Date of Receipt:** 04/01/2021

**ALC Date of Receipt:** This application has not been submitted to ALC yet.

**Proposal Type:** Non-Adhering Residential Use - Additional Residence for Farm Use

**Proposal:** A secondary residence needed for farm hands

**Mailing Address:**

[REDACTED]

**Primary Phone:** [REDACTED]

**Email:** [REDACTED]

## Parcel Information

### Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

**Parcel Identifier:** 028-201-710

**Legal Description:** Lot 376 502, similkameen div of yale land dist

**Parcel Area:** 121.3 ha

**Civic Address:** 3000 Highway 3 Midway

**Date of Purchase:** 09/07/2015

**Farm Classification:** Yes

**Owners**

1. **Name:** Tessa Straus

**Address:**

[REDACTED]

**Phone:**

**Email:** [REDACTED]

2. **Name:** James Smith

**Address:**

[REDACTED]

**Phone:**

**Email:** [REDACTED]

---

**Applicant:** Tessa Straus , James Smith

### **Current Use of Parcels Under Application**

**1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**

*90 acres of irrigated hay land - alfalfa and orchard grass, use for animal feed. Cover crops during turn over normally consist of oats or peas also for forage crops.*

**2. Quantify and describe in detail all agricultural improvements made to the parcel(s).**

*All fields have been turned over and replanted, new main line was buried and irrigation equipment has all been updated to more efficient models. VFD pumps have replaced older models for greater efficiency and soil testing done for optimum fertilizing potential.*

**3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).**

*Gravel pit on the none arable land ( mountain side, without top soil or access to water) farm house also on low top soil land*

### **Adjacent Land Uses**

#### **North**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** cattle

#### **East**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** hay land

#### **South**

**Land Use Type:** Recreational

**Specify Activity:** hunting cabin

#### **West**

**Land Use Type:** Recreational

**Specify Activity:** vacant

### **Proposal**

**1. What is the purpose of the proposal?**

*A secondary residence needed for farm hands*

**2. Describe the necessity for an additional residence for farm use and how it will support agriculture in the short or long term.**

*Farm employee residence, needed to ensure help has a place to live while working with our business*

**3. Describe the size, type and number, as well as occupancy of all residential structures currently located on the property.**

*1622 sq foot, log 3 bedroom, 3 bathroom single family house - built in 1981*

*Owners family - 2 adult children, 2 young children, husband and wife reside*

**Applicant:** Tessa Straus , James Smith

**4. What is the total floor area of the proposed additional residence in square metres?**

90 m<sup>2</sup>

**5. Describe the rationale for the proposed location of the additional residence.**

*The house would be located on the none arable side of the property near the gravel pit, the land has almost no farmable value. Has a gravel road 95% of the way to it and has access to gas and electricity already.*

**6. What is the total area of infrastructure necessary to support the additional residence?**

*well, septic, continue gravel road to house site. approx 250 square meters*

**7. Do you need to import any fill to construct the additional residence or infrastructure?**

*No*

**Applicant Attachments**

- Proposal Sketch-62817
- Certificate of Title-028-201-710

**ALC Attachments**

None.

**Decisions**

None.

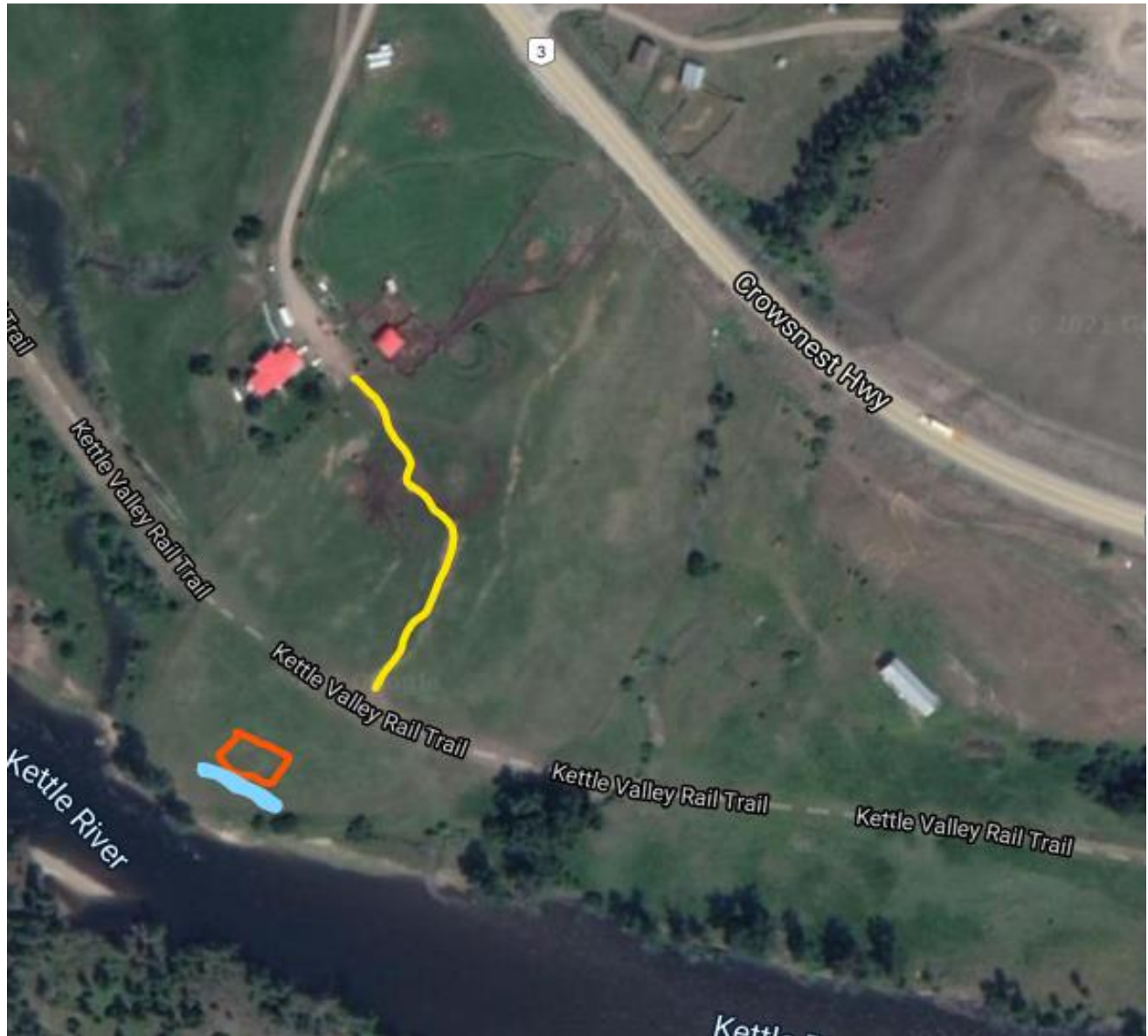
**Applicant:** Tessa Straus , James Smith



Bright yellow – Existing gravel Road

Orange square – house location

Light blue line – “front” of the house





## Staff Report

**Date:** 24 Jun 2021

**File**

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

**From:** Carolyn Gillis, Financial Services Manager

**Re:** 2020 Statement of Financial Information

### Issue Introduction

A staff report from Carolyn Gillis, Financial Services Manager, regarding the 2020 Statement of Financial Information (SOFI).

### History/Background Factors

An annual report on the Regional District finances is required by Section 376 of the *Local Government Act* and the SOFI report is a requirement of Section 2 of the *Financial Information Act*.

The SOFI report includes the approved 2020 Financial Statements and related Auditor's Report dated April 29, 2021. Additional schedules are included in the SOFI report as prescribed by the *Financial Information Act*.

### Implications

Required for compliance with legislation. The *Financial Information Act* prescribes a fee to be paid if the requester of the SOFI report is a member of the public. However, the Board of Directors has the option to waive this fee.

### Advancement of Strategic Planning Goals

Supports all primary goals.

### Background Information Provided

2020 Statement of Financial Information

### Alternatives

None.

**Recommendation(s)**

That the Regional District of Kootenay Boundary Board of Directors approve the SOFI report for the year ended December 31, 2020; and

That the Regional District of Kootenay Boundary Board of Directors make the SOFI report available to the public by providing copies on request and by making the reports available on the Regional District's web site; and

That the Regional District of Kootenay Boundary Board of Directors waive the fee for the SOFI report as prescribed by the *Financial Information Act*.

## **Regional District of Kootenay Boundary**

# **STATEMENT OF FINANCIAL INFORMATION**

**DECEMBER 31, 2020**

Report for Approval



## **CONTENTS**

- Approval
- Schedule of Debt
- Schedule of Guarantees and Indemnities
- Schedule of Payments to Suppliers of Goods & Services
- Schedule of Elected Official Remuneration & Expenses
- Schedule of Employee Compensation & Expenses
- Schedule of Severance Agreements Paid
- Financial Statements for the year ending December 31, 2020

Report for Approval



**APPROVAL**

FOR THE YEAR ENDING DECEMBER 31, 2020

The following schedules of Debt, Guarantees and Indemnities, Remuneration and payments to suppliers for goods and services have been prepared by the staff of the Regional District of Kootenay Boundary from the accounting records of the District in compliance with the requirements of the Financial Information Act its associated regulations and directives. These schedules have been reviewed and approved by the Board of Directors of the Regional District of Kootenay Boundary.

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

\_\_\_\_\_  
Barbara Ihlen, MBA, CPA, CGA  
General Manager of Finance, CFO

\_\_\_\_\_  
Diane Langman  
Board of Directors Chair

June 24, 2021



**SCHEDULE OF DEBT**  
FOR THE YEAR ENDING DECEMBER 31, 2020

The schedule of debt obligations of the Regional District of Kootenay Boundary is presented in the 2020 Annual Financial Statements as Schedule 5. The 2020 Annual Financial Statements are included in and comprise a component of the Statement of Financial Information.

The schedule of debt obligations contains debentures issued on behalf of municipalities throughout the Regional District. The listed municipalities and Regional District of Kootenay Boundary are severally liable for the debentures issued on behalf of the municipalities; however, the Regional District of Kootenay Boundary is ultimately jointly liable for the debenture issues.

Barbara Ihlen, MBA, CPA, CGA  
General Manager of Finance, CFO



**SCHEDULE OF GUARANTEES AND INDEMNITIES**  
FOR THE YEAR ENDING DECEMBER 31, 2020

The Regional District of Kootenay Boundary has not extended any guarantees nor extended any security either implied or stated for any liability except for debentures issued as presented in the schedule of debts. Municipalities within the Regional District of Kootenay Boundary are severally liable for debentures issued on their behalf through the Regional District; however, the Regional District of Kootenay Boundary is ultimately jointly liable for these issues.

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Barbara Ihlen, MBA, CPA, CGA  
General Manager of Finance, CFO





**SCHEDULE OF PAYMENTS TO  
SUPPLIERS OF GOODS AND SERVICES**  
FOR THE YEAR ENDING DECEMBER 31, 2020

The schedule of amounts paid to suppliers of goods and services is presented on a cash basis. This schedule may not reconcile to the financial statements of the Regional District of Kootenay Boundary which are produced using accrual accounting.

This schedule lists amounts of \$ 25,000 or more paid to suppliers of goods and services as well as grants and expenditures relating to debt servicing during 2020.

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Barbara Ihlen, MBA, CPA, CGA  
General Manager of Finance, CFO



**Regional District of Kootenay Boundary  
Schedule of Payments to Suppliers of Goods and Services  
For the year ended December 31, 2020**

<b>Supplier Code</b>	<b>Name</b>	<b>Reported</b>
KOO026	0782508 BC Ltd dba Kootenay Weed Control	85,205.27
AMF010	A.M. Ford	52,816.02
WIL007	Adam Williams	29,319.01
ALP030	Alpine Disposal & Recycling	836,074.62
AON002	AON Canada Inc.	215,907.50
ARR020	Arrow Professional Landscaping	37,538.00
ASS040	Associated Fire Safety	37,631.24
AUS020	Austin Engineering Ltd	38,387.40
BVC001	B.V. Communications Ltd.	45,837.60
BCT030	BC Transit	1,384,471.75
BEA130	Beaver Valley Library	207,918.00
BEN015	Benefits By Design	26,973.79
BIG025	Big White Utilities	123,548.73
BLA050	Black Press Group Ltd.	31,052.56
BOU017	Boundary Invasive Species Society	60,783.33
BRE020	Brenntag Canada Inc.	29,164.93
CAM070	Cam Campbell Holdings Ltd.	44,132.79
CAR012	Caro Analytical Services	41,833.43
CAR015	Carvello Law Corporation	39,853.12
CAS016	Cascades Recovery Inc.	61,934.22
CAS026	Casino Water District	70,000.00
CAS024	Castlegar Hyundai	91,092.16
CAS160	Castlegar Toyota	50,374.13
CHM010	CH Mechanical	51,171.68
CHA020	Champion Chevrolet	51,920.77
CHR440	Christina Gateway Development Association	174,692.66
CHR010	Christina Lake Community Association	35,056.02
CHR120	Christina Lake Mechanical	46,803.74
CHR002	Christina Lake Stewardship Society	48,364.00
CIE020	CI Excavating	38,598.01
GRA010	City of Grand Forks	537,693.32
GRE010	City of Greenwood	59,099.61
KEL030	City of Kelowna	377,646.30
TRA010	City of Trail	716,283.19
CIT060	City Spaces Consulting Ltd.	130,390.78
CIT050	Cityview A Division Of N Harris Computer Corp.	26,650.50
CIV040	Civic Legal LLP	47,590.94
CLE050	Cleartech Industries	30,878.54
COL390	Columbia Basin Broadband Corporation	50,422.40
COM020	Commissionaires British Columbia	119,421.06
COO003	Cooperwilliams Law	33,660.58
DEL070	Dell Canada Inc	91,318.17
DHC010	DHC Communications Inc.	82,260.44
EBB010	Ebbwater Consulting Inc	141,446.98
EPP020	Eppel Construction Ltd	745,161.18
ESR010	Esri Canada Ltd.	41,731.20
FOR010	Fortis BC - Electricity	314,027.25
FOR040	Fortis BC - Natural Gas	140,340.67
FRO110	Frontline Operations Group Ltd.	62,239.07
GEN020	Genelle Recreation Commission	47,225.00
GFL001	GFL Environmental Inc 2020	103,926.50
GRA170	Grand Forks & District Public Library	413,606.00
GRE039	Great West Equipment	369,263.52
HYD001	Hydraclean Restoration Services Ltd.	278,138.09
INL070	Inland Allcare	109,262.99

**Regional District of Kootenay Boundary  
Schedule of Payments to Suppliers of Goods and Services  
For the year ended December 31, 2020**

<b>Supplier Code</b>	<b>Name</b>	<b>Reported</b>
INS010	Insurance Corporation of BC	105,190.00
KEL016	Kelowna Chevrolet	58,469.60
KEN090	Kenny White Contracting	40,058.72
KGC001	KGC Fire Rescue Inc.	141,700.03
KON001	Kone Inc.	59,790.88
KOO015	Kootenay Columbia Trails Society	105,961.00
LOR010	Lordco Parts Ltd.	28,681.53
LOW020	Lower Columbia Community Development Team Society	80,756.00
MIL160	Mills Office Productivity	54,593.04
MIN180	Minister Of Finance Ministry Of Public Safety	35,184.99
MOR015	Morrow Bioscience Ltd.	99,137.66
MUN050	Municipal Insurance Assoc. of B.C.	67,875.09
MUN002	Municipal Pension Plan	861,314.40
OPU020	Opus Consulting Group Ltd	117,312.61
OSO040	Osoyoos Indian Band	29,624.41
PAC020	Pacific Blue Cross	454,977.74
PAL005	Paladin Security Group Ltd.	216,944.94
PEA070	Peak Hydromet Solutions	29,211.00
PER015	Perfect Surfaces	51,270.76
PET010	Petro Canada	76,629.66
PHO030	Phoenix Benefits Solutions	26,847.00
PHO002	Phoenix Mountain Alpine Ski Society	25,000.00
PJS010	PJS Systems Inc.	70,331.22
POW100	Power Tech Electric Ltd.	51,747.70
PRO065	Province Of British Columbia	127,063.85
REC010	Receiver General For Canada	453,499.52
RED190	Red Dragon Consulting	38,745.00
REG070	Regional District of Central Okanagan	60,246.00
REG080	Regional District of East Kootenay	33,230.00
RID010	Ridgetop Meat Pies	57,402.39
ROC030	Rocky Mountain Phoenix	872,970.67
SEL040	Selkirk College (Castlegar)	25,348.00
SPC010	Society For Prevention of Cruelty To Animals	89,244.00
SOF020	Softchoice LP	98,814.25
SOU015	Southern Frontier Forestry Services	60,145.46
SUN012	Suncorp Valuations	31,500.00
SUP170	Super Save Disposal Inc.	157,667.83
TEL001	Telus Communications (B.C.) Inc.	71,329.91
TEL002	Telus Mobility	58,230.09
TER010	Terus Construction Ltd Db a Selkirk Paving	34,583.89
TET010	Tetra Tech Canada Inc.	55,615.49
THO130	Thompson Okanagan Tourism Association	88,162.75
TRA190	Trail & District Arts Council	44,375.00
TRA038	Trails To The Boundary Society	49,657.75
TRU040	True Consulting Group	28,855.57
VAL130	Vallen	30,899.09
FRU010	Village of Fruitvale	594,043.35
MID010	Village of Midway	89,115.05
MON010	Village of Montrose	116,333.64
WAR020	Village of Warfield	31,902.10
VMS020	VMS Comfort Plus Inc	56,695.24
WAS030	Wasp Manufacturing Ltd.	38,292.75
WEN002	Weninger Construction & Design Ltd.	250,582.71
WES029	West Boundary Community Services Cooperative	43,864.09
WES025	Westek Controls Ltd.	126,634.20

**Regional District of Kootenay Boundary**  
**Schedule of Payments to Suppliers of Goods and Services**  
**For the year ended December 31, 2020**

<b>Supplier Code</b>	<b>Name</b>	<b>Reported</b>
WHO010	Wholesale Fire & Rescue Ltd.	36,039.39
WOR010	Worker's Compensation Board of BC	228,284.95
WSA010	Wsa Engineering Ltd.	46,444.23
WSP020	Wsp Canada Group Ltd.	105,062.95
WSP010	Wsp Canada Inc.	56,107.40
<b>Total Suppliers Equal and Over \$25,000</b>		<b>\$16,433,739</b>
<b>Other Suppliers Under \$25,000</b>		<b>3,186,140</b>
<b>Total</b>		<b>\$19,619,879</b>

**SCHEDULE OF ELECTED OFFICIAL  
REMUNERATION & EXPENSES**  
FOR THE YEAR ENDING DECEMBER 31, 2020

The schedule of Director Remuneration and expenses is presented on a cash basis. This schedule does not reconcile to the financial statements of the Regional District of Kootenay Boundary which are based on accrual accounting.

This schedule lists all amounts paid to individuals holding elected office on the Board of Directors of the Regional District of Kootenay Boundary during 2020.

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Barbara Ihlen, MBA, CPA, CGA  
General Manager of Finance, CFO



**Regional District of Kootenay Boundary  
Schedule of Remuneration and Expenses: Elected Officials  
For the year ended December 31, 2020**

<b>Elected Official</b>	<b>Position</b>	<b>Remuneration</b>	<b>Expenses</b>	<b>Total Remuneration &amp; Expenses</b>
Cacchioni, Robert	Trail Director	21,847	1,121	22,968
Dunsdon, Richard	Midway Director	18,650	1,255	19,905
Edwards, Bill	Electoral Area 'B'/Lower Columbia-Old Glory Director	368	-	368
Gee, Vicki	Electoral Area 'E'/West Boundary Director	41,106	7,000	48,106
Grieve, Ali	Electoral Area 'A' Director	41,841	1,266	43,107
Korolek, Cathy	Grand Forks Director	15,788	94	15,882
Krog, Neil	Councillor, City of Grand Forks	3,216	-	3,216
Langman, Diane Δ	Warfield Director	48,842	2,478	51,320
Mcgregor, Grace*	Electoral Area 'C'/Christina Lake Director	49,517	5,292	54,809
Morel, Andy	Rossland Director	18,496	92	18,588
Morissette, Steve	Fruitvale Director	19,364	69	19,433
Nightingale, Janice	Rossland Director (Alternate)	184	-	184
Noll, Barry	Greenwood Director	2,766	-	2,766
Parkinson, Arlene	Warfield Director (Alternate)	1,472	294	1,766
Russell, Roly	Electoral Area 'D'/Rural Grand Forks Director (Former)	34,856	952	35,808
Shaw, Gerry	Greenwood Director (Former)	10,701	879	11,580
Taylor, Brian	Grand Forks Director (Alternate)	2,265	32	2,297
Tollis, Mike	Electoral Area 'D'/Rural Grand Forks Director (Alternate)	4,027	-	4,027
Walsh, Michael	Montrose Director	18,444	214	18,658
Worley, Linda	Electoral Area 'B'/Lower Columbia-Old Glory Director	45,051	6,514	51,565
<b>Total</b>		<b>\$ 398,801</b>	<b>\$ 27,552</b>	<b>\$ 426,353</b>

Δ Denotes Chairperson

\* Denotes Vice-Chairperson

**SCHEDULE OF EMPLOYEE REMUNERATION  
& EXPENSES**

FOR THE YEAR ENDING DECEMBER 31, 2020

The schedule of remuneration is presented on a cash basis. This schedule does not reconcile to the financial statements of the Regional District of Kootenay Boundary which are based on accrual accounting.

This schedule lists amounts over \$ 75,000 paid to individuals providing employment services for the Regional District of Kootenay Boundary during 2020.

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Barbara Ihlen, MBA, CPA, CGA  
General Manager of Finance, CFO



**Regional District of Kootenay Boundary  
Schedule of Remuneration and Expenses: Employees  
For the year ended December 31, 2020**

<b>Employee</b>	<b>Title</b>	<b>Remuneration</b>	<b>Expenses</b>	<b>Total Remuneration &amp; Expenses</b>
Alderson, Clayton	Firefighter 10 Year	\$ 116,754	\$ 240	\$ 116,994
Anderson, Kristina	Watershed Planner	85,055	2,029	87,084
Andison, Mark	Chief Administrative Officer	183,109	2,552	185,661
Boutin, Kyle	Firefighter 1st Class	122,818	240	123,058
Champlin, Brian	Manager of Building Inspection Services	97,359	1,022	98,381
Chandler, James	General Manager-Operations & Deputy CAO	139,199	2,019	141,218
Como, David	Firefighter 1st Class	105,406	240	105,646
Cormack, Christopher	Fire Chief: Big White	112,999	601	113,600
Crossman, Steven	Landfill Supervisor	81,118	291	81,409
Daines, Mark	Manager of Facilities & Recreation, and Assistant	100,841	187	101,028
Dean, Donna	Manager of Planning & Development	101,893	978	102,871
Denkovski, Goran	Manager of Infrastructure & Sustainability	97,284	4,408	101,692
Depellegrin, Lee	Firefighter 10 Year	123,814	286	124,100
Derby, Daniel	Regional Fire Chief	142,103	4,023	146,126
Dougall, Janine	General Manager of Environmental Services	122,265	309	122,574
Ferraby, Gregory	Firefighter Captain	146,688	350	147,038
Foster, Joshua	Deputy Fire Chief: Big White	80,513	3,345	83,858
Gallamore, Glen	Regional Deputy Fire Chief	128,855	951	129,806
Geary, Joe	Fire Chief: Christina Lake	88,175	1,226	89,401
Gill, Colin	Firefighter 3rd Class	81,376	438	81,814
Gillis, Carolyn	Financial Services Manager	99,580	1,325	100,905
Green, Dale	Manager of Information Services	90,696	126	90,822
Hardy, Jeffrey	Building Maintenance 3/Electrician	75,924	608	76,532
Harpham, Sherry	Water/Wasterwater Operator II	75,524	3,455	78,979



**Regional District of Kootenay Boundary  
Schedule of Remuneration and Expenses: Employees  
For the year ended December 31, 2020**

<b>Employee</b>	<b>Title</b>	<b>Remuneration</b>	<b>Expenses</b>	<b>Total Remuneration &amp; Expenses</b>
Henderson, Derek	Deputy Fire Chief: Big White	80,829	5,260	86,089
Ihlen, Barbara	General Manager of Finance/CFO	120,452	7,478	127,930
Keys, Paul	Manager of Facilities & Recreation	96,166	9,393	105,559
Langman, Jason	Firefighter 10 Year	120,988	240	121,228
Larmour, Matthew	Firefighter 1st Class	126,503	2,144	128,647
Lenardon, Theresa	Manager of Corporate Administration	101,340	721	102,061
Lenarduzzi, Mike	Firefighter 10 Year	101,681	240	101,921
Maika, Frances	Corporate Communications Officer	92,829	1,447	94,276
McGregor, Robert	Operations Coordinator (Landfill)	87,565	800	88,365
Milne, Jason	Firefighter Captain	141,279	315	141,594
Moore, Elizabeth	Senior Planner	82,710	3,084	85,794
Morris, Richard	Firefighter 10 Year	128,299	398	128,697
Paakkunainen, Jeff	Chief Operator Utilities	94,577	3,095	97,672
Parsons, Michael	Firefighter 1st Class	112,159	240	112,399
Phillips, Freya	Senior Energy Specialist	80,554	278	80,832
Santori, Kevin	Building & Plumbing Official Level III	77,564	2,823	80,387
Russell, Luke	Firefighter 1st Class	116,959	1,165	118,124
Silva, Robert	Building & Plumbing Official Level III	87,592	1,180	88,772
Smyth, Ryan	Firefighter Captain	130,373	240	130,613
Stephens, Mark	Manager of Emergency Programs & Paid-On-Call	91,465	312	91,777
Taylor, Cody	Water/Wasterwater Operator II	89,949	289	90,238
Tyson, Grant	Firefighter Captain	135,875	240	136,115
<b>Total Employees earning greater than \$75,000</b>		<b>\$ 4,897,056</b>	<b>\$ 72,631</b>	<b>\$ 4,969,687</b>
<b>Total for Employees earning less than \$75,000</b>		<b>4,261,901</b>	<b>63,775</b>	<b>4,325,676</b>
<b>Total</b>		<b>\$ 9,158,957</b>	<b>\$ 136,406</b>	<b>\$ 9,295,363</b>

**SCHEDULE OF SEVERANCE AGREEMENTS**  
FOR THE YEAR ENDING DECEMBER 31, 2020

There was no severance agreement under which payment commenced between the Regional District of Kootenay Boundary and its non-unionized employees during the fiscal year ending December 31, 2020.

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Barbara Ihlen, MBA, CPA, CGA  
General Manager of Finance  
Regional District of Kootenay Boundary



**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**FINANCIAL STATEMENTS**  
December 31, 2020

Report for Approval

Report for Approval

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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For the year ended December 31, 2020

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Report for Approval

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**REGIONAL DISTRICT OF KOOTENAY BOUNDARY****MANAGEMENT'S RESPONSIBILITY**For the year ended December 31, 2020

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To the Board of Directors of Regional District of Kootenay Boundary,

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed entirely of individuals who are neither management nor employees of the Regional District. The Board of Directors is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board of Directors fulfill these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board of Directors is also responsible for appointing the Regional District's external auditors.

Grant Thornton LLP, an independent firm of Chartered Professional Accountants, is appointed by the Board of Directors to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with, both the Board of Directors and management to discuss their audit findings.



Mark Andison  
Chief Administrative Officer



Barb Ihlen, MBA, CPA, CGA  
General Manager of Finance, CFO

April 29, 2021  
Trail, British Columbia

Report for Approval





## Independent Auditor's Report

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To the Board of Directors of the  
Regional District of Kootenay Boundary

### Opinion

We have audited the financial statements of the Regional District of Kootenay Boundary ("the Regional District"), which comprise the statement of financial position as at December 31, 2020, and the statements of operations and accumulated surplus, change in net assets and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Regional District of Kootenay Boundary as at December 31, 2020, and its results of operations, its changes in its net assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Regional District in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Regional District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Regional District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Regional District's financial reporting process.

## Independent Auditor's Report (continued)

### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Regional District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Regional District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Regional District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Trail, Canada  
April 29, 2021

*Grant Thornton LLP*

Chartered Professional Accountants

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL POSITION

As at December 31, 2020

	2020	2019
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents	\$ 15,414,492	\$ 2,291,950
Short term investments (Note 2)	15,675,020	23,920,905
Accounts receivable (Note 3)	2,008,803	2,393,822
Municipal Finance Authority debt reserve fund (Note 4)	1,978,123	1,934,961
Debenture debt receivable from municipalities (Note 5)	30,588,810	32,222,763
	<u>\$ 65,665,248</u>	<u>\$ 62,764,401</u>
<b>FINANCIAL LIABILITIES</b>		
Accounts payable	\$ 2,740,237	\$ 1,962,131
Payables to other governments	575,024	950,214
Municipal Finance Authority debt reserve fund (Note 4)	1,978,123	1,934,961
Debenture debt (Note 5) (Schedule 1)	40,124,436	41,600,260
Temporary borrowing (Note 6) (Schedule 2)	2,217,353	2,321,949
Other long term debt (Note 7)	21,598	46,439
Deferred revenue (Note 8)	5,253,936	3,799,401
Landfill closure and post-closure (Note 9)	5,478,701	5,238,074
Employee benefits (Note 10)	240,600	212,800
	<u>\$ 58,630,008</u>	<u>\$ 58,066,229</u>
<b>NET ASSETS</b>	<u>\$ 7,035,240</u>	<u>\$ 4,698,172</u>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Schedule 3)	\$ 53,371,735	\$ 52,705,017
Inventory	2,974	2,596
Prepaid expenses	273,580	222,637
	<u>\$ 53,648,289</u>	<u>\$ 52,930,250</u>
<b>ACCUMULATED SURPLUS (Note 11)</b>	<u>\$ 60,683,529</u>	<u>\$ 57,628,422</u>

  
 General Manager of Finance/CFO

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS

For the year ended December 31, 2020

	Budget	2020	2019
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 1,842,497	\$ 1,953,349	1,855,909
Services provided to other governments	336,028	264,812	340,339
Sale of services	4,859,634	4,446,644	5,026,038
Gain (loss) on disposal	-	9,796	(60,905)
Other revenue	3,606,090	2,372,184	1,956,736
Transfers from:			
Electoral area tax levy	12,463,229	12,172,020	11,448,545
Member municipalities	9,822,195	10,114,302	9,682,405
Other governments	2,582,722	1,218,753	2,257,083
	<u>\$ 35,512,395</u>	<u>\$ 32,551,860</u>	<u>\$ 32,506,150</u>
<b>EXPENSES</b>			
General government services	\$ 3,985,086	\$ 3,273,209	\$ 3,277,317
Protective services	8,304,464	8,820,086	9,163,852
Transportation services	1,892,256	1,226,959	1,650,305
Environmental health services	8,115,681	8,460,688	8,537,742
Development services	2,000,485	1,774,471	1,361,699
Recreational and cultural services	6,607,950	5,941,340	6,190,959
	<u>\$ 30,905,922</u>	<u>\$ 29,496,753</u>	<u>\$ 30,181,874</u>
<b>Annual surplus (Note 12)</b>	<u>\$ 4,606,473</u>	<u>\$ 3,055,107</u>	<u>\$ 2,324,276</u>
<b>Accumulated surplus, beginning of year</b>	<u>57,628,423</u>	<u>57,628,422</u>	<u>55,304,146</u>
<b>Accumulated surplus, end of year</b>	<u>\$ 53,021,950</u>	<u>\$ 60,683,529</u>	<u>\$ 57,628,422</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF CHANGES IN NET ASSETS

For the year ended December 31, 2020

	Budget	2020	2019
<b>Annual surplus (Note 12)</b>	<u>\$ 4,606,473</u>	<u>\$ 3,055,107</u>	<u>\$ 2,324,276</u>
Acquisitions of tangible capital assets	(8,998,145)	(3,377,715)	(3,831,457)
(Gain) loss on disposal of tangible assets	-	(9,796)	60,905
Proceeds on disposal of tangible capital assets	-	16,000	43,500
Amortization	-	2,704,793	2,663,924
	<u>\$ (8,998,145)</u>	<u>\$ (666,718)</u>	<u>\$ (1,063,128)</u>
Inventory	\$ -	\$ (378)	\$ 7,616
Prepaid expenses	-	(50,943)	(51,112)
	<u>\$ -</u>	<u>\$ (51,321)</u>	<u>\$ (43,496)</u>
<b>Change in net assets</b>	<u>\$ (4,391,672)</u>	<u>\$ 2,337,068</u>	<u>\$ 1,217,652</u>
<b>Net assets, beginning of year</b>	<u>4,698,172</u>	<u>4,698,172</u>	<u>3,480,520</u>
<b>Net assets, end of year</b>	<u>\$ 306,500</u>	<u>\$ 7,035,240</u>	<u>\$ 4,698,172</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF CASH FLOWS

For the year ended December 31, 2020

	2020	2019
<b>OPERATING ACTIVITIES</b>		
Annual surplus	\$ 3,055,107	\$ 2,324,276
Non-cash items:		
Amortization	2,704,793	2,663,924
Gain (loss) on disposal of tangible capital assets	(9,796)	60,905
Actuarial reduction of debt	(105,273)	(167,021)
Landfill closure and post-closure expense	240,627	235,950
Employment benefits	27,800	15,800
Change in financial assets		
Accounts receivable	385,019	1,814,391
Change in non-financial assets		
Inventory	(378)	7,616
Prepaid expenses	(50,943)	(51,112)
Change in financial liabilities		
Accounts payable and payables to other governments	402,916	(41,552)
Deferred revenue	1,454,535	731,216
	<u>\$ 8,104,407</u>	<u>\$ 7,594,393</u>
<b>FINANCING ACTIVITIES</b>		
Principal repayments of debt	\$ (1,104,612)	\$ (1,423,143)
Advances of debt	1,238,577	2,266,641
Change in short-term investments	8,245,885	(2,859,067)
	<u>\$ 8,379,850</u>	<u>\$ (2,015,569)</u>
<b>CAPITAL ACTIVITIES</b>		
Acquisitions of tangible capital assets	\$ (3,377,715)	\$ (3,831,457)
Proceeds on disposal of tangible capital assets	16,000	43,500
	<u>\$ (3,361,715)</u>	<u>\$ (3,787,957)</u>
Increase (decrease) in cash and cash equivalents	\$ 13,122,542	\$ 1,790,867
Cash and cash equivalents, beginning of year	2,291,950	501,083
Cash and cash equivalents, end of year	<u>\$ 15,414,492</u>	<u>\$ 2,291,950</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

The Regional District of Kootenay Boundary ("RDKB", "Regional District") was incorporated in 1966 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of district-wide local government services to the residents of the eight municipalities and the five unincorporated electoral areas within its boundaries.

#### 1 SIGNIFICANT ACCOUNTING POLICIES

##### (a) Basis of presentation

The financial statements of the Regional District are prepared in accordance with Canadian generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board ("PSAB") of CPA Canada.

##### (b) Fund balances

The Regional District of Kootenay Boundary has segregated various funds used for specific activities or to meet certain objectives. The basic funds are briefly described as follows:

- *General Revenue Fund* - This fund is the main fund of the Regional District and is used to reflect the normal operating activities including collection of revenues, administering operations and servicing general debt.
- *Water and Sewer Funds* - The water and sewer system funds have been established as self-liquidating funds to cover the costs of operating these utilities. The capital funds hold the capital assets and long-term debt related to these functions.
- *Transit Fund* - This fund provide for the operation of the conventional and special needs public transit systems.
- *Capital Funds* - These funds are used to reflect capital assets and work-in-progress offset by the related long-term debt and investment in capital assets.
- *Reserve Fund* - This fund has been created to hold assets in the manner of a trust, and to provide monies for specific future capital and operational requirements.

##### (c) Assets

Assets are recognized when the following criteria are met:

- A future economic benefit exists that involves a capacity, singly or in combination with other assets, to provide goods and services, to provide future cash inflows, or to reduce cash outflows.
- The Regional District controls the economic resource and access to the future economic benefit.
- The transaction giving rise to the Regional District's control has already occurred.

##### (d) Cash and cash equivalents

Cash and cash equivalents consist of cash, highly liquid money market investments and investments that can be converted to cash within 90 days of inception.

##### (e) Short term investments

Short term investments are recorded at cost, however when there has been a loss in value that is other than a temporary decline, the investment is written down to recognize the loss.

##### (f) Inventory

Inventory is recorded at the lower of cost or replacement cost on a first in first out basis.

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

#### (g) Tangible capital assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less the residual value, of the tangible capital asset is amortized on a straight-line basis over its estimated useful life as follows:

Type	Estimated useful life
Land	Not amortized
Building	15 - 50 years
Machinery & Equipment	3 - 40 years
Land Improvements	12 - 90 years
Water Infrastructures	5 - 80 years
Sewer Infrastructures	5 - 50 years

Contributed or donated assets are capitalized and recorded at their estimated fair value upon acquisition, with a corresponding entry to revenue in the period received. Work-in-progress are projects that are currently under planning, development, or construction that will result in a tangible capital asset at a future date. These costs are not amortized until the asset is available and ready for productive use. Interest incurred on borrowed funds used during construction is not capitalized.

#### (h) Revenues

Taxes and grants in lieu of taxes are recognized as revenue in the year they are levied. Services provided to other governments, sales of services, user fees and other revenues are recognized in the year that the related service is provided. Conditional grant revenue is recognized in the year in which the imposed conditions are met. Unconditional grant revenue is recognized in the year when the monies are received. Grants for the acquisition of tangible capital assets are recognized in the period when the expenditure is made.

Government transfers are the transfer of monetary assets or tangible capital assets from other levels of government that are not the result of an exchange transaction, not expected to be repaid in the future, and not expected to generate a financial return to the transferor. Government transfers are recognized as revenue in the period that the transfer is authorized, eligibility criteria, if any, have been met, and a reasonable estimate of the amount to be received can be made.

#### (i) Use of estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Significant items subject to such estimates and assumptions include the valuation of accounts receivable, accrued liabilities, valuation of the landfill closure and post closure costs, liabilities for contaminated sites, and useful lives of tangible capital assets. Actual results could differ from management's best estimates as additional information becomes available in the future.

#### (j) Contaminated sites

Liabilities for remediation of contaminated sites are recognized when an environmental standard exists, contamination exceeds the standard, the Regional District has responsibility for remediation of the site, future economic benefits will be given up, and a reasonable estimate of the amount can be made.



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

#### (k) Related parties

Related parties include (i) key management personnel, who are individuals responsible for planning, directing and controlling the activities of the Regional District, (ii) members of the Board of Directors, (iii) close family members of key management personnel and members of the Board of Directors, and (iv) entities that are controlled, subject to common control, and/or subject to significant influence by any of the previously listed parties.

Transactions with a related party that occurred at a value different from that which would have been arrived at if the parties were unrelated are disclosed.

No transactions require disclosure for the year ended December 31, 2020.

#### 2 SHORT TERM INVESTMENTS

	2020	2019
Short term investments	\$ 15,675,020	\$ 23,920,905

Short term investments are comprised of guaranteed income certificates of various dates not exceeding 12 months maturity, and various investment funds held with Municipal Finance Authority of British Columbia.

#### 3 ACCOUNTS RECEIVABLE

	2020	2019
Local governments	\$ 354,920	\$ 359,205
Provincial governments	1,012,160	1,204,675
Federal governments	232,722	246,951
	<u>\$ 1,599,802</u>	<u>\$ 1,810,831</u>
Trade and other receivables	409,001	582,991
	<u>\$ 2,008,803</u>	<u>\$ 2,393,822</u>

#### 4 MUNICIPAL FINANCE AUTHORITY DEBT RESERVE FUND

The Municipal Finance Authority of British Columbia ("MFA", "Authority") provides capital financing for regional districts and their member municipalities. The Authority is required to establish a debt reserve fund into which each regional district and member municipality, who share in the proceeds of debt issued through the Regional District, are required to pay certain amounts set out in the debt agreements.

These reserves consist of cash deposits and demand notes as security for default on MFA debenture debt. The cash portion of the reserves and the interest earned each year (less administration expenses) becomes an obligation of MFA to the Regional District. The Authority must then use this fund, if at any time there are insufficient funds, to meet payments on its obligations. If this occurs, the Regional District may be called upon to restore the fund. The reserves will be used or cancelled upon maturity of the related MFA debenture.

	Demand notes	Cash deposits	2020	2019
Regional District	\$ 329,099	\$ 150,031	\$ 479,130	\$ 447,236
Member municipalities	940,176	558,817	1,498,993	1,487,725
			<u>\$ 1,978,123</u>	<u>\$ 1,934,961</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

#### 5 DEBENTURE DEBT

Debenture debt consists of borrowing from MFA. The details of debenture debt are provided in Schedule 1. Pursuant to the Local Government Act, the Regional District acts as the agency through which its member municipalities borrow funds from MFA. The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the Regional District is contingently liable to MFA for this debt.

	2020	2019
Debenture debt recoverable from member municipalities		
City of Grand Forks	\$ 3,186,286	\$ 3,318,576
City of Greenwood	11,654	22,754
City of Rossland	8,672,408	9,070,041
City of Trail	15,679,808	16,590,348
Village of Fruitvale	2,337,578	2,393,327
Village of Midway	100,474	120,492
Village of Warfield	600,602	707,225
	<u>\$ 30,588,810</u>	<u>\$ 32,222,763</u>
Regional District	<u>9,535,626</u>	<u>9,377,497</u>
	<u>\$ 40,124,436</u>	<u>\$ 41,600,260</u>

Payments of principal on issued debt of the Regional District for the following five years, excluding member municipality issuances, are as follows:

2021	520,894
2022	395,958
2023	395,958
2024	395,958
2025	395,958
Thereafter	7,430,900

Interest incurred on the issued debt of the Regional District during the year was \$350,410 (2019 - \$365,084).

#### 6 TEMPORARY BORROWING

The Regional District has temporary borrowing for equipment financing and short-term financing through MFA. Equipment financing agreements have terms of one to five years with principal and interest payable monthly. Short-term financing agreements provide cash flow for ongoing projects, with a maximum term of five years during which regular principal payments are not required and must either be repaid or converted to long term borrowing through a debenture issue at maturity, with interest at a variable rate calculated daily and payable monthly.

The details of temporary borrowing are provided in Schedule 2.

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

Payments of principal on temporary borrowing for the following five years are as follows:

2021	383,822
2022	356,402
2023	1,019,790
2024	168,907
2025	288,432

Interest incurred on temporary borrowing during the year was \$36,211 (2019 - \$32,437). As at December 31, 2020, the interest rate for equipment financing agreements was 1.22% (2019 - 2.54%) and the interest rate for short-term financing agreements was 1.21% (2019- 2.58%).

#### 7 OTHER LONG-TERM DEBT

In 2010, the Regional District agreed to purchase land and buildings from the City of Grand Forks through the Regional District's Boundary Animal Control Service for \$246,138. This agreement has a term of 12 years ending in 2021, with a fixed payment of \$27,001 payable annually on August 1, including interest of 4.65%.

	2020	2019
Opening principal balance outstanding	\$ 46,439	\$ 70,715
less principal paid during year	(24,841)	(24,276)
	<u>\$ 21,598</u>	<u>\$ 46,439</u>

Interest incurred on other long-term debt during the year was \$1,621 (2019 - \$3,263).

#### 8 DEFERRED REVENUE

	2020	2019
Deferred revenue	\$ 1,663,965	\$ 680,880
Community Works Funds (gas tax)	3,589,971	3,118,521
	<u>\$ 5,253,936</u>	<u>\$ 3,799,401</u>

During the 2020 year, \$489,000 was received under the Canada-B.C. Safe Restart Fund for Local Governments, and \$500,000 was received from the Province of B.C. to support the "Scaling Up the Meat Sector in Boundary Country" project. These amounts are included in full in deferred revenue.

##### (a) Gas Tax Agreement: Community Works Fund

Community Works Fund is a component of the Gas Tax Agreement funding provided by the Government of Canada, and administered through the Union of British Columbia Municipalities (UBCM).

	2020	2019
Opening Balance	\$ 3,118,521	\$ 2,462,368
Add: Amounts received in year	505,851	965,777
Interest earned	145,958	60,213
Less: Project funding disbursements	(180,359)	(369,837)
	<u>\$ 3,589,971</u>	<u>\$ 3,118,521</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

#### 9 LANDFILL CLOSURE AND POST-CLOSURE

The costs of landfill closure and post-closure have been defined in accordance with industry standards and the Canadian generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board ("PSAB") of CPA Canada.

The liability for landfill closure and post-closure costs have been based upon the estimated remaining years, the estimated total volumetric capacity of each site and the cumulative capacity used to December 31, 2020.

	2020	2019
Grand Forks landfill site	\$ 2,444,534	\$ 2,342,555
Greenwood landfill site	1,335,135	1,285,803
McKelvey Creek landfill site	1,699,032	1,609,716
	<u>\$ 5,478,701</u>	<u>\$ 5,238,074</u>

The total estimated landfill closure and post-closure care costs in the Regional District are calculated in present dollars as follows. Actual costs may vary due to future fluctuations in inflation and interest rates.

Site	Estimated remaining capacity (m <sup>3</sup> )	Estimated remaining years	Estimated total closure and post closure costs (present value)	Estimated future liability	Total recognized liability
Grand Forks landfill site	272,118	26	\$ 6,400,645	\$ 3,956,111	\$ 2,444,534
Greenwood landfill site	129,552	59	2,742,328	1,407,193	1,335,135
McKelvey Creek landfill site	873,006	61	8,889,212	7,190,180	1,699,032
			<u>\$ 18,032,185</u>	<u>\$ 12,553,484</u>	<u>\$ 5,478,701</u>

As at December 31, 2020, a total of \$5,478,701 has been designated for settling closure and post-closure liabilities. The estimated length of time required for post-closure care for each phase of each landfill site is 25 years.

#### 10 EMPLOYMENT BENEFITS

##### (a) Pension liability

The Regional District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2019, the plan had about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis. In 2020, the Regional District paid \$861,314 for employer contributions to the plan (2019 - \$830,535). The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

**(b) Post employment benefits**

Employees are entitled to earned benefits related to non-vested accumulating sick leave. The liability and expense for these post-employment benefits and compensated absences is recognized in the financial statements in the period in which employees render services and on the basis that the benefits are expected to be provided when the employees are no longer providing active service. A complete actuarial valuation was performed in December 2018 with the following assumptions:

	2020	2019
Discount rate (%)	2.10	2.70
Inflation rate (%)	2.50	2.50
Compensation increase rate (%)	2.58 - 4.63	2.58 - 4.63

The continuity of the Regional District's employee benefit liabilities are as follows:

	2020	2019
Benefit liability, beginning of year	\$ 212,800	\$ 197,000
Current service cost	13,900	13,200
Interest cost	6,100	6,800
Benefits paid	(11,600)	(16,200)
Actuarial loss (gain)	19,400	12,000
	<u>\$ 240,600</u>	<u>\$ 212,800</u>

**11 ACCUMULATED SURPLUS**

	2020	2019
General equity	\$ 3,549,865	\$ 3,257,720
Reserves	15,536,506	13,411,565
Equity in tangible capital assets	41,597,158	40,959,127
	<u>\$ 60,683,529</u>	<u>\$ 57,628,412</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

#### 12 ANNUAL BUDGET

The budget data presented in these financial statements is based on the 2020-2024 Financial Plan Bylaw 1735 as approved and adopted by the Board of Directors on March 31, 2020.

Budgeted cash inflows and outflows include transfers to and from reserves and other funds, and prior year surplus/deficits carried forward and principal repayments on debt. These transactions are not recognized as revenues and expenses on the Statement of Operations as they do not meet the inclusion requirements under public sector accounting standards.

	2020	2019
Budgeted annual surplus	\$ 4,606,473	\$ 1,399,658
Deduct		
Capital expenditures	(8,998,145)	(6,531,823)
Principal repayments of debt	(1,227,491)	(1,447,075)
Transfers to reserves	(2,547,278)	(1,294,020)
Add		
Proceeds from borrowing	1,970,100	3,660,064
Transfers from reserves	2,927,143	2,273,058
Prior year net surplus	3,269,198	1,940,138
Financial plan surplus	<u>\$ -</u>	<u>\$ -</u>

#### 13 CONTINGENT LIABILITIES

##### (a) Liability risk coverage

The Regional District is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by Section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any Subscriber. Under the Reciprocal Insurance Exchange Agreement the Regional District is assessed a premium and specific deductible for its claims based on population. The obligation of the Regional District with respect to the Exchange and/or contracts and obligations entered into by the Exchange on behalf of its Subscribers in connection with the Exchange are in every case several, and not joint and several. The Regional District irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other Subscribers against liability losses and costs which the other Subscriber may suffer.

##### (b) Insurance and legal claims

From time to time, the Regional District is brought forth as defendant in various lawsuits. The Regional District reviews its exposure to any potential litigation for which it would not be covered by insurance, and assesses whether a successful claim against the Regional District would significantly affect the financial statements. At the date of the financial statements, Management, together with the Municipal Insurance Association, has determined that potential liabilities, if any, arising from these claims will not be significant to the financial statements. The Regional District's insurance deductible for any claim is \$10,000.

#### 14 CONTAMINATED SITES

The Regional District evaluated all sites for which an environmental standard exists and for which it is directly responsible, and has concluded that no contamination exists that exceeds an environmental standard. Accordingly, no amount has been accrued in the financial statements as a liability for the environmental remediation of a contaminated site.

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2020

#### 15 SUBSEQUENT EVENTS

In March 2020, the COVID-19 outbreak caused governments worldwide to enact emergency measures to combat the spread of the virus. These measures, which include the implementation of facility closures, travel restrictions, self-isolation periods, and social and physical distancing, will have a significant impact on the local and global economy. At this time, it is not possible to reliably estimate the length and severity of the COVID-19 outbreak and how it may impact the Regional District's financial results for 2021.

#### 16 SEGMENTED INFORMATION

The services of the Regional District are segmented as follows, with operational results in Schedule 4.

##### **General government services**

This segment comprises the following services: general government administration, electoral area administration, and grants-in-aid. General government includes corporate services, information systems, and financial services. Corporate services involves staff and management working closely with the Board and community partners to coordinate the delivery of a wide range of functions and services. Financial services is responsible for the requisition of tax revenues from the Province and member municipalities, and all treasury and accounting functions. Information systems includes management of computer databases and communication systems used by the Regional District.

##### **Protective services**

This segment includes electoral area fire protection, regional fire rescue, 911 services, emergency preparedness, victims' services, building inspection, animal control, and mosquito control. These services are designed to provide a safe environment to the community.

##### **Transportation services**

This segment includes street light improvements and transit services.

##### **Environmental health services**

This segment includes effluent disposal, solid waste management services of recycling, collection, and transfer stations, water services, sewer services, invasive species, and noise control. The mandate of these programs is to coordinate delivery of the many day-to-day services required for community living.

##### **Development services**

This segment includes planning and development, and economic development services. The planning function is responsible for developing land use policies that provide guidance to elected officials, developers, the public and other decision makers.

##### **Recreation and cultural services**

This segment includes services providing community halls, recreational programming and libraries. Facilities managed within this area include parks and playgrounds, arenas, swimming pools, as well as community centers.

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### SCHEDULE 1: DEBENTURE DEBT

For the year ended December 31, 2020

MFA Issue	Recipient	Term in years	Date of maturity	Interest rate (%)	2020 Principal Outstanding	2019 Principal Outstanding
141	Village of Fruitvale	30	7-Apr-2047	2.80	\$ 2,337,579	\$ 2,393,327
112	City of Grand Forks	15	6-Oct-2025	3.73	28,028	33,004
126	City of Grand Forks	20	26-Sep-2033	3.85	1,290,917	1,365,571
149	City of Grand Forks	25	9-Oct-2044	2.24	1,867,338	1,920,000
75	City of Greenwood	20	1-Dec-2021	1.75	11,654	22,754
81	Village of Midway	20	22-Apr-2024	2.85	46,948	57,322
95	Village of Midway	20	13-Oct-2025	1.80	53,526	63,170
66	City of Rossland	25	5-Nov-2022	2.25	82,060	120,183
68	City of Rossland	25	24-Mar-2023	2.65	386,442	503,188
117	City of Rossland	20	12-Oct-2031	3.25	936,846	1,003,640
127	City of Rossland	30	7-Apr-2044	3.30	3,526,934	3,613,706
142	City of Rossland	30	4-Oct-2047	3.15	3,740,126	3,829,324
74	City of Trail	25	1-Jun-2026	1.75	270,100	307,918
77	City of Trail	25	1-Jun-2027	1.75	1,108,505	1,238,168
95	City of Trail	20	13-Oct-2025	1.80	695,969	821,365
104	City of Trail	20	30-Nov-2028	2.90	842,192	930,078
126	City of Trail	20	26-Sep-2033	3.85	1,823,825	1,929,298
137	City of Trail	25	19-Apr-2041	2.60	4,384,017	4,523,952
141	City of Trail	25	7-Apr-2042	2.80	5,754,924	5,937,893
141	City of Trail	10	7-Apr-2027	2.80	800,276	901,676
112	Village of Warfield	15	6-Oct-2025	3.73	600,604	707,226
Debenture debt recoverable from member municipalities					\$ 30,588,810	\$ 32,222,763
104	Regional District	20	20-Nov-2028	2.90	\$ 743,111	\$ 820,657
110	Regional District	25	8-Apr-2035	4.50	153,018	160,366
116	Regional District	10	4-Apr-2021	4.20	177,823	348,808
118	Regional District	15	11-Apr-2027	3.40	188,941	211,943
137	Regional District	25	19-Apr-2041	2.60	6,420,855	6,625,805
141	Regional District	10	7-Apr-2027	2.80	532,978	600,509
145	Regional District	20	23-Apr-2038	3.15	306,693	319,409
147	Regional District	20	9-Apr-2039	2.66	279,207	290,000
152	Regional District	15	2-Oct-2035	0.91	490,000	-
152	Regional District	10	2-Oct-2030	0.91	243,000	-
Regional District debenture debt					\$ 9,535,626	\$ 9,377,497
					<b>\$ 40,124,436</b>	<b>\$ 41,600,260</b>



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### SCHEDULE 2: TEMPORARY BORROWING

For the year ended December 31, 2020

Purpose	Maturity	2020	2019
<b>Equipment Financing</b>			
Fire Rescue, Vehicle	31-Mar-2021	\$ 27,096	\$ 113,452
Water Utility, Vehicle	31-Jul-2021	4,807	12,080
Fire Rescue, Vehicle	30-Jun-2020	-	41,764
Fire Rescue, Vehicle	31-Mar-2022	18,602	32,260
Environmental Services, Vehicle	31-Dec-2022	28,821	43,177
Recreation, Vehicle	31-Dec-2023	23,749	31,648
Fire Rescue, Vehicle	30-Apr-2024	292,371	378,724
Fire Rescue, Equipment	31-May-2024	381,582	491,408
Fire Rescue, Vehicle	30-Nov-2024	244,145	305,316
Fire Rescue, Vehicle	30-Nov-2025	70,000	-
Environmental Services, Equipment	30-Nov-2025	186,000	-
		<u>\$ 1,277,173</u>	<u>\$ 1,449,829</u>
<b>Short-term financing</b>			
Recreation, Equipment	10-Dec-2020	\$ -	\$ 30,000
Recreation, Equipment	20-Dec-2022	9,600	14,400
Fire Rescue, Vehicle	21-Dec-2023	688,002	827,720
Recreation, Building	7-Dec-2025	28,000	-
Recreation, Equipment	7-Dec-2025	214,578	-
		<u>\$ 940,180</u>	<u>\$ 872,120</u>
		<u>\$ 2,217,353</u>	<u>\$ 2,321,949</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## SCHEDULE 3: TANGIBLE CAPITAL ASSETS

For the year ended December 31, 2020

	Land	Building	Machinery & Equipment	Land improvements	Work in Progress	Engineered Structures - Water	Engineered Structures - Sewer	2020	2019
<b>Cost</b>									
Opening balance	\$ 5,048,540	\$ 28,789,613	\$ 26,658,006	\$ 4,110,824	\$ 2,668,894	\$ 11,475,626	\$ 16,177,191	\$ 94,928,694	\$ 91,697,469
Additions	-	1,080,672	1,627,714	18,195	778,835	100,477	34,025	3,639,918	3,958,660
Disposals	-	-	(59,134)	-	(262,203)	-	-	(321,337)	(727,435)
Closing balance	\$ 5,048,540	\$ 29,870,285	\$ 28,226,586	\$ 4,129,019	\$ 3,185,526	\$ 11,576,103	\$ 16,211,216	\$ 98,247,275	\$ 94,928,694
<b>Accumulated amortization</b>									
Opening balance	\$ -	\$ 12,933,139	\$ 16,473,073	\$ 1,636,326	\$ -	\$ 3,206,421	\$ 7,974,718	\$ 42,223,677	\$ 40,055,578
Additions	-	761,180	1,195,857	82,575	-	319,621	345,560	2,704,793	2,663,924
Disposals	-	-	(52,930)	-	-	-	-	(52,930)	(495,825)
Closing balance	\$ -	\$ 13,694,319	\$ 17,616,000	\$ 1,718,901	\$ -	\$ 3,526,042	\$ 8,320,278	\$ 44,875,540	\$ 42,223,677
<b>Net book value, 2020</b>	<b>\$ 5,048,540</b>	<b>\$ 16,175,966</b>	<b>\$ 10,610,586</b>	<b>\$ 2,410,118</b>	<b>\$ 3,185,526</b>	<b>\$ 8,050,061</b>	<b>\$ 7,890,938</b>	<b>\$ 53,371,735</b>	
Net book value, 2019	\$ 5,048,540	\$ 15,856,474	\$ 10,184,933	\$ 2,474,498	\$ 2,668,894	\$ 8,269,205	\$ 8,202,473		\$ 52,705,017

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## SCHEDULE 4: SEGMENTED INFORMATION

For the year ended December 31, 2020

For the year ended December 31, 2020	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Development Services	Recreational and Cultural Services	Total
<b>Revenue</b>							
Grants in lieu of taxes	\$ 1,392,092	\$ 518,187	\$ 3,611	\$ 13,961	\$ 2,903	\$ 22,595	\$ 1,953,349
Services provided to other governments	173,316	21,496	-	70,000	-	-	264,812
Sale of services	-	17,599	355,222	3,568,417	15,945	489,461	4,446,644
Gain (loss) on disposal of assets	-	9,796	-	-	-	-	9,796
Other revenues	421,270	366,604	69,345	673,385	461,600	379,980	2,372,184
Transfers from:							
Electoral area tax levies & parcel taxes	820,733	4,543,340	351,431	2,197,891	1,106,490	3,152,135	12,172,020
Member municipalities	285,852	3,592,615	861,088	2,825,670	252,712	2,296,365	10,114,302
Other governments	245,142	525,723	-	447,888	-	-	1,218,753
	<b>\$ 3,338,405</b>	<b>\$ 9,595,360</b>	<b>\$ 1,640,697</b>	<b>\$ 9,797,212</b>	<b>\$ 1,839,650</b>	<b>\$ 6,340,536</b>	<b>\$ 32,551,860</b>
<b>Expenses</b>							
Salaries and benefits	\$ 1,852,195	\$ 4,794,757	\$ -	\$ 2,212,671	\$ 741,894	\$ 2,062,775	\$ 11,664,292
Office and supplies	60,539	170,672	-	53,583	110,553	115,033	510,380
Interest on debt	60,332	72,277	-	271,661	-	46,760	451,030
Insurance	97,200	105,801	-	80,462	-	91,231	374,694
Director remuneration and expenses	472,309	-	-	-	-	-	472,309
Board fee (recovery of)	(664,980)	233,707	55,140	181,721	62,497	131,916	1
Utilities	37,904	150,755	17,328	210,691	-	324,239	740,917
Professional fees	270,014	66,319	-	120,437	28,011	-	484,781
Equipment rentals	17,377	-	-	23,793	-	-	41,170
Repairs and maintenance	385,063	575,290	-	1,054,475	49,014	301,711	2,365,553
Vehicle	26,853	230,958	-	30,760	-	26,924	315,495
Contracted services	3,700	1,224,276	1,130,872	2,074,633	674,605	539,410	5,647,496
Travel and training	33,208	239,655	-	12,400	3,573	17,704	306,540
Grants to other programs	381,792	67,171	-	-	-	1,165,776	1,614,739
Miscellaneous	111,160	12,733	22,111	55,039	69,977	14,956	285,976
Amortization	128,543	777,948	1,508	1,248,795	34,347	513,652	2,704,793
Transfers to other governments	-	97,767	-	588,940	-	589,253	1,275,960
Provision for landfill closure & post-closure	-	-	-	240,627	-	-	240,627
	<b>\$ 3,273,209</b>	<b>\$ 8,820,086</b>	<b>\$ 1,226,959</b>	<b>\$ 8,460,688</b>	<b>\$ 1,774,471</b>	<b>\$ 5,941,340</b>	<b>\$ 29,496,753</b>
	<b>\$ 65,196</b>	<b>\$ 775,274</b>	<b>\$ 413,738</b>	<b>\$ 1,336,524</b>	<b>\$ 65,179</b>	<b>\$ 399,196</b>	<b>\$ 3,055,107</b>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## SCHEDULE 4: SEGMENTED INFORMATION

For the year ended December 31, 2019

For the year ended December 31, 2019	General Government Services	Protective Services	Transportation Services	Environmental Health Services	Development Services	Recreational and Cultural Services	Total
<b>Revenue</b>							
Grants in lieu of taxes	\$ 1,501,434	\$ 319,301	\$ 3,800	\$ 13,544	\$ 2,989	\$ 14,841	\$ 1,855,909
Services provided to other governments	253,557	16,781	-	70,000	-	-	340,338
Sale of services	-	23,738	470,726	3,740,625	15,540	775,410	5,026,039
Gain (loss) on disposal of assets	-	(94,405)	-	33,500	-	-	(60,905)
Other revenues	349,522	171,151	36,678	510,383	135,829	753,174	1,956,737
Transfers from:							
Electoral area tax levies & parcel taxes	630,035	4,238,808	356,725	2,059,372	1,112,444	3,051,161	11,448,545
Member municipalities	132,000	3,573,296	859,695	2,639,404	257,061	2,220,949	9,682,405
Other governments	242,653	1,433,930	-	580,126	373	-	2,257,082
	<b>\$ 3,109,201</b>	<b>\$ 9,682,600</b>	<b>\$ 1,727,624</b>	<b>\$ 9,646,954</b>	<b>\$ 1,524,236</b>	<b>\$ 6,815,535</b>	<b>\$ 32,506,150</b>
<b>Expenses</b>							
Salaries and benefits	\$ 1,657,770	\$ 4,668,909	\$ -	\$ 2,156,686	\$ 634,330	\$ 2,238,273	\$ 11,355,968
Office and supplies	77,272	113,040	-	68,349	112,804	147,145	518,610
Interest on debt	43,177	67,761	-	286,008	-	49,112	446,058
Insurance	64,865	98,560	-	70,168	-	81,028	314,621
Director remuneration and expenses	544,130	-	-	-	-	-	544,130
Board fee (recovery of)	(653,046)	229,357	54,153	178,438	61,355	129,743	-
Utilities	34,416	130,785	16,792	211,065	-	381,927	774,985
Professional fees	283,631	18,626	-	223,473	20,692	-	546,422
Equipment rentals	14,771	-	-	28,991	-	-	43,762
Repairs and maintenance	351,310	437,143	-	1,185,355	42,895	304,076	2,320,779
Vehicle	33,285	251,653	-	44,023	1,137	26,692	356,790
Contracted services	28,702	2,001,179	1,577,310	1,989,623	432,905	598,398	6,628,117
Travel and training	99,279	321,213	-	25,981	9,318	20,835	476,626
Grants to other programs	467,481	25,750	-	-	-	1,244,077	1,737,308
Miscellaneous	121,972	8,228	542	15,498	11,916	25,710	183,866
Amortization	108,302	707,651	1,508	1,285,825	34,347	526,291	2,663,924
Transfers to other governments	-	83,997	-	532,309	-	417,652	1,033,958
Provision for landfill closure & post-closure	-	-	-	235,950	-	-	235,950
	<b>\$ 3,277,317</b>	<b>\$ 9,163,852</b>	<b>\$ 1,650,305</b>	<b>\$ 8,537,742</b>	<b>\$ 1,361,699</b>	<b>\$ 6,190,959</b>	<b>\$ 30,181,874</b>
	<b>\$ (168,116)</b>	<b>\$ 518,748</b>	<b>\$ 77,319</b>	<b>\$ 1,109,212</b>	<b>\$ 162,537</b>	<b>\$ 624,576</b>	<b>\$ 2,324,276</b>

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Report for Approval

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS**

December 31, 2020

*(Unaudited)*

Report for Approval

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF RESERVE FUND SOURCES AND APPLICATIONS

For the year ended December 31, 2020  
(Unaudited)

	Opening Balance	Interest Earned	Transfers to Reserve	Transfers to Operations	Closing Balance
<b>General Government &amp; Others</b>					
General Government & Administration	\$ 4,377,429	\$ 176,248	\$ 111,784	\$ (51,758)	\$ 4,613,703
Electoral Area Administration	42,693	1,916	-	-	44,609
Boundary Economic Development	6,217	281	-	-	6,498
East End Economic Development	8,733	390	-	-	9,123
Area 'C' Economic Development	23,028	1,033	-	-	24,061
Area 'D' Economic Development	-	-	25,000	-	25,000
Planning & Development	26,297	1,180	27,400	(6,000)	48,877
Boundary Integrated Watershed	-	-	44,000	-	44,000
Big White Street Lighting	38,759	1,739	9,138	-	49,636
Beaverdell Street Lighting	6,512	292	1,309	-	8,113
<b>Protective Services</b>					
Beaverdell Fire Protection	36,079	1,619	10,000	-	47,698
Big White Fire Protection	305,145	13,693	30,000	-	348,838
Building Inspection	36,845	1,653	104,250	(42,000)	100,748
Christina Lake Fire Protection	277,625	12,458	10,000	(67,491)	232,592
Emergency Communications (9-1-1)	1,609	72	32,722	-	34,403
Emergency Preparedness	274,005	12,295	-	(86,337)	199,963
Grand Forks Rural Fire Service	614,721	27,584	22,709	(221,947)	443,067
Greenwood Rural Fire Service	9,637	432	-	-	10,069
Kettle Valley Fire Protection	66,788	2,997	11,250	-	81,035
Police Based Victims' Assistance	49,908	2,240	15,000	-	67,148
Kootenay Boundary Regional Fire & Rescue	766,215	34,382	359,870	(27,892)	1,132,575
<b>Recreation &amp; Culture</b>					
Area 'B' Parks & Trails	131,383	5,896	20,000	(75,000)	82,279
Area 'C' Parks & Trails	206,272	9,256	18,799	-	234,327
Area 'D' Parks & Trails	64,763	2,906	18,000	-	85,669
Area 'E' Parks & Trails	182,237	8,178	50,000	-	240,415
Beaver Valley Parks & Trails	89,052	3,996	59,671	-	152,719
Beaver Valley Arena	20,091	902	17,995	-	38,988
Beaver Valley Recreation	-	-	10,000	-	10,000
Boundary Area Recreation	2,295	103	17,350	-	19,748
Christina Lake Recreation	23,934	1,074	11,886	-	36,894
Christina Lake Recreation Facilities	42,757	1,919	3,500	-	48,176
Grand Forks Aquatic Centre	144,108	6,467	-	-	150,575
Grand Forks Arena	205,847	9,237	-	-	215,084
Grand Forks Curling Rink	476	21	2,052	-	2,549
Greater Trail Community & Arts Centre	369,020	16,559	45,255	-	430,834
<b>Environmental Health Services</b>					
Big White Noise Control	64,138	2,878	-	-	67,016
Big White Refuse Disposal	-	-	5,000	-	5,000
Mosquito Control Area 'D' & Grand Forks	49,213	2,208	-	(22,889)	28,532
Mosquito Control Area 'C'	10,344	464	-	-	10,808
Christina Lake Milfoil Control	72,055	3,233	6,000	-	81,288
Noxious Weed Control, Areas 'D' & 'E'	10,344	464	-	-	10,808
Composting Facility Operation	1,317	59	-	-	1,376
East End Cemetery	207,939	9,331	-	-	217,270
Greenwood & Area 'E' Cemeteries	19,563	878	-	-	20,441
Regional Refuse	2,037,783	85,912	930,000	(212,063)	2,841,632
<b>Water &amp; Sewer Utilities</b>					
Beaver Valley Water Utility	575,347	25,818	83,875	-	685,040
Christina Lake Water Utility	719,214	31,017	99,848	-	850,079
Columbia Gardens Water Utility	15,592	700	-	-	16,292
East End Regionalized Sewer	446,575	20,039	116,000	-	582,614
Regionalized Sewer - Rossland & Warfield	3,558	160	5,000	-	8,718
Oasis/Rivervale Sewer	29,484	1,323	-	(1,784)	29,023
Rivervale Water & Street Lighting Utility	180,399	8,095	42,033	(4,500)	226,027
<b>Transit Services</b>					
East End Transit	518,184	23,252	-	(6,945)	534,491
Boundary Transit	36	2	-	-	38
	<b>\$ 13,411,565</b>	<b>\$ 574,851</b>	<b>\$ 2,376,696</b>	<b>\$ (826,606)</b>	<b>\$ 15,536,506</b>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	001 Budget General Government Services	001 Actual General Government Services	002 Budget Electoral Area Admin. Services	002 Actual Electoral Area Admin. Services
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 1,307,165	\$ 1,391,333	\$ 501	\$ 716
Services provided to other governments	-	-	250,000	180,360
Sale of services	30,449	30,149	-	-
Other revenue	376,283	372,842	-	-
Transfers from:				
Electoral area tax levy	276,978	270,888	272,982	272,982
Member municipalities	272,442	278,532	-	-
Other governments	203,284	205,143	40,000	40,000
Reserve fund	625,000	51,759	20,000	-
Capital fund	-	128,543	-	-
Equity account	-	-	-	-
	<u>\$ 3,091,601</u>	<u>\$ 2,729,189</u>	<u>\$ 583,483</u>	<u>\$ 494,058</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ 1,856,755	\$ 1,730,167	\$ 116,162	\$ 122,031
Office and supplies	88,404	54,740	10,500	5,799
Debt charges - principal	-	-	-	-
Debt charges - interest	40,000	66,326	-	-
Insurance	106,682	97,200	-	-
Director remuneration and expenses	429,201	336,168	169,151	136,141
Board fee (recovery of)	(696,145)	(696,145)	19,907	19,907
Utilities	39,780	37,904	-	-
Professional fees	352,107	270,014	-	-
Equipment rentals	27,576	17,377	-	-
Repairs and maintenance	440,584	384,966	-	96
Vehicle	38,112	26,853	20,487	20,487
Contracted services	6,263	2,500	1,200	1,200
Travel and training	56,882	18,221	60,813	14,988
Grants to other programs	10,000	10,000	250,000	180,360
Miscellaneous	71,994	85,654	15,701	10,331
Capital expenditures	306,000	174,217	-	-
Amortization	-	128,543	-	-
Transfers to:				
Reserve fund	71,045	111,784	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 3,245,240</u>	<u>\$ 2,856,489</u>	<u>\$ 663,921</u>	<u>\$ 511,340</u>
Excess revenue (expenditures)	\$ (153,639)	\$ (127,300)	\$ (80,438)	\$ (17,282)
Surplus (deficit), beginning of year	153,639	153,017	80,438	80,438
Surplus (deficit), end of year	<u>\$ -</u>	<u>\$ 25,717</u>	<u>\$ -</u>	<u>\$ 63,156</u>



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

003 Budget Electoral Area Grant-in-Aid	003 Actual Electoral Area Grant-in-Aid	004 Budget Building and Plumbing Inspection	004 Actual Building and Plumbing Inspection	005 Budget Planning and Development	005 Actual Planning and Development
\$ -	\$ -	\$ 1,500	\$ 1,497	\$ 1,000	\$ 1,373
-	-	-	-	-	-
-	-	2,500	2,185	33,360	30,945
-	-	500	2,500	231,358	221,787
269,740	269,740	607,184	607,185	696,587	694,440
-	-	394,422	394,421	107,415	109,561
-	-	-	-	-	-
-	-	42,000	42,000	6,000	6,000
-	-	-	38,443	-	34,347
-	-	-	-	-	-
<u>\$ 269,740</u>	<u>\$ 269,740</u>	<u>\$ 1,048,106</u>	<u>\$ 1,088,231</u>	<u>\$ 1,075,720</u>	<u>\$ 1,098,453</u>
-	-	805,373	743,701	680,702	642,211
-	-	25,925	21,722	28,845	14,234
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
9,642	9,642	28,313	28,313	47,825	47,825
-	-	18,972	17,203	-	-
-	-	5,100	11,401	12,000	16,761
-	-	3,500	-	-	-
-	-	97,400	115,187	69,269	69,178
-	-	24,579	21,490	13,133	13,133
-	-	-	-	233,051	214,547
-	-	22,546	9,967	13,260	3,237
349,712	210,076	-	-	-	-
-	-	-	-	-	2,784
-	-	54,000	43,156	6,000	-
-	-	-	38,443	-	34,347
-	-	-	-	-	-
-	-	104,250	104,250	27,400	27,400
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 359,354</u>	<u>\$ 219,718</u>	<u>\$ 1,189,958</u>	<u>\$ 1,154,833</u>	<u>\$ 1,131,485</u>	<u>\$ 1,085,657</u>
<u>\$ (89,614)</u>	<u>\$ 50,022</u>	<u>\$ (141,852)</u>	<u>\$ (66,602)</u>	<u>\$ (55,765)</u>	<u>\$ 12,796</u>
<u>89,614</u>	<u>89,614</u>	<u>141,852</u>	<u>140,055</u>	<u>55,765</u>	<u>53,784</u>
<u>\$ -</u>	<u>\$ 139,636</u>	<u>\$ -</u>	<u>\$ 73,453</u>	<u>\$ -</u>	<u>\$ 66,580</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	006 Budget Feasibility Studies	006 Actual Feasibility Studies	008 Budget Boundary Economic Development	008 Actual Boundary Economic Development
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 101	\$ 44	\$ 99	\$ 428
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	20,000	7,523	121,000	91,021
Transfers from:				
Electoral area tax levy	7,282	7,123	100,698	100,851
Member municipalities	7,160	7,320	31,617	31,463
Other governments	-	-	-	-
Reserve fund	-	-	-	-
Capital fund	-	-	-	-
Equity account	-	-	-	-
	<u>\$ 34,543</u>	<u>\$ 22,010</u>	<u>\$ 253,414</u>	<u>\$ 223,763</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ -	\$ -	\$ -	\$ -
Office and supplies	-	-	23,500	16,000
Debt charges - principal	-	-	-	-
Debt charges - interest	-	-	-	-
Insurance	-	-	-	-
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	1,616	1,616	4,497	4,497
Utilities	-	-	-	-
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	-	-	-
Vehicle	-	-	-	-
Contracted services	-	-	222,000	146,437
Travel and training	-	-	-	201
Grants to other programs	-	-	-	-
Miscellaneous	89,000	15,174	-	-
Capital expenditures	-	-	-	-
Amortization	-	-	-	-
Transfers to:				
Reserve fund	-	-	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 90,616</u>	<u>\$ 16,790</u>	<u>\$ 249,997</u>	<u>\$ 167,135</u>
Excess revenue (expenditures)	\$ (56,073)	\$ 5,220	\$ 3,417	\$ 56,628
Surplus (deficit), beginning of year	56,073	56,073	(3,417)	(3,417)
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 61,293</u>	<u>\$ -</u>	<u>\$ 53,211</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

009 Budget Police Based Victims' Services	009 Actual Police Based Victims' Services	010 Budget Solid Waste Management	010 Actual Solid Waste Management	012 Budget Emergency Preparedness	012 Actual Emergency Preparedness
\$ 150	\$ 233	\$ 2,000	\$ 4,296	\$ 801	\$ 818
-	-	-	-	-	-
-	-	2,792,000	2,876,029	-	-
5,083	13,752	280,300	421,619	-	114,629
23,430	21,106	706,843	691,655	134,549	131,661
56,411	58,735	695,264	710,453	132,344	135,233
52,237	57,400	28,000	36,061	179,209	468,323
15,000	-	562,700	212,063	143,679	86,337
-	-	-	297,625	-	14,834
-	-	186,000	186,000	-	-
<u>\$ 152,311</u>	<u>\$ 151,226</u>	<u>\$ 5,253,107</u>	<u>\$ 5,435,801</u>	<u>\$ 590,582</u>	<u>\$ 951,835</u>
124,066	124,812	1,361,441	1,348,226	311,215	379,082
1,446	666	55,479	33,220	11,008	853
-	-	154,865	124,936	-	-
-	-	66,621	63,099	-	-
-	-	22,471	23,358	-	-
-	-	-	-	-	-
1,463	1,463	54,545	54,545	5,572	5,572
2,220	2,220	55,829	39,999	4,598	1,204
-	-	85,000	70,816	5,000	54,918
-	-	22,500	17,519	-	-
7,200	7,088	364,246	247,296	41,140	33,248
-	-	-	-	6,532	4,022
-	-	1,397,821	1,310,035	157,300	388,676
9,295	944	25,223	4,225	17,257	2,121
-	-	-	-	25,750	67,171
-	-	-	5,041	5,000	-
-	-	783,000	869,538	-	-
-	-	-	297,625	-	14,834
15,000	15,000	1,017,000	930,000	-	-
-	-	-	-	-	-
-	-	240,787	240,627	-	-
<u>\$ 160,690</u>	<u>\$ 152,193</u>	<u>\$ 5,706,828</u>	<u>\$ 5,680,105</u>	<u>\$ 590,372</u>	<u>\$ 951,701</u>
<u>\$ (8,379)</u>	<u>\$ (967)</u>	<u>\$ (453,721)</u>	<u>\$ (244,304)</u>	<u>\$ 210</u>	<u>\$ 134</u>
<u>8,379</u>	<u>8,270</u>	<u>453,721</u>	<u>453,307</u>	<u>(210)</u>	<u>(239)</u>
<u>\$ -</u>	<u>\$ 7,303</u>	<u>\$ -</u>	<u>\$ 209,003</u>	<u>\$ -</u>	<u>\$ (105)</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	014 Budget Area 'B' Parks and Trails	014 Actual Area 'B' Parks and Trails	015 Budget 9-1-1 Emergency Communications	015 Actual 9-1-1 Emergency Communications
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 449	\$ 333	\$ 750	\$ 1,044
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	28,400	46,440	-	-
Transfers from:				
Electoral area tax levy	226,154	226,154	171,775	168,087
Member municipalities	-	-	168,960	172,648
Other governments	-	-	-	-
Reserve fund	75,000	75,000	-	-
Capital fund	-	16,671	-	17,524
Equity account	-	-	-	-
	<u>\$ 330,003</u>	<u>\$ 364,598</u>	<u>\$ 341,485</u>	<u>\$ 359,303</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ -	\$ -	\$ 43,448	\$ 43,507
Office and supplies	-	-	750	-
Debt charges - principal	-	-	-	-
Debt charges - interest	6,850	1,861	-	-
Insurance	-	-	377	433
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	12,422	12,422	17,411	17,411
Utilities	790	644	16,000	18,990
Professional fees	-	-	10,000	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	-	29,142	27,131
Vehicle	-	-	-	-
Contracted services	-	-	213,357	213,357
Travel and training	-	-	1,000	-
Grants to other programs	362,618	293,167	-	-
Miscellaneous	-	-	-	-
Capital expenditures	-	-	10,000	-
Amortization	-	16,671	-	17,524
Transfers to:				
Reserve fund	20,000	20,000	32,722	32,722
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 402,680</u>	<u>\$ 344,765</u>	<u>\$ 374,207</u>	<u>\$ 371,075</u>
Excess revenue (expenditures)	\$ (72,677)	\$ 19,833	\$ (32,722)	\$ (11,772)
Surplus (deficit), beginning of year	72,677	72,677	32,722	32,722
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 92,510</u>	<u>\$ -</u>	<u>\$ 20,950</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

017 Budget East End Economic Development	017 Actual East End Economic Development	018 Budget Greater Trail Community Centre	018 Actual Greater Trail Community Centre	019 Budget Beaver Valley Parks & Trails	019 Actual Beaver Valley Parks & Trails
\$ -	\$ 273	\$ 1,700	\$ 2,131	\$ 918	\$ 1,156
-	-	-	-	-	-
-	-	283,144	264,817	-	-
-	-	620,765	319,388	-	15,987
62,652	58,035	214,056	192,816	660,854	617,490
66,060	70,677	515,365	536,605	267,212	310,577
-	-	-	-	-	-
-	-	-	127,624	-	76,940
-	-	-	-	-	-
<u>\$ 128,712</u>	<u>\$ 128,985</u>	<u>\$ 1,635,030</u>	<u>\$ 1,443,381</u>	<u>\$ 928,984</u>	<u>\$ 1,022,150</u>
-	-	543,080	515,674	-	-
-	-	18,727	37,494	-	-
-	-	-	-	7,685	7,899
-	-	-	-	703	489
-	-	37,991	41,252	1,454	691
-	-	-	-	-	-
4,323	4,323	17,542	17,542	12,422	12,422
-	-	124,800	85,792	-	-
300	-	-	-	-	-
-	-	-	-	-	-
-	-	85,405	90,006	5,000	7,947
-	-	6,946	8,687	-	-
124,650	107,648	75,000	77,422	207,918	229,630
-	-	2,000	1,928	-	-
-	-	601,132	297,237	5,100	-
-	-	62,748	18,779	-	-
-	-	205,193	49,887	135,000	84,757
-	-	-	127,624	-	76,940
-	-	-	-	-	-
-	-	57,600	45,255	59,671	59,671
-	-	-	-	553,032	553,032
-	-	-	-	-	-
<u>\$ 129,273</u>	<u>\$ 111,971</u>	<u>\$ 1,838,164</u>	<u>\$ 1,414,579</u>	<u>\$ 987,985</u>	<u>\$ 1,033,478</u>
<u>\$ (561)</u>	<u>\$ 17,014</u>	<u>\$ (203,134)</u>	<u>\$ 28,802</u>	<u>\$ (59,001)</u>	<u>\$ (11,328)</u>
<u>561</u>	<u>561</u>	<u>203,134</u>	<u>199,716</u>	<u>59,001</u>	<u>59,001</u>
<u>\$ -</u>	<u>\$ 17,575</u>	<u>\$ -</u>	<u>\$ 228,518</u>	<u>\$ -</u>	<u>\$ 47,673</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	020-011 Budget Beaver Valley Arena 020- 011	020-011 Actual Budget Beaver Valley Arena 020-011	020-013 Budget Beaver Valley Recreation 020-013	020-013 Actual Beaver Valley Recreation 020-013
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 499	\$ 603	\$ 251	\$ 301
Services provided to other governments	-	-	-	-
Sale of services	124,009	62,786	37,600	13,723
Other revenue	2,000	1,884	2,162	2,100
Transfers from:				
Electoral area tax levy	344,826	322,199	172,215	160,918
Member municipalities	139,428	162,053	69,634	80,931
Other governments	-	-	-	-
Reserve fund	-	-	-	-
Capital fund	-	54,673	-	-
Equity account	-	-	-	-
	<u>\$ 610,762</u>	<u>\$ 604,198</u>	<u>\$ 281,862</u>	<u>\$ 257,973</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ 309,855	\$ 343,998	\$ 193,999	\$ 98,726
Office and supplies	9,505	8,068	27,176	11,372
Debt charges - principal	-	-	-	-
Debt charges - interest	-	-	-	-
Insurance	13,185	12,722	-	-
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	13,396	13,396	12,422	12,422
Utilities	89,640	62,132	5,060	4,476
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	65,284	59,119	28,870	22,291
Vehicle	7,381	2,920	5,716	4,850
Contracted services	-	-	-	-
Travel and training	2,665	4,322	2,500	368
Grants to other programs	-	-	-	-
Miscellaneous	-	-	-	-
Capital expenditures	-	-	-	-
Amortization	-	54,673	-	-
Transfers to:				
Reserve fund	75,000	17,995	10,000	10,000
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 585,911</u>	<u>\$ 579,345</u>	<u>\$ 285,743</u>	<u>\$ 164,505</u>
Excess revenue (expenditures)	\$ 24,851	\$ 24,853	\$ (3,881)	\$ 93,468
Surplus (deficit), beginning of year	(24,851)	(25,658)	3,881	3,881
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ (805)</u>	<u>\$ -</u>	<u>\$ 97,349</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

021 Budget Grand Forks & Area 'D' Recreation	021 Actual Grand Forks & Area 'D' Recreation	022 Budget Midway, Area 'E' & Greenwood Rec.	022 Actual Midway, Area 'E' & Greenwood Rec.	023 Budget Christina Lake Recreation	023 Actual Christina Lake Recreation
\$ 1,166	\$ 3,993	\$ -	\$ 3	\$ 200	\$ 161
-	-	-	-	-	-
70,741	45,400	-	-	16,220	4,728
-	1,253	-	-	1,500	-
227,828	227,593	37,676	38,266	52,672	52,672
289,872	290,107	17,956	17,366	-	-
-	-	-	-	-	-
-	5,353	-	-	-	-
-	-	-	-	-	-
<u>\$ 589,607</u>	<u>\$ 573,699</u>	<u>\$ 55,632</u>	<u>\$ 55,635</u>	<u>\$ 70,592</u>	<u>\$ 57,561</u>
448,864	426,848	-	-	19,173	3,074
35,115	31,668	20,100	12,335	18,728	3,842
-	-	-	-	-	-
-	-	-	-	-	-
70	77	-	-	-	-
-	-	-	-	-	-
12,422	12,422	1,463	1,463	1,463	1,463
9,058	14,050	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
11,004	9,515	-	-	-	-
5,652	5,270	-	-	-	-
-	-	-	-	-	-
11,900	11,085	-	-	34,021	34,021
20,000	20,000	10,000	10,000	500	-
-	3,082	-	-	-	-
16,667	16,610	-	-	-	-
-	5,353	-	-	-	-
18,131	17,350	-	-	11,886	11,886
-	-	36,220	36,221	-	-
-	-	-	-	-	-
<u>\$ 588,883</u>	<u>\$ 573,330</u>	<u>\$ 67,783</u>	<u>\$ 60,019</u>	<u>\$ 85,771</u>	<u>\$ 54,286</u>
\$ 724	\$ 369	\$ (12,151)	\$ (4,384)	\$ (15,179)	\$ 3,275
(724)	(373)	12,151	12,151	15,179	15,179
<u>\$ -</u>	<u>\$ (4)</u>	<u>\$ -</u>	<u>\$ 7,767</u>	<u>\$ -</u>	<u>\$ 18,454</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	024 Budget Recreation Facilities Christina Lake	024 Actual Recreation Facilities Christina Lake	026 Budget Boundary Museum	026 Actual Boundary Museum
<b>REVENUE</b>				
Grants in lieu of taxes	\$ -	\$ 88	\$ -	\$ 69
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	-	-	-	-
Transfers from:				
Electoral area tax levy	40,000	40,000	29,928	29,928
Member municipalities	-	-	-	-
Other governments	-	-	-	-
Reserve fund	-	-	-	-
Capital fund	-	3,520	-	-
Equity account	-	-	-	-
	<u>\$ 40,000</u>	<u>\$ 43,608</u>	<u>\$ 29,928</u>	<u>\$ 29,997</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ -	\$ -	\$ -	\$ -
Office and supplies	-	-	-	-
Debt charges - principal	-	-	-	-
Debt charges - interest	-	-	-	-
Insurance	925	1,201	-	-
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	1,463	1,463	-	-
Utilities	-	-	-	-
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	-	-	-
Vehicle	-	-	-	-
Contracted services	-	-	30,000	30,000
Travel and training	-	-	-	-
Grants to other programs	48,416	25,138	-	-
Miscellaneous	-	-	-	-
Capital expenditures	-	-	-	-
Amortization	-	3,520	-	-
Transfers to:				
Reserve fund	3,500	3,500	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 54,304</u>	<u>\$ 34,822</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>
Excess revenue (expenditures)	\$ (14,304)	\$ 8,786	\$ (72)	\$ (3)
Surplus (deficit), beginning of year	14,304	14,304	72	72
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 23,090</u>	<u>\$ -</u>	<u>\$ 69</u>



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

027 Budget Parks and Trails Area 'C'	027 Actual Parks and Trails Area 'C'	028 Budget Beaverdell Community Club	028 Actual Beaverdell Community Club	030 Budget Christina Lake Recreation	030 Actual Christina Lake Recreation
\$ 972	\$ 941	\$ -	\$ -	\$ 1,300	\$ 4,275
-	-	-	-	-	-
-	-	-	-	117,095	76,673
240,000	-	-	-	3,500	4,146
306,998	306,998	19,950	19,950	152,866	152,866
-	-	-	-	324,839	324,839
1,628,000	-	-	-	-	-
140,000	-	-	-	80,132	-
-	25,507	-	-	-	83,365
-	-	-	-	-	-
<u>\$ 2,315,970</u>	<u>\$ 333,446</u>	<u>\$ 19,950</u>	<u>\$ 19,950</u>	<u>\$ 679,732</u>	<u>\$ 646,164</u>
67,139	63,763	-	-	323,219	342,057
-	-	-	-	5,950	73
-	-	-	-	-	-
-	-	-	-	-	-
2,070	1,220	-	-	14,705	15,907
-	-	-	-	-	-
7,884	7,884	-	-	12,080	12,080
-	-	-	-	87,184	58,880
-	-	-	-	-	-
-	-	-	-	-	-
30,500	17,886	-	-	102,102	56,326
6,913	5,198	-	-	-	-
189,419	60,850	-	-	37,000	15,540
-	-	-	-	-	-
85,428	82,928	19,950	19,950	-	-
-	304	-	-	-	3,962
1,943,000	-	-	-	128,667	27,995
-	25,507	-	-	-	83,365
18,799	18,799	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 2,351,152</u>	<u>\$ 284,339</u>	<u>\$ 19,950</u>	<u>\$ 19,950</u>	<u>\$ 710,907</u>	<u>\$ 616,185</u>
<u>\$ (35,182)</u>	<u>\$ 49,107</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (31,175)</u>	<u>\$ 29,979</u>
<u>35,182</u>	<u>34,710</u>	<u>-</u>	<u>-</u>	<u>31,175</u>	<u>31,422</u>
<u>\$ -</u>	<u>\$ 83,817</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 61,401</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	031 Budget Grand Forks Curling Rink	031 Actual Grand Forks Curling Rink	040 Budget Grand Forks Aquatic Centre	040 Actual Grand Forks Aquatic Centre
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 137	\$ 259	\$ 2,000	\$ 5,720
Services provided to other governments	-	-	-	-
Sale of services	2,500	2,500	165,701	53,429
Other revenue	-	-	-	9,758
Transfers from:				
Electoral area tax levy	28,707	28,692	326,374	326,038
Member municipalities	15,043	15,058	415,256	415,592
Other governments	-	-	-	-
Reserve fund	-	-	-	-
Capital fund	-	37,409	-	75,325
Equity account	-	1,161	-	-
	<u>\$ 46,387</u>	<u>\$ 85,079</u>	<u>\$ 909,331</u>	<u>\$ 885,862</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ -	\$ -	\$ 469,232	\$ 399,354
Office and supplies	-	-	6,622	10,182
Debt charges - principal	19,800	19,800	112,373	62,373
Debt charges - interest	749	644	50,530	43,766
Insurance	6,664	7,362	7,228	8,326
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	2,320	2,320	16,206	16,206
Utilities	-	-	112,295	97,709
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	12,916	7,740	55,181	30,959
Vehicle	-	-	-	-
Contracted services	-	-	33,782	30,702
Travel and training	-	-	-	-
Grants to other programs	-	-	-	-
Miscellaneous	-	-	-	1,321
Capital expenditures	-	-	116,667	28,111
Amortization	-	37,409	-	75,325
Transfers to:				
Reserve fund	891	2,052	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 43,340</u>	<u>\$ 77,327</u>	<u>\$ 980,116</u>	<u>\$ 804,334</u>
Excess revenue (expenditures)	\$ 3,047	\$ 7,752	\$ (70,785)	\$ 81,528
Surplus (deficit), beginning of year	(3,047)	(3,047)	70,785	68,824
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 4,705</u>	<u>\$ -</u>	<u>\$ 150,352</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

045 Budget Area 'D' Parks & Trails	045 Actual Area 'D' Parks & Trails	047 Budget Beaverdell Community Club	047 Actual Beaverdell Community Club	050 Budget Kootenay Boundary Regional Fire Rescue	050 Actual Kootenay Boundary Reg. Fire Rescue
\$ -	\$ 88	\$ -	\$ 10	\$ 508,086	\$ 510,753
-	-	-	-	16,028	21,496
-	-	-	-	12,900	12,900
82,500	-	-	-	7,765	4,300
46,122	46,122	5,294	5,294	1,080,303	973,108
-	-	-	-	2,600,959	2,708,154
50,000	-	-	-	51,976	27,892
-	5,315	-	1,950	-	392,269
-	-	-	-	70,000	67,768
<u>\$ 178,622</u>	<u>\$ 51,525</u>	<u>\$ 5,294</u>	<u>\$ 7,254</u>	<u>\$ 4,348,017</u>	<u>\$ 4,718,640</u>
-	-	-	-	2,833,083	2,727,290
-	-	-	-	35,356	18,311
-	-	-	-	397,058	399,128
-	-	-	-	30,217	20,575
798	864	1,484	1,608	44,993	46,488
-	-	-	-	-	-
1,463	1,463	1,463	1,463	120,583	120,583
-	-	1,282	1,354	97,284	59,319
-	-	-	-	5,000	-
-	-	-	-	-	-
-	-	-	-	319,640	272,519
-	-	-	-	81,364	85,450
32,960	26,092	5,000	1,000	-	-
-	-	-	-	270,255	146,156
10,000	-	-	-	-	-
22,500	5,256	1,000	-	10,000	5,100
120,000	10,800	-	-	121,976	95,659
-	5,315	-	1,950	-	392,269
18,000	18,000	-	-	359,870	359,870
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 205,721</u>	<u>\$ 67,790</u>	<u>\$ 10,229</u>	<u>\$ 7,375</u>	<u>\$ 4,726,679</u>	<u>\$ 4,748,717</u>
<u>\$ (27,099)</u>	<u>\$ (16,265)</u>	<u>\$ (4,935)</u>	<u>\$ (121)</u>	<u>\$ (378,662)</u>	<u>\$ (30,077)</u>
<u>27,099</u>	<u>27,099</u>	<u>4,935</u>	<u>4,935</u>	<u>378,662</u>	<u>378,662</u>
<u>\$ -</u>	<u>\$ 10,834</u>	<u>\$ -</u>	<u>\$ 4,814</u>	<u>\$ -</u>	<u>\$ 348,585</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	051 Budget Christina Lake Fire Protection	051 Actual Christina Lake Fire Protection	053 Budget Beaverdell Fire Protection	053 Actual Beaverdell Fire Protection
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 900	\$ 1,774	\$ -	\$ -
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	100	27,589	-	22,899
Transfers from:				
Electoral area tax levy	538,506	538,506	61,573	61,573
Member municipalities	-	-	-	-
Other governments	-	-	-	-
Reserve fund	100,000	67,491	-	-
Capital fund	-	34,370	-	13,456
Equity account	200,000	-	-	-
	<u>\$ 839,506</u>	<u>\$ 669,730</u>	<u>\$ 61,573</u>	<u>\$ 97,928</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ 216,862	\$ 220,706	\$ 1,500	\$ 633
Office and supplies	54,484	80,397	9,900	29,924
Debt charges - principal	36,702	17,479	5,163	5,163
Debt charges - interest	14,306	11,900	9,675	4,620
Insurance	37,212	30,031	6,629	5,627
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	14,723	14,723	1,463	1,463
Utilities	15,881	14,456	-	-
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	24,875	23,807	9,000	5,463
Vehicle	46,127	35,325	16,000	6,578
Contracted services	-	-	-	-
Travel and training	46,334	41,523	10,500	730
Grants to other programs	-	-	-	-
Miscellaneous	10,200	-	-	-
Capital expenditures	324,000	104,945	-	-
Amortization	-	34,370	-	13,456
Transfers to:				
Reserve fund	10,000	10,000	10,000	10,000
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 851,706</u>	<u>\$ 639,662</u>	<u>\$ 79,830</u>	<u>\$ 83,657</u>
Excess revenue (expenditures)	\$ (12,200)	\$ 30,068	\$ (18,257)	\$ 14,271
Surplus (deficit), beginning of year	12,200	12,173	18,257	18,257
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 42,241</u>	<u>\$ -</u>	<u>\$ 32,528</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

054 Budget Big White Fire Protection	054 Actual Big White Fire Protection	056 Budget Rural Greenwood Fire Protection	056 Actual Rural Greenwood Fire Protection	057 Budget Rural Grand Forks Fire Protection	057 Actual Rural Grand Forks Fire Protection
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 971
-	-	-	-	-	-
-	-	-	-	-	-
12,000	67,220	-	-	-	-
1,285,426	1,285,426	23,463	23,463	467,046	467,046
-	-	-	-	-	-
-	44,963	-	-	377,000	221,947
-	113,069	-	-	-	118,045
651,100	-	-	-	863,000	733,000
<u>\$ 1,948,526</u>	<u>\$ 1,510,678</u>	<u>\$ 23,463</u>	<u>\$ 23,463</u>	<u>\$ 1,707,046</u>	<u>\$ 1,541,009</u>
587,300	555,025	-	-	-	-
21,570	18,088	-	-	-	-
139,718	139,718	-	-	26,346	-
27,518	13,208	-	-	21,403	-
4,658	5,054	-	-	14,477	14,926
-	-	-	-	-	-
13,912	13,912	1,463	1,463	14,680	14,680
54,286	54,702	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
120,244	119,587	-	-	-	-
90,391	78,099	-	-	-	-
2,538	750	22,000	22,000	302,940	316,240
48,391	38,214	-	-	-	-
-	-	-	-	-	-
12,129	-	-	-	10,000	7,632
921,100	325,108	-	-	1,231,900	1,053,477
-	113,069	-	-	-	118,045
30,000	30,000	-	-	92,000	22,709
97,404	97,767	-	-	-	-
-	-	-	-	-	-
<u>\$ 2,171,159</u>	<u>\$ 1,602,301</u>	<u>\$ 23,463</u>	<u>\$ 23,463</u>	<u>\$ 1,713,746</u>	<u>\$ 1,547,709</u>
<u>\$ (222,633)</u>	<u>\$ (91,623)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (6,700)</u>	<u>\$ (6,700)</u>
<u>222,633</u>	<u>222,520</u>	<u>-</u>	<u>-</u>	<u>6,700</u>	<u>6,700</u>
<u>\$ -</u>	<u>\$ 130,897</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	058 Budget Kettle Valley Fire Protection	058 Actual Kettle Valley Fire Protection	064 Budget Big White Refuse Disposal	064 Actual Big White Refuse Disposal
<b>REVENUE</b>				
Grants in lieu of taxes	\$ -	\$ -	\$ -	\$ -
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	-	-	-	-
Transfers from:				
Electoral area tax levy	155,728	150,978	271,055	271,055
Member municipalities	-	-	-	-
Other governments	-	-	-	-
Reserve fund	-	-	-	-
Capital fund	-	30,134	-	-
Equity account	-	-	-	-
	<u>\$ 155,728</u>	<u>\$ 181,112</u>	<u>\$ 271,055</u>	<u>\$ 271,055</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ -	\$ -	\$ 7,933	\$ 7,488
Office and supplies	-	-	-	-
Debt charges - principal	23,140	23,139	10,000	10,000
Debt charges - interest	18,165	19,814	189	127
Insurance	2,312	2,117	789	855
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	5,306	5,306	5,665	5,665
Utilities	-	-	2,040	1,794
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	1,953	18,360	15,799
Vehicle	-	-	-	-
Contracted services	95,110	95,110	225,000	197,836
Travel and training	-	-	250	24
Grants to other programs	-	-	-	-
Miscellaneous	3,000	-	205	-
Capital expenditures	20,000	-	24,000	10,095
Amortization	-	30,134	-	-
Transfers to:				
Reserve fund	16,000	11,250	5,000	5,000
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 183,033</u>	<u>\$ 188,823</u>	<u>\$ 299,431</u>	<u>\$ 254,683</u>
Excess revenue (expenditures)	\$ (27,305)	\$ (7,711)	\$ (28,376)	\$ 16,372
Surplus (deficit), beginning of year	27,305	27,305	28,376	28,376
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 19,594</u>	<u>\$ -</u>	<u>\$ 44,748</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

065 Budget Area 'E' Parks & Trails	065 Actual Area 'E' Parks & Trails	070 Budget East End Animal Control	070 Actual East End Animal Control	071 Budget West End Animal Control	071 Actual West End Animal Control
\$ -	\$ 1	\$ 158	\$ 268	\$ 105	\$ 829
-	-	-	-	-	-
-	-	1,821	650	10,911	8,744
-	-	-	-	3,000	7,500
81,462	81,462	23,320	23,320	91,935	91,881
-	-	69,959	69,959	53,412	53,465
-	-	-	-	-	-
-	-	-	-	-	5,804
-	-	-	-	-	-
<u>\$ 81,462</u>	<u>\$ 81,463</u>	<u>\$ 95,258</u>	<u>\$ 94,197</u>	<u>\$ 159,363</u>	<u>\$ 168,223</u>
-	-	-	-	-	-
-	-	312	257	2,081	454
-	-	-	-	24,840	24,841
-	-	-	-	2,160	2,159
-	-	-	-	1,558	1,124
-	-	-	-	-	-
1,463	1,463	4,409	4,409	4,409	4,409
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	6,780	3,043
-	-	-	-	-	-
35,000	35,000	89,244	89,244	105,780	114,199
-	-	-	-	-	-
-	-	833	-	3,000	-
-	-	-	-	-	-
-	-	-	-	-	5,804
50,000	50,000	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 86,463</u>	<u>\$ 86,463</u>	<u>\$ 94,798</u>	<u>\$ 93,910</u>	<u>\$ 150,608</u>	<u>\$ 156,033</u>
<u>\$ (5,001)</u>	<u>\$ (5,000)</u>	<u>\$ 460</u>	<u>\$ 287</u>	<u>\$ 8,755</u>	<u>\$ 12,190</u>
<u>5,001</u>	<u>5,001</u>	<u>(460)</u>	<u>(460)</u>	<u>(8,755)</u>	<u>(8,755)</u>
<u>\$ -</u>	<u>\$ 1</u>	<u>\$ -</u>	<u>\$ (173)</u>	<u>\$ -</u>	<u>\$ 3,435</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	074 Budget Big White Security Services	074 Actual Big White Security Services	075 Budget Big White Noise Control	075 Actual Big White Noise Control
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 106	\$ -	\$ -	\$ -
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	-	-	-	-
Transfers from:				
Electoral area tax levy	220,367	220,367	1,463	1,463
Member municipalities	-	-	-	-
Other governments	-	-	-	-
Reserve fund	-	-	-	-
Capital fund	-	-	-	-
Equity account	-	-	-	-
	<u>\$ 220,473</u>	<u>\$ 220,367</u>	<u>\$ 1,463</u>	<u>\$ 1,463</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ 3,000	\$ 908	\$ -	\$ -
Office and supplies	-	-	-	-
Debt charges - principal	-	-	-	-
Debt charges - interest	-	-	-	-
Insurance	-	-	-	-
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	4,919	4,919	1,463	1,463
Utilities	-	-	-	-
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	-	-	-
Vehicle	-	-	-	-
Contracted services	216,802	212,703	-	-
Travel and training	-	-	-	-
Grants to other programs	-	-	-	-
Miscellaneous	9,000	4,000	-	-
Capital expenditures	-	-	-	-
Amortization	-	-	-	-
Transfers to:				
Reserve fund	-	-	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 233,721</u>	<u>\$ 222,530</u>	<u>\$ 1,463</u>	<u>\$ 1,463</u>
Excess revenue (expenditures)	\$ (13,248)	\$ (2,163)	\$ -	\$ -
Surplus (deficit), beginning of year	13,248	13,248	-	-
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 11,085</u>	<u>\$ -</u>	<u>\$ -</u>



# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

077 Budget Area 'C' Economic Development	077 Actual Area 'C' Economic Development	078 Budget Area 'D' & Grand Forks Economic Dev.	078 Actual Area 'D' & Grand Forks Economic Dev.	079 Budget Area 'E' Economic Development	079 Actual Area 'E' Economic Development
\$ -	\$ 244	\$ -	\$ 69	\$ -	\$ 1
-	-	-	-	-	-
-	-	-	-	-	-
79,776	79,776	4,440	5,332	36,812	36,812
-	-	5,648	4,756	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 79,776</u>	<u>\$ 80,020</u>	<u>\$ 10,088</u>	<u>\$ 10,157</u>	<u>\$ 36,812</u>	<u>\$ 36,813</u>
-	-	-	-	-	-
91,000	77,500	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
1,463	1,463	1,463	1,463	1,463	1,463
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	30,000	-	40,000	40,000
-	-	-	-	-	-
58,000	63,443	-	-	-	-
-	-	-	-	-	-
-	-	25,000	25,000	-	-
-	-	-	-	-	-
<u>\$ 150,463</u>	<u>\$ 142,406</u>	<u>\$ 56,463</u>	<u>\$ 26,463</u>	<u>\$ 41,463</u>	<u>\$ 41,463</u>
<u>\$ (70,687)</u>	<u>\$ (62,386)</u>	<u>\$ (46,375)</u>	<u>\$ (16,306)</u>	<u>\$ (4,651)</u>	<u>\$ (4,650)</u>
<u>70,687</u>	<u>70,687</u>	<u>46,375</u>	<u>46,375</u>	<u>4,651</u>	<u>4,651</u>
<u>\$ -</u>	<u>\$ 8,301</u>	<u>\$ -</u>	<u>\$ 30,069</u>	<u>\$ -</u>	<u>\$ 1</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	080 Budget Mosquito Control Grand Forks & Area 'D'	080 Actual Mosquito Control Grand Forks & Area 'D'	081 Budget Mosquito Control Christina Lake	081 Actual Mosquito Control Christina Lake
<b>REVENUE</b>				
Grants in lieu of taxes	\$ -	\$ 504	\$ -	\$ 68
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	-	-	-	-
Transfers from:				
Electoral area tax levy	29,460	29,461	22,299	22,299
Member municipalities	36,536	36,535	-	-
Other governments	-	-	-	-
Reserve fund	22,889	22,889	3,000	-
Capital fund	-	-	-	-
Equity account	-	-	-	-
	<u>\$ 88,885</u>	<u>\$ 89,389</u>	<u>\$ 25,299</u>	<u>\$ 22,367</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ 8,221	\$ 8,231	\$ 1,423	\$ 1,425
Office and supplies	-	-	-	-
Debt charges - principal	-	-	-	-
Debt charges - interest	-	-	-	-
Insurance	-	-	-	-
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	3,331	3,331	2,075	2,075
Utilities	-	-	-	-
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	-	-	-
Vehicle	-	-	-	-
Contracted services	77,124	78,257	26,000	17,910
Travel and training	-	-	-	-
Grants to other programs	-	-	-	-
Miscellaneous	203	-	254	-
Capital expenditures	-	-	-	-
Amortization	-	-	-	-
Transfers to:				
Reserve fund	-	-	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 88,879</u>	<u>\$ 89,819</u>	<u>\$ 29,752</u>	<u>\$ 21,410</u>
Excess revenue (expenditures)	\$ 6	\$ (430)	\$ (4,453)	\$ 957
Surplus (deficit), beginning of year	(6)	(6)	4,453	4,453
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ (436)</u>	<u>\$ -</u>	<u>\$ 5,410</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

090 Budget Weed Control Area 'A'	090 Actual Weed Control Area 'A'	091 Budget Weed Control Christina Lake Milfoil	091 Actual Weed Control Christina Lake Milfoil	092 Budget Weed Control Area 'D' & Area 'E'	092 Actual Weed Control Area 'D' & Area 'E'
\$ 25	\$ 41	\$ 74	\$ 909	\$ 21	\$ 42
-	-	-	-	70,000	70,000
-	-	-	-	26,500	26,500
-	-	7,550	6,000	50	1,000
24,437	24,437	296,549	296,549	79,622	79,622
-	-	-	-	-	-
3,000	3,000	-	-	54,000	61,286
-	-	25,000	-	-	-
-	-	-	11,543	-	-
-	-	-	-	-	-
<u>\$ 27,462</u>	<u>\$ 27,478</u>	<u>\$ 329,173</u>	<u>\$ 315,001</u>	<u>\$ 230,193</u>	<u>\$ 238,450</u>
1,107	1,108	249,444	201,253	6,325	6,332
-	-	14,082	14,356	-	-
-	-	918	644	-	-
-	-	-	-	-	-
1,463	1,463	1,991	1,991	1,463	1,463
-	-	-	-	-	-
-	-	9,237	6,274	-	-
-	-	25,490	18,928	-	-
-	-	5,490	2,940	-	-
25,100	25,064	-	-	256,643	241,234
-	-	3,060	1,641	-	-
-	-	-	-	-	-
-	-	100	111	1,700	-
-	-	46,000	41,668	-	-
-	-	-	11,543	-	-
-	-	5,000	6,000	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 27,670</u>	<u>\$ 27,635</u>	<u>\$ 360,812</u>	<u>\$ 307,349</u>	<u>\$ 266,131</u>	<u>\$ 249,029</u>
<u>\$ (208)</u>	<u>\$ (157)</u>	<u>\$ (31,639)</u>	<u>\$ 7,652</u>	<u>\$ (35,938)</u>	<u>\$ (10,579)</u>
<u>208</u>	<u>208</u>	<u>31,639</u>	<u>31,639</u>	<u>35,938</u>	<u>35,938</u>
<u>\$ -</u>	<u>\$ 51</u>	<u>\$ -</u>	<u>\$ 39,291</u>	<u>\$ -</u>	<u>\$ 25,359</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	101 Budget Big White Street Lighting	101 Actual Big White Street Lighting	103 Budget Beaverdell Street Lighting	103 Actual Beaverdell Street Lighting
<b>REVENUE</b>				
Grants in lieu of taxes	\$ -	\$ -	\$ -	\$ -
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	-	-	-	-
Transfers from:				
Electoral area tax levy	26,444	26,444	2,854	2,854
Member municipalities	-	-	-	-
Other governments	-	-	-	-
Reserve fund	-	-	-	-
Capital fund	-	1,508	-	-
Equity account	-	-	-	-
	<u>\$ 26,444</u>	<u>\$ 27,952</u>	<u>\$ 2,854</u>	<u>\$ 2,854</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ -	\$ -	\$ -	\$ -
Office and supplies	-	-	-	-
Debt charges - principal	-	-	-	-
Debt charges - interest	-	-	-	-
Insurance	-	-	-	-
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	1,463	1,463	-	-
Utilities	20,600	14,364	1,854	1,746
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	-	-	-
Vehicle	-	-	-	-
Contracted services	-	-	-	-
Travel and training	-	-	-	-
Grants to other programs	-	-	-	-
Miscellaneous	-	-	-	-
Capital expenditures	-	-	-	-
Amortization	-	1,508	-	-
Transfers to:				
Reserve fund	9,138	9,138	1,309	1,309
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 31,201</u>	<u>\$ 26,473</u>	<u>\$ 3,163</u>	<u>\$ 3,055</u>
Excess revenue (expenditures)	\$ (4,757)	\$ 1,479	\$ (309)	\$ (201)
Surplus (deficit), beginning of year	4,757	4,757	309	309
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 6,236</u>	<u>\$ -</u>	<u>\$ 108</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

120 Budget House Numbering Area 'A' & Area 'C'	120 Actual House Numbering Area 'A' & Area 'C'	121 Budget House Numbering Area 'D'	121 Actual House Numbering Area 'D'	122 Budget House Numbering Area 'B'	122 Actual House Numbering Area 'B'
\$ -	\$ 12	\$ -	\$ 6	\$ -	\$ 4
-	-	-	-	-	-
-	-	-	-	-	-
5,988	5,988	2,994	2,994	2,995	2,995
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 5,988</u>	<u>\$ 6,000</u>	<u>\$ 2,994</u>	<u>\$ 3,000</u>	<u>\$ 2,995</u>	<u>\$ 2,999</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
4,500	4,500	2,250	2,250	2,250	2,250
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
1,500	1,500	750	750	750	750
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
\$ (12)	\$ -	\$ (6)	\$ -	\$ (5)	\$ (1)
12	12	6	6	5	5
<u>\$ -</u>	<u>\$ 12</u>	<u>\$ -</u>	<u>\$ 6</u>	<u>\$ -</u>	<u>\$ 4</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	123 Budget House Numbering Area 'E'	123 Actual House Numbering Area 'E'	140 Budget Grand Forks, Area 'C' & Area 'D' Library	140 Actual Grand Forks, Area 'C' & Area 'D' Library
<b>REVENUE</b>				
Grants in lieu of taxes	\$ -	\$ -	\$ 1,000	\$ 2,463
Services provided to other governments	-	-	-	-
Sale of services	-	-	-	-
Other revenue	-	-	-	-
Transfers from:				
Electoral area tax levy	3,000	3,000	273,074	272,927
Member municipalities	-	-	143,090	143,237
Other governments	-	-	-	-
Reserve fund	-	-	-	-
Capital fund	-	-	-	-
Equity account	-	-	-	-
	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 417,164</u>	<u>\$ 418,627</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ -	\$ -	\$ -	\$ -
Office and supplies	-	-	-	-
Debt charges - principal	-	-	-	-
Debt charges - interest	-	-	-	-
Insurance	-	-	-	-
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	-	-	4,022	4,022
Utilities	-	-	-	-
Professional fees	2,250	2,250	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	-	-	-
Vehicle	-	-	-	-
Contracted services	-	-	-	-
Travel and training	-	-	-	-
Grants to other programs	-	-	413,606	413,606
Miscellaneous	750	750	-	-
Capital expenditures	-	-	-	-
Amortization	-	-	-	-
Transfers to:				
Reserve fund	-	-	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 417,628</u>	<u>\$ 417,628</u>
Excess revenue (expenditures)	\$ -	\$ -	\$ (464)	\$ 999
Surplus (deficit), beginning of year	-	-	464	464
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,463</u>

# REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

141 Budget House Numbering Area 'A' & Area 'C'	141 Actual House Numbering Area 'A' & Area 'C'	145 Budget Greenwood & Area 'E' Cemetery	145 Actual Greenwood & Area 'E' Cemetery	150 Budget East End Cemetery	150 Actual East End Cemetery
\$ -	\$ -	\$ -	\$ 1	\$ 999	\$ 1,731
-	-	-	-	-	-
-	-	-	-	-	-
3,750	3,750	18,059	18,057	173,952	156,685
-	-	2,304	2,306	418,809	436,075
-	-	10,000	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 3,750</u>	<u>\$ 3,750</u>	<u>\$ 30,363</u>	<u>\$ 20,364</u>	<u>\$ 593,760</u>	<u>\$ 594,491</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	1,463	1,463	5,180	5,180
-	-	-	-	-	-
-	-	-	-	-	-
-	-	28,900	12,900	-	-
3,750	3,750	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	588,940	588,940
-	-	-	-	-	-
<u>\$ 3,750</u>	<u>\$ 3,750</u>	<u>\$ 30,363</u>	<u>\$ 14,363</u>	<u>\$ 594,120</u>	<u>\$ 594,120</u>
\$ -	\$ -	\$ -	\$ 6,001	\$ (360)	\$ 371
-	-	-	-	360	360
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,001</u>	<u>\$ -</u>	<u>\$ 731</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

	170 Budget Boundary Integrated Watershed	170 Actual Boundary Integrated Watershed
<b>REVENUE</b>		
Grants in lieu of taxes	\$ -	\$ 493
Services provided to other governments	-	-
Sale of services	-	-
Other revenue	120,000	145,908
Transfers from:		
Electoral area tax levy	116,077	116,267
Member municipalities	36,445	36,255
Other governments	-	-
Reserve fund	-	-
Capital fund	-	-
Equity account	-	-
	<u>\$ 272,522</u>	<u>\$ 298,923</u>
<b>EXPENSES</b>		
Salaries and benefits	\$ 113,733	\$ 114,682
Office and supplies	7,325	2,819
Debt charges - principal	-	-
Debt charges - interest	-	-
Insurance	-	-
Director remuneration and expenses	-	-
Board fee (recovery of)	1,463	1,463
Utilities	-	-
Professional fees	-	-
Equipment rentals	-	-
Repairs and maintenance	10,160	9,875
Vehicle	3,000	3,000
Contracted services	145,000	166,547
Travel and training	3,060	135
Grants to other programs	-	-
Miscellaneous	1,000	-
Capital expenditures	-	-
Amortization	-	-
Transfers to:		
Reserve fund	44,000	44,000
Other governments	-	-
Provision for landfill closure and post-closure	-	-
	<u>\$ 328,741</u>	<u>\$ 342,521</u>
Excess revenue (expenditures)	\$ (56,219)	\$ (43,598)
Surplus (deficit), beginning of year	56,219	55,825
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 12,227</u>



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: GENERAL FUND

For the year ended December 31, 2020  
(Unaudited)

Budget 2020 General Fund	Actual 2020 General Fund	Actual 2019 General Fund
\$ 1,835,133	\$ 1,943,370	\$ 1,845,355
336,028	271,856	484,426
3,727,451	3,512,159	3,973,420
2,165,816	1,929,044	1,842,971
11,727,449	11,463,646	10,728,371
7,353,862	7,612,913	7,198,699
2,187,730	871,213	1,771,574
2,349,376	858,340	907,319
-	1,765,165	1,718,782
1,970,100	987,928	2,515,055
<u>\$ 33,652,945</u>	<u>\$ 31,215,634</u>	<u>\$ 32,985,972</u>
11,703,654	11,172,308	10,931,949
609,808	490,017	485,083
971,772	848,832	330,450
290,004	249,233	224,713
328,732	318,444	266,613
598,352	472,309	544,130
(151,839)	(151,839)	(149,111)
759,453	588,936	623,128
485,757	435,160	434,860
62,813	41,170	43,762
1,979,792	1,656,953	1,537,244
377,823	324,300	348,308
4,723,923	4,554,651	5,055,773
607,691	300,030	460,547
2,215,462	1,633,384	1,881,396
391,317	235,724	172,413
6,513,170	2,936,025	3,381,326
-	1,765,165	1,718,782
2,218,212	2,029,940	1,113,712
1,275,596	1,275,960	1,033,958
240,787	240,627	235,950
<u>\$ 36,202,279</u>	<u>\$ 31,417,329</u>	<u>\$ 30,674,986</u>
\$ (2,549,334)	\$ (201,695)	\$ 2,310,986
2,549,334	2,537,789	1,256,833
<u>\$ -</u>	<u>\$ 2,336,094</u>	<u>\$ 3,567,819</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: WATER FUND

For the year ended December 31, 2020  
(Unaudited)

	500 Budget Beaver Valley Water Supply	500 Actual Beaver Valley Water Supply	550 Budget Christina Lake Waterworks	550 Actual Christina Lake Waterworks
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 464	\$ 437	\$ -	\$ -
Services provided to other governments	-	-	-	-
Sale of services	339,354	347,094	165,000	162,614
Other revenue	1,350,500	9,748	8,000	1,352
Transfers from:				
Electoral area tax levy	137,700	138,600	204,400	204,400
Member municipalities	-	-	-	-
Other governments	342,000	342,000	37,942	-
Reserve fund	203,436	-	14,033	-
Capital fund	-	242,498	-	96,685
Equity account	-	-	-	-
	<u>\$ 2,373,454</u>	<u>\$ 1,080,377</u>	<u>\$ 429,375</u>	<u>\$ 465,051</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ 60,014	\$ 61,808	\$ 91,532	\$ 90,643
Office and supplies	-	-	-	-
Debt charges - principal	-	-	63,655	63,655
Debt charges - interest	-	-	20,433	20,432
Insurance	11,614	13,300	3,833	4,111
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	26,370	26,370	8,079	8,079
Utilities	3,170	2,894	24,000	19,795
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	343,007	337,438	31,580	56,119
Vehicle	1,820	1,820	4,020	2,198
Contracted services	22,519	13,621	-	-
Travel and training	-	-	5,150	1,528
Grants to other programs	-	-	-	-
Miscellaneous	22,302	34,979	-	1,882
Capital expenditures	2,033,000	47,735	71,975	-
Amortization	-	242,498	-	96,685
Transfers to:				
Reserve fund	83,875	83,875	105,039	99,848
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 2,607,691</u>	<u>\$ 866,338</u>	<u>\$ 429,296</u>	<u>\$ 464,975</u>
Excess revenue (expenditures)	\$ (234,237)	\$ 214,039	\$ 79	\$ 76
Surplus (deficit), beginning of year	234,237	234,237	(79)	(79)
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 448,276</u>	<u>\$ -</u>	<u>\$ (3)</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: WATER FUND

For the year ended December 31, 2020  
(Unaudited)

600 Budget Columbia Gardens Water Supply	600 Actual Columbia Gardens Water Supply	650 Budget Rivervale Water Supply	650 Actual Rivervale Water Supply
\$ -	\$ -	\$ -	\$ -
-	-	-	-
5,314	5,120	174,046	174,444
10,000	10,000	-	-
12,706	12,706	-	-
-	-	-	-
15,050	5,540	-	-
6,064	-	13,617	4,500
-	52,754	-	16,510
-	-	-	-
<u>\$ 49,134</u>	<u>\$ 86,120</u>	<u>\$ 187,663</u>	<u>\$ 195,454</u>
-	-	112,463	90,906
-	-	-	-
-	-	7,211	7,273
-	-	220	158
8,671	9,408	843	913
-	-	-	-
2,264	2,264	8,075	8,075
7,803	7,368	3,526	2,430
15,000	6,080	2,500	-
-	-	-	-
7,283	1,637	22,950	27,183
-	-	7,775	962
13,012	10,854	-	-
-	-	-	-
-	-	-	-
-	-	7,100	6,789
-	-	15,000	-
-	52,754	-	16,510
-	-	-	-
-	-	42,033	42,033
-	-	-	-
-	-	-	-
<u>\$ 54,033</u>	<u>\$ 90,365</u>	<u>\$ 229,696</u>	<u>\$ 203,232</u>
<u>\$ (4,899)</u>	<u>\$ (4,245)</u>	<u>\$ (42,033)</u>	<u>\$ (7,778)</u>
<u>4,899</u>	<u>4,899</u>	<u>42,033</u>	<u>42,336</u>
<u>\$ -</u>	<u>\$ 654</u>	<u>\$ -</u>	<u>\$ 34,558</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: WATER FUND

For the year ended December 31, 2020  
(Unaudited)

	Budget 2020 Water Fund	Actual 2020 Water Fund	Actual 2019 Water Fund
<b>REVENUE</b>			
Grants in lieu of taxes	\$ 464	\$ 437	\$ 453
Services provided to other governments	-	-	-
Sale of services	683,714	689,273	680,244
Other revenue	1,368,500	21,100	222,158
Transfers from:			
Electoral area tax levy	354,806	355,706	362,212
Member municipalities	-	-	-
Other governments	394,992	347,540	324,566
Reserve fund	237,150	4,500	1,751
Capital fund	-	408,448	409,552
Equity account	-	-	-
	<u>\$ 3,039,626</u>	<u>\$ 1,827,004</u>	<u>\$ 2,000,936</u>
<b>EXPENSES</b>			
Salaries and benefits	\$ 264,009	\$ 243,358	\$ 148,425
Office and supplies	-	-	-
Debt charges - principal	70,866	70,927	147,071
Debt charges - interest	20,653	20,590	34,145
Insurance	24,961	27,732	24,324
Director remuneration and expenses	-	-	-
Board fee (recovery of)	44,788	44,788	43,978
Utilities	38,499	32,487	36,309
Professional fees	17,500	6,080	32,838
Equipment rentals	-	-	-
Repairs and maintenance	404,820	422,377	479,398
Vehicle	13,615	4,980	11,384
Contracted services	35,531	24,475	38,006
Travel and training	5,150	1,528	4,455
Grants to other programs	-	-	-
Miscellaneous	29,402	43,650	8,630
Capital expenditures	2,119,975	47,735	124,736
Amortization	-	408,448	409,552
Transfers to:			
Reserve fund	230,947	225,756	137,383
Other governments	-	-	-
Provision for landfill closure and post-closure	-	-	-
	<u>\$ 3,320,716</u>	<u>\$ 1,624,911</u>	<u>\$ 1,680,634</u>
Excess revenue (expenditures)	\$ (281,090)	\$ 202,093	\$ 320,302
Surplus (deficit), beginning of year	281,090	281,393	83,105
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 483,486</u>	<u>\$ 403,407</u>

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Report for Approval

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: SEWER FUND

For the year ended December 31, 2020  
(Unaudited)

	700 Budget East End Regionalized Sewer	700 Actual East End Regionalized Sewer	800 Budget Oasis-Rivervale Sewer	800 Actual Oasis-Rivervale Sewer
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 4,000	\$ 5,931	\$ -	\$ -
Services provided to other governments	-	-	-	-
Sale of services	-	-	30,517	30,109
Other revenue	41,274	25,468	-	-
Transfers from:				
Electoral area tax levy	-	-	30,535	30,535
Member municipalities	1,640,301	1,640,301	-	-
Other governments	-	-	-	-
Reserve fund	240,890	-	2,974	1,784
Capital fund	-	497,940	-	33,239
Equity account	-	-	-	-
	<u>\$ 1,926,465</u>	<u>\$ 2,169,640</u>	<u>\$ 64,026</u>	<u>\$ 95,667</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ 471,041	\$ 385,059	\$ 9,286	\$ 9,286
Office and supplies	23,765	20,231	-	132
Debt charges - principal	184,854	184,853	-	-
Debt charges - interest	187,200	187,200	-	-
Insurance	22,710	26,710	1,668	1,807
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	47,999	47,999	5,376	5,376
Utilities	170,486	132,074	6,168	4,337
Professional fees	50,000	43,541	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	511,632	371,137	35,324	29,115
Vehicle	57,813	22,840	-	-
Contracted services	-	-	-	-
Travel and training	18,500	4,983	-	-
Grants to other programs	-	-	-	-
Miscellaneous	15,000	-	2,562	2,237
Capital expenditures	350,000	108,414	15,000	13,810
Amortization	-	497,940	-	33,239
Transfers to:				
Reserve fund	121,000	121,000	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 2,232,000</u>	<u>\$ 2,153,981</u>	<u>\$ 75,384</u>	<u>\$ 99,339</u>
Excess revenue (expenditures)	\$ (305,535)	\$ 15,659	\$ (11,358)	\$ (3,672)
Surplus (deficit), beginning of year	305,535	306,046	11,358	11,358
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 321,705</u>	<u>\$ -</u>	<u>\$ 7,686</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: SEWER FUND

For the year ended December 31, 2020  
(Unaudited)

Budget 2020 Sewer Fund	Actual 2020 Sewer Fund	Actual 2019 Sewer Fund
\$ 4,000	\$ 5,931	\$ 6,300
-	-	-
30,516	30,109	30,104
41,274	25,468	58,748
30,535	30,535	30,534
1,640,301	1,640,301	1,624,011
-	-	160,943
243,864	1,784	86,880
-	531,179	535,589
-	-	-
<u>\$ 1,990,490</u>	<u>\$ 2,265,307</u>	<u>\$ 2,533,109</u>
480,327	394,345	418,922
23,765	20,363	33,527
184,854	184,853	184,853
187,200	187,200	187,200
24,378	28,517	23,684
-	-	-
53,375	53,375	52,414
176,654	136,411	132,238
50,000	43,541	78,724
-	-	-
546,956	400,252	398,402
57,813	22,840	30,058
-	-	-
18,500	4,983	12,376
-	-	-
17,562	2,238	2,282
365,000	122,224	325,396
-	531,179	535,589
121,000	121,000	8,281
-	-	-
-	-	-
<u>\$ 2,307,384</u>	<u>\$ 2,253,321</u>	<u>\$ 2,423,946</u>
<u>\$ (316,894)</u>	<u>\$ 11,986</u>	<u>\$ 109,163</u>
<u>316,894</u>	<u>317,405</u>	<u>235,039</u>
<u>\$ -</u>	<u>\$ 329,391</u>	<u>\$ 344,202</u>

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: TRANSIT FUND

For the year ended December 31, 2020  
(Unaudited)

	900 Budget East End Transit	900 Actual East End Transit	950 Budget Boundary Transit	950 Actual Boundary Transit
<b>REVENUE</b>				
Grants in lieu of taxes	\$ 2,800	\$ 3,329	\$ 100	\$ 282
Services provided to other governments	-	-	-	-
Sale of services	407,813	346,464	10,140	8,757
Other revenue	-	-	30,500	44,060
Transfers from:				
Electoral area tax levy	334,440	301,255	20,749	20,878
Member municipalities	805,204	838,389	22,828	22,699
Other governments	-	-	-	-
Reserve fund	111,884	6,945	-	-
Capital fund	-	-	-	-
Equity account	-	-	-	-
	<u>\$ 1,662,141</u>	<u>\$ 1,496,382</u>	<u>\$ 84,317</u>	<u>\$ 96,676</u>
<b>EXPENSES</b>				
Salaries and benefits	\$ -	\$ -	\$ -	\$ -
Office and supplies	-	-	-	-
Debt charges - principal	-	-	-	-
Debt charges - interest	-	-	-	-
Insurance	-	-	-	-
Director remuneration and expenses	-	-	-	-
Board fee (recovery of)	52,111	52,111	1,565	1,565
Utilities	1,505	1,219	-	-
Professional fees	-	-	-	-
Equipment rentals	-	-	-	-
Repairs and maintenance	-	-	-	-
Vehicle	-	-	-	-
Contracted services	1,627,678	1,071,921	85,738	58,951
Travel and training	-	-	-	-
Grants to other programs	-	-	-	-
Miscellaneous	96,242	22,111	3,500	-
Capital expenditures	-	-	-	-
Amortization	-	-	-	-
Transfers to:				
Reserve fund	-	-	-	-
Other governments	-	-	-	-
Provision for landfill closure and post-closure	-	-	-	-
	<u>\$ 1,777,536</u>	<u>\$ 1,147,362</u>	<u>\$ 90,803</u>	<u>\$ 60,516</u>
Excess revenue (expenditures)	\$ (115,395)	\$ 349,020	\$ (6,486)	\$ 36,160
Surplus (deficit), beginning of year	115,395	115,395	6,486	6,486
<b>Surplus (deficit), end of year</b>	<u>\$ -</u>	<u>\$ 464,415</u>	<u>\$ -</u>	<u>\$ 42,646</u>



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### STATEMENT OF FINANCIAL ACTIVITIES: TRANSIT FUND

For the year ended December 31, 2020  
(Unaudited)

Budget 2020 Transit Fund	Actual 2020 Transit Fund	Actual 2019 Transit Fund
\$ 2,900	\$ 3,611	\$ 3,800
-	-	-
417,953	355,222	470,726
30,500	44,060	36,678
355,189	322,133	327,428
828,032	861,088	859,695
-	-	-
111,884	6,945	-
-	-	-
-	-	-
<u>\$ 1,746,458</u>	<u>\$ 1,593,059</u>	<u>\$ 1,698,327</u>
-	-	-
-	-	-
-	-	-
-	-	-
53,676	53,676	52,719
1,505	1,219	1,308
-	-	-
-	-	-
-	-	-
1,713,416	1,130,872	1,577,310
-	-	-
99,742	22,111	542
-	-	-
-	-	-
-	-	-
-	-	-
<u>\$ 1,868,339</u>	<u>\$ 1,207,878</u>	<u>\$ 1,631,879</u>
<u>\$ (121,881)</u>	<u>\$ 385,181</u>	<u>\$ 66,448</u>
<u>121,881</u>	<u>121,880</u>	<u>68,889</u>
<u>\$ -</u>	<u>\$ 507,061</u>	<u>\$ 135,337</u>

**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** June 9, 2021 4:23 PM  
**To:** Anitra Winje - Corporate Officer; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by The Village of Fruitvale, email address - corporateofficer@village.fruitvale.bc.ca

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

Electoral Area 'A' Director Ali Grieve

**Applicant Information:**

Applicant: The Village of Fruitvale

Address: 1947 Beaver

Phone: 2503677551

Fax:

Email: corporateofficer@village.fruitvale.bc.ca

Representative: Robin Piche

Make Cheque Payable To: The Village of Fruitvale

**Other Expenses:**

Total Cost of Project: \$5000.00

Amount Requested from  
 RDKB Director(s): \$5000.00 *Approved Director Grieve  
 June 10, 2021*

What is the Grant-in-Aid for?

For the purchase and installation of a picnic table at the Harvest Central Community Garden.

**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

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**Jennifer Kuhn**

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**From:** is@rdkb.com  
**Sent:** June 12, 2021 7:40 AM  
**To:** Anitra Winje - Corporate Officer; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by Casino Recreation Society, email address - darrelrieberger@gmail.com

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

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

**Applicant Information:**

Applicant: Casino Recreation Society

Address: 4180 Casino Rd Trail BC V1R 4X3

Phone:

Fax:

Email: darrelrieberger@gmail.com

Representative: Darrel Rieberger

Make Cheque Payable To: Casino Recreation Society

**Other Expenses:**

Total Cost of Project: \$1,694.00

Amount Requested from  
RDKB Director(s):

\$1,694.00 *Approved Director Worley*  
*June 14, 2021*

What is the Grant-in-Aid for?  
Surveying cost

**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

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**Jennifer Kuhn**

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**From:** is@rdkb.com  
**Sent:** June 15, 2021 9:59 AM  
**To:** Anitra Winje - Corporate Officer; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by Genelle Recreation, email address - genellerec@shaw.ca

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

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

**Applicant Information:**

Applicant: Genelle Recreation

Address: 1205 - 2nd Street PO Box 73, Genelle, BC

Phone: 250-693-2216

Fax:

Email: genellerec@shaw.ca

Representative: Faye Tumber

Make Cheque Payable To: Genelle Recreation

**Other Expenses:**

Total Cost of Project: \$\$11,259.49

Amount Requested from RDKB Director(s): \$\$11,259.49 *Approved Director Worley June 15, 2021*

What is the Grant-in-Aid for?

4 new outdoor picnic tables that are of a composite material and require little maintenance. Our wooden tables are old and we are finding it hard to keep maintaining them

**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

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Regional District of  
Kootenay Boundary

## 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 All Grieve	<input checked="" 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
--	--	---	--	---

Applicant:	* DAVID STERPIN (FL CROWE SS)			
FULL Mailing Address: Including Postal Code	* 1300 FRANCES MORAN RD, TRAIL V1R 4L9			
Phone:	* 250 362 5355	Fax:		E-Mail: * dsterpin@sd20.bc.ca
Representative:	* ? DAVID STERPIN			
Make Cheque Payable To:	* FL CROWE SS			

\*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? \$90,000 What amount are you requesting from this RDKB Director(s)? \$10,000 (50%)

What is the Grant-in-Aid for? (attach an extra sheet if necessary) \$5,000 Approved

PLEASE SEE ATTACHED LETTER	Director Worley
	June 7, 2021

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

Name of Organization	TECK	Amount Requested: \$	10,000	Amount Secured: \$	10,000
Name of Organization	PAC (FL CROWE)	Amount Requested: \$	5,000	Amount Secured: \$	✓
Name of Organization		Amount Requested: \$		Amount Secured: \$	
Date: 04/06/21	Applicant Signature			Print Name	DAVID STERPIN

### Office Use Only

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

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





1300 Frances Moran Road, Trail, BC V1R 4L9

phone **250.368.5591**

fax **250.364.1567**

www **jlcrowe.org**

*your EDUCATION your DISCOVERY*

To: RDKB,

My name is David Sterpin and along with my colleague Kyle Percy we teach the Adventure Leadership Academy at JL Crowe Secondary School. The Adventure Leadership Academy (formerly the Outdoor Education Academy) has been running at The Crowe for the past 10 years and has been successful in introducing over 300 students to the many opportunities, both recreationally and economically, that are our beautiful region has to offer. The program has also focused on creating a real sense of ownership of our area and environment and promoting active stewardship of Columbia River valley.

JL Crowe runs many different athletic teams and requires small buses for transportation. The two 21 passenger buses also help transport our students for outdoor pursuits in our program. Unfortunately, our old "Hawk Hauler" has been deemed unsafe as a school bus and has been removed from the road and as such we will be needing to purchase a new second bus. The cost of a new bus is somewhere in the \$90 000 range. At present we have approximately \$52 000 therefore our shortfall is \$38 000. We have one confirmed donation from Teck for the sum of \$10 000 which has been included in the above budget.

In the past the businesses and organizations in the Greater Trail area have been very supportive of our school and in particular our athletic programs and we are hoping for this support to continue. Any financial contributions to the purchase of our new bus would be greatly appreciated and would go towards continuing these vital programs that seek to promote a deeper understanding of our local communities and environment. We would also be happy to continue the tradition of the various contributors being recognized on the bus itself.

Thanks very much

David Sterpin

**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** June 15, 2021 10:41 AM  
**To:** Anitra Winje - Corporate Officer; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by Erin Perkins, Community Literacy Outreach Coordinator, Columbia Basin Alliance for Literacy-Boundary, email address - eperkins@cbal.org

**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 Danna O'Donnell, Electoral Area 'E' / West Boundary Director Vicki Gee

**Applicant Information:**

Applicant: Erin Perkins, Community Literacy Outreach Coordinator, Columbia Basin Alliance for Literacy-Boundary

Address: PO Box 968

Phone: 2504422704

Fax:

Email: eperkins@cbal.org

Representative: Erin Perkins

Make Cheque Payable To: Columbia Basin Alliance for Literacy

**Other Expenses:**

Total Cost of Project: \$\$3000

Amount Requested from RDKB Director(s): ~~\$\$3000~~ \$1,000 Approved Director Mc Gregor  
 June 15, 2021

What is the Grant-in-Aid for?

Delivering 16 (8 in each community for two hours once a week) free Technology Learning Clinics in

Christina Lake and Rock Creek. Participants can drop in (or by appointment depending on Covid regulations) and get help on their own device or one that is provided with technology questions (emails, attachments; downloading, forms etc) with trained CBAL staff and tutors. We have had repeated requests for this popular program from both communities but the pandemic and funding have made this past year impossible.

#### **List of Other Organizations Applied to for Funding**

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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**Jennifer Kuhn**

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**From:** is@rdkb.com  
**Sent:** June 15, 2021 10:41 AM  
**To:** Anitra Winje - Corporate Officer; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by Erin Perkins, Community Literacy Outreach Coordinator, Columbia Basin Alliance for Literacy-Boundary, email address - eperkins@cbal.org

**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 Danna O'Donnell, Electoral Area 'E' / West Boundary Director Vicki Gee

**Applicant Information:**

Applicant: Erin Perkins, Community Literacy Outreach Coordinator, Columbia Basin Alliance for Literacy-Boundary

Address: PO Box 968

Phone: 2504422704

Fax:

Email: eperkins@cbal.org

Representative: Erin Perkins

Make Cheque Payable To: Columbia Basin Alliance for Literacy

**Other Expenses:**

Total Cost of Project: \$\$3000

Amount Requested from RDKB Director(s): ~~\$\$3000~~ \$1,000 Approved Director O'Donnell  
 June 15, 2021

What is the Grant-in-Aid for?

Delivering 16 (8 in each community for two hours once a week) free Technology Learning Clinics in

Christina Lake and Rock Creek. Participants can drop in (or by appointment depending on Covid regulations) and get help on their own device or one that is provided with technology questions (emails, attachments, downloading, forms etc) with trained CBAL staff and tutors. We have had repeated requests for this popular program from both communities but the pandemic and funding have made this past year impossible.

#### **List of Other Organizations Applied to for Funding**

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

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**Jennifer Kuhn**

**From:** is@rdkb.com  
**Sent:** June 7, 2021 4:04 PM  
**To:** Anitra Winje - Corporate Officer; Information Services; Jennifer Kuhn; Melissa Zahn  
**Subject:** Grant-in-Aid Form submitted by Greenwood and District Public Library, email address - gpl-admin@shaw.ca

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

Electoral Area 'E'/West Boundary Director Vicki Gee

**Applicant Information:**

Applicant: Greenwood and District Public Library

Address: P.O. Box 279, Greenwood, BC V0H 1J0

Phone: 250 445 6111

Fax:

Email: gpl-admin@shaw.ca

Representative: Jocelyn Nega

Make Cheque Payable To: Greenwood Public Library

**Other Expenses:**

Total Cost of Project: \$4650.00

Amount Requested from  
RDKB Director(s): ~~\$1,000.00~~ 2400Approved Director Gee  
June 17, 2021

What is the Grant-in-Aid for?

The Grant-in-Aid will help to defray the costs of running the Summer Reading Club Program for 8 weeks this summer. The SRC has 2 weekly programs one for children 6-8 and one for ages 9-12 and is primarily meant to encourage reading in a fun and creative way. Theme will be "Imagine" with activities exploring

history, storytelling, science, art, nature to mention a few. The Grant in aid will make it possible to pay the remaining wages for our SRC coordinator which are not covered by the Summer Jobs program. As well to help replenish our much depleted stock of teaching tools and craft items.

#### **List of Other Organizations Applied to for Funding**

Name of Organization	Employment and Social Development Canada - Canada Summer Jobs Program
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Amount Requested	4240.00
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Amount Secured	3648.00
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Name of Organization	
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Amount Requested	
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Amount Secured	
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Name of Organization	
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Amount Requested	
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Amount Secured	
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