

Electoral Area Services

Thursday, January 16, 2014 - 4:30 pm

The Regional District of Kootenay
Boundary Board Room, RDKB Board Room,
843 Rossland Ave., Trail, BC

A G E N D A

1. CALL TO ORDER
2. ELECTION OF VICE-CHAIR
3. ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

A) January 16, 2014

Recommendation: That the January 16, 2014 Electoral Area Services Agenda be adopted.

4. MINUTES

A) November 14, 2013

Recommendation: That the November 14, 2013 Electoral Area Services Minutes be adopted.

[Nov EAS Minutes.pdf](#)

5. DELEGATIONS
6. UNFINISHED BUSINESS

A) Electoral Area Services Committee Memorandum of Action Items

Recommendation: That the Electoral Area Services Committee Memorandum of Action Items be received.
[ToEndOfDec.ForJan.pdf](#)

7. NEW BUSINESS

A) **ED'S EQUIPMENT**

RE: OCP/Zoning Amendment

1106 Highway 3B, Beaver Falls, Electoral Area 'A'
Lot 23, Plan 2016, DL 8392, KD
RDKB File #: A-8692-09351.000

Recommendation:

That the staff report regarding a proposed OCP and Zoning map amendments for the property legally described as Lot 23, Plan 2016, DL 8392, KD be received.

[2014-01-09 EAS Report OCP Zoning Amendment.pdf](#)

B) **GRAHAM, Ian & Cheryl**

RE: Development Permit

1788 Sander Frontage Road, Christina Lake, B.C., Electoral Area 'C'
Lot A, DL 498, SDYD, Plan KAP29837
RDKB File #: C-498-03003.000

Recommendation: That the staff report regarding the application for a Development Permit submitted by Graham Marine for the property legally described as Lot A, DL 498, SDYD, Plan KAP29837, be received.

[Jan C Graham Marine EAS.pdf](#)

C) **SYKES, Yelana**

**RE: Ministry of Transportation and Infrastructure
Subdivision**

3555 Highway 3, Christina Lake, B.C., Electoral Area 'C'
DL 2827s, SDYD, Except Plans H728 and KAP3938
RDKB File #: C-2827s-06897.000

Recommendation: That the staff report regarding the Ministry of Transportation and Infrastructure referral for a conventional subdivision for the property legally described as DL 2827S, SDYD, Except Plans H728 and KAP3938, be received.

[Jan C Sub Sykes EAS.pdf](#)

D) **BELL, James & Rita**

RE: Ministry of Transportation and Infrastructure Subdivision

Undeveloped parcel Champion Park Road, Electoral Area 'A'
Lot 1, DL 1236, KD, Plan NEP17448
RDKB File #: A-126-05538.032

Recommendation: That the staff report regarding the Ministry of Transportation and Infrastructure referral for a conventional subdivision for the property legally described as Lot 1, DL 1236, KD, Plan NEP17448, be received.

[Jan A Sub Bell EAS.pdf](#)

E) **MOORE, Gary & Linda**

RE: Ministry of Transportation and Infrastructure Subdivision

325 4th Street, Greenwood, B.C., Electoral Area 'E'
Lot A, Twp 70, SDYD, Plan 40399, except Plan KAP55167
RDKB File #: E-TWP70-00008.000

Recommendation:

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a conventional subdivision for

the property legally described as Lot A, Twp 70, SDYD, Plan 40399, except Plan KAP55167, be received.

[Jan E Sub Moore EAS.pdf](#)

F) **2013 Annual Report and 2014 Proposed Work Program
Planning and Development**

Recommendation:

That the Planning and Development Department 2013 Annual Report and Proposed 2014 Work Program be received.

Recommendation: That the Planning and Development Department 2013 Annual Report and Proposed 2014 Work Program be approved.

[2013Rprt2014WrkPro.pdf](#)

G) **2014 Planning and Development Budget Report**

Recommendation:

That the staff report from Mark Andison, General Manager, Operations/DCAO regarding the proposed 2014 Planning and Development Department Five-Year Financial Plan be received.

Recommendation: That the Electoral Area Services Committee approve the proposed 2014 Five Year Financial Plan for the RDKB Planning and Development Department function.

[2014 PD Budget Report.pdf](#)

H) **2014 House Numbering Budget Report**

Recommendation:

That the staff report from Mark Andison, General Manager, Operations/DCAO regarding the proposed House Numbering Services Five-Year Financial Plans be received.

Recommendation: That the Electoral Area Services Committee approve the proposed House Numbering Services Five-year Financial Plans.

[2014 House Numbering Budgets Report.pdf](#)

I) **B. Teasdale - CLSAS Operating Contracts**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an extension of the current operating agreements for the Christina Lake Solar Aquatics System (CLSAS).

Recommendation: That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an extension of the current operating agreements for the Christina Lake Solar Aquatics System (CLSAS), be received.

Recommendation: That the RDKB defer renewal of the Oversight Contract until a future date.

Recommendation: That the Electoral Area Services Committee recommend to the RDKB Board of Directors that the RDKB approve the draft contract with Domar Construction Management for the continued Operations and Maintenance activities of the Christina Lake Solar Aquatics System for a period of two years (January 1, 2014 to December 31, 2015), which does not exceed the approved annual operating budget for the facility.

[Staf Report - EAS - CLSAS Service Contracts - Jan2014 - Pdf](#)

J) **B. Teasdale - Rivervale Water System Capital**

Improvements

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the design and installation of water treatment improvements for the current Rivervale Water System's Control Building.

Recommendation: That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the design and installation of water treatment improvements for the current Rivervale Water System's Control Building, be received.

Recommendation: That the Electoral Area Services Committee recommend to the RDKB Board of Directors that the Rivervale Water System Upgrade Project be approved as presented and completed prior to the adoption of the 2014-2018 Budget and Five-Year Financial Plan.

[Staff Report - EAS - Rivervale Water System Improvements - Jan2014 - Pdf](#)

K) B.Teasdale - Columbia Gardens Water System Draft 2014-2018 Budget and Financial Plan

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Columbia Gardens Water Supply Utility.

Recommendation: That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Columbia Gardens Water Supply Utility, be received.

Recommendation: That the Electoral Area Services Committee provide further direction to Staff in respect to the

development of the 2014-2018 Budget and Five-Year Financial Plan.

[Staff Report - EAS - Columbia Gardens Water 2014-2018 Draft Budget and 5 Yr Plan - Pdf](#)

L) **B.Teasdale - Rivervale Water & Street Lighting Draft 2014-2018 Budget and Financial Plan**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Rivervale Water and Street Lighting Service.

Recommendation:

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Rivervale Water and Street Lighting Service, be received.

Recommendation: That the Electoral Area Services Committee provide further direction to Staff for the development of the Rivervale Water and Street Lighting Service 2014-2018 Budget and Financial Plan.

[Staff Report - EAS - Rivervale Water 2014-2018 Draft Budget and 5 Yr Plan - Pdf](#)

M) **Correspondence for IHA regarding Small Water Systems**

Recommendation:

That the correspondence from IHA regarding Small Water Systems be received.

Recommendation: That the Electoral Area Services Committee, as a Small Water System Stakeholder, provide any comments to Staff that they wish to be considered by Interior Health during the consultation process.

[IHA Small Water Systems Consultation Dec2013.pdf](#)

N) **RDKB - Liquid Waste Management Planning Stage II - Gas Tax Application**

An application for Area A Gas Tax Funds to participate in the RDKB LWMP Stage II Planning Process.

Recommendation: That the Gas Tax Application from the RDKB requesting funding in the amount of \$805.88 be received.

Recommendation: That the Electoral Area Services Committee members recommend the RDKB Gas Tax application in the amount of \$805.88 (Electoral Area A) be presented to the RDKB Board of Directors for consideration with a recommendation of approval.

[Area A Gas Tax Application - RDKB LWMP Stage II Participation.pdf](#)

O) **Grand Forks Community Trails Society
RE: Gas Tax Application**

Recommendation:

That the Gas Tax application by the Grand Forks Community Trails Society be received.

Recommendation: That the Electoral Area Services Committee recommend the Grand Forks Community Trails Society Gas Tax application be presented to the RDKB Board of Directors for consideration with a recommendation of approval.

[Grand Forks Trails Gas Tax App.pdf](#)

P) **ALC Decision Letter**
RE: Harfman, Duane and Tracy

Recommendation: That the ALC Decision Letter dated January 2, 2014 be received.
[ALC Decision Harfman.pdf](#)

Q) **Grant in Aid Update**

Recommendation: That the Grant in Aid report be received.
[Grant in Aid.pdf](#)

R) **Gas Tax Update**

Recommendation: That the Gas Tax report be received.
[Gas Tax Agreement EA Committee.pdf](#)

S) **2014 Planning and Development Department Application Process and Meeting Schedule**

Recommendation: That the 2014 Planning and Development Department Application Process and Meeting Schedule be received.
[2014 Process Schedule.pdf](#)

8. LATE (EMERGENT) ITEMS

9. DIRECTOR REQUEST FOR STAFF RESOURCES (DISCUSSION)

A) **Communicating with the Public**
[Communicating with the Public.pdf](#)

B) **ALR/ALC**

C) **Alternate Directors**
RE: Possible expansion of duties on behalf of the Rural Director

10. CLOSED (IN CAMERA) SESSION

11. ADJOURNMENT



Electoral Area Services

Minutes

Thursday, November 14, 2013
RDKB Board Room,
843 Rossland Ave., Trail, BC

Directors Present:

Director Linda Worley
Director Ali Grieve
Director Grace McGregor
Alternate Director Roly Russell
Director Bill Baird

Other Directors:

Brian Taylor

Staff Present:

Mark Andison, General Manager of Operations
Maria Ciardullo, Recording Secretary

CALL TO ORDER

Chair Worley called the meeting to order at 4:31 p.m.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

November 14, 2013

Brian Taylor asked about the voting process regarding the fringe areas.

Moved: Director McGregor

Seconded: Director Russell

That the November 14, 2013 Electoral Area Services Agenda be adopted.

Carried.

November 14, 2013

MINUTES

October 17, 2013

Moved: Director Baird

Seconded: Director Grieve

That the October 17, 2013 Electoral Area Services Minutes be adopted

Carried.

DELEGATIONS

UNFINISHED BUSINESS

Electoral Area Services Committee Memorandum of Action Items.

Director McGregor asked about an update to the renaming of the Electoral Areas.

Moved: Director Grieve

Seconded: Director Russell

That the Electoral Area Services Committee Memorandum of Action Items be received.

Carried.

NEW BUSINESS

FOWLER, Darren & Lori

RE: Development Variance Permit

1025 Lower China Creek Rd., Genelle, Electoral Area 'B'

Lot H, DL 4598, KD, Plan NEP23228

RDKB File #: B-4985-07311.064

Mark Andison, General Manager of Operations/DCAO reviewed the application with the committee members. Director Russell inquired about the process of sending out adjacent owner letters and it was;

Moved: Director McGregor

Seconded: Director Grieve

That the staff report regarding the application for a Development Variance Permit submitted by Darren and Lori Fowler, for the property legally described as Lot H, DL 4598, KD, Plan NEP23228, be received.

Carried.

November 14, 2013

Moved: Director Baird

Seconded: Director Russell

That the Development Variance Permit application submitted by Darren and Lori Fowler for the property legally described as Lot H, DL 4598, KD, Plan NEP23228, to allow a rear lot line variance of 1.475 metres, from 3 metres to 1.525 metres and an increase in height of 1.5 metres, from 4.5 metres to 6 metres, to construct an accessory building, be presented to the Board for consideration with a recommendation of support.

Carried.

KRAUSE, Peter & Anita

RE: Development Variance Permit

#10 Mountain View Rd., Christina Lake, Electoral Area 'C'

Lot 31, DL 312, SDYD, Plan 29935

RDKB File #: C-312-02632.255

Mark Andison reviewed the application with the committee members. Comments included this land use complies with the current zoning bylaw as kennels are permitted, and it was,

Moved: Director McGregor

Seconded: Director Grieve

That the staff report regarding the application for a Development Variance Permit submitted by Anita Krause and Peter Krause for the property legally described as Lot 1, DL 970, Plan KAP196 Lot 31, DL 312, SDYD, Plan 29935, SDYD, be received.

Carried.

Moved: Director McGregor

Seconded: Director Baird

That the application for a Development Variance Permit submitted by Anita Krause and Peter Krause, for a decrease of 6 metres from the 60m setback requirement from the north parcel line and a decrease of 11 metres from the 60m setback requirement from the west parcel line, for a kennel building and animal enclosures, for the property legally described as Lot 1, DL 970, Plan KAP196 Lot 31, DL 312, SDYD, Plan 29935, SDYD, be presented to the Board for consideration with a recommendation of support.

Carried.

CHRISTINA LAKE SENIOR'S HOUSING

RE: OCP/Zoning Amendment

Crown parcel located at southeast corner of Christina Lake, Electoral Area 'C'

RDKB File #: C-44

November 14, 2013

Mark Andison reviewed the application with the Committee members. He stated the RDKB has a license of occupation on this land. He also explained the proposed development but more information from the Senior's Association is needed before this application can move forward, and it was;

Moved: Director McGregor

Seconded: Director Grieve

That the staff report regarding the application for an amendment to the Area 'C' OCP and Zoning Bylaw submitted by the Christina Lake Seniors Housing Society, for the property legally described as a portion of That part of DL 498, SDYD, except (1) part 6.29 acres shown as Columbia and Western Railway R/W on Plan attached to parcels Book Vol. 4, FOL 433, (2) Plans 2710, 13142, 13192, 29837, 37989, 38106, KAP45806, KAP45822, KAP46580, KAP60519 and KAP79304, and containing 1.2 ha, more or less, be received.

Carried.

Moved: Director McGregor

Seconded: Director Grieve

That the application from the Christina Lake Seniors Housing Society to amend the Area 'C' Official Community Plan and Area 'C' Zoning Bylaw to re-designate and rezone the area legally described as a portion of That part of DL 498, SDYD, except (1) part 6.29 acres shown as Columbia and Western Railway R/W on Plan attached to parcels Book Vol. 4, FOL 433, (2) Plans 2710, 13142, 13192, 29837, 37989, 38106, KAP45806, KAP45822, KAP46580, KAP60519 and KAP79304, and containing 1.2 ha, more or less, be deferred until the applicant completes a Site Profile and the applicants hold an open house to present the proposal to the community.

Carried.

MCKAY, Thomas & Karen

RE: Area 'D' Zoning Bylaw Amendment

2235 Carson Rd., Electoral Area 'D'

Lot 16, DL 500, Plan KAP140, SDYD, Portion shown on PL B796

RDKB File #: D-500-03047.000

Mark Andison reviewed the application regarding rezoning from AGR1 to a new zone to allow a dog kennel on the subject property. There were comments of support from both Director Russell and Director Taylor, and it was;

Moved: Director Russell

Seconded: Director Grieve

That the staff report regarding the application submitted by Tom McKay and Karen McKay to amend Area 'D' Zoning Bylaw 1299, 2005 to allow for a kennel use on the property legally described as Lot 16, DL 500, Plan KAP140, SDYD, Portion shown on PL B796, be received.

Carried.

November 14, 2013

Moved: Director Russell

Seconded: Director McGregor

Recommendation: That the application submitted by Tom McKay and Karen McKay to amend the Area 'D' Zoning Bylaw 1299, 2005 to allow for a kennel use on the property legally described as Lot 16, DL 500, Plan KAP140, SDYD, Portion shown on PL B796 be supported AND FURTHER that staff be directed to draft an amending bylaw for presentation to the Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed zoning bylaw amendment.

Carried.

GREEN, James & Linda and Aslan Viticulture Inc. (SL 20)

RE: Ministry of Transportation and Infrastructure Subdivision

9196 Station Rd., and 392 Columbia Gardens Rd., Fruitvale, BC

Lot 1, Twp 7A, KD, Plan NEP19305 and SL 20, Twp 7A, KD Plan X66 except Pcl A (see 2597I0 and part in Plan 1305

RDKB File #: A-Twp 7A-10519.300

Very brief discussion. This has been to this Committee in the past and it meets the zoning requirements, and it was;

Moved: Director Grieve

Seconded: Director Russell

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed conventional subdivision at the property legally described as Lot 1, Twp 7A, Kootenay District, Plan NEP19305 and SL 20, Twp 7A, Kootenay District Plan, X66 except Parcel A (see 2597I) and part in Plan 1305, be received.

Carried.

BARNES, Judith

RE: Ministry of Transportation and Infrastructure Subdivision

141 Weeks Rd., Genelle, Electoral Area 'B'

Lot 1, DL 2404, KD, Plan 17533

RDKB File #: B-2404-06181.001

There were no concerns with this application as it is a bare land strata in R1 zone and meets minimum parcel size, and it was;

Moved: Director Grieve

Seconded: Director McGregor

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a Bare Land Strata subdivision for the property legally described as Lot 1, DL 2404, KD, Plan 17533, be received.

Carried.

November 14, 2013

TETLOCK, Wesley

RE: Ministry of Transportation and Infrastructure Subdivision

2056 Massie Rd., Christina Lake

Lot 2, DL 970, SDYD, Plan 12100

RDKB File #: C-970-04428.000

Discussion on minimum parcel size and issues regarding access and water supply, and it was;

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed conventional subdivision at the property legally described as Lot 2, DL 970, SDYD, Plan 12100, be received, and that the APC Comments be forwarded to the Ministry for consideration.

Carried.

MCDONALD, Lia and VENABLES, Gary

RE: Ministry of Transportation and Infrastructure Subdivision

8705 Christian Valley Rd., and 8885 Christian Valley Rd., Area 'E'

Lot 1, DL 2989s, SDYD, Plan KAP91954 and DL 874s, SDYD

RDKB File #: E-874s-04188.001 and E-2989s-07007.010

Brief discussion was had. It was stated that MOTI approving officer may require a non-farm use and it was;

Moved: Director Baird

Seconded: Director Russell

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision at the properties legally described as Lot 1, DL 2989s, SDYD, Plan KAP91954 and DL 874s, SDYD, be received.

Carried.

GAMBLE/BARRELL

RE: Ministry of Transportation and Infrastructure Road Closure

Old Carson Townsite, SW of Grand Forks, south of Westminster Ave.

Unconstructed road R/W adjacent to and through 4930 Riverside Ave.

Pcl. A, BL 1, Plan KAP39, DL 517; Pcl. A & B, BL 2, Plan KAP39, DL 517

RDKB File #: D-517-93157.005

Mark Andison reviewed the application. Discussion included access to river and floodplain issues, and it was;

November 14, 2013

Moved: Director Russell

Seconded: Director McGregor

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed road closure on the unconstructed road R/W adjacent to and through 4930 Riverside Avenue, between the properties legally described as Parcel A, Block 1, Plan KAP39, DL 517; Parcel B, Block 2, Plan KAP39, DL 517; and Parcel A, Block 2, Plan KAP39, DL 517, be received.

Carried.

Staff Report by Mark Andison, General Manager, Operations/DCAO

RE: Proposal to participate in a collaborative partnership to update floodplain maps - Areas 'A' & 'B'

Mark Andison reviewed the proposal with the Committee members. Topics included partnering with CBT and other Regional Districts and have the work completed through a collaborative RFP process to save costs. The estimated cost is approximately \$120,000 for each area. The Province is no longer responsible for floodplain management. Director Worley stated that navigable waters such as the Columbia River fall under Federal jurisdiction. Why are local governments being asked to manage this? Director Grieve inquired about accepting and identifying flood hazards and the liabilities on Local Government. Chair Worley requested that staff look into federal jurisdiction regarding navigable waters and how that relates to floodplain mapping, and it was;

Moved: Director Grieve

Seconded: Director McGregor

That the report from the General Manager of Operations/DCAP entitled "Proposal to Participate in a Collaborative Partnership to Update Floodplain Maps – Area A & B be received.

Carried.

LABOUCANE, Garry and NUYNES, Wilma

RE: ALC Decision Letter

RDKB File # E-11442-04619.200

Moved: Director Baird

Seconded: Director Grieve

That the decision letter from the ALC dated October 18, 2013 be received.

Carried.

November 14, 2013

AGRICULTURAL LAND COMMISSION**RE: Message from the Chair - Update**

Moved: Director Grieve

Seconded: Director McGregor

That the Agricultural Land Commission's 'Message from the Chair' be received.

Carried.

Request for Registration of Section 219 Covenant**RE: Drinking Water System**

5535 Highway 33, south of Beaverdell, Area 'E'

RDKB File # E-3307-07141.000

Mark Andison requested direction from the Committee members on how to proceed with this request. He also provided some background on the application. The applicant proposes a 'Culligan' reverse osmosis water treatment system to deal with the higher presence of uranium and fluoride in the water. General opinion expressed by Committee members and by the RDKB's solicitor was that RDKB not enter into a covenant, and it was;

Moved: Director McGregor

Seconded: Director Baird

That the staff report regarding the request to the RDKB enter into and register a covenant under Section 219 of the Land Title Act, concerning the establishment of a drinking water system on the subject parcel the property legally described as DL 3307, SDYD, be received.

Carried.

Moved: Director Baird

Seconded: Director McGregor

That the Regional District of Kootenay Boundary not enter into a Section 219, Land Title Act Covenant with the applicant, 0472164 BC Ltd., concerning the establishment of a drinking water treatment system on the subject parcel.

Carried.

SMITH, Lawrence and Karen**RE: Notification for Production License - Medical Marijuana**

8070 Willow Rd., Grand Forks, BC Electoral Area 'D'

District Lot 2701, SDYD, Plan KAP1184 SL 4 Except Plan 31853 H12855 KAP48830

Manufactured Home Reg # 17122. 17122

RDKB File #: D-2701-06716.100

November 14, 2013

General discussion among committee members regarding activities surrounding medical marijuana and the impact it may have on the Grand Forks area. Zoning can regulate operations in the ALR. What are other municipalities doing? Agriculture not limited to soil bound, however greenhouses/warehouses are required - no outside growing. Staff to look into best practices, and it was;

Moved: Director Baird

Seconded: Director Russell

That the staff report regarding the notification to establish a federally licensed medicinal marijuana production facility on the property legally described as District Lot 2701, SDYD, Plan KAP1184 SL 4 Except Plan 31853 H12855 KAP48830 Manufactured Home Reg # 17122. 17122, be received.

Carried.

WATSON, Derek and Jeremy

RE: Notification for Production License - Medical Marijuana

1755 Highway 33, Rock Creek, BC, Electoral Area 'E'

Lot 2, DL 375, SDYD, Plan KAP46667

RDKB File #:E-375-02718.110

Director Baird noted that this property was the old Emcon garage, and it was;

Moved: Director Baird

Seconded: Director McGregor

That the staff report regarding the notification to establish a federally licensed medicinal marijuana production facility on the property legally described as Lot 2, District Lot 375, SDYD, Plan KAP46667, be received.

Carried.

Adjacent Local Government Referral

RE: RDCO Regional Growth Strategy Bylaw No. 1336, 2013

Regional District of Central Okanagan

RDKB File #: R-20

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the referral from Regional District of Central Okanagan for comments on the Regional Growth Strategy Bylaw No. 1336, 2013, be received.

Carried.

November 14, 2013

Moved: Director Russell

Seconded: Director Baird

That the referral from the Regional District of Central Okanagan for acceptance of Regional Growth Strategy Bylaw No. 1336, 2013, be submitted to the RDKB Board of Directors with a recommendation that the Regional District of Kootenay Boundary Board of Directors notify the Regional District of Central Okanagan that the RDKB accepts the RDCO Regional Growth Strategy Bylaw No. 1336, 2013.

Carried.

Beaver Valley Arena

RE: Gas Tax Application

Moved: Director Grieve

Seconded: Director McGregor

That the Gas Tax Application by Beaver Valley Arena requesting funding in the amount of \$69,000.00 be received.

Carried.

Moved: Director Grieve

Seconded: Director McGregor

That the Electoral Area Services Committee members recommend the Beaver Valley Arena Gas Tax application in the amount of \$69,000.00 be presented to the RDKB Board of Directors for consideration with a recommendation of approval.

Carried.

GRANT IN AID UPDATE

Director Grieve noticed there was a name error on who prepared the report and it was;

Moved: Director Baird

Seconded: Director Russell

That the Grant in Aid report be received.

Carried.

GAS TAX UPDATE

Moved: Director Grieve

Seconded: Director Baird

That the Gas Tax report be received.

Carried.

November 14, 2013

LATE (EMERGENT) ITEMS

DIRECTOR REQUEST FOR STAFF RESOURCES (DISCUSSION)

iPads

Director Worley spoke with John MacLean, CAO about the possibility of using tablets/iPads for volunteers. The only interested Area is Area 'B'.

Septic Systems

Chair McGregor would like staff to look into the set back requirements when property owners are installing septic systems and the issue of possible sterilization of adjacent properties.

CLOSED (IN CAMERA) SESSION

ADJOURNMENT

Chair Worley adjourned the meeting at 5:50 p.m.

November 14, 2013

**RDKB MEMORANDUM OF
COMMITTEE ACTION ITEMS
ELECTORAL AREA SERVICES COMMITTEE**

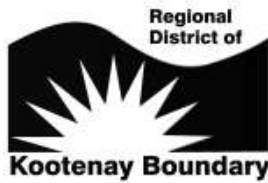
Action Items Arising from Electoral Area Services Committee Direction (Task List)

Pending Tasks

Date	Item/Issue	Actions Required/Taken	Status – C / IP
Oct. 11/12	Bridesville Unsightly Premises	Staff to draft costs for potential Service Establishment Bylaw & To forward the draft unsightly premises bylaw to a solicitor	IP
Feb. 14/13	Boundary Ag Plan Implementation	Consider areas 'C' & 'D' OCP review recommendations; Consult with Area 'E' residents re: needs assessment survey recommendations; Have Agricultural capability maps available on the RDKB website;	IP

Tasks from Electoral Area Services Committee Meeting November 14, 2013

Date	Item/Issue	Actions Required/Taken	Status – C / IP
Nov. 14/13	Gas Tax application (BV Arena)	Recommendation sent to Board for approval	C
	DVP (Fowler)	Recommendation sent to Board for approval	C
	DVP (Krause)	Recommendation sent to Board for approval	C
	Zoning Amendment (McKay)	Submitted to Board for 1 st and 2 nd reading; set up public hearing	C
	OCP/Zoning (C.L. Seniors Housing)	Need more info from Senior's Association (site profile/open house	IP
	291 Covenant (drinking water)	Not entering into agreement with the applicant	C
	Medical Marijuana License	Staff to look into best practices	IP
	RDCO Referral	Letter sent to RDCO	C
	Septic Systems	Staff to look into set back requirements	IP



Electoral Area Services Committee Staff Report

Prepared for meeting of January 2014

OCP and Zoning Bylaw Amendment			
Owner: Ed's Equipment Services Ltd.		File No: A-8392-9351.000	
Location: 1106 Highway 3B, Beaver Falls			
Legal Description: Lot 23, Plan 2016, DL 8392, KD		Area: 1.03 acres (0.42 ha)	
OCP Designation: Commercial/ Rural Residential 2	Zoning: Commercial 1/ Manufactured Home Park	ALR status: Out	DP Area: No
Contact Information: Ed Philipzyk (250) 505-9566			
Report Prepared by: Donna Dean, Planner			

ISSUE INTRODUCTION

This report is regarding a Regional District initiative to amend the OCP and Zoning Bylaw maps for the subject property, which will better reflect the current and anticipated land uses for the parcel.

BACKGROUND FACTORS

The subject parcel, which is 1.03 acres (4100m²) in size, is split designated with 'Commercial' adjacent to Highway 3B and 'Rural Residential 2' behind. The Zoning is split with Commercial 1 in the front and Manufactured Home Park behind.

At one time there was a small manufactured home park at the rear of the parcel; however no homes have been located there for the past several years. It would not be possible to establish a new Manufactured Home Park on the subject property given that a minimum of 3 acres is required for a new mobile home park according to the Regional District's Mobile Home Park Bylaw (Bylaw #97).

Inconsistencies in the OCP land use designation and zoning were recently noted by Planning and Development staff as part of a review of the house numbering for the parcel. There were three house numbers for the parcel reflected the previous use as a retail store and manufactured home park. The objective with the initiative was to clean up the OCP and Zoning Map, which in retrospect could have been done as part of the OCP review.

PROPOSAL

The owner of the subject parcel has established a new business on the 'Commercial' portion and wishes to place a manufactured home on the 'Rural Residential 2' portion at the rear of the parcel as a secondary use.

Under the current Zoning Bylaw and the revised Zoning Bylaw, which is expected to be adopted within the next two months, placement of a manufactured home that is secondary to the commercial use would not be permitted because the dwelling would have to be physically attached to the business unless the business is a service station or motel.

The proposal is to change the OCP Land Use Designation map so the entire parcel is 'Commercial' and to change the Zoning Map so the entire parcel is 'Commercial'. An additional proposed change would be to allow a dwelling unit as a secondary use to be in a separate structure regardless of the commercial use.

IMPLICATIONS

Changing designation and zoning of the entire subject parcel to 'Commercial' and 'Commercial 1', respectively would allow the owner to proceed with the placement of a single family dwelling at the rear of the parcel, and would allow expansion of the commercial activities towards the rear of the parcel. Allowing the dwelling unit to be in a separate stand alone structure regardless of the use would extend to the other two Commercial 1 parcels in Beaver Falls, one of which is a retail space and one of which is a motel. The dwelling unit would still have to be to the rear of the business use.

The proposed dwelling unit would have to be secondary to the commercial use on the parcel. Secondary use means "an accessory use of land, buildings or structures which is contingent upon establishment of a principal use and clearly not the main purpose for which the land, buildings or structures are ordinarily used".

APC COMMENTS

The Area 'A' APC do not feel there is a need to make the proposed changes until an application is received from the property owner.

OPTIONS TO CONSIDER

The following options may be considered by the Electoral Area Services Committee regarding this Regional District initiative to amend the OCP and Zoning maps for the subject parcel to place them entirely in the Commercial designation/zone:

1. Status Quo – Do not proceed with the OCP and Zoning amendment and leave it up to the owner to make an application if the proposed uses do not match the permitted uses.
2. Proceed with the OCP and Zoning Bylaw amendments that would designate the subject parcel entirely Commercial thereby enabling expansion of the commercial use to the rear of the parcel and allowing a dwelling unit as a stand-alone secondary use.

RECOMMENDATIONS

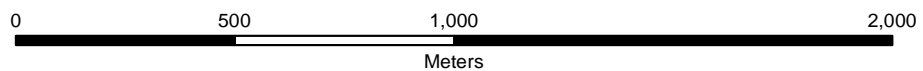
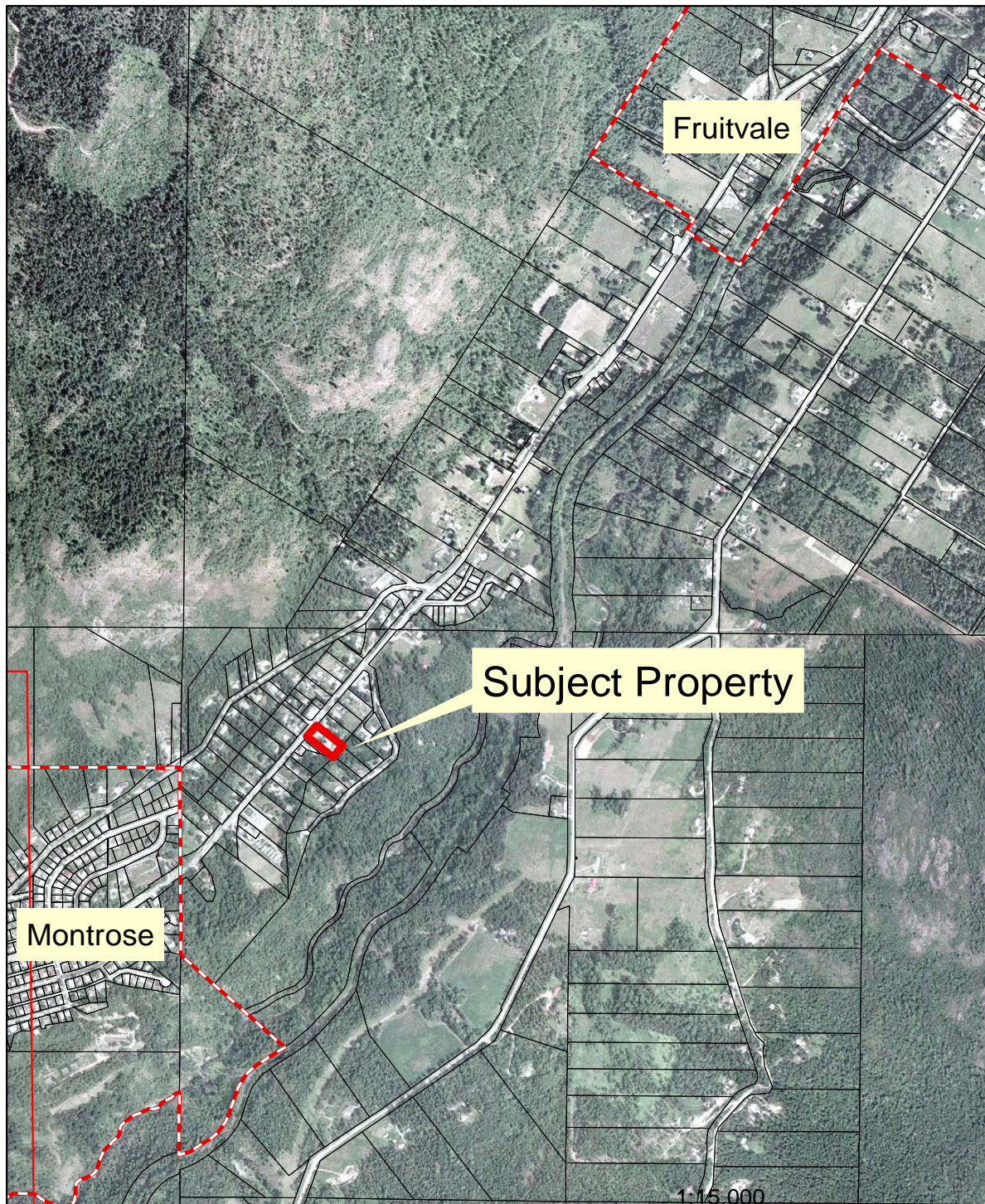
That the staff report regarding a proposed OCP and Zoning map amendments for the property legally described as Lot 23, Plan 2016, DL 8392, KD be received.

ATTACHMENTS

Site Location Map
Subject Property Map

Site Location Map

2004 Ortho Photo



Projected Coordinate System:
NAD 83 UTM Zone 11N



Electoral Area Services Committee Staff Report

Prepared for meeting of January 2014

Development Permit			
Owners: Ian and Cheryl Graham		File No: C-498-03003.000	
Location: 1788 Sandner Frontage Road, Christina Lake, Electoral Area 'C'			
Legal Description: Lot A, DL 498, SDYD, Plan KAP29837		Area: 3.69 acres (1.5ha)	
OCP Designation: Highway Commercial	Zoning: Highway Commercial 2 (C2)	ALR status: no	DP Area: General Commercial DP Area
Contact Information: Cheryl Graham PO Box 171 Balfour, BC (250) 229-2169 info@grahammarine.ca			
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

The applicants have applied for a Development Permit to construct a retail store/storage building and a new residence on this commercial property on Sandner Frontage Road (*see Site Location Map*). The store/storage building will eventually include an office. Currently the office is located in the existing dwelling (an old mobile home which will be replaced). As the parcel is located in the General Commercial Development Permit Area, a development permit is required.

HISTORY / BACKGROUND FACTORS

The property is designated 'Highway Commercial' in the Area 'C' OCP and zoned 'Highway Commercial 2' (C2) in the Area 'C' Zoning Bylaw. The property is within the 'General Commercial Development Permit Area'.

The applicants have a commercial operation on the parcel. They operate a retail store (selling docks, dock parts and accessories) and a service facility associated with motorized and non-motorized boats. The business complies with the permitted uses in the C2 Zone.

PROPOSAL

The applicants propose replacing the existing dwelling and office with a new dwelling and adding a retail store/storage building to this commercial parcel (*see Applicants' Submission; Site Layout*). The store/storage building will be built first, and the dwelling is planned for later. When the new dwelling is finished, the office will be moved to the store/storage building.

The retail store/storage building will be 32' x 120' x 22' high. The dwelling will be 64' x 44' x 30' high. The proposed height for both buildings complies with the applicable zoning and the proposed location satisfies the setbacks for principal buildings.

IMPLICATIONS

Development Permit Area Guidelines

A Development Permit is required for all new buildings and structures in the General Commercial Development Permit Area. The following are the Guidelines for this area.

General Commercial Development Permit Guidelines:

Buildings should be sited to face a public road or open space such as a square. The rear walls of buildings should not be visible from a public road or street.

Buildings shall be finished on all sides with consistent exterior materials and colours to be used on all building facades. An artistic rendering showing the building in colour shall be provided.

Buildings shall have safe, practical access and parking areas for passenger vehicles. A plan showing parking areas with proposed traffic circulation patterns must be provided. Parking areas and driveways for new developments on vacant land should have paved or concrete surfaces. Expansions to existing developments should be surfaced with a material which minimizes dust. Paved or concrete surfaces are encouraged. The site and parking plan will be referred to the Ministry of Transportation for their approval.

The design and layout of buildings and parking areas shall address and promote pedestrian activity and should include features such as low profile lighting, sidewalks, landscaping, street furniture, obvious building access points and parking areas that emphasize pedestrian safety and convenience.

Safe pedestrian connections shall be provided from parking areas to the building's main entry.

Appropriate fire-truck and other emergency vehicle access must be ensured. The Christina Lake Fire Chief may be asked to comment on applications.

Landscaping should be implemented to enhance the appearance of the commercial area.

Developments which involve multiple uses on one property are strongly encouraged. Any development, which incorporates the concept of a well designed central gathering place and focus for the community, will be favourably received.

Signs should be consistent with building designs and complement their surroundings.

To satisfy the DP Guidelines, the applicants propose the following:

Construction Details:

Storage Building/Retail store: Slab on grade, wood frame, Hardie siding, vinyl windows and steel roof.

Residence: Elevated post on beam, wood construction, Hardie siding, vinyl windows and steel roof.

Development Guidelines:

- Proposed buildings (retail store/storage and residence) are both sited to face the road.
- Both buildings will be finished on all sides with consistent exterior materials which is yellow Hardie Siding with white vinyl windows which will be aesthetically pleasing and enhance the natural beauty of the surroundings.
- Proposed buildings will have safe and practical access. There is plenty of parking for our business along the side the store/storage building and in front of the house. Parking area and driveway will be gravel. Our business has a low volume of consumer traffic.
- Our property is located on a frontage road, there are currently no sidewalks existing for pedestrian access.
- Access is ensured for fire-trucks and other emergency vehicles in this proposal as shown on the drawings.
- Our design will preserve the existing large old growth cedar and hazelnut trees which are currently located on our property which enhance the appearance of the commercial area. Grass will cover the areas that are not driveway / parking on the flat areas of our property and the elevated mountain area will be left in its natural condition.

IMPLICATIONS

The parcel is commercial zoned (C2). A retail store, motorized and non-motorized vehicle (i.e., boat) sales, rental and servicing are permitted principal uses. Accessory

buildings and a single family dwelling are permitted in conjunction with an established principal use.

Using the large building for a retail store and as a boat servicing facility establishes the building as a principal building and not an accessory building. The building will be 4.5m from the front parcel line and 1.5m from the interior parcel line. This satisfies the setback for principal buildings in the C2 Zone.

The 4.5m proposed setback from the front parcel line likely complies with Ministry of Transportation and Infrastructure requirements. The application is being forwarded to them, as provided for in the DP Guidelines.

The authority to issue DPs is delegated to the Director of Planning and Development.

REFERRALS

This application was referred to the Ministry of Transportation and Infrastructure and the Christina Lake Fire Chief.

The Christina Lake Fire Department has no concerns with the proposal. The Ministry of Transportation and Infrastructure requires the applicants to obtain an access permit, as this is a commercial property. The Ministry also requires the applicants to demonstrate how large vehicles will safely enter and exit the property.

APC COMMENTS

The Area 'C' Advisory Planning Commission had no comments regarding the proposal.

RECOMMENDATION

That the staff report regarding the application for a Development Permit submitted by Graham Marine for the property legally described as Lot A, DL 498, SDYD, Plan KAP29837, be received.

ATTACHMENTS

Site Location Map

Applicants' Submission

Site Layout



Projected Coordinate System:
NAD 83 UTM Zone 11N

DEVELOPMENT PERMIT APPLICATION**Ian Graham, 1788 Sandner Frontage Road, Christina Lake, BC****Existing Zoning:**

I am the owner and operator of Graham Woodworking Inc, dba Graham Marine Construction which is a retail outlet business specializing in supply and installation of docks. Our business complies with the existing zoning in two ways, first our business is a retail store (although a little unconventional) where we sell floating docks, dock parts and accessories. All of our installation work takes place off site at our customer's property. Secondly, docks are a service facility customarily associated with motorized and non-motorized vehicles, in our case, boats, which is another way we fit into the existing zoning. Our business has been in operation in Christina Lake since June 2012.

Reasons for Requesting this Application:

We want to build a storage building and retail store for our business which will eventually include an office. We currently store our business materials and retail products outdoors. This proposed building will allow us to store materials and inventory indoors which means our property can be kept tidier and improve the overall general aesthetics of the property as well as improve security. The building will be 32' wide facing the street, 120' in length, 22' in height, located along the South property line that separates our property from the pub parking lot. This layout will improve privacy and better separate our business and property from the pub. We were limited selecting locations for the building as the restrictive covenant on the property means we cannot build within 100' of Sutherland Creek (refer to Existing Easement section of this proposal for more detail). We also have limited flat area to work with on our property as there is steep elevations to the East. There are no residences adjoining our property on either side, Bartlett Contracting Gravel pit to the North and Crow and Bear pub to the South. This building will also lessen the impact on our business and residence from noise problems associated with loud music that occasionally comes from the pub as well as impacts from the pub's patrons that have been known to throw bottles and other garbage from the pub parking lot onto our property. There are two gigantic chestnut trees between the existing mobile home (future residence) and proposed storage building/store that we would like to preserve; therefore, we want to locate the storage building/store 1.5M to the property line. We currently use the existing mobile home as a residence and office. We want to demolish this existing mobile home and build a residence to the existing services as shown on the attached drawings. Including the deck, the footprint of the residence will be 64' wide x 44' deep x 30' high, facing the road as shown on the attached drawings.

Construction Details:

Storage Building/Retail store: Slab on grade, wood frame, Hardie siding, vinyl windows and steel roof.

Residence: Elevated post on beam, wood construction, Hardie siding, vinyl windows and steel roof.

Existing Easement:

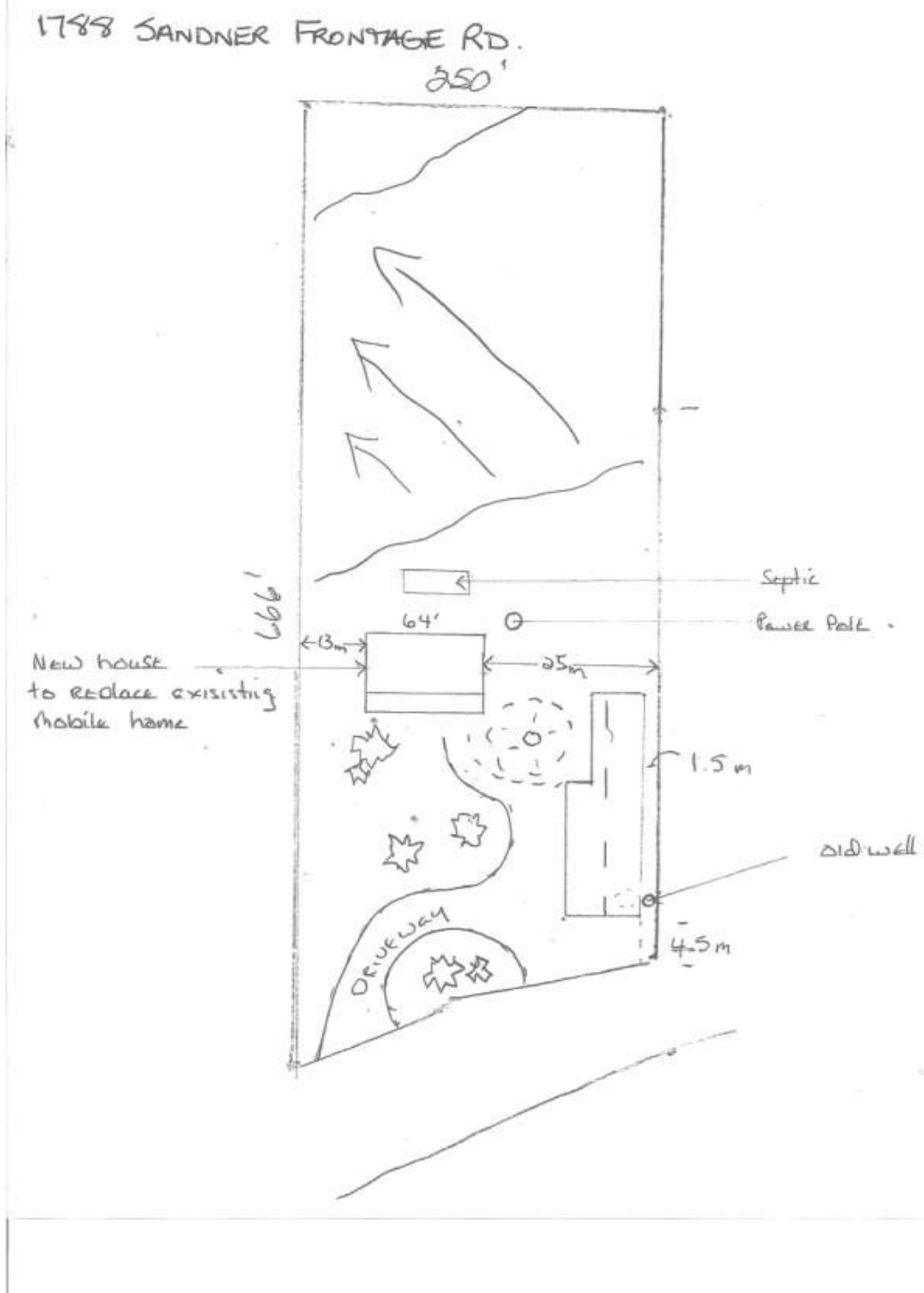
There is an existing easement for the pub to a well located on our property, the well was filled in years ago. Both our property and the pub are now connected to the municipal water supply and this easement is superfluous; however, the proposed buildings in this development plan do not disturb the location of the old well.

Existing Restrictive Covenant:

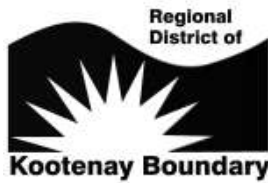
There is a restrictive covenant regarding Sutherland Creek that flows near the North-West corner our property. That creek was re-directed many years ago (we are told about 40), however, the proposed buildings in this development plan are over 100 ft away from the location of the creek. In terms of flood plain elevations, the undersides of the floor systems for both proposed buildings are more than five feet above the natural boundary of Sutherland Creek which was 448.2 M, the building elevations are achieved by a combination of landfill and structured elevations.

Development Guidelines:

- Proposed buildings (retail store/storage and residence) are both sited to face the road.
- Both buildings will be finished on all sides with consistent exterior materials which is yellow Hardie Siding with white vinyl windows which will be aesthetically pleasing and enhance the natural beauty of the surroundings.
- Proposed buildings will have safe and practical access. There is plenty of parking for our business along the side the storage building and in front of the house. Parking area and driveway will be gravel. Our business has a low volume of consumer traffic.
- Our property is located on a frontage road, there are currently no sidewalks existing for pedestrian access.
- Access is ensured for fire-trucks and other emergency vehicles in this proposal as shown on the drawings.
- Our design will preserve the existing large old growth cedar and hazelnut trees which are currently located on our property which enhance the appearance of the commercial area. Grass will cover the areas that are not driveway / parking on the flat areas of our property and the elevated mountain area will be left in its natural condition.







Electoral Area Services Committee Staff Report

Prepared for meeting of January 2014

Ministry of Transportation and Infrastructure – Subdivision Referral			
Owner(s): Yelanna Sykes		File No: C-2827S-06897.000	
Location: 3555 Highway 3, Christina Lake, B.C. – Electoral Area 'C'			
Legal Description: DL 2827S, SDYD, Except Plans H728 and KAP3938		Area: 61.88 ha (152.9 acre)	
OCP Designation: Rural / Campground Commercial	Zoning: Rural 1 (RUR 1) / Campground Commercial 7 (C7)	ALR status: No	DP Area: No
Contact Information: Yelana Sykes c/o Hoefsloot Land Surveying Ltd. P.O. Box 2740 Grand Forks, BC V0H 1H0 hsl.art@gmail.com			
Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

The Regional District has received a referral from the Ministry of Transportation and Infrastructure regarding a conventional subdivision off Highway 3, north of Christina Lake (*see Site Location Map*).

HISTORY / BACKGROUND FACTORS

The property is split designated and split zoned. It is designated 'Rural' and 'Campground Commercial' in the in the Area 'C' OCP and zoned 'Rural 1' (RUR 1) and 'Campground Commercial 7' (C7) Area 'C' Zoning Bylaw. The vast majority of this 61.88 ha parcel is in the 'Rural' designation and zoning. The Campground Commercial portion of the parcel is 2.7ha. It appears there is a dwelling on the RUR 1 portion of the parcel. The parcel is not in the ALR.

PROPOSAL

The applicant is applying to subdivide the parcel along the zoning boundary. She proposes creating a 2.7 ha parcel zoned C7, with the ±58ha remainder zoned RUR 1 (*see Applicant's Submission*).

IMPLICATIONS

The minimum parcel area for subdivision is 10ha in the RUR 1 Zone, and 2ha in the C7 Zone. Both parcels will satisfy this.

The applicant's subdivision plan shows that access to the large remainder lot currently is from by an existing easement from the parcel to the east. There may also be another means of access, off Highway 3, near the south east corner of the parcel. The Approving officer will determine the adequacy of access to the parcel.

A covenant on title restricts development in the McRae Creek floodplain.

APC COMMENTS

The Area 'C' Advisory Planning Commission had no comments to the proposal.

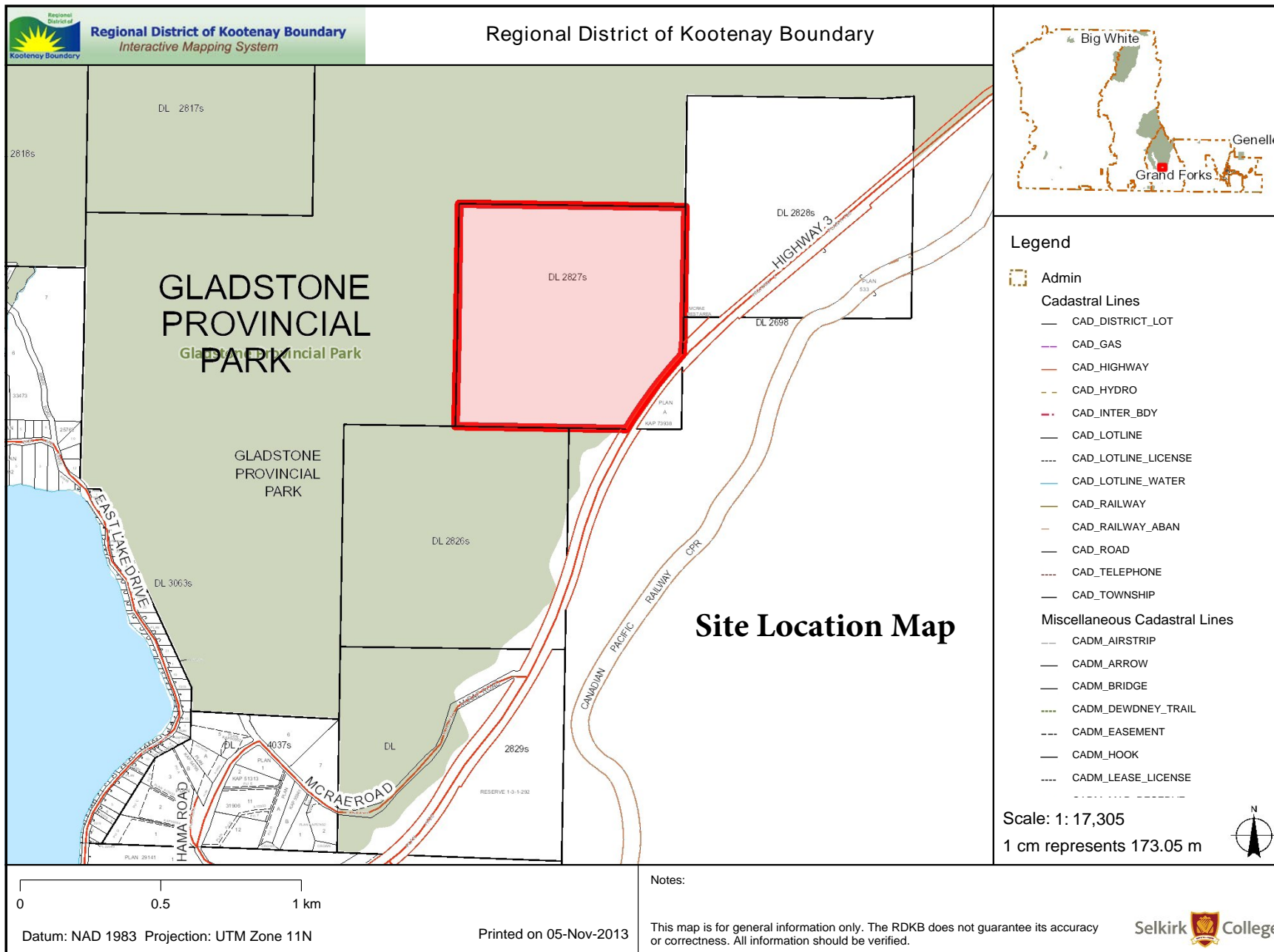
RECOMMENDATION

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a conventional subdivision for the property legally described as DL 2827S, SDYD, Except Plans H728 and KAP3938, be received.

ATTACHMENTS

Site Location Map

Applicant's Submission



**HOEFSLOOT LAND
SURVEYING LTD.**

Applicant's Submission

P.O. Box 2740
7425 2nd Street
Grand Forks, B.C. V0H 1H0
Tel: (250) 442-5597
Fax: (250) 442-2044

November 1, 2013

File: 2013 Yelanna Sykes

Ministry of Transportation and Infrastructure
PO Box 850
Grand Forks, BC
V0H 1H0

Attention: Jill Carruthers

Dear Jill:

**Re: PROPOSED SUBDIVISION OF PART OF DL 28275 SDYD EXCEPT
PLANS H728 AND KAP73938**

Enclosed are the following items

- Subdivision application
- Application Fee (\$700.00)
- Health application
- Onsite wastewater practitioner's report
- 5 copies of plan showing the proposed subdivision
- Contaminated sites waiver
- Copy of Easement Document
- Copy of Covenant Document
- Copy of agent's authorization
- Title search print

Could we receive Preliminary Layout Approval (PLA) for this proposal in due course.
If you have any questions, do not hesitate to contact me.

Yours truly,



A. F. Hoefsloot, BCLS, CLS

Ministry of Transportation
and Infrastructure

NOV 04 2013

West Kootenay District
Grand Forks

BRITISH
COLUMBIAMinistry of
Transportation

PRELIMINARY SUBDIVISION APPLICATION

Submit this application to the Ministry of Transportation District Office or a Front Counter BC office in your area.

A. PROPOSAL This is an application for preliminary layout approval for all properties involved

Applicant File Number <u>2013 Yelanna Sykes</u>		Ministry File Number <u>A26113 (2013-05116)</u>	
Subdivision Type	<input checked="" type="checkbox"/> Conventional Subdivision <input type="checkbox"/> Sec 946 Local Government Act <input type="checkbox"/> Bare Land Strata Other (Specify) _____		No. of Lots <u>1 + Rem.</u>
Full Legal Description(s) per State of Title Certificate(s)	<u>D.L. 28275 SDVD</u> <u>except plans H728 and KAP 73938.</u>		
Full Civic Address	<u>3555 Highway #3 Christina Lake</u>		
Property Location	<u>5</u> Kilometers <input checked="" type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input type="checkbox"/> West from <u>Christina Lake</u> Local Gov't <u>Area C ROKB</u>		
	Access Road <u>HIGHWAY 3</u>		Property Zoning <u>C5 & RUR1</u>
	Existing Land Use <u>Res.</u>		Intended Land Use <u>Res. & Comm. Campgrounds</u>
Surrounding Land Use	North <u>Res.</u>	South <u>Vacant</u>	East <u>Res.</u> West <u>Vacant</u>
Proposed Sewage Disposal	<input checked="" type="checkbox"/> Septic Tank <input type="checkbox"/> Community System <input type="checkbox"/> Other (specify) _____		
Proposed Water Supply	<input checked="" type="checkbox"/> Well <input type="checkbox"/> Community System <input type="checkbox"/> Water Licenses <input type="checkbox"/> Other (specify) _____		

B. APPLICATION INFORMATION

Required items include:

- ☒ Subdivision application form.
- ☒ The Preliminary Subdivision Application fee. Please make cheques payable to the Minister of Finance.
- ☒ An authorization letter from the owner if someone else is applying on the owner's behalf.
- ☒ Original plus five copies of a scaleable sketch plan of proposed layout.

Properly engineered drawings will be required for final approval. The sketch should contain:

- ☐ the date it was drawn
- ☐ the scale
- ☐ north arrow
- ☐ legal description of the property being subdivided, and its adjacent properties
- ☐ outline of the subdivision in red or heavy black line
- ☐ all proposed lots, remainders, parks, rights of way, easements and roads showing dimensions and areas
- ☐ any existing property lines or roads proposed to be removed, closed or relocated
- ☐ all steep banks or slopes exceeding 2 m high and all slopes of 25% or greater, within or adjacent to the proposal area
- ☐ location of existing buildings and structures on the property and adjacent properties within 30m of property boundaries
- ☐ location of any onsite water sources to be developed
- ☐ approximate location of all existing and proposed utility services
- ☐ existing access roads and other roads and trails on the property (state names of roads)
- ☐ site locations of the soil inspection test holes and the percolation tests on each parcel
- ☐ approximate extent of area available for sewage disposal surrounding the test holes
- ☐ location of sewage disposal system and wells on adjacent properties within 30 m of property boundaries

- ☒ The sketch must include the approximate grades and widths of roads and a design profile, preferably including a cross-section of the proposed road.
- ☒ One copy of the current State of Title Certificate so that property encumbrances can be checked.
- ☐ Copies of any covenants, easements, rights-of-way or other charges registered against the title. These are available through the Land Title Office.
- ☐ A copy of Contaminated Sites Profile form or Contaminated Sites declaration statement, duly completed and signed.

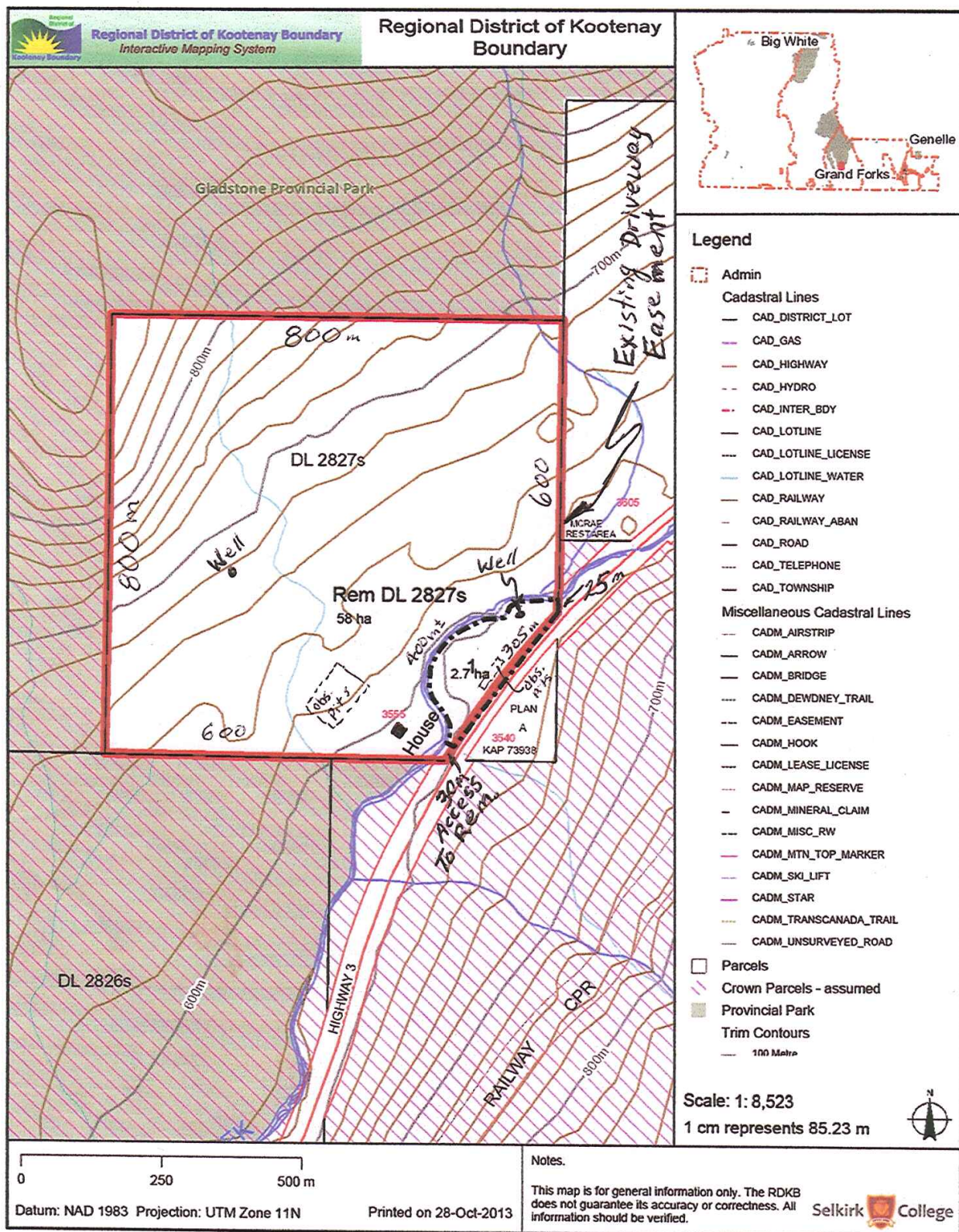
Include these items as well, where applicable

- ☐ A copy of the Provincial Agricultural Land Commission application (if located within ALR). While a developer can apply for subdivision approval before he or she receives permission to proceed from the Agricultural Land Commission or the local government if it has been delegated the authority, the Provincial Approving Officer can only give approval if the property has cleared the Land Commission process in the meantime.
- ☐ One copy of any test required by the Regional Health Authority.
- ☐ A Development Permit and plan where applicable.
- ☐ A copy of BC Assessment Authority Tax Notice showing property tax classification.

Ministry of Transportation
and Infrastructure

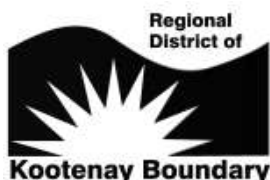
NOV 04 2013

West Kootenay District
Grand Forks



File: 2013 Sykes.

Zoned: Commercial Campground (CS)
& Rural (RuR1)See Dave Bartlett, OWP
Map for Obs. Pit and Perch hole
Test sites.



Electoral Area Services Committee Staff Report

Prepared for meeting of January 2014

Ministry of Transportation and Infrastructure – Subdivision Referral			
Owner(s): James and Rita Bell		File No: A-1236-05538.032	
Location: Undeveloped parcel Champion Park Road – Electoral Area 'A'			
Legal Description: Lot 1, DL 1236, KD, Plan NEP17448		Area: 38.8 ha (95.8 acre)	
OCP Designation: Rural Resource 1/ Agricultural Resource 2	Zoning: Rural 4 (RUR 4)	ALR status: Partially In	DP Area: No
Contact Information: James and Rita Bell c/o Ronald and Wendy Underwood P.O. Box 773 Fruitvale, BC V0G 1L0 (250) 367-9408 rwunderwood@xplornet.com			
Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

The Regional District has received a referral from the Ministry of Transportation and Infrastructure regarding a conventional subdivision off Champion Park Road, north of Fruitvale (*see Site Location Map*).

HISTORY / BACKGROUND FACTORS

The property is split designated. The vast majority is designated 'Rural Resource 1'. A small portion of the parcel on the east side is in the ALR and is designated 'Agricultural Resource 2'. The entire parcel is zoned Rural 4 (RUR 4).

PROPOSAL

The applicant is applying to subdivide the parcel into two equal sized lots. The subdivision would be roughly down the middle, north to south (*see Applicants' Submission*). Each new lot would be just under 50 acres (\pm 20 ha).

IMPLICATIONS

The minimum parcel area for subdivision in the RUR 4 Zone is 8ha. Both parcels will satisfy this.

The proposed subdivision does not divide or cut through the ALR portion of the parcel, thus ALC approval is not required (*see ALR Map*).

APC COMMENTS

The Area 'A' Advisory Planning Commission had no comments or concerns with the proposal.

RECOMMENDATION

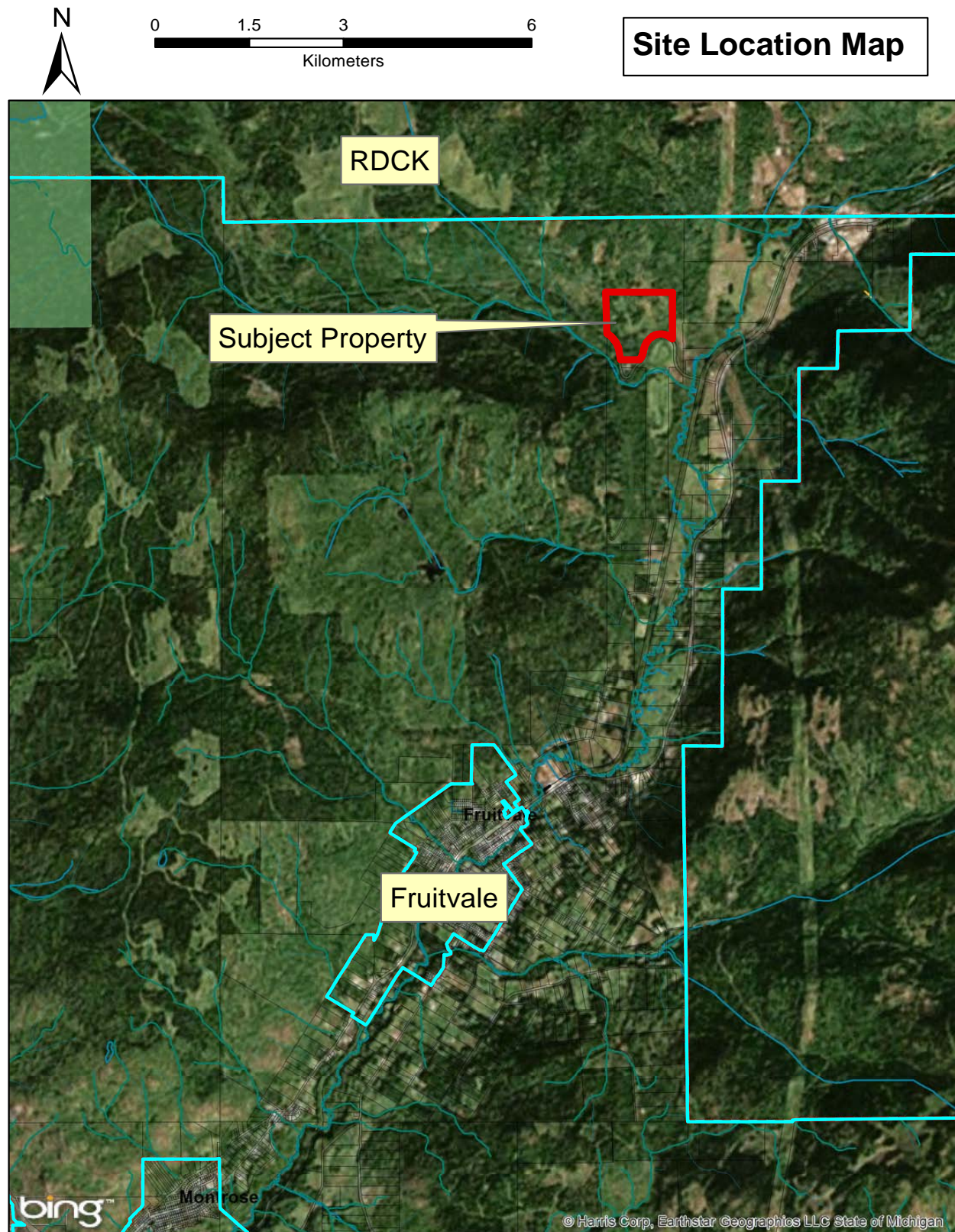
That the staff report regarding the Ministry of Transportation and Infrastructure referral for a conventional subdivision for the property legally described as Lot 1, DL 1236, KD, Plan NEP17448, be received.

ATTACHMENTS

Site Location Map

Applicant's Submission

ALR Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicants' Submission

The property to be subdivided is rural and approximately 100 acres. The owners are seeking to subdivide such in half, into two fifty acre lots. There are no buildings on said acreage. The property is primarily forest and used for logging. The purpose of the subdivision is for the elderly owners of the property who are 86 and 81 years of age respectively to sell the two parcels to their two adult children (Paddy Bell and Wendy Underwood).

The two adult Children each possess their own residences on their own properties which are adjacent to what will become the two subdivided lots. Wendy is the owner of 271 Champion Park Road which borders on the western side of the lot to be subdivided. In addition, Wendy is the owner of 236 Champion Park Road which borders the south side of the lot to be subdivided. Paddy is the owner of 100 Champion Park Road. There are homes on each of Wendy and Paddy's properties. The north side of the lot is completely bordered by tree farm. Paddy and Wendy have no intentions of building on the proposed subdivided lots as they already possess their primary residences on adjacent lots.

We do not have a proposed water supply as there is no intention to build on the subdivided lots. One proposed parcel does have an irrigation well which had been put in place in or around 1990 by the present owners. This parcel is adjacent to 100 Champion Park Road owned by Paddy Bell.

The other proposed parcel does not have a source for domestic water. This other parcel is adjacent to two properties already owned by Wendy Underwood, namely 236 and 271 Champion Park Road. Both of these parcels have residences upon them, one of which is the primary residence of Wendy Underwood.

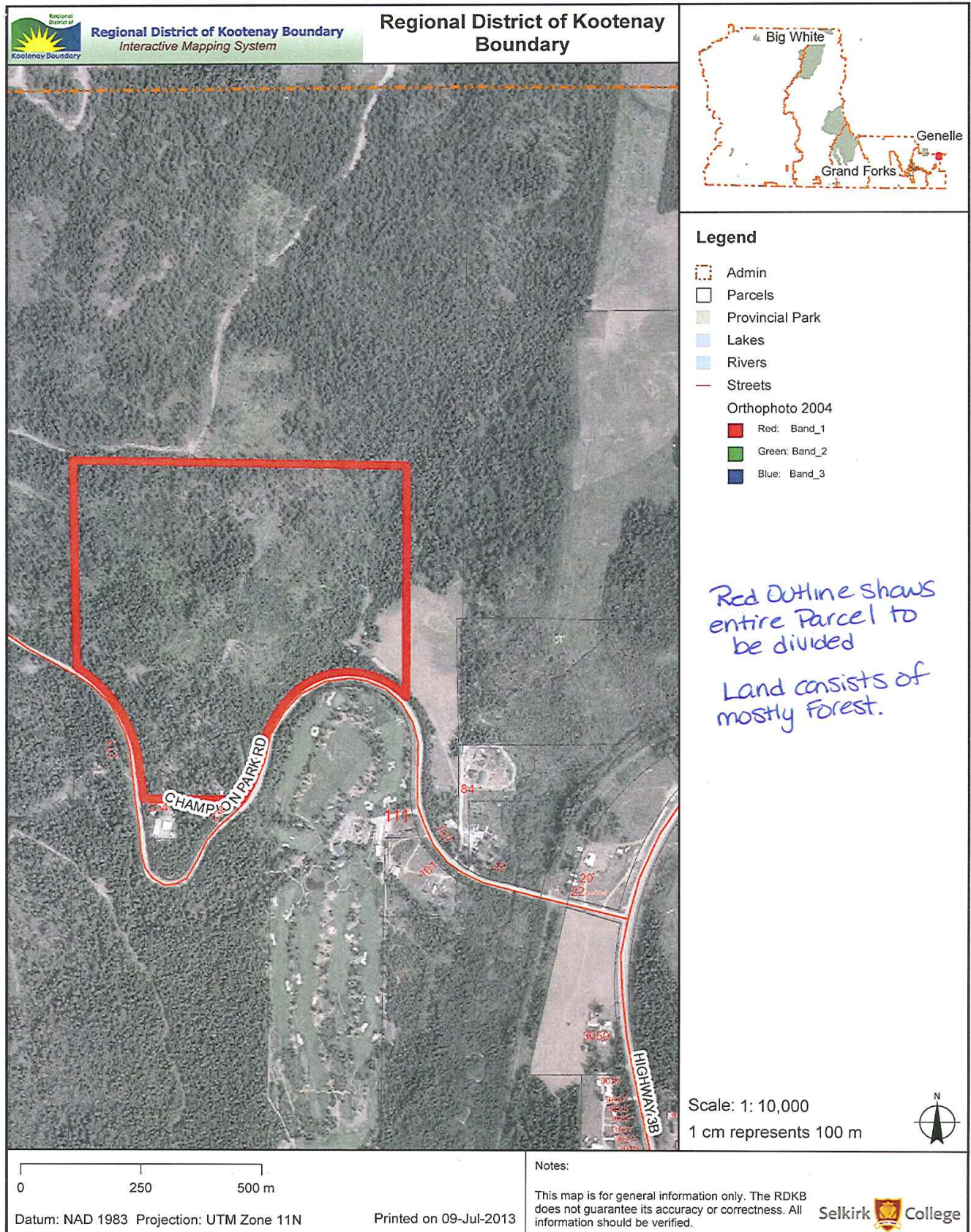
Similarly, there is no proposal for sewage disposal for either proposed new lot as there is no intention on the part of either Paddy Bell or Wendy Underwood to build on said lots.

The purpose of said subdivision does not include any proposed buildings or residences. The land being proposed to be subdivided is adjacent to existing properties owned by the adult Children where they live in their permanent residences. Paddy Bell and Wendy Underwood intend to continue to use the new lots for the same purpose of logging as they have historically been used to date.

Ministry of Transportation
and Infrastructure

SEP 17 2013

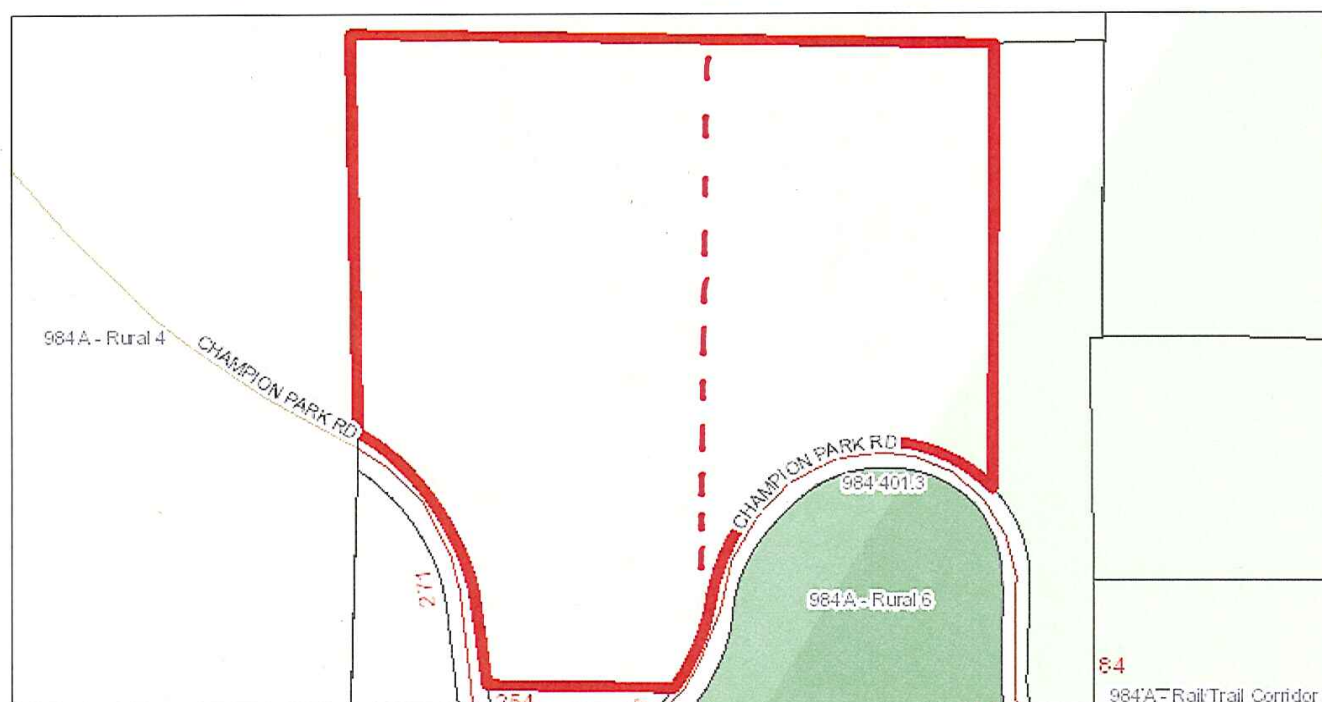
West Kootenay District
Grand Forks





Owner Report

Tuesday, July 9, 2013



Scale 1: 7,092

Legal Information

Plan: NEP17448	Section:	Jurs: 711	Lot Area: 95.8
Block:	Township:	Roll: 5538032	Area Unit: acr
Lot: 1	Land District: 26	PID: 007-256-132	Width (ft): 0
District Lot: 1236			Depth (ft): 0
Street: CHAMPION PARK RD			
Description:			

Owner Information:

JAMES R. BELL
RITA D. BELL

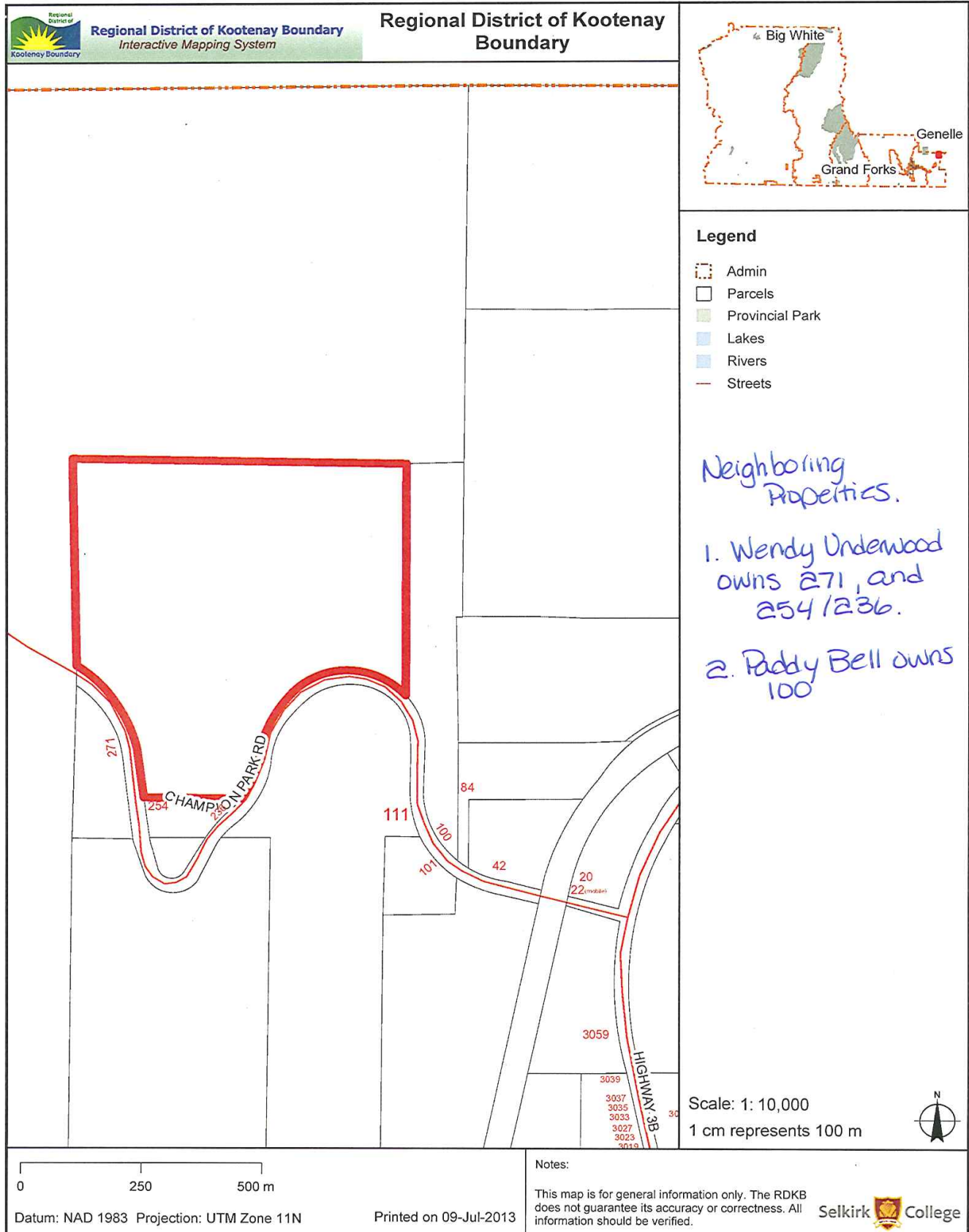
PO BOX 208
FRUITVALE BC
V0G1L0

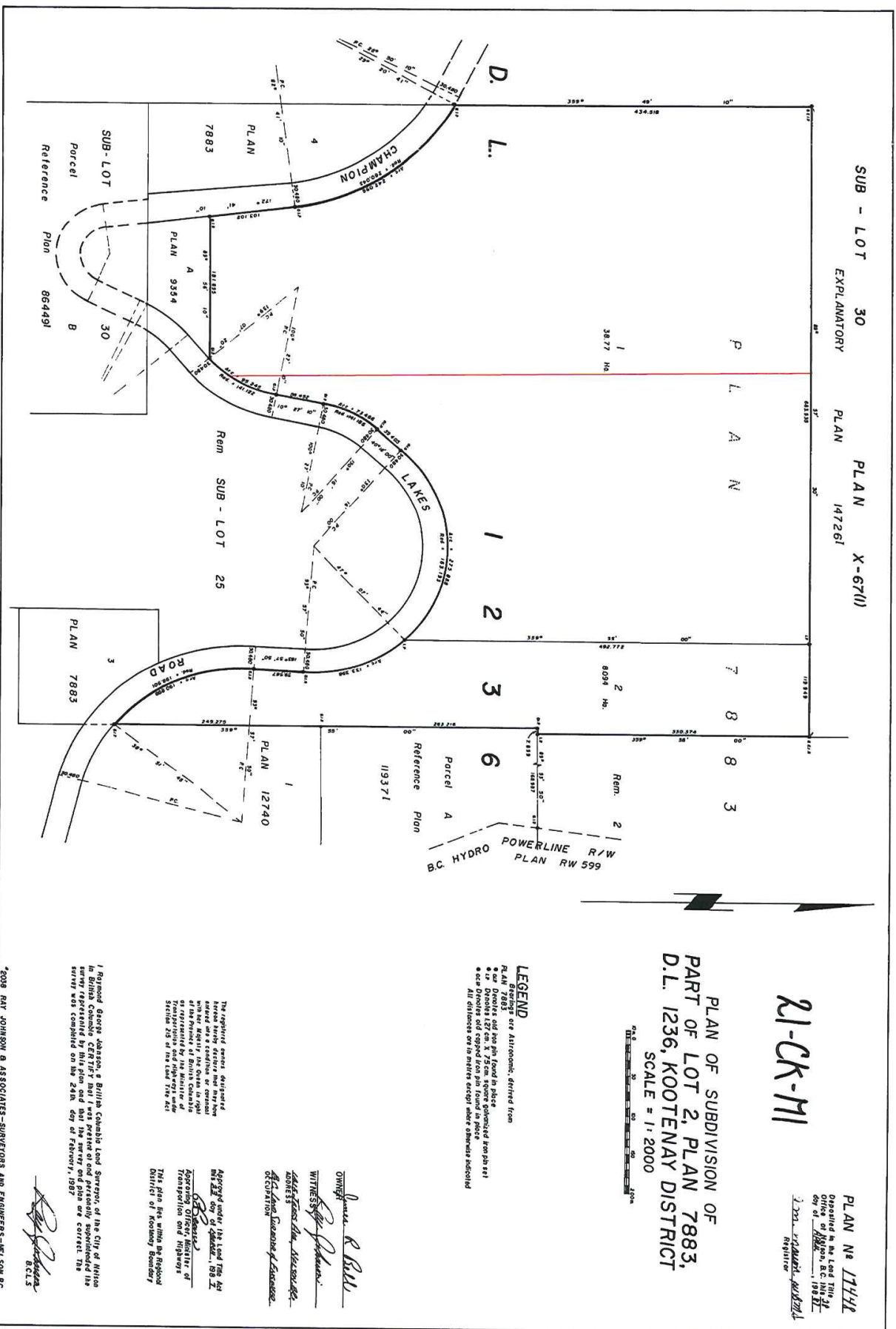
*Red dotted line
represents approximated
proposed subdivision*

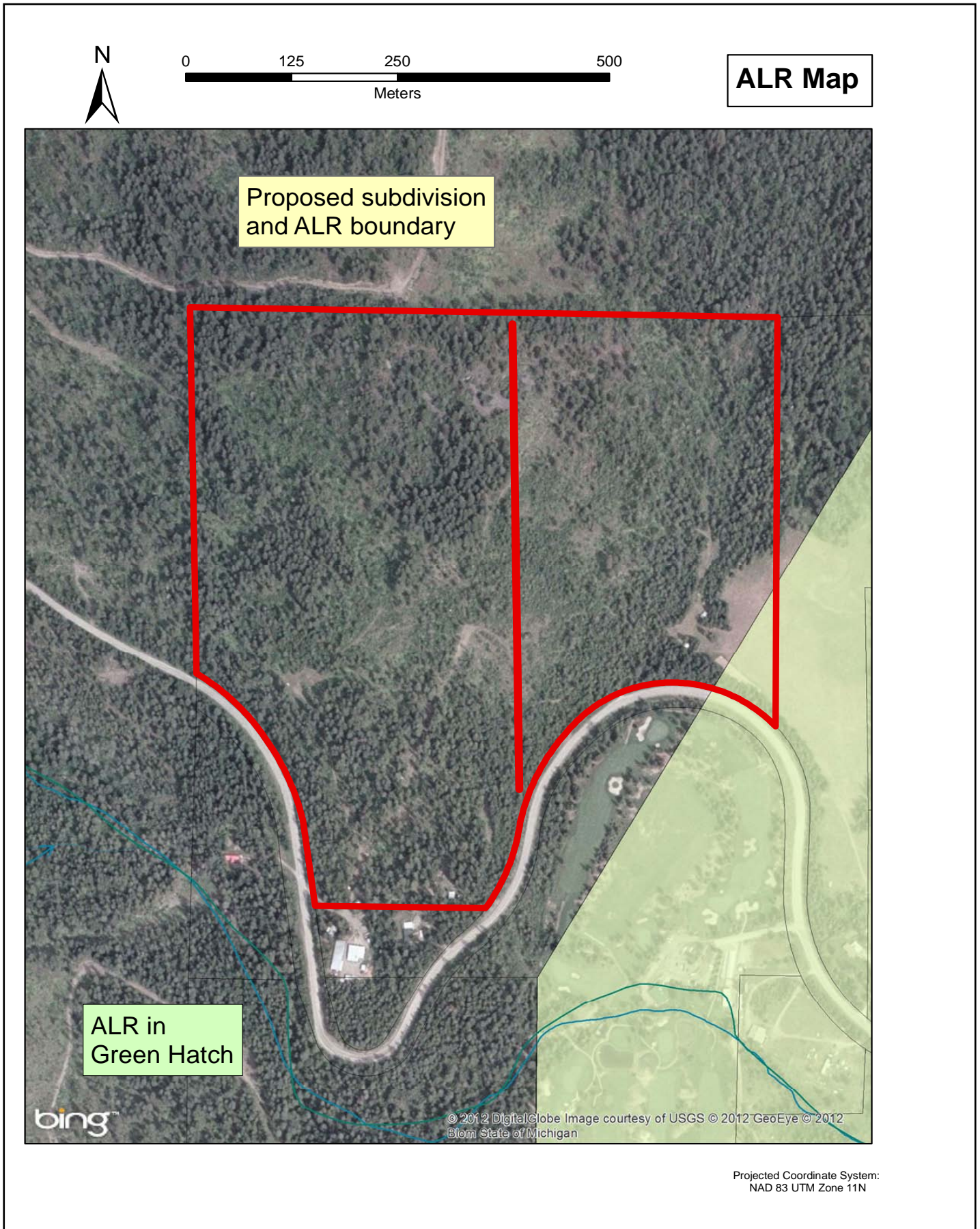
CONFIDENTIAL

This report and map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified. This ownership information should be used for internal government use only and is to be kept confidential.

Page 1 of 1









Electoral Area Services Committee Staff Report

Prepared for meeting of January 2014

Ministry of Transportation and Infrastructure - Subdivision			
Owner: Gary and Linda Moore		File No: E-Twp70-00008.000	
Location: 325 4 th Street, Greenwood, BC, Electoral Area 'E'			
Legal Description: Lot A, Twp 70, SDYD, Plan 40399, except Plan KAP55167		Area: 1.02 ha (2.53 acres)	
OCP Designation: None	Zoning: None	ALR status: Out	DP Area: No
Contact Information: Gary and Linda Moore PO Box 68 Greenwood, BC V0H 1J0 (250) 445-6328 moore.family@shaw.ca			
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

The Regional District has received this referral from the Ministry of Transportation and Infrastructure for a proposed conventional subdivision along 4th street and Denver Avenue, near Greenwood, in Electoral Area 'E' (*see Site Location Map; Ortho Photo*).

HISTORY / BACKGROUND FACTORS

This property is in Electoral Area 'E', just outside the boundary of Greenwood. There are no OCP or zoning bylaws in this portion of Area 'E' which could impact the property. The parcel is not in the Agricultural Land Reserve.

PROPOSAL

The applicants propose a three lot subdivision. Each lot will be roughly the same size; about 3000m² (about ¾ acre). There is a dwelling on the parcel which would end up

being on the northern lot and a shop/business on the south end (*see Applicants' Submission*). The proposed middle lot is undeveloped, except for an existing water connection. The applicant advises that power is available for all three lots.

IMPLICATIONS

As noted, there is no OCP or zoning provisions in place which could impact this proposal. Interior Health Authority recommends parcels serviced by community water be at least 2000m², and if not serviced, then at least 1 hectare. There are two existing water connections currently serving the parcel. The middle and southern lot would be serviced with water from an existing connection. Thus, the proposal may satisfy IHA. The applicants advise that IHA has reviewed the application and is providing comments to the Approving Officer.

Access to the middle lot would be from 5th Avenue, on the Creek (west) side. Currently, 5th Avenue does not provide the necessary access. The applicants have an application pending, either to extend the R/W to the parcel, or to acquire the necessary R/W. They advise that upon issuance of a subdivision PLA (Preliminary Layout Approval) the Province will process that application. The access question is a matter for the Approving Officer to address.

The parcel is adjacent to and parallels Boundary Creek. Development of the parcel may be restricted by the provisions of the RDKB Floodplain Bylaw.

APC COMMENTS

The Area 'E' Advisory Planning Commission comments were not available when this report was prepared. Any comments received will be presented to the Committee.

RECOMMENDATION

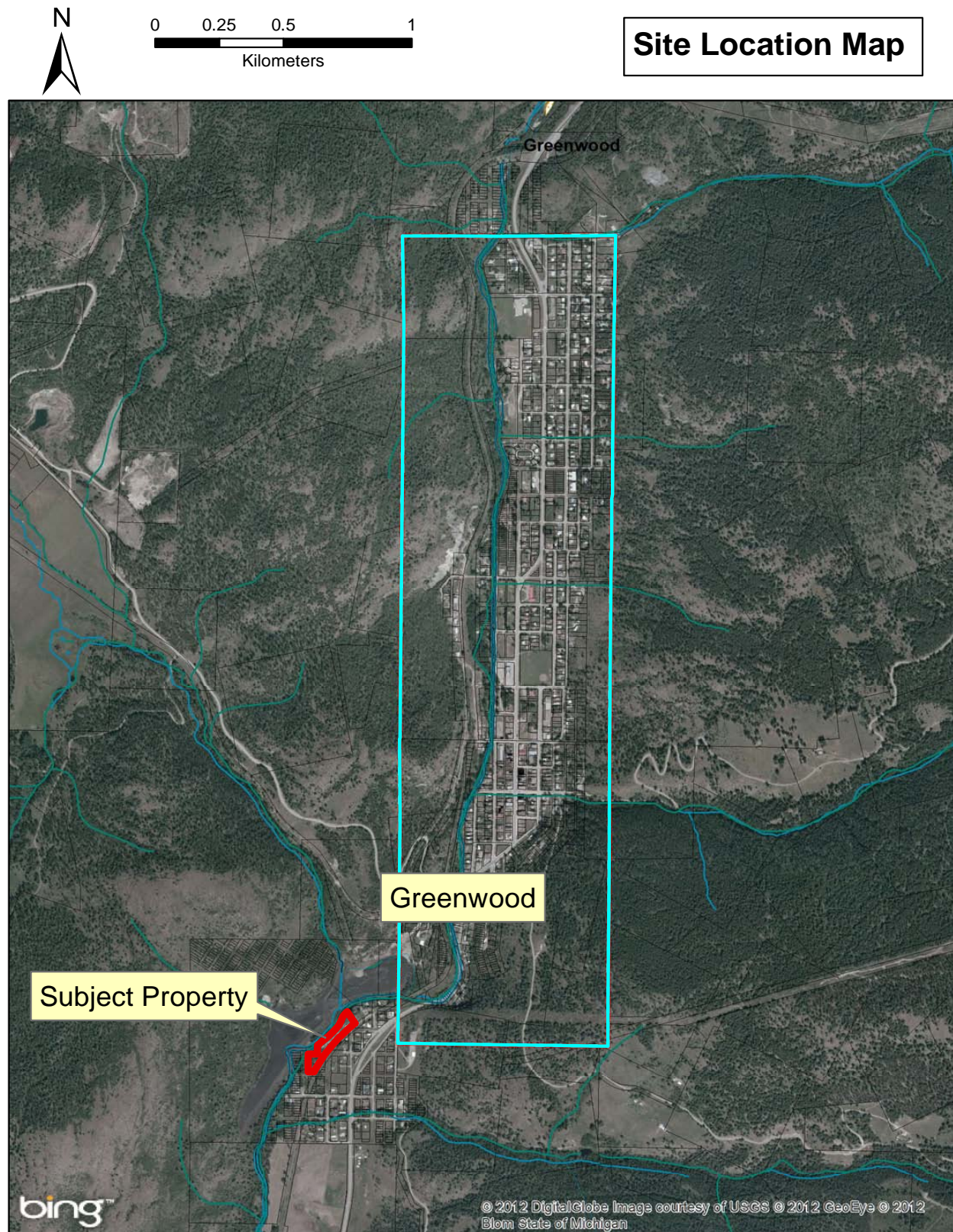
That the staff report regarding the Ministry of Transportation and Infrastructure referral for a conventional subdivision for the property legally described as Lot A, Twp 70, SDYD, Plan 40399, except Plan KAP55167, be received.

ATTACHMENTS

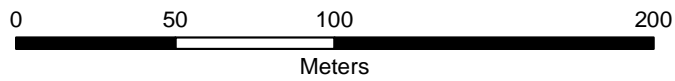
Site Location Map

Ortho Photo

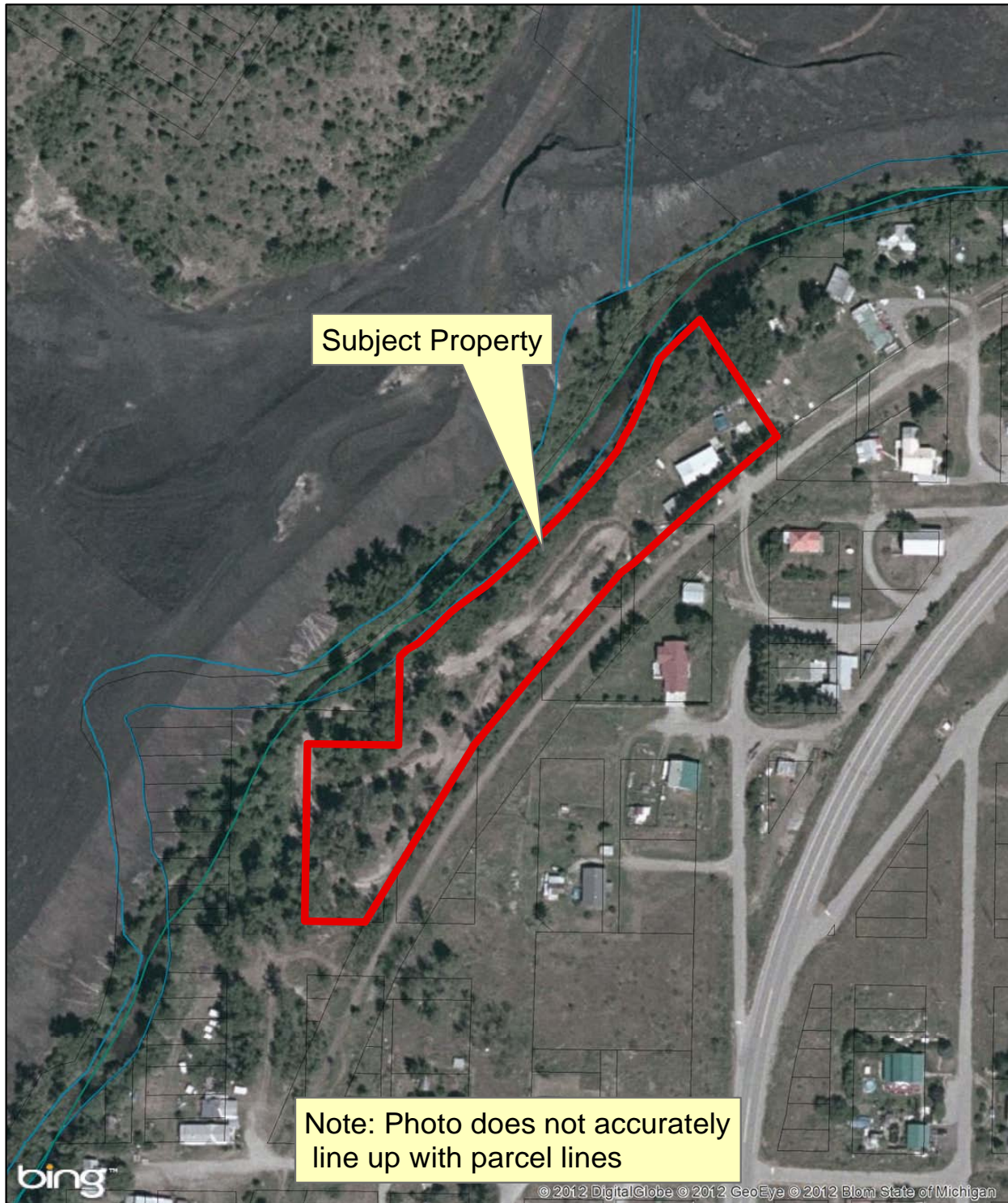
Applicants' Submission



Projected Coordinate System:
NAD 83 UTM Zone 11N



Ortho Photo



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicants' Submission

BRITISH
COLUMBIAMinistry of
Transportation

PRELIMINARY SUBDIVISION APPLICATION

Submit this application to the Ministry of Transportation District Office or a Front Counter BC office in your area.

A. PROPOSAL

This is an application for preliminary layout approval for all properties involved

Applicant File Number

Ministry File Number

A27113 (2013-05555)

Subdivision Type

☒ Conventional Subdivision☐ Sec 946 Local Government Act☐ Bare Land Strata

No. of Lots

3

Other (Specify)

Full Legal
Description(s) per
State of Title
Certificate(s)

LOT A, Plan 40399, Section 32, Township 70, SDYD
Except Plan KAP55167

Full Civic Address

325 4th St. / 521 Denver Ave.

Property Location

1 Kilometers ☐ North ☒ South ☐ East ☐ West from Greenwood Local Gov't Greenwood RDKB

Access Road
4th St, 5th St, Denver Ave.

Property Zoning

Residential / Commercial

Existing Land Use

Residential / Commercial

Intended Land Use

Residential

Surrounding Land Use

North
RSouth
REast
RWest
RProposed
Sewage Disposal☒ Septic Tank☐ Community System☐ Other (specify)

Proposed Water Supply

☐ Well☒ Community System☐ Water Licenses☐ Other (specify)

MUNICIPAL

B. APPLICATION INFORMATION

Required items include:

- ☒ Subdivision application form.
- ☒ The Preliminary Subdivision Application fee. Please make cheques payable to the Minister of Finance.
- ☐ An authorization letter from the owner if someone else is applying on the owner's behalf.
- ☒ Original plus five copies of a scaleable sketch plan of proposed layout.

Properly engineered drawings will be required for final approval. The sketch should contain:

- ☒ the date it was drawn
- ☒ the scale
- ☒ north arrow
- ☒ legal description of the property being subdivided, and its adjacent properties
- ☒ outline of the subdivision in red or heavy black line
- ☒ all proposed lots, remainders, parks, rights of way, easements and roads showing dimensions and areas
- ☒ any existing property lines or roads proposed to be removed, closed or relocated
- ☒ all steep banks or slopes exceeding 2 m high and all slopes of 25% or greater, within or adjacent to the proposal area
- ☒ location of existing buildings and structures on the property and adjacent properties within 30m of property boundaries
- ☒ location of any onsite water sources to be developed
- ☒ approximate location of all existing and proposed utility services
- ☒ existing access roads and other roads and trails on the property (state names of roads)
- ☒ site locations of the soil inspection test holes and the percolation tests on each parcel
- ☒ approximate extent of area available for sewage disposal surrounding the test holes
- ☒ location of sewage disposal system and wells on adjacent properties within 30 m of property boundaries

The sketch must include the approximate grades and widths of roads and a design profile, preferably including a cross-section of the proposed road.

- ☒ One copy of the current State of Title Certificate so that property encumbrances can be checked.
- ☐ Copies of any covenants, easements, rights-of-way or other charges registered against the title. These are available through the Land Title Office.
- ☐ A copy of Contaminated Sites Profile form or Contaminated Sites declaration statement, duly completed and signed.

Include these items as well, where applicable

- ☐ A copy of the Provincial Agricultural Land Commission application (if located within ALR). While a developer can apply for subdivision approval before he or she receives permission to proceed from the Agricultural Land Commission or the local government if it has been delegated the authority, the Provincial Approving Officer can only give approval if the property has cleared the Land Commission process in the meantime.
- ☒ One copy of any test required by the Regional Health Authority.
- ☐ A Development Permit and plan where applicable.
- ☒ A copy of BC Assessment Authority Tax Notice showing property tax classification.

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and Infrastructure

DEC 03 2013

West Kootenay District
Grand Forks

C. SUBDIVISION APPLICATION FEES			PAYABLE UPON
1. Preliminary Layout Application	\$350.00	Per lot or shared interest, including remainders, to a maximum of \$70,000	Application
2. Final Conventional Plan Exam	\$50.00	Per examination	Final Subdivision Plan Submission
	\$100.00	Per lot, including remainders, on the final plan	
3. Final Strata Plan Examination	\$100.00	Per examination	
	\$100.00	Per lot, including remainders, on the final plan	
4. Other Strata Fees	\$100.00	To examine Form E for any phased development	Application
	\$100.00	To issue a Certificate of Approval for each phase of a building strata development	Certificate Issuance

Note: These fees may change without notice or amendment on this form. There may be other provincial and local government fees associated with your subdivision. To find out more, contact the local government in which the land is located, or contact the Islands Trust if located on the Gulf Islands.

D. FURTHER INFORMATION AND COMMENTS (Attach a separate sheet if more space is required)

I have enclosed a photo of 5th St leading to proposed access for middle lot. It is currently being maintained by Emcon as they use it for two residences along the road.

(Note: photo was not provided to RDKB w/ the referral package).

The bank along the creek has a 10 - 25' foot bank that ranges from approx 35% to 90% slope. As the land sits so much higher than the creek, we have never experienced any flooding.

E. OWNER(S)/APPLICANT INFORMATION

Property Owner(s) Full Name(s) GARY & LINDA MOORE		Home Telephone 250-445-6328
Address PO Box 68, Greenwood, BC V0H 1J0		Business Telephone 250-445-9909
E-Mail moore.family@shaw.ca		Fax 250-445-9944
Agent Full Name		Home Telephone
Address		Business Telephone
E-Mail		Fax

I certify that all the information about and on all plans and other attachments is true, correct and complete.
I understand that this submission constitutes a preliminary application only.
No approvals are implied prior to receipt of written preliminary approval from the Ministry of Transportation.

Owner/Authorizing Signature

Date (yyyy/mm/dd)

Applicant/Agent Signature

Date (yyyy/mm/dd)

L. Moore

2013/11/26

Collection of Information:

The personal information on this form is collected under the authority of the Land Title Act. The information collected will be used to process your preliminary subdivision application, and it may be necessary for the ministry to provide this information to other agencies involved in the review and approval process. If you have any questions about the collection, use and disclosure of this information, contact the District Development Technician at the nearest Ministry of Transportation office.

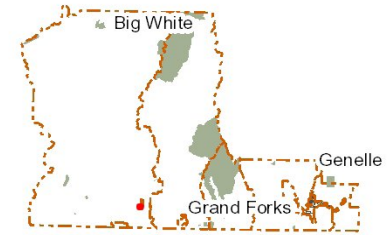
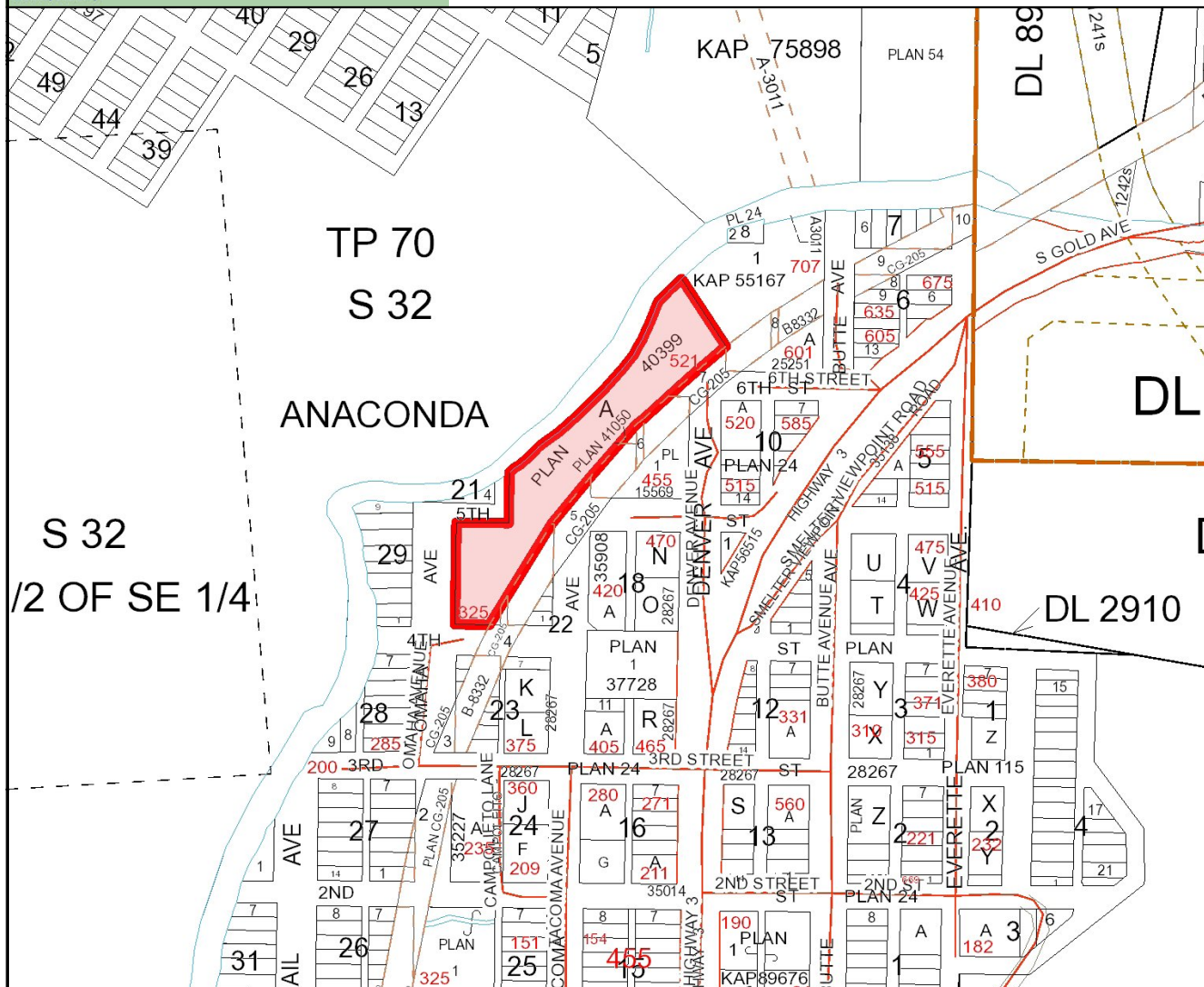
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2

H0164 (2010/03)



Legend

- Admin
- Cadastral Lines
 - CAD_DISTRICT_LOT
 - CAD_GAS
 - CAD_HIGHWAY
 - CAD_HYDRO
 - CAD_INTER_BDY
 - CAD_LOTLINE
 - CAD_LOTLINE_LICENSE
 - CAD_LOTLINE_WATER
 - CAD_RAILWAY
 - CAD_RAILWAY_ABAN
 - CAD_ROAD
 - CAD_TELEPHONE
 - CAD_TOWNSHIP
- Miscellaneous Cadastral Lines
 - CADM_AIRSTRIP
 - CADM_ARROW
 - CADM_BRIDGE
 - CADM_DEWDNEY_TRAIL
 - CADM_EASEMENT
 - CADM_HOOK
 - CADM_LEASE_LICENSE

Scale: 1: 4,041
1 cm represents 40.41 m



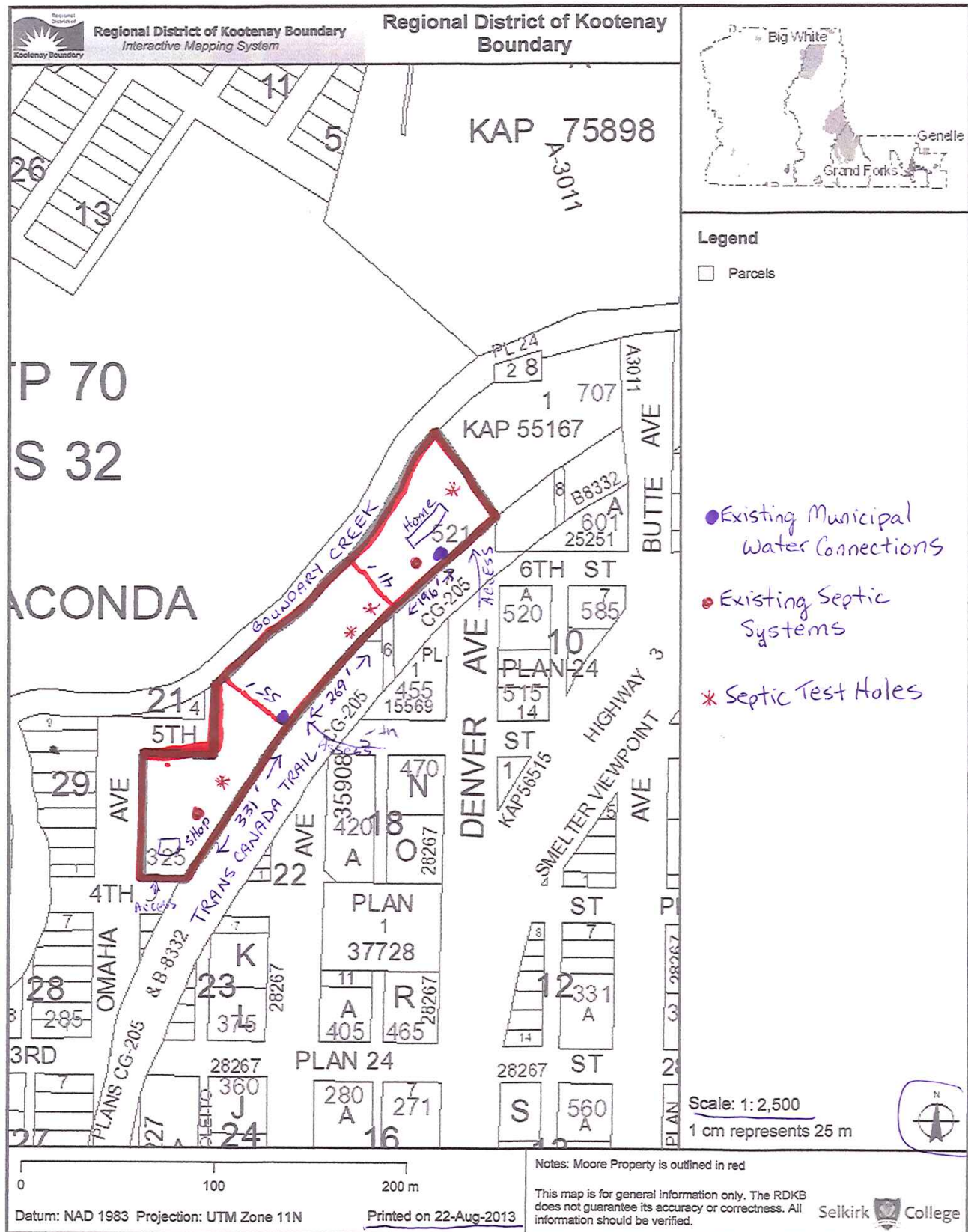
0 100 200 m

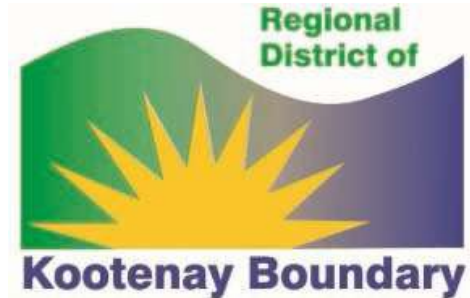
Datum: NAD 1983 Projection: UTM Zone 11N

Printed on 03-Dec-2013

Notes:

This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.





PLANNING AND DEVELOPMENT DEPARTMENT

**2013 ANNUAL REPORT
AND
PROPOSED 2014 WORK PROGRAM**

January 2014

INTRODUCTION

Each year the Planning and Development Department presents a proposed Annual Work Program to the Electoral Area Services Committee to guide the department's activity over the course of the next year. The format of this year's report is similar to that which was presented to the Committee last year.

The Regional District Planning Function is guided each year by an Annual Work Program which is formally recommended by the Electoral Area Services Committee and then adopted by the Board of Directors. The Planning Department's primary responsibility is to implement this approved Annual Work Program by structuring its activities accordingly.

The first stage in determining the direction of any future work program initially should involve an evaluation of the current situation. **Part A** of this report seeks to do so by summarising departmental activities over the past year. This summary then lays a basis for looking towards the next year of operations. For review purposes, this part of the report has been divided into specific "activity areas" (e.g. Current Operations, Special Projects, etc.).

Part B of this document contains a proposed 2014 Annual Work Program which is recommended for Board approval. As the Committee members can see, the contents of this 2014 Annual Work Program are largely shaped by statutory responsibilities (i.e. Current Operations) and ongoing project commitments. However, some new projects are also proposed to be initiated in the coming year.

The various components of the 2014 departmental budget should be designed to provide the Regional District and its Planning Department with the resources necessary to implement the year's approved Work Program. Similarly, the departmental five-year financial plan should be structured to anticipate the resourcing needs of the service over the five-year horizon.

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PART A: 2013 ANNUAL REPORT

CURRENT OPERATIONS

Current operations typically constitute such routine but important tasks as processing development applications, consulting with the public, organizing committee meetings, drafting bylaws, preparing minutes, maintaining records, and writing correspondence. Because most of these activities are statutory in nature, they must be given a first priority over all other planning tasks. In a regional setting current operations are substantially more complex than in a single municipality. For example, this Planning Department is required to administer six Official Community Plans and six Zoning Bylaws as well as two Rural Land Use Bylaws (Jewel Lake and Bridesville). In addition it is also expected to receive and review a wide array of Provincial Development Referrals (from FrontCounter BC, the Ministry of Forests, Lands, and Natural Resource Operations, and the Provincial Subdivision Approving Officer) and also serve as the local agent for the administration of the Agricultural Land Commission Act.

An appreciation of the scale and importance of “current operations” is often influenced by one’s position with respect to the process. An applicant is usually only concerned with one proposal and expects full and prompt attention to their particular interests. Individual committee members typically relate to the monthly agenda with its usual compliment of a dozen or so items, only a few of which may directly affect their community or area. However, the Planning Department must be prepared to consider and process all applications equitably and within the context of the Region’s overall land use planning program. Those unfamiliar with current operations from this latter perspective would be surprised at the amount of effort required to meet all of the Regional District’s statutory obligations in this regard.

The best available measure of a department’s workload in the important area of current operations is the number of applications processed per year (see the Development Applications table which follows). Certain trends and observations can be made from reviewing these statistics. The level of development application activity over the past year has decreased from the previous year, which is largely a reflection of the health of the broader economy and the regional real estate market.

RDKB Planning and Development Department

2013 DEVELOPMENT APPLICATION SUMMARY

YEAR	OCP	REZONING	ALR	SUBDIVISION PLANS	OTHER PROVINCIAL REFERRALS	BOARD OF VARIANCE	DEVELOPMENT PERMITS & OTHER PERMITS	TOTAL
2001	4	8	12	25	16	1	32	98
2002	3	4	5	23	17	4	29	85
2003	5	8	6	25	18	2	38	102
2004	6	8	9	29	31	5	27	115
2005	8	11	14	42	26	2	19	122
2006	6	10	16	34	26	1	23	116
2007	4	8	24	55	36	0	33	160
2008	4	6	15	43	48	0	29	145
2009	3	3	18	18	32	0	40	114
2010	2	2	8	20	41	0	21	93
2011	2	3	9	28	35	0	32	109
2012	2	3	9	13	29	0	31	87
2013	4	5	7	19	24	0	23	82

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Some related current operational activities don't show up on the Development Application Table. These include the usual handling of complaints regarding new projects once construction has commenced and the additional bylaw enforcement duties that the Planning Department has taken on over the past several years.

SPECIAL PROJECTS

Special projects continue to constitute an important component of the department's Work Program. They typically require more than one year to complete and usually involve the co-ordinated efforts of local elected officials, citizen committees, other government agencies and both professional and technical planning staff. Last year's work program identified the following special projects:

- Complete the Electoral Area 'B' Official Community Plan review;
- Complete the Electoral Area 'A' Zoning Bylaw review;
- Continue to review the Electoral Area 'D' Official Community Plan;
- Review of the Electoral Area 'B' Zoning Bylaw;
- Engage in follow-up consultations regarding the Electoral Area 'E' Needs Assessment Survey;
- Continue to manage the Kettle River Watershed Management Planning process through Phase 2;
- Support follow-up actions associated with implementation of Boundary Agricultural Area Plan recommendations;
- Continue the conversion of RDKB internet-based GIS to a new software platform.

Most of these targets have been achieved or are moving toward completion. The following is a summary of the work completed on these projects in 2013.

Work on the new Area B OCP was completed early in 2013 with the Board's adoption of the bylaw. The adoption of the OCP represented the culmination of a process that involved monthly meetings of the Steering Committee, distribution and assessment of a mail-out survey, the distribution of community-specific newsletters to all property-owners, public workshops in various communities, follow-up open house meetings in the various communities, consultations with government agencies and first nations, and two public hearings.

With respect to the Electoral Area 'A' Zoning Bylaw review, the Steering Committee deemed the draft bylaw ready to be forwarded to the Board for its consideration in March. Subsequently, the draft bylaw was reviewed by the RDKB's solicitor and was referred to 24 agencies for comment. Four of those agencies requested follow-up changes to the bylaw. The Board of Directors gave the bylaw first and second reading in November and a public hearing has been scheduled relating to the bylaw for January 8th.

The Electoral Area 'D' Official Community Plan review has been underway throughout 2013. The current OCP bylaw for that area was adopted in 1999. The OCP review commenced in late 2012 with initial information being supplied to the Steering Committee and a tour of the area issues by the Steering Committee. During the first half of 2013, the focus of the process was

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largely on public consultation. A survey of land use issues was developed with the Steering Committee and distributed to Electoral Area 'D' households. The results of the survey were presented at a community workshop held in May. The workshop was well attended, providing an opportunity for area residents to learn more about the OCP, the review process, and providing an opportunity for everyone to comment on issues that were important to them. The latter half of 2013 saw the Steering Committee meeting regularly to review land use issues and provide policy direction relating to the new OCP.

With the adoption of the new Area 'B' OCP in January 2013, Planning Department staff worked with a Steering Committee in reviewing the Area 'B' Zoning Bylaw during 2013 to update the bylaw and to ensure its consistency with the new OCP. The Steering Committee met regularly over the year going through the bylaw section by section. Most recently, the Committee has been discussing how some special issues, such as medical marijuana production, chickens in residential zones, industrial zone parcel coverage, and outdoor storage screening requirements will be regulated under a newly revised zoning bylaw for the area.

In mid-2012, a public survey was distributed to property-owners throughout Electoral Area 'E' to allow the RDKB to develop a better understanding of the concerns of property-owners in the area and how those concerns might best be addressed. During 2013, the survey responses were compiled and analyzed, and the summary of the findings was mailed out to Area 'E' households for their consideration.

The Kettle River Watershed Management Plan process had transitioned to the Phase 2 "watershed planning" stage of the process during 2012. In 2013, work on the planning phase continued with regular meetings of the Stakeholder Advisory Committee and broad public consultation with a range of groups and agencies who have an interest in the health of the watershed. The Project Coordinator has been working on a number of initiatives over the past year designed to advance the watershed planning process, including; establishment of a Riparian Working Group to coordinate efforts relating to riparian area assessment and programs in the watershed; accessing funding for a watershed-level riparian area assessment; writing regular columns in local newspapers regarding issues facing the watershed; and working with community groups, municipalities and other stakeholders to raise awareness and to establish programs related to watershed health. It is scheduled that work on the development of the watershed plan will continue into the middle of 2014. The Steering Committee for the project will need to begin considering how the various initiatives that are being considered through the planning process will be implemented upon completion of the plan.

The 2013 departmental work plan included follow-up actions associated with implementation of Boundary Agricultural Area Plan recommendations. In February, the Electoral Area Services Committee reviewed a staff report which identified the recommendations in the agricultural plan that were directed at the RDKB's Planning and Development function for implementation. The Electoral Area Services Committee provided the following direction regarding implementation of the plan:

1. Considering the recommendations applying to Area 'D' during the current Area 'D' OCP review process;
2. Considering the recommendations applying to Area 'C' during the next review of the Area 'C' OCP;

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3. Consulting with residents of Area 'E' regarding the recommendations applying to Area 'E' in conjunction with the Area 'E' Needs Assessment Survey public consultations;
4. Pursue making agricultural capability maps available for viewing on the RDKB internet GIS service; and
5. Acquire the data from the Ministry of Agriculture's agricultural land inventory completed for the Kettle River watershed

The recommendations from the agricultural plan are being considered by the Steering Committee for the Electoral Area 'D' OCP review as part of the OCP review process. Similarly, the next time the Area 'C' OCP is reviewed the recommendations will be considered as part of that process. Consultations with residents of Area 'E' have, at this point, been limited to distribution of a survey that solicited input on agriculture-related issues and distribution of a newsletter informing Area 'E' residents of the results of the survey. With respect to the recommendation that agricultural capability maps be made available for viewing on the RDKB internet map service, this has been completed and the public may now view agricultural capability ratings for lands as a map layer. RDKB staff has also acquired the Ministry of Agriculture's agricultural land inventory mapping, so that it is available for use and analysis locally for RDKB-related projects.

The final "special project" identified in the 2013 work program was the conversion of the RDKB internet-based Geographic Information System (GIS) service to a new ESRI software platform. Unfortunately, the provider of the software platform that operates the RDKB GIS changed the base software that it sells and supports for internet-based GIS. Because the software that previously had driven the RDKB's internet-based GIS is no longer be supported by ESRI we, along with other ESRI clients utilizing this software, were required to purchase a licence for the new system and develop that system to meet the RDKB's needs. Selkirk College, which hosts the RDKB data for our internet-based GIS service, was also required to adapt its systems to install the new GIS platform. This conversion entailed some additional costs and involved a considerable amount of attention from the RDKB's GIS technicians. In 2012, the new software licenses were purchased and a contract was signed with Selkirk College to undertake the conversion work. The conversion to the new software platform was completed in the first half of 2013. While the map service is configured somewhat differently with the new software package, it appears that it hasn't taken regular users of the on-line GIS system long to adapt to the new look and features of the service.

COMMUNITY PLANNING

The Planning Department occasionally offers municipal planning services to the member municipalities on a "fee for service" basis, provided such activities do not intrude heavily into our core work program and other statutory areas of responsibility. While occasionally such services take on the characteristics of a special project, such as the Village of Midway OCP and zoning bylaw review which has occurred in past years, usually assistance occurs in the form of advice direct to municipal staff and research with respect to current development activities. Over the course of 2013, staff has provided some limited consultative services primarily to municipal staff from Grand Forks and Midway on an occasional basis.

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TECHNICAL SERVICES

Clerical and mapping/Geographic Information System (GIS) services provided by the Department's technical support staff form a critical component of the Regional District's overall planning program. In fact, the program could not be implemented without these services. Typical clerical activities include data and word processing; maintaining departmental records, minutes and files; organizing meetings; preparing agendas, with related support material and distributing that information electronically; and tracking all applications and bylaws through to completion. All of these services are provided by one full time Secretary and one part time clerical support position.

Principal mapping/GIS services include the maintenance of a comprehensive mapping base for the entire Regional District and member municipalities (excluding Rossland, Trail, and Grand Forks). These maps range from basic cadastral maps at varying scales through to a variety of special purpose maps showing such features as zoning, OCP designations, ALR, floodplain, house numbers and planimetric detail. All of these have to be kept up to date and capable of reproduction on short notice. Requests for such accurate and up to date mapping information come from a variety of sources including the Board and individual Directors, surveyors, developers, other staff both in and out of the Planning Department, property owners, other government agencies, and an array of local committees.

The conversion to a computer based Geographic Information System (GIS), beginning in the early 1990s, significantly improved the department's ability to meet these ever changing and increasing mapping needs. It took many years to digitize all existing hand drawn maps to the AutoCAD format. In 2004 and 2005 technical staff time was spent converting the AutoCAD data to an ESRI format which was required for 911 mapping and compatible with the 911 software and the GIS data provided by Central Kootenay Regional District. The necessary components of the Master Street Address Guide (Telus), the street centreline layer and the fire response zone layer were also developed. A monthly system of downloading BC Assessment Roll data was researched and implemented to provide monthly current BC Assessment data into the GIS. This improved GIS system is currently being used by all departments.

Through 2007 and 2008 a major improvement to the Regional District's mapping and data management service was implemented with the establishment of an internet-based GIS that is available to the general public (with enhanced property information available to Regional District, municipal staff and select government agencies). These GIS upgrades have allowed the Regional District to centrally deliver a wide range of GIS maps, data and applications to other users in this organization and outside via the internet. The improvements have enabled member municipalities, other government agencies, and the general public to simultaneously access GIS data, layers, attribute data, and images for display, query and analysis in an easy to use web browser.

The site is hosted by Selkirk College and the Regional District and the City of Rossland have developed MOUs with respect to their respective responsibilities regarding the hosting and maintenance of the site and the data stored on the site.

One significant improvement to the internet-based GIS system in 2009 was the addition of the City of Rossland's geodatabase to the web service. The City of Rossland added their GIS data as a separate "Jump To" theme in the map service, thereby providing a one-stop internet GIS site for both the RDKB and City of Rossland GIS data. Response to this addition was very

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favourable. The RDKB and the City of Rossland signed a Memorandum of Understanding with respect to their responsibilities regarding updates and upgrades to the site and a commitment to working together in good faith to provide an effective, informative and user-friendly internet map service. While the RDKB has developed the web service, maintains the service (through a memorandum of understanding with Selkirk College), and holds the annual license for the service, City of Rossland staff are responsible for providing regular data updates to Selkirk College to ensure that the City's data is kept current. The City of Rossland made available various mapping layers including: OCP designations; zoning; water lines; sanitary sewer lines; storm sewer lines; streets; buildings; power poles; covenants; and a 2008 orthophoto layer. In 2013, however, with the change to a new GIS software platform, the City of Rossland has not yet been able to reconfigure its data to make it compatible with the new system. As a result, the City of Rossland's mapping data is currently unavailable on the RDKB internet map service. The Cities of Trail and Grand Forks have the option to add their data as Rossland has done.

In addition to the maintenance of a current and accurate mapping base, the technical support staff also provide an array of other important services. These include statistical research in support of special projects; managing the Regional District's House Numbering program; preparing display material for public meetings; and administering the activities of the Regional District's two Boards of Variance.

ADMINISTRATIVE SUPPORT SERVICES

A less visible, but nonetheless time consuming element of the Planning Department's annual workload is the support offered to other Regional District functions, particularly Administration. This is not only done as a matter of necessity in areas of overlapping and transitional jurisdictions, it is also desirable as a means of maximising the efficiency of the Regional District's limited staff resources. Areas of support offered by the Planning Department include a cooperative working relationship with Building Inspection services, fire dispatch, bylaw enforcement, property management (i.e. acquisitions, permits, etc.), and the provision of relief secretarial and reception services as required. Of these, bylaw enforcement continues to be the most time consuming, sensitive and difficult task.

SUMMARY

In 2013, the Planning Department was quite successful in meeting the objectives that had been scheduled with respect to special projects. Development activity during 2013 decreased as compared to the previous years, based upon the number of applications considered and enquiries received over the past year. This, however, has provided the department with an opportunity to make significant headway on a number of projects and deal with bylaw enforcement issues.

PART B: 2014 WORK PROGRAM

Although the Planning Department is a relatively small unit, it is nonetheless capable of offering a broad range of services to the Regional District (i.e. professional planning, research, bylaw enforcement, house numbering, project management, mapping, graphics, clerical and administrative support). These services have to be delivered having regard for the diverse interests and demands of both the urban and rural components of the Regional District. The continuing challenge for this Department is to present annual work programs which protect the Regional District's pressing current operational needs and statutory obligations yet provide a balanced level of service to each of its constituent Electoral Areas on a project basis. This can continue to be achieved through a careful prioritization of the required activities over a multi-year program.

The Department's first priority, of course, must always be to maintain the Regional District's ability to respond quickly and efficiently to development proposals and to assist the various committees and the Board in dealing with them appropriately. This is a statutory duty. Unnecessary delays or errors in this area are disruptive and can lead directly to additional private sector costs. It is important that the Regional District not contribute to these potential problems yet retain its ability to manage change in accordance with sound public policy principles.

It is expected that the Kootenay Boundary Region will continue to be attractive to people wishing to resettle from other areas for both economic and lifestyle purposes. As in recent years past, the 2014 Work Program sets aside the resources necessary to meet the anticipated regional needs in the area of current operations.

Some of the project work for 2014 again flows directly from commitments already made in 2013. For example, staff will continue to work with the Steering Committee to complete the new Electoral Area 'D' Official Community Plan and will be working on the Area 'B' Zoning Bylaw review with the Steering Committee for that project.

With respect to the provision of Administrative Support Services it is anticipated that 2014 will be a typical year. The Department will continue to be involved in such activities as bylaw enforcement, the provision of technical and professional support in such areas as economic development, solid waste management, financial services and service evaluation. The need for these support services are quite unpredictable but often require immediate attention and can therefore be quite disruptive of the department's other responsibilities.

Specifics regarding the proposed 2014 Recommended Work Program are as follows:

1. As a first priority, continue to maintain and provide current operational services. More specifically this will include:
 - (a) The administration and implementation of approved planning policies (e.g. advice to the public, preparing bylaws, etc.);
 - (b) Processing development applications;
 - (c) Providing professional and technical support to the reviewing committees and the Board of Directors;

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- (d) Engaging in community and inter-agency liaison respecting Regional District planning interests;
 - (e) Providing mapping and associated technical advisory services, including:
 - Continued technical support for RDKB resident and non-resident enquiries;
 - Continued technical support for the 911 system;
 - Maintain and create maps for production (OCP, zoning, etc.) and for unique purposes (Agricultural Capability Mapping, Kettle River Watershed Management Plan, etc.);
 - Maintain and keep up-to-date the GIS data and tables;
 - Continue to offer the City of Grand Forks and City of Trail the opportunity to add their GIS data to the map service at a minimal cost; and
 - Continue improving the GIS base data, including improving the fit of the data to the orthophoto/TRIM.
2. Continue to provide Regional Development Services pursuant to Part 24, Division 4 of the *Local Government Act*. This generally includes co-ordination, research and analytical services direct to the public, business, other functions and government agencies.
 3. Continue to provide short term planning advisory services to the member municipalities as required. Principal users of this service have included Greenwood, Grand Forks, and Midway.
 4. Continue to provide Administrative Support Services. More specifically this involves co-operating with and assisting other Regional District staff and Committees in areas of overlapping and transitional jurisdictions (i.e. policy development, special projects, secretarial services, property management, research and graphics).
 5. Work with Building Inspection and Administrative staff to resolve bylaw enforcement issues;
 6. Complete the Electoral Area 'A' Zoning Bylaw review;
 7. Complete the Electoral Area 'B' Zoning Bylaw review;
 8. Continue to review the Electoral Area 'D' Official Community Plan;
 9. Initiate work on the Big White Official Community Plan review;
 10. Initiate work on a review of the Electoral Area 'D' Zoning Bylaw;
 11. Engage in follow-up consultations regarding the Electoral Area 'E' Needs Assessment Survey (community meetings/workshops to communicate results and solicit input regarding future actions);
 12. Continue to manage the Kettle River Watershed Management Planning process through to completion of Phase 2;
 13. Consideration of implementation strategies relating to the Kettle River Watershed Management Plan upon completion of the plan;
 14. Continued support of follow-up actions associated with implementation of Boundary Agricultural Area Plan recommendations;
 15. Working with the Province of BC to improve the accuracy of cadastral mapping in Electoral Area 'E' and incorporate the improved cadastral mapping into the RDKB's GIS.

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Summary of Projects for 2014 (Items 6 – 15 of the Recommended Work Program)

1. **Complete Electoral Area 'A' Zoning Bylaw Review:** Considerable staff time was dedicated to the review of the zoning bylaw during 2012 and 2013 to implement the OCP changes. With the public hearing for the bylaw being scheduled for January, it is anticipated that the new zoning bylaw should be ready for the Board's final approval in February, after it has received the required statutory approval of the Ministry of Transportation and Infrastructure.
2. **Complete Electoral Area 'B' Zoning Bylaw Review:** The draft bylaw for this project is near completion, as the Steering Committee is considering the last of the regulatory issues to be addressed in the new bylaw. It is anticipated that the new bylaw will be ready for the Board's adoption, following the statutory government agency referral and public hearing processes, in mid-2014.
3. **Continue to Review the Electoral Area 'D' Official Community Plan:** This will continue to be one of the department's major policy review and development projects in 2014. The current OCP bylaw for the area was adopted in 1999. With that OCP being 13 years old, every part of the bylaw is being considered by the Steering Committee. Also, with the Kettle River Watershed Management Plan slated for completion in 2014, policy direction resulting from that process will need to be considered for inclusion in the new OCP bylaw.
4. **Initiate Work on the Big White Official Community Plan Review:** With work on a couple of the special projects noted above expected to be completed in the first half of 2014, initial research work is anticipated to begin on the Big White Official Community Plan review in late 2014. This is the next OCP bylaw due for review after the Area 'D' OCP, considering that the current Big White OCP bylaw was adopted 13 years ago and there have been significant changes to the resort community since that time.
5. **Initiate Work on the Electoral Area 'D' Zoning Bylaw Review:** Towards the latter half of 2014, it is anticipated that the Electoral Area 'D' OCP review will be far enough along in the process that staff can begin research work on the implementing zoning bylaw – to consider how the policy direction included in the new OCP will be implemented in the revised regulatory bylaw.
6. **Engage in Consultations Regarding the Electoral Area 'E' Needs Assessment Survey:** The Planning Department suggests that consultations continue during 2014, with a public meeting or meetings to discuss the results of the area-wide survey. This may lead to a further dialogue as to how the RDKB may be of assistance in addressing identified issues of concern.
7. **Completion of Kettle River Watershed Management Plan:** The work plan for Phase 2 of the Kettle River Watershed Management Plan and the contract with the Phase 2 Project Coordinator are scheduled to be complete in June 2014. The Project Coordinator, with management supervision and support from the Planning Department, will be working through the planning process until that time. There appears to be a significant amount of support from residents of the Boundary regarding this project, so this is expected to continue to be a major

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undertaking for the RDKB and will likely entail continued work following completion of the plan.

8. ***Consideration of implementation strategies relating to the Kettle River Watershed Management Plan:*** The Steering Committee for the Kettle River Watershed Management Plan will be meeting on January 16th for some initial discussions on implementation of the plan once it is complete mid-year. It is important to consider any budgetary requirements at this time relating to any implementation initiatives the Steering Committee may wish to pursue in the latter half of 2014, after the plan itself is complete. It is anticipated that the Planning Department will be involved in any such implementation initiatives.
9. ***Follow-up Actions Related to the Boundary Agricultural Area Plan:*** It is anticipated that work on this initiative will continue through 2014, as described in detail in the 2013 Annual Report (above);
10. ***Working with the Province of BC to improve the accuracy of cadastral mapping in Electoral Area 'E' and incorporate the improved cadastral mapping into the RDKB's GIS:*** The accuracy of the cadastral mapping for Electoral Area 'E' is questionable. The Planning Department's GIS staff has requested that the Province update the mapping for that area using surveyed control points to improve the accuracy of the cadastral line work for the area. Once the Province has completed the work, the new cadastral mapping would be integrated into the RDKB's GIS by replacing the existing cadastral layer with the new and improved cadastral layer.

In summary, recognizing that the Planning Department is a relatively small unit, the proposed work program is quite ambitious. The recommended work program is considered to be achievable with existing resources as presented in the attached proposed five-year financial plan.

Recommendation: That the Planning and Development Department 2013 Annual Report and Proposed 2014 Work Program be received.

Recommendation: That the Planning and Development Department Proposed 2014 Work Program be approved.



STAFF REPORT

Date: 09 Jan 2014

To: Chair Worley and Members -
Electoral Area Services Committee

From: Mark Andison, General Manager, Operations / DCAO

Re: Planning and Development Department Five Year Financial Plans

Issue Introduction

The purpose of this report is to present the proposed 2014 Five Year Financial Plan for the RDKB Planning and Development Department function.

History/Background Factors

Each year the Regional District's Board of Directors is mandated to adopt a five-year financial plan. By March 31, 2014 the Board must adopt a financial plan that essentially establishes a budget for 2014 and a tentative budget for the subsequent four-year period. The Regional District's overall budget is, in effect, an amalgamation of numerous individual budgets which are independently prepared for separate functions. These individual budgets usually have quite different funding formulas depending on who are considered to be the benefiting parties and other mandatory legislative requirements. Because the levels of participation within these functions vary, it is appropriate to have the separate committees which are responsible for guiding each function initially review their particular budget. The Electoral Area Services Committee is the committee assigned to conduct the initial review of this budget.

How the Planning and Development Budget is Structured

The Planning and Development five-year financial plan actually covers two different functions authorized by two different sections of the *Local Government Act*. The **Management of Development** function applies to Electoral Area planning and is primarily supported by requisitions obtained from these five areas based on their relative assessments (this represents approximately 75% of the Planning budget after revenue from application fees, grants, etc. have been accounted for). The **Regional Development Services** function applies to the coordination of mandatory development related services (such as ALC and subdivision applications) as well as to the maintenance of statistics, the development and maintenance of the RDKB's GIS, and the conduct of research related to the region as a whole. It is primarily supported by requisitions obtained from all member municipalities and electoral areas based on relative assessments (this

represents approximately 25% of the budget after revenue from other sources has been accounted for).

How Suggested Five-Year Financial Plans are Advanced to the Board

Once the five-year plan for each function has been reviewed it is then forwarded to the Board for consideration, through the Finance Committee. This provides an opportunity to assemble all of the various Regional District budgets into one document for overall review by the Finance Committee and the Board.

Implications

The suggested 2014 Budget attached to this report is structured around the 2014 Work Program which has been presented simultaneously to the Electoral Area Services Committee. This allows the members to place the various budget items in context. Major amendments to the Annual Budget would impact the Work Program and vice versa. Some of the highlights of the suggested Annual Budget follow:

- The proposed 2014 budget includes an estimated increase in expenditures over the 2013 budget of 0.81% - from a budget of \$760,417 to a proposed budget of \$766,605 for 2014.
- The proposed 2014 budget includes an estimated 0.45% requisition decrease from 2013.
- **The most significant proposed budgetary change for 2014 is the addition of a new “Planning Manager” staff position to the department. This is being proposed as part of the RDKB’s recent restructure plan that was approved by the Board of Directors in 2013. The restructure plan resulted in the “Director of Planning and Development” position being changed to a new “General Manager, Operations / Deputy CAO” role, with the General Manager Operations/DCAO position becoming responsible for oversight of the Planning, Building Inspection, Facilities & Recreation, and Fire Departments – with continued direct management of the Building Inspection Department. The restructure plan included a provision for the establishment of a new “Planning Manager” position to take effect in the 2014 budget year, subject to budget approval. For the proposed 2014 budget, only a portion of the new position’s annual salary is included as an expenditure (\$60,000), assuming that a person will not be starting in the position until April 2014, after the budget has been approved. Also, a portion (30%) of the General Manager, Operations/DCAO salary has been budgeted to the Planning and Development Department. For 2014, the salaries for these two positions have resulted in a slight decrease in the budget. However, in 2015, when the proposed Planning Manager’s full-year salary is allocated, the effect will be an increase of approximately \$15,000 to the budget as a result of the restructure and the proposed allocation of those salaries to the departmental budget.**

The standard procedure is for the Electoral Area Services Committee to review the attached suggested Five-Year Financial Plan in light of the approved Work Program and make modifications as necessary.

Ultimately, the final version of the 2014 Financial Plan is recommended for approval by the Board through the Finance Committee.

Background Information Provided

Proposed Five-Year Financial Plan for the Planning and Development Department

Alternatives

1. Receipt
2. Deferral
3. Approval of Five Year Financial Plan

Recommendations

That the staff report from Mark Andison, General Manager, Operations/DCAO regarding the proposed 2014 Planning and Development Department Five-Year Financial Plan be received.

That the Electoral Area Services Committee approve the proposed 2014 Five Year Financial Plan for the RDKB Planning and Development Department function.

Respectfully submitted,



Mark Andison, General Manager,
Operations/DCAO



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 005
ENVIRONMENTAL PLANNING & ZONING

PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,
Midway, Montrose, Warfield, Electoral Areas 'A', 'B', 'C', 'D' & 'E'

		PAGE	2012 ACTUAL	2013 BUDGET	2013 ACTUAL	(OVER) UNDER	2014 BUDGET	Increase(Decrease) between 2013 BUDGET and 2014 BUDGET		2015 BUDGET	2016 BUDGET	2017 BUDGET	2018 BUDGET
								\$	%				
REVENUE:													
Electoral Taxes - Management Development Services	2		500,671	515,608	515,608	(0)	513,279	(2,328)	(0.45)	564,631	584,177	600,166	616,608
All Participants Taxes - Regional Development Services	3		166,890	171,869	171,869	0	171,093	(776)	(0.45)	188,210	194,726	200,055	205,536
11 210 100 Federal Grant In Lieu	4		1,341	750	750	0	750	0	0.00	750	750	750	750
11 460 100 Rezoning Fees	5		10,455	10,150	11,470	(1,320)	10,000	(150)	(1.48)	10,200	10,455	10,612	10,771
11 460 200 ALR Commission Appeal Fees	6		3,600	2,030	300	1,730	2,000	(30)	(1.48)	2,040	2,091	2,122	2,154
11 460 300 House Numbering Recovery	7		15,000	16,000	15,000	1,000	16,000	0	0.00	16,000	16,000	16,000	16,000
11 460 400 Map & Report Sales	8		36	1,523	40	1,483	1,500	(23)	(1.51)	1,530	1,568	1,592	1,616
11 590 159 Miscellaneous Revenue	9		13,500	1,000	1,000	0	1,000	0	0.00	1,000	1,000	1,000	1,000
11 911 100 Previous Year's Surplus	10		33,258	31,673	31,673	0	43,443	11,770	37.16	0	0	0	0
11 921 205 Transfer From Reserve	11		36,400	0	0	0	0	0	0.00	0	0	0	0
Planning Agreements	12		7,539	7,539	7,539	0	7,539	0	0.00	7,539	7,539	7,539	7,539
Total Revenue			788,690	758,142	755,249	2,893	766,605	8,462	1.12	791,900	818,307	839,837	861,973
EXPENDITURE:													
12 610 111 Salaries and Benefits	13		538,049	560,897	525,000	35,897	560,534	(363)	(0.06)	585,440	607,789	626,022	644,803
12 610 210 Travel Expense	14		7,101	10,000	10,000	0	10,000	0	0.00	10,250	10,404	10,560	10,718
12 610 220 Public Participation Program	15		11,409	10,000	10,000	0	10,000	0	0.00	10,250	10,404	10,560	10,718
12 610 223 Report Reproduction	16		0	500	0	500	500	0	0.00	513	520	528	536
12 610 229 Maps	17		107	500	107	393	500	0	0.00	513	520	528	536
12 610 230 Board Fee	18		41,370	42,112	41,370	742	42,954	842	2.00	43,813	44,908	45,582	46,266
12 610 232 Legal Fees	19		767	10,000	6,000	4,000	10,000	0	0.00	10,250	10,404	10,560	10,718
12 610 234 Library & Research	20		3,018	2,950	3,500	(550)	3,709	759	25.73	3,802	3,859	3,917	3,975
12 610 235 Operating Contract	21		73,975	38,600	34,000	4,600	42,638	4,038	10.46	39,372	40,356	40,962	41,576
12 610 239 Advisory Planning Commission	22		3,101	6,000	4,500	1,500	6,000	0	0.00	6,150	6,242	6,336	6,431
12 610 243 Office Building Expense	23		48,053	48,940	48,940	(0)	50,020	1,080	2.21	51,374	52,466	53,584	54,728
12 610 247 Office Equipment	24		8,178	6,500	6,500	0	6,000	(500)	(7.69)	6,000	6,000	6,000	6,000
12 610 251 Office Supplies	25		2,719	4,000	2,719	1,281	4,080	80	2.00	4,182	4,245	4,308	4,373
12 610 253 Vehicle Operation	26		12,375	12,623	12,375	248	12,875	252	2.00	13,197	13,395	13,596	13,800
12 610 610 Capital/Amortization	27		0	0	0	0	0	0	0.00	0	0	0	0
12 610 741 Contribution To Reserve	28		6,795	6,795	6,795	0	6,795	0	0.00	6,795	6,795	6,795	6,795
12 610 990 Previous Year's Deficit	29		0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			757,017	760,417	711,806	48,611	766,605	6,188	0.81	791,900	818,307	839,837	861,973
Surplus(Deficit)			31,673		43,443								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Property Tax Requisition <i>Management of Development Services</i>	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
	As per Board Resolution No 461-92					
	Total Expenditures					
	Less anticipated revenues from other sources					
	Equals Net Expenditures					
Exp	684,373		752,841	778,903	800,222	822,143
75%	513,279	513,279	564,631	584,177	600,166	616,608
2013						
Actual						
98,352	11 830 901 005 Electoral Area 'A'	97,908	107,703	111,432	114,482	117,618
56,977	11 830 902 005 Electoral Area 'B'	56,719	62,394	64,554	66,321	68,137
114,032	11 830 903 005 Electoral Area 'C'	113,517	124,873	129,196	132,733	136,369
72,986	11 830 904 005 Electoral Area 'D'	72,656	79,925	82,692	84,955	87,282
173,262	11 830 905 005 Electoral Area 'E'	172,479	189,735	196,304	201,676	207,201
515,608	Sub	513,279	564,631	584,177	600,166	616,608
	Total Requisition	513,279	564,631	584,177	600,166	616,608

Notes:

Management of Development covers the Regional District's rural area planning program (e.g. OCPs, Zoning, Development Permits, etc.). It is a "General Service" pursuant to the Local Government Act with costs apportioned to the Electoral Areas only.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Property Tax Requisition	2014	2015	2016	2017	2018
2013	<i>Regional Development Services</i>	Budget	Budget	Budget	Budget	Budget
Actual	Description	Amount	Amount	Amount	Amount	Amount
	As per Board Resolution No 461-92					
	Total Expenditures					
	Less anticipated revenues from other sources					
Exp	684,373		752,841	778,903	800,222	822,143
25%	171,093	171,093	188,210	194,726	200,055	205,536
5,079	11 830 100 005 Fruitvale	5,056	5,562	5,754	5,912	6,074
16,212	11 830 200 005 Grand Forks	16,139	17,754	18,368	18,871	19,388
1,789	11 830 300 005 Greenwood	1,781	1,959	2,027	2,083	2,140
2,870	11 830 400 005 Midway	2,857	3,143	3,252	3,341	3,433
2,747	11 830 500 005 Montrose	2,735	3,008	3,112	3,198	3,285
15,241	11 830 600 005 Rossland	15,172	16,690	17,268	17,740	18,226
40,602	11 830 700 005 Trail	40,419	44,463	46,002	47,261	48,556
4,234	11 830 800 005 Warfield	4,215	4,637	4,798	4,929	5,064
15,850	11 830 901 005 Electoral Area 'A'	15,779	17,357	17,958	18,450	18,955
9,182	11 830 902 005 Electoral Area 'B'	9,141	10,055	10,403	10,688	10,981
18,377	11 830 903 005 Electoral Area 'C'	18,294	20,124	20,821	21,391	21,977
11,762	11 830 904 005 Electoral Area 'D'	11,709	12,880	13,326	13,691	14,066
27,922	11 830 905 005 Electoral Area 'E'	27,796	30,577	31,636	32,502	33,392
171,869						
	Total Requisition	171,093	188,210	194,726	200,055	205,536

Notes:
Regional Development Services includes such region wide activities as
coordination, research, regional mapping, ALR and subdivision reviews, etc.
It is a "General Service" pursuant to the Local Government Act with costs apportioned
to all constituent members of the Regional District.

Name Account	Federal Grant In Lieu 11 210 100 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Federal Grant In Lieu	750		750		750		750		750
	Current Year Budget	750		750		750		750		750

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Rezoning Fees 11 460 100 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Rezoning Fees	10,000	2.0%	10,200	2.5%	10,455	1.5%	10,612	1.5%	10,771
Current Year Budget		10,000		10,200		10,455		10,612		10,771

Notes: Previous Year Budget 10,150
 Actual to December 31, 2013 11,470
 Conservative estimate based on last year's zoning revenue

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	ALR Fees 11 460 200 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Agricultural Land Reserve Fees	2,000	2.0%	2,040	2.5%	2,091	1.5%	2,122	1.5%	2,154
Current Year Budget		2,000		2,040		2,091		2,122		2,154

Notes:

Previous Year Budget	2,030
Actual to December 31, 2013	300
Conservative estimate based on last year's revenue from LRC fees	

Name Account	House Numbering Recovery 11 460 300 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Area 'A' & 'C' House Numbering	6,000		6,000		6,000		6,000		6,000
2	Area 'B' house Numbering	3,000		3,000		3,000		3,000		3,000
3	Area 'D' house Numbering	3,000		3,000		3,000		3,000		3,000
4	Area 'E' house Numbering	3,000		3,000		3,000		3,000		3,000
5	Services provided to Municipalities	1,000		1,000		1,000		1,000		1,000
	Current Year Budget	16,000		16,000		16,000		16,000		16,000

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Map Sales	2014		2015		2016		2017		2018
Account	11 460 400 005	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Map Sales	1,500	2.0%	1,530	2.5%	1,568	1.5%	1,592	1.5%	1,616
Current Year Budget		1,500		1,530		1,568		1,592		1,616

Notes: Previous Year Budget 1,523
 Actual to December 31, 2013 40
 Estimate based on last year's revenue from map sales

Name Account	Miscellaneous Revenue 11 590 159 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Services provided to Municipalities	1,000		1,000		1,000		1,000		1,000
2	ICIS Grant - AddressBC									
	Current Year Budget	1,000		1,000		1,000		1,000		1,000

Notes:	Previous Year Budget	1,000
	Actual to December 31, 2013	1,000
ICIS grant to provide property addressing in ICIS format will cover costs of Coop student.		

Name Account	Previous Year's Surplus 11 911 100 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus	43,443		-		-		-		-
	Current Year Budget	43,443		-		-		-		-

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Name Account	Transfer From Reserve 11 921 205 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
	Current Year Budget	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2013	-
Item No. 1	Required configuration of new GIS software	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	SECTION 820(9) - PLANNING AGREEMENTS	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	11 330 100 005 Village of Fruitvale	1,166	0.0%	1,166	0.0%	1,166	0.0%	1,166	0.0%	1,166
2	11 330 200 005 City of Grand Forks	1,668	0.0%	1,668	0.0%	1,668	0.0%	1,668	0.0%	1,668
3	11 330 500 005 Village of Montrose	1,044	0.0%	1,044	0.0%	1,044	0.0%	1,044	0.0%	1,044
4	11 330 600 005 City of Rossland	1,712	0.0%	1,712	0.0%	1,712	0.0%	1,712	0.0%	1,712
5	11 330 700 005 City of Trail	1,949	0.0%	1,949	0.0%	1,949	0.0%	1,949	0.0%	1,949
	Greenwood	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
	Midway	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
	Warfield	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
	Current Year Budget	7,539		7,539		7,539		7,539		7,539

Notes: Previous Year Budget 7,539
 Actual to December 31, 2013 7,539
Based on agreements entered into with participating municipalities
pursuant to Section 804.1 of the Local Government Act
allowing partial participation in Part 26 Planning Services

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Salaries & Benefits				2014		2015		2016		2017		2018
Account	12 610 111 005				Budget		Budget		Budget		Budget		Budget
Item No	Description	Incumbent	Hours	Rate	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	General Manager, Operations / DCAO	MAndison			37,000	3.0%	25,000	3.0%	25,750	3.0%	26,523	3.0%	27,318
2	Planning & Development Manager	Vacant			60,000	3.0%	90,000	3.0%	92,700	3.0%	95,481	3.0%	98,345
3	Senior Planner	D.Dean	1900	36.94	70,186	2.5%	71,941	3.0%	74,099	3.0%	76,322	3.0%	78,611
4	Assistant Planner	J.Ginalias	1900	33.92	64,448	2.5%	66,059	3.0%	68,041	3.0%	70,082	3.0%	72,185
5	Senior Planning Technician	I.Haas	1900	31.16	59,204	2.5%	60,684	3.0%	62,505	3.0%	64,380	3.0%	66,311
6	GIS Technician	M. Fournier-Bed	1760	29.94	51,762	2.5%	53,056	3.0%	54,648	3.0%	56,287	3.0%	57,976
7	Senior Planning Secretary	Maria	1900	27.83	52,877	2.5%	54,199	3.0%	55,825	3.0%	57,500	3.0%	59,225
8	Clerk/Steno/Rec (PT 4 Hours x 261 Days)	Lori	1044	25.57	26,695	2.5%	27,362	3.0%	28,183	3.0%	29,029	3.0%	29,900
9	Provision for unused Holidays (1wk/employee)		262.5	30.00	7,875	2.5%	8,072	3.0%	8,314	3.0%	8,563	3.0%	8,820
10	Overtime and extra time				5,000	2.5%	5,125	3.0%	5,279	3.0%	5,437	3.0%	5,600
11	Co-op Student (8 weeks x 37 hrs = 296Hrs)		0	21.00	-	2.5%	-	3.0%	-	3.0%	-	3.0%	-
12	Cost Pressures				3,060	2.5%	3,137	3.0%	3,231	3.0%	3,328	3.0%	3,427
13	Allowance for CUPE Contract Increase (2%)				6,761								
	SubTotal				444,868		464,635		478,574		492,931		507,719
	Benefits @	26%			115,666	26.0%	120,805	27.0%	129,215	27.0%	133,091	27.0%	137,084
	Current Year Budget				560,534		585,440		607,789		626,022		644,803

Notes: Previous Year Budget 560,897
Actual to December 31, 2013 525,000
Item #1 GMO / DCAO Salary Split: 30% Planning: 40% Building: 30% Admin
Item #2 Planning Manager Salary from May - December, as position not anticipated to be filled until budget approval received
Item #11 2 month co-op student to assist with GIS upgrades
Item #12 Cost pressure allowance @ 3.0 %

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name Account	Travel Expense 12 610 210 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Estimates for meals, mileage, etc, while travelling within RDKB	1,700	2.5%	1,743	1.5%	1,769	1.5%	1,795	1.5%	1,822
2	Professional Staff Development - PIBC, Planning Director's Conf., Victoria, Technical Courses, etc.	5,000	2.5%	5,125	1.5%	5,202	1.5%	5,280	1.5%	5,359
3	Miscellaneous travel (outside RDKB)	3,000	2.5%	3,075	1.5%	3,121	1.5%	3,168	1.5%	3,215
4	Board of Variance expenses	300	2.5%	308	1.5%	312	1.5%	317	1.5%	322
						-				
	Current Year Budget	10,000		10,250		10,404		10,560		10,718

Notes:	Previous Year Budget	10,000
	Actual to December 31, 2013	10,000

Name Account	Public Participation Program 12 610 220 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Legal ads, hall rental, visual and audio aids for public hearings and other meetings	8,000	2.5%	8,200	1.5%	8,323	1.5%	8,448	1.5%	8,575
2	Long Range Planning Expenses	2,000	2.5%	2,050	1.5%	2,081	1.5%	2,112	1.5%	2,144
	Current Year Budget	10,000		10,250		10,404		10,560		10,718

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Report Reproduction	2014		2015		2016		2017		2018
Account	12 610 223 005	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Material costs associated with the production of major reports (i.e. pre-printed covers, bindings, maps, graphics.)	500	2.5%	513	1.5%	520	1.5%	528	1.5%	536
Current Year Budget		500		513		520		528		536

Notes:	Previous Year Budget	500
	Actual to December 31, 2013	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Maps 12 610 229 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Acquisition of mapping data	500	2.5%	513	1.5%	520	1.5%	528	1.5%	536
Current Year Budget		500		513		520		528		536

Notes:	Previous Year Budget	500
	Actual to December 31, 2013	107

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Board Fee 12 610 230 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget	
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
1	2014 Budget 2% Increase	38,609	2.0%	39,381	2.5%	40,366	1.5%	40,971	1.5%	41,586	
2	Climate Change Initiative	4,345	2.0%	4,432	2.5%	4,543	1.5%	4,611	1.5%	4,680	
Current Year Budget		42,954		43,813		44,908		45,582		46,266	

Notes:	Previous Year Budget	42,112
	Actual to December 31, 2013	41,370

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Legal Fees 12 610 232 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Legal Fees	10,000	2.5%	10,250	1.5%	10,404	1.5%	10,560	1.5%	10,718
Current Year Budget		10,000		10,250		10,404		10,560		10,718

Notes:	Previous Year Budget	10,000
	Actual to December 31, 2013	6,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

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Notes:	Previous Year Budget	2,950
	Actual to December 31, 2013	3,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contract 12 610 235 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget	
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
1	GIS Software Support Services	4,000	2.5%	1,224	2.5%	1,255	1.5%	1,273	1.5%	1,293	
2	Plotter Maintenance contingency	714	2.5%	714	2.5%	732	1.5%	743	1.5%	754	
3	ArcView Annual Support	2,550	2.5%	2,550	2.5%	2,614	1.5%	2,653	1.5%	2,693	
4	ArcEditor Annual Support	3,213	2.5%	3,213	2.5%	3,293	1.5%	3,343	1.5%	3,393	
5	ArcGIS Server Maintenance	11,118	2.5%	11,118	2.5%	11,396	1.5%	11,567	1.5%	11,740	
6	2nd ArcEditor Annual Support	3,060	2.5%	3,060	2.5%	3,137	1.5%	3,184	1.5%	3,231	
7	Selkirk College ArcIMS Hosting Fee	9,180	2.5%	9,180	2.5%	9,410	1.5%	9,551	1.5%	9,694	
8	Cell Phones	1,000	2.5%	510	2.5%	523	1.5%	531	1.5%	539	
9	Selkirk College Map Service Fine Tuning	2,040	2.5%	2,040	2.5%	2,091	1.5%	2,122	1.5%	2,154	
10	Annual support for SSL certificate	153	2.5%	153	2.5%	157	1.5%	159	1.5%	162	
11	Geocortex Essentials Maintenance	5,610	2.5%	5,610	2.5%	5,750	1.5%	5,837	1.5%	5,924	
Current Year Budget		42,638		39,372		40,356		40,962		41,576	

Notes:		Previous Year Budget	38,600
		Actual to December 31, 2013	34,000
Item #3-6	ESRI Canada (ARCview, ARCEditor) contract		
Item #11	Pro-rated for Nov.2013 - Apr.2014 (Invoiced Apr. 2013)		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Advisory Planning Commission 12 610 239 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	\$1000 discretionary fund for use by each Electoral Area Director to offset expenses for the 6 APCs pursuant to Section 897(3) of the Municipal Act	6,000	2.5%	6,150	1.5%	6,242	1.5%	6,336	1.5%	6,431
Current Year Budget		6,000		6,150		6,242		6,336		6,431

Notes:	Previous Year Budget	6,000
	Actual to December 31, 2013	4,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Office Building Expense 12 610 243 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget	
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
1	Heating share of RDKB Office	3,043	2.5%	3,119	1.5%	3,166	1.5%	3,214	1.5%	3,262	
2	Power share of RDKB Office	9,561	2.5%	9,800	1.5%	9,947	1.5%	10,097	1.5%	10,248	
3	Janitorial & Maintenance	20,778	3.0%	21,402	3.0%	22,044	3.0%	22,705	3.0%	23,386	
4	Grand Forks Office Rental	7,144	2.5%	7,322	1.5%	7,432	1.5%	7,543	1.5%	7,657	
5	Photocopy Recovery - Administration	9,494	2.5%	9,731	1.5%	9,877	1.5%	10,025	1.5%	10,175	
Current Year Budget		50,020		51,374		52,466		53,584		54,728	

Notes:

Previous Year Budget	48,940
Actual to December 31, 2013	48,940

The Planning Department's share (based on approximate use or area) of the above mentioned expenses.

Name	Office Equipment									
Account	12 610 247 005									
		2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Miscellaneous Equipment	6,000		6,000		6,000		6,000		6,000
	Current Year Budget	6,000		6,000		6,000		6,000		6,000

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Name Account	Office Supplies 12 610 251 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Print paper (maps), ink, tapes, binding material and other misc. office supplies (primarily required for maps, graphics and reports)	4,080	2.5%	4,182	1.5%	4,245	1.5%	4,308	1.5%	4,373
	Current Year Budget	4,080		4,182		4,245		4,308		4,373

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Vehicle Operation 12 610 253 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Annual allocation of fleet vehicle costs	12,875	2.5%	13,197	1.5%	13,395	1.5%	13,596	1.5%	13,800
Current Year Budget		12,875		13,197		13,395		13,596		13,800

Notes: Previous Year Budget 12,623
 Actual to December 31, 2013 12,375
 Item #1 For use of fleet vehicles.

Name Account	Capital 12 610 610 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1										
	Current Year Budget	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2013	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contribution To Reserve 12 610 741 005	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Contribution to Reserve	5,000	5,000	5,000	5,000	5,000
2	Management Early Retirement Incentive Plan	1,795	1,795	1,795	1,795	1,795
This reserve is intended to be used when a major computer upgrade is required for the Department's Geographic Information System. Such upgrades are typically required about every 5 years.						
Current Year Budget		6,795	6,795	6,795	6,795	6,795

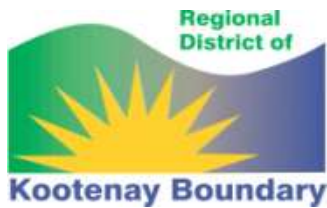
Notes:		Previous Year Budget	6,795
		Actual to December 31, 2013	6,795
Item #2	ERIP Funds transferred to Administration Reserve		
	GL Account Number 34 700 001		

\$ 8,349.74

Balance in Reserve December 31, 2012
Account Number 34 700 005

Name Account	Previous Year's Deficit 12 610 990 005	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-		-		-		-		-
	Current Year Budget	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2013	-



STAFF REPORT

Date: 09 Jan 2014
To: Chair Worley and Members -
 Electoral Area Services Committee
From: Mark Andison, General Manager, Operations / DCAO
Re: House Numbering Services Five Year Financial Plans

Issue Introduction

The purpose of this report is to present the proposed 2014 Five Year Financial Plans for the various RDKB house numbering services for the consideration of the Electoral Area Services Committee.

History/Background Factors

The rural house numbering services were established region-wide to pay the costs associated with the development and on-going maintenance of a house numbering system. The principal purpose of the house numbering system is to allow emergency response agencies to locate homes as quickly as possible when required. The house numbering system is the backbone of the 911 emergency dispatch system and requires regular monitoring and updates.

The RDKB has established four separate house numbering services: one for Electoral Areas A & C combined, and three others for Electoral Areas B, D, and E. Annually, each of the electoral areas is requisitioned \$3,000 to cover the costs associated with the continued operation and maintenance of the house numbering system, including its integration with the 911 emergency response dispatch system. Those monies are, in turn, transferred to the Planning and Development Department function which is responsible for the ongoing monitoring and updating of the house numbering system.

Implications

It is proposed that in 2014 each of the Electoral areas will again be requisitioned \$3,000 for the house numbering services. This requisition amount has remained unchanged for many years.

Background Information Provided

1. Proposed Five Year Financial Plan for the Area A & C House Numbering Service
2. Proposed Five Year Financial Plan for the Area B House Numbering Service

3. Proposed Five Year Financial Plan for the Area D House Numbering Service
4. Proposed Five Year Financial Plan for the Area E House Numbering Service

Alternatives

1. Receipt
2. Deferral
3. Approval of Five Year Financial Plans

Recommendations

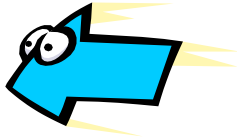
That the staff report from Mark Andison, General Manager, Operations/DCAO regarding the proposed House Numbering Services Five-Year Financial Plans be received.

That the Electoral Area Services Committee approve the proposed House Numbering Services Five-Year Financial Plans

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M. Andison', is written over a horizontal line.

Mark Andison, General Manager,
Operations/DCAO



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 120
HOUSE NUMBERING - AREA A & C

PARTICIPANTS: Electoral Areas 'A' & 'C'

	PAGE	2012 ACTUAL	2013 BUDGET	2013 ACTUAL	(OVER) UNDER	2014 BUDGET	Increase(Decrease) between 2013 BUDGET and 2014 BUDGET	
							\$	%
REVENUE:								
Property Tax Requisition	2	6,000	6,000	6,000	0	6,000	0	0.00
Total Revenue		6,000	6,000	6,000	0	6,000	0	0.00
EXPENDITURE:								
12 326 239 Consultant Fees	3	4,500	4,500	4,500	0	4,500	0	0.00
12 326 999 Contingencies	4	1,500	1,500	1,500	0	1,500	0	0.00
Total Expenditure		6,000	6,000	6,000	0	6,000	0	0.00
Surplus(Deficit)		0		0				

2015 BUDGET	2016 BUDGET	2017 BUDGET	2018 BUDGET
6,000	6,000	6,000	6,000
6,000	6,000	6,000	6,000
4,500	4,500	4,500	4,500
1,500	1,500	1,500	1,500
6,000	6,000	6,000	6,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition		2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
2013 Actual	Description	Amount	Amount	Amount	Amount	Amount
2,779	11 830 901 120 Electoral Area 'A'	2,779	2,779	2,779	2,779	2,779
3,221	11 830 903 120 Electoral Area 'C'	3,221	3,221	3,221	3,221	3,221
6,000	Sub	6,000	6,000	6,000	6,000	6,000
	This Year Requisition	6,000	6,000	6,000	6,000	6,000
Assessed Values used for apportionment:						
61,502,407	Electoral Area 'A'					
71,307,161	Electoral Area 'C'					
132,809,568	TOTAL					
	Total Requisition	6,000	6,000	6,000	6,000	6,000

Notes:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Consultant Fees	2014	2015	2016	2017	2018
Amount	12 326 239 120	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Consultant Fees	4,500	4,500	4,500	4,500	4,500
Current Year Budget		4,500	4,500	4,500	4,500	4,500

Notes: Previous Year 4,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan


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Notes:	Previous Year	1,500



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 122
HOUSE NUMBERING - AREA 'B'



	PAGE	2012 ACTUAL	2013 BUDGET	2013 ACTUAL	(OVER) UNDER	2014 BUDGET	Increase(Decrease) between 2013 BUDGET and 2014 BUDGET		2015 BUDGET	2016 BUDGET	2017 BUDGET	2018 BUDGET
							\$	%				
REVENUE:												
11 830 902 Property Tax Requisition	2	3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
11 911 100 Previous Year's Surplus	3	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:												
12 326 239 Consultant Fees	4	2,250	2,250	2,250	0	2,250	0	0.00	2,250	2,250	2,250	2,250
12 326 990 Previous Year's Deficit	5	0	0	0	0	0	0	0.00	0	0	0	0
12 326 999 Contingencies	6	750	750	750	0	750	0	0.00	750	750	750	750
Total Expenditure		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Surplus(Deficit)		0		0								

Name	Property Tax Requisition	2014		2015		2016		2017		2018
Account	11 830 902 122	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Electoral Area 'B'	3,000		3,000		3,000		3,000		3,000
	Current Year Budget	3,000		3,000		3,000		3,000		3,000

09/01/2014

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Previous Year's Surplus		2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Account	11 911 100 122										
Item No	Description		Amount		Amount		Amount		Amount		Amount
1	Previous Year's Surplus		-		-		-		-		-
	Current Year Budget		-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2013	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Consultant Fees	2014	2015	2016	2017	2018
Account	12 326 239 122	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Consultant Fees	2,250	2,250	2,250	2,250	2,250
Current Year Budget		2,250	2,250	2,250	2,250	2,250

Notes: _____ Previous Year Budget 2,250
 _____ Actual to December 31, 2013 2,250

Name Account	Previous Year's Deficit 12 326 326 122	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-		-		-		-		-
	Current Year Budget	-		-		-		-		-

09/01/2014

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contingencies	2014	2015	2016	2017	2018
Account	12 326 999 122	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Misc expenses relating to supplies etc.	750	750	750	750	750
Current Year Budget		750	750	750	750	750

Notes: _____ Previous Year Budget 750
 _____ Actual to December 31, 2013 750



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 121
HOUSE NUMBERING - AREA 'D'

			2012	2013	2013	(OVER)	2014	Increase(Decrease) between 2013 BUDGET and 2014 BUDGET		2015	2016	2017	2018
	PAGE		ACTUAL	BUDGET	ACTUAL	UNDER	BUDGET	\$	%	BUDGET	BUDGET	BUDGET	BUDGET
REVENUE:													
11 831 121 Property Tax Requisition	2		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Total Revenue			3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:													
12 326 239 Consultant Fees	3		2,250	2,250	2,250	0	2,250	0	0.00	2,250	2,250	2,250	2,250
12 326 999 Contingencies	4		750	750	750	0	750	0	0.00	750	750	750	750
Total Expenditure			3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Surplus(Deficit)			0		0								

Name Account	Property Tax Requisition	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	11 831 121 121 Electoral Area 'D'	3,000		3,000		3,000		3,000		3,000
	Current Year Budget	3,000		3,000		3,000		3,000		3,000


Name	Consultant Fees	2014		2015		2016		2017		2018
Account	12 326 239 121	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Consultant Fees	2,250		2,250		2,250		2,250		2,250
	Current Year Budget	2,250		2,250		2,250		2,250		2,250

Name	Contingencies			2014		2015		2016		2017		2018
Account	12 326 999 121			Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount				Amount				Amount		Amount
1	Misc expenses relating to supplies etc.	750				750				750		750
	Current Year Budget	750				750				750		750



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 123
HOUSE NUMBERING - AREA 'E'



	PAGE	2012 ACTUAL	2013 BUDGET	2013 ACTUAL	(OVER) UNDER	2014 BUDGET	Increase(Decrease) between 2013 BUDGET and 2014 BUDGET		2015 BUDGET	2016 BUDGET	2017 BUDGET	2018 BUDGET
							\$	%				
REVENUE:												
11 830 905 Property Tax Requisition	2	3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
11 911 100 Previous Year's Surplus	3	0	0	0	0	0	0	0.00	0	0	0	0
Total Revenue		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
EXPENDITURE:												
12 326 239 Consultant Fees	4	2,250	3,000	3,000	0	2,250	-750	-25.00	2,250	2,250	2,250	2,250
12 326 990 Previous Year's Deficit	5	0	0	0	0	0	0	0.00	0	0	0	0
12 326 999 Contingencies	6	750	0	0	0	750	750	0.00	750	750	750	750
Total Expenditure		3,000	3,000	3,000	0	3,000	0	0.00	3,000	3,000	3,000	3,000
Surplus(Deficit)		0		0								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

[illegible]

Notes:

Previous Year's Budget	3,000
Actual to December 31, 2012	3,000
Maximum requisition \$15,000	
Bylaw #1115, September 28, 2000	

[illegible]

Previous Year's Budget	-
Actual to December 31, 2012	-

[illegible]

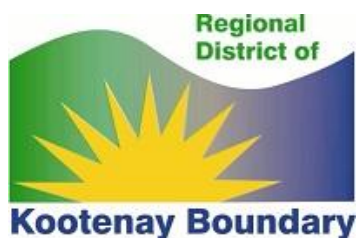
	Previous Year's Budget	3,000
	Actual to December 31, 2012	3,000
Item #1	Includes House Numbering for Big White	

[illegible]

Previous Year's Budget	-
Actual to December 31, 2012	-

[illegible]

	Previous Year's Budget	-
	Actual to December 31, 2012	-
Item #1	Includes House Numbering for Big White	



STAFF REPORT

Date: 17 Dec 2013

File

ES Administration -
Liquid Waste

To: Chair Worley and Members,
Electoral Area Services
Committee

From: Bryan Teasdale, Manager of
Infrastructure and Sustainability

Re: Christina Lake Solar Aquatics System
Contract Renewals - Oversight,
Operations and Maintenance

Issue Introduction

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an extension of the current operating agreements for the Christina Lake Solar Aquatics System (CLSAS).

History/Background Factors

Since mid 2011, the RDKB has operated and maintained the CLSAS via two contracts - one an oversight contract with Eco-Tek Ecological Technologies Ltd (awarded the design-build aspect of the project) and the other, an operational and maintenance contract with Domar Construction Management (a local waste water treatment technician). Both contracts expire on December 31, 2013 and should be renewed in some fashion.

In reviewing the performance of both contracts identified above, RDKB Staff are proposing the following course of action:

Oversight Contract - Eco-Tek Ecological Technologies Ltd. - With respect to a new Oversight Contract, RDKB Staff are advising that decision on this contract renewal be deferred until later (early 2014), as there are still some outstanding issues related to work performance and deliverables as per the current 2011-2012 contract specifications.

Operations and Maintenance Contract - Domar Construction Management - With respect to a new Operations and Maintenance Contract, RDKB Staff are advising that this contract be renewed with Domar Construction Management for a period of two years. The terms and conditions of the renewed contract would parallel the terms and conditions of the previous contract, with the exception of slight increase to the Year 1 and 2 Operational Fee Structures, which have been increased from \$8,000 per year to \$8,500 per year for both 2014 and 2015 fiscal years.

Implications

Financial Implications of the proposed operating structure for the CLSAS facility are currently allocated in the Area C Regional Parks & Trails Draft 2014-2018 Budget and Five-Year Financial Plan.

Advancement of Strategic Planning Goals

The ability of the RDKB to enter into agreements to provide ongoing services to operate this facility will advance the Board's overall goals related to:

Exceptional Cost Effective and Efficient Services - ensuring that the RDKB is responsible and pro-active in funding our core services.

Background Information Provided

1. Proposed CLSAS 2014/2015 Operations Contract

Alternatives

1. Receive the Staff Report.
2. Receive the Staff Report and approve the renewal of both service contract for the CLSAS facility for 2014 & 2015.
3. Receive the Staff Report, defer renewal of the Oversight Contract until a future date and approve the proposed draft Operations and Maintenance Contract with Domar Construction Management Staff for 2014 & 2015.
4. Receive the Staff Report and defer the renewal of both service contracts for the CLSAS until a later date.
5. Not to receive the Staff Report.

Recommendation(s)

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an extension of the current operating agreements for the Christina Lake Solar Aquatics System (CLSAS), be received.

That the RDKB defer renewal of the Oversight Contract until a future date.

That the Electoral Area Services Committee recommend to the RDKB Board of Directors that the RDKB approve the draft contract with Domar Construction

Management for the continued Operations and Maintenance activities of the Christina Lake Solar Aquatics System for a period of two years (January 1, 2014 to December 31, 2015), which does not exceed the approved annual operating budget for the facility.

Christina Lake Solar Aquatics System (CL SAS) 2014-2015 Proposed Operations Contract

The following document contains the proposed operations structure for the effective operation and maintenance of the Christina Lake Solar Aquatics System for the RDKB's 2014 and 2015 fiscal year. Currently, the RDKB has set in place an annual operating budget for the facility, which has been identified as meeting or exceeding the needs of current IHA permitting requirements of the facility.

1. OPERATIONAL AND MAINTENANCE ACTIVITIES

In order to ensure the proper operation of the Solar Aquatics System™ technology, Mr. Martin Christman (Dormar Construction Management) and the system Owner, the Regional District of Kootenay Boundary, shall enter into an operational and maintenance contract for the CL SAS for two years on terms and conditions acceptable to both the RDKB and its Qualified Operator.

Dormar Construction Management shall obtain all insurances, permits and licenses required to undertake and perform all operational and maintenance activities where required. In the performance of the work activities, the Dormar Construction Management shall not violate any Law, Bylaw, Rule or Regulation passed or imposed by any government or agency thereof.

Services Provided:

The operation of the CL SAS includes everything necessary to ensure safe, continuous treatment of wastewater received by the CL-SAS facility and includes appropriate maintenance of the facility by Dormar Construction Management as per the approved budget provided by the RDKB. *Safe and effective treatment of wastewater will take priority over any other activities within the system.*

Operational and Maintenance activities to be addressed by Dormar Construction Management within this contract will include a quarterly written report that includes the results of the testing required for the Interior Health Authority (as per the most recent permit), updates on how the system is performing compared to its design expectations, and maintenance performed and expected to be performed in the coming year. These reports are to be submitted to the RDKB.

Overall, operation activities will include, but are not limited to:

1. General staffing operational, maintenance and repairs of the CL SAS facility,
2. General supplies and equipment required for the safe, continuous treatment of wastewater at the CL SAS facility,
3. Specific supplies and equipment for conducting any laboratory work to ensure the CL SAS facility is meeting or exceeding its current regulatory requirements, and

DRAFT CLSAS 2014-2015 Proposed Operations and Maintenance Contract
DEC_2013

4. Submission of a quarterly written report that contains the information described above.
5. The CL SAS facility is required to be operational for the start of the summer recreational season. Start-up should happen in the next few weeks.

Cost of Operational and Maintenance Activities Contract:

The cost of the Operational and Maintenance Activities contract is outlined below for a period of 2 years. Upon the expiration of this Operational and Maintenance Activities contract, another contract may be entered into.

Year 1 FEE STRUCTURE *Operational and Maintenance Labour @ **\$8,500** (exclusive of HST)
 Miscellaneous Items @ **\$3,500 (exclusive of HST)

Year 2 FEE STRUCTURE *Operational and Maintenance Labour @ **\$8,500** (inclusive of HST)
 Miscellaneous Items @ **\$3,500 (inclusive of HST)

**Operational and Maintenance Labour are based on estimated operator time and attendance to effectively maintain CL SAS operations as per current operating permits. Provisions may permit for the Year 2 FEE STRUCTURE to be modified or amended based on either future operating permit amendments or review of YEAR 1 maintenance activities records.*

***All miscellaneous items expenses are to be approved by the RDKB prior to purchasing and/or invoicing. All relative insurance requirements are to be included in this fee structure.*

Payment of this fee shall be made in monthly installments based on invoices submitted by the Qualified Operator, with the first payment due 30 days after the commencement of the contract and following payments due within 30 days of a submitted invoice.

2. OWNERS RESPONSIBILITIES

The Owner (RDKB) will be responsible for the payment of all other costs associated with the operation of the system, including, but not limited to:

- a. Annual Budgeting activities for the CL SAS facility,
- b. Approval of any miscellaneous item expense required by Dormar Construction Management,
- c. Payment of Utility Bills for the CL SAS facility (i.e. Fortis BC),
- d. General exterior grounds maintenance activities near or around the facility,
- e. General Insurance provisions (Property and General Liability), and
- f. Future facility capital costs related to proper operation of the CL SAS facility that are not specifically under warranty from the equipment's specific supplier or the CL SAS facility's warranty provided by the original design and construction contractor (ECO-TEK).

3. INSURANCE REQUIREMENTS

The RDKB shall assume no risk of liability for the Work of the Contractor or risk on behalf of the Contractor for negligence in the performance of the Work.

All parties must maintain through the term of the Contract, WCB and automobile liability insurance covering all motor vehicles and machinery, owned, operated and used or to be used by directly or indirectly in the performance of the Work or Services contained in this agreement.

The Limit of Liability shall be at least \$2,000,000 inclusive, for loss or damage including personal injuries and death resulting from any one accident or occurrence.

That the Regional District of Kootenay Boundary shall be included as an “additional Insured” on all policies related to the operational and maintenance of the CL SAS Facility by or Dormar Construction Management.

4. LAWS, REGULATIONS, PERMITS AND LICENSES

Dormar Construction Management must be in compliance with all federal, provincial, and RDKB regulations that may apply to the operation of this contract. Additionally, Dormar Construction Management is required to obtain and pay for all necessary permits, licenses, and inspection fees, when and where appropriate for the specific operation and maintenance of the facility.

Dormar Construction Management shall also obtain all permits or licenses required to undertake and perform any work required throughout the term of this contract. In the performance of the Work, Dormar Construction Management shall not violate any Law, Bylaw, Rule or Regulation passed or imposed by any government or agency thereof.

5. INDEMNITY

Dormar Construction Management shall not be liable for all loss, costs, damages, and expenses whatsoever incurred or suffered by the RDKB, its elected officials, officers, employees and agents (the Indemnites) including but not limited to damage to or loss of property and loss of use thereof, and injury to or death of a person or persons resulting from or in connection with the performance, purported performance, or non performance of this Contract, excepting only where such loss, costs, damages and expenses are as a result of the sole negligence of the Indemnites.

Dormar Construction Management shall defend, indemnify and hold harmless the Indemnites from and against all claims, demands, actions, proceedings, and liabilities whatsoever and all costs and expenses incurred in connection therewith and resulting from the performance, purported performance, or non-performance of this Contract, excepting only where such claim, demand, action, proceeding or liability is based on the sole negligence of the Indemnites.

6. TERMINATION

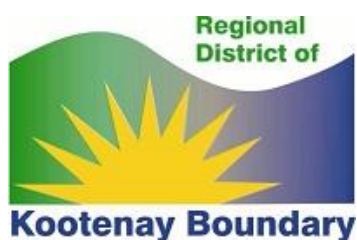
Notice

Either party may, on providing 90 days' notice in writing to the other party, terminate this Agreement.

Non-Performance

The RDKB may, in the event of a breach or non-performance of any provision of this Agreement by Dormar Construction Management, on providing 30 days' notice in writing, terminate this Agreement.

DRAFT CLSAS 2014-2015 Proposed Operations and Maintenance Contract
DEC_2013

**STAFF REPORT****Date:** 12 Dec 2013**File**ES Administration -
Water**To:** **Chair Worley and Members,
Electoral Area Services
Committee****From:** Bryan Teasdale, Manager of
Infrastructure and Sustainability**Re:** Rivervale Water System Upgrade -
Filtration**Issue Introduction**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the design and installation of water treatment improvements for the current Rivervale Water System's Control Building.

History/Background Factors

In 2013, Staff began working with a local engineering firm to investigate possible "medium-term" water treatment improvement capital works at the Rivervale Water System Control Building that includes the installation of a cartridge style filtration system, implementation of a flow-paced chlorination system, re-configuration of the current building's internal piping system, and improved remote location operations (SCADA). This work is consistent with the proposed infrastructure improvements identified in the Rivervale Improvement District Water Transition Study that was completed in 2010 prior to the RDKB taking over ownership of the water system from the Rivervale Improvement District.

It is expected that the completion of this project will improve overall water quality of the Rivervale System by reducing the seasonal impacts of Hanna Creek on the current treatment building and reservoir (i.e. increased turbidity during freshet and/or high creek flows), reduce overall operating costs related to the excessive high chlorine demands and operator attention during those times, and move the system towards a true dual-treatment process.

The current project has been budgeted for approximately \$55,000 and is included in the draft 2014 Budget. A brief cost breakdown of the project is as follows:

- 2 (two) on-line filter units, multiple filter cartridges, 1 (one) water meter, 1 (one) booster pump (\$10,000)
- Reconfigure / modify internal building works, install above items (\$10,000)
- SCADA install, programming, and troubleshooting (\$22,500)
- Engineering Works (\$7,500)
- Contingency (\$5,000)

Additionally, as the RDKB would like to complete this project prior to the 2014 freshet, the following schedule has been developed:

<i>Date</i>	<i>Proposed Undertaking</i>
Late November	Receive final engineering drawings, IHA permitting (*completed)
Mid-December	Order filters, water meter, SCADA components (*in progress - minimum lead time of 4 to 6 weeks required)
Early January	Prepare RFQ for contractor installing required components (*scheduled)
Late January	Receive filters and water meter (*tbd - to be determined)
Mid-Late February	Review proposals and award contract to commence with construction (*tbd)
Early-March	Finish physical works inside building, complete as-built drawings and engineering sign-off for IHA permitting and complete SCADA work (*tbd)
Mid-March	Troubleshoot and commission (*tbd)
Late March/April	Project complete (*tbd)

Implications

This project received support from Director Worley in 2013, but due to various reasons, it was re-scheduled for completion in early 2014. At this time, the project is to be funded through a previously-approved Electoral Area B Gas Tax application (\$20,000) and current reserve funds of the Rivervale Water and Street Lighting Service (\$35,000).

However, as indicated in the above-referenced timeline, the Project is scheduled to be constructed prior to the adoption of the 2014-2018 Budget and Financial Plan. As such, a formal resolution by the Board to complete this initiative as proposed above will be required.

Advancement of Strategic Planning Goals

Completion of this project will advance the Board's overall goals related to:

Exceptional Cost Effective and Efficient Services - ensuring that the RDKB is responsible and pro-active in funding our core services, and

Environmental Stewardship / Climate Preparedness - planning for climate change adaptation and mitigation

Background Information Provided

1. Rivervale Water System - Water Treatment Improvement Concept Drawings
2. Quote from Westek Controls Ltd

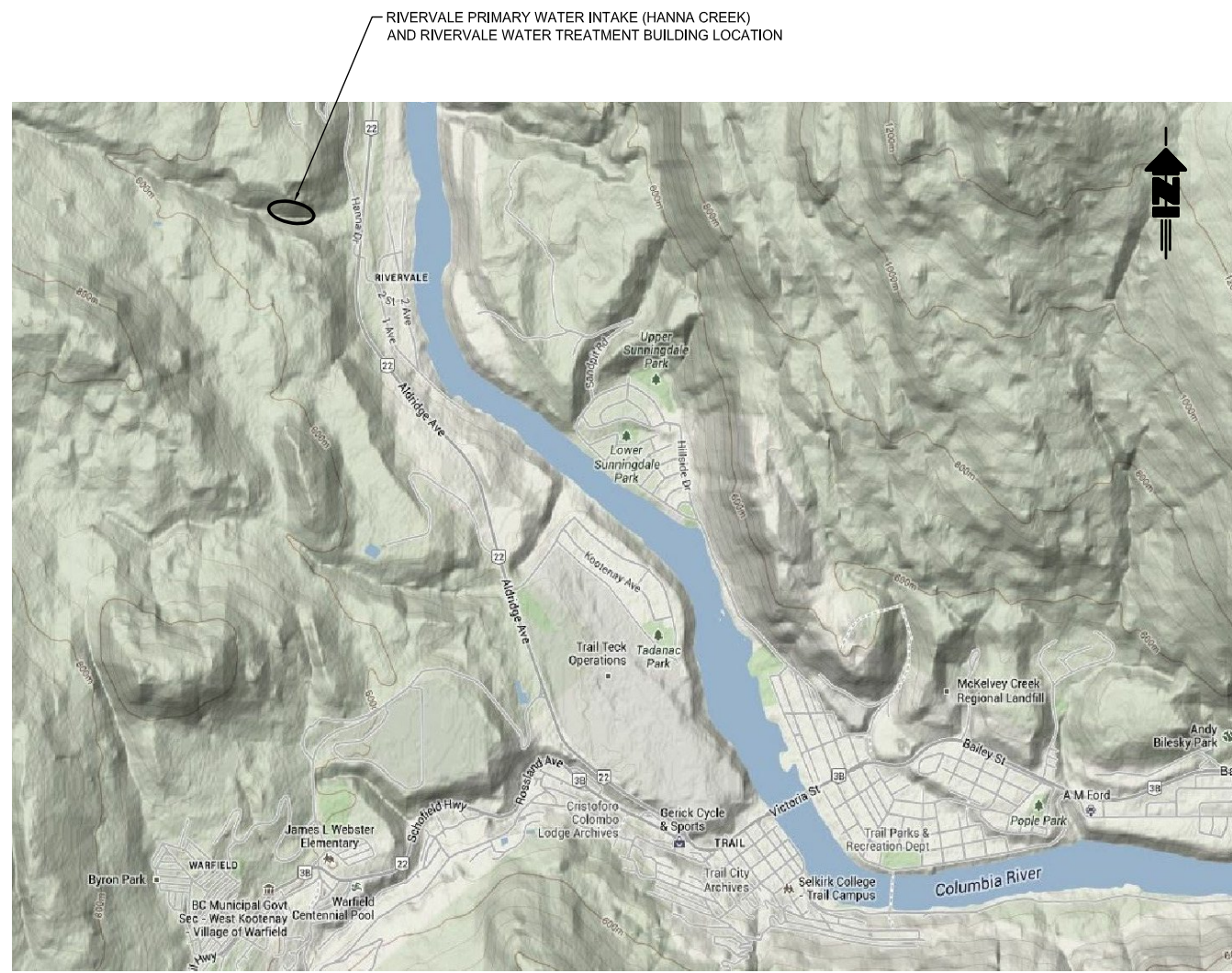
Alternatives

1. Receive the Staff Report.
2. Receive the Staff Report and approve Staff to complete the project prior to the approval of the 2014 Budget.
3. Receive the Staff Report and approve Staff to complete the project at a later date in 2014.
4. Receive the Staff Report and defer the project until 2015.
5. Not to receive the Staff Report.

Recommendation(s)

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the design and installation of water treatment improvements for the current Rivervale Water System's Control Building, be received.

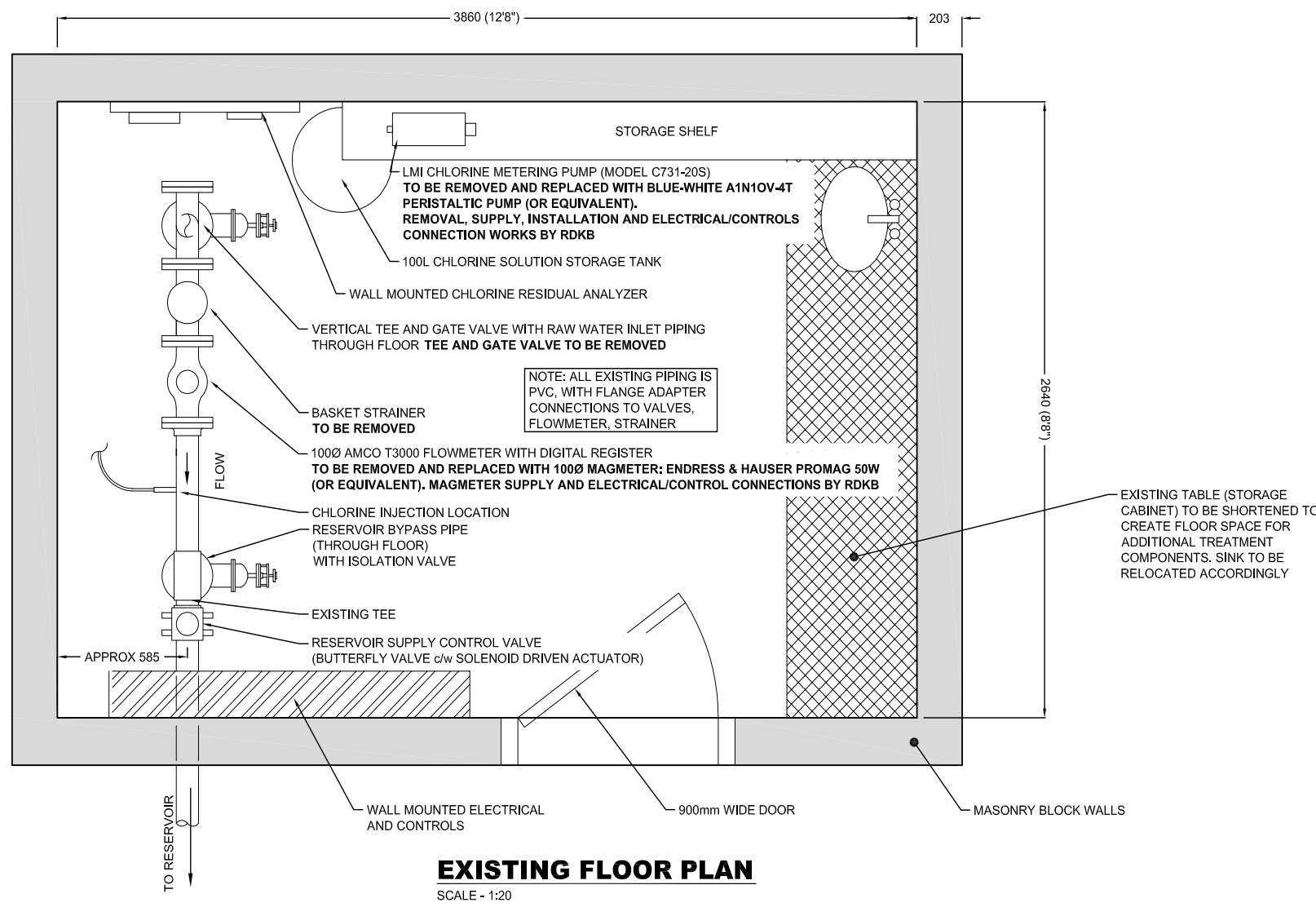
That the Electoral Area Services Committee recommend to the RDKB Board of Directors that the Rivervale Water System Upgrade Project be approved as presented and completed prior to the adoption of the 2014-2018 Budget and Five-Year Financial Plan.



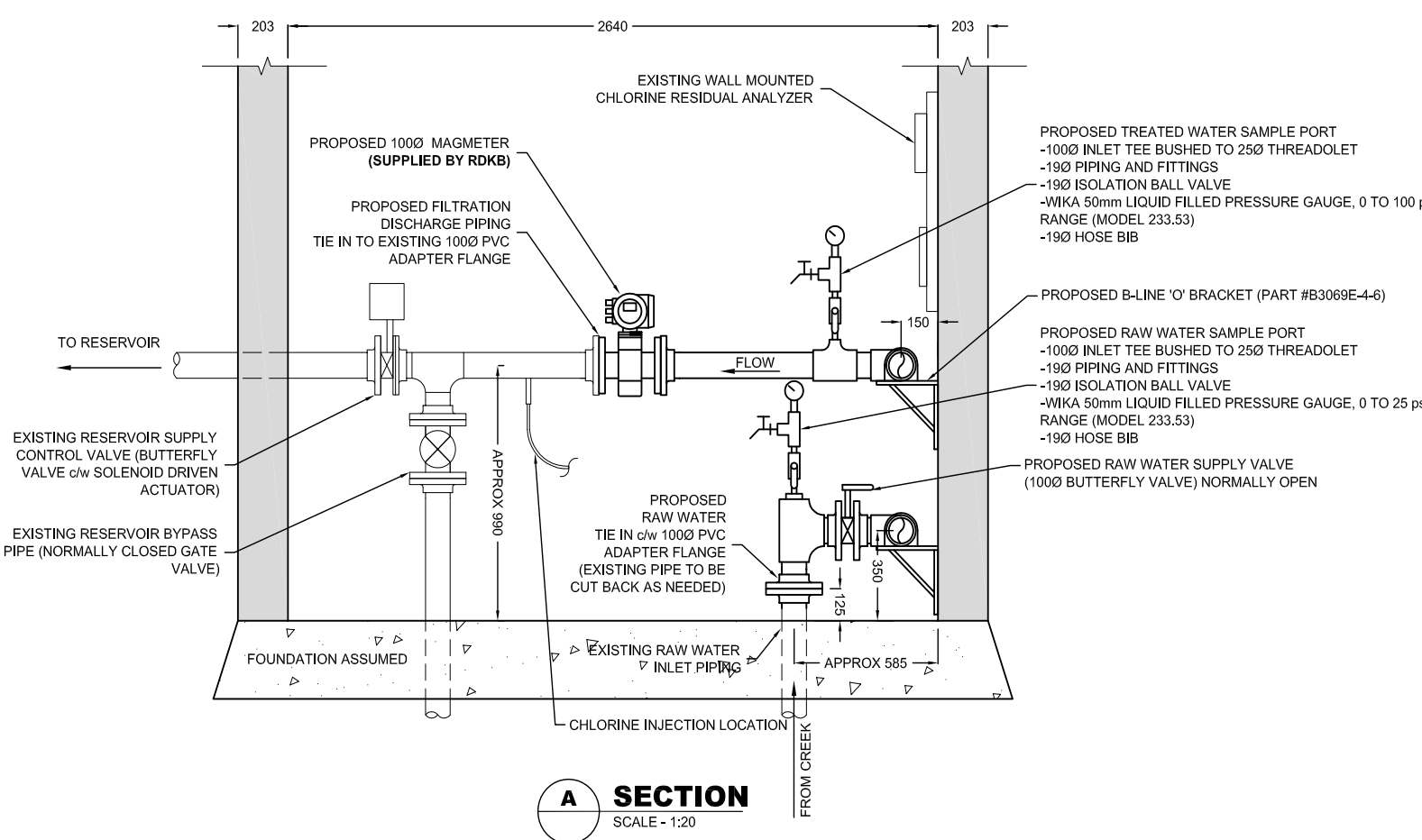
LOCATION PLAN
SCALE = N.T.S.

GENERAL NOTES:

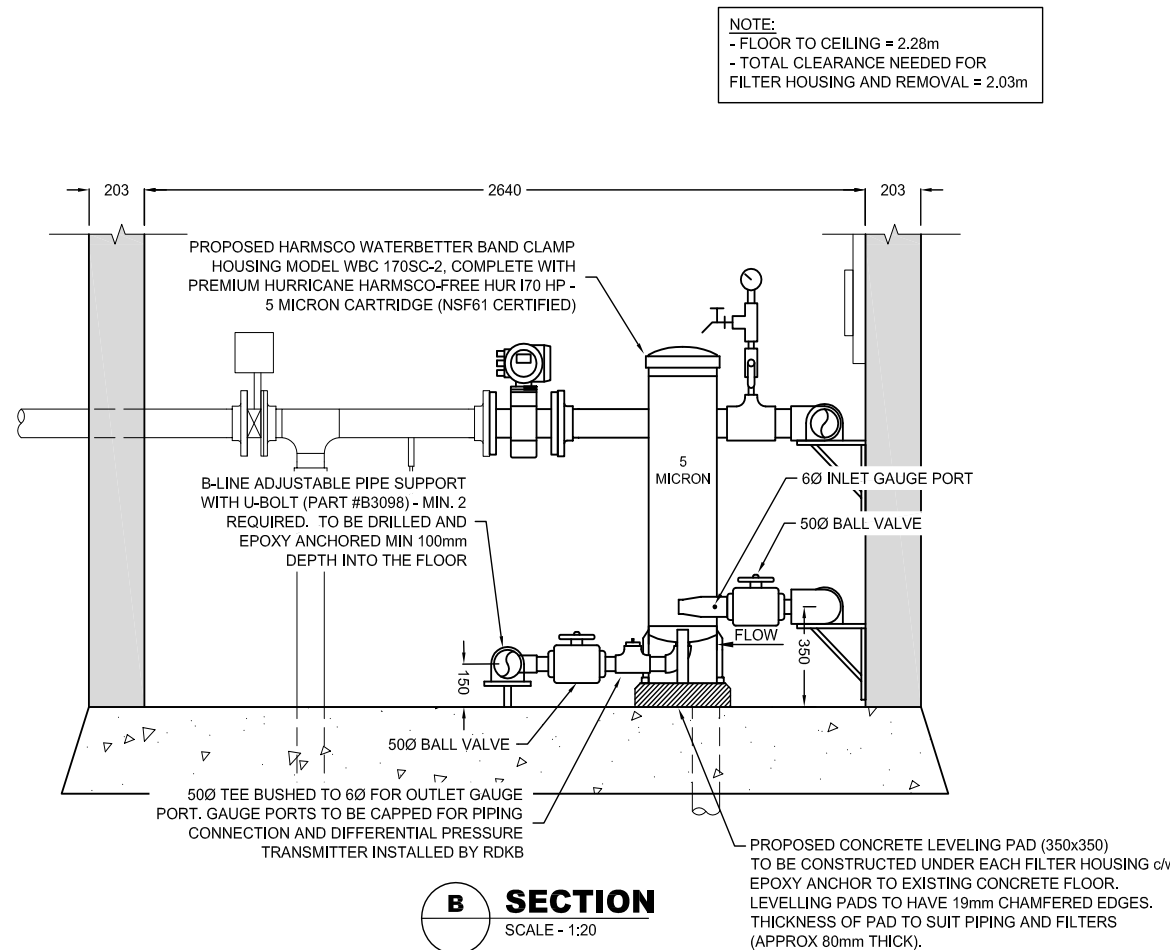
1. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS NOTED OTHERWISE. CONTRACTOR TO CONFIRM ALL DIMENSIONS PRIOR TO CONSTRUCTION.
2. MAXIMUM RAW WATER INLET WORKING PRESSURE IS 15 psi. MAXIMUM BOOSTER PUMP DISCHARGE PRESSURE IS 40 psi.
3. ALL PROPOSED WATERMAIN PIPING AND FITTINGS TO BE PRESSURE TESTED TO MINIMUM 100 psi. DISINFECTED AND FLUSHED IN ACCORDANCE WITH AWWA STANDARDS MANUAL M23 AND C651-05 PRIOR TO BEING PUT INTO SERVICE.
4. ALL PROPOSED PIPING TO BE SCH40 OR SCH80 PVC.
5. PROPOSED PVC ADAPTER FLANGES TO BE VANSTONE STYLE.
6. PROPOSED BUTTERFLY VALVES TO BE NFS-61-CERTIFIED BRAY SERIES 31, LUG STYLE, w/ SERIES 1 HANDLE AND NOTCH PLATE OPERATOR.
7. PROPOSED BALL VALVES TO BE CHEMILINE TYPE 21 TRUE UNION.
8. ALL NUTS AND BOLTS SHALL BE 316 STAINLESS STEEL IN ACCORDANCE ASTM F593 AND SHALL HAVE REGULAR, UNFINISHED HEXAGONAL HEAD DIMENSIONS. NUTS AND BOLTS TO BE ASSEMBLED USING LOCTITE MOLY 50 LUBRICANT OR APPROVED EQUAL, WITH BOLT TORQUES ADJUSTED TO ACCOMMODATE THE LUBRICANT IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
9. ALL PIPING TO BE LABELLED CLEARLY WITH PIPE CONTENT, DIRECTION OF FLOW AND SHALL CONFORM TO ASME (ANSI) STANDARD A13.1-2007 'SCHEME FOR THE IDENTIFICATION OF PIPING SYSTEMS'.
10. MAXIMUM DURATION OF WATER SERVICE INTERRUPTION DURING CONSTRUCTION TO BE 8 HOURS. CONTRACTOR TO PROVIDE NOTIFICATION TO RDKB 48 HOURS IN ADVANCE OF ANY PLANNED WATER SERVICE INTERRUPTION.



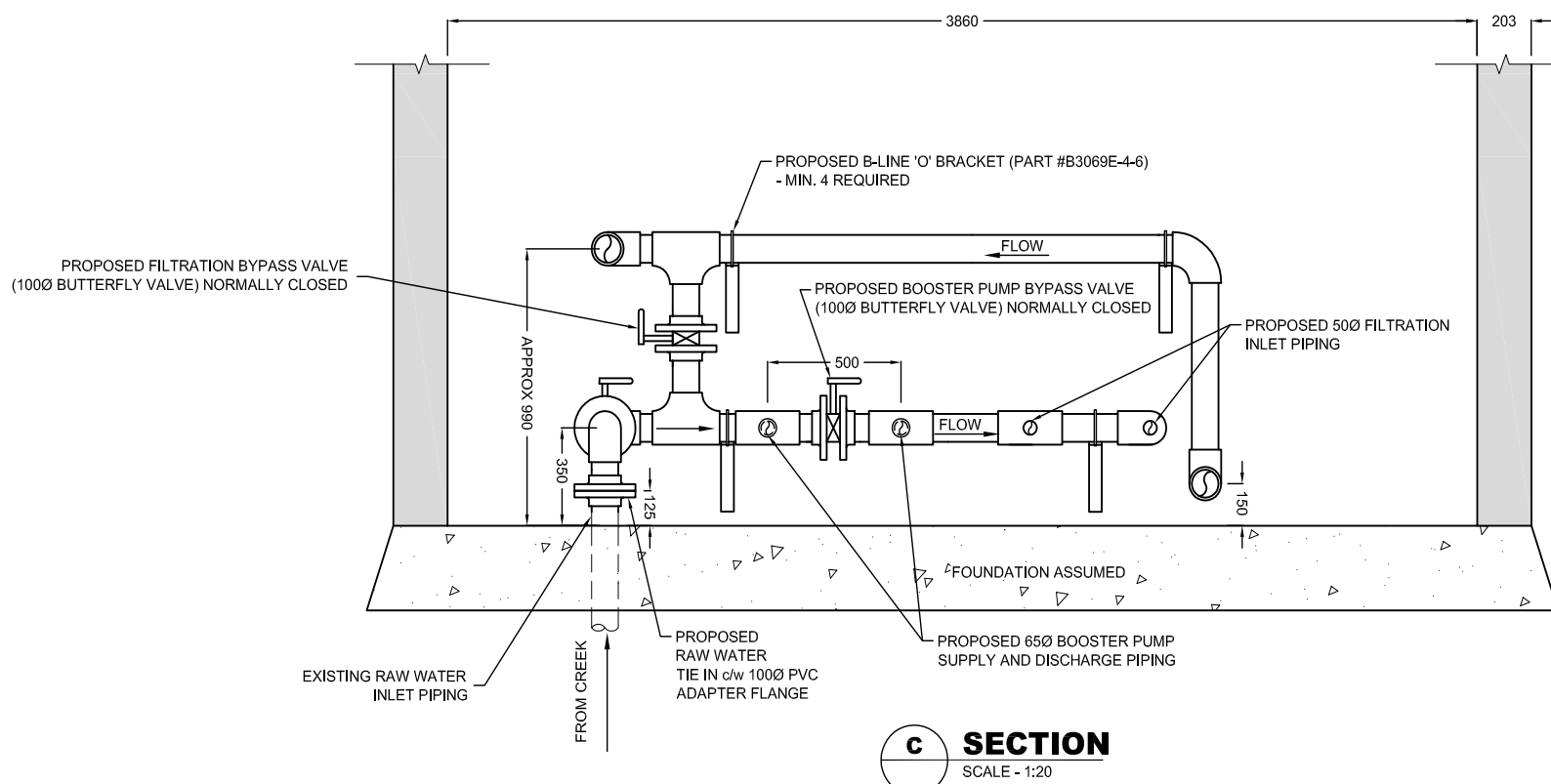
EXISTING FLOOR PLAN
SCALE = 1:20



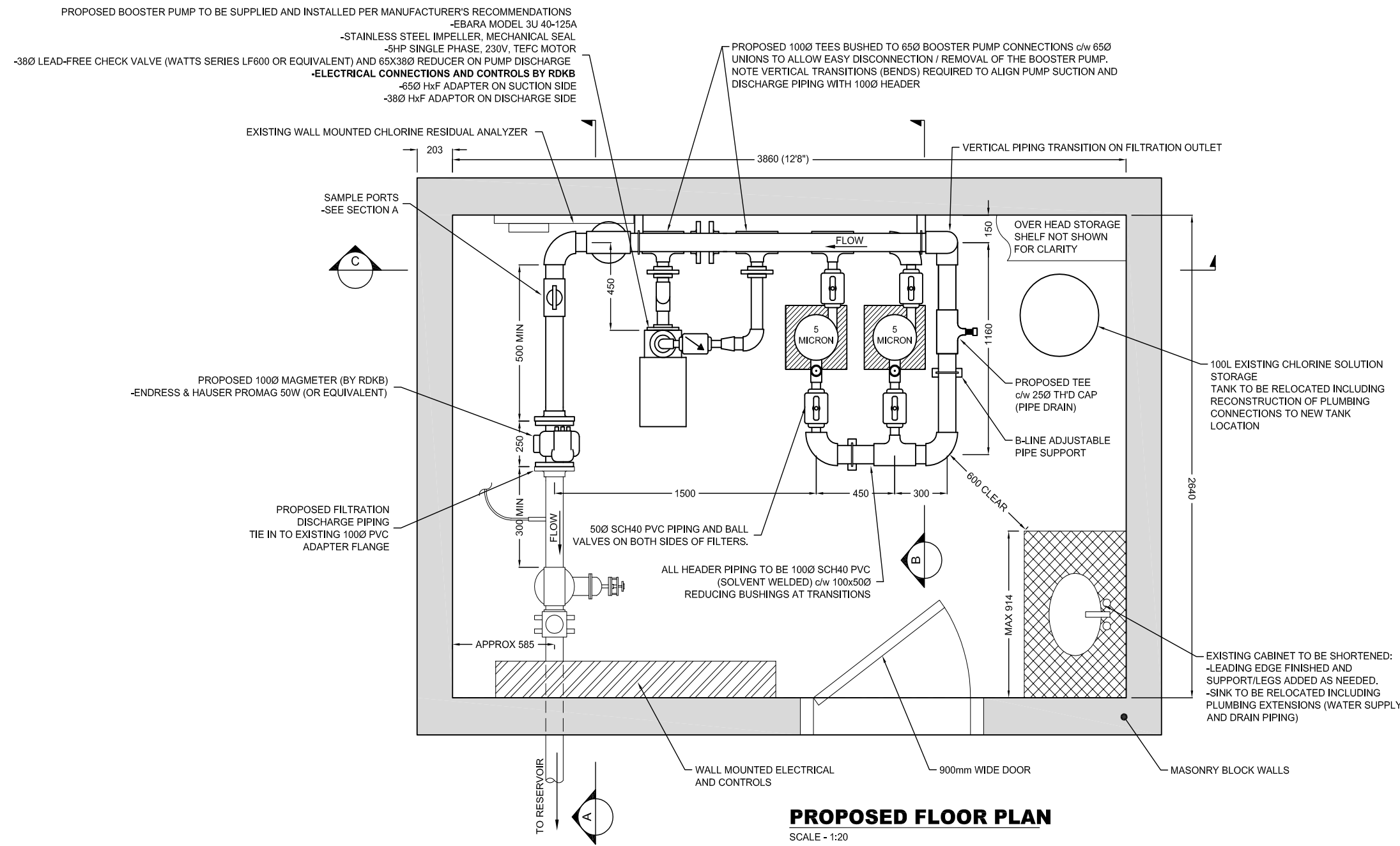
SECTION A
SCALE = 1:20



SECTION B
SCALE = 1:20



SECTION C
SCALE = 1:20



PROPOSED FLOOR PLAN
SCALE = 1:20

NO.	DATE	DESCRIPTION	BY	APP'D
2	10/1/2013	ISSUED FOR FINAL APPROVAL	SA	SA
1	09/1/2013	ISSUED FOR REVIEW	DL	SA

NO.	DATE	DESCRIPTION	BY	APP'D
ISSUES / REVISIONS				

CONSULTANT SEAL



2 - 860 E 80th Ave St. # Trail BC V1R 5V4
tel 250.268.8707 f tel 250.268.8708
info@TRUE.bc.ca

RDKB

RIVERVALE WATER
TREATMENT
IMPROVEMENTS

TREATMENT
BUILDING
PLAN AND
SECTIONS

SCALE	AS NOTED
DESIGNED BY	SW
DRAWN BY	DL
DATE	JUNE 2013
PROJECT REFERENCE NO.	960-022
DRAWING NO.	960-022-01
SHEET	1 OF 1
REVISION	2

WESTEK CONTROLS LTD.

NOV 21, 2013

CUSTOMER # RDKB010

ATTENTION: MR. JEFF PAAKKUNAINEN

RIVERVALE WATER TREATMENT PLANT
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
202-843 ROSSLAND AVENUE
TRAIL, BC
V1R-4S8

PROPSAL NO. 13-069-R1

**RDKB – RIVERVALE WTP CONTROLS MODS FOR FILTERING AND CHLORINE
CONTROL**

RDKB – RIVERVALE WTP CONTROLS MODS
PROPOSAL NO. 13-069-R1

NOV 21, 2013

SECTION 1
CONTROLS

1.1 CONTROLS

The purpose of this proposal is to modify the controls system in the Rivervale water treatment plant so that we can monitor and control the flow and chlorine injection to the reservoir.

This proposal includes the following;

- One (1) 0 – 20 psi pressure transmitter (measures incoming pressure to let us know if creek filters are getting plugged).
- Endress-Hauser Promag 4” flow meter and display
- Blue-White A-100N peristaltic Metering Pump
- Two (2) pressure differential switches (alarms when a filter needs changing)
- Calibrate new flow meter, pressure transmitter and chlorine pump.
- Add alarms to SCADA
- Show 24 hr flow on SCADA
- Show incoming pressure on SCADA
- Electrical cabling and connections
- Install and commissioning.
- PLC programming
- SCADA programming
- Win911 programming
- Testing

TOTAL SYSTEM PRICE.....\$ 22,240.00

Plus applicable taxes

Thank you for giving me the opportunity to quote. I look forward to completing this job to your satisfaction. If you would like to discuss items in this quote, or if you need any additional information, please give me a call.

Best Regards,

Denis Woodcox

RDKB – RIVERVALE WTP CONTROLS MODS
PROPOSAL NO. 13-069-R1

NOV 21, 2013

Controls Manager

★ **Westek Controls Ltd.**

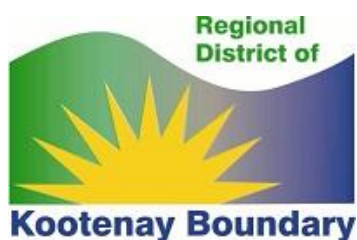
Castlegar, BC

Phone: (250) 365-5666

Cell: (250) 365-9829

E-mail: denisw@westekcontrols.com

PAGE 3 OF 3

**STAFF REPORT****Date:** 21 Nov 2013**File**ES Administration -
Water**To:** **Chair Worley and Members,
Electoral Area Services
Committee****From:** Bryan Teasdale, Manager of
Infrastructure and Sustainability**Re:** 2014-2018 Draft Budget and Five Year
Financial Plan - Columbia Gardens
Water Supply Service**Issue Introduction**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Columbia Gardens Water Supply Utility.

History/Background Factors

It is expected that in 2014, there will be an increase in tax requisition levels of the service from 2013, as transfers from the General Administration Budget will not take place (this was completed in 2013) and previous years surpluses have decreased significantly. Additionally, annual user fees have not seen any changes since 1996 (or 18 years). Therefore, in order to help offset these revenue streams and minimize their impact on property tax requisition levels, the 2014 draft budget calls for a transfer from reserves of approximately \$4,600. In subsequent years, it is expected that property taxes will need to be increased to cover normal operating costs of the water system, as the service will not be able to continue with these reserve withdrawals as this fund is nearing exhaustion.

Having completed a major system upgrade in 2010 valued at approximately \$2.14 Million (100% covered with funds from outside the service area), there are no plans to proceed with any major capital improvements to the water system in the near future. However, these upgrades have caused increases to historic insurance premiums for the system's assets (from approximately \$400/yr to \$2,140/yr), as well as increases in yearly electrical usage/charges (from approximately \$5,200/yr to

\$8,770/yr). Those two particular items are have resulted in past years increases in operating costs of the service.

Implications

The current service funding levels for the Columbia Gardens Water Supply Utility are somewhat adequate for Staff to complete required and routine daily, monthly and yearly operating activities in order to supply domestic water to its users. However, as the water distribution infrastructure in the service is aging (none of existing was upgraded in the 2010 project), continuing to advance budgets with minimal increases in either user fees or property taxes will not allow for the capital replacement of infrastructure or build-up of service reserves, both of which will be required to address proper future asset management aspects of the water system.

Advancement of Strategic Planning Goals

N/A

Background Information Provided

1. 2014-2018 Draft Columbia Gardens Water Supply Utility Budget and Five-Year Financial Plan

Alternatives

1. That the Staff Report be received.
2. That the Staff Report be received and and recommend approval of the Draft 2014-2018 Budget and Five Year Financial Plan to the Finance Committee.
3. That the Staff Report be received and the Electoral Area Services Committee provide further direction to Staff in respect to the development of the 2014-2018 Budget and Five-Year Financial Plan.
4. Not to receive the Staff Report.

Recommendation(s)

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Columbia Gardens Water Supply Utility, be received.

That the Electoral Area Services Committee provide further direction to Staff in respect to the development of the 2014-2018 Budget and Five-Year Financial Plan.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO 600
COLUMBIA GARDENS WATER SUPPLY UTILITY

PARTICIPANTS: Fruitvale, Specified Area "A"

		PAGE	2012 ACTUAL	2013 BUDGET	2013 ACTUAL	(OVER) UNDER	2014 BUDGET	Increase(Decrease) between 2013 BUDGET and 2014 BUDGET		2015 BUDGET	2016 BUDGET	2017 BUDGET	2018 BUDGET
								\$	%				
REVENUE:													
41 780 000	Property Tax Requisition	2	30,066	19,300	19,300	0	21,643	2,343	12.14	31,908	33,436	33,923	34,418
41 449 000	Miscellaneous Income	3	0	12,500	10,000	2,500	2,500	(10,000)	(80.00)	2,500	2,500	2,500	2,500
41 720 000	Provincial Water Grant	4	0	0	0	0	0	0	0.00	0	0	0	0
41 615 100	Federal Grants	5	33	0	0	0	0	0	0.00	0	0	0	0
41 443 101	Fire Hydrant Agreement	6	1,688	1,688	1,712	(24)	1,688	0	0.00	1,688	1,688	1,688	1,688
41 441 000	Users Fees	7	2,640	2,640	5,140	(2,500)	2,640	0	0.00	2,640	2,640	2,640	2,640
41 910 000	Transfer From Reserve	8	0	0	0	0	5,000	5,000	0.00	0	0	0	0
41 920 000	Capital Revenue	9	0	0	0	0	0	0	0.00	0	0	0	0
41 911 000	Previous Year's Surplus	10	12,111	19,283	19,283	0	4,657	(14,626)	(75.85)	0	0	0	0
Total Revenue			46,538	55,411	55,435	(24)	38,128	(17,283)	(31.19)	38,736	40,264	40,751	41,246
EXPENDITURE:													
42 411 230	Board Fee	11	2,061	1,982	1,982	0	2,022	40	2.02	2,062	2,114	2,146	2,178
42 411 237	Insurance	12	2,140	2,200	2,723	(523)	2,800	600	27.27	2,870	2,913	2,957	3,001
42 413 560	Repairs & Maintenance	13	935	11,979	7,500	4,479	12,156	177	1.48	12,399	12,647	12,900	13,158
42 413 754	Operating Contracts	14	12,156	13,100	12,500	600	10,000	(3,100)	(23.66)	10,000	10,000	10,000	10,000
42 413 233	Professional Fees	15	0	0	0	0	0	0	0.00	0	0	0	0
42 415 553	Utilities- Electricity	16	8,771	10,150	7,000	3,150	10,150	0	0.00	10,404	10,560	10,718	10,879
42 418 754	Other Operating Expenses	17	1,192	1,000	811	189	1,000	0	0.00	1,000	2,030	2,030	2,030
42 419 610	Capital	18	0	10,000	13,262	(3,262)	0	(10,000)	(100.00)	0	0	0	0
42 419 740	Contribution To Reserve	19	0	5,000	5,000	0	0	(5,000)	(100.00)	0	0	0	0
42 419 990	Previous Year's Deficit	20	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			27,255	55,411	50,778	4,633	38,128	(17,283)	(31.19)	38,736	40,264	40,751	41,246
Surplus(Deficit)			19,283		4,657								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Property Tax Requisition 41 780 000 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Columbia Gardens Industrial Park Specified Area	21,643	31,908	33,436	33,923	34,418
Current Year Budget		21,643	31,908	33,436	33,923	34,418

Notes:	Previous Year Budget	19,300
	Actual to December 31, 2012	19,300

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Miscellaneous Inocme 41 449 000 - 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Income	2,500	2,500	2,500	2,500	2,500
2	General Administration Transfer					
Current Year Budget		2,500	2,500	2,500	2,500	2,500

Notes:

Previous Year Budget	12,500
Actual to December 31, 2012	10,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Provincial Water Grant 41 720 000 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Prov Govt Industrial Park Expansion	-	-	-	-	-
Current Year Budget		-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2012	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Federal Grants -Water Improvements 41 615 100 - 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Federal grants	-	-	-	-	-
	Western Economic Diversification					
	To CompletED Project in 2010					
Current Year Budget		-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2012	-

Name	Fire Hydrant Agreement									
Account	41 443 101 - 600	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	RDKB Fire Hydrant Agreement - see notes	1,688		1,688		1,688		1,688		1,688
	Current Year Budget	1,688		1,688		1,688		1,688		1,688

Name	Sale of Services	2014	2015	2016	2017	2018
Account	41 441 000 600	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	KCR010 K.C. Recycling Ltd	240	240	240	240	240
2	TOX010 Toxco Ltd	240	240	240	240	240
3	EXC010 Exel Quality Industrial	360	360	360	360	360
4	WAN010 Waneta Auto Recyclers	240	240	240	240	240
5	KES001 K.E.S. Contracting Ltd	240	240	240	240	240
6	WAN050 Waneta Services Ltd	360	360	360	360	360
7	Ecocentre	240	240	240	240	240
8	Firebird Technologies	240	240	240	240	240
9	Columbia Power Corporation	240	240	240	240	240
10	Columbia Power Corporation	240	240	240	240	240
	Current Year Budget	2,640	2,640	2,640	2,640	2,640

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Transfer From Reserves 41 910 000 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Transfer to Reduce Cost Pressures / Property Tax Incr	5,000				
Current Year Budget		5,000	-	-	-	-

Notes:	Previous Year Budget	-
	Actual to December 31, 2012	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Capital Revenue 41 920 000 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Capital Revenue	-	-	-	-	-
Current Year Budget		-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2012	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Previous Year's Surplus 41 911 000 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	4,657	-	-	-	-
Current Year Budget		4,657	-	-	-	-

Notes:	Previous Year Budget	19,283
	Actual to December 31, 2012	19,283

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Board Fee 42 411 230 600	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget	
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
1	Board Fee	1,920	2.0%	1,958	2.5%	2,007	1.5%	2,037	1.5%	2,068	
	2014 Carbon Offset Purchases	102	2.0%	104	2.5%	107	1.5%	108	1.5%	110	
Current Year Budget		2,022		2,062		2,114		2,146		2,178	

Notes: Previous Year Budget 1,982
 Actual to December 31, 2012 1,982

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Insurance 42 411 237 600	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Building & Contents Insurance	2,800	2.5%	2,870	1.5%	2,913	1.5%	2,957	1.5%	3,001
Current Year Budget		2,800		2,870		2,913		2,957		3,001

Notes:	Previous Year Budget	2,200
	Actual to December 31, 2012	2,723

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Repairs & Maintenance 42 413 560 - 600	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Labour and Call-Outs	9,725	2.0%	9,920	2.0%	10,118	2.0%	10,320	2.0%	10,527
	includes RDKB operator times on the entire system as described below:									
a	Supply / Distribution Mains @ \$2,000									
b	Well Pump House @ \$3,000									
c	Reservoir and Access Road @ \$1,500									
d	Fire Hydrants @ \$1,225									
e	Environmental Testing @ \$1,000									
f	Call Outs and Emergencies @ \$1,000									
2	Benefits @ 25%	2,431		2,480		2,529		2,580		2,632
Current Year Budget		12,156		12,399		12,647		12,900		13,158

Notes:	Previous Year Budget	11,979
	Actual to December 31, 2012	7,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Opereating Contracts (Salaries & Wages RD) 42 413 754 600	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Reservoir & Access Road	1,000		1,000		1,000		1,000		1,000
2	Pump house	2,500		2,500		2,500		2,500		2,500
3	Supply and Distribution Mains	2,500		2,500		2,500		2,500		2,500
4	Fire Hydrants	2,500		2,500		2,500		2,500		2,500
5	Miscellaneous	1,500		1,500		1,500		1,500		1,500
Current Year Budget		10,000		10,000		10,000		10,000		10,000

Notes:	Previous Year Budget	13,100
	Actual to December 31, 2012	12,500

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Professional Fees 42 413 233 - 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Professional Fees					
Current Year Budget		-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2012	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Utilities - Electricity 42 415 553 600	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Electricity	10,150	2.5%	10,404	1.5%	10,560	1.5%	10,718	1.5%	10,879
Current Year Budget		10,150		10,404		10,560		10,718		10,879

Notes: Previous Year Budget 10,150
Actual to December 31, 2012 7,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Other Operating Expense 42 418 754 600	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Other Operating Expenses	1,000		1,000		1,000		1,000		1,000
Current Year Budget		1,000		1,000		1,000		1,000		1,000

Notes:	Previous Year Budget	1,000
	Actual to December 31, 2012	811

REGIONAL DISTRICT OF KOOTENAY BOUNDARY										
Five Year Financial Plan										
Name	Capital	2014	2015	2016	2017	2018				
Account	42 419 610 - 600	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	Amount	Amount	Amount				
1	Fire Hydrant Replacement Program	-	-	-	-	-				
Current Year Budget		-	-	-	-	-				

Notes:	Previous Year Budget	10,000
	Actual to December 31, 2012	13,262

Notes:	Previous Year Budget	10,000
	Actual to December 31, 2012	13,262

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contribution to Reserve 42 419 740 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Contribution to Reserve Fund					
Current Year Budget		-	-	-	-	-

Notes:	Previous Year Budget	5,000
	Actual to December 31, 2012	5,000

\$ 9,384.46

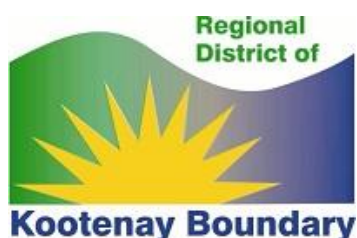
Balance in Reserve December 31, 2012
Account Number 34 700 600

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Previous Year's Deficit 42 419 990 600	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Deficit	-	-	-	-	-
Current Year Budget		-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2012	-

**STAFF REPORT****Date:** 06 Dec 2013**File**ES Administration -
Water**To:** **Chair Worley and Members,
Electoral Area Services
Committee****From:** Bryan Teasdale, Manager of
Infrastructure and Sustainability**Re:** 2014-2018 Draft Budget and Five Year
Financial Plan - Rivervale Water and
Street Lighting Service**Issue Introduction**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Rivervale Water and Street Lighting Service.

History/Background Factors

The 2014 budget anticipates the carry-over of scheduled project not able to be completed in 2013 due to numerous reasons. These projects include:

1. Installation of an online filter system (including remote access/controlling) to improve water quality and reduce the consumption of chemical disinfectants during high flow and turbidity events (i.e. freshet and heavy rain). This is proposed to be funded through Area B Gas Tax Funds and current services reserves currently has the support of the Electoral Area Director and is budgeted for approximately \$55,000. The Engineering design and IHA permit were completed in late 2013 and it is expected that the project will be put out for bid in early 2014, with an estimated completion date of March 2014
2. Future major system upgrades will be reviewed and considered with the completion of an engineering review study. The study would help advance a preferred option for a long-term water source (quality and quantity) and its supporting and/or required infrastructure. The study would also form the base of any future grant funding applications that may assist the RDKB in construction

activities. Once complete, Staff will review the document and provide further recommendations to the Committee and Board for consideration, if they are warranted.

Once year end totals are finalized in early 2014, a final draft of the service's 2014-2018 budget and financial plan will be presented to the Committee for review and approval.

Implications

It is expected that there will be no change in tax requisition on the service from 2012. User Fees are scheduled to increase from \$625 per parcel in 2013 to \$685 per parcel in 2014 based on the approved Water Transition Study that was completed prior to the Rivervale Improvement District transitioning operational, maintenance and administrative functions of the specified service area to the RDKB in 2011.

Advancement of Strategic Planning Goals

Approval of the Draft 2014-2018 Budget and 5 Yr Financial Plan as presented will advance the following Strategic Goals:

1. Exceptional Cost Effective and Efficient Services - To ensure that the RDKB is responsible and proactive in funding core services.
2. Environmental Stewardship / Climate Preparedness - To ensure that the RDKB plans for climate change adaptation and mitigation.

Background Information Provided

1. Draft 2014-2018 Budget and Five-Year Financial Plan - Rivervale Water and Streetlighting Service

Alternatives

1. That the Electoral Area Services Committee receive the Staff Report.
2. That the Electoral Area Services Committee receive the Staff Report and recommend approval of the Draft 2014-2018 Budget and Five Year Financial Plan to the Finance Committee.
3. That the Electoral Area Services Committee receive the Staff Report and provide further direction to Staff for the development of the Rivervale Water and Street Lighting Service 2014-2018 Budget and Financial Plan.
4. That the Electoral Area Services Committee not receive the Staff Report.

Recommendation(s)

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2014-2018 Draft Budget and Five-Year Financial Plan for the Rivervale Water and Street Lighting Service, be received.

That the Electoral Area Services Committee provide further direction to Staff for the development of the Rivervale Water and Street Lighting Service 2014-2018 Budget and Financial Plan.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN
EXHIBIT NO 650
RIVERVALE WATER & STREET LIGHTING UTILITY

PARTICIPANTS: Rivervale Water Improvement District

		PAGE	2012 ACTUAL	2013 BUDGET	2013 ACTUAL	(OVER) UNDER	2014 BUDGET	Increase(Decrease) between 2013 BUDGET and 2014 BUDGET		2015 BUDGET	2016 BUDGET	2017 BUDGET	2018 BUDGET
								\$	%				
REVENUE:													
41 780 100	Property Tax Requisition	2	0	0	0	0	0	0	0.00	0	(0)	0	0
41 441 000	User Fees - Water Toll	3	66,420	73,750	74,687	(937)	80,830	7,080	9.60	85,550	88,500	94,400	99,170
41 443 101	Fire Hydrant Agreement	4	633	633	642	(9)	633	0	0.00	633	633	633	633
41 443 200	Contract - Warfield Water	5	75,000	76,300	75,000	1,300	77,580	1,280	1.68	79,515	80,019	80,046	80,075
41 449 000	Miscellaneous Income	6	50	20,000	0	20,000	20,000	0	0.00	0	0	0	0
41 615 100	Federal Grants	7	0	0	0	0	0	0	0.00	0	0	0	0
41 720 000	Provincial Water Grant	8	0	0	0	0	10,000	10,000	0.00	0	0	0	0
41 910 000	Transfer From Reserve	9	10,000	0	0	0	6,714	6,714	0.00	0	0	0	0
41 920 000	Capital Revenue	10	0	0	0	0	0	0	0.00	0	0	0	0
41 911 000	Previous Year's Surplus	11	3,802	37,123	37,123	0	33,725	(3,398)	(9.15)	0	0	0	0
Total Revenue			155,905	207,806	187,452	20,354	229,482	21,676	10.43	165,698	169,152	175,080	179,878
EXPENDITURE:													
42 411 100	Discounts	12	5,524	5,278	0	5,278	4,500	(778)	(14.74)	4,500	4,500	4,500	4,500
42 411 230	Board Fee	13	7,061	7,147	7,147	0	7,190	43	0.60	7,234	7,290	7,324	7,359
42 411 237	Insurance	14	181	800	181	619	400	(400)	(50.00)	408	416	424	433
42 411 820	Debt - Interest	15	0	0	0	0	0	0	0.00	0	0	0	0
42 411 830	Debt - Principal	16	0	0	0	0	0	0	0.00	0	0	0	0
42 413 233	Professional Fees	17	1,187	20,000	4,000	16,000	15,000	(5,000)	(25.00)	4,500	5,000	5,000	5,000
42 413 560	Repairs & Maintenance	18	7,618	11,331	3,000	8,331	12,642	1,311	11.57	11,100	11,100	11,100	11,100
42 415 553	Utilities- Electricity	19	0	465	465	0	500	35	7.53	510	520	531	541
42 415 555	Street Lighting	20	5,070	5,259	5,100	159	5,250	(9)	(0.17)	5,355	5,462	5,518	5,628
42 417 750	Salaries & Benefits - Admin	21	10,944	14,782	14,782	0	15,955	1,173	7.94	14,880	15,061	15,247	15,438
42 417 760	Salaries & Benefits - Rivervale	22	9,218	35,432	35,432	0	40,795	5,363	15.14	41,344	42,554	43,801	45,085
42 417 765	Salaries & Benefits - Warfield	23	57,206	57,225	57,225	0	57,250	25	0.04	57,270	57,290	57,311	57,332
42 418 754	Other Operating Expenses	24	3,188	7,500	7,805	(305)	7,500	0	0.00	7,500	7,500	7,500	13,961
42 419 211	Vehicle Operating	25	6,318	11,325	5,300	6,025	6,000	(5,325)	(47.02)	6,000	6,000	7,000	7,000
42 419 247	Small Tools	26	30	2,000	290	1,710	1,500	(500)	(25.00)	1,500	1,500	1,500	1,500
42 419 610	Capital	27	5,237	20,000	0	20,000	55,000	35,000	175.00	0	0	0	0
42 419 740	Contribution To Reserve	28	0	13,000	13,000	0	0	(13,000)	(100.00)	3,597	4,958	8,324	5,000
42 419 990	Previous Year's Deficit	29	0	0	0	0	0	0	0.00	0	0	0	0
Total Expenditure			118,782	211,544	153,727	57,817	229,482	17,938	8.48	165,698	169,152	175,080	179,878
Surplus(Deficit)			37,123		33,725								

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Property Tax Requisition 41 780 100 - 650	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Rivervale Water Supply Service					
	Specified Area	0	0	(0)	0	0
Current Year Budget		0	0	(0)	0	0

Notes:

Previous Year Budget	-
Actual to December 31, 2013	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	User Fees - Water Toll 41 441 000 650	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Water Tolls per parcel billing	80,830	85,550	88,500	94,400	99,170
	Transition Study Toll Schedule (2011-2015)					
	Water Tolls in 2011 at \$520					
	Water Tolls in 2012 at \$555					
	Water Tolls in 2013 at \$625					
	Water Tolls in 2014 at \$685					
	Water Tolls in 2015 at \$725					
	Proposed Toll Schedule commencing 2016					
	2016 at \$750					
	2017 at \$800					
	2018 at \$845					
	Current Year Budget	80,830	85,550	88,500	94,400	99,170

Notes: Previous Year Budget 73,750
 Actual to December 31, 2013 74,687
 item #1 Water Tolls based on approximately 118 parcels (new Bylaw created Jan 2011)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Fire Hydrant Agreement	2014	2015	2016	2017	2018
Account	41 443 101 - 650	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Fire Hydrant Agreement	633	633	633	633	633
Current Year Budget		633	633	633	633	633

Notes:		Previous Year Budget	633
		Actual to December 31, 2013	642
Item #1	6 hydrants @ 105.50 2014 Estimate		

[illegible]

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Miscellaneous Inocme 41 449 000 - 650	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Income	-	-	-	-	-
2	Area 'B' Gas Tax Transfer (Online Filter Project)	20,000				
Current Year Budget		20,000	-	-	-	-

Notes:	Previous Year Budget	20,000
	Actual to December 31, 2013	-
Item#1	Approved in 2013, but project carried over to 2014	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Federal Grants -Water Improvements 41 615 100 - 650	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Federal grants	-	-	-	-	-
Current Year Budget		-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2013	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Provincial Water Grant	2014	2015	2016	2017	2018
Account	41 720 000 650	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Infrastructure Study (Planning) Grants	10,000	-	-	-	-
Current Year Budget		10,000	-	-	-	-

Notes:	Previous Year Budget	-
	Actual to December 31, 2013	-
Item#1	To aid in completion of Future System Upgrades	
	Study	

Name	Transfer From Reserves	2014		2015		2016		2017		2018
Account	41 910 000 650	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Transfer for Planning Study	5,000						-		-
2	Transfer to relax future User Fee increases	1,714								
	Current Year Budget	6,714		-		-		-		-

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Name	Capital Revenue	2014	2015	2016	2017	2018
Account	41 920 000 650	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Capital Revenue	-	-	-	-	-
		-				
	Futurte Proposed Loan Authorization Bylaw					
	- includes general upgrades related to reservoir security,					
	distribution system upgrades, electrical control upgrades,					
	hydrogeological assessment of current wells, and correct /					
	acquire Right-of-Ways					
	Current Year Budget	-	-	-	-	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Previous Year's Surplus 41 911 000 650	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	33,725	-	-	-	-
Current Year Budget		33,725	-	-	-	-

Notes:	Previous Year Budget	37,123
	Actual to December 31, 2013	37,123

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Discounts 42 411 100 - 650	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget	
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
1	Discounts for early payment	4,500		4,500		4,500		4,500		4500	
Current Year Budget		4,500		4,500		4,500		4,500		4,500	

Notes:	Previous Year Budget	5,278
	Actual to December 31, 2013	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Board Fee 42 411 230 650	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget	
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
1	Board Fee - Rivervale Water Service	2,022	2.0%	2,062	2.5%	2,114	1.5%	2,146	1.5%	2,178	
2	Warfield Contract	5,000		5,000		5,000		5,000		5,000	
3	2013 Carbon Offset Purchases	168	2.0%	171	2.5%	176	1.5%	178	1.5%	181	
Current Year Budget		7,190		7,234		7,290		7,324		7,359	

Notes: Previous Year Budget 7,147
 Actual to December 31, 2013 7,147

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Insurance	2014		2015		2016		2017		2018
Account	42 411 237 650	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Building & Contents Insurance	400	2.0%	408	2.0%	416	2.0%	424	2.0%	433
Current Year Budget		400		408		416		424		433

Notes:	Previous Year Budget	800
	Actual to December 31, 2013	181

Name	Debt - Interest	2014		2015		2016		2017		2018	
Account	42 411 820 - 650	Budget		Budget		Budget		Budget		Budget	
Item No	Description	Amount		Amount		Amount		Amount		Amount	
1	Debt - Interest										
	Current Year Budget	-		-		-		-		-	

Notes:	Previous Year Budget	-
	Actual to December 31, 2013	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Debt - Principal 42 411 820 - 650	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Debt - Principal					
Current Year Budget		-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2013	-

Name	Professional Fees									
Account	42 413 233 - 650	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Professional Fees	15,000		4,500		5,000		5,000		5,000
	Current Year Budget	15,000		4,500		5,000		5,000		5,000

06/12/2013

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Name	Repairs & Maintenance	2014	2015	2016	2017	2018
Account	42 413 560 - 650	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Reservoir / Chlorine /Wells	4,000	4,000	4,000	4,000	4,000
2	Treatment Plant / Filters	5,000	4,000	4,000	4,000	4,000
3	Supply and Distribution Mains	2,000	2,000	2,000	2,000	2,000
4	Fire Hydrants	642	600	600	600	600
5	Miscellaneous	1,000	500	500	500	500
	Current Year Budget	12,642	11,100	11,100	11,100	11,100

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Utilities - Electricity 42 415 553 - 650	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Electricity	500	2.0%	510	2.0%	520	2.0%	531	2.0%	541
	Hanna Creek Meter									
Current Year Budget		500		510		520		531		541

Notes:	Previous Year Budget	465
	Actual to December 31, 2013	465
item #1	Fortis Account No 7130664290-2	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Street Lighting 42 415 555 - 650	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Street Lighting	5,250	2.0%	5,355	2.0%	5,462	2.0%	5,518	2.0%	5,628
	Power supply for street lights in Rivervale									
Current Year Budget		5,250		5,355		5,462		5,518		5,628

Notes:		Previous Year Budget	5,259
		Actual to December 31, 2013	5,100
Item #1	Fortis BC Account No 5444923159-3		

Name	Salaries & Wages - Administration	2014		2015		2016		2017		2018
Account	42 417 750 650	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1a	Salary & Wages Admin - Rivervale Water	2,500	3.0%	2,575	3.0%	2,652	3.0%	2,732	3.0%	2,814
1b	Benefits @ 25%	625		644		663		683		703
1c	Salary & Wages Admin - Warfield	2,500	3.0%	2,575	3.0%	2,652	3.0%	2,732	3.0%	2,814
2 a	Warfield Contract - Operations Manager	7,000		7,000		7,000		7,000		7,000
2 b	Warfield Contract - Benefits @ 25%	3,000		1,750		1,750		1,750		1,750
2 c	Warfield Contract - BC CPI Adj	330	2.0%	337	2.0%	343	2.0%	350	2.0%	357
	Current Year Budget	15,955		14,880		15,061		15,247		15,438

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Salaries & Wages - Rivervale Water 42 417 760 - 650	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1a	Water Crew Labour Costs (Operator 1 @0.5 FTE)	31,335	3.0%	32,275	3.0%	33,243	3.0%	34,241	3.0%	35,268
1b	Benefits @ 25%	7,834		8,069		8,311		8,560		8,817
2	Overtime Allowance	1,000		1,000		1,000		1,000		1,000
3	Allowance for CUPE Contract Incr. (2%)	627								
Current Year Budget		40,795		41,344		42,554		43,801		45,085

Notes:	Previous Year Budget	35,432
	Actual to December 31, 2013	35,432
Item#1	Operator I - 20hr per week @ 30.13 = \$31,335	

Name	Salaries & Wages - Warfield Water	2014		2015		2016		2017		2018
Account	42 417 765 - 650	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Warfield Contract									
	Operator	40,000		40,000		40,000		40,000		40,000
	Call Outs & Overtime	5,000		5,000		5,000		5,000		5,000
	Benefits @ 25%	11,250		11,250		11,250		11,250		11,250
	BC CPI Adjustment	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
	Current Year Budget	57,250		57,270		57,290		57,311		57,332

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Rivervale Water Street Lighting Utility

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Other Operating Expense 42 418 754 - 650	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Other Operating Expenses	7,500		7,500		7,500		7,500		13,961
Current Year Budget		7,500		7,500		7,500		7,500		13,961

Notes:	Previous Year Budget	7,500
	Actual to December 31, 2013	7,805

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Vehicle Operating 42 419 211 - 650	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Vehicle Operating - Rivervale Water	2,500		2,500		2,500		3,000		3,000
2	Vehicle Operating - Warfield Water	2,500		2,500		2,500		3,000		3,000
3	Vehicle Insurance	1,000		1,000		1,000		1,000		1,000
Current Year Budget		6,000		6,000		6,000		7,000		7,000

Notes:		Previous Year Budget	11,325
		Actual to December 31, 2013	5,300
Item #2	Warfield contract for vehicle and admin supplies		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Small Tools 42 419 247 - 650	2014 Budget		2015 Budget		2016 Budget		2017 Budget		2018 Budget
Item No	Description	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Small Tools	1,500		1,500		1,500		1,500		1,500
Current Year Budget		1,500		1,500		1,500		1,500		1,500

Notes:	Previous Year Budget	2,000
	Actual to December 31, 2013	290

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Capital 42 419 610 - 650	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Online Filter Installation for Water System	55,000				
Current Year Budget		55,000	-	-	-	-

Notes:	Previous Year Budget	20,000
	Actual to December 31, 2013	-
Item #1	Subject to Gas Tax Grant Approval	

Sources of Funding Capital Projects:
D = Debenture Borrowing
R = Reserves
C = Current Revenues
L = Lease
G = Gas Tax Grant

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Contribution to Reserve 42 419 740 - 650	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
1	Contribution to Reserve Fund		3,597	4,958	8,324	5,000
Current Year Budget		-	3,597	4,958	8,324	5,000

Notes:	Previous Year Budget	13,000
	Actual to December 31, 2013	13,000
	RID will transfer existing assets to the RDKB	
	Transfer of \$100,000 in 2012 from capital borrowing funds	
	not needed until the following year.	

\$76,153.91	Balance in Reserve December 31, 2013 Account Number 34 700 650
-------------	---

Name	Previous Year's Deficit	2014		2015		2016		2017		2018
Account	42 419 990 - 650	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount		Amount		Amount		Amount		Amount
1	Previous Year's Deficit	-		-		-		-		-
	Current Year Budget	-		-		-		-		-



Interior Health

November 29, 2013

Board Chair Larry Gray
KBRD
202 - 843 Rossland Ave.
Trail, BC V1R 4S8

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	DEC 10 2013
DOC #	
REF. TO:	B. Teasdale
CC:	for B.O. Water EAS

Dear Board Chair Gray:

Re: Where should Interior Health focus their work with small water systems?

With over 1,800 registered small water supply systems (i.e. serving fewer than 500 persons) in the IH region, focusing resources to support clean, safe, reliable water supplies is crucial. Consultation with our staff has identified some opportunities for improvement including increased investment in education and advocacy. Now, we would like to hear from you.

- What have IH Health Protection staff and programs done that supported drinking water improvements in your region?
- Are there initiatives or actions IH Health Protection has undertaken for small water systems that didn't work?
- Are there opportunities IH could be taking advantage of to improve community water supplies?

Over the coming months we are soliciting input from small water system stakeholders throughout the BC southern interior. Thoughts, opinions and ideas can be provided by writing, calling or e-mailing us at the addresses or number below or by completing a short, confidential on-line survey at <http://fluidsurveys.com/s/healthprotectionsmallwatersystems2013/>. Feedback will be accepted **through March 16th, 2014**. Key themes and the resulting five-year goals for our small water systems program will be shared in the Spring 2014 drinking water e-newsletter.

For more information on our initiative, or to be included on our newsletter distribution list, e-mail laurie.bourdin@interiorhealth.ca. Past issues of our newsletters are also posted at www.interiorhealth.ca/YourEnvironment/DrinkingWater.

Sincerely,

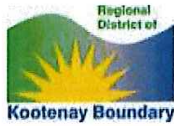
Laurie Bourdin
On behalf of
J. Ivor Norlin, Manager Infrastructure Programs

JIN/ljb

Bus: 250-851-7305 Fax: 250-851-7339
Email: laurie.bourdin@interiorhealth.ca
Web: interiorhealth.ca

HEALTH PROTECTION
Less Risk ~ Better Health

Kamloops Health Unit
519 Columbia St
Kamloops, BC V2C 2T8



Gas Tax Application

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	<input type="checkbox"/> Electoral Area B Director Linda Worley	<input type="checkbox"/> Electoral Area C Director Grace McGregor	<input type="checkbox"/> Electoral Area D Director Irene Perepolkin	<input type="checkbox"/> Electoral Area E Director Bill Baird
---	--	--	--	--

Application by:

Applicant:	Regional District of Kootenay Boundary		
Address:	202-843 Rossland Ave TRAIL, BC V1R 4S8		
Phone:	250 368 9148	Fax:	250 368 3990
Email:	bteasdale@rdkb.com		
Representative:	Bryan Teasdale		

Where will the project take place:

Greater Trail Area

Is your organization a (please check where appropriate):

<input type="checkbox"/> Not-For-Profit/Charity	<input type="checkbox"/> Society	<input checked="" type="checkbox"/> Community Organization
---	----------------------------------	--

Project Description:

RDKB Liquid Waste Management Plan - Stage II Report
This report will identify appropriate and cost effective pollution prevention options for regional sewer treatment and disposal (upgrade from primary treatment to secondary treatment). REQUIRED FUNDING - \$805.88 (per attached)

Project outcomes (please check where appropriate):

The Project will ultimately lead to:

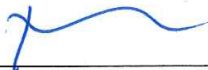
	Cleaner Air	X	Cleaner Water	X	Less Greenhouse Gas Emissions
--	-------------	---	---------------	---	-------------------------------

Please provide a narrative as to the outcomes to be reached, including any energy savings expressed in the appropriate energy unit (i.e. KWH, GJ, Litres):

At this time, these outcomes have not been fully calculated.
However, it is expected that upon completion of the
WWMP, significant savings in energy savings along with
lowering environmental impacts of the current treatment
process will most definitely be achieved.

Please attach any documentation, prices or proposals to support your application.

Date: November 2013

Signature: 

Print name: Bryan Teasdale, Manager of Infrastructure & Sustainability

Liquid Waste Management Plan - Stage 2
Opus, Dayton, & Knight - Project #D-06421.00
 Standing as of **March 31, 2013**

Invoice No.	Inv. Amount	HST Incl.	HST Rebateable (0.8542)	GST Incl.	Total Cost After Rebateable
9235	\$ 4,772.25			\$ 227.25	\$ 4,545.00
Prior	\$ 83,703.84	\$ 8,968.27	\$ 7,660.70		\$ 76,043.14
Total Cost					<u>\$ 80,588.14</u>
Village of Montrose Contribution (Apportionment @ 6.5% per Resolution #2-13-08)					\$ 5,238.23
Village of Fruitvale Contribution (Apportionment @ 12.5% per Resolution #2008-05-125)					\$ 10,073.52
RDKB Electoral Area 'A' Contribution (Apportionment @ 1.0%)					\$ 805.88
Recovered Costs					<u>\$ 16,117.63</u>



Gas Tax Application

Application to (please check where appropriate):

<input type="checkbox"/>	Electoral Area A Director Ali Grieve	<input type="checkbox"/>	Electoral Area B Director Linda Worley	<input type="checkbox"/>	Electoral Area C Director Grace McGregor	<input type="checkbox"/>	Electoral Area D Director Irene Perepolkin	<input type="checkbox"/>	Electoral Area E Director Bill Baird
--------------------------	--	--------------------------	--	--------------------------	--	--------------------------	--	--------------------------	--

Application by:

Applicant:	Grand Forks Community Trails Society		
Address:	Box 2921		
	Grand Forks, BC		
Phone:	250 442 2620	Fax:	
Email:	gftrails@shaw.ca		
Representative:	Chris Moslin		

Where will the project take place:

Phase 2 of the Kettle River Heritage Trail will take place within the existing Trans Canada Trail corridor from the Nursery Trestle to the Gilpin Grasslands Provincial Park access. A distance of 9.8 km

Is your organization a (please check where appropriate):

<input checked="" type="checkbox"/>	Not-For-Profit/Charity	<input checked="" type="checkbox"/>	Society	<input checked="" type="checkbox"/>	Community Organization
-------------------------------------	------------------------	-------------------------------------	---------	-------------------------------------	------------------------

Project Description:

<p>The Kettle River Heritage Trail is a major upgrade of the TCT from Grand Forks to Christina Lake. In 2012 Area D committed \$100,000 of its 'Gas Tax Fund' in an unsuccessful Community Recreation grant. Since that time the Society together with the City of Grand Forks, the Province, and industry have completed Phase 1 of the upgrade from the 68th Ave. bridge to the Nursery Trestle. Phase 2 will create a 3m wide asphalt trail as well as a parallel bridle trail, connecting rural neighborhoods with an accessible pedestrian corridor that will promote 'green' transportation and offer a 'world-class' destination for visitors.</p>
--

Project outcomes (please check where appropriate):

The Project will ultimately lead to:

✓	Cleaner Air		Cleaner Water	✓	Less Greenhouse Gas Emissions
---	-------------	--	---------------	---	-------------------------------

Please provide a narrative as to the outcomes to be reached, including any energy savings expressed in the appropriate energy unit (i.e. kWh, GJ, Litres):

The most significant way to cut emissions is to change human behaviour. The GFCTS believes that Phase 1 and Phase 2 will create a corridor for greatly increased pedestrian traffic. Rural neighbourhoods will no longer be so car dependent. Moreover the new surface will give families, the elderly and the disabled 'vehicle-free' mobility. Not only will vehicle emissions lessen from Area D neighbourhoods, but the new 'green' infrastructure will acquaint the whole community with the option of people-powered transit. Indeed the thousands of vehicle users on Highway 3 will witness the attractiveness of healthy transit on the adjacent Kettle River Heritage Trail.

Please attach any documentation, prices or proposals to support your application.

Date: November 10, 2013

Signature: Chris Moslin

Print name: Chris Moslin

Projects Completed by the Grand Forks Community Trails Society

Summer 2001 – Trans Canada Trail through City Park surfaced under a ‘Go for Green’ grant.

Partners: City of Grand Forks, Trails BC, Trans Canada Trails Foundation, Province of BC

Total Value: \$50,000

Summer 2002 – Cascade Gorge trestle decked Partners: Terasen Gas, Canadian Military Engineers, Christina Lake Chamber of Commerce, City of Grand Forks, Trans Canada Trail Foundation

Total Value: about \$20,000

Summer 2002 -- Restoration of the CPR Sectionman’s shed at Station Pub

Partners: Grand Forks Rotary Club, Station Pub

Total Value: \$2,000

Fall 2002 – 1.7 km WaterFront trail created and to allow the Trans Canada Trail to pass through Grand Forks along the Kettle River Partners: City of Grand Forks, Roxul, Canpar, Trans Canada Trail Foundation, GF Chamber of Commerce, Phoenix Foundation, Regional District of Kootenay-Boundary

Total Value: about \$100,000

Summer 2003 – Smitten Trestle at Christina Lake and Nursery Trestle decked

Partners: Trans Canada Trails Foundation, Canadian Military Engineers, Royal Military Engineers, Christina Lake and Grand Forks Chambers of Commerce, Terasen Gas, Molson Breweries (through Molson ‘Local Heroes’ program) Regional District of Kootenay-Boundary, Pope and Talbot, Christina Lake Golf Course, Grand Forks And District Credit Union

Total Value: about \$370,000

Spring 2005 – Grand Forks Trails booklet produced

Partners: Rosemary Phillips, Grand Forks Printing, Boundary Mapping

Total Value: about \$5,000

Fall 2007 – Website developed -- Partner: Netfirms

Total Value: \$1,200

2008 – Installation of Bantam Marker in City Park alongside the paved trail

Partners: Trans Canada Trail Foundation, City of Grand Forks

2009 – Section One of the 2010 Trail Enhancement Project started with the installation of decking and railing of the Black Train Bridge. Partners: Trans Canada Trail Foundation, Phoenix Foundation, SIDIT, 39 Combat Engineer Regiment, Canadian Military, Emcon, City of Grand Forks, Local businesses

Total Value: \$35,000

2010 – GF Trails advocated and supported the City of Grand Forks as it embarked on trail and sidewalk and drainage development with a Local Motion Grant of \$720,000 from the Government of BC and a Recreational Infrastructure Grant from the Federal Government of \$721,000 and the City of Grand Forks contribution of \$721,000

Total Value: \$2,163,000

Projects Completed by the Grand Forks Community Trails Society

2011 – Plaza Development on TCT at Kettle River Drive, Kiosk, Toolshed refurbished, benches and signage along the TCT from Highway 3 to Kettle River Drive. Partnered with Trans Canada Trail Foundation, Boundary Woodworkers

Total Value: \$50,000

2012 – Construction of the trail head parking lot and kiosk at the 68th Avenue Bridge
Partners: City of Grand Forks, Roxul

Total Value: \$27,000

2013 – Together with the GF ATV club facilitated the Boundary Trails Agreement between trail users

Completion of the engineering and designs for the entire Kettle River Heritage Trail project

Total Value: \$56,000

Construction of Phase 1 of the Kettle River Heritage Trail from the 68th Avenue Bridge to the Nursery Trestle

Total Value: \$200,000

Trans Canada Trail repairs and upgrades funded through Ministry of Forests, Lands and Natural Resource Operations, in cooperation with the Grand Forks Community Trails Society over the last 10 years.

Estimated Value \$5,000,000 Much of the labor supplied by local contractors and workers

Re-decking of Smitten Trestle
Re-decking of Cascade Trestle
Stairs at east end of Smitten Trestle
Installation of Fisherman Creek Falls Trail
Rebuilding of Sectionman Shed at Fisherman Creek
Rebuilding of Sectionman Shed at Fife
Bridge at Lafferty Washout (\$250,000)
Rock Garden at Smitten Trestle
Gate at Highway 395 and TCT
Installation of gates at Ward's Lake
Spraying for noxious weeds throughout the Boundary
Mowing of Trans Canada Trail between Grand Forks and Christina Lake

Brushing and clearing of the TCT throughout the Boundary
Installation of outhouses and tables at Greenwood, Eholt, Fisherman Creek, Nursery and Cascade
Installation of kiosks at Paulson, Santa Rosa, Cascade, Boothman's Slough, North Fork Road
Washrooms at Lafferty, Fife, Cascade and Nursery Trestle
Rehabilitation, scaling and shotcreteing at Bulldog, Paulson and Fisherman 1 and 2 Tunnels
Safety railings above Christina Lake and West of Grand Forks at Fisherman and Goat Mountain
Repairs to Smitten Trestle
Washout repairs at Rathmullen and Neff Creek
Installation of Eagle Ridge Gate

Kettle River Heritage Trail – Key Concepts

Phase 1: Grand Forks to Nursery Trestle – Completed November 2013

- Completion of designs, engineering and cost estimates for entire project funded by the Trans Canada Trail Foundation
- Donation and construction of parking lot and kiosk by Roxul Inc.
- Widening and paving upgrade of existing 1.7 km WaterFront Trail jointly paid for by the City of Grand Forks and the Province of BC
- Donation of unused rail spur by InterFor which will connect residential neighborhoods to the new trail corridor

Phase 2: Nursery Trestle to Gilpin Grasslands Provincial Park

- Major upgrade to the existing Trans Canada Trail with a 3 m wide asphalt surface for 9.8 km
- Construction of a parallel 2 m wide equestrian trail within the corridor
- Builds on the successful completion of Phase 1
- 'Shovel ready' project with engineering, designs and cost estimates completed
- Safe alternative to Highway 3
- Accessible to all ages and abilities
- Showcases the Kettle River and provides easy access to it
- Passes through 2 new provincial parks
- Connects rural neighborhoods with a pedestrian corridor into the city
- Engages people in the Boundary landscape and history
- Creates long term partnerships between governments, industry and the public

What's it going to cost?

Item:	Cost Estimate:
Engineering	\$30,000
Grading	\$70,560
150 mm crush	\$352,800
Shoulder	\$38,220
50 mm pavement	\$793,800
Bollards	\$18,000
Gates	\$15,000
Equestrian Trail	\$78,400
Culverts	\$1,500
Rock scaling	\$10,000
Gasline crossings	\$30,000
Signs	\$6,000
Temporary truck pullouts	\$20,000
Contingency	\$73,214

TOTAL COST \$1,537,494

Who is going to pay for it?

The Grand Forks Community Trails Society is actively seeking funding from the Trans Canada Trail Foundation, Fortis, Area D of the RDKB, the Phoenix Foundation, SIDIT, the Province of BC and others.

How does the project manage motorized traffic?

- A range of barriers
- Bollards
- Swing Gates
- Rock gardens
- Pedestrian self-closing gates
- Agreement between trail users
- Signage
- Local bylaws and enforcement
- Provincial laws
- Moralsuasion by trail users

Why use asphalt?

- Most durable and cost efficient
- After it cures it is inert in the environment
- Prevents grass growth and easy to maintain
- Low resistant surface allows for greatest ease of use

Who supports this project?

- Ministry of Forests, Lands, Natural Resource Operations
- BC Parks
- Area D
- City of Grand Forks
- City of Greenwood
- Boundary Communities Regional Chamber of Commerce
- Trails BC
- Trans Canada Trail Foundation
- Grand Forks Cycling Club
- Kettle River Mountain Bikers' Association
- Grand Forks ATV Club
- Many private citizens of Area D - including
- Connie and Melissa Markin
- Danna O'Donnell
- Rick and Margo Evers
- Christine and Fred Elsaesser
- Patrick O'Doherty
- Brian McAndrew

Next steps

- Continue to present the project to the public
- Complete environmental planning for best practices and mitigation opportunities
- Lobby senior and local governments
- Apply for funding grants as these become available
- Complete all permits required
- Promote the idea with trails events

Hi George,

I hope this finds you. I don't know if you will ever need this or not, or if it is even useful for council or for social media responses to criticism of the paving project but here it is, just in case.

As a person living with a disability that is relatively non-visible, except to my family and closest friends, I speak in support of paved urban and rural trail systems. And, if this issue is important to me, imagine how much more significant it is to those with visible disabilities using mobility devices like wheelchairs and scooters.

I live with Parkinson's Disease. Balance issues make it impossible for me to bike in traffic so I am confined to trails and the quietest and widest of streets. I have been forced to abandon my mountain bike and have had the good fortune of being able to purchase locally a wonderful, adapted bicycle. Though I am still able to bike portions of the grade it is very hard work, good for me no doubt, but hard. As for anyone living with a degenerative disease, my physical abilities are only going to become more limited but staying active is a critical piece in effective management. As an avid hiker and long-distance walker, I have always sought remote areas in which to explore. Now, my most enjoyable experiences are on well-maintained, easy-grade trails and pavement is my preferred walking surface because of a cranky, dragging leg.

Statistically Grand Forks has a higher ratio than the national norm of persons living with Parkinson's Disease. I suspect this is because the average age of our population is also older than the national norm. On my short city block, comprising 10 houses, we have one persons living with Parkinson's and two with Multiple Sclerosis and all of us are under 65 years of age. Consider how many more in our population live with other motor-function disabilities like lupus, arthritis, impaired function resulting from strokes, diabetes, spinal cord trauma, heart and lung disease etc..

Paving popular walking and cycling routes impacts this population so positively in terms of physical and emotional health. It speaks to civic values of compassion, acceptance and inclusion.

Yours in community,

Leslie Davidson

NEWS

TRAILS

Perepolkin hopes for paved trail to Christina Lake

CASSANDRA CHIN
Gazette Reporter

Regional District of Kootenay Boundary (RDKB) Area D Director Irene Perepolkin proposed paying the Trans Canada Trail linking Grand Forks to Christina Lake as a project for the Community Recreation Program.

The continuous trail from Grand Forks to Christina Lake will be connected to the Trans Canada Trail already in place.

Perepolkin's project is one of the three applications that the RDKB put forth for the Community Recreation Program.

"Area B and C had a head start because they didn't have to go through an election," explained Perepolkin. "Area D's project application is the third project that RDKB has approved for the grant."

At the last regional district meeting, prior to the election, the Directors approved the Area C pedestrian crossing and Area B cross-country ski trail. At the inaugural meeting of the regional district after the election, Area D's paving project was also approved.

Aiding Perepolkin in her proposal, George Longden and former Coun. Chris Moslin, who helped plot the details of the trail.

"The deadline for applications was Dec. 28," noted Moslin. "(Premier Christy Clark) must of thought it was all well and good, but for every local city in the province, it was actually a real challenge because there was an election and a short deadline."

Longden added it was important to realize this grant is aimed at targeted funds and projects.

"The government is looking for the development of hard infrastructure, cross-country trails and trails that link communities," explained Longden. "You can't just go and apply for them to get your roads paved, for example."

The enhanced trail will offer views of the river, and the

Gilpin Grasslands Park and its range area for California range-horn sheep, before entering Christina Lake.

The aim is to connect a high-profile portion of the Trans Canada Trail to Christina Lake, and to make the trail more stable from weather and use.

It would also be considered motor-free, so ATV and motorcycle use would be discouraged.

The trail is also used as a utility corridor for the Fortis-BC (formerly Terasen) pipeline southern crossing, as well as Shaw's fibre optics cables.

Moslin noted that the completion of the Trans Canada Trail in Grand Forks saw a ten-fold increase in community use with the Black Train Bridge and the community gardens.

"Seniors would drive in their cars, park and take out their walkers to walk on the trails," he said.

The cost for the entire project is estimated to be \$1.3 million, and the grant has a maximum of \$400,000.

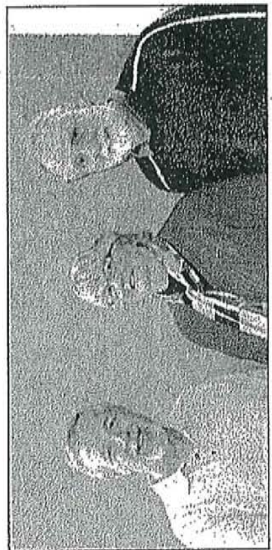
"There is a tremendous opportunity for job creation here," Moslin pointed out. "If this goes ahead, we'll be hiring local contractors for metal fabrications for gates and control structures. We'll be hiring a local contractor who will do the building, surface and subsurface work, and we'll be hiring a local contractor to do the paving."

Besides the increase job market, there will also be an economic benefit with the possibility of tours, tubing down the river, and white water rafting at the far end.

"It's not just building and having it there for people to walk; this can be an economic attractant for the community," Moslin concluded.

The Grand Forks Community Trails Society will be asking city council for formal support on Feb. 20.

According to the Ministry of Community, Sport and Cultural Development website, "the \$30 million Community Recreation Program was developed to address unique challenges faced by communities in the province with respect to meeting their



George Longden, Regional District of Kootenay Boundary Area D Director Irene Perepolkin and Chris Moslin hope their application for a paved trail to Christina Lake will get funding from the Community Recreation Program.

CASSANDRA CHIN PHOTO
recreational infrastructure needs."

The program, introduced by B.C.'s Premier Christy Clark on the last day of UBCM (Union of British Columbia Municipalities) is aimed at investing into local government capital projects that will make communities healthier and more active.

For the application, a municipality can apply for one grant project, while every regional district can apply for three.

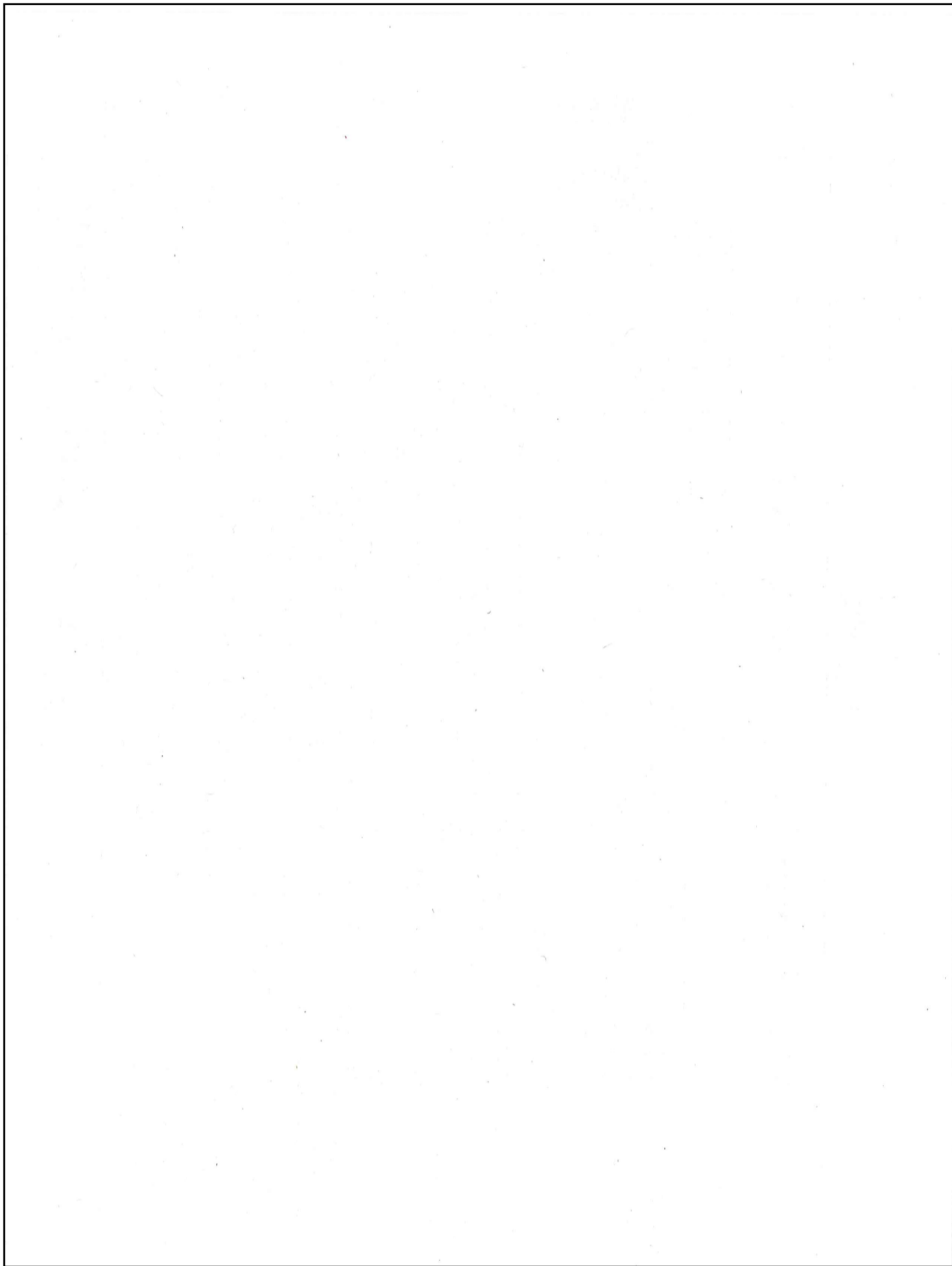
According to the Visitor's Information Centre, the number three request asked, is if there are any trails in Grand Forks.

For more information, contact Moslin at 250-666-1262 or Longden at 250-442-7572.

FOR THE RECORD

In a story entitled "NDP's Atamanenko against OAS changes" in the Feb. 8 issue of the *Grand Forks Gazette*, the name of Lamothe, Que. MP and NDP deputy critic for seniors was omitted. It is Lysane Blanchette.

WHY PAY RENT?





Recreation Sites and Trails BC

January 27, 2012

Christa Brown,
Infrastructure Resource Assistant
Ministry of Community, Sport and Cultural Development
4th Floor, 800 Johnson Street
Victoria, BC
V8W 9T1

Dear Christa Brown

**Re: Letter of Support for Community Recreation Program Grant Application for
Columbia and Western Rail Trail Enhancement.**

On behalf of the Ministry of Forests, Lands and Natural Resource Operations, please accept this letter as support of the application by the Regional District of Kootenay Boundary for Community Recreation Program funding to undertake enhancements along the Columbia and Western Rail (CWR) Trail Corridor between Grand Forks and Christina Lake.

The CWR Trail represents an invaluable community and provincial recreation amenity. Currently under the ownership of the Province and managed by Recreation Sites and Trails under authority of the Forest and Range Practices Act, the former CWR Corridor was donated by the Trans Canada Trail Foundation for development as a world-class non-motorized recreation trail. Used and enjoyed by residents of all ages and visitors to the region, the CWR Trail network provides on-going economic and social benefits to local communities.

Trail surface enhancements will undoubtedly increase the number and types of users accessing the Trail. Increased use of the trail will provide even greater health, social and economic benefits for local residents and visitors. Furthermore, this project will complement the recent investment of over \$2.1 million made by the Province on the Spirit of 2010 Trail network which includes this portion of the CWRT.

The Ministry of Forests, Lands and Natural Resource Operations, Recreation Sites and Trails Program will work closely with the RDKB to support this project to achieve shared provincial and RDKB objectives. To that end, if the project is approved for funding, Recreation Sites and

**Ministry of Forests, Lands
and Natural Resource
Operations**

Recreation Sites and Trails BC
Trails Manager's Office

Mailing Address:
101-42000 Loggers Lane
Squamish, BC V8B 0H3
Tel: (604) 898-2105
Fax: (604) 898-2191

Page Two

Trails BC intends to contribute funding of approximately \$100,000 from the programs annual capital allocation to support the project, subject to final budget allocation.

If you have any questions or would like additional information please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in blue ink, appearing to read 'John Hawkings', with a stylized flourish at the end.

John Hawkings
Manager, Trails

pc. George Longden, Grand Forks Trails Society
John MacLean, CAO, Regional District Kootenay Boundary
Keith Baric, Planning Section Head- Okanagan, Ministry of Environment



December 5, 2011

File: 230-20/BC Parks
XRef: 992000-50
Gilpin Grassland

Grand Forks Community Trails Society
Box 2921,
Grand Forks BC V0H 1H0

Dear Mr. Longden, Chairperson

Re: Letter of Support for the Linking Communities Paving Project

Regarding your letter dated November 29, 2011, requesting support for your project to improve the Trans Canada Trail, BC Parks, a Division of BC Environment provides the following comments.

BC Parks supports the proposed, "Linking Communities Paving Project", to pave the section of the Trans Canada Trail (TCT) between Grand Forks and Christina Lake. A 4 km portion of the total 17.5 km projected length, falls within Gilpin Grasslands Provincial Park. The improvement to the trail will significantly increase recreational use of the trail and the park.

Gilpin Grassland Provincial Park was formally established in May 2007, as recommended by the West Kootenay-Boundary Land Use Plan. Providing recreational use was a management commitment supporting the establishment of the protected area.

Please note that a Park Use Permit will be required to pave the section of trail within the Provincial Park. Please contact me if you need more information.

Yours truly

Mike Ladd
Area Supervisor
Kootenay-Okanagan Region

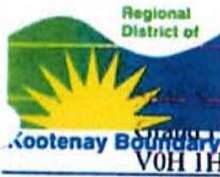
ML/cl

Cc: John Trehwitt, Section Head, Penticton

Ministry of Environment

BC Parks
Kootenay Okanagan Region
102 Industrial Place
Penticton BC V2A 7C8

Telephone: (250) 490-8200
Facsimile: (250) 490-2231



Siminoff Road
Grand Forks BC
V0H 1H4

From the desk of:
Irene Perepolkin,
Director-Electoral Area 'D'
5040 Siminoff Rd
Grand Forks, BC V0H 1H4
250-442-3817
ireneperepolkin@telus.net



December 02, 2011

To Whom it may concern:

Dear Sir or madam:

I have been in conversation with the members of the Boundary Region of Trails BC and the Grand Forks Community Trails Society (namely Mr. George Longden and Mr. Chris Moslin) who are advocating for upgrades to the Trans Canada trail between Grand Forks and Christina Lake. A portion of this trail is included in Area D of the RDKB of which I am Director.

There is wide use by the citizens and visitors of this trail, both in walking, running and cycling. There is strong public support for paving this portion of trail to enhance further use.

I would like to add my support to the paving of the portion located in Area D. And I am hoping that by doing this we will see the "Linking Communities Paving Project" come to fruition.

Yours truly,

Irene L. Perepolkin
RDKB Director Area D

THE CORPORATION OF THE CITY OF GRAND FORKS

7217 - 4TH STREET, BOX 220 • GRAND FORKS, BC V0H 1H0 • FAX (250) 442-8000 • TELEPHONE (250) 442-8266



December 13th, 2011

To Whom it may Concern:

The City of Grand Forks believes that the 'Linking Communities Paving Project' will have a profound benefit for our community. It will provide a safe alternative to travel on Highway #3; it will give access to the river, both for views and for swimming; and provide substantial opportunities for quality outdoor recreation for people of all ages.

The City is giving its full support, in principle, to the Grand Forks Community Trails Society in their application for this worthwhile project and wishes the organization the best of success.

Sincerely, yours


Brian Taylor
MAYOR

WE4,G1-Letter of support to the Grand Forks Trails Society

Website: www.city.grandforks.bc.ca

Email: info@grandforks.ca



**Establishing
The Trans Canada Trail
in BC**

3200 4th St. South
CRANBROOK, BC,
VIC5N5
(250)489-1083
Fax (250) 489-5728
president@trailsbc.ca
<http://www.trailsbc.ca>



December 20, 2011

George Longden
Chair
Grand Forks Community Society
Box 2921, Grand Forks, BC V0H 1H0

By E-Mail

RE: Support for Trans Canada Trail Paving between Grand Forks and Christina Lake

Dear Mr. Longden

Trails BC would like to add our names in support for the "Linking Communities Paving Project" proposed by the Grand Forks Community Trails Society.

We believe that such a project would benefit both communities and would make the trail section a highlight section of the Trans Canada Trail in the region.

There is no question such an initiative would result in a tourism benefit to both communities. Paved rail trails attract tourists from far and wide. The easy grades and ease of use of such trails appeals to a broad demographic profile. Such a trail would promote healthy and active living. Young families with toddlers in bike carts to elderly seniors can be expected to utilize such an amenity.

On a personal note I would like to add a reference to the positive implications of a paved rail trail to a community. In September of 2010 a paved rail trail was opened from Cranbrook to Kimberley. This 25 km trail recently named the NorthStar Rail to Trails has already proven to be widely popular facility to the respective communities.

Although Cranbrook has not been previously noted as a cycling community, this trail has engaged many seniors who have not been on a bike in 20 years in obtaining a bike and enjoying the trail. Young parents are welcoming the opportunity to take their children on a ride in a location that is safe and away from motorized use. We take note of the many out of province license plates one will see at the trailhead parking lots during the summer. Local motel owners are commenting on the many inquiries they are getting concerning the trail. Although this trail is new, word has spread quickly as to what a fine facility this is.

Trail counters were recently installed this past August and have already confirmed the high amount of usage this new trail is receiving. The past Labour Day Weekend the counter located at the halfway point between the two communities at the St. Mary's Bridge recorded 1,000 trail use crossings.

There is one issue that will have to be addressed to make the Grand Forks to Christina Lake upgraded trail into a truly successfully trail. This trail will only attract the high volume of use if it

is supported totally as a non-motorized trail. A non-motorized designation will have to be backed up by official government signage and a willingness by the provincial government to enforce such a designation.

Again Trails BC would like to reiterate our strong support for this project and wish all the proponents all the success in obtaining the necessary funding to make this initiative a community legacy that all can be proud of.

Yours sincerely,



Al Skucas
President
Trails BC



1647 Central Ave
Box 2949
Grand Forks BC
V0H1H0
250.442.2722

December 5, 2011

Re: Linking Communities Paving Project

To Whom It May Concern,

Boundary Communities Regional Chamber of Commerce (BCRCC) is proud to support projects that provide our rural communities with much needed infrastructure and opportunities for economic diversification. The above noted project, as proposed by the Grand Forks Community Trails Society, is an important step towards the economic sustainability of the City of Grand Forks and the surrounding broad based economy region as the community transitions away from resource extraction to a more sustainable

The upgrades of this trail improves pedestrian access between Grand Forks and Christina Lake, which offers great views and access to the river at many points, providing additional tourism opportunities by connecting historical sites with designated wetlands. This path would be a safe alternative to walking/biking/running on the highway as it is parallel to it and offers a scenic route that would be accessible to everyone including handicap and elderly individuals

BCRCC is concerned about the economic vitality of this region and is excited about the opportunities this project brings to our region. We are proud to be in support of this application and are available anytime to answer any questions you may have.

Sincerely,

Sarah Winton
BCRCC
Executive Director

GRAND FORKS CYCLING CLUB
BOX 2098
GRAND FORKS, BC
V0H1H0

December 17, 2011

To Mr. John MacLean, RDBK

Re: Linking Communities Paving Project

The members of the Grand Forks Cycling Club believe that the 'Linking Communities Paving Project' will have a profound benefit for our community. It will provide a smooth surface for cyclists who use road bikes to spin on instead of riding on the dangerous and noisy highway 3. Because of our narrow tires we cannot ride on the present trail. We believe a paved surface will enhance economic activities for our city as well. Several of us have ridden the Centennial Trail from Spokane to Coeur d' Alene and have met numerous riders from out of town – they were visiting these two cities because of the trail. Bike tours from different countries are becoming increasingly popular and a paved trail might attract more tourists.

Mountain bikers and casual riders would also appreciate a smooth ride as the jarring on the wrists while riding on the present surface is daunting and many riders will not attempt the trail to it access to the river, both for views and for swimming. This will provide substantial opportunities for quality outdoor recreation for people of all ages.

Sincerely, yours

R.J. MacLean
President of the GFCC
Grand Forks, BC
V0H1H0



KETTLE RIVER MOUNTAIN BIKERS' ASSOCIATION
1815A Central Avenue
Grand Forks, BC
V0H1H2
250-442-0118
rideandslide@telus.net

December 8, 2011

The members of The Kettle River Mountain Bikers' Association believe that the 'Linking Communities Paving Project' will have a profound benefit for our community. It will provide a safe alternative to travel on Highway 3 and it will give access to the river both for viewing and swimming opportunities. It will also provide substantial opportunities for quality outdoor recreation for people of every demographic.

Sincerely, yours

Brian Fletcher, director
Kettle River Mountain Bikers' Association

Margaret Maximenko
Box 282
Christina Lake, BC
V0H 1E0

February 2, 2012

To Whom it may Concern:

Re: Linking Communities Paving Project

I believe that the 'Linking Communities Paving Project' will have a profound benefit for my community of Christina Lake. Paving the Trans Canada Trail from Grand Forks to the Cascade Trestle at Christina Lake is a project that just makes sense. It will provide a safe alternative to travel along Highway #3. For those who want to ride their bicycles from Christina Lake to Grand Forks, it will give access to the river for those who are wheelchair bound, both for views and for swimming, and provide substantial opportunities for quality outdoor recreation for people of all ages. The opportunities for tourism activities both for individuals and those who are thinking of starting a business can assist in supporting our local economy.

Sincerely, yours

Margaret Maximenko
(H) 250-447-9344
(cell) 250-443-1452

03-February-2012

Dawn and Harmen Van Hoogevest
Box 464
1450 Stewart Creek Road
Christina Lake, B.C.
VOH 1E0

To Whom It May Concern:

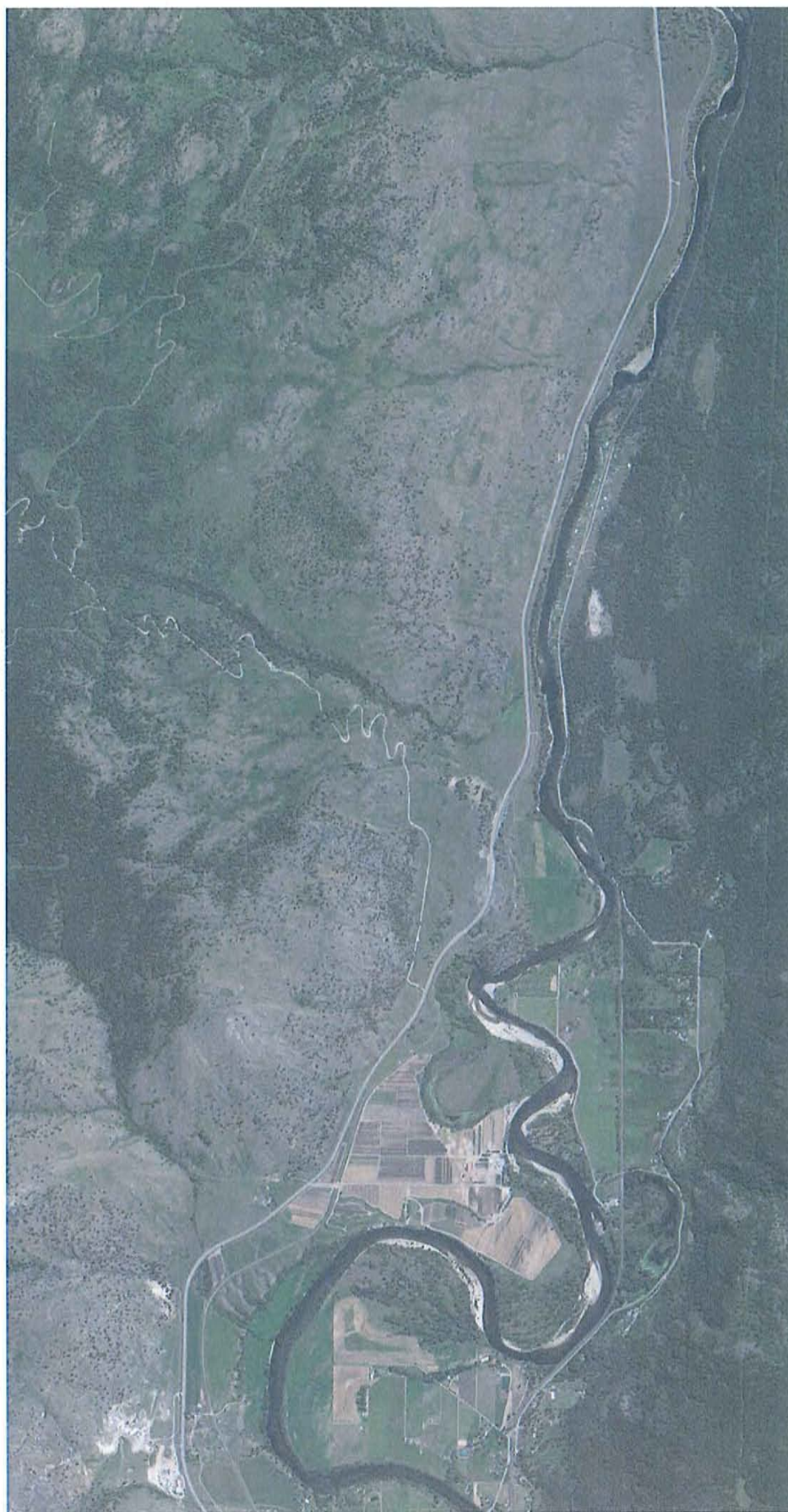
Re. Linking Communities Paving Project

Harmen and I were very excited to learn of the possibilities of the Linking Communities Paving Project. There is really no safe place to ride your bicycle or hike around Christina Lake that is away from the very busy Highway Three. This safe connecting corridor from Grand Forks to Christina Lake would really benefit all ages of our communities in social as well as health benefits. People that I know are talking about this with excitement. As well as providing much needed jobs in this area, we believe that this project would benefit the communities of Christina Lake and Grand Forks.

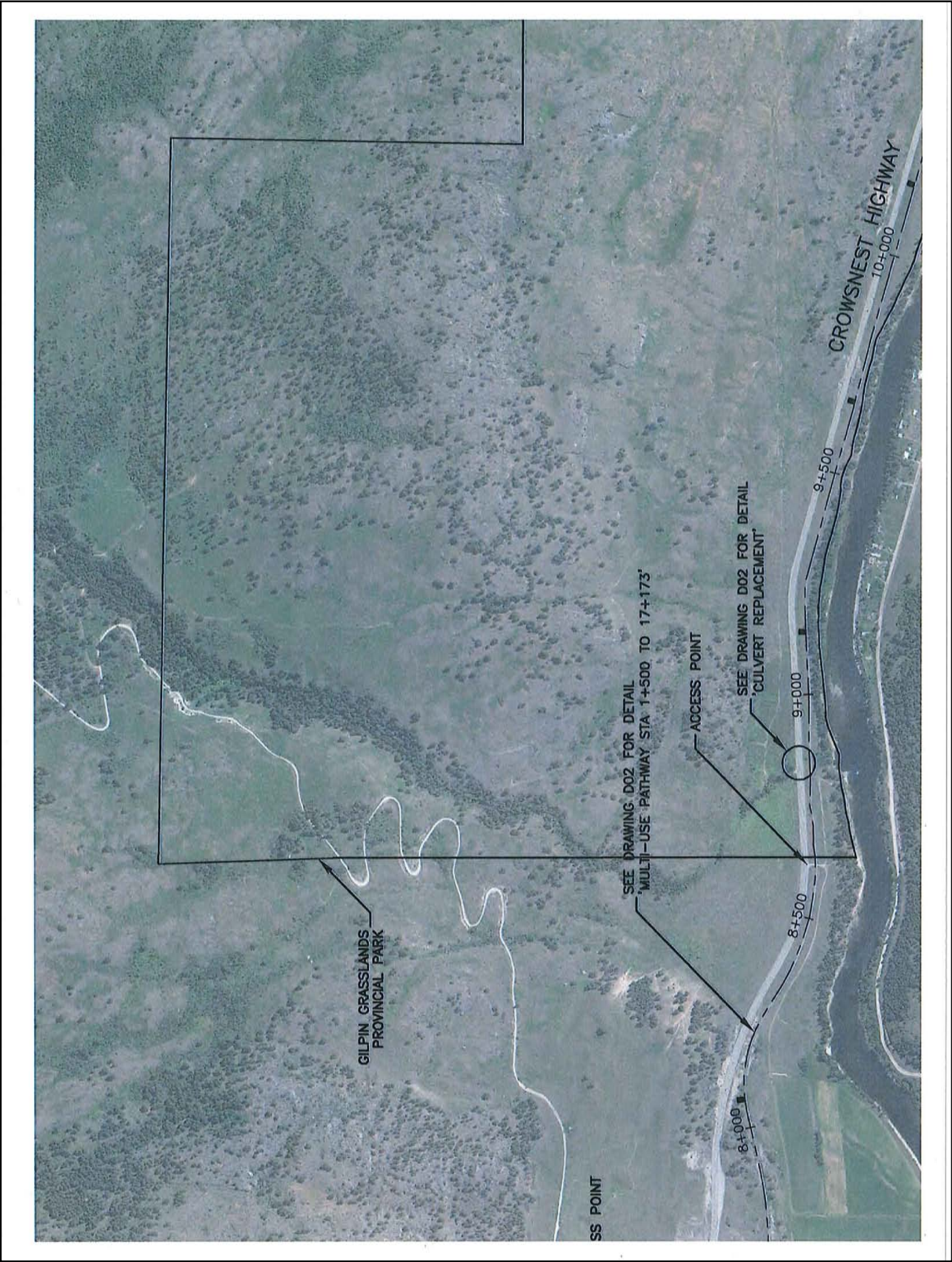
Thank-you for taking the time to listen.

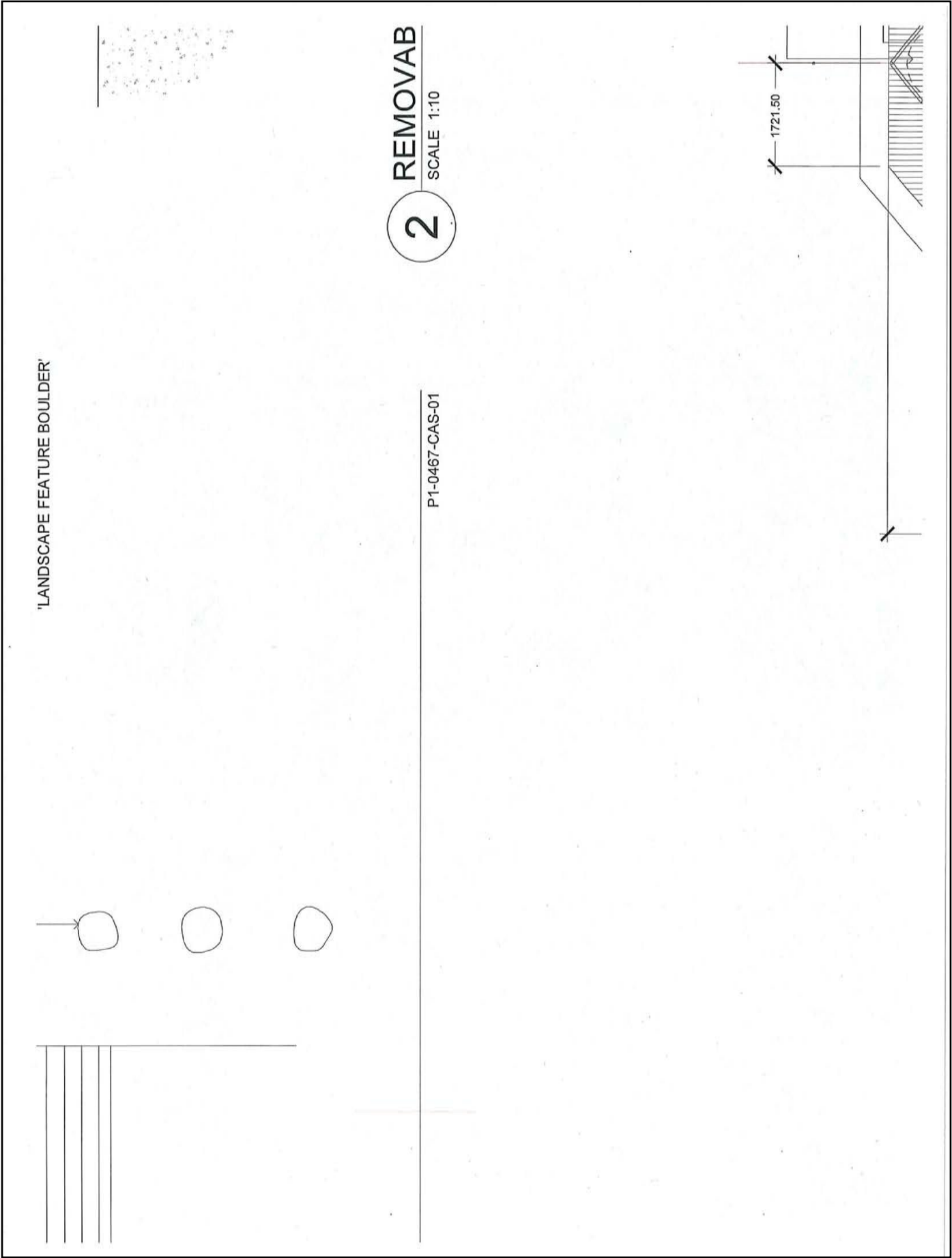
With respect,

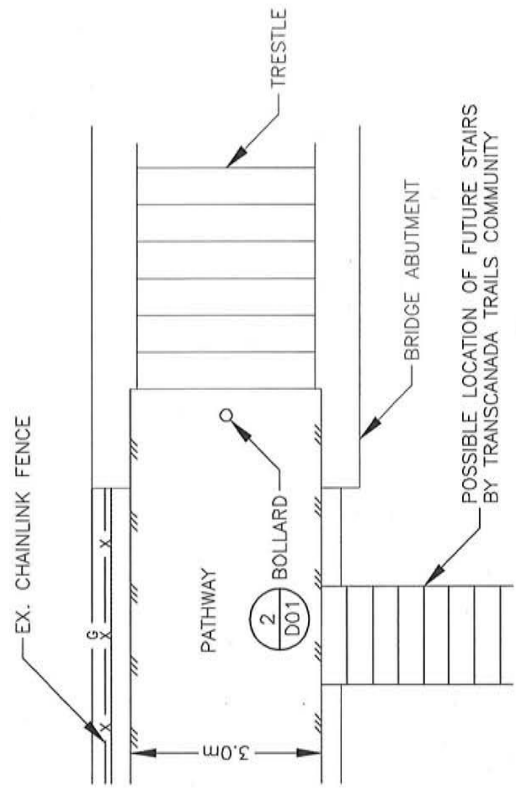
Harmen and Dawn Van Hoogevest
vanhoog@nethop.net
250-447-6661





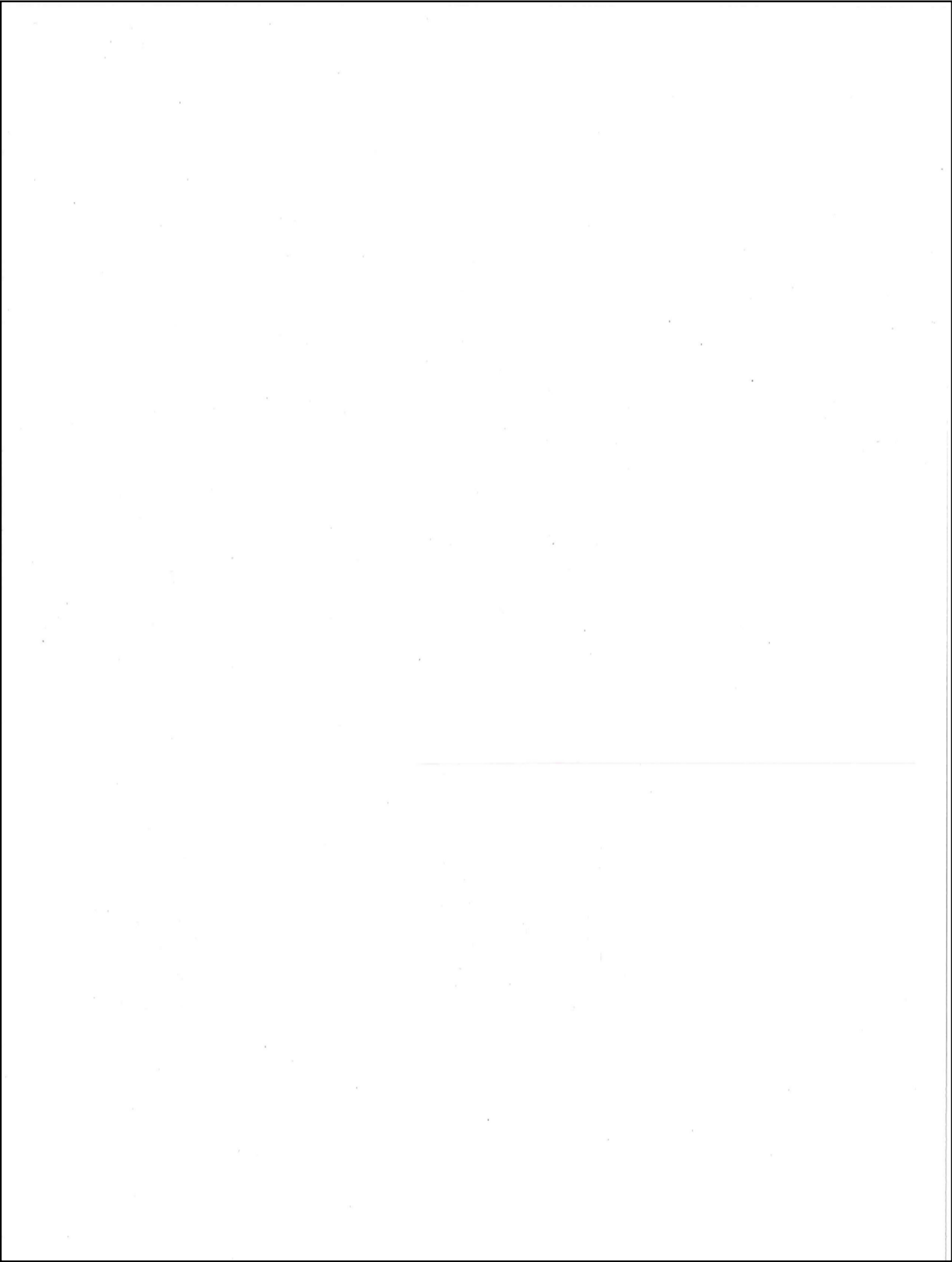






10 SPECIAL INTERSECTION #3a
D02/NTS

| . . . |





January 2, 2014

Duane and Tracy Harfman
RR1 S1 C10
1240 Wiggins Road
Bridesville, BC V0H 1B0

Dear Mr. and Mrs. Harfman:

Re: Application to Subdivide Land in the Agricultural Land Reserve (ALR)

Please find attached the Minutes of Resolution #353/2013 as it relates to the above noted application.

Further correspondence with respect to this application is to be directed to Lindsay McCoubrey.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:

Brian Underhill, Executive Director

Enclosure: Minutes of Resolution #353/2013

cc: ✓ Regional District of Kootenay Boundary (File: TWP66-07971.200)

53268d1

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

FILE #

JAN - 6 2014

DOC #

REF. TO:

CC:

Agricultural Land Commission

133-4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

ALC File: #53268



MINUTES OF THE PROVINCIAL AGRICULTURAL LAND COMMISSION

A meeting was held by the Provincial Agricultural Land Commission on October 2, 2013 at the offices of the Commission located at #133 – 4940 Canada Way, Burnaby, B.C. as it relates to Application #53268.

COMMISSION MEMBERS PRESENT:

Gordon Gillette	Vice-Chair
Jerry Thibeault	Commissioner
Lucille Dempsey	Commissioner
Denise Dowswell	Commissioner
Jim Collins	Commissioner

COMMISSION STAFF PRESENT:

Lindsay McCoubrey	Land Use Planner
Reed Bailey	Land Use Planner
Colin Fry	Executive Director

PROPOSAL (Submitted pursuant to section 21(2) of the *Agricultural Land Commission Act*)

To subdivide a 4 ha lot from the 69.2 ha property.

PROPERTY INFORMATION:

Owner: Duane Harfman & Tracy Harfman

Legal: PID: 024-657-565
Lot 2, Sections 6 and 7, Township 66, Similkameen Division Yale District, Plan KAP65918

Location: 1240 Wiggins Road, Bridesville

Size: 69.2

LEGISLATIVE CONTEXT FOR COMMISSION CONSIDERATION

Section 6 (Purposes of the commission) of the *Agricultural Land Commission Act* states:

6 The following are the purposes of the commission:

- (a) to preserve agricultural land;
 - (b) to encourage farming on agricultural land 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 agricultural land and uses compatible with agriculture in their plans, bylaws and policies.
-

Page 2 of 2

COMMISSION CONSIDERATION

The Commission reviewed one relevant application involving the subject property. The property involved was the Northwest ¼ of Section 6, Township 66, Similkameen Division Yale District which is situated south of the current subject property across Highway 3.

Application ID: 1742
(Application L-28448,
Lehman, 1994)

To subdivide a 4.8 ha portion from the 62 ha subject property as divided by Highway 3. The subdivision was refused as proposed by Resolution #125/94 as the Commission believed the 4.8 ha lot would be a small lot intrusion into the region, mainly consisting of larger parcels. The Commission did allow subdivision subject to the consolidation of the area lying north of Highway 3 with an adjacent larger parcel.

Note: The applicant completed the subdivision/consolidation as approved thereby creating the current subject property. The current proposed lot is for the most part the area subdivided from the Northwest ¼ of Section 6, Township 66, Similkameen Division Yale District and added to the adjacent property to create the current subject property.

After considering the information the Commission concluded as follows:

1. The current layout of the subject property was created in 1994 via the Commission's requirement to consolidate the 4.8 ha area with an adjacent property. The Commission of the day did not want to introduce into the area a lot that was well below the average property size in the region.

Conclusion: The Commission notes that today the region mainly consists of larger parcels, and as such concurs with Resolution #125/94 and the reasoning for refusing a subdivision that would have created a small lot.

IT WAS

MOVED BY: Commissioner Gillette
SECONDED BY: Commissioner Dowsell

THAT the proposal to subdivide a 4 ha portion from the 69.2 ha property be refused as proposed. However, the Commission would be amenable to the subdivision of the 4 ha area from the property subject to consolidation with either the property adjacent to the west or the north of the 4 ha portion.

AND THAT should the applicants wish to proceed with the subdivision/consolidation as proposed by the Commission, the applicant must notify the Commission in writing within 90 days of the date of the letter forwarding this decision. If a notification is not received, the application will be recorded as being refused.

CARRIED
Resolution #353/2013

Minutes of Resolution #353/2013 – ALC Application #53268

		M E M O R A N D U M		
TO:		Director Ali Grieve, Area "A"		
FROM:		Grant Roeland - Director of Finance		
DATE:				
RE:		Grants-In-Aid 2013		
Balance Remaining from 2012				\$7,586.00
2013 Requisition				30,300.00
Less Board Fee 2013				(1,100.00)
Total Funds Available:				\$ 36,786.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT	
77-13	Jan-13	J.L. Crowe Grad Committee - 2013 Safe Grad Weekend	\$	500.00
77-13		B.V. Recreation - 2013 Seniors' Dinner	\$	700.00
77-13		Village of Montrose - Montrose Family Fun Days Event	\$	500.00
139-13	Feb-13	BC Senior Games - Kamloops	\$	500.00
139-13		J.L. Crowe - 2013 Scholarship "Memory of Firefighters"	\$	500.00
139-13		Rossland Secondary 2013 Scholarship "Memory of Firefighters"	\$	500.00
139-13		B.V. Junior Curling Club - provincials	\$	300.00
139-13		Champion Lakes Golf - Men's & ladies night golf sponsorship	\$	1,152.00
139-13		Champion Lakes Golf - new Ventrac contour mower	\$	5,000.00
181-13	Mar-13	Champion Lakes Golf & Country Club - Tee box adv.	\$	224.00
181-13		B.V. Citizen of the Year Committee	\$	100.00
181-13		Aku Pauli Homestead - fundraiser for housing for Mental Health Individuals	\$	200.00
181-13		Columbia Basi Environmental Education Network - Wild Voices for Kids	\$	500.00
181-13		Beaver Valley Recreation (arena seating)	\$	5,000.00
234-13	Apr-13	Beaver Valley May Days - events	\$	4,000.00
234-13		Fathers' Day Charity Golf - Special Olympics is recepients	\$	600.00
234-13		Kidsport - Greater Trail Chaper - registration fees	\$	1,000.00
234-13		Bike To Work Week 2013	\$	1,000.00
258-13	May-13	Fruitvale Girls Softball - equipment	\$	500.00
290-13	Jun-13	B.V. Recreation - Seniors Picnic	\$	700.00
393-13	Sep-13	BC Special Olympics - new sport snowshoeing	\$	500.00
393-13		Fruitvale Community Chest - annual fund raising	\$	1,500.00
423-13	Oct-13	Trail Jays - Fence Sign at Butler Park	\$	350.00
393-13		Village of Fruitvale - Jingle Down Main Street Event	\$	1,000.00
393-13		B.V. Age Friendly - Seniors Resource Booklet	\$	1,000.00
	Nov-13	Woodstove Exchange Top-up - Black	\$	100.00
Total				\$ 27,926.00
BALANCE REMAINING				\$ 2013 Grants 8,860.00

		MEMORANDUM	
TO:	Director Linda Worley, Area "B"		
FROM:	Grant Roeland - Director of Finance		
DATE:			
RE:	Grants-In-Aid 2013		
Balance Remaining from 2012			\$ 9,742.00
2013 Requisition			21,900.00
Less Board Fee 2013			(806.00)
Total Funds Available:			\$ 30,836.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT
77-13	Jan-13	J.L. Crowe Grad Committee - 2013 Safe Grad Weekend	\$ 500.00
77-13		Rossland Winter Carnival	\$ 1,000.00
139-13	Feb-13	BC Senior Games - Kamloops	\$ 500.00
139-13		Rossland Secondary 2013 Scholarship "Memory of Firefighte	\$ 500.00
181-13	Mar-13	Columbia Basi Environmental Education Network	\$ 500.00
234-13	Apr-13	Bike To Work Week 2013	\$ 1,000.00
234-13		Rossland Golden City Days 2013	\$ 1,000.00
258-13	May-13	W.K. Sno-Goers Association - cabin & porch repairs	\$ 1,150.00
258-13		Kootenay Columbia Learning Centre - 2013 Bursary	\$ 500.00
290-13	May-13	Woodstove Top-up Exchange	\$ 100.00
290-13	Jun-13	Silver City Trap Club - Junior & Senior programs	\$ 2,500.00
	Nov-13	Woodstove Top-up Exchange - Thiel	\$ 250.00
470-13	Dec-13	Rossland Winter Carnival	\$ 1,000.00
470-13		Kootenay Columbia Educational Heritage	\$ 300.00
	Nov-13	Woodstove Top-up Exchange increase (May)	\$ 150.00
Total			\$ 10,950.00
BALANCE REMAINING			\$ 19,886.00

13/12/2013

2013 Grant in Aids.xlsx

		M E M O R A N D U M		
TO:	Director Grace McGregor, Area "C"			
FROM:	Grant Roeland - Director of Finance			
DATE:				
RE:	Grants-In-Aid 2013			
Balance Remaining from 2012				\$ 3,794.00
2013 Requisition				58,300.00
Less Board Fee 2013				(2,081.00)
Total Funds Available:				\$ 60,013.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT	
488-12	Oct-12	Grand Forks PW Hockey - hosting of 2013 provincials	\$ 1,000.00	
488-12		Columbia Basin Alliance for Literacy - Family Literacy Day event	\$ 1,000.00	
583-12	Nov-12	Phoenix Mounta Ski Society - equipment repair	\$ 2,000.00	
77-13	Jan-13	Boundary Country Reg. Chamber of Commerce	\$ 2,500.00	
77-13		Boundary Emergency & Transition Housing	\$ 3,000.00	
77-13		Christina Lake Tourism Society - 2 day workshop	\$ 2,000.00	
77-13		C.L. Arts & Artisans Society - Christina Gateway Develop/ Society	\$ 600.00	
77-13		C.L. Community Association - Homecoming Event	\$ 10,000.00	
139-13	Feb-13	BC Senior Games - Kamloops	\$ 300.00	
139-13		C.L. Artisans - Community Song	\$ 1,500.00	
139-13		Christina Gateway Dev. Assoc - song	\$ 1,500.00	
139-13		Christina Gateway Dev. Assoc - office start up	\$ 1,000.00	
181-13	Mar-13	Christina Gateway Community Development Assoc.	\$ 500.00	
181-13		Partners in Parenting Conference	\$ 700.00	
181-13		Christina Gateway Development Association - web page	\$ 5,000.00	
181-13		Christina Gateway Development Association - promotion	\$ 1,500.00	
181-13		Boundary Multi 4-H Club	\$ 500.00	
181-13		Christina Lake Health Care Auxiliary	\$ 1,500.00	
234-13	Apr-13	Christina Gateway Development - fishing derby	\$ 500.00	
234-13		Christina Gateway Develoepment - Visistor's Choice	\$ 1,100.00	
258-13	May-13	C.L. Recreation - Christina Lake Triathlon	\$ 1,000.00	
258-13		Christina Gateway Devopment - resurfacing mural on centre floor	\$ 2,000.00	
258-13		Christina Lake Golf Club - Tuesday Ladies Club - Ladies Open	\$ 500.00	
290-13	Jun-13	Christina Gateway Development - Cops for Kids	\$ 300.00	
290-13		C. L. Boat Access Society - Annual Boat Access dump day	\$ 400.00	
321-13	Jul-13	C.L. Seniors Housing Association - property assessment	\$ 800.00	
321-13		Christina Gateway - Rotary Hotspot	\$ 2,000.00	
321-13		Christina Gateway - Venture capital corporation startup	\$ 1,000.00	
353-13	Aug-13	Christina Gateway - Forum on flood, fire & famine	\$ 2,000.00	
353-13		Christina Gateway - background work for Communtiy Forest	\$ 1,275.00	
393-13	Sep-13	Christina Gateway - C.L. Watershed review	\$ 1,500.00	
393-13		C.L. Fire Dept - annual fireworks	\$ 1,500.00	

13/12/2013

2013 Grant In Aids.xlsx

423-13	Oct-13	Christina Gateway Communit Develop. - Seniors Housing rezoning	\$ 1,000.00
	Nov-13	Woodstove Exchange Top-up - Lindberg	\$ 100.00
470-13	Dec-13	Lee-Anne Lawrence - C. L. Community Christmas Dinner expenses	\$ 500.00
470-13		Boundary Dog Sled Association - friendly races at Jewel Lake	\$ 1,500.00
Total			\$55,075.00
BALANCE REMAINING			\$ 4,938.00

M E M O R A N D U M			
TO:	Director Irene Perepolkin, Area "D"		
FROM:	Grant Roeland - Director of Finance		
DATE:			
RE:	Grants-In-Aid 2013		
Balance Remaining from 2012			\$10,982.00
2013 Requisition			37,000.00
Less Board Fee 2013			(1,331.00)
Total Funds Available:			\$46,651.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT
77-13		Boundary Emergency & Transition Housing	\$ 2,000.00
77-13		Boundary Woodworkers Guild - restoration of artifacts	\$ 2,000.00
77-13		RCMP Victim Services Boundary - contingency funds	\$ 1,500.00
139-13	Feb-13	BC Senior Games - Kamloops	\$ 500.00
139-13		West Kootenay Science Fair	\$ 200.00
181-13	Mar-13	B.C. Seniors Games	\$ 100.00
234-13	Apr-13	Sunwind Solar - Environment Committee - awards	\$ 500.00
234-13		Boundary Wanderers Rugby Football - mutli sport goal posts	\$ 350.00
234-13		Boundary Multi 4H Club - field trips, etc.	\$ 1,500.00
258-13	May-13	Columbia Basin Alliance for Literacy - Boundary - Adult Basic Education	\$ 750.00
290-13	Jun-13	Grand Forks & District - Canada Day	\$ 2,000.00
321-13	Jul-13	Boundary Museum Society - repairs to flour mill	\$ 6,500.00
321-13		G.F. Flying Association - airport courtesy car	\$ 2,000.00
321-13		Grand Forks & District Fall Fair - annual fair	\$ 2,500.00
321-13		Whispers of Hope Benevolence - food/supplies/operational	\$ 500.00
353-13	Aug-13	Grand Forks & Boundary Agriculture - two forums on food security	\$ 2,000.00
353-13		Boundary Invasive Species Society - Goat Grazing workshop	\$ 1,200.00
393-13	Sep-13	Boundary Museum Society	\$ 10,400.00
393-13		Boundary Country Livestock Coop - community meeting	\$ 1,300.00

13/12/2013

2013 Grant in Aids.xlsx

	M E M O R A N D U M		
TO:	Director Bill Baird, Area "E"		
FROM:	Grant Roeland - Director of Finance		
DATE:			
RE:	Grants-In-Aid 2013		
Balance Remaining from 2012			\$ 3,843.00
2013 Requisition			\$ 87,300.00
Less Board Fee 2013			(3,076.00)
Total Funds Available:			\$ 88,067.00
RESOLUTION #	DATE	RECIPIENT	AMOUNT
77-13	Jan-13	Grand Forks PW Rep Team - Tier 4 Provincials	\$ 1,000.00
77-13		Kettle Valley Racing Association - snowmobile drag racing	\$ 1,000.00
139-13	Feb-13	B.W. Fire Dept Auxiliary	\$ 2,000.00
139-13		B.W. Mountain Chamber of Commerce - administration fees	\$ 2,500.00
139-13		Greenwood Winter Fest - 2013 annual festival	\$ 1,000.00
139-13		Greenwood Heritage Society - fencing & building touchups	\$ 1,500.00
139-13		Big White Community School Pac - entrance	\$ 900.00
181-13	Mar-13	Riverside Artists	\$ 1,000.00
181-13		Boundary Central Secondary School	\$ 1,000.00
181-13		Kettle River Trails Association	\$ 1,200.00
181-13		Rock Creek and Boundary Fair Association	\$ 400.00
181-13		Boundary Martial Arts Club	\$ 3,818.00
181-13		Kettle Valley Golf Club	\$ 10,000.00
181-13		Greenwood Sr. Citizen's Association	\$ 700.00
234-13	Apr-13	Phoenix Mountain Alpine Ski - tractor repairs	\$ 2,000.00
234-13		B.W. Community Policing - 2012-13 operational costs	\$ 4,000.00
234-13		Boundary Minor Hockey Association - goalie equipment	\$ 1,000.00
234-13		Village of Midway - Midway Volunteer Fire Dept	\$ 10,000.00
234-13		B.W. Art Society - Art E'scape	\$ 2,500.00
234-13		Midway Ice Maidens - equipment, ice time, etc.	\$ 1,000.00
234-13		Beaverdell Community Club - Ladies Softball Team	\$ 1,500.00
234-13		Big White Racers - growth of club	\$ 2,500.00
258-13	May-13	Mt. Baldy Alpine Club - saftey nettings for races	\$ 3,000.00
258-13		Kettle Wildlife Association - spring wildlife count	\$ 600.00
258-13		Kettle River Lions Club - Boundary Central Secondary bursary	\$ 3,000.00
	May-13	Woodstove Top-up Exchange	\$ 250.00
290-13	Jun-13	Greenwood & District Business Assoc. - Founder's Day	\$ 800.00
290-13		Midway Public Library - summer employee	\$ 3,000.00
290-13		Westbridge Recreation Society - Fire fighting Equipment	\$ 3,500.00
393-13	Sep-13	Midway Trails Society - cribbing on two trails	\$ 500.00
470-13		Boundary Dog Sled Association - friendly races at Jewel Lake	\$ 1,500.00
13/12/2013			2013 Gra

Total			\$ 68,668.00
Balance Remaining			\$ 19,399.00

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
December 12, 2013**

**ELECTORAL AREA 'A'**

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$	96,854.94
Allocation to Dec 31, 2008	Received		46,451.80
Allocation to Dec 31, 2009	Received		91,051.00
Allocation to Dec 31, 2010	Received		89,796.00
Allocation to Dec 31, 2011	Received		89,788.04
Allocation to Dec 31, 2012	Received		87,202.80
Allocation to Dec 31, 2013	Estimated		87,202.00

TOTAL AVAILABLE FOR PROJECTS

\$ 588,346.58

Expenditures:

Approved Projects:

2009	Columbia Gardens Water Upgrade	Completed	\$	250,000.00
2011	South Columbia SAR Hall	Completed		2,665.60
2013	BV Family Park Solar Hot Water	Approved		20,000.00

TOTAL SPENT OR COMMITTED

\$ 272,665.60

TOTAL REMAINING

\$ 315,680.98

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
December 12, 2013**

ELECTORAL AREA 'B'

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 69,049.93
Allocation to Dec 31, 2008	Received	33,116.46
Allocation to Dec 31, 2009	Received	64,912.00
Allocation to Dec 31, 2010	Received	64,017.00
Allocation to Dec 31, 2011	Received	64,010.00
Allocation to Dec 31, 2012	Received	65,936.00
Allocation to Dec 31, 2013	Estimated	65,936.00

TOTAL AVAILABLE FOR PROJECTS

\$ 426,977.39

Expenditures:

Approved Projects:

8547	GID - Groundwater Protection Plan	Completed	\$ 10,000.00
11206	GID - Reducing Station (Advance)2008	Completed	16,000.00
2009	GID - Reducing Station (Balance)	Completed	14,000.00
2009	GID - Upgrades to SCADA	Completed	22,595.50
2009	Casino Recreation - Furnace	Completed	3,200.00
Phase 1	GID - Pipe Replacement/Upgrades	Completed	60,000.00
Phase 2	Looping/China Creek	Completed	18,306.25
2012	Rivervale Water SCADA Upgrade	Completed	21,570.92
2013	Rossland-Trail Country Club Pump	Approved	20,000.00

TOTAL SPENT OR COMMITTED

\$ 185,672.67

TOTAL REMAINING

\$ 241,304.72

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
December 12, 2013**

**ELECTORAL AREA 'C'**

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$	69,877.75
Allocation to Dec 31, 2008	Received		33,513.49
Allocation to Dec 31, 2009	Received		65,690.00
Allocation to Dec 31, 2010	Received		64,785.00
Allocation to Dec 31, 2011	Received		64,778.00
Allocation to Dec 31, 2012	Received		65,746.00
Allocation to Dec 31, 2013	Estimated		65,746.00

TOTAL AVAILABLE FOR PROJECTS

\$ 430,136.24

Expenditures:

Approved Projects:

11207	Christina Lake Community and Visitors Centre	Advanced	\$	50,000.00
2009	CLC&VC	Advanced		25,000.00
2010	CLC&VC	Advanced		25,000.00
2010	Living Machine	Advanced		80,000.00
2010	Kettle River Watershed Study	Remaining		15,000.00
2012	Kettle River Watershed Study	Funded		5,000.00
2011	Solar Aquatic System Upgrades	Completed		7,325.97
417-13	Kettle River Watershed (Granby Wilderness Society)	Approved		2,000.00
418-13	Christina Lake Chamber of Commerce (Living Arts Centre Sedum/Moss Planting Medium)	Approved		20,697.00

TOTAL SPENT OR COMMITTED

\$ 230,022.97

TOTAL REMAINING

\$ 200,113.27

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
December 12, 2013**

**ELECTORAL AREA 'D'**

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 154,656.26
Allocation to Dec 31, 2008	Received	74,173.40
Allocation to Dec 31, 2009	Received	145,389.00
Allocation to Dec 31, 2010	Received	143,385.00
Allocation to Dec 31, 2011	Received	143,370.00
Allocation to Dec 31, 2012	Received	150,634.00
Allocation to Dec 31, 2013	Estimated	150,634.00

TOTAL AVAILABLE FOR PROJECTS

\$ 962,241.66

Expenditures:

Approved Projects:

8549	City of GF - Airshed Quality Study	Completed	\$ 5,000.00
2010	Kettle River Watershed Study	Remaining	50,000.00
2010	Kettle River Water Study	Funded	25,000.00
2012-1	Kettle River Watershed Study	Funded	15,000.00
2012-2	Kettle River Watershed Study	Funded	10,000.00
2010	Boundary Museum Society - Phase 1	Approved	13,000.00
2011	Boundary Museum Society - Phase 2	Completed	30,000.00
2012	Boundary Museum Society - Phase 2	Completed	8,715.00
2011	Phoenix Mnt Alpine Ski Society	Completed	63,677.00
2012	Phoenix Mnt Alpine Ski Society	Completed	1,323.00
2012	Phoenix Mnt Alpine Ski Society	Additional	12,600.00
2012	Grand Forks Curling Rink	Completed	11,481.00
417-13	Kettle River Watershed (Granby Wilderness Society)	Approved	2,000.00

TOTAL SPENT OR COMMITTED

\$ 247,796.00

TOTAL REMAINING

\$ 714,445.66

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
December 12, 2013**

E

ELECTORAL AREA 'E'

	Description	Status	Allocation	
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Revenue:

Per Capital Allocation of Gas Tax Grant:

Allocation to Dec 31, 2007	Received	\$ 108,785.28
Allocation to Dec 31, 2008	Received	52,173.61
Allocation to Dec 31, 2009	Received	102,266.68
Allocation to Dec 31, 2010	Received	100,857.14
Allocation to Dec 31, 2011	Received	100,846.00
Allocation to Dec 31, 2012	Received	93,112.00
Allocation to Dec 31, 2013	Estimated	93,112.00

TOTAL AVAILABLE FOR PROJECTS

\$ 651,152.71

Expenditures:

Approved Projects:

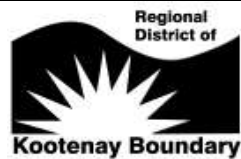
283	Greenwood Solar Power Project	Completed	\$ 3,990.00	
8548	Kettle Valley Golf Club	Completed	20,000.00	
8546	West Boundary Elementary School Nature Park	Completed	13,500.00	} 28,500.00
8546E	2010 WBES - Nature Park (expanded)	Completed	15,000.00	
2009/10	Kettle Wildlife Association (heatpump)	Completed	35,000.00	
2010	Rock Creek Medical Clinic (windows/doors)	Completed	18,347.56	
2010	Kettle Valley Golf Club (Pumps)	Completed	24,834.63	} 41,368.00
2011	Kettle Valley Golf Club (Pumps)	Completed	10,165.37	
2011	Kettle Valley Golf Club (Pumps)	Completed	6,368.00	
2010	Rock Creek Fairground Facility U/G	Completed	14,235.38	} 44,000.00
2011	Rock Creek Fairground Facility U/G	Completed	22,764.62	
2011	Rock Creek Fairground Facility U/G	Completed	7,000.00	
2010/11	Beaverdell Community Hall Upgrades	Completed	47,000.00	
2010	Kettle River Watershed Study	Remaining	70,000.00	
2010	Kettle River Water Study	Funded	25,000.00	
2012-1	Kettle River Watershed Study	Funded	15,000.00	
2012-2	Kettle River Watershed Study	Funded	40,000.00	
417-13	Kettle River Watershed (Granby Wilderness Society)	Approved	2,000.00	

TOTAL SPENT OR COMMITTED

\$ 390,205.56

TOTAL REMAINING

\$ 260,947.15



2014 PLANNING AND DEVELOPMENT DEPARTMENT APPLICATION PROCESS AND MEETING SCHEDULE

(As of December 5, 2013)

2014 Application Deadline Date	2014 APC Mail-Out Date	2014 APC Meeting Dates	2014 EAS Agenda Mailout	2014 EAS Meetings	2014 Board Agenda Items	2014 Board Meetings
Dec. 12/13	Dec. 19/13	Mon/Tues Jan. 6/7	Thurs., Jan. 9	Thurs., Jan. 16 (Trail – 4:30 pm)	Tues., Jan. 21	Thurs., Jan. 30 (Grand Forks)
Thurs., Jan. 16	Thurs., Jan. 23	Mon/Tues Feb. 3/4	Thurs., Feb. 6	Thurs., Feb. 13 (GF – 4:30 pm)	Tues., Feb. 18	Thurs., Feb. 27 (Trail)
Thurs., Feb. 13	Thurs., Feb. 20	Mon/Tues Mar. 3/4	Thurs., Mar. 6	Thurs., Mar. 13 (Trail – 4:30 pm)	Tues., Mar. 18	Thurs., Mar. 27 (Trail)
Thurs., Mar. 13	Thurs., Mar. 20	Mon/Tues Mar. 31/Apr. 1	Thurs., Apr. 3	Thurs., Apr. 10 (GF – 4:30 pm)	Tues., Apr. 15	Thurs., April 24 (TBA)
Thurs., Apr. 17	Thurs., Apr. 24	Mon/Tues May 5/6	Thurs., May 8	Thurs., May 15 (Trail – 4:30 pm)	Tues., May 20	Thurs., May 29 (Trail)
Thurs., May 15	Thurs., May 22	Mon/Tues Jun. 2/3	Thurs., June 5	Thurs., June 12 (GF – 4:30 pm)	Tues., June 17	Thurs., June 26 (Trail)
Thurs., June 19	Thurs., June 26	Mon/Tues Jul. 7/8	Thurs., July 10	Thurs., July 17 (Trail – 4:30 pm)	Tues., July 22	Thurs., July 31 (Grand Forks)
Thurs., July 17	Thurs., July 24	Tues Aug. 5	Thurs., Aug. 7	Thurs., Aug. 14 (GF – 4:30 pm)	Tues., Aug. 19	Thurs., Aug. 28 (TBA)
Thurs., Aug. 14	Thurs., Aug. 21	Tues Sept. 2	Thurs., Sept. 4	Thurs., Sept. 11 (Trail – 4:30 pm)	Tues., Sept. 23	Thurs., Oct. 2 (Trail)
Thurs., Sept. 18	Thurs., Sept. 25	Mon/Tues Oct. 6/7	Thurs., Oct. 9	Thurs., Oct. 16 (GF – 4:30 pm)	Tues., Oct. 21	Thurs., Oct. 30 (Grand Forks)
Thurs., Oct. 16	Thurs., Oct. 23	Mon/Tues Nov. 3/4	Thurs., Nov. 6	Thurs., Nov. 13 (Trail – 4:30 pm)	Tues., Nov. 18	Thurs., Nov. 27 (Trail)
Applications received for Jan. 2015 EAS Mtg. will be mailed to APC's on Thurs., Dec. 18/14	NO SCHEDULED MAILOUT	DEC. APC MEETING OPTIONAL	NO EAS MTG. IN DECEMBER	NO EAS MTG. IN DECEMBER	Tues. Nov. 25	Statutory Board Mtg. Thurs., Dec. 11 – 4:00 PM (Trail)
Jan. 2015 Cutoff: Thurs. Dec. 11/14	Jan. 2015 Mailout: Thurs. Dec. 18/14	Start of January 2015 Schedule				

P:\PD\Forms\APCPlanBoardSchedule\2014 Process Schedule.doc

Subject: Communicating with the PUBLIC - Thoughts from the Area A APC

Following some negative publicity regarding a zoning application in Area A, our APC took some time to reflect on the process from the applicant's perspective and have asked that the following be put on an agenda for the Rural Directors to consider at a future meeting. I think that if there is a way we can improve our communications for the residents on HOW the process works, we should take a look.

LINDA/JOHN/MARK.....

Can we put this on our agenda for a discussion item in January please? I thank the Directors for taking the time to review and consider the suggestions, or for bringing some of your own ideas! I believe Mark may have mentioned that there are some other process improvements we could consider. Cheers to all.....

From the NOVEMBER AREA A APC MINUTES>>>>>

Discussion held regarding the rezoning process and the members came up with some suggestions.

Please refer these comments to the Planning Department and the electoral Area Services for review and comment.

Consider registering mail outs to affected properties

Consider face to face communication with the most affected property owners

Consider a rezoning fact sheet explaining the process

Consider an information slip to be placed on the Development Permit Sign

Consider explaining the Rezoning Process in your News letter

Consider better communication for the public in simple terms