

Electoral Area Services

Thursday, October 22, 2015 - 5:00 pm

The Regional District of Kootenay
Boundary Board Room, RDKB Board Room,
2140 Central Ave., Grand Forks, BC

A G E N D A

1. CALL TO ORDER
2. ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

A) October 22, 2015

Recommendation: That the October 22, 2015 Electoral Area Services Agenda be adopted.

3. MINUTES

A) September 17, 2015

Recommendation: That the September 17, 2015 Electoral Area Services Minutes be received.

[Minutes-Sept 17-Electoral Area Services Committee Pdf](#)

4. DELEGATIONS

A) Christina Lake Seniors Housing Society

5. UNFINISHED BUSINESS

A) **Financial Concession - Waive Building Permit Fees**
Referred from the Sept. 17th PEP Committee Meeting

B) **A Memorandum of Action Items and their status**

Recommendation: That the Memorandum of Action Items be received.

[ToEndOfSeptForOct2015](#)

C) **Gas Tax Forms**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the update and creation of RDKB Gas Tax application, final report, and annual report forms.

Recommendation: That the Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the update and creation of RDKB Gas Tax application, final report, and annual report forms, be received
[Staff Report - Electoral Area Services - Update and Create Gas Tax Forms - Oct2015 - Pdf](#)

6. NEW BUSINESS

A) **Christina Lake Seniors Housing Society**

RE: OCP/Zoning Bylaw Amendment

Southeast corner of Christina Lake Community Park
Electoral Area 'C'/Christina Lake
RDKB File: C-498-02994.015 TEMP

Recommendation: 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 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 supported AND FURTHER that staff be directed to draft amendment OCP

and zoning bylaws for presentation to the Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed Official Community Plan and zoning bylaw amendments.

[Seniors Housing Society OCP and Zoning Amendment 2015](#)

B) Mary and Michael Hoffman

RE: Development Variance Permit

725 Feathertop Way, Big White Ski Resort

RDKB File: BW-4222-07500.690

Recommendation: That the Development Variance Permit application for Mary and Michael Hoffman, submitted by their agent, Andrea Van Neikerk of Eidos Architecture Inc., to allow a variance to the rear parcel line where adjacent to a publicly owned ski trail of 0.29m from 2m to 1.71m and a siting exception variance of 0.22m from 0.6m to 0.82m to allow for roof overhangs of a single family dwelling on the property legally described as Strata Lot 18, DL 4222, SDYD, Plan KAS3134, together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V, be presented to the Board for consideration, with a recommendation of support.

[2015-10-13 Hoffman DVP EAS](#)

C) Zellstoff Celgar Ltd.

RE: Development Permit Amendment

9155 Station Road, Electoral Area 'A'

RDKB File: A-205A-00935.050

Recommendation: That the staff report submitted by Zellstoff Celgar Limited Partnership for a Development Permit Amendment for the parcel legally described as Lot 6B, Twp 7A, DL 205A, DL 205B, Section 20 & 29, KD, PLAN 800, be received.

[2015-10-13 Celgar EAS](#)

D) **Ronald Bell & Robert Faickney**

RE: MOTI Subdivision

1500 Neimi Road, Electoral Area 'C'/Christina lake

RDKB File: C-317-02536.570

Recommendation: That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, which would dissolve Lot 27 legally described as Strata Lot 27, DL 317, KAS1647, SDYD and through a boundary adjustment add the additional area to Strata Lots 29 through 30, DL 317, KAS1647, SDYD, located at 1500 Neimi Road, Electoral Area 'C'/Christina Lake, be received.

[2015-10-08 Bell EAS](#)

E) **RDEK Proposal to Develop a Business Case for a Shared Agricultural Liaison Officer Position**

Staff Report from Mark Andison, General Manager, Operations / Deputy CAO outlining a proposal received from the Regional District of East Kootenay to participate in developing a business case for a shared agricultural liaison officer between the RDKB, RDCK, and RDEK.

Recommendation: *That Regional District of Kootenay Boundary staff be authorized to work with staff from the Regional District of East Kootenay, Regional District of Central Kootenay, and the Columbia Basin Trust to assist with the development of a proposal for a shared Agricultural Liaison Officer for the three regional districts.*

[STAFF REPORT RDEK Agricultural Liaison Officer Proposal](#)
[RDEK Letter Regarding Agricultural Liaison Officer Proposal Development](#)

F) **BC Building Act Implications**

Staff Report from Mark Andison, General Manager, Operations

/ Deputy CAO outlining the implications of the new *BC Building Act* for the RDKB

Recommendation: *That the staff report from Mark Andison, General Manager, Operations / Deputy CAO outlining the implications of the new BC Building Act for the RDKB be received.*

[STAFF REPORT Building Act Implications for RDKB Building Act Guide](#)

G) **Grant in Aid Update**

Recommendation: That the Grant in Aid report be received.
[2015 Grant in Aids \(October 15, 2015\)](#)

H) **Gas Tax Update**

Recommendation: That the Gas Tax report be received.
[Gas Tax Agreement EA Committee \(October 15, 2015\)](#)

I) **2016 FireSmart Grant Program**

Staff Report from Mark Andison, General Manager, Operations / Deputy CAO regarding the 2016 FireSmart Grant Program eligibility criteria.

Recommendation: That the report regarding the 2016 FireSmart Grant Program application eligibility criteria from Mark Andison, General Manager, Operations / Deputy CAO be received.

[STAFF REPORT 2016 FireSmart Grant Program](#)
[2016 FireSmart Grant Program Guide and Application Form](#)

7. LATE (EMERGENT) ITEMS

8. DISCUSSION OF ITEMS FOR FUTURE AGENDAS

9. CLOSED (IN CAMERA) SESSION

10. ADJOURNMENT



**Electoral Area Services
Minutes**

Thursday, September 17, 2015, 5:00 p.m.
RDKB Board Room, 843 Rossland Ave., Trail, BC

Directors Present:

Director Linda Worley, Chair
Director Ali Grieve
Director Grace McGregor
Director Roly Russell
Director Vicki Gee, via teleconference

Staff Present:

Mark Andison, General Manager of Operations/Deputy CAO
Donna Dean, Manager of Planning and Development
Deep Sidhu, Financial Services Manager
Maria Ciardullo, Recording Secretary

1. CALL TO ORDER

Chair Worley called the meeting to order at 5:00 p.m.

2. ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

September 17, 2015

There were 2 additions to the agenda as follows:

6A1 - Firesmart Funding
6A2 - Building Permit Fee - Waive

Moved: Director Grieve

Seconded: Director McGregor

That the September 17, 2015 Electoral Area Services Agenda be adopted as amended.

Carried.

3. MINUTES

June 11, 2015

Moved: Director McGregor

Seconded: Director Russell

That the June 11, 2015 Electoral Area Services Minutes be received.

Carried.

4. DELEGATIONS

There were no delegations in attendance.

5. UNFINISHED BUSINESS

A Memorandum of resolutions and their status

An update was given on the Mt. Baldy sprinkler bylaw and also the possibility of offering health benefits for Directors.

Moved: Director Grieve

Seconded: Director Russell

That the Electoral Area Services Committee Memorandum of Action Items for the period ending June 2015 be received.

Carried.

6. NEW BUSINESS

A) Rosalee Ewasiuk and Jason Furlotte

RE: Zoning Amendment

3250 6th Road West, Electoral Area 'D'/Rural Grand Forks

Lot 3, DL 700, SDYD, Plan KAP38

RDKB File: D-700-03677.000

Donna Dean, Manager of Planning and Development, reviewed the application with the Committee Members.

Moved: Director Russell

Seconded: Director McGregor

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Electoral Area Services

September 17, 2015

That the application submitted by Rosalee Ewasiuk and Jason Furlotte to amend the Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No.1299 to rezone their 'Industrial 4' property to 'Estate Lot Residential 3' (R3) on the subject property legally described as Lot 3, District Lot 700, SDYD, Plan KAP38, be supported AND FURTHER that staff be directed to draft an amendment bylaw for presentation to the Board of Directors for first and second reading and to schedule and hold a public hearing on the proposed bylaw amendment.

Carried.

**6A1) Firesmart
RE: Provincial Funding**

Director Gee explained there is provincial funding available and would like the RDKB to apply. The deadline for applications is November 30, 2015.

Moved: Director Gee

Seconded: Director McGregor

That Staff be directed to draft a staff report outlining the application criteria for funding.

Carried.

6A2) Disaster Relief – Waiving Building Permit Fee(s)

Director Gee explained the efforts of the Mennonite Disaster group, Habitat for Humanity and the Red Cross. There are dwellings needing to be rebuilt and she would like the RDKB to waive the fee for building permits in order to assist those in need. At this time two homes are proposed to be built, one of which there may be a request to waive the Building Permit Fees in order to reduce costs as much as possible. The Committee would review to waive building permit fees on a case by case basis.

**6B) Tree Tops - Building E
RE: Development Variance Permit**

7640 Porcupine Road, Big White
Lot 1, DL 4109s, SDYD, Plan KAS2207
RDKB File: BW-4109s-07386.400

Donna Dean reviewed the application with the Committee Members and stated that the APC supports this application.

Moved: Director Gee

Seconded: Director McGregor

That the Development Variance Permit submitted by Catherine Campbell, acting as agent, on behalf of the property owners for 11 units, Units #26-36 in Building E, in the Tree Tops Development to allow a variance to the interior side parcel line setback of 2.17m, from 4m to 1.83m, on the property legally described as Strata Lots 26-36, Building 'E', DL 4109s, SDYD, Plan KAS2207, together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1 or V as appropriate, be presented to the Board for consideration with a recommendation of support, subject to strata approval and subject to it being a single uniform addition.

Carried.

6C) Keith Hammond & Gillian Boothroyd

RE: Development Permit

73 Brown Road, Electoral Area 'C'/Christina Lake
Lot 4, DL 177s, KAP35094, SDYD
RDKB File: C-177s-01990.040

Donna Dean reviewed the application with the Committee Members. There was a brief discussion on garberators and water softener systems.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the application for a Development Permit submitted by Keith Hammond and Gillian Boothroyd to construct a single family dwelling in the Waterfront Environmentally Sensitive Development Permit Area fronting Christina Lake, on the parcel legally described as Lot 4, DL 177s, KAP35094, SDYD, be received.

Carried.

6D) Lawrence & Shauna Peil

RE: MOTI Subdivision

Gibbs Creek Road, west of Grand Forks, Electoral Area 'D'/Rural Grand Forks
Lot C, DL 1737, SDYD, Plan 17794, Except Plan H12297
Lot 1, DL 2701, SDYD, Plan 21832
RDKB File: D-1737-04566.300

Donna Dean provided an overview of this application.

Moved: Director Russell

Seconded: Director McGregor

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Electoral Area Services
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That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, specifically a boundary adjustment on the properties on Gibbs Creek Road, near Highway 3, Electoral Area 'D'/Rural Grand Forks, legally described as, Lot C, DL 1737, SDYD, Plan 17794 Except Plan H12297, and Lot 1, DL 2701, SDYD, Plan 21832, be received.

Carried.

6E) Earl & Marjorie Thomas

RE: MOTI Subdivision

3315 Fiva Creek South Forest Service Road, 5 km north of Westbridge, Electoral Area 'E'/West Boundary

DL 1411s, SDYD

RDKB File: E-1411s-04753.000

Donna Dean provided an overview of this application.

Moved: Director Gee

Seconded: Director Russell

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision on the property at 3315 Fiva Creek South Forest Service Road, 5km north of Westbridge, Electoral Area 'E'/ West Boundary, legally described as DL 1411S, SDYD, be received.

Carried.

6F) M & J Orchards - Mervyn & Joan Geen

RE: Medical Marijuana Notification for Production License

Myers Creek Road, east of Rock Creek, Electoral Area 'E'/West Boundary

DL 1549, except plan B4022 B7361 9525 28589 H1 sublots C & D

RDKB File: E-1549-04859.000

Donna Dean reviewed this application with those present. She stated that medical marijuana production is an approved activity within the ALR. It was noted the Electoral Area 'E'/West Boundary APC doesn't support this application. There was some discussion on whether or not the initial medical marijuana notifications be sent to the Advisory Planning Commissions.

Moved: Director McGregor

Seconded: Director Russell

That the notification to establish a federally licensed Marijuana for Medical Purposes Regulations (MMPR) Facility on in Electoral Area 'E'/ West Boundary, off Myers Creek Road, east of Rock Creek, on the property legally described as DL 1549, except plan B4022 B7361 9525 28589 H1 sublots C&D, be received.

Carried.

6G) Ronald "Troy" Darbyshire

RE: ALR - Temporary Non-Farm Use Permissions Expired

3345 Almond Gardens Road West, Electoral Area 'D'/Rural Grand Forks

Lot 3, DL 363, SDYD, Plan 6263

RDKB File: D-363-02654.000

Donna Dean provided an overview of this item with those present.

Moved: Director Russell

Seconded: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors send a letter to the Agricultural Land Commission inquiring as to how the ALC intends to gain compliance respecting ALC Resolution #310/2013 at Lot 3, DL363, SDYD, Plan 6263.

Carried.

6H) Columbia Basin Rural Development Institute

RE: Requesting support for Regional Food Policy Council

There was some discussion on the jurisdiction of this newly formed council.

Moved: Director Russell

Seconded: Director McGregor

That the Regional District of Kootenay Boundary Electoral Area Services Committee send a letter to the Columbia Basin Rural Development Institute in support of the proposal for the creation of a Regional Food Policy Council for the Kootenay Region and to explore what this model would look like.

Carried.

6I) Okanagan Water Forum

Moved: Director McGregor

Seconded: Director Grieve

That the EAS Committee approves the costs in the amount of \$(costs to be determined) incurred for Director Russell's Attendance at Okanagan Water Forum: From Knowledge to Forward Thinking.

Carried.

6J) Agriculture Land Commission

Moved: Director Russell

Seconded: Director McGregor

That the letter from Maureen Shields dated May 24, 2015 be received.

Carried.

6K) Phoenix Cemetery Discussion

There was a brief discussion around the Phoenix Cemetery falling under the Boundary Historical Society. Also discussed was the possibility of adding this to the Electoral Areas 'D'/Rural Grand Forks and 'E'/West Boundary 2016 budgets.

6L) Christina Lake Boat Access Society**RE: Gas Tax Application - Electoral Area 'C'/Christina Lake**

Moved: Director McGregor

Seconded: Director Grieve

That the Christina Lake Boat Access Society Gas Tax Application in the amount of \$30,000 for the redesign of the Texas Point Campground boat launch parking lot be forwarded to the RDKB Board of Directors with a recommendation of approval.

Carried.

6M) Christina Lake Community Association**RE: Gas Tax Application - Electoral Area 'C'/Christina Lake**

Moved: Director McGregor

Seconded: Director Russell

That the Christina Lake Community Association Gas Tax Application in the amount of \$17,000 for the design and installation of a make-up air system for the Community Hall kitchen be forwarded to the RDKB Board of Directors with a recommendation of approval.

Carried.

6N) Update and Creation of RDKB Gas Tax Forms

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the update and creation of the RDKB Gas Tax application, final report, and annual report forms was discussed.

There was discussion regarding the new forms. Some felt the new forms are too cumbersome and lengthy, while others felt these new forms provided structure and consistency. Deep Sidhu, Financial Services Manager, stated the UBCM requires reporting from the RDKB and these new forms will facilitate that.

Moved: Director Grieve
Opposed: Director Russell

Seconded: Director McGregor

That the Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the update and creation of the RDKB Gas Tax application, final report, and annual report forms, be received AND FURTHER that each Electoral Area Director provide feed back to Staff regarding these new forms.

Carried.

6O) Grant in Aid update

Director McGregor stated she would like this update emailed to her separately from the EAS agenda.

Director Russell commented that the updates are currently being emailed separately to each Electoral Area Director.

Moved: Director Grieve

Seconded: Director Russell

That the Grant in Aid report be received.

Carried.

6P) Gas Tax Update

Moved: Director Grieve

Seconded: Director Russell

That the Gas Tax report be received.

Carried.

7. LATE (EMERGENT) ITEMS

Date of Next EAS Meeting

It was discussed that the October Electoral Areas Services Meeting be moved from October 15, 2015 to October 22, 2015 at 5:00 p.m. Location remains as the Grand Forks RDKB Board Room.

8. DISCUSSION OF ITEMS FOR FUTURE AGENDAS

There was no discussion.

9. CLOSED (IN CAMERA) SESSION

There was no closed (in camera) meeting.

10. ADJOURNMENT

There being no further business to discuss, Chair Worley adjourned the meeting at 6:25 p.m.

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

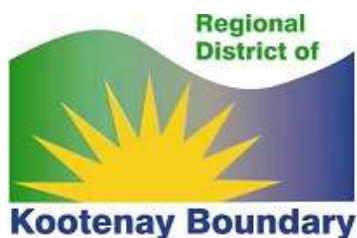
Action Items Arising from Electoral Area Services Committee Direction (Task List)

Pending Tasks

| Date | Item/Issue | Actions Required/Taken | Status – C / IP |
|-------------|---|--|------------------------|
| Feb. 14/13 | Boundary Ag Plan Implementation | Consider areas 'C' & 'D' OCP review recommendations; Consult with Area 'E' residents re: needs assessment survey recommendations; | IP |
| Oct. 16/14 | Christina Waterworks study | Contract with MMM Group | C |
| Nov. 13/14 | Kettle River Watershed Plan | Staff to provide updates by Nov. 2015 if additional gas tax funds are required | IP |
| Jan. 15/15 | Benefits for Elected Officials | Staff to send out Medical/Dental benefits to all Directors | C |
| Mar. 12/15 | Building Inspection Service | Staff to research options (increase in fees/decrease in expenses); articulate a plan for 2016 | IP |
| | Gas Tax funding – Christina Gateway | Staff to draft a letter of support | C |
| | Partnership Agr. - maintenance of Kettle Valley Rail Trail (Area 'E') | Staff to look into different models available to managing trails (ownership/partnership/third party agreements) | IP |
| Apr. 16/15 | Kettle River Salmon | Staff to conduct preliminary inquiries with Mr. Oldroyd and research the role of RDKB | C |
| | Branding & Corporate Logo | Staff to look into a communication plan for inclusion in the next strategic plan session | IP |
| May 14/15 | Grant in Aid documentation process | Staff to research | IP |
| | Quagga & Zebra Mussels | Staff to prepare prelim info; set up meeting with MOE at UBCM; draft responsibility Ltr. | C |

Tasks from Electoral Area Services Committee Meeting September 17, 2015

| Date | Item/Issue | Actions Required/Taken | Status – C / IP |
|-------------|---|--|------------------------|
| Sept. 17/15 | Zoning Amendment, Area D | Sent to Board for 1 st /2 nd reading and set up public hearing | IP |
| | Firesmart Provincial funding | Staff to draft report outlining criteria for funding | IP |
| | Tree Tops DVP | Sent to Board-Deferred | IP |
| | Darbyshire – ALR Non-Farm use | Draft Letter to ALR | C |
| | Regional Food Policy | Send letter to Columbia Basin Rural Development Institute | C |
| | Gas Tax App – Christina Lake Boat Access | Sent to Board for approval | C |
| | Gas Tax App – Christina Lake Community | Sent to Board for approval | C |
| | Mt. Baldy OCP and Zoning, Sprinkler Control | Sent to Board for 1 st /2 nd reading and set up public hearing | IP |



STAFF REPORT

Date: 16 Oct 2015 **File**
To: Chair Worley and Electoral Area Services Committee
From: Goran Denkovski, Manager of Infrastructure and Sustainability
Re: Gas Tax Forms

Issue Introduction

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the update and creation of RDKB Gas Tax application, final report, and annual report forms.

History/Background Factors

The RDKB has been using a gas tax application form that was developed when the program started and does not have an annual and final report form.

Implications

The forms would have to be submitted for all proposed RDKB gas tax funded projects.

Advancement of Strategic Planning Goals

Exceptional Cost Effective And Efficient Services - We will review and measure service performance

Background Information Provided

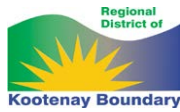
1. Gas Tax Application Form
2. Gas Tax Annual Reporting Form
3. Gas Tax Final Report Form

Alternatives

1. Receive the Staff Report regarding the update and creation of RDKB Gas Tax application, final report, and annual report forms.
2. Do not receive the Staff Report regarding the update and creation of RDKB Gas Tax application, final report, and annual report forms.

Recommendation(s)

That the Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the update and creation of RDKB Gas Tax application, final report, and annual report forms, be received



Federal/Provincial Gas Tax Funding Application

Application Date

Project Title

Applicant Contact Information:

| | | | |
|----------------------|--|---------|--|
| Name of Organization | | | |
| Address | | | |
| Phone No. | | Fax No. | |
| Email Address | | | |

Director(s) in Support
Of Project

Area

Amount Required \$

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

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

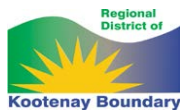
Do you have the Landowner's written approval to complete the works on the land(s)?

- ☐ Yes (include copies of permits)
- ☐ No

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

| Registered Owners of Land | Legal Description of land(s) |
|---------------------------|------------------------------|
| | |

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

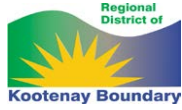


Application Contents – must include all of the following:

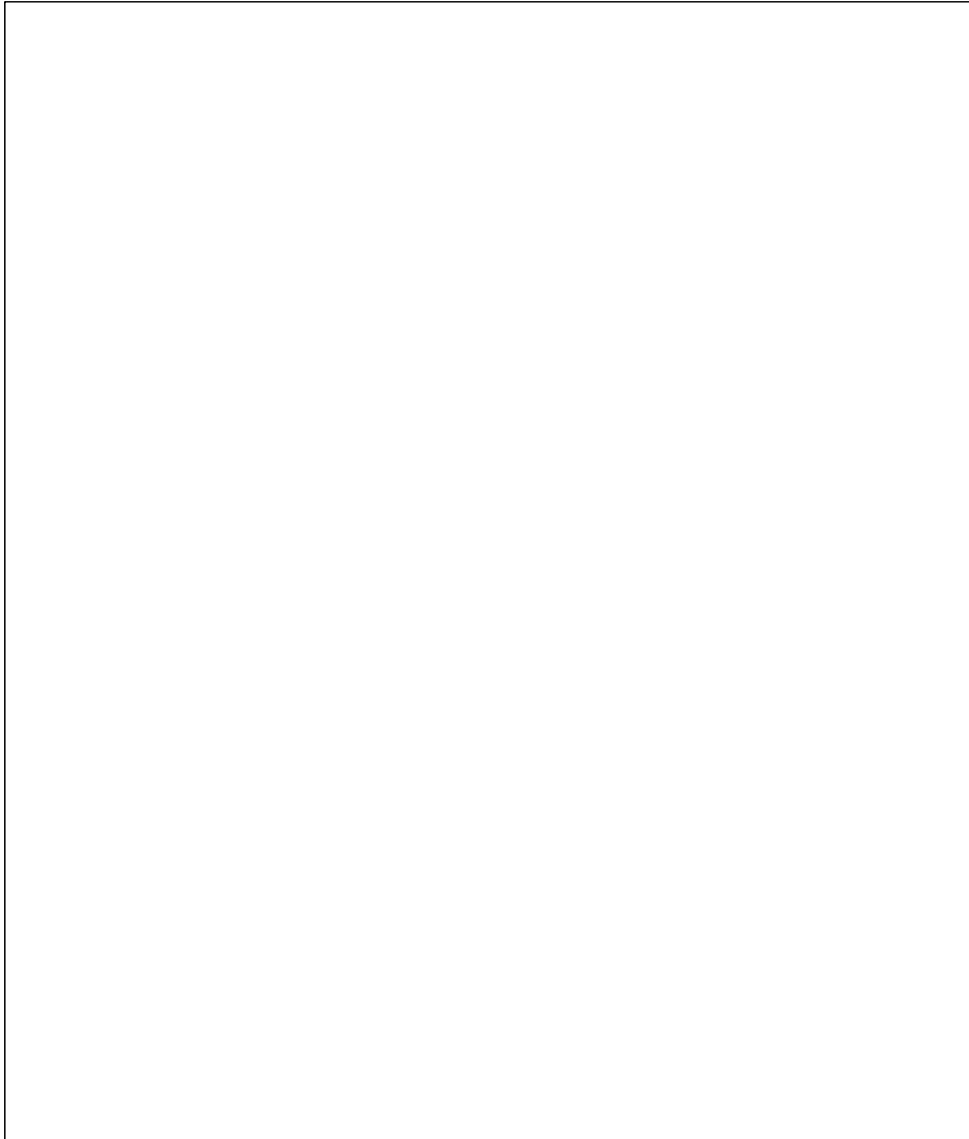
1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

1. Eligible Project Description including timeline:

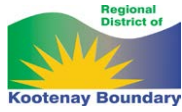
202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com



1.1 Project Impact:



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



1.2 Project Outcomes:

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

1.3 Project Team and Qualifications:

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2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

| Items | Details | Cost (\$) |
|--------------|----------------|------------------|
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| | Total | \$ |

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Email: admin@rdkb.com · web: rdkb.com

Additional Budget Information

| |
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| |
|--|

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the *Project* and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

| Signature | Name | Date |
|-----------|------|------|
| | | |

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

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- b) the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. training directly related to asset management planning; and,
 - iii. long-term infrastructure plans.

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Costs for Eligible Recipients

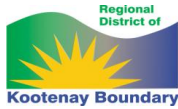
Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section 1.1
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

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- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs

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Regional District of Kootenay Boundary Gas Tax Annual Reporting for the year

| | |
|------------------|--------|
| Organization: | Date: |
| Project Name: | Phone: |
| Project Contact: | Email: |

Refer to Outcomes Reporting Framework for a list of the mandatory and additional measures reporting requirements associated with your project. An annual report must be submitted to the the Regional District of Kootenay Boundary by October 31st for a period of 5 years following the completion of the project.

Generally, you can find the relevant data from feasibility and engineering studies, utility bills, energy audits, and equipment and stock specifications. Where quantification is not possible, you are asked to describe the type of project and the rationale for how it relates to one or more of the mandatory outcome measures. We are encouraging you to report on any additional outcomes that are related to your project. Try to think of all the benefits to your community and local government that the project provides.

You must report on the mandatory measure that correlates with your project type. Where it asks for a rationale, provide a rationale of how the project may lead to economic growth, a clean environment, and/or strong cities and communities.

You may report out on any of the additional measures on a voluntary basis that may apply to your project.

Broad Category:

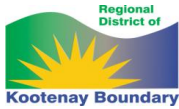
(Public Transit, Roads & Bridges, Paths & Trails, Community Energy Systems, Solid Waste, Water, Wastewater)

Project Type ((See Outcomes Reporting Framework):

Project Description:

| |
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| |

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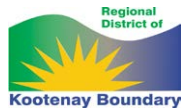


| Mandatory Measures & Rationale: | How was the measurement met? |
|---------------------------------|------------------------------|
| | |
| | |
| | |
| | |
| | |
| | |
| Additional Measures: | |
| | |
| | |
| | |

Signature

Name (please print)

Date



Regional District of Kootenay Boundary Gas Tax Final Report

Organization:

Project Name:

Project Contact:

Phone:

E-mail:

Please complete the project summary and financial report below and include the following items with the report:

- ☐ Copies of all invoices for which Gas Tax funds were used;
- ☐ Copy of an unaudited Balance Sheet and Statement of Income & Expenses for the project for the year the funds were dispersed to finance the project
- ☐ List of Executive and Board Members, with updates sent when any change occurs;

Project Description:

Project Outcomes:

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Email: admin@rdkb.com · web: rdkb.com



Project Summary: (Please attach additional information if necessary.)

1. Summarize your project and describe the level of success this project attained with respect to the goals set out in your project application (including the impact of the project on economic growth, a clean environment, and/or strong cities and communities.):

2. Describe how the project specific mandatory measurements have been met (see *Outcomes Reporting Framework* document provided with contract).

Financial Report:

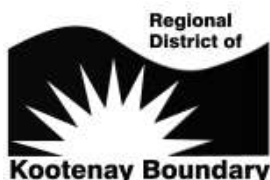
| FINANCIAL STATEMENT | | | |
|----------------------------|---------|--|---------|
| REVENUE | | EXPENSES | |
| Community Works Fund Grant | \$ | Professional, Design, Consultant Fees | \$ |
| Revenue from Other Sources | \$ | Construction, Manufacturing Cost | \$ |
| | \$ | Tangible Capital Asset Cost Acquisition, Construction or Renovation (provide detail) | \$ |
| | \$ | Debt Financing Charge | \$ |
| | \$ | Environmental Assessment Monitoring | \$ |
| | \$ | * | \$ |
| | \$ | * | \$ |
| TOTAL REVENUE | \$ 0.00 | TOTAL EXPENSES | \$ 0.00 |

*Other (Specify)

Signature

Name (please print)

Date



Electoral Area Services Committee Staff Report

Prepared for meeting of October 2015

| OCP and Zoning Amendment | | | |
|---|---|--|-------------------------|
| Applicant: Christina Lake Seniors Housing Society | | File No: C-498-02994.015 Senior's Housing Temp | |
| Location: Southeast corner of Christina Lake Community Park, Electoral Area 'C'/Christina Lake | | | |
| Legal Description: 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. | | Area: ± 1.2 ha (3.0 acres) | |
| OCP Designation: Parks and Recreational | Zoning: Parks and Recreational (P1) | ALR status: No | DP Area: None |
| Contact Information: Kathy O'Malley, President Christina Lake Seniors Housing Society 1675 Highway #3 Christina Lake, BC V0H 1E2 250-447-6165 kathyomalley2325@gmail.com | | | |
| Report Prepared by: Jeff Ginalias, Senior Planner | | | |

ISSUE INTRODUCTION

The Christina Lake Seniors Housing Society (hereinafter "Society") is renewing its application to amend the Electoral Area 'C'/Christina Lake Official Community Plan and Zoning Bylaw, to allow for a seniors housing development on Crown land next to the Christina Lake Arts and Artisans Centre (*see Site Location Map*).

This application is the next step in the development of the senior's housing project. The Society has applied to the province (the Ministry of Forests, Lands and Natural Resource Operations) for a Crown Grant for the area. The Ministry requires that the land be zoned to a use compatible with the Crown Grant application (e.g., senior's housing development) before they will process it further (*see Province Comments and Map*). So,

the rezoning is a condition precedent to further processing the Crown grant application. However, the rezoning requires an amendment to the OCP as well, so that the land use designation is consistent with the zoning. The zoning and OCP bylaw amendment application is the only matter under consideration here.

HISTORY / BACKGROUND FACTORS

The need for a senior's housing development complex at Christina Lake and the search for the proper location dates back several years. Location, price, accessibility, plus other factors have all influenced the review, complicated the process, and delayed selecting a location and being able to move forward. A summary of some of the options and factors involved in deciding on the current location is provided by the Society in their application (*see Site Comparison Document*).

The parcel under application was used as part of a sawmill operation until 1983. The province purchased this parcel in 1991. The Regional District obtained a License of Occupation for a Community Park in 1998. Later, a separate license of occupation was issued to the Regional District for the Christina Lake Art and Artisans Center (also referred to as the Welcome Center), which opened in 2011.

In June 2010, the RDKB Board of Directors passed a resolution supporting an application to the province for a Crown Grant for ± 1.0 ha (2.5 acre) for a seniors housing project for this area. In 2011, a similar resolution was supported when the land area request increased to ± 1.2 ha.

With local government support in place, the Society then applied to the Province for a Crown Grant. In processing the application, the province required an appraisal and sent out referrals to potentially interested parties.¹ The province also required the Society to submit other specific technical information on the parcel under application. All of this was done. And, as noted, the province requires the parcel under application be zoned for the proposed use.

In 2013, the Society submitted their application for the OCP and Zoning Bylaw amendment. That proposal differed markedly from the current proposal. That proposal was not clearly articulated, resulting in confusion and concerns within the community. The initial concept design included a variety of different housing types and designs, 1 and 2 storey townhouse units, duplexes, a common building, a dog park, amphitheatre, community garden and other amenities. The proposal submitted as part of the OCP and zoning amendment had a different layout, lacked several of the amenities referenced above and proposed pre-fabricated homes.

Upon review, the Advisory Planning Commission raised several concerns about the original proposal. As it was unclear what exactly was being proposed, they recommended that the application be deferred until a community Open House was

¹ While these provincial requirements were completed, they need to be redone. The appraisal is stale dated. Arrangements for a new appraisal have been made. New referrals will be sent as well, as even though the proposed area has not changed, the development proposal has.

held. The Electoral Area Services Committee supported this recommendation. In 2014, an Open House was held, and the community response was ambiguous. There was no uniform support for the proposal until the details were flushed out. At that point, the application was placed on hold. It was not closed.

In 2014, the Christina Lake Seniors Housing Society reorganized and elected and appointed new directors and officers. Shortly thereafter, the Society requested and received from the Electoral Area Services Committee an extension to submit a revised application. This is the revised application.

Community Outreach by Society after new Directors and Officers

With the new Society directors and officers in place, the Society revamped the proposal, and restarted their community outreach efforts. They provide quarterly newsletters to the community, established an information table and posted concept drawings at "Homecoming" and hosted an Open House at the proposed site in late July. The Open House was intended partly to comply with the requests from the APC and the Electoral Area Services Committee from the prior proposal, to make sure that the pulse of the community was felt before formally bringing the application back for consideration.

The support and feedback from the community has generally been positive. The Society deems they have reached out to the community through several forums over an extended period encompassing all seasons, explained the proposal and addressed the concerns as clearly as possible, and that they are ready to proceed to the next step.

Physical Layout and land use status

The proposed site is within the Christina Lake Community Park. The seniors' housing project would encompass about 7.2% of the entire area of the Park, which is 16.6 ha (41 acres). The Regional District holds the license of occupation for community parks purpose for the entire park parcel.

The property is designated 'Parks and Recreational' in the Area 'C' OCP and zoned 'Parks and Recreation' (P1). Amending the OCP and the zoning bylaw are required for seniors housing to become a permitted use, as well as to be eligible for the Crown Grant.

As noted, the parcel was once used as part of a sawmill operation. When a property has a history of prior industrial use, and that property will be developed for another purpose, the province can require a Site Profile be completed. The Site Profile helps to determine whether there are concerns about contamination, and whether environmental remediation is required. In this case, the site was used only for log storage, not sawmill operations. The province (Ministry of Environment) advises that, based on the available information, a site profile is not required, but in the event contamination is encountered during development, remediation efforts may be necessary.

PROPOSAL

The application is for an OCP and rezoning amendment for the 1.2ha area. The remainder will stay parks and recreational.

The Society is proposing to purchase a 1.2 ha parcel from the Province (a Crown Grant) adjacent to the Welcome Center and develop a two storey, 24-30 unit apartment building for seniors housing. The building would encompass about 32,000-40,000 ft² (2973-3720m²). The Society proposes that part of the building might be used for a complimentary use to seniors housing (such as a day care, a wellness centre, or other use). The intent behind the additional use is twofold: One is to provide integration with the development and the community. The other would be to provide an additional revenue stream to help finance the development. More specifics of the proposal are provided for in the application (*see Applicants Submission*).

IMPLICATIONS

Several implications follow from this proposal. First are the policies in the Electoral Area 'C'/Christina Lake Official Community Plan.

Official Community Plan objectives and policies

The Electoral Area 'C'/Christina Lake OCP emphasizes the community values of a healthy ecosystem, abundant recreational activities and the rural lifestyle. Rural character includes elements such as lower density residential areas, dark evening sky and smaller scale development that is functional as well as aesthetically pleasing.

The goal of the Parks and Recreational designation in the OCP is to use suitable land to meet the active and passive recreational needs of the residents and visitors. The lakeshore areas are also valuable assets to the Christina Lake community; public access to the lake and residential lands should exist harmoniously (*Section 2.11.1 of the Area 'C'/Christina Lake OCP*). Within the subject area is a path used by the community as access to the Christina Lake shoreline. The Regional District suggested retention of the current public access to the lakeshore either through an access agreement or easement registered on title. However, as noted in the Province's Comments, that likely is not an option. The province is convinced that the surrounding Crown parcel is sufficient for public access. If this application proceeds, specifics on access should be flushed out.

The Society notes that the proposed Crown Grant does not extend to the lake shore, so waterfront access is not impeded. They further suggest that access paths will not be impeded, and may be improved by developing a "site parking" plan in conjunction with the Welcome Centre. Concerns on access can be addressed through the development process, if the application continues.

Seniors and Special Needs Housing

The OCP has some policies on senior's housing, plus special needs housing, which would include senior's housing.

In the Commercial Policies (Section 2.1.3) it provides:

16. The Regional District of Kootenay Boundary may permit seniors housing within the designated Core Commercial area upon submission of a zoning amendment application where such use is considered to be compatible with and complimentary to neighbouring commercial uses.

There are also goals and objectives on seniors and special needs housing in the Residential and Rural Goals and Objectives in the OCP (Section 2.13). In particular:

Section 2.13.1.1 establishes as a goal:

a range of residential accommodation available including affordable, rental and special needs housing.

Section 2.13.1.3(6) provides:

Christina Lake is a community which, among other things, is attracting retirees and people with special needs. Careful attention to housing design and siting at the time of original construction can result in a degree of flexibility, which allows for easy adaptation to changing personal circumstances. It shall be a policy of the Regional District to encourage the design of houses, which can meet such special needs and design guidelines may be prepared to provide guidance in this regard.

Section 2.13.1.3(12) provides:

The Regional District will favourably consider rezoning applications for affordable, rental or special needs housing in existing residential area. Rezoning applications which propose higher densities other than those permitted by the applicable zone are subject to Policy 2.10.4 under the Water and Sewer Services Section (i.e., proof of community sewer or adequate sewage disposal system).

These housing policies establish direction to consider existing residential or commercial areas for seniors and special needs housing, however this parcel does not fit within these policies since it is within a Parks and Recreational designation. The possibility of using park land for seniors housing was not anticipated at the time the OCP was drafted. The OCP does however, clearly support the establishment of affordable, rental or special needs housing. The Society has looked at potential alternative sites, and cannot find suitable parcels in the Residential or Commercial designated areas which meet their requirements and restraints, and based on their criteria and available land, they deem this location the most suitable.

Development Permit Considerations

The proposed Crown Grant does not extend to the natural boundary of Christina Lake, Christina Creek or a tributary stream. Accordingly, the Waterfront Environmentally Sensitive Development Permit requirements do not apply. However, for sewage disposal treatment, the Society proposes connecting to the Welcome Center "Living Machine". This facility is currently under-utilized and will benefit from a more constant flow of waste as it requires that consistency for optimal treatment.

While not a development permit requirement, the Society proposes connecting to the Christina Water Works District for water service.

Going back to development permit requirements, there are no "traditional form and character requirements" (i.e., building look and facade, screening and fencing, paving and dust abatement, access and parking requirements) applicable to development of this proposed parcel. If this application is supported, the Regional District could create a development permit area for the location and adopt development permit guidelines and requirements.

Concerning form and character and other general matters usually addressed in development permit requirements, the Society touches upon them in their application (*see Vision Document*). They are aware of the concerns, they discuss in general terms how they might address them, while acknowledging that they are still in the conceptual stages of this proposed development, and do not have the necessary details. For a complex development, that is not unusual. As discussed above, if this proposal proceeds, those matters can be specifically addressed at the appropriate time.

APC COMMENTS

The APC provided the following comments:

This application should move forward to the Electoral Area Services Committee. The one recommendation being that should their project not go forward the property be only available for non-profit Seniors Housing.

PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS

Concerning the APC comments on the structure of the organization (i.e., that it be non-profit) that is the current proposal of the Society. Whether that can be a condition of a zoning bylaw or OCP provision is questionable.

However, there are ways to address this. The proposed Crown grant is to allow for seniors housing. The principal use for the parcel would be seniors housing and complimentary secondary uses. The Crown could consider a reverter clause or covenant, which generally would apply to the use (i.e., seniors housing) and not the ownership structure (i.e., profit v. non-profit).

Another approach to address this would be through a housing agreement between the Society and the Regional District. The housing agreement could include specific conditions for the classes of people who would be eligible for the housing units. The

Society has identified the eligibility requirements they propose for residents, and the best way to formalize that would be through a housing agreement. Housing agreements run with the land, so it would be binding on future residents and owners.

The housing agreement conceivably could establish some criteria for the ownership structure. Housing agreements typically address the classes of people eligible for residency (age, affordability, disability) and don't look to the ownership structure. There may be some challenges to pursuing this. Further, if it somehow becomes apparent that the success of the housing project requires a conversion from a non-profit society to something else, a restriction on this may become a hurdle to overcome.

That said, the intent of the APC and the Society on this subject and the reasons why are clear and a housing agreement may satisfy those intents.

This is a complex application for a development on a high profile, very visible parcel of Crown land. The site currently is designated and used as a park. Any development on this parcel will have long lasting impacts on the community. The OCP identifies this area as one where any proposed development should take place as part of an open consultation process. The path this application is taking seems consistent with the policy of open engagement.

The development proposal appears to have strong community awareness and apparent community support. The Society has listened to the comments from the community, the APC and the EAS Committee, amongst others, and worked to craft a development proposal which tries to balance the needs of the community for seniors housing, the challenges of finding a location properly suited for it, with the concerns of the community about use and preservation of public park land. The Society needs a determination on the rezoning, as a condition of the Crown Grant application, to move forward. The application is ripe for review.

RECOMMENDATION

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 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 supported AND FURTHER that staff be directed to draft amendment OCP and zoning bylaws for presentation to the Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed Official Community Plan and zoning bylaw amendments.

ATTACHMENTS:

Site Location Map

Province Comments and Map

Floodplain Map

Applicant's Submission

- *Text*
- *Vision Document*
- *Site Comparison Document*
- *Architect's Concept Drawing*
- *Site Maps (3)*
- *Community Meeting Documents*



Province Comments and Map

Jeff Ginalias

From: Lohr, Christine P FLNR:EX [Christine.Lohr@gov.bc.ca]
Sent: October-04-13 10:32 AM
To: 'Jeff Ginalias'
Subject: Proposed Crown Grant near Christina lake, overlapping the RDKB regional park (license of occupation), and adjacent to RDKB license of occupation for Tourist / Art Centre
Attachments: March 2012 RDKB Staff Report on proposed Crown Grant.pdf; 2012 eReferral Comment from RDKB and current overlap into proposed Crown Grant.pdf; Map Showing Overlap of Christina Lake park, Arts Centre and proposed Crown Grant for Seniors Housing.pdf

Good morning Jeff:

I am working on recommending a Crown Grant to the Christina Lake Seniors Housing Society which will be located at Christina Lake. The original application was made in 2011, and we received referral comments and endorsement from the RDKB in May 2012. At this time, Marie-Ange Fournier-Beck provided a "staff report" (attached), and then the RDKB also provided e-Referral comments (also attached).

The proponent, the Christina Lake Seniors Housing Society, will be asked to complete re-zoning and OCP amendment as a pre-condition to the Crown Grant offer. They will also be advised that there is a floodplain area within the subject lands, and that they will need to meet RDKB building by-laws.

The RDKB also holds licenses of occupation for a park (our file 4401920) and tourist / art centre (our file 4404856), which overlap and are adjacent to the subject lands, respectively (see "Map Showing Overlap..." attached). Once the Crown Grant offer is accepted, the park tenure area will need to be amended to deduct the subject lands. There will also need to be an easement against the land title, for the Statutory Right of Way (SRW) for the Christina Lake Water works.

The RDKB had originally asked that public access through the park to the water be continued, and that this could be an easement against the title (note the foot path shown in the photo, attachment called "Map Showing Overlap of Christina Lake..."). Upon reviewing the situation and in discussion with my supervisor, Sharon Dailey, we cannot ask for a public access covenant on the Crown Grant. We acknowledge that there is an existing foot path across the subject lands, but there is ample park space around the proposed Crown Grant area that could be used to access the lake via the Tourist / Art Centre. I am attaching maps to demonstrate this.

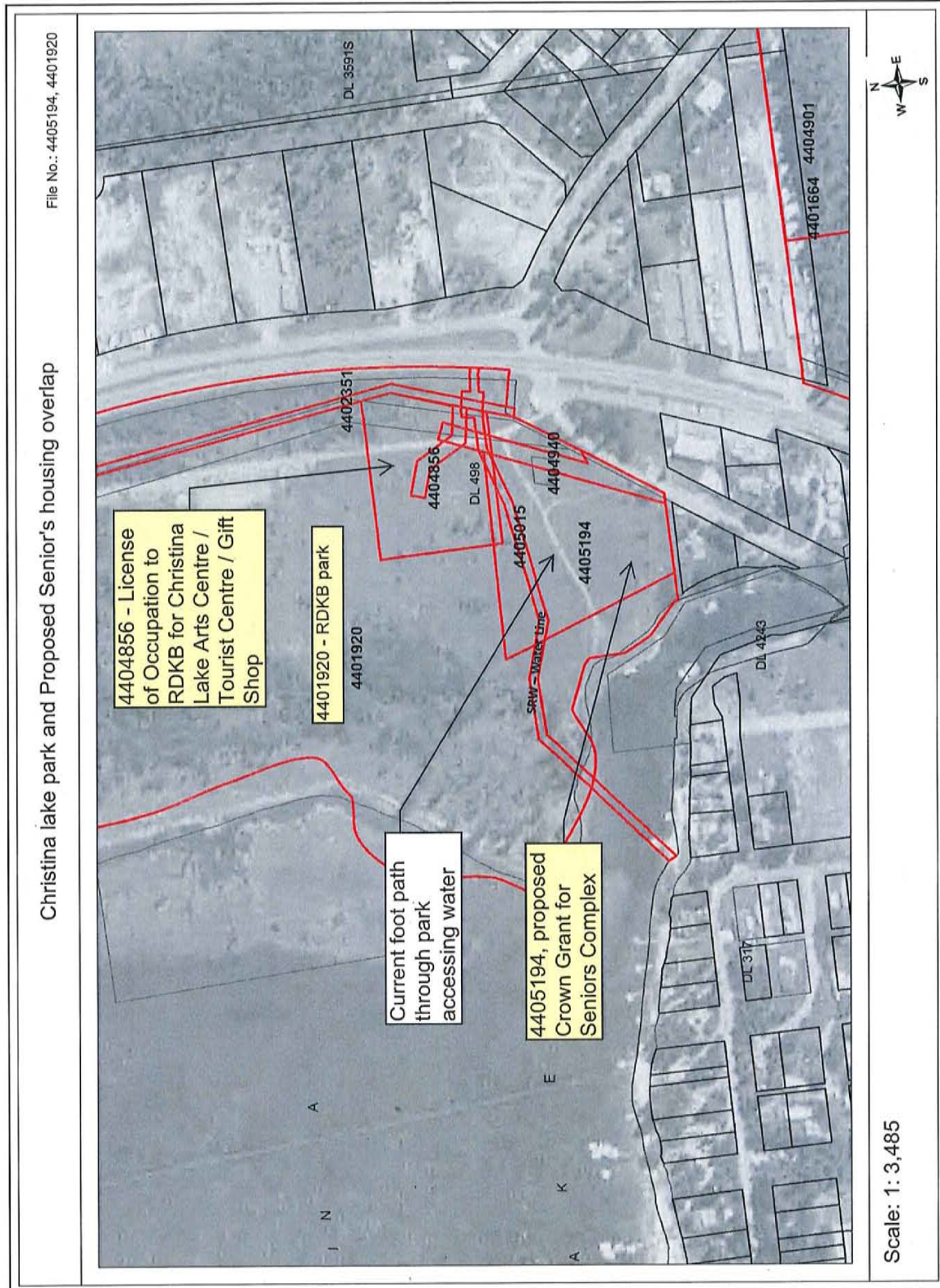
Please also note that in constructing the Tourist / Arts Centre, a driveway was constructed on Crown land and overlaps into the proposed Crown Grant area. In order to reduce question of "ownership" of the driveway, I will ensure that this driveway area is deducted from the NE corner of the Crown Grant area (please see map following the e-Referral ("2012 eReferral Comment...." attachment).

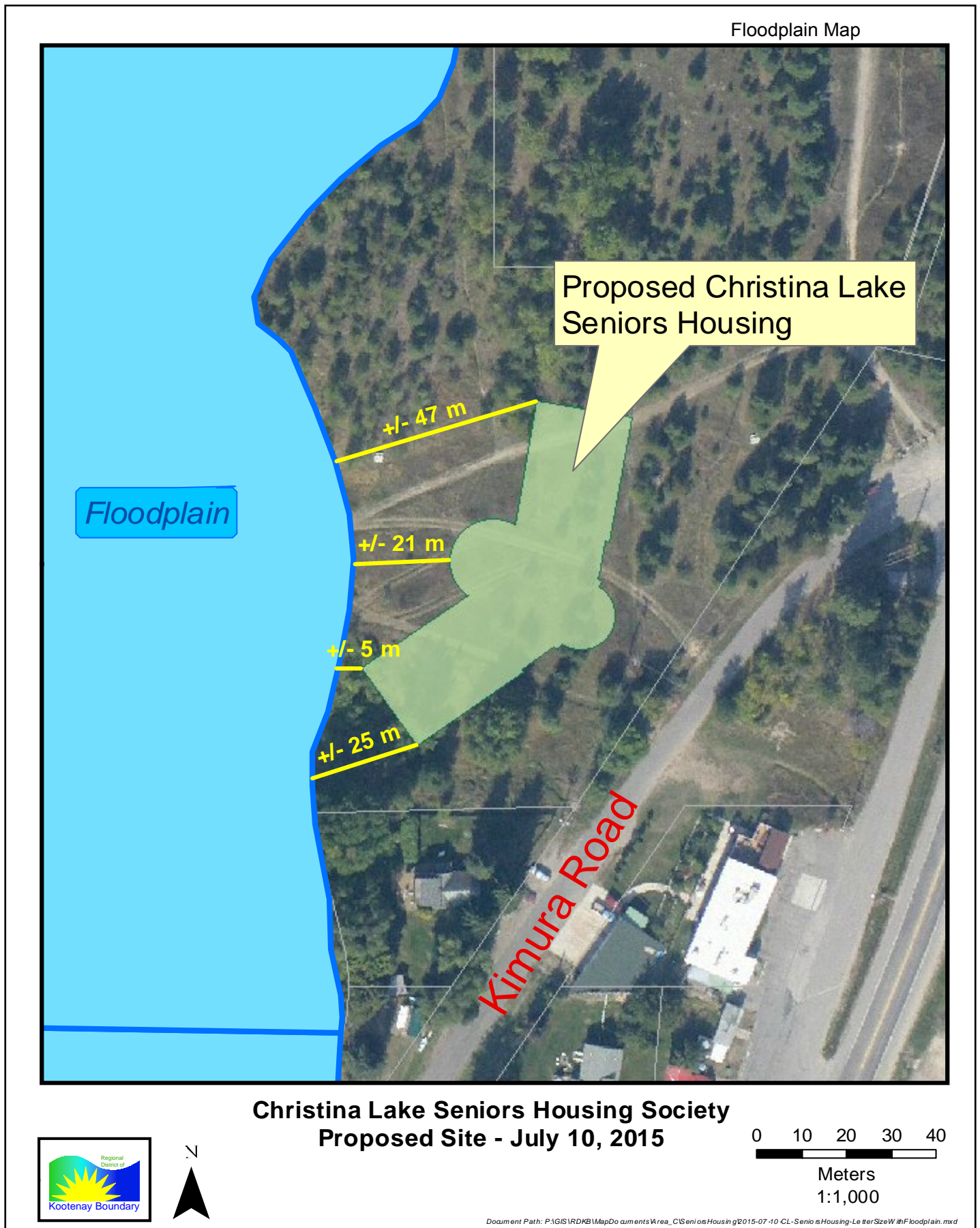
Please call me if you'd like to discuss any of the foregoing. I just wanted to follow up with the RDKB as to how we are proceeding with this application.

Kind Regards,

Christine Lohr, R.P.F.
 Land Officer
 Kootenay Boundary Region
 Ministry of Forests, Lands and Natural Resource Operations
 845 Columbia Avenue, Castlegar, BC V1N 1H3
 Ph: (250) 365-8668 Fax: (250) 365-8568

Province Comments and Map





Applicant's Submission

Christina Lake Seniors Housing Society 2015**Application b) for Zoning and Official Community Plan Amendment.****REQUEST:**

Official Community Plan and Zoning Bylaw request to allow land use change for 1.2 hectare area (approximately) (currently Crown Land) for Senior's Housing Development.

The Christina Lake Seniors Housing Society (CLSHS) requests amendment to the Area 'C' Official Community Plan and the Area 'C' Zoning Bylaw to allow for seniors housing development on Crown land next to the Christina Lake Arts and Artisans Centre. The CLSHS has a temporary occupancy permit. In order for the Ministry of Forests, Lands and Natural Resources Operations to provide a Crown Grant for the land, the Province is requesting the Society to complete the OCP and rezoning Amendment.

WHY:

The Kootenay Boundary Region is reportedly experiencing the largest growth of the seniors' cohort in British Columbia. The CLSHS wishes to respond to the documented need in our own community for affordable housing options and associated amenities for seniors who wish to remain in their well-loved community for their retirement years. Documented in a 2015 Need and Demand Study are the following facts:

There is a net shortfall of seniors' housing of between 35 and 117 units depending on the methodology used to determine demand. The former is based on the type of dwelling using comparative and regional averages. The latter is based on 2007 survey data. Ongoing need is supported by the 2015 Age Friendly Community survey.

Current housing is a combination of single detached and moveable dwellings. There is only one senior oriented development with 33 units. The senior population is expected to rise by 18 percent between now and 2021 but there are no retirement or supportive housing developments planned. There is a strong demand for seniors' housing in Christina Lake above the current and projected supply.

(A full copy of the report is available upon request).

PROCESS AND HISTORY:

The Crown is willing to sell this land. They have a public process. They require that the land be properly zoned for the use. A prior OCP and Zoning bylaw amendment proposal was submitted (still pending). Concerns were raised on specifics and an Open House was recommended. The application has been on hold to address concerns.

As suggested, the Christina Lake Seniors Housing Society carried out a community meeting in 2013 to test their development concept with the community prior to moving forward to formally request the zoning and OCP changes. The plan was not supported by the community insofar as strong concerns were raised regarding having individual ownership of homes which would introduce a speculation factor and could become a problem in meeting affordable housing targets in the future. The community also felt that a development with individual houses would necessitate too much of the land needing to be used for roads.

There were also questions about the use of park land and fears expressed that the area now used primarily for dog walking might be blocked by a new development.

Applicant's Submission

With this response, the society called for new members and a new plan as the need for seniors housing was growing. Accordingly, a new group of members came forward and a new plan has been developed in 2014-2015. (See Vision Document attachment 1). Once again, all available properties in Christina Lake were considered and the Kimura Road site is clearly the most appropriate. (See Comparison Document Attachment 2). The plan is now for the Christina Lake Seniors Housing Society to own the property and the units and lease the units out on a non-profit basis. As well, rather than individual homes, the new plan is for an apartment complex that will include space for broader community use including a day care centre and other compatible amenities such as a wellness centre.

Because of the previous negative response from the community, the new members have committed to vigorous and open communication with community members. An Age Friendly Grant through RDKB/UBCM was applied for and received in 2015 which allowed for an update on the Need and Demand Study that had been done in 2011 and facilitated a broad analysis of what is needed in the community to better support seniors as well as all other age groups in the community (see more details below in Community Outreach section below). Funding was provided by a Grant in Aid through the auspices of Grace McGregor, Area C Director, to allow for concept drawings to be prepared by Steven Kaupt, Studio 9 in Nelson. These drawings were done to show an approximate massing of the building. (See Attachment 3) Maps were prepared (See attachment 4) and presented to the community during the Homecoming Weekend in July 2015 with much positive comment. Articles in the community newsletter were prepared and included in quarterly publications. A community Open House and site visit was held in July 2015 where stakes and tapes were set up to show the footprint of the concept building and where presentations were made by various members of the Board of Directors of the Christina Lake Seniors Housing Society. During this time, a proposal came forward by those interested in meeting a demand for child care in the community for consideration for inclusion in the development plan. This notion was enthusiastically received by the Board of Directors as this would ensure that the building would be recognized as a major community asset serving key needs identified in the community.

THE PROPOSAL:

The Christina Lake Seniors Housing Society is incorporated as a non-profit society with a Board of Directors made up of prospective tenants and community supporters. The Board is developing policies and procedures to ensure good management of the facility which will be owned and operated by the Society. The Society has joined the BC Non Profit Housing Association to benefit from their accumulated knowledge. As with all not for profit organizations, should the development face intractable financial difficulty in the future, the assets of the Society would be passed on to another non-profit organization. The facility will be aimed at independent seniors and is not being planned as a licensed Assisted Living facility. However, planning in the design phase will ensure that the facility will allow people to age in place and to receive private care if needed well into healthy old age.

It is of importance to the Board of Directors and to the community as evidenced by our recent outreach, that priority for accommodation in the development should go to Christina Lake residents. A detailed membership development plan is in preparation.

We are proposing a two storey, 24-30 unit apartment building sited such that each story will allow level entry since the site has a gradient. It would encompass about 32-40 thousand ft² depending on final plans and number of suites. We plan to provide studio, one and two bedroom units. The property would be landscaped to maximize the natural setting. We are proposing additional uses (such as a child care centre, and space for community use), which would enhance the development and be compatible with a community ambiance. Recent research shows that when seniors housing is integrated in the community, it better supports the residents by reducing isolation and increasing safety. Given the

Applicant's Submission

desire in the community for leading edge, environmentally sensitive design as is evidenced in the Welcome Centre/ Living Arts Centre (a LEED informed building), we intend to focus design such that the precinct including this building and the Living Arts Centre will form a community hub as a source of pride for the whole community. Parking will be provided for each unit and for visitors. The site will be fenced between the site and the private home next door. Because the Living Machine is in proximity, waste-water treatment will be handled in an environmentally effective manner and incidentally contribute to the effectiveness of the Living Machine. Water service will be provided by the Christina Lake Water Works. Other services are already on site. Prior concerns regarding ongoing trail access and beach access indicated that it would not be necessary to formally provide access provisions given that adequate beach and frontage access is already provided. Rather, the CLSHS wishes to ensure that their development will not impede access to Christina Creek or the beachfront and in fact, the development will relate to Kimura Road and will be well back from the beach front. The building will be landscaped with welcome to the community to enjoy the walkways at the same time as protecting the privacy of the residents.

DRAFT Financial Projections:

The Grand Forks and District Savings Credit Union has agreed to be our financial partner. Kelly Thomas, CEO has agreed to work directly with us in development of our capital and operational budgeting.

A brief and conservative cost analysis was done that included, 9% vacancy rate, 5% maintenance fee (overall cost over 30 years), pre- and post-construction insurance, and principle and interest costs.

The model used was on a 31,000 square foot building at a cost of \$7-mil (\$230 square foot) giving approximate rents of \$1,500 to \$1,650 per month for a 22 suite building. This was an extrapolation from the previous mentioned suite content from the architect of 18-20 suites.

We feel that the above mentioned rents are in line with present market value, but would prefer to have a greater financial cushion and be able to offer more suites based on the community interest and perceived demand for occupancy. This will be achieved by increasing the number of suites from 18 -24 to 24-30 units.

MAPS AND DRAWINGS:

See attached

COMMUNITY OUTREACH:

The new Board of Directors is taking a proactive community engagement approach to gain more information from the community on how to best respond to the concerns raised in the previously proposed models. Many informal conversations by Board Members informed the development process as they explored how best to meet the expanding need for seniors housing within a not-for-profit model appropriate for our community's needs. These evolving ideas were shared with the community in the quarterly "Community Newsletter" prepared by Christina Gateway and delivered to all residents' mailboxes. This sparked additional conversations which further informed planning.

Homecoming provided a great opportunity to share the concept drawings for the building and receive feedback on the basic concept of a building adjacent to Kimura Road, built into the slope to create a low profile, incorporating child care and other community uses, aesthetically constructed and landscaped to be compatible with the Welcome Centre, and serving as a valuable community asset. The Board

Applicant's Submission

members received a very positive response on the new not-for-profit model of offering differently sized apartments for rent and creating a system to give Christina Lake residents priority in the application process. A brochure and hand-outs invited people to participate in the Site Visit and Open House planned for later in July. (See Attachment 5)

The Site Visit and Open House provided an opportunity for the Board to stake the footprint of the building portrayed in the concept drawing to enable participants to visualize how the building would sit on the land relative to the road, creek, and lake-front and nearest neighbor. It provided a venue to Board members to talk about the proposal in some detail, answer questions, and hear feedback about the proposal. Based on the positive response received at the Homecoming booth and the Site Visit and Open House the Board of CLSHS decided to proceed with the rezoning process.



The opportunity of guiding the Age Friendly Community project enabled the Board of the CLSHS to receive input from a broad spectrum of Christina Lake residents on the needs of residents throughout the age spectrum. The results of the survey informed the CLSHS Board's planning. Their commitment to applying creative solutions to community needs is reflected in the proposal to incorporate other additional community uses, including child care, within the seniors housing building. This vision has been consistently supported by the community and is generating excitement about the opportunities this new community asset will create.

ATTACHMENTS:

1. Vision Document
2. Site Comparison Document
3. Architect's concept drawing
4. Site maps
5. Community meeting documents

Christina Lake Seniors Housing Society Design Input

VISION: The vision of the Christina Lake Seniors Housing Society is to provide a development that enhances the built community that serves the entire community that is a model of energy efficiency, that maintains the theme launched by the Welcome Centre, and that makes it possible for CL residents to live out their lives integrated in this supportive community

VALUES:

Ensure that CL residents can plan to stay in the community as seniors

That the majority of the units are affordable and that maximum percentage of units for market rent are included

Keep seniors healthy and social

Community participation through development and use of the building in perpetuity

Number of units to ensure financial viability but not too many extra so we have to rely on people coming from away to fill the units.

Wish to ensure strong ties between CLES kids and seniors

| Location | Landscape | Building envelope | Common space | Underground services | units | Community acceptance |
|--|--|---|---|-------------------------|----------------------------|---|
| Central location near community services and amenities | Improve balance of park area around building and around the creek—in partnership with Stewardship concerns re riparian | The building should have the highest possible energy efficiency and consideration of design that minimizes ongoing maintenance and energy charges—can the building generate some of its own power | 20% of building on top of resident space can be built for overall community use if business plan warrants this. | Link to solar aquatics | One and two bedroom units— | Engagement early and often |
| Close to the lake if possible | Walking trail along creek to facilitate all community members access to beach etc. | The building should incorporate some design considerations to reflect the design of the Welcome Centre | Multi-purpose room with kitchen for residents | Link to CL Water system | Some Studio units | Ensure wide community buy in by ensuring participatory opportunities for entire community in design process |
| Accessible to | Sitting area along the | Design towards a LEED | Wellness centre | All services to | A visitors | Show how the |

Applicant's Submission
Vision Document

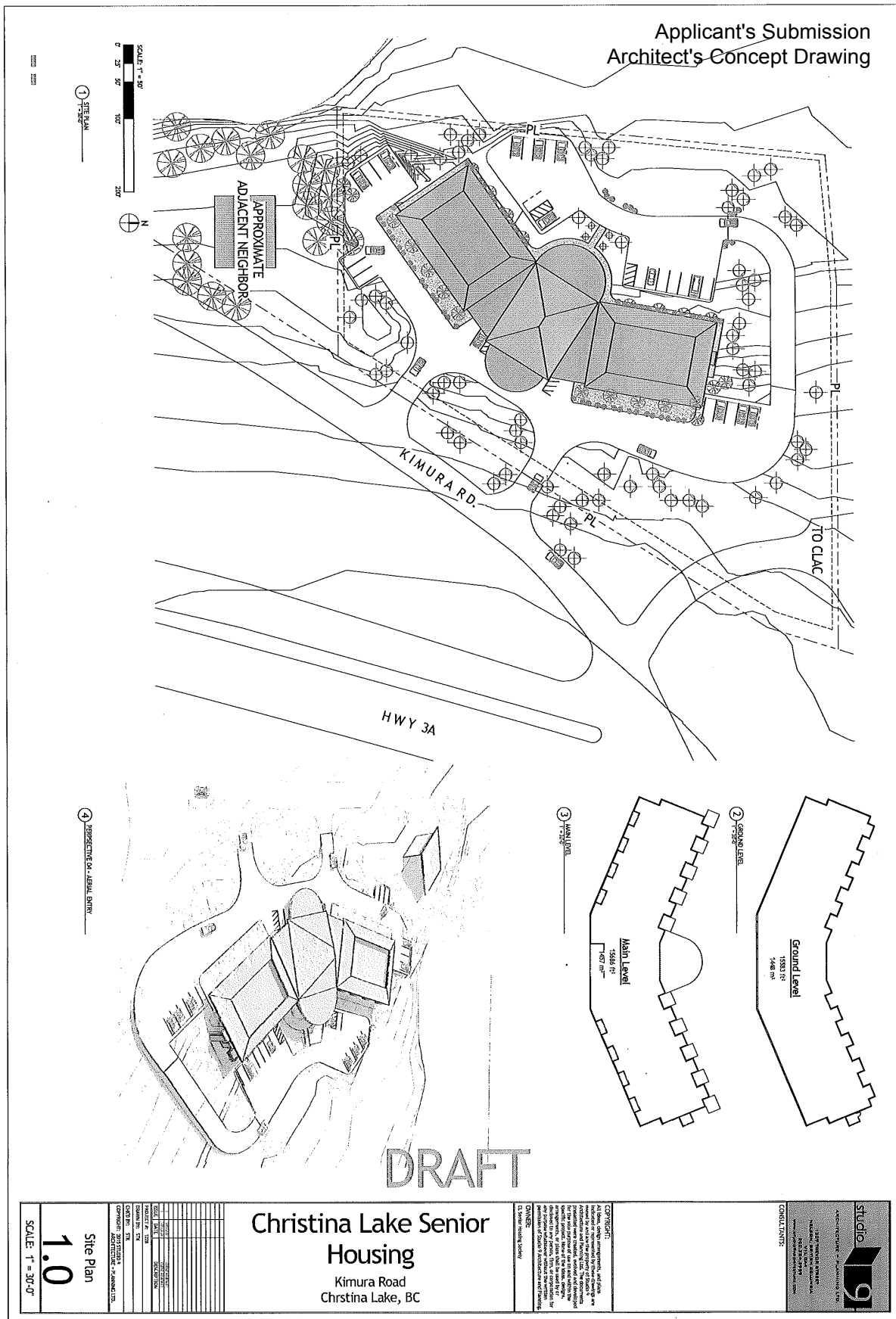
| | | | | | | |
|---|---|--|---|--------------------|--|---|
| Living Machine | creek path | quality building | for private practitioners and Health nurse office | be underground | efficiency apartment | building will benefit the whole community |
| Cost effective land price | Outdoor bocce pitch, horseshoe pitch etc. | Security for residents, i.e., separation of residential from common and community spaces | Include child care space if financially feasible | Geothermal heating | Sliding glass doors for outside access to promote safety | If there is a way to include community input in the actual construction or landscaping this could be of value |
| Level site or possible to have two level building | Outside covered meeting space for residents | Building design facilitates interaction between residents | Exercise room and equipment | | 'Homey' rooms | |
| | | Design must support cost and debt servicing | Gardening space for residents | | Some private outside access for downstairs units | |
| | | Parking should be non-intrusive | workshop for residents | | Artist in residence suite? | |
| | | lighting designed to protect viewing the night sky | Esthetics studio for private practitioners | | Include assisted living on second floor if feasible | |
| | | Non institutional feel | Bring in library service | | | |
| | | Consider future building expansion in design | | | | |

May 8, 2015

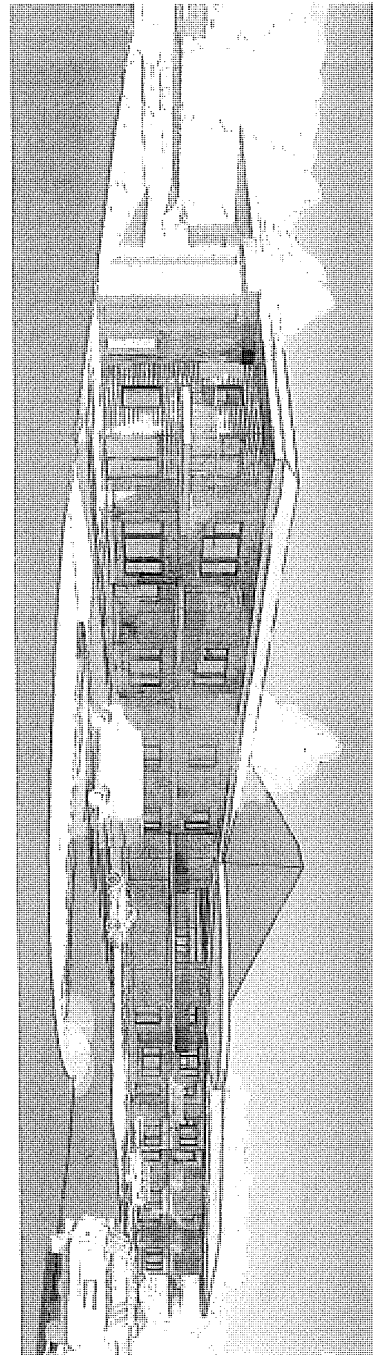
Applicant's Submission
Comparison of Alternative Sites

**Comparison of alternative Sites for potential development of a
Seniors Housing Complex in Christina Lake, July 2015**

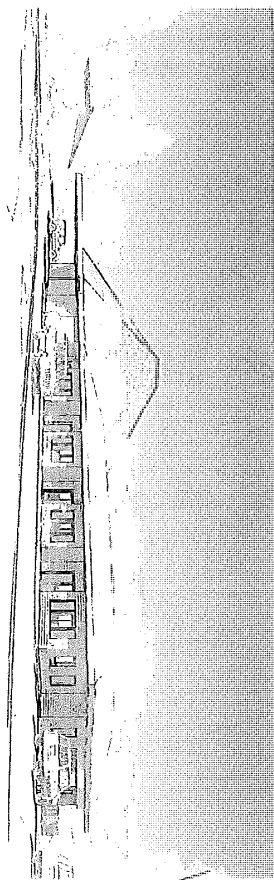
| Site | Cost | Size | Issues |
|--|--|-------------|--|
| Kimura Road | New appraisal needed—less property now needed | 2.9 acres | <ol style="list-style-type: none"> 1. Will use a corner of the Park backing on Kimura Road and next to other residential properties—a license is in place. Site needs rezoning. 2. Low price will create equity which will facilitate financing of the development 3. Plan to include child care facility and community use of some space 4. Will link to Living Machine for water treatment 5. Close access to all community services 6. Crossing highway will continue to be a problem |
| Pub, 1770 Highway 3 | \$539,000 | 5 acres | <ul style="list-style-type: none"> • Too expensive; no equity to support financial viability • Commercial space is limited in CL; would need to be rezoned for seniors housing • Cannot be subdivided due to site mostly on hill; would require tearing down pub • Close to central community services |
| 1710 Sandner Ftg Road | \$325,000 | 1.2 acres. | <ul style="list-style-type: none"> • Commercial space is limited in CL; would need to be rezoned for seniors housing • No equity to support financial viability • Site too small • No existing services on site • Close to central community services • Crossing to Welcome Centre a problem • Cost of linking to living machine may be prohibitive |
| Santa Rosa site up the hill | Rejected by Crown for this use | | <ul style="list-style-type: none"> • Crown did not like the site for seniors as it is not in close proximity to central services • Seniors should not be relegated to the outskirts of the community • Servicing the site was estimated at over \$1m • Site is up a hill which would be dangerous for walking in winter |
| International Reload site on Park Road | \$1.1m including Reload building—open to negotiation | 5.5-6 acres | <ul style="list-style-type: none"> • Would need to be subdivided as it is 5.5-6 acres • Includes 700 feet of waterfront • Would not provide equity as price would be full market thus making it a financial challenge |
| Property next to former Dollar Store | \$325,000 | 2 acres | <ul style="list-style-type: none"> • Commercial zoning-former discussion of commercial with housing above • No equity to support financial viability • (owner may be interested in building and selling or leasing but financing would not be possible as no equity available in this model) • Across from school • Some distance to community services |



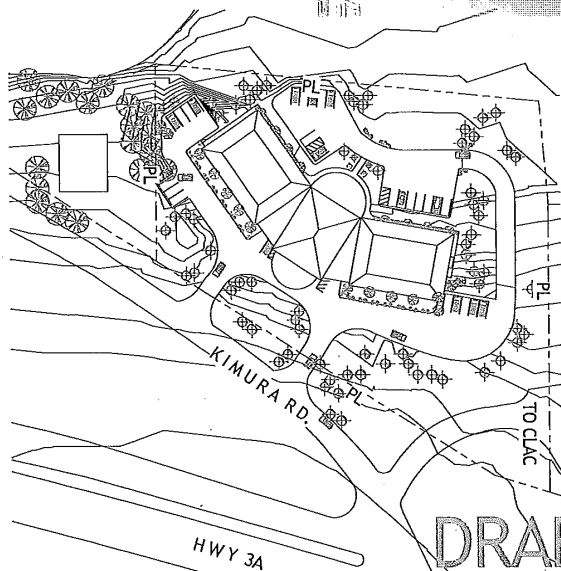
Applicant's Submission
Architect's Concept Drawing



② PERSPECTIVE D - GROUND LEVEL



④ PERSPECTIVE B - ENTRY



① SITE PLAN 1:500



DRAFT

Christina Lake Senior Housing
Kimura Road
Christina Lake, BC

| NO. | DESCRIPTION | DATE |
|-----|----------------------|------------|
| 1 | PRELIMINARY DESIGN | 2010-01-15 |
| 2 | CONCEPT DESIGN | 2010-02-15 |
| 3 | SCHEMATIC DESIGN | 2010-03-15 |
| 4 | PERMIT APPLICATION | 2010-04-15 |
| 5 | CONSTRUCTION PERMITS | 2010-05-15 |
| 6 | CONSTRUCTION | 2010-06-15 |
| 7 | COMPLETION | 2010-07-15 |
| 8 | POST-CONSTRUCTION | 2010-08-15 |
| 9 | FINAL REPORT | 2010-09-15 |
| 10 | ARCHITECT'S FEE | 2010-10-15 |
| 11 | CLIENT'S FEE | 2010-11-15 |
| 12 | TOTAL FEE | 2010-12-15 |

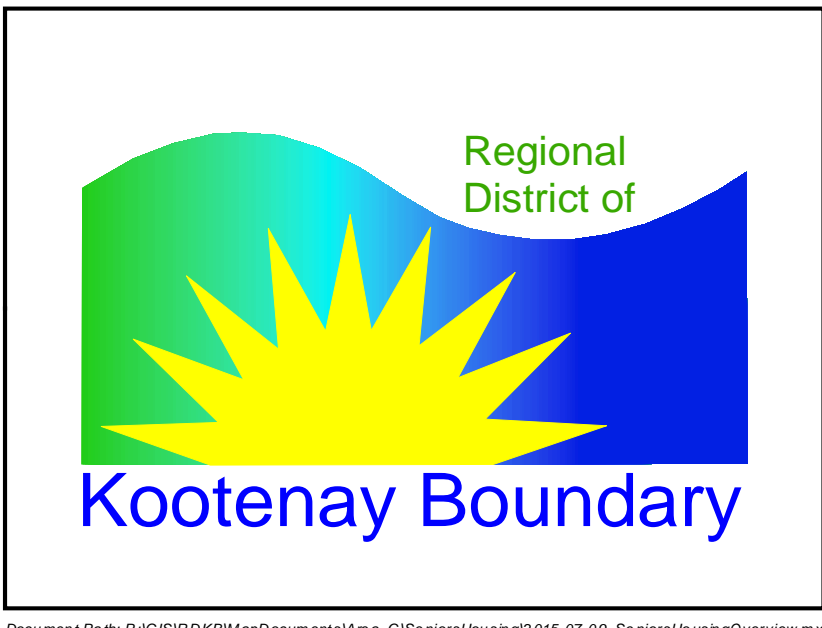
SCALE: 1" = 50'-0"

9.1
Perspective Views

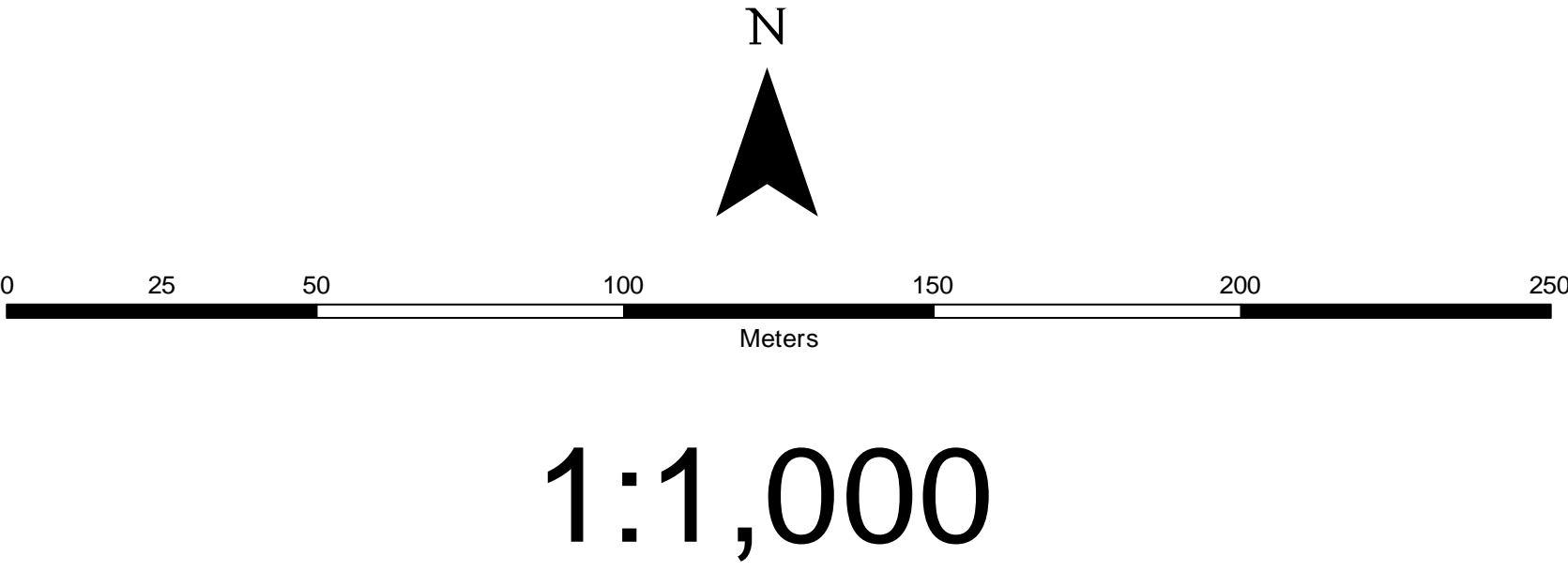
studio 91
ARCHITECTS + INTERIORS
1007 PINE STREET
VANCOUVER, BC V6A 1A1
TEL: 604.681.9191
WWW.STUDIO91ARCHITECTS.COM

DISCLAIMER:
All plans, drawings, specifications, and data are prepared by the Architect and are intended to be used by the client for the purpose of obtaining permits and for construction. The Architect is not responsible for the accuracy or completeness of the information provided by the client. The Architect is not responsible for the accuracy or completeness of the information provided by the client. The Architect is not responsible for the accuracy or completeness of the information provided by the client.

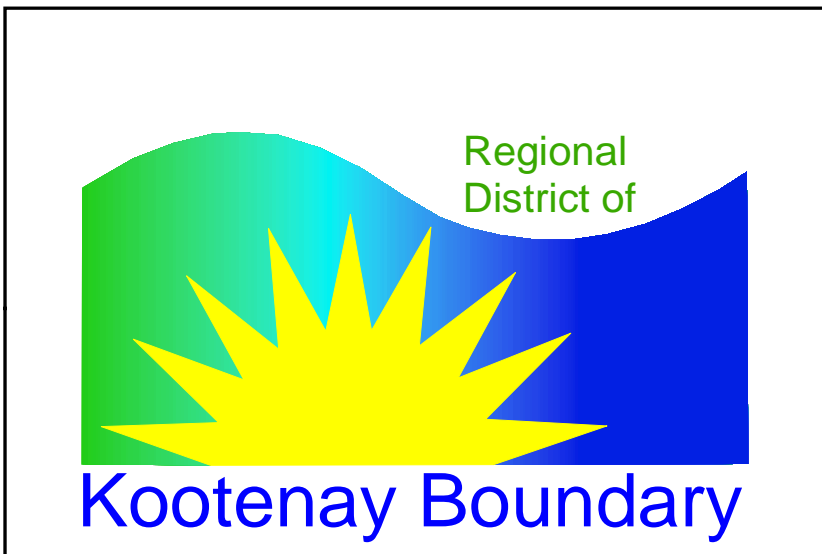
Site Photo Proposed Development



**Christina Lake Seniors Housing Society
Proposed Site - July 10, 2015**



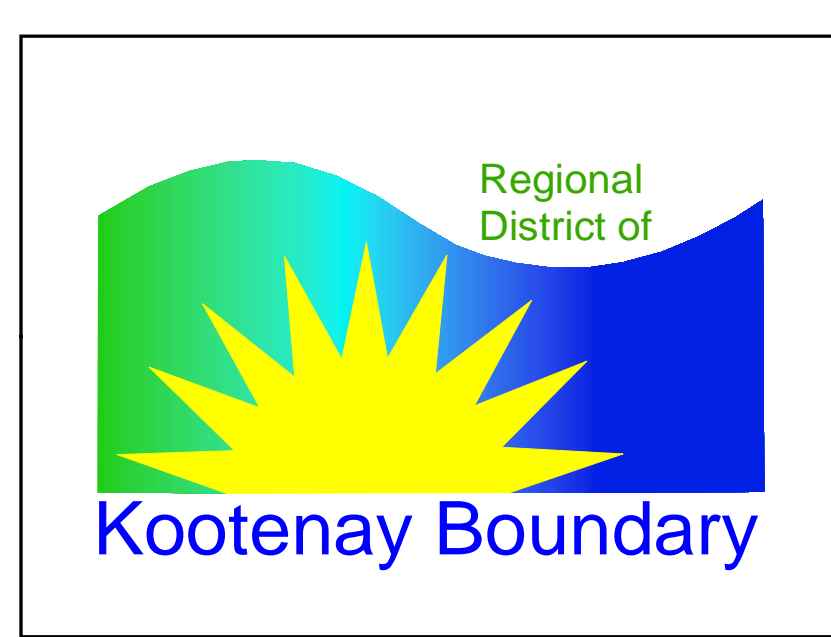
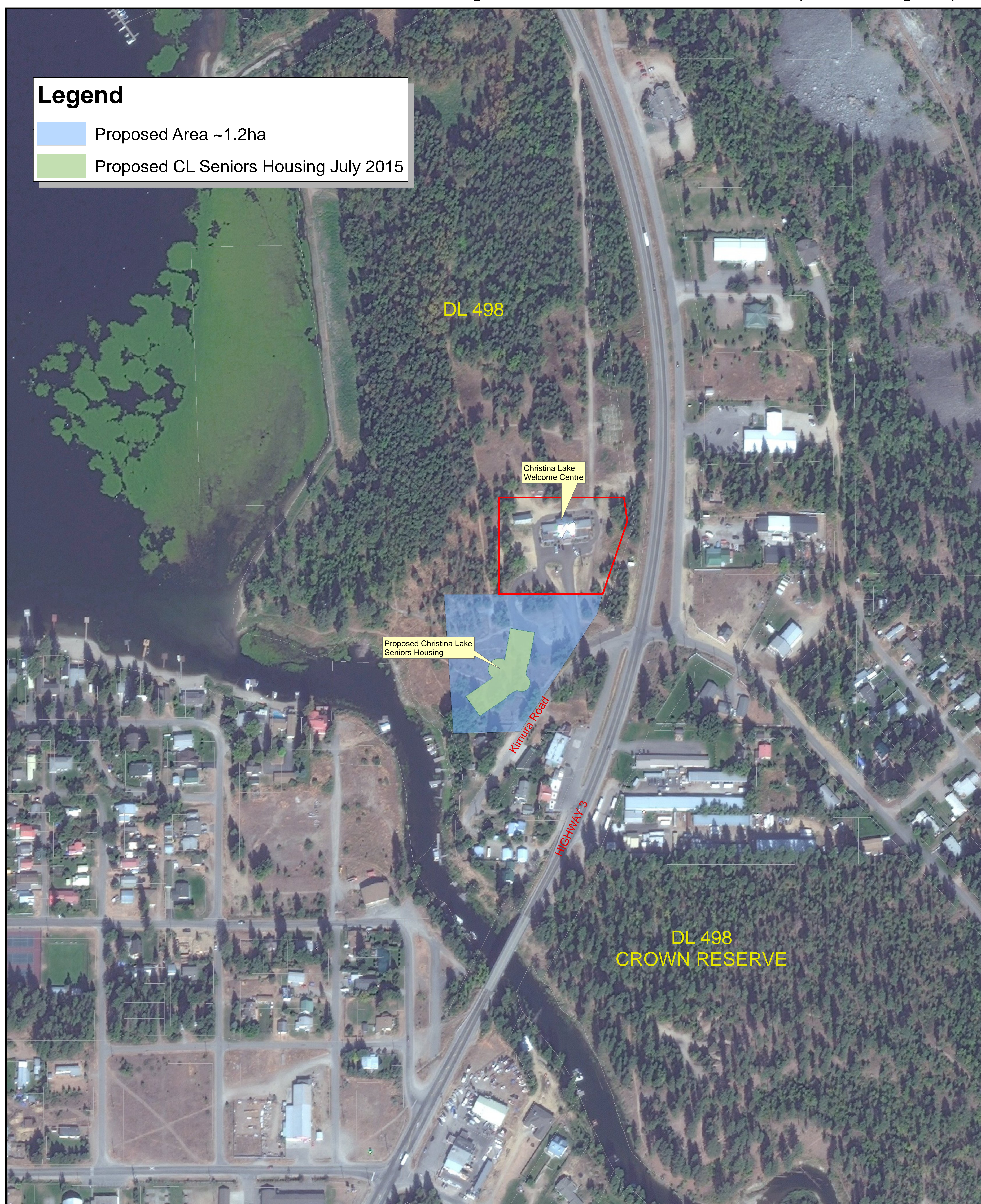
Seniors Housing Overview of Crown Grant application



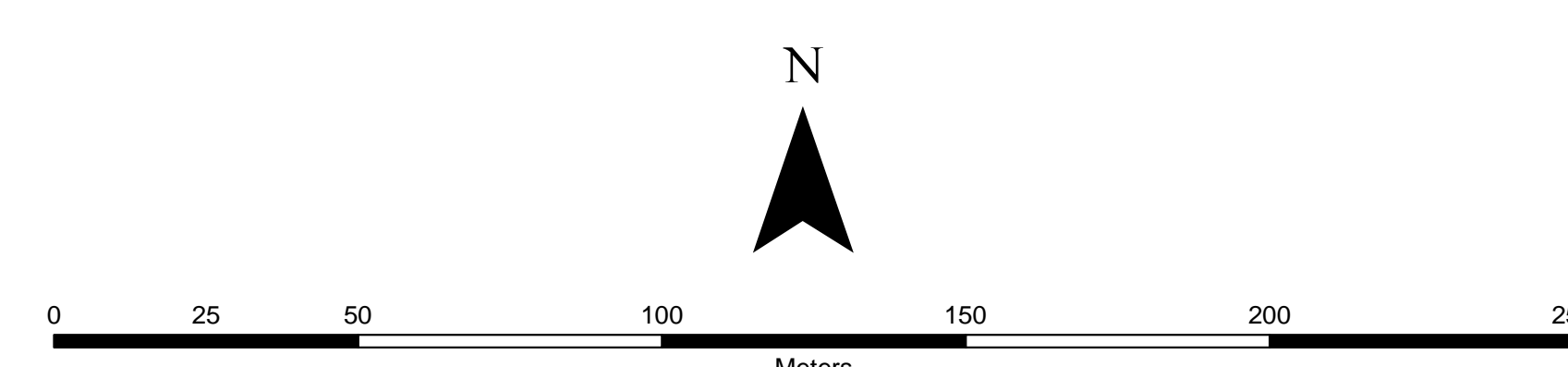
**Proposed Crown Grant Area
Christina Lake Seniors Housing Complex**

Document Path: P:\GIS\Kootenay\Documents\Kootenay\SeniorsHousing\SeniorsHousingOverview.mxd

Seniors Housing Overview of Crown Grant and conceptual building footprint



Proposed Crown Grant Area Christina Lake Seniors Housing Complex



1:1,000

Applicant's Submission
Community Meeting documents

CHRISTINA LAKE SENIORS HOUSING SOCIETY

The Christina Lake Seniors Housing Society is listening to community input regarding thier plans for a non-profit housing development south-west of the Christina Lake Welcome Centre

THURSDAY JULY 23RD
TOUR THE SITE 6:30-7^{PM}
OPEN HOUSE 7-8^{PM} ON SITE

Come and provide the Board of Directors with **YOUR** input

YOU ARE INVITED TO:

- Walk the property
- View the footprint
- Check out the initial concept drawings
- Share your comments

WE'RE LISTENING

For further information:
email: seniorshousing@christinalake.ca

WE LISTENED, AND WE'RE STILL LISTENING



Looking at proposed site from Kimura Rd. looking West.

IMPORTANT FACTS TO KNOW

WHO'S GOING TO PAY FOR IT?

Residents of the facility will pay for all costs. The Christina Lake Seniors Housing Society will take out a loan to pay for the cost of construction.

WHO'S GOING TO OWN IT?

The land and building will be owned by the Christina Lake Seniors Housing Society. There will be no private ownership. Three types of rental apartments will be offered.

IS THERE ANOTHER SITE OPTION?

After many meetings with many people, we learned that this is the only property that is feasible for us.

BOARD OF THE CHRISTINA LAKE SENIORS HOUSING SOCIETY

Kathy O'Malley, President
Jeff Olsen, Vice-President
Ron Liddle, Treasurer
Sandy Mark, Secretary
Carlo Crema
Pat Walker
Lucy Ackles
Liz Stewart
Ted Harrison

Resource People

Grace McGregor, RDKB Director Christina Lake
Donna Dean, Manager, Planning & Development, RDKB
Jeff Ginalias, Planner, RDKB

THURSDAY JULY 23RD
TOUR THE SITE 6:30 - 7PM
OPEN-HOUSE 7 - 8PM ON-SITE
MEET ON KIMURA ROAD

An invitation to an on-site tour & open-house at the preferred proposed site of the new Christina Lake Seniors Apartment Building on Kimura Road



Proposed site looking East towards Kimura Rd.

Board members of the Christina Lake Seniors Housing Society will be on hand from 6:30 to 8:00 to answer questions and receive comments on the proposal. The proposed building footprint will be marked out to visually help you see the location & size of the building. Then stay and participate in an open-house discussion

WE'RE LISTENING



Proposed site looking West towards lake

**Hosted by: THE CHRISTINA LAKE
SENIORS HOUSING SOCIETY**

Email us at: seniorshousing@christinalake.ca

CHRISTIANA LAKE IS CONSTANTLY CHANGING

If you were to look back at the early history of settlement at Christina Lake you would see a thriving quarry in Fife; and active fishery from the lake; and a log sort yard between the outflow of Sutherland Creek and inflow to Christina Creek stripped of trees, covered with sawdust and contaminated with petroleum products.



Proposed site looking North/East towards Kimura Rd.

Because of the foresight of Christina Lake residents, that land was secured as Crown Land for public use. A great deal of leadership, volunteerism, and public support resulted in the Regional District of Kootenay Boundary, RDKB, securing a lease on a large piece of recreational property that spreads from the Kettle River, along Christina Creek between Santa Rosa Road and Swanson Road to the lake, District Lot 498. The portion that lies between Highway 3 and the Lake was further divided to create the Christina Lake Community Park, which is home to the Welcome Centre and the Living Machine. The preferred location for the seniors apartment uses a corner of the property adjacent to private houses on Kimura Road that was formerly a log sort yard.

A DEMOGRAPHIC SHIFT IS UPON US

The Boundary has the fastest growing population of seniors in the province.

Just look at your neighbors, you see a lot of grey hair. And if you listen to your neighbors you will hear that they do not want to leave the community when they are no longer able to maintain their home.

That's why there have been a group of people meeting for over 10 years researching different models and locations to enable Christina Lake seniors to stay here as long as possible.

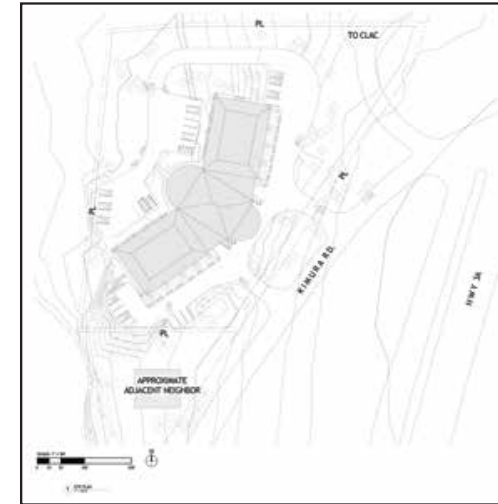
OVER THE YEARS PAST 10+ YEARS, THREE MODELS OF SENIORS HOUSING ON DISTRICT LOT 498 HAVE BEEN PROPOSED AND NOT ACCEPTED.

The first proposal was a multi-stage seniors housing project on the large bench on Santa Rosa Rd above Christina Creek. The province's comment on the location was that it was too far from the central core of services. The infrastructure costs of the site exceeded \$1 million.

A second model of 12 buildings with 26 apartments was proposed in 2010 and rejected for being too large.

A third model of individually owned homes on land owned by the Christina Lake Seniors Housing Society located within the Community Park was rejected in 2013 because it had too big a footprint and some may profit from home sales.

WE LISTENED AND HAVE ANOTHER PROPOSAL YOU URGED US TO EXPLORE WHETHER ANOTHER LOCATION WOULD BE FEASIBLE. WE DID.



YOU WANTED A NON-PROFIT MODEL WITH RENTAL APARTMENTS WITH A MUCH SMALLER FOOTPRINT. YOU GOT IT.

We are proposing a 20—22 unit facility offering studio, one and two bedroom apartments for rent. The facility will be located next to the other homes on Kimura Road, well away from the creek and lakeshore. We are exploring the option of creating a child care centre space within the facility. This space could also be available for evening community use.

We will not be directly offering any services to residents. The facility will be designed to support seniors in safety until they require care. Policies will be developed to ensure that Christina Lake residents get priority in the rental application process.

For Immediate Release REV

For More Information Contact: Kathy O'Malley 250-447-6515

We invite you to come see the preferred proposed site of the future Christina Lake Seniors Housing building on Kimura Road on Thursday, July 23, 2015 from 6:30 to 8:00:0 p.m.. Come look at the concept drawing we have prepared for this 22-24 unit apartment building specifically designed to meet the needs of seniors and imagine with us how it will look nestled into the bank beside the other homes on Kimura Road on the former location of the log sort yard then participate in an Open House discussion starting at 7:00.

"I am very excited about this new vision for seniors housing at the lake. The need for seniors housing is very great and will be getting greater" explains Grace McGregor RDKB Director Christina Lake said. "The Kootenay Boundary has one of the fastest growing seniors population in the province."

The Christina Lake Seniors Housing Society has listened hard to the feedback we have received on our previous three proposals for seniors housing at the lake. We believe this new proposal responds to all of these concerns and presents a fresh new vision for seniors housing at the lake. For example, we are exploring the opportunity to build a child care centre within the facility working closely with Sunshine Valley Child Care Services Society.

We are planning to offer studio, one and two bedroom apartments for rent. We will not directly offer any support services. This facility is designed for seniors who want to live independently in a community of seniors. The Christina Lake Seniors Housing Society will own the building and operate it on a not for profit basis. We will be developing policies for the operation of the building, including a policy which will give Christina Lake residents priority in the rental application process.

We are continuing to listen to your comments about the best way to offer seniors housing at Christina Lake. Please join us on Kimura Road on Thursday, July 23 at 7:00 pm. We're listening.

Comments collected during Homecoming 2015

"A great idea. This way you downsize and get rid of all your crap so your kids don't get stuck with it like we did."

"Great concept; great location. Full speed ahead."

"Happy to see the low profile of 1 & 2 stories so views aren't blocked. Wishing you every success!"

"Seems like a great local initiative. If the economics work, this should be a "no-brainer" and it would be disappointing if legislators would put up unnecessary roadblocks."

"I like the location! Near shopping, PO, lake, trails. Special features that are attractive – multi-purpose room, rental suite for guests."

"Kimura Road has needed something and the lake needs seniors housing. So it's a good fit to me."

In addition, we collected 16 email addresses for people who want to be updated on our progress.

Vital Spark Offers Fitness Training

Leanne Babcock started in the fitness industry over 20 years ago. While continually instructing various fitness classes, Leanne acquired her Fitness Leadership Diploma, ACE Personal Training Certification and various other certifications over time.

Following her passion of helping people, Leanne Co-Founded a Small Personal Training Business Sweat Technologies Inc. in Fort St. John BC where she instructed various types of Group Fitness Classes, developed a Post Rehab program for ICBC and developed an ongoing First Nations Fitness Program.

Advancing her ambitions she started another Personal Training business in Grande Prairies, AB, Velocity Fitness that branched further into Competitive Fitness Training.

Leanne competed for four years, winning the Alberta Overall Fitness Champion Title in 2004 and placing top six in her years of Canadian National Competition. With her success in this competitive sport, Leanne dieted and trained over 20 other aspiring competitors who all proudly made it to a competitive level, and some of these females are still competing today!

Throughout her accomplishments and business endeavors, Leanne attended International Conferences and Seminars to keep up with the leading edge of Fitness Professionals.

Leanne's philosophy: You must have a plan to achieve anything. Along the way inspiration will grow within.

Box-It Fridays at 7pm: An all level class that involves boxing basics, Kicks and conditioning that will hit every muscle in your body! Class will include a 10 minute warm-up, 25-30 min cardio segment and ending with a core conditioning and stretch out component at the end.

- Submitted



Support Given for New Seniors Housing Proposal at the Lake

About two dozen people participated in an Open House at the proposed site of an apartment building designed for senior independent living hosted by the Christina Lake Seniors Housing Society on Kimura Road. People were pleased to learn that the current proposal will offer about 24 studio, one and two bedroom apartments for rent and will include common areas for residents use while other areas could be for community use for things such as child care and a wellness centre. The building will be owned and operated by the Christina Lake Seniors Housing Society on a not-for-profit basis.

"I was pleased by the level of engagement from people there. They asked lots of good questions that we were pleased to answer", explained Kathy O'Malley, President of the Christina Lake Senior Housing Society. "We've responded to the concerns expressed about the previous proposals and we are still listening. To provide input, share your ideas and receive updates, please contact us at seniorshousing@christinalake.ca"

At the conclusion of the Open House people encouraged the Christina Lake Seniors Housing Society to take this proposal forward for rezoning.

- Submitted

Now Open

vitalSPARK integrative health

| | |
|---|--|
| <p>Massage Therapy</p> <p>Holistic Health Coaching</p> <p>Personal Training</p> <p>Mani, Pedi, Waxing, Facials</p> <p>Holistic Haircuts</p> <p>Creative Art Healing</p> <p>7 Layers Healing</p> | <p>Fitness Classes:</p> <p>Yoga with Sarah Tues & Wed 7pm</p> <p>Sunrise Core Fusion with Corinne Mon & Wed 6:45am</p> <p>Box Fit with Leanne Thurs 7pm</p> <p>Drop ins welcome! \$12 or 2 classes for \$20</p> |
|---|--|

Summer Package: receive 10% off when you book 2 or more services

9 Kingsley Road, Christina Lake, BC
For appointments call 250-443-4000
For more info go to: www.vsih.ca

DOUBLE UP & SAVE!

On Sale August 7th – August 13th, 2015

2/\$5

2/1\$0

2/\$5

OPEN MONDAY – FRIDAY 9:00AM-5:00PM

PHARMACY OPEN: MON, WED & THURS 10:00AM-5:00PM

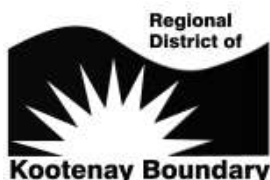
1746A Sandner Frontage Road, Christina Lake Store Only!

Phone: (250)-447-2658

LIVE WELL WITH

PHARMASAVE





Electoral Area Services Committee Staff Report

Prepared for meeting of October 2015

| Development Variance Permit | | | |
|---|---|--|--|
| Owners: Mary and Michael Hoffman | | File No: BW-4222-07500.690 | |
| Agent: Andrea Van Niekerk, Eidos Architecture Inc. | | | |
| Location: 725 Feathertop Way, Big White, Electoral Area 'E'/West Boundary | | | |
| Legal Description: Strata Lot 18, DL 4222, SDYD, Plan KAS3134, Together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V | | Area: 0.235 acres (951 m ²) | |
| OCP Designation: Medium Density Residential | Zoning: Chalet Residential 3 (R3) | ALR status: N/A | DP Area: Alpine Environmentally Sensitive DP2/Commercial & Multi Family DP1 |
| Contact Information: Andrea Van Niekerk, Architect Eidos Architecture Inc. 201-3935 Lakeshore Road Kelowna, BC V1W 1V3 250.980.4510. Ext. 108 avanniekerk@eidosarchitecture.ca | | | |
| Prepared by: Carly Rimell, Planner | | | |

ISSUE INTRODUCTION

Mary and Michael Hoffman, through their agent Andrea Van Niekerk, of Eidos Architecture Inc., have applied for a Development Variance Permit to build a single family dwelling on Strata Lot 18, Feathertop Way at Big White Ski Resort (*see Site Location Map; Applicants' Submission*). They are requesting variances to the interior side parcel line and rear parcel line to allow for roof overhang into the required setbacks.

HISTORY / BACKGROUND FACTORS

The subject property is an undeveloped residential parcel located on Feathertop Way. The property is designated as 'Medium Density Residential' in the Big White Official Community Plan Bylaw No. 1125, 2001 and zoned 'Chalet Residential 3' in the Big White Zoning Bylaw No. 1166, 2001. The property is within the 'Big White Alpine Environmentally Sensitive/Commercial & Multiple Family Development Permit Area.' The proposed development, of a single family dwelling, only requires the Alpine Environmentally Sensitive Landscape Reclamation Development Permit. The applicants applied for and received a Development Permit in July. When the agent applied for a building permit the encroachment issues were discovered by the building inspector. The applicants would like to keep the original site plan and proposal, hence the application before you for a Development Variance Permit.

PROPOSAL

The applicants are requesting a Development Variance Permit to construct a single family dwelling on Strata Lot 18, Feathertop Way at Big White as depicted in their Site Plan. They are seeking a Development Variance Permit to relax the setbacks on the rear parcel line and the north-east interior side parcel line in order to allow for roof overhang.

The following variances are requested;

- Siting exception variance for roof eaves into an interior side yard setback of 0.22m (increase from 0.6m to 0.82m)
- Rear parcel line variance of 0.29m (from 2m to 1.71) where adjacent to a publicly owned ski trail

IMPLICATIONS

In considering applications for Development Variance Permits, the policy is to consider whether the proposed variance will:

- a) Resolve a hardship;
- b) Improve the development;
- c) Cause negative impacts to the neighbouring properties.

A hardship generally is considered a physical hardship, something that creates an impediment on the property requiring that a structure be placed within a setback. Some examples are steep terrain, wet or boggy areas, and bedrock outcrops, which limit development in that area.

The applicants assert that there is a hardship due to the topography and irregular shape of the parcel. The parcel is pie shaped and slopes by 5 meters. In order to reduce the overhang so the corner of the roof would not project into the setback would mean a loss of living area of the proposed single family dwelling.

Improving the development is construed as an improvement to property that enhances the neighbourhood and is consistent with and supplements other developments in the

area. Currently this lot is undeveloped, whereas a developed lot with a single family dwelling with a landscape plan would be more aesthetically pleasing than its current state. As for the size of the dwelling it conforms with parcel coverage, the walls of the dwelling meet the setbacks, and the variance is only for the roof corners. The proposed dwelling would not disrupt the continuity of the Feathertop subdivision.

Concerning negative impacts to neighbouring properties, the applicants assert as it is only the roof corners encroaching and negative impacts would be minimal. The rear corner projection interfaces with the ski hill where no development is anticipated to ever occur.

ADVISORY PLANNING COMMISSION COMMENTS

The Big White Advisory Planning Commission supports the Development Variance Permit application.

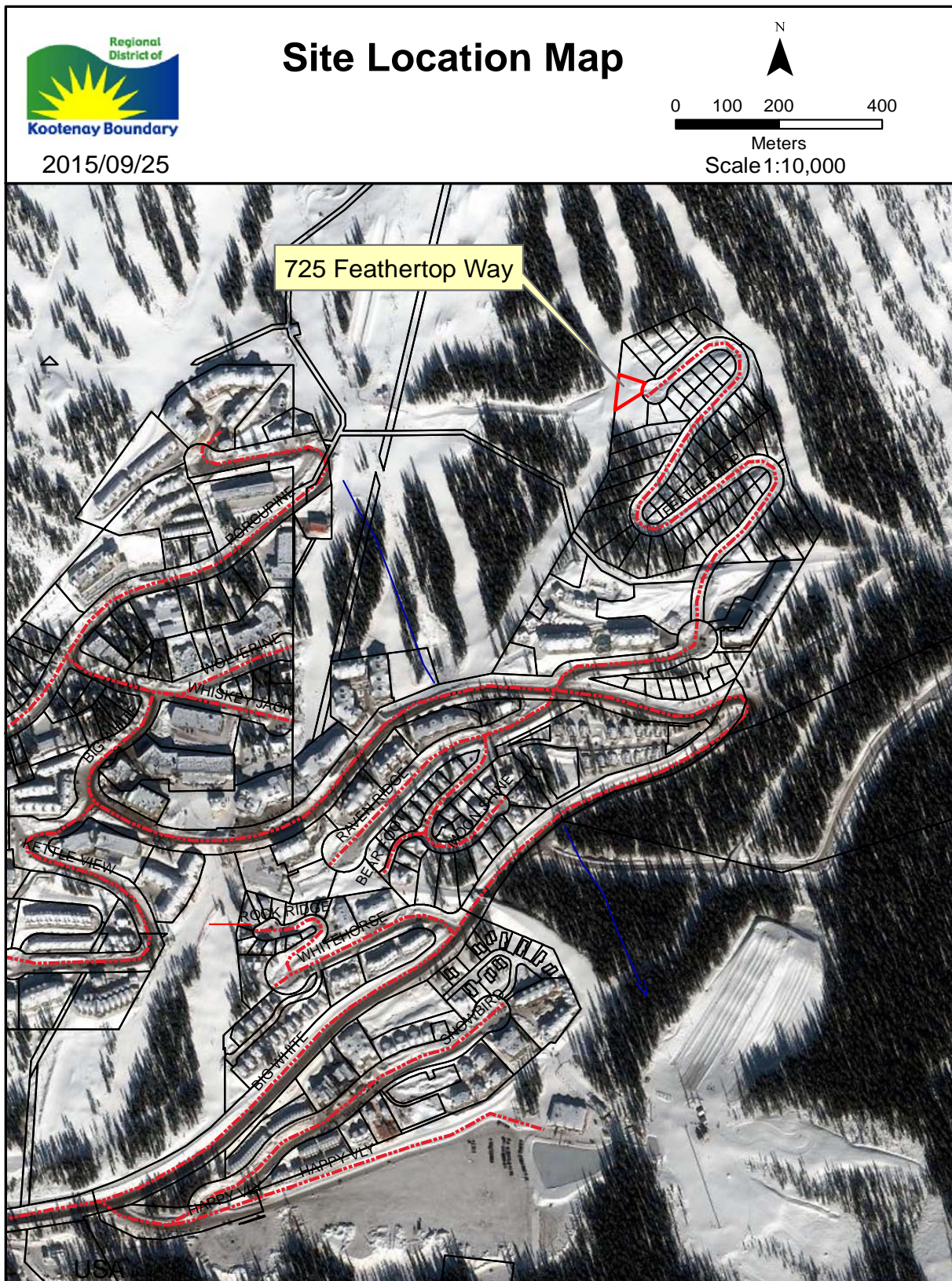
ATTACHMENTS

Site Location Map

Applicants' Submission

RECOMMENDATION

That the Development Variance Permit application for Mary and Michael Hoffman, submitted by their agent, Andrea Van Neikerk of Eidos Architecture Inc., to allow a variance to the rear parcel line where adjacent to a publicly owned ski trail of 0.29m from 2m to 1.71m and a siting exception variance of 0.22m from 0.6m to 0.82m to allow for roof overhangs of a single family dwelling on the property legally described as Strata Lot 18, DL 4222, SDYD, Plan KAS3134, together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V, be presented to the Board for consideration, with a recommendation of support.



Document Path: P:\GIS\RD\KB\MapDocuments\Routine_Maps\SiteLocationMap\BW\2015-09-25_Hoffman_SLM.mxd

Applicants' Submission



Carly Rimell
Regional District of Kootenay Boundary
843 Rossland Ave.
Trail, BC V1R 4S8

September 8, 2015

Re: 725 Feathertop Way - Application for Development Variance Permit

Dear Carly,

Please find attached the application and supporting documents submitted for Development Variance Permit.

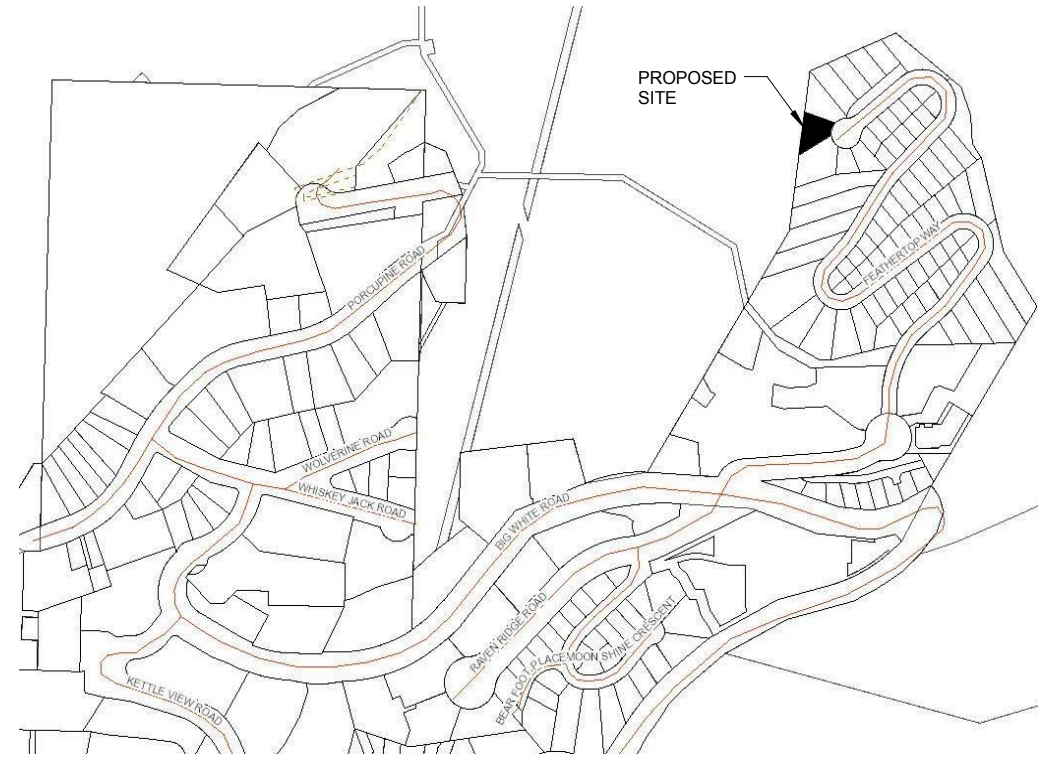
The variance being requested is an overhang projection which is marginally beyond the allowed zoning into the side and rear yard setbacks. Specifically it is the corner of the overhang, not the entire length, which exceeds by 8 1/16" into the side yard and 11 7/16" into the rear yard. This variance is to resolve the hardship caused by the pie shape configuration and the 5 meter sloping topography of the lot. To reduce the overhang so the corner will fit would take significant area out of the proposed building. Considering it's the corner of the overhang, this should not cause negative impacts to the side property. The rear corner projection interfaces with the ski hill where no development is anticipated to ever occur.

If you have any questions or concerns please don't hesitate to call.

Sincerely,

Andrea van Niekerk

T 250-980-4510 F 250-764-2116 201-3935 Lakeshore Rd, Kelowna BC V1W 1V3
www.eidosarchitecture.ca



2 CONTEXT PLAN

A1.02 SCALE: 1/32" = 1'-0"

SCALE BASED ON 24x36 SHEET SIZE

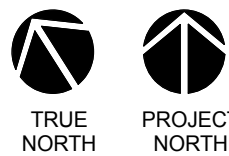
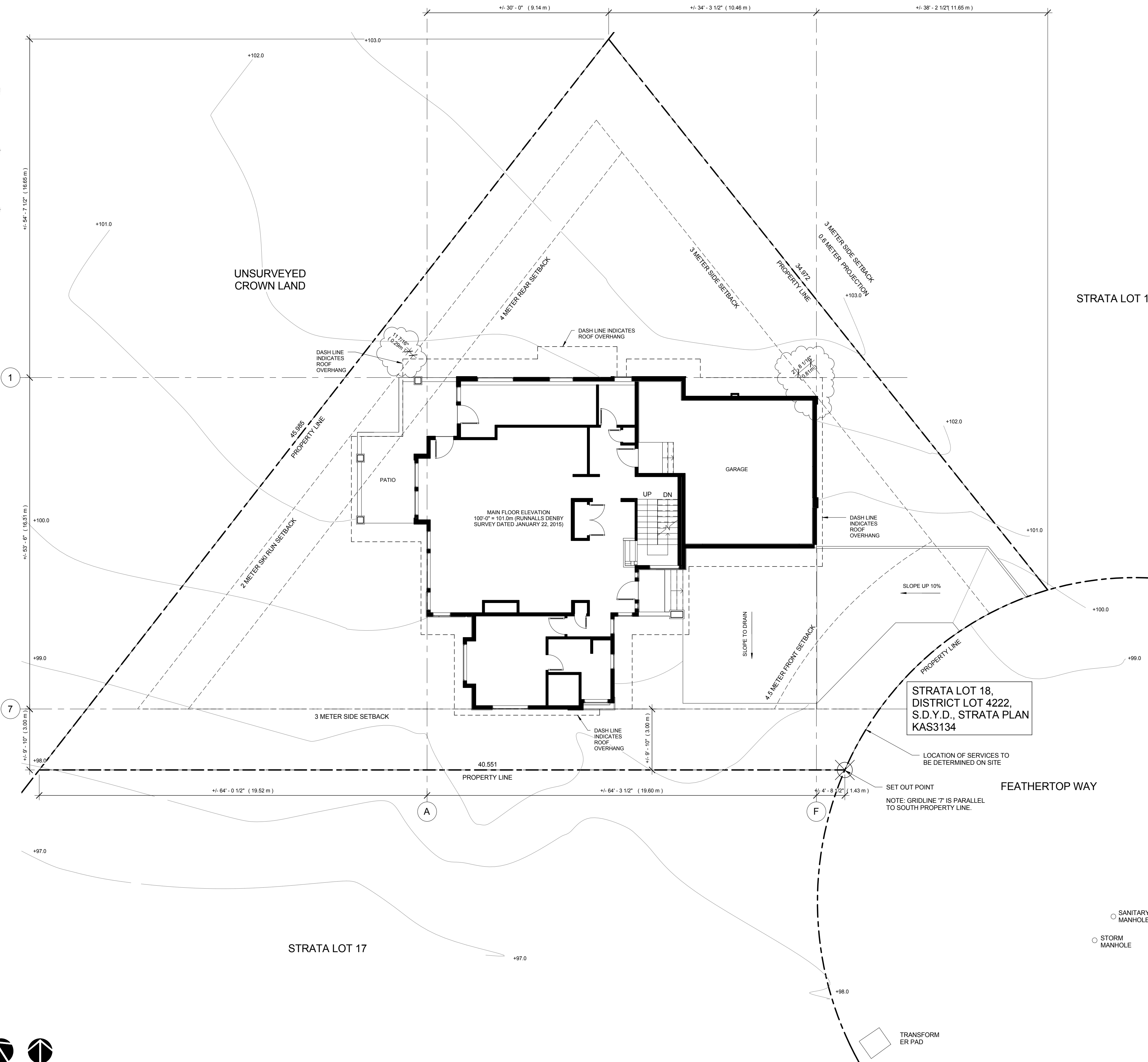
GENERAL NOTES - SITE PLAN

ALL DIMENSIONS BETWEEN PROPERTY LINES AND BUILDINGS ARE APPROXIMATE ONLY AND SUBJECT TO CIVIL/SURVEY DRAWINGS

LEGEND

- EXISTING CONTOUR
- + 100 EXISTING ELEVATION
- + 100 PROPOSED ELEVATION

THIS PLAN WAS PREPARED UTILIZING INFORMATION PROVIDED BY THE OWNER, THE OWNER'S CONSULTING GEOTECHNICAL ENGINEER, AND SURVEYOR.



SCALE BASED ON 24x36 SHEET SIZE

IDOS
ARCHITECTURE INC
201 - 3935 LAKESHORE ROAD
KELOWNA, BC
V1W 1V3
250-980-4510

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DRAWINGS ARE NOT TO BE SCALED. Confirm all dimensions on site. Any apparent discrepancies in the Drawings shall be brought to the Architect's attention with time being of the essence.

NOTES:

SEAL:

| ISSUED FOR | | |
|------------|------------|----------------------|
| NO | DATE | DESCRIPTION |
| 1 | 2015-06-12 | DEVELOPMENT PERMIT |
| 2 | 2015-07-31 | BUILDING PERMIT |
| 3 | 2015-09-08 | VARIANCE APPLICATION |

CONSULTANTS:

PROJECT:

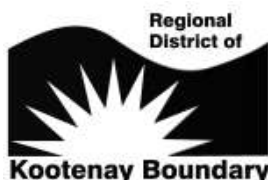
**LOT 18
FEATHERTOP**

DRAWING DESCRIPTION:

SITE PLAN

| | |
|------------------------------|--------------|
| PROJECT NO.: 15-001 | DRAWING NO.: |
| PLOT SCALE: As indicated | A1.02 |
| DATE ISSUED: 2015-09-08 | |
| REVIEWED: 2015-09-08 BY: AVN | |

Applicant's Submission



Electoral Area Services Committee Staff Report

Prepared for meeting of October 2015

| Development Permit Amendment | | | |
|---|--------------------------------------|--|---|
| Owner: Zellstoff Celgar Limited Partnership | | File No: A-205A-00935.050 | |
| Agent: Cover Architecture Collaborative Inc. | | | |
| Location: 9155 Station Road, Columbia Gardens Area, Electoral Area 'A' | | Area: 3.9ha (9.73 acres) | |
| Legal Description: Lot 6B, Twp 7A, DL 205A, Section 20 & 29 of DL 205A, KD, PLAN NEP800 | | | |
| OCP Designation: Industrial | Zoning: Industrial 3 (IN3) | ALR status: Out | DP Area: Industrial / Industrial and Columbia Gardens Aquifer |
| Contact Information: Douglas Sayer Zellstoff Celgar Limited Partnership 1921 Arrow Lakes Drive Castlegar, BC V1N 3H9 250.365.4246 dougs@celgar.com | | Agent Information: Graeme Leadbeater Cover Architecture Collaborative Inc. 5-320 Vernon Street Nelson BC, V1L 4E4 250.354.4445 graeme@coverac.ca | |
| Report Prepared By: Carly Rimell, Planner | | | |

ISSUE INTRODUCTION

Zellstoff Celgar Limited (ZCL) has submitted an application for an amendment to an existing Industrial Development Permit (299E-14D) for the reload facility which operates a freight distribution facility on the subject property at 9155 Station Road, near the junction with Columbia Gardens Road (*see Site Location Map*). The proposal is to demolish the remaining original wooden warehouse and to upgrade and expand while constructing its replacement. There are also several other upgrades proposed such as fire protection, enhanced dust control, and overall site aesthetic.

HISTORY / BACKGROUND INFORMATION

The property is designated 'Industrial' in the Area 'A' Official Community Plan Bylaw No. 1410, and zoned 'Industrial 3' in the Area 'A' Zoning Bylaw No. 1460.

Page 1 of 4

P:\PD\EA_A\A-205A-00935.050 Columbia Reload\2015-October-DP-Amendment\EAS\2015-10-13_Celgar_EAS.doc

The original permit for the subject property was issued in 2005, and it has since been amended in 2006, 2007, 2009, 2012, 2014 and now proposed to be amended again.

The last development permit amendment (299E-14D) included a new warehouse, dust control on the southerly property boundary and north west property boundary, and a commitment to paving. This is referred to as Phase 1. This project is proposed to be completed in 2 phases. The present proposal, is referred to as Phase 2 and is discussed below (*see Applicants' Submission; see Site Plan*).

PROPOSAL

Zellstoff Celgar wishes to proceed with the Phase 2 expansion of its Columbia Gardens Re-load facility. The facility, combined with the Phase 1 work, is an integral part of ZCL supply chain with the Burlington Northern Santa Fe (BNSF) Railway.

Phase 2 includes the construction of a 1500m² (16,150ft²) facility. To make way for this expansion the original wood frame facility will be removed and replaced with a one storey storage facility, with continuous glazed panels, weather canopies and completed site development to further reduce dust. The current site also lacks fire protection, which will be provided with this addition, further enhancing site infrastructure.

IMPLICATIONS

The purpose of the Columbia Gardens Industrial Park Development Permit Area is to ensure that there are measures in place to mitigate the potential effects of industrial activity, such as noise, vibration, light, and general unsightliness on the adjacent residential properties.

A Development Permit is required for new buildings and structures as well as major alterations to buildings involving additional floor area. The following guidelines have been established for development in this area. Wording in italics relate to this development proposal.

- a) Re-vegetation of areas disturbed during construction;

Construction and lay-down areas will be restored at the completion of construction activities. This may occur in the spring of 2016 due to seasonal issues. Restoration will include removal of debris, finish grading and application of soil enhancement for landscaping, compacted gravel and some asphalt in drive areas, dust suppression and gravel to inhibit dust generation.

- b) Landscaping comprised of plant material that is drought tolerant is encouraged;

Native plant species will be used where necessary. Bio-solids will be applied as soil enhancement over sandy areas to assist with dust control.

- c) Screening materials are encouraged in the following areas to create an aesthetically pleasing environment; around outdoor storage areas, along parcel boundaries adjacent to roadways, adjacent to garbage bins and adjacent to loading/unloading areas;

Screening of the site occurs on the south and north site boundaries by natural landscaped areas. To the west the natural escarpment removes all sight and sound lines. The east boundary paralleling the BN main line and Station Road is

setback over 150' from open site storage. This setback provides sufficient visual and sound buffer for the limited activities in this area.

The Phase 1&2 buildings will now provide a screen, over 400' in length, to the interior of the site. This will screen garbage, parking and other exterior storage.

- d) Access to and from site must not impede traffic flows on roadways;

Current permit allows for 9-12 trucks per day. A revision to this permit has been submitted, to increase truck volume to 12-20 per day. The access road and level crossing have been improved to deal with this increased volume.

- e) Access lanes and parking should be surfaced to minimize dust;

ZCL has undertaken an extensive paving program as noted on the site plan. Beyond the paved area compacted gravel will be placed where truck movements occur.

- f) Use of landscape islands to break up large parking areas;

Not applicable.

- g) Buildings and structures that are permanent are encouraged;

ZCL is constructing over 25,000 ft² of permanent sprinklered building in these 2 Phases to replace a run-down wood frame facility. In addition ZCL is constructing a permanent Fire Protection system with a purpose made tank; pump house; and distribution and fire hydrant system.

- h) Buildings finished in natural earth tones are encouraged;

All new buildings are being clad in a natural vegetative green color metal siding. This includes the fire tank(green paint on steel) and pump house facilities.

- i) Site illumination and lighted signage should be oriented to avoid glare on neighbouring buildings and roads;

Illuminated signage is not planned and site lighting will primarily be on the backside (screened side) of the building. Any track illumination will be focused to avoid glare for neighbours.

- j) Incorporate measures to mitigate the impact of noise and vibration on adjacent lands;

The main road on site is to the west of the buildings, thereby screening/buffering noise to lands to the east along its 400' length. In addition all storage buildings are being insulated on the inside (even though the building is not heated) to dampen noise levels emanating from inside activities. The nearest neighbouring buildings are approximately 120 feet to the east and 360 feet to the south.

All of the other conditions of the original Development Permit (No. 299-05D) and subsequent amendments remain unchanged.

The use of the subject property for a freight terminal and distribution facility is consistent with the zoning and OCP objectives and policies.

There has been conflict in the past surrounding the activities on this property with regard to noise, traffic, dust and hours of operation. Some of these issues have been

directly addressed by ZCL through the Development Permit process. ZCL noted that with a larger building and storage facility, more of the operations will be conducted within the facility thereby reducing noise and dust to neighboring property owners. There will also be additional asphalt and compacted gravel added to the surface of the site.

ZCL anticipates additional traffic and has applied to MOTI to amend their Access Permit to increase truck volume from 9-12 trucks to 12-20 trucks per day. The RDKB has no mechanism to regulate this as the operation is zoned for this type of activity.

The authority to issue Development Permits is delegated to the Manager of Planning and Development.

REFERRALS

This application has been referred to the Ministry of Transportation and Infrastructure and the RDKB is awaiting comment.

ADVISORY PLANNING COMMISSION

The Electoral Area 'A' APC supports the Development Permit Amendment application and requests that;

- a row of mature trees be planted this fall along the front of the property
- rubber matting be applied on loading docks to reduce noise.

ATTACHMENTS

Site Location Map

Applicants' Submission

Site Plan

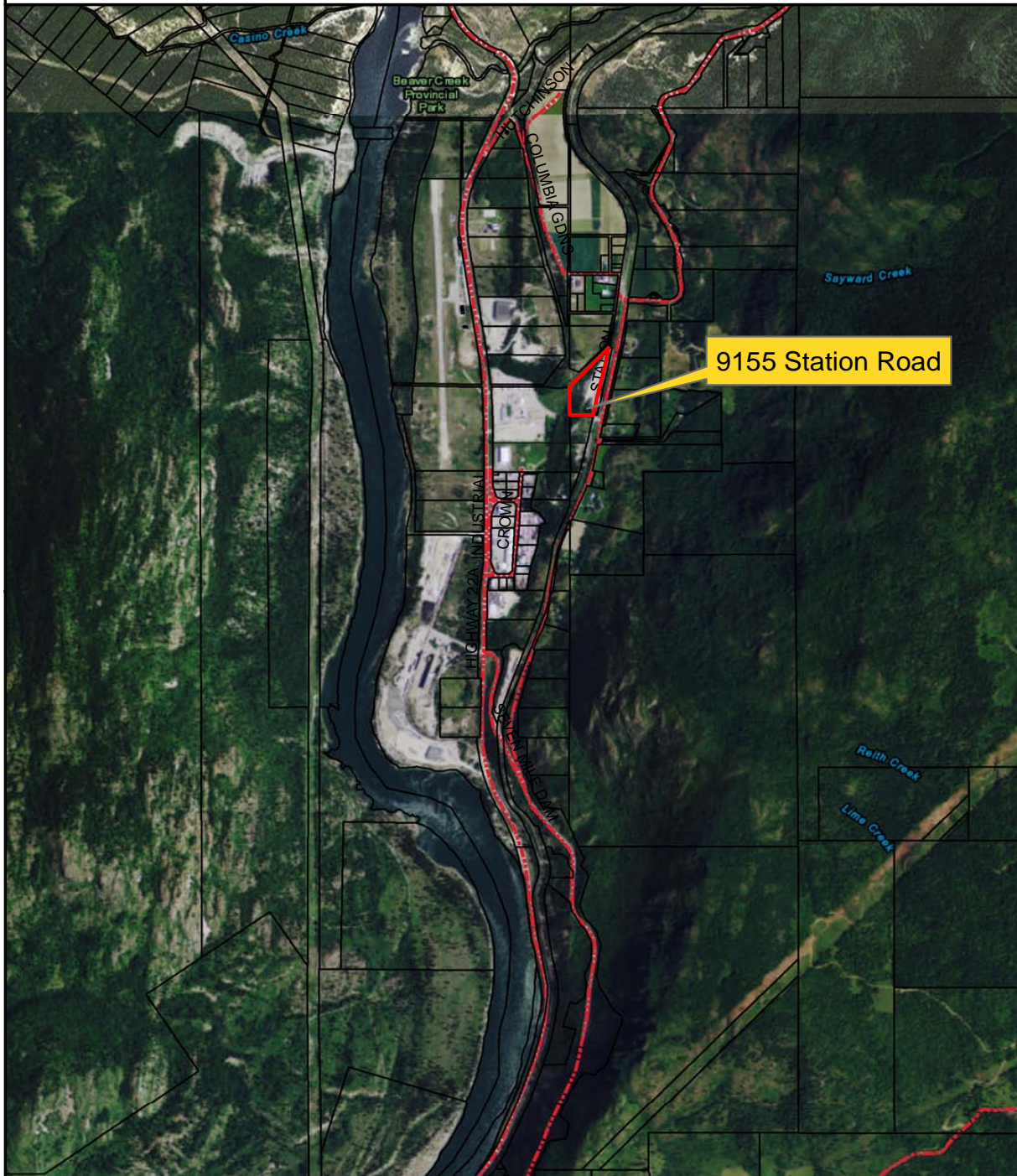
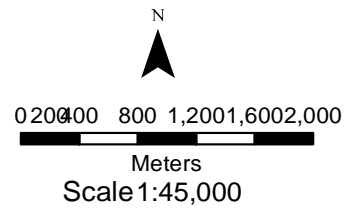
RECOMMENDATION

That the staff report submitted by Zellstoff Celgar Limited Partnership for a Development Permit Amendment for the parcel legally described as Lot 6B, Twp 7A, DL 205A, DL 205B, Section 20 & 29, KD, PLAN 800, be received.



2015/09/25

Site Location Map



Document Path: P:\GIS\RD\KB\MapDocuments\Routine_Maps\SiteLocationMap\Area_A\SLM-A-205A_ZellstoffCelgar_2015-09-25.mxd

ISSUED FOR DEVELOPMENT PERMIT - JULY 15 2015



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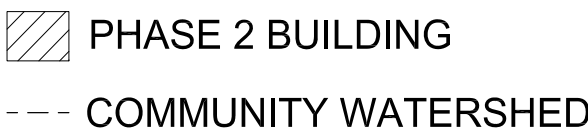
Do not scale drawings.

| | |
|------|------------------------|
| A0.1 | TITLE PLAN |
| A1.0 | SITE PLAN |
| A1.1 | FLOOR PLAN AND SECTION |
| A2.1 | ELEVATIONS |

ARCHITECTURAL
COVER ARCHITECTURAL COLLABORATIVE INC
TEL. 250-354-4445

| | |
|--------------------------------------|--|
| PROJECT: | COLUMBIA GARDENS RELOAD BUILDING PHASE 2 |
| CIVIC ADDRESS: | 9155 STATION RD, TRAIL BC V1R 4M1 CANADA |
| LEGAL DESCRIPTION: | PID 014-661-616; LOT 6B, PL 800, LD 205A, LD 26 |
| OWNER: | ZELLSTOFF CELGAR PARTNERSHIP LIMITED ARROW LAKES DR, CASTLEGAR, BC, V1N 3H9 |
| APPLICABLE CODES: AND STANDARDS | BCBC 2012, BCFC 2012, BCPC 2012 |
| OCCUPANCY: | <ul style="list-style-type: none"> GROUP F, DIVISION 2, UP TO 2 STOREYS, FACING 2 STREETS |
| OCCUPANT LOAD: | <ul style="list-style-type: none"> AREA A = 280m²/46m PER PERSON = 6 PEOPLE AREA B = 335m²/46m PER PERSON = 7 PEOPLE AREA C = 871m²/46m PER PERSON = 19 PEOPLE AREA D = 975m²/46m PER PERSON = 21 PEOPLE PHASE 1: COMBINED AREAS A, B, C = 32 PEOPLE PHASE 2: COMBINED AREAS A, C, D = 46 PEOPLE |
| CONSTRUCTION: LOCATIONS OF EXITS: | <ul style="list-style-type: none"> NONCOMBUSTIBLE ONE HALF THE MAXIMUM DIAGONAL DIMENSION OF THE FLOOR AREA (3.2.4.3.1b) 30m (3.4.2.5.f) |

| | | | |
|---------------------|--|------|--|
| ZONING: | INDUSTRIAL 2 | | |
| PERMITTED USES: | h) BULK MATERIAL STORAGE j) DISTRIBUTION FACILITIES m) FREIGHT TERMINAL bb) STORAGE | | |
| PERMITTED 2ND USES: | b) ADMINISTRATIVE OFFICES | | |
| COVERAGE: | 60% | | |
| SET BACKS: | FRONT (ADJACENT TO HIGHWAY) | 7.5m | |
| | FRONT | 4.5m | |
| | EXTERIOR SIDE | 4.5m | |
| | INTERIOR SIDE | 3.0m | |
| | REAR | 3.0m | |
| | *PARCELS ADJACENT TO A RAIL LINE FOR DISTRIBUTION FACILITIES AND FREIGHT TERMINALS | 0.0m | |
| HEIGHT: | 30m | | |
| PARKING: | <ul style="list-style-type: none"> • 1 SPOT/3 EMPLOYEES • MINIMUM SPACES: 5 • PROVIDED ON SAME PARCEL AS BUILDING/USE • EACH PARKING SPACE SHALL BE: <ul style="list-style-type: none"> 2.5m WIDE 5.5m LONG 2.5m HIGH 7.0m WIDE • AISLE: • AREAS TO ACCOMMODATE 10 OR MORE VEHICLES SHALL HAVE DURABLE DUST-FREE SURFACE (PAVEMENT/CONCRETE) • ALL OTHER OUTDOOR PARKING TO HAVE MINIMUM STANDARD GRAVEL | | |
| LOADING: | <ul style="list-style-type: none"> • 1 SPACE/ FIRST 12,000m² GROSS FLOOR AREA • 1 ADDITIONAL SPACE/ 2,000m² GROSS FLOOR AREA • TO BE LOCATED ON SAME PARCEL AS BUILDING/USE • 6m FROM HIGHWAY • MINIMUM AREA: 30m² (3m WIDE X 4m LONG) | | |



DESIGNED BY: _____

CHECKED BY: _____
RS

DRAWN BY: _____
PB

DRAWING DATE
2015_05_28

SCALE: _____

AS NOTED

CONSULTANT _____

PROJECT NUMBER 15003

Applicants' Submission

A0.1



2 COVERED LOADING DOCK
A1.0 SCALE:



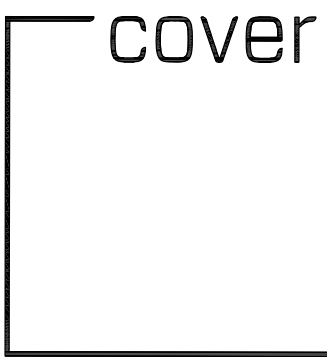
3 EXISTING BUILDING TO BE DEMOLISHED
A1.0 SCALE:



4 RAILCAR LOADING DOOR
A1.0 SCALE:



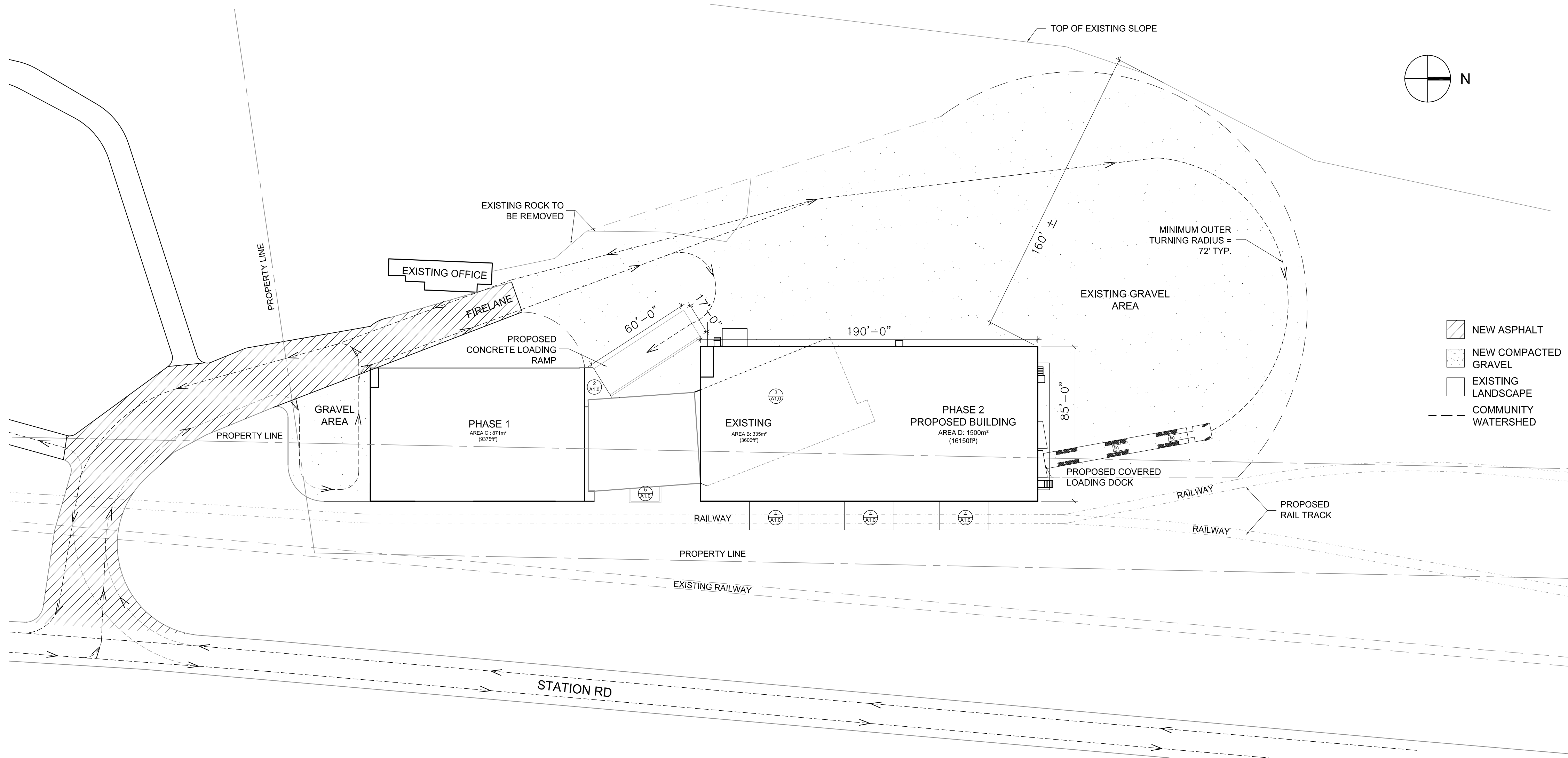
5 COVERED LOADING DOCK
A1.0 SCALE:



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Nelson BC V1L 4E4
p.250-354-4445
f.250-352-0017
info@coverarc.ca
www.coverarc.ca

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1 SITE PLAN
A1.0 SCALE: 1/32"=1'-0"

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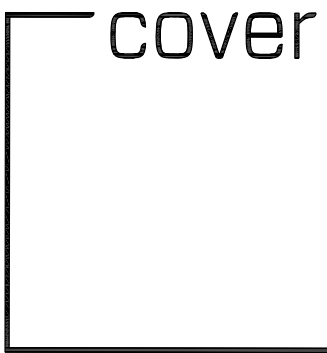
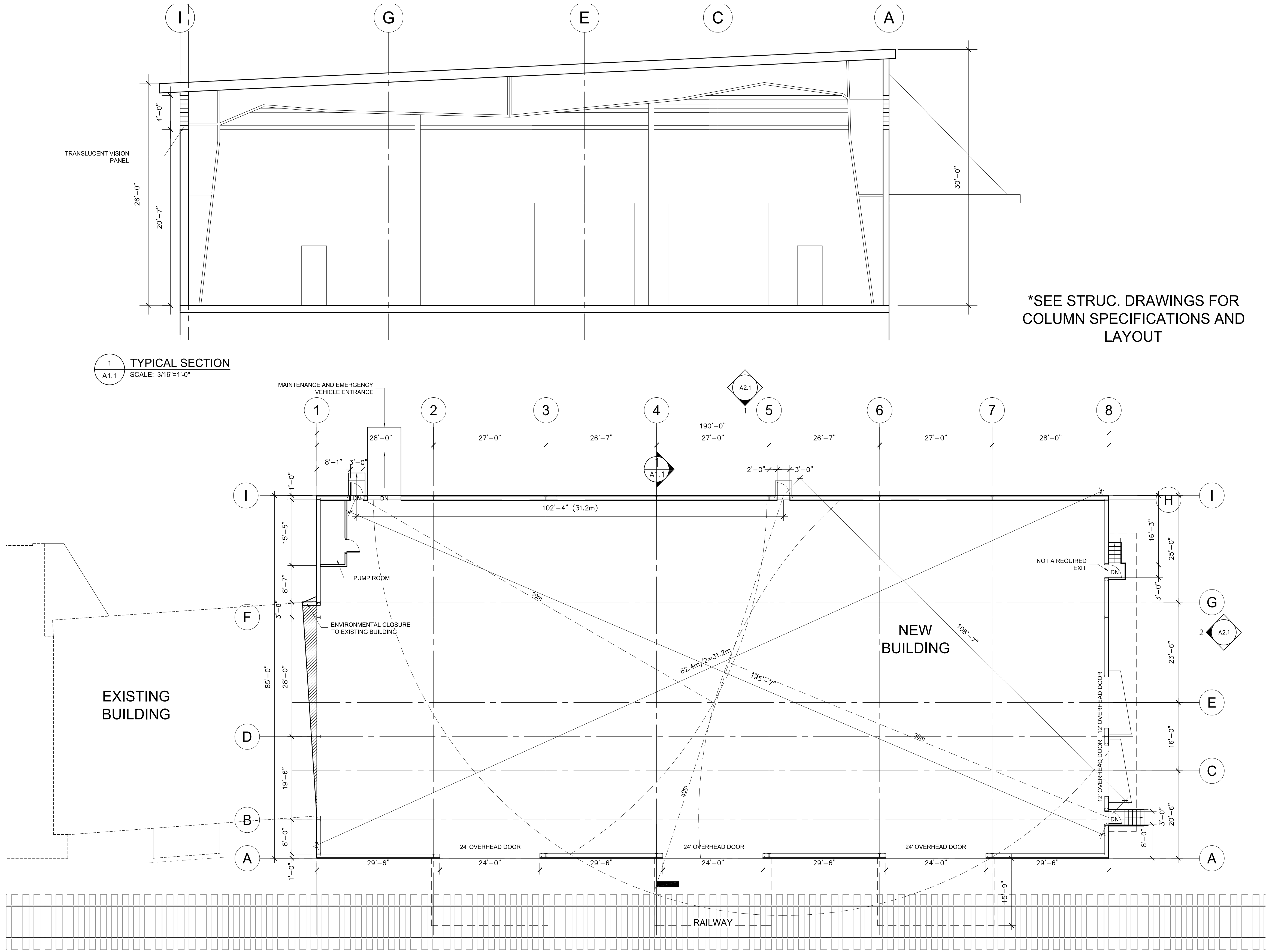
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A1.0

Applicants' Submission



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*SEE STRUC. DRAWINGS FOR
COLUMN SPECIFICATIONS AND
LAYOUT

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PROJECT NAME
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PHASE 2

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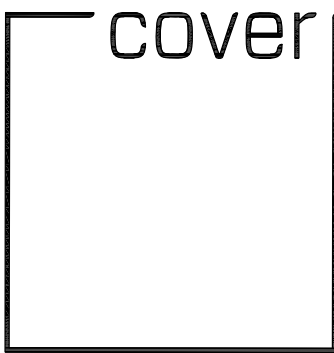
DRAWING TITLE
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AND SECTION

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PROJECT NUMBER
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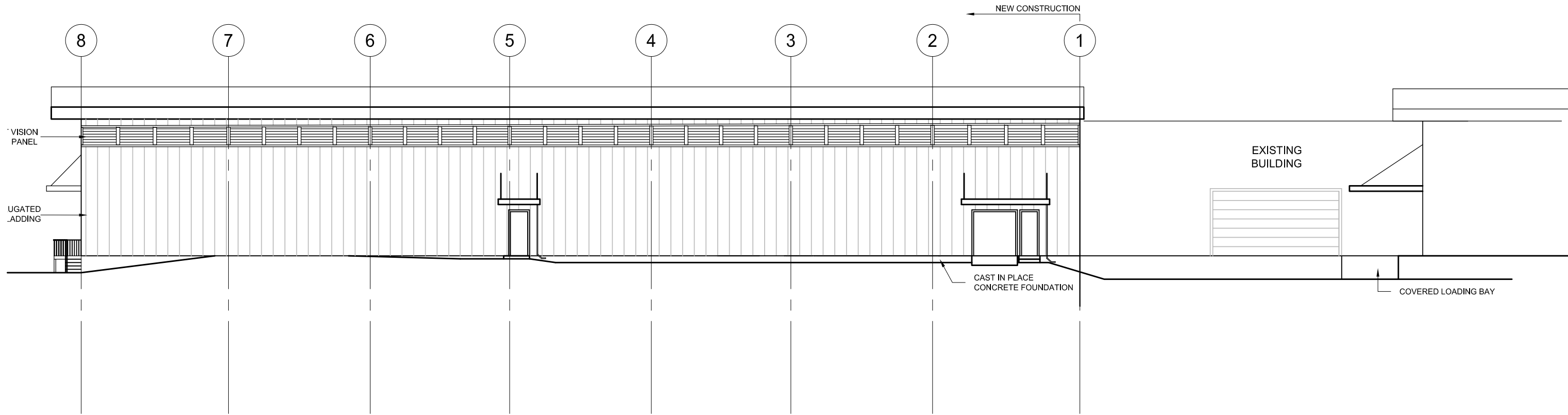
Applicants' Submission



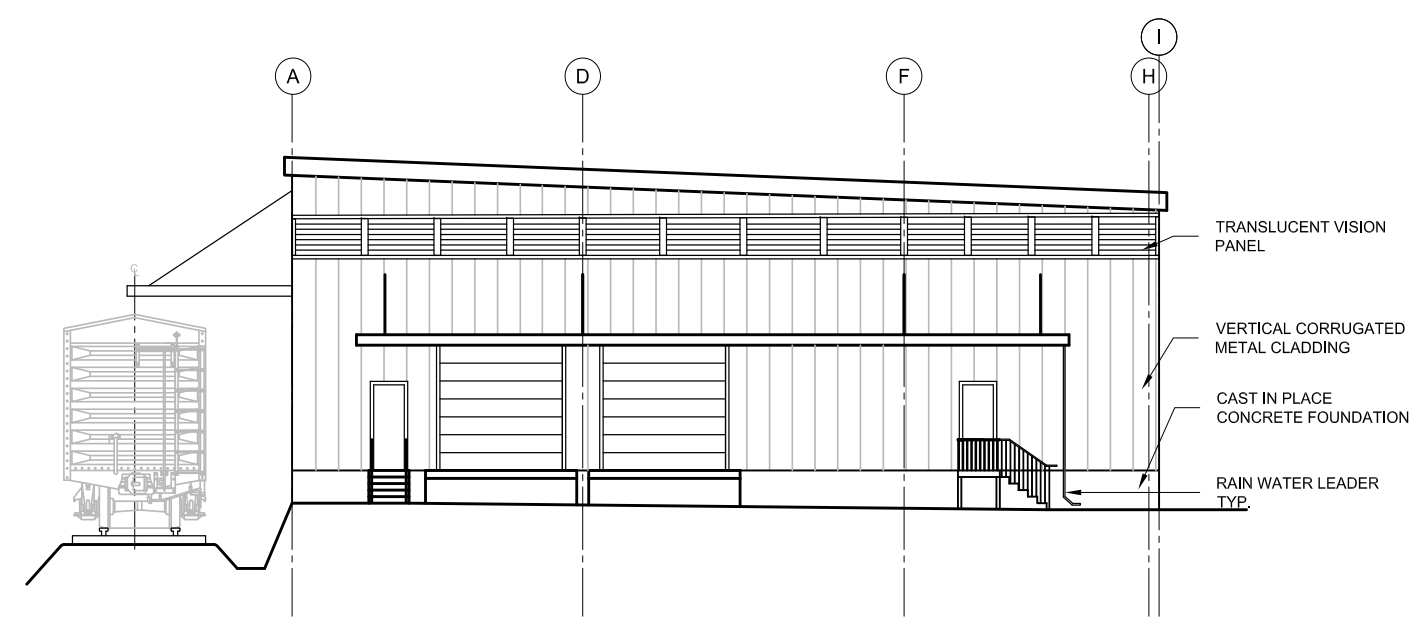
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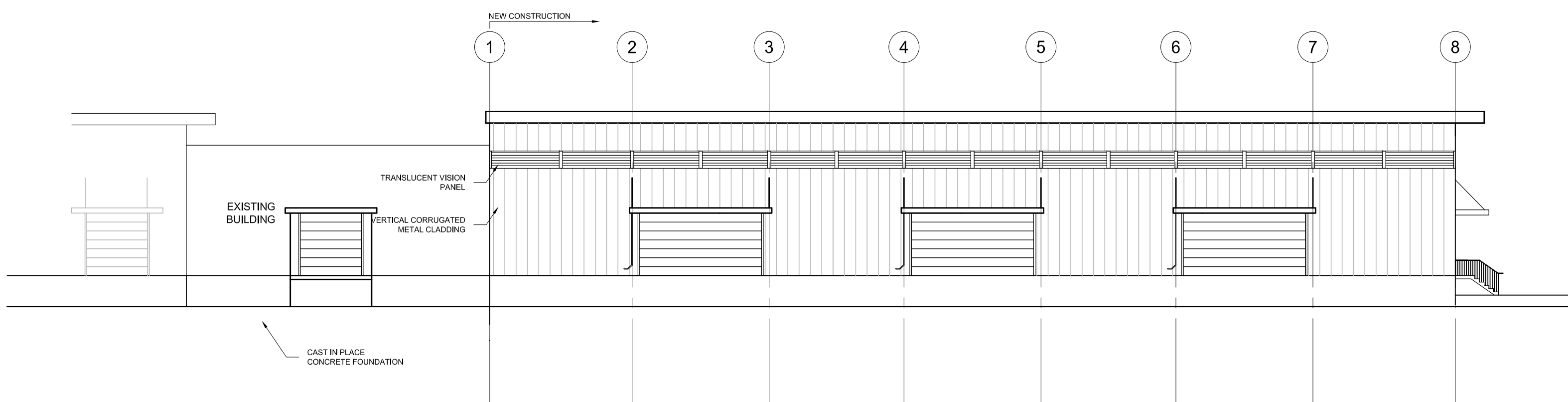
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Do not scale drawings.



1 EAST ELEVATION
SCALE: 1/16"=1'-0"



2 SOUTH ELEVATION
SCALE: 1/16"=1'-0"



3 WEST ELEVATION
SCALE: 1/16"=1'-0"

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CONSULTANT

PROJECT NAME
**COLUMBIA GARDENS
RELOAD BUILDING**

CLIENT

PROJECT ADDRESS
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TRAIL BC**

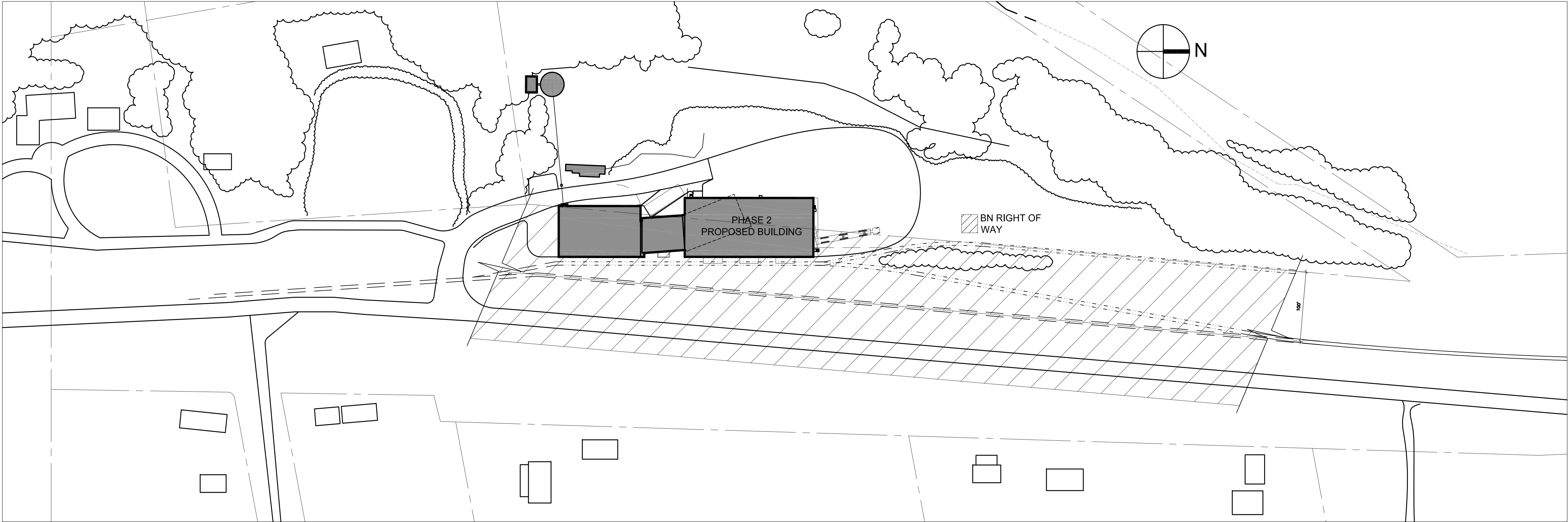
DRAWING TITLE
ELEVATIONS

REVISION No. **2**

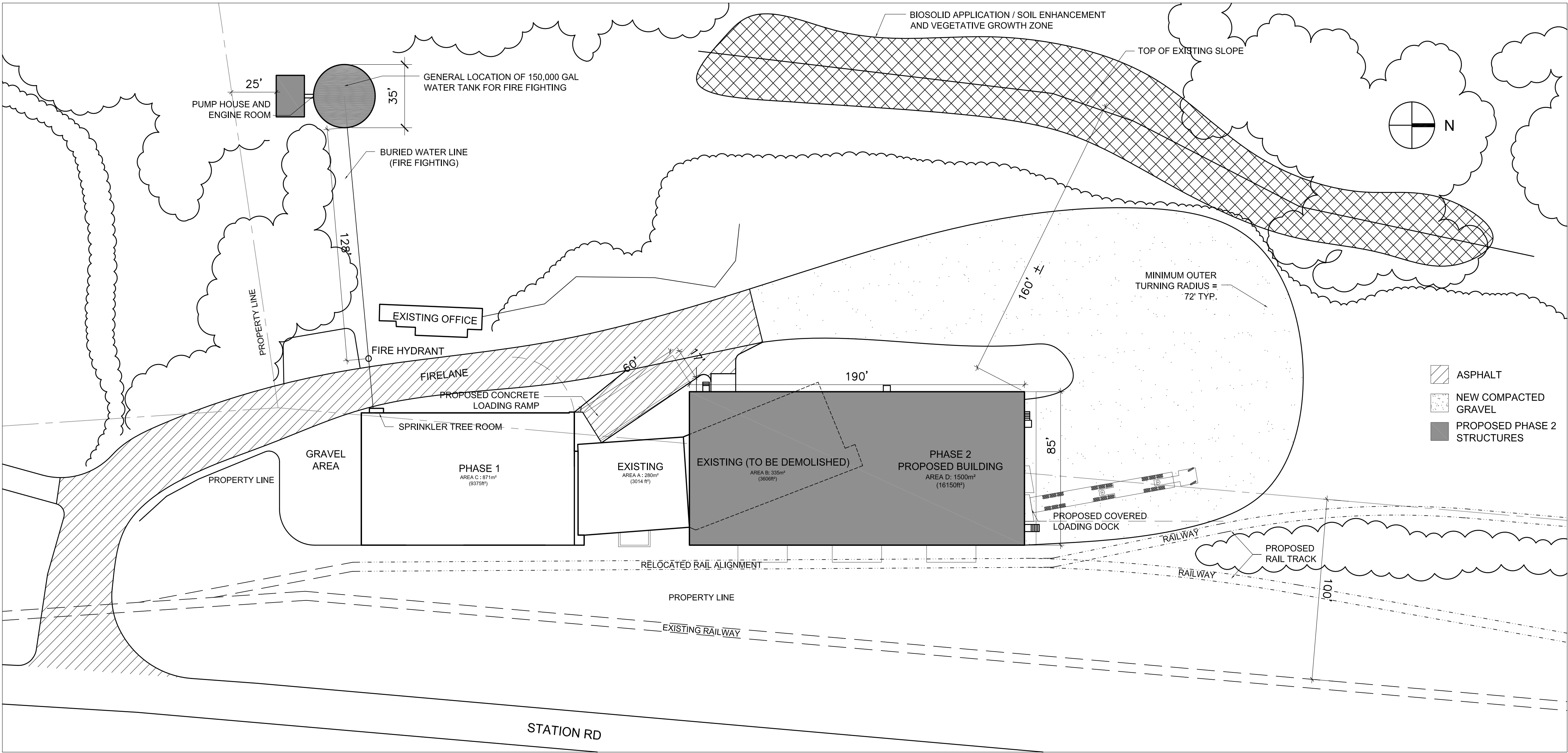
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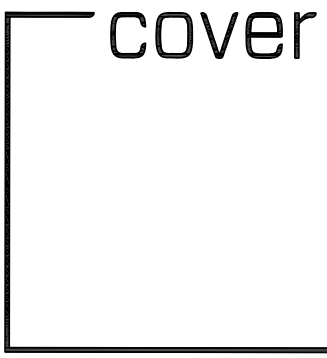
Applicants' Submission



1 VICINITY PLAN
A1.0 SCALE: 1"=80'



2 SITE PLAN
A1.0 SCALE: 1/32"=1'-0"



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| CONSULTANT |

PROJECT NAME
COLUMBIA GARDENS
RELOAD BUILDING
PHASE 2

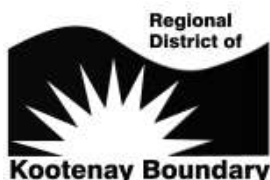
PROJECT ADDRESS
9155 STATION RD.
TRAIL BC

DRAWING TITLE
SITE PLAN

REVISION No.
2

PROJECT NUMBER
15003

A1.0



Electoral Area Services Committee Staff Report

Prepared for meeting of October 2015

| Ministry of Transportation and Infrastructure - Subdivision | | | |
|--|--|--|-----------------------|
| Owners: Ronald Bell and Robert and Theresa Faickney | | File No: C-317-02536.570 | |
| Agent: Jerome Hango, Jerome Hango Land Surveying | | | |
| Location: 1500 Neimi Road, near Highway 3, Electoral Area 'C'/Christina Lake | | | |
| Legal Description: Lot 27, DL 317, KAS1647, SDYD Lot 29, DL 317, KAS1647, SDYD Lot 30, DL 317, KAS1647, SDYD Lot 31, DL 317, KAS1647, SDYD For all strata lots common property is as follows; Portion Phase 2 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V | | Area: Lot 27: 0.171 acre (692 m ²) Lot 29: 0.121 acre (490 m ²) Lot 30: 0.121 acre (490 m ²) Lot 31: 0.121 acre (490 m ²) | |
| OCP Designation: Residential | Zoning: Compact Residential 5 (R5) | ALR status: No | DP Area: No |
| Owner Information: Ronald Bell 332 Parsons Street Okanagan Falls, BC V0H 1R3 250.448.2552 belldr@shaw.ca | | Agent Information: Jerome Hango, BCLS 2924 9th Avenue Castlegar, BC V1N 2Z1 250.365.5342 jhango@hangolandsurveys.com | |
| Prepared by: Carly Rimell, Planner | | | |

ISSUE INTRODUCTION

The Regional District of Kootenay Boundary has received a subdivision referral from Ministry of Transportation and Infrastructure (MoTI) for a proposed lot line adjustment which would dissolve Strata Lot 27 and expand Strata Lots 29, 30 and 31 at Moody Creek Estates at 1500 Neimi Road (*see Site Location Map; Subject Property Map; Proposed Subdivision-Consolidation Map*).

HISTORY / BACKGROUND FACTORS

All of the subject parcels are designated 'Residential' in the Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No.1250 and zoned 'Compact Residential' (R5) in the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300.

The 'Compact Residential 5' Zone was created specifically for the Moody Creek Estate property, which is a bare land strata subdivision that has an on-site community sewer system. There are currently 35 parcels plus several sections of common property within Moody Creek Estates.

PROPOSAL

The applicants are requesting approval for a boundary adjustment to dissolve one lot (Strata Lot 27) and to add additional area to the existing lots (Strata Lots 29, 30 and 31). The proposal is shown in the table below: *(see Applicants' Submission)*.

| Lot # | Current Area | Proposed Area |
|-------|--------------------|----------------------|
| 27 | 692 m ² | 0 |
| 29 | 490 m ² | 827.1 m ² |
| 30 | 490 m ² | 750.1 m ² |
| 31 | 490 m ² | 595.2 m ² |

IMPLICATIONS

The minimum parcel size to be created by subdivision must not be less than 400m². This is not a concern as the parcels are becoming larger in area due to consolidation.

There are no structures shown on the survey, although the BC Assessment Roll Report and Title indicate there is a double wide mobile home on Strata Lot 31 whereas the others are vacant. It does not appear there would be any issues with the setbacks as the lots are becoming larger through this subdivision and consolidation process.

Access does not appear to be a concern with this proposal as it looks like it could potentially be made available from the east or west.

There is an on-site community sewer system which has the capacity to service the current 35 parcels. As the owners propose to dissolve one lot there is no concern with added capacity to the system.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'C'/Christina Lake Advisory Planning Commission had no comments on this application.

ATTACHMENTS

Site Location Map

Subject Property Map

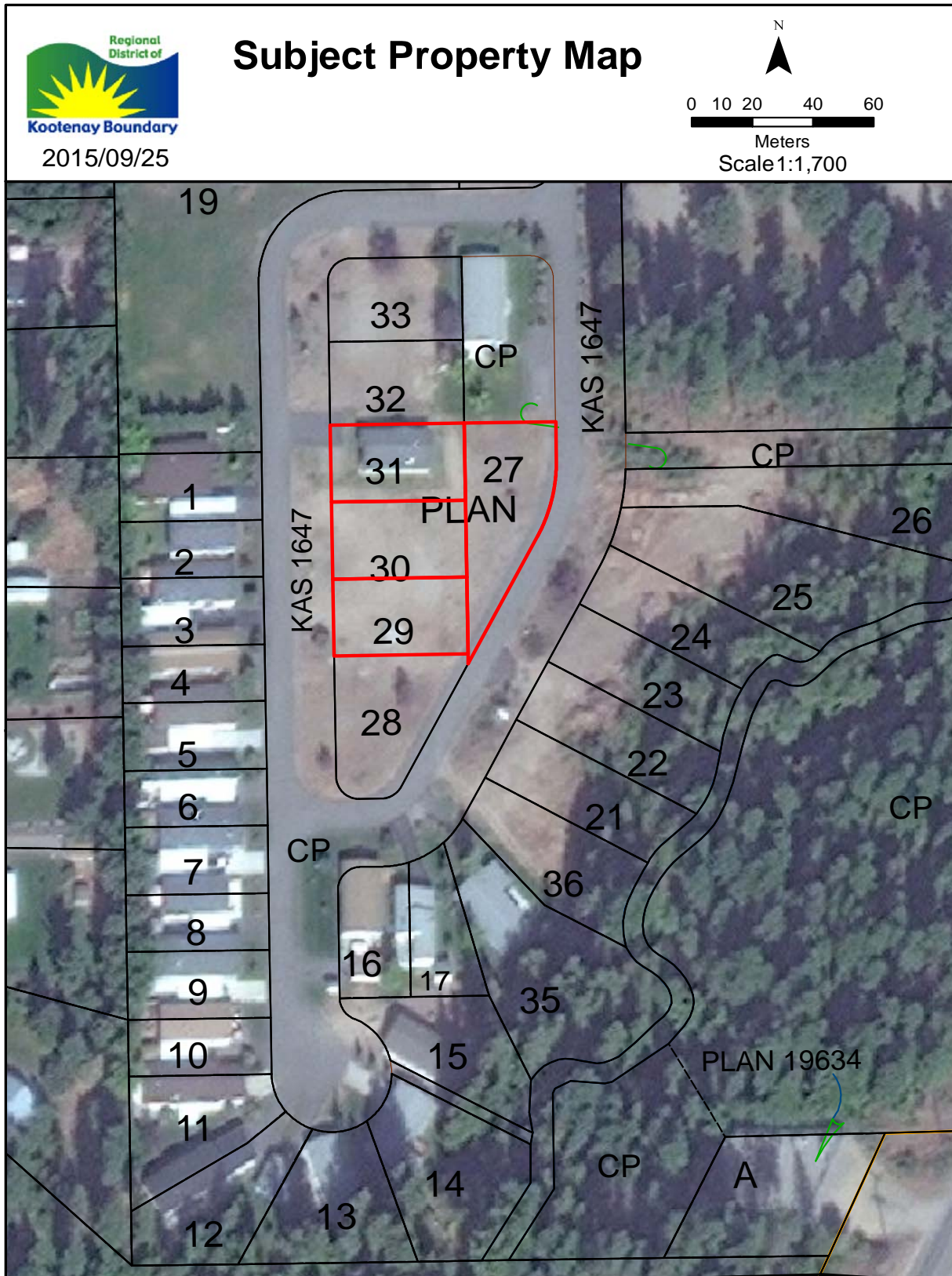
Proposed Subdivision-Consolidation Map

RECOMMENDATION

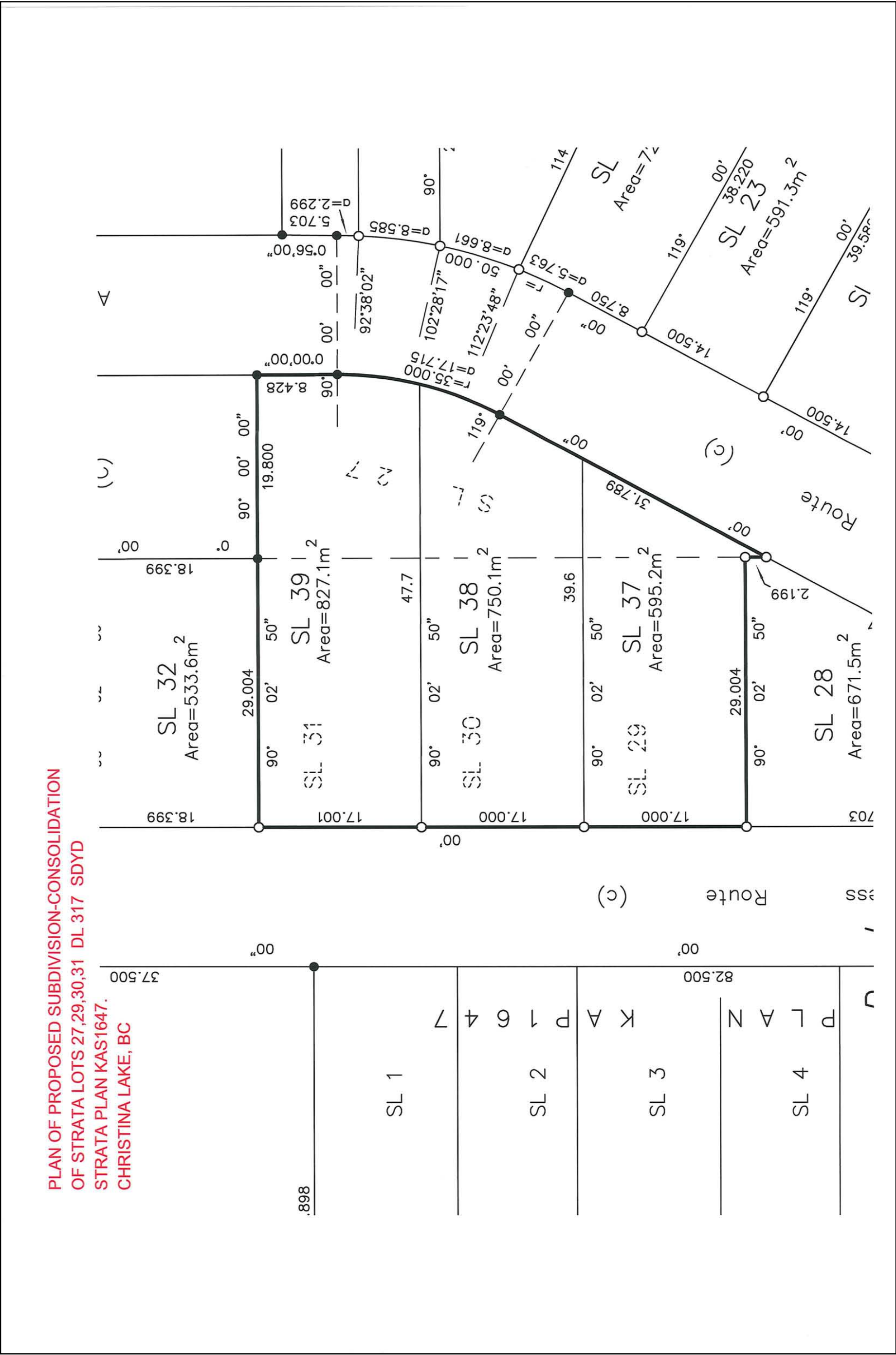
That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision, which would dissolve Lot 27 legally described as Strata Lot 27, DL 317, KAS1647, SDYD and through a boundary adjustment add the additional area to Strata Lots 29 through 30, DL 317, KAS1647, SDYD, located at 1500 Neimi Road, Electoral Area 'C'/Christina Lake, be received.

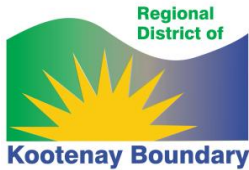


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**STAFF REPORT****Date:** 15 October 2015**File:** Boundary Agricultural Plan**To:** Chair Worley and Members, Electoral Area Services Committee**From:** Mark Andison, General Manager, Operations / Deputy CAO**Re:** RDEK Agricultural Liaison Officer Proposal**Issue Introduction**

The purpose of this report is to introduce a proposal received from the Regional District of East Kootenay to initiate discussions on the possibility of recruiting an agricultural liaison officer for the entire Kootenay / Columbia Basin area and to seek the Electoral Area Services Committee's direction regarding the proposal.

History/Background Factors

We have recently received the attached letter from the Regional District of East Kootenay which references a common element of three agricultural plans completed over the past few years by the Regional Districts of Kootenay Boundary, Central Kootenay, and East Kootenay – the hiring of someone to implement the plans and support the agricultural sector in each of the respective areas.

Four years ago, the RDKB completed the Boundary Area Agricultural Plan. The plan includes several recommendations to improve the environment and support for the agricultural sector in the Boundary. The first recommendation in plan, Recommendation 1.1.1, is to:

Employ an Agricultural Development Coordinator to help develop programs and respond to day-to-day inquiries

The plan notes that Agricultural Development Coordinators offer on-farm visitation in the areas of crop and livestock management, environmental sustainability, financial management and human resources. They provide clients with a first point-of-contact for accurate and timely information on a wide variety of aspects of commercial agriculture.

The Boundary Area Agricultural Plan outlines the rationale for the recommendation:

The establishment of an individual in a non-volunteering position dedicating their time to encouragement of the agricultural sector is the highest priority recommendation of this plan. An appropriate draft mission for the Boundary agricultural development coordinator might be borrowed from the Rhode Island Agricultural Partnership:

The mission of the Boundary region Agricultural Development Coordinator is to foster the economic viability of the region's agricultural producers, establish a self-sustaining and coordinated delivery of agricultural services and knowledge to farmers, provide increased food security and access to local food for all Boundary people, and cultivate support among the public and policy makers for the future of agriculture.

This mission stresses both the support of economic viability of the region's farmers (implicitly defined to include social and ecological economy as well as financial), and the delivery of knowledge (interpreted as communication about government programmes, broader market dynamics, and regulatory issues, in addition to traditional 'education'). It recognizes that this position ought to be self-sustaining and coordinated. Finally, it is explicit that a great deal of the work that needs to be undertaken to support Boundary agriculture deals with cultivation of support and knowledge among the wider community.

In early 2012, the Electoral Area Services Committee and Board of Directors reviewed the various recommendations contained within the Boundary Area Agricultural Plan. The Committee and Board provided direction as to which of the recommendations that fall within the RDKB's purview should be implemented. The hiring of an Agricultural Development Coordinator was not one the recommendations identified to be implemented, largely due to the costs associated with doing so.

Proposal

The RDKB has received a proposal from the Regional District of East Kootenay (attached) to assist them, along with the Regional District of Central Kootenay and the Columbia Basin Trust, with the development of a proposal for a shared Agricultural Liaison Officer for the Columbia Basin.

Similar to the RDKB's Boundary Area Agricultural Area Plan, the RDEK's Agricultural Plan (adopted in 2014) identifies as its number one priority the hiring of an Agricultural Liaison Officer to support the industry locally and to implement the remainder of the Agricultural Plan. The Regional District of Central Kootenay's Agricultural Plan includes a similar recommendation.

Implications

The Board of Directors of the Regional District of Central Kootenay has reviewed the RDEK proposal and adopted the following resolution:

That the Board authorize staff to investigate the Regional District of East Kootenay's proposal to collaborate on the implementation of their respective agricultural plans and explore the concept of

developing a business case and work plan for an agricultural liaison officer for the Kootenay and Columbia Basin region.

As the letter from the RDEK indicates, “agriculture, healthy food and food security has also featured prominently in the Columbia Basin Trust’s recent ‘Our Trust, Our Future’ consultations”. Based on conversations with RDEK staff on the matter, the objective of a joint project is to leverage each other’s resources, get CBT involved, and do something positive for the agricultural sector that is at a geographic scope and scale that makes more sense than trying to do something in isolation.

The RDEK proposal suggests that senior staff from the three regional districts and CBT work together over the next several months to develop a business case and work plan for an Agricultural Liaison Officer position, in support of the goals and objectives of each partner. This detailed proposal would then be considered for approval by each Board.

Advancement of Strategic Planning Goals

Exploring opportunities to partner with the RDEK, the RDCK, and CBT advances two of the Board’s strategic planning goals:

- We will continue to focus on partnerships that advance the in interests of the region; and
- We will ensure we are responsible and proactive in funding our services.

Background Information Provided

Letter from Andrew McLeod, Manager, Planning and Development Services, Regional District of East Kootenay

Alternatives

In response to the proposal received from RDEK, the Electoral Area Services Committee may either:

- Pass a resolution authorizing RDKB staff to work with staff from the Regional District of East Kootenay, the Regional District of Central Kootenay, and the Columbia Basin Trust to assist with the development of a proposal for a shared Agricultural Liaison Officer for the three regional districts; or
- Receive the RDEK proposal letter with no further action.

Recommendation

That Regional District of Kootenay Boundary staff be authorized to work with staff from the Regional District of East Kootenay, the Regional District of Central Kootenay, and the Columbia Basin Trust to assist with the development of a proposal for a shared Agricultural Liaison Officer for the three regional districts.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FILE #

AUG 19 2015

File: P 121 002

DOC #

REF. TO:

CC:

August 11, 2015

Mark Andison, General Manager, Operations / Deputy CAO
Regional District of Kootenay Boundary
202 - 843 Rossland Ave.
Trail, BC V1R 4S8

Dear Mr. Andison:

Re: Agricultural Liaison Officer for the Kootenay and Columbia Basin Region

At their meeting on August 7, 2015, the Board of Directors adopted the following resolution:

"THAT Columbia Basin Trust, Regional District of Central Kootenay and Regional District of Kootenay Boundary be formally requested to assist with development of a proposal for a shared Agricultural Liaison Officer for the Columbia Basin."

The RDEK Agricultural Plan was adopted in October 2014. The number one priority identified in that plan is to provide human resources in the form of an Agricultural Liaison Officer to support the agricultural industry locally and to implement the remainder of the Agricultural Plan. The Columbia Basin Rural Development Institute at Selkirk College has analyzed the three Kootenay regional district Agricultural Plans and identified a number of common themes, most notably that "the success of each plan hinges on the hiring of someone to implement the plans and address the need for support services, business development and marketing training" in the agricultural sector. Agriculture, healthy food and food security has also featured prominently in CBT's recent "Our Trust, Our Future" consultations.

Because of the modest size of the agricultural industry in the RDEK, the Board has noted that the recruitment of one person for the entire Kootenay and Columbia Basin area may be more efficient and cost effective. Accordingly, please accept this letter as our request to partner with your organization on the implementation of our Agricultural Plans. If your Board would like to explore this concept further, then we envision gathering together over the course of this coming winter a team comprised of senior staff from each organization to develop a business case and work plan for such a position, in support of the goals and objectives of each partner. This detailed proposal could then be considered for final approval by each Board. The RDEK is willing to lead this effort in support of the partnership.

.../2

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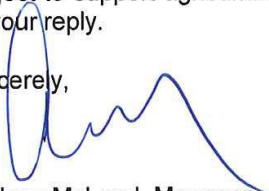
Columbia Valley Office
Box 2319, 4956 Athalmer Road
Invermere BC V0A 1K0
Phone: 250-342-0063 • Fax: 250-342-0064

August 11, 2015
Mark Andison, General Manager, Operations / Deputy CAO

Page 2
P 121 002

Thank you for considering this request to begin discussions around developing a joint project to support agriculture in the Kootenay and Columbia Basin region. I look forward to your reply.

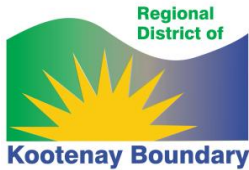
Sincerely,

A handwritten signature in blue ink, appearing to read 'Andrew McLeod', with a large loop at the start and a trailing flourish.

Andrew McLeod, Manager
Planning & Development Services

AM/hch

ec: Lee-Ann Crane, CAO



STAFF REPORT

Date: 15 October 2015

File: BC Building Act 2015

To: Chair Worley and Members, Electoral Area Services Committee

From: Mark Andison, General Manager, Operations / Deputy CAO

Re: **Building Act Implications for RDKB**

Issue Introduction

The purpose of this report is to summarize the most relevant provisions of the new *Building Act* and the implications of the new legislation for the RDKB.

History/Background Factors

The new B.C. *Building Act*, enacted earlier this year, came into effect on September 18, 2015. A copy of the Province of B.C.'s explanatory guide for the new legislation, *A Guide to the Building Act: Modernizing B.C.'s Building Regulatory System*, is provided along with this report for information purposes. To summarize, the key elements of the new *Building Act* are:

- The establishment of mandatory credentials for building officials, and a Province-wide register of building officials;
- A restriction of local government bylaws that include building standards or requirements that go beyond those of the *BC Building Code*;
- Potential for site-specific building regulations by the Province; and
- Potential for Provincial regulation of building beyond the current *BC Building Code*, in relation to the manner of inspection, construction, demolition, and other activities

Implications

The main implications for the RDKB relate to the first two bullet points noted above.

The establishment of mandatory credentials for building officials under the new Act will require individual building officials to have attained minimum certification standards in order to be permitted to practice within their defined scope of competency. So, for example, a Level 1 Building Inspector will be limited to doing inspections on simple single family dwellings and accessory buildings that fall under the scope of Part 9 of the *BC*

Building Code. Those with Level 3 certification will be able to do inspection work on the most complex buildings that fall under the scope Part 3 of the *BC Building Code*. These new legislated competency requirements will require local governments across the Province to ensure that their building inspection staff have attained the qualifications that match the type of inspections that they are being asked to perform. For the RDKB, currently three of our five building inspectors have Level 3 certification, the other has Level 1 certification.

As well as meeting required minimum training standards, building officials will be required to be registered members of the Building Officials Association of British Columbia within six months of the new legislation coming into force. All of the RDKB's building officials are already registered with BOABC.

A new restriction under the Act on local government building bylaws including provisions that go beyond the scope of the *BC Building Code* will have an impact upon the RDKB. Currently, the RDKB's sprinkler control bylaws that apply to Big White and Mount Baldy, requiring sprinklers for most new construction, are over and above the requirements of the *BC Building Code*. The new Act would require the RDKB to repeal these bylaws within two years of the Act coming into force (by September 2017). The new Act also, though, provides that local governments may apply to the minister for a Provincial regulation applicable to individual local governments to allow regulations that go beyond the *BC Building Code*. Local governments will have to wait for the accompanying regulation to come into effect before we can determine how this process will be applied. At that point, the RDKB will be in a position to determine whether it wishes to make an application to the Province to allow the sprinkler control bylaws to remain in effect or repeal them as per the requirements of the new Act.

Background Information Provided

A Guide to the Building Act: Modernizing BC's Building Regulatory System

Recommendation

That the report regarding the BC Building Act Implications for the RDKB from Mark Andison, General Manager, Operations / Deputy CAO be received.



BUILDING ACT GUIDE SERIES: SECTION A1

Understanding B.C.'s Building Regulatory System

JUNE 2015



Office of Housing and
Construction Standards



A1



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Introduction

This guide is for anyone who'd like a simple explanation of 'the rules' about how buildings get built in British Columbia. Learn more about:

- » Why we regulate building;
- » The British Columbia Building Code;
- » The role of local governments and building officials; and
- » Professional requirements in the construction industry.

We expect the buildings that we live and work in to be safe, healthy, well-built and affordable.

There are many different ways to construct buildings, and many different types of buildings, so we need a set of rules that govern how buildings get built. These rules are commonly called building requirements. The Province sets building requirements for several reasons:

- » So people have safe and healthy buildings to live and work in; and
- » To support best practices and create efficiencies in the building construction industry.

Setting building requirements requires balancing public health and safety concerns with social and economic interests. In fact, building requirements started as a way to reduce damage caused by fires that spread quickly through buildings. Today, our building requirements represent some of the most important safety measures in B.C.

Building requirements can be found in the BC Building Code and other provincial building regulations.

For example, under the BC Building Code, homes are required to have insulation and in colder climates the insulation requirements are higher.

Who Does What?

Each level of government has a role in regulating building. In Canada, the federal *Constitution Act* gives the provincial and territorial governments responsibility for regulating building and construction.

In British Columbia, the *Building Act* gives the Province the authority to set the BC Building Code and other provincial building regulations. Setting regulations at a provincial level helps foster more consistent requirements throughout B.C.

Q: What are building requirements?

A: Building requirements are technical requirements for the construction, alteration, repair and demolition of buildings. A building requirement can define the methods, materials, products, assemblies, dimensions or performance to be used when building.

Q: What are local authorities?

A: Local authorities are official bodies that may choose to administer and enforce provincial building regulations such as the BC Building Code. Local authorities are usually local governments, but they also include Treaty First Nations, Nisga'a Lisims Government and the University of British Columbia's Board of Governors.

Since most local authorities are local governments, this guide uses the term 'local government.'

DID YOU KNOW?

The BC Plumbing Code is actually part of the BC Building Code (Book 2). Users often consider them separate documents, but by law they are one.

The Province gives local governments the ability to administer and enforce provincial building requirements, including the BC Building Code. Local governments also have powers of their own that govern related matters such as land use, property development or heritage conservation.

In a nutshell, the *Constitution Act* gives the Province responsibility to regulate building and construction, and the Province gives local governments limited authority to administer and enforce the BC Building Code.

What's the BC Building Code?

The BC Building Code is a provincial building regulation. It applies to the construction of new residential, commercial, institutional and industrial buildings, and to alterations and additions to existing buildings. It also applies if the use of the building changes, such as from a house to an office.

The BC Building Code sets minimum standards for:

- » Health;
- » Safety;
- » Fire and structural protection;
- » Accessibility; and
- » Energy and water efficiency.

The BC Building Code is based on the model National Building Code and an updated Code is issued every five years.

The B.C. Building Code regulates building in two main categories: simple buildings and complex buildings, commonly called Part 9 and Part 3 buildings. In general, a single family home is a good example of a Part 9 building while a shopping mall is an example of a Part 3 building.

Building requirements for each type of building are based on the differences in their size and use. While there are no hard and fast rules about the types of buildings in each category, each has general characteristics.

| MAIN TYPES OF BUILDINGS | | |
|-------------------------|---|---|
| | Part 3 Buildings (Complex) | Part 9 Buildings (Simple) |
| Size | All buildings over three storeys in height or over 600 square metres in footprint. Some buildings three storeys or less in height or under 600 square metres in area that are of a specific use. | Most buildings three storeys and under in height and with a footprint of 600 square metres or less. |
| Description | Buildings intended for public gatherings, residential care, detention or high-hazard industrial activities. Some larger buildings intended for residential, commercial or medium-to-low hazard industrial activities. | Small buildings intended for residential, commercial or medium-to-low hazard industrial activities. |
| Examples | Shopping malls Office buildings Condos Apartment buildings Hospitals Care facilities Daycares Schools Churches Theatres Restaurants | Houses and duplexes Small apartment buildings Small commercial buildings with stores or offices Small industrial shops |

Buildings that fulfil the requirements of the BC Building Code are said to 'comply with' or 'meet' the Building Code. Compliance is achieved in two ways:

- » By doing exactly what the Building Code says—or meeting the prescribed requirements; or
- » By proposing an alternative solution that performs as well as an acceptable solution.

An acceptable solution means doing exactly what the Building Code requirement says. An alternative solution means doing something different that achieves an equivalent result.

DID YOU KNOW?

A building has to meet the BC Building Code in force when it's built. A building that's already built and in use doesn't have to be updated each time the Building Code changes unless it's being altered. Then, only the part being altered has to meet the current code. For example, an addition to an existing home has to meet the code in force when the addition is built, but the existing part of the home doesn't have to change.

DID YOU KNOW?

The BC Building Code applies throughout the province, except in the City of Vancouver. Under the Vancouver Charter, the City of Vancouver has authority to adopt bylaws to regulate the design and construction of buildings. It does this through the Vancouver Building Bylaw. It's the only community in B.C. with this authority. All other jurisdictions use the BC Building Code.

Not a One-Size-Fits-All Model

Sometimes people think the BC Building Code is a 'one-size-fits-all' model — that a building built in one community must be built exactly the same way in another community. The BC Building Code is more flexible than that. There are three different features that give the BC Building Code flexibility:

- 1. Regional or site requirements;
- 2. Performance-based requirements; and
- 3. Alternative solutions.

REGIONAL OR SITE REQUIREMENTS

BC Building Code requirements may differ depending on local variables like climate, geology and urban density. This means there may be different building requirements in different parts of the province. For example, variables such as urban density may require different code requirements even within the same community.

| EXAMPLES OF REGIONAL OR SITE REQUIREMENTS | |
|---|--|
| Climate | <p>Requirements for rain-screen cladding, earthquake design, snow-load capacity, heating requirements and window and door standards differ depending on the climate zone in which the building is built.</p> <p>For example, rain-screen cladding is required in the Lower Mainland, while buildings in Fort St John have higher requirements for snow-load capacity.</p> |
| Geology | <p>Radon is a naturally occurring soil gas that can be a health risk. Requirements for radon differ depending on the radon level in the area where a building is built.</p> <p>The BC Building Code has two radon areas: areas where testing reveals radon levels could be high and radon venting pipes are needed (such as Castlegar and Prince George), and areas where radon levels are not known for having an elevated risk and radon venting pipes are not required.</p> |
| Urban Density | <p>Buildings can be built closer to each other depending on fire department response times, the use of sprinklers, and construction features of the building such as the type of siding used or the amount of window exposure it has.</p> |

PERFORMANCE-BASED REQUIREMENTS

The requirements in the BC Building Code are designed to meet objectives. An example of an objective is limiting unacceptable risk of injury from fire.

Objective-based requirements can be either prescriptive or performance based. Prescriptive requirements mean you have to build exactly as the BC Building Code says. Performance-based requirements identify the level of performance you have to achieve when you build, but leave you free to decide how to meet it.

For example, the BC Building Code requires a radon vent pipe in most of the province. The code offers one approach for those who prefer knowing exactly how to install radon vent pipes, and a second approach that simply states the objective to be met when radon vent pipes are installed.

| EXAMPLES OF REQUIREMENTS IN THE BC BUILDING CODE FOR RADON | |
|---|--|
| <i>Prescriptive Requirements: State what you have to do</i> | <i>Performance-based Requirements: Provide flexibility to decide yourself</i> |
| <p>A radon vent pipe must be extended to the outdoors and</p> <ol style="list-style-type: none"> 1. Terminate: <ol style="list-style-type: none"> a. At least 1 m above and at least 3.5 m in any other direction from any air inlet, door or openable window; b. At least 2 m above and at least 3.5 m in any other direction from a roof that supports an occupancy; and c. At least 1.8 m from a property line. 2. Be shielded from the weather in accordance with Sentence 6.2.3.12.(3). 3. Be protected from frost closure by insulating the pipe or by some other manner, if subject to frost closure, and prevent the accumulation of moisture in the pipe. | <p>A radon vent pipe must be extended to the outdoors and terminate outside the building in a manner that does not constitute a hazard.</p> <p>Note: The merits of a solution using this option would be measured against the prescriptive solution.</p> |

DID YOU KNOW?

The term 'alternative solution' first appeared in the 2006 BC Building Code. Before that, alternative solutions were called 'equivalencies.'

DID YOU KNOW?

The BC Fire Code is a regulation under the Fire Services Act. The Office of the Fire Commissioner is the key contact for fire departments throughout the province on the Fire Code and related issues.

ALTERNATIVE SOLUTIONS

The BC Building Code allows alternative solutions which are “alternative” ways to meet Building Code requirements. If the proposed alternative solution performs as well as the acceptable solution, then it can be used.

For example, the BC Building Code requires some buildings, like apartment buildings, to have fire separations to reduce the spread of fire. This means that some walls must have specific fire-resistant ratings. A designer might want to have glass walls when people exit an elevator into an underground parking garage — to make people feel safer because they can see where they’re going. However, because glass can shatter easily during a fire, it can only be used in limited amounts in fire separation walls — it can’t be used for the entire wall. The designer could propose using a dedicated fire sprinkler for the wall with the glass, and demonstrate that the fire sprinkler would keep the glass cool and intact in case of fire. The local building official could accept this alternative solution if they conclude it achieves the same objective as the acceptable solution.

Local governments decide whether to approve alternative solutions. Sometimes they rely on a registered professional — an architect or engineer — to verify if the alternative solution meets the BC Building Code.

The BC Fire Code

The BC Fire Code is a companion document to the BC Building Code. Each deals with the safety of people in buildings in the event of a fire.

The Building Code generally applies at the time of construction or renovation. The Fire Code generally applies to the fire safety measures when a building is occupied. Buildings are expected to comply with both.

National Construction Codes

To make sure building and fire codes are scientifically sound, nationally consistent and affordable to develop, the provinces and territories work with the National Research Council to develop National Construction Codes.

The National Construction Codes cover building, fire, plumbing and energy matters. They are designed with input from representatives from the construction sector and the public, and are published as model codes.

The National Construction Codes are regularly updated to:

- » Reflect new and improved technologies;
- » Address emerging health and safety issues; and
- » Meet the changing needs of the construction sector.

B.C. Modifications of the National Construction Codes

The Province adopts the National Construction Codes but with some changes specific to B.C.

| Examples of Differences | How the BC Building Code differs from the National Construction Codes |
|--|---|
| Secondary suites | The BC Building Code had requirements for secondary suites before the model National Building Code did. Secondary suites were being built, so requirements were added to the BC Code for consistency in their construction. Provisions for secondary suites were first included in the 2010 model National Building Code, but they are formatted differently. |
| Residential mid-rise wood-frame construction | B.C. was the first province to allow wood-frame construction in residential buildings up to six storeys. The 2015 model National Building Code will permit six-storey wood-frame buildings for both residential and office use, with other commercial uses on the first two storeys. |
| Letters of Assurance | Letters of assurance were introduced in the 1992 BC Building Code. Letters of assurance are uniform, mandatory documents intended to clearly identify the responsibilities of key professionals in a building project. While they aren't required by the model National Building Code, many other provinces have since adopted similar requirements. |

DID YOU KNOW?

The BC Codes are based on the National Construction Codes.

Most provinces and territories in Canada adopt some or all of the National Construction Codes — sometimes with modifications or additions — for use in their own jurisdictions.

MYTH: Every building must be inspected by a building official or it couldn't be built.

FACT: Local governments are empowered — but not obliged — to enforce the Building Code. Enforcement may or may not involve on-site monitoring of construction. The building owner is ultimately responsible for ensuring that construction work proceeds according to the requirements of the Building Code. This is the case for both new buildings under construction and existing buildings being altered, repaired or demolished.

What Do Local Governments Do?

The Province sets the BC Building Code, and local governments may choose to administer and enforce it, with limited authority. If they do administer and enforce the Code, they decide how and to what extent. Most local governments regulate building construction through bylaws. Typically, these bylaws address such matters as building and occupancy permits, fees and site inspections.

MYTH: The Province sets 'all the rules' for building and construction.

FACT: Under the Building Act, only the Province can establish building requirements. However, local governments have authority over many related matters, including the administration of building and construction in their communities, such as:

- » *Preparing official community plans;*
- » *Adopting zoning bylaws that govern land use;*
- » *Hearing rezoning applications, or applications for variances from zoning requirements;*
- » *Regulating development;*
- » *Enacting heritage conservation measures;*
- » *Setting design guidelines for neighbourhoods;*
- » *Determining development cost charges or community amenity contributions;*
- » *Issuing development and building permits;*
- » *Conducting building inspections; and*
- » *Issuing building occupancy permits.*

What Do Building Officials Do?

Local governments hire building officials - sometimes referred to as building inspectors — to administer and enforce provincial building requirements.

Local building officials often review building plans and monitor construction for compliance. They make decisions on what the BC Building Code means and how it should be applied in their communities.

Before the *Building Act*, there were no minimum qualifications or continuing professional development requirements for building officials. Under the act, building officials have to meet mandatory qualification requirements to practice, and work within the scope of their qualifications. Local governments must only hire building officials who meet the qualifications.

A building official can be qualified to one of three levels. Each level represents greater complexity in building construction and greater expertise on the part of the building official:

- » **Level 1:** One- and two-family dwellings regulated under Part 9 of the BC Building Code.
- » **Level 2:** Other buildings regulated under Part 9 of the BC Building Code, including some small commercial buildings.
- » **Level 3:** Larger or more complex buildings regulated under Part 3 of the BC Building Code such as hospitals, schools and high-rise condo buildings.

Who Settles Building Code Disputes?

Sometimes, disputes arise between construction professionals and building officials over the interpretation of the BC Building Code. These disputes are typically about what the Building Code means or how it should be applied. Usually, the construction professional and the building official can come to an agreement. If they can't reach an agreement, the Building Code Appeal Board is available to resolve disputes.

Professional Requirements

To protect public safety, many professions involved with the design and construction of buildings are regulated.

Architects and engineers hired for a complex building project must approve plans submitted with the building permit application, to confirm the plans substantially comply with the BC Building Code.

Under the provincial *Architects Act*, only people registered with and certified to practice by the Architectural Institute of B.C. are authorized to practice architecture in B.C. Similarly, under the *Engineers and Geoscientists Act*, only people who are members of and licensed to practice by the Association of Professional Engineers and Geoscientists of B.C. are authorized to practice engineering.

DID YOU KNOW?

The Building Code Appeal Board is an independent body that helps resolve disputes between someone constructing or renovating a building and the local government enforcing the BC Building Code. Board decisions are final and binding, meaning they can't be challenged in court.

DID YOU KNOW?

Owner builders can get an exemption from the warranty insurance and licensing requirements that apply to residential builders. An owner builder is a person authorized by the Homeowner Protection Office to build a new home for their personal use.

Designer and builders design houses and small buildings to meet Building Code requirements for what are referred to as Part 9 buildings in the Building Code. Engineers and sometimes architects may also be involved in Part 9 buildings.

Residential builders who build or manage the construction of new homes and residential buildings must be licensed under the *Homeowner Protection Act* and may use the designation “Licensed Residential Builder.” In 2015, the Province introduced minimum qualifications for licensed residential builders, including demonstrating proficiency in seven areas related to the construction industry and continuing education.

How are Consumers Protected?

New homebuyers should have confidence that their home is safe and their investment is protected.

The Homeowner Protection Office provides consumer protection by legally requiring home warranty insurance and licensing residential builders. In fact, local governments can't issue a building permit for a new home unless the applicant provides proof the new home will be covered by home warranty insurance and was built by a licensed builder.

For More Information

This guide provides just a snapshot of B.C.'s building regulatory system. You can find more information from these and other websites:

BUILDING AND SAFETY STANDARDS BRANCH

Office of Housing and Construction Standards

www.gov.bc.ca/buildingcodes

HOMEOWNER PROTECTION OFFICE

www.hpo.bc.ca

ARCHITECTURAL INSTITUTE OF BC

www.aibc.ca

**ASSOCIATION OF PROFESSIONAL ENGINEERS AND
GEOSCIENTISTS OF B.C.**

www.apeg.bc.ca

BC BUILDING CODE

www.bccodes.ca

BUILDING OFFICIALS' ASSOCIATION OF B.C.

www.boabc.org

CANADIAN CODES CENTRE

www.nrc-cnrc.gc.ca/eng/solutions/advisory/codes_centre_index.html

OFFICE OF THE FIRE COMMISSIONER

www.embc.gov.bc.ca/ofc/

UNION OF BC MUNICIPALITIES

Local Government Fact Sheets

www.ubcm.ca/EN/main/services/publications/fact_sheets.html

FOR MORE INFORMATION PLEASE VISIT:
WWW.GOV.BC.CA/BUILDINGCODES
WWW.GOV.BC.CA/BUILDINGACT



Office of Housing and
Construction Standards

| M E M O R A N D U M | | | | |
|-----------------------------|---|--------------------------------------|--|---------------|
| | | | | |
| TO: | Director Ali Grieve, Area "A" | | | |
| | | | | |
| FROM: | Deep Sidhu - Financial Services Manager | | | |
| | | | | |
| | | | | |
| RE: | Grants-In-Aid 2015 | | | |
| | | | | |
| | | | | |
| Balance Remaining from 2014 | | | | \$ 152.00 |
| 2015 Requisition | | | | \$ 31,527.00 |
| Less Board Fee 2015 | | | | \$ (1,227.00) |
| | | | | |
| | | | | |
| Total Funds Available: | | | | \$ 30,452.00 |
| | | | | |
| RESOLUTION # | DATE | RECIPIENT | DESCRIPTION | AMOUNT |
| 25-15 | Jan-15 | Community Futures - Greater Trail | Junior Dragon's Den | \$ 500.00 |
| 100-15 | Feb-15 | Beaver Valley Golf & Recreation | Men's & Ladies Night sponsorship | \$ 1,152.00 |
| 100-15 | | Mad Trapper Archery Shoot Fundraiser | Annual Fundraiser | \$ 1,000.00 |
| 100-15 | | Beaver Valley Recreation | Annual Senior's Dinner | \$ 1,000.00 |
| 100-15 | | Zone 6 BC Seniors Games | Games in North Vancouver | \$ 400.00 |
| 100-15 | | J.L. Crowe Secondary School | 2015 Scholarship "Memory of Fallen Firefighter | \$ 500.00 |
| 100-15 | | J.L. Crowe Grad 2015 | 2015 Safe Grad | \$ 500.00 |
| 100-15 | | West Kootenay Science Fair | 2015 Regional Science Fair | \$ 100.00 |
| 148-15 | Mar-15 | Fathers Day Charity Golf | Annual Event | \$ 600.00 |
| 148-15 | | Village of Fruitvale | BV Citizen of the Year | \$ 100.00 |
| 148-15 | | Neson&Ft. Sheppard Railway | Community Train Rides | \$ 2,000.00 |
| 148-15 | | Beaver Valley Blooming Society | Maintaing Flower Beds | \$ 2,500.00 |
| 148-15 | | Beaver Valley Blooming Society | Landscaping around Memorial hall | \$ 5,000.00 |
| 148-15 | | Beaver Valley May Days | 2015 Annual May Days Event | \$ 3,000.00 |
| 148-15 | | Greater Trail Minor Hokcey Assoc. | Midge Tier 2 Provincials | \$ 200.00 |
| 148-15 | | Village of Montrose | Pancake Breakfast - Annual Event | \$ 500.00 |
| 148-15 | | Village of Fruitvale | Jingle Down Main Street - Dec 5. | \$ 1,000.00 |
| 148-15 | | Village of Fruitvale | Rembrance Day Luncheon | \$ 500.00 |
| 148-15 | | Champion Internet Society | Fees to Establish Society | \$ 250.00 |
| 191-15 | Apr-15 | Beaver Valley Avalanche Hockey Club | Assist with school meal Program/Kids Helping Kids) | \$ 1,000.00 |
| 191-15 | | Columbia Gardens Recreation Society | Develop Binks Road Park& signage | \$ 2,000.00 |
| | Jun-15 | Woodstove top ups | Kraft | \$ 100.00 |
| 272-15 | Jun-15 | BV Recreation | Seniors' Picnic | \$ 600.00 |
| 322-15 | Jul-15 | B.V Skating Club | IceBreakers Seminar | \$ 300.00 |
| 373-15 | Sep-15 | Village of Fruitvale | Fitness Room swipe card & security | \$ 2,000.00 |
| 373-15 | Sep-15 | LCDDT | Sustainable agricultueal food initiatives | \$ 300.00 |
| 373-15 | Sep-15 | Special Olympics Trail | For new programs & existing ones | \$ 500.00 |
| 373-15 | Sep-15 | Fruitvale Community Chest | Xmas food hampers | \$ 1,500.00 |
| | | | | |
| Total | | | | \$ 29,102.00 |
| | | | | |
| BALANCE REMAINING | | | | \$ 1,350.00 |

| | | | | |
|-----------------------------|---|--------------------------------------|--|--------------|
| | | M E M O R A N D U M | | |
| | | | | |
| | | | | |
| TO: | Director Linda Worley, Electoral Area 'B'/ Lower Columbia-Old Glory | | | |
| FROM: | Deep Sidhu - Financial Services Manager | | | |
| | | | | |
| RE: | Grants-In-Aid 2015 | | | |
| | | | | |
| Balance Remaining from 2014 | | | | \$ 5,015.54 |
| 2015 Requisition | | | | 22,752.00 |
| Less Board Fee 2015 | | | | (852.00) |
| Total Funds Available: | | | | \$ 26,915.54 |
| RESOLUTION # | DATE | RECIPIENT | DESCRIPTION | AMOUNT |
| 25-15 | Jan-15 | Community Futures - Greater Trail | Junior Dragon's Den | \$ 500.00 |
| 25-15 | | BC Senior Games-Zone 6 | Senior Games in North Vancouver | \$ 400.00 |
| 100-15 | Feb-15 | J.L. Crowe Secondary School | 2015 Scholarship "Memory of Fallen Fire" | \$ 750.00 |
| 100-15 | | West Kootenay Regional Science Fair | 2015 Regional Fair | \$ 250.00 |
| 148-15 | Mar-15 | Mad Trapper Archery Shoot Fundraiser | Annual Fundraiser | \$ 1,000.00 |
| 191-15 | Apr-15 | Greater Trail Minor Hockey | Midget Tier 2 Provincials | \$ 200.00 |
| 191-15 | | Inside Job Consultingqq | Bike to work Kootenay sponsorship | \$ 500.00 |
| 191-15 | | Casino Recreation | Wheel Chair accessible project | \$ 3,000.00 |
| | Jun-15 | Woodstove Top-ups | Pedersen | \$ 250.00 |
| 227-15 | May-15 | Kootenay Columbia Learning Centre | 2015 Scholarship | \$ 750.00 |
| 227-15 | | Rossland Golden City Days | 2015 Golden City Days events | \$ 1,500.00 |
| 227-15 | | Columbia Valley Counselling Centre | RDKB Employees & Families services | \$ 1,000.00 |
| 227-15 | | BC Back Country Horsemena Society | Refurbish Dewdney Trail Sign | \$ 1,000.00 |
| 227-15 | | Genelle Recreation Society | Stereo system & Locking Cabinet | \$ 2,000.00 |
| 227-15 | | Trail Firefighters | Memorabilia cabinet | \$ 150.00 |
| 322-15 | Jul-15 | Craig Grimsrud/Kootenay Disc Golf | course improvement | \$ 2,500.00 |
| 322-15 | | Trail Youth Baseball | top soil & sold for Butler Park | \$ 900.00 |
| 373-15 | Sep-15 | Special Olympics Trail | For new programs & existing ones | \$ 500.00 |
| | Sep-15 | Craig Grimsrud/Kootenay Disc Golf | WCB Premiums Disc Golf Course Impr | \$ 69.75 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total | | | | \$ 17,219.75 |
| | | | | |
| BALANCE REMAINING | | | | \$ 9,695.79 |

| | | | | | |
|-----------------------------|--|--|---|--------------|------------|
| | | M E M O R A N D U M | | | |
| | | | | | |
| TO: | Director Grace McGregor, Electoral Area 'C'/Christina Lake | | | | |
| FROM: | Deep Sidhu, Financial Services Manager | | | | |
| | | | | | |
| RE: | Grants-In-Aid 2015 | | | | |
| Balance Remaining from 2014 | | | | \$ | 4,283.67 |
| 2015 Requisition | | | | | 60,466.00 |
| Less Board Fee 2015 | | | | | (2,166.00) |
| | | | | | |
| Total Funds Available: | | | | \$ | 62,583.67 |
| | | | | | |
| RESOLUTION # | DATE | RECIPIENT | DESCRIPTION | AMOUNT | |
| 25-15 | Jan-15 | BC Senior Games-Zone 6 | Senior Games in North Vancouver | \$ 400.00 | |
| 25-15 | | Boundary Country Chamber of Commerce | Business Community initiatives | \$ 2,500.00 | |
| 25-15 | | Christina Gateway Community Dev. | Promotion of Christina Lake | \$ 4,687.20 | |
| 100-15 | Feb-15 | West Kootenay Regional Science Fair | 2015 Regional Fair | \$ 100.00 | |
| 100-15 | | Boundary Youth Soccer Association | Offset costs for Boundary area | \$ 500.00 | |
| 148-15 | Mar-15 | C.L. Stewardship Society | C.L. Watershed Annual Review | \$ 2,500.00 | |
| 148-15 | | C.L. Stewardship Society | Prizes for Lake Clean Up Day | \$ 1,000.00 | |
| 148-15 | | G.F. Firefighters Assoc. | G.F. FireBells & Fanfare Antique fire appra | \$ 1,500.00 | |
| 191-15 | Apr-15 | Boundary Multi-4 H Club | Membership for hardship families | \$ 1,000.00 | |
| 191-15 | | Christina Gateway Community Dev. | Community Newsletter | \$ 1,188.00 | |
| 191-15 | | Christina Gateway Community Dev. | Homecoming 2015 | \$ 16,000.00 | |
| 191-15 | | Christina Gateway Community Dev. | Senior's Housing Society assistance | \$ 5,000.00 | |
| 191-15 | | Christina Lake Fire Fighters Society | Easter Egg Hunt 2015 | \$ 400.00 | |
| 191-15 | | Grand Forks ATV Club | Hosting of three events | \$ 1,500.00 | |
| | Jun-15 | Woodstove top-ups | Van Hoogevest/Platz | \$ 200.00 | |
| 272-15 | Jun-15 | G.F. & District Recreation | CL. Triathlon | \$ 1,000.00 | |
| 272-15 | | C.L. Community Association | Fund study of mechanical system | \$ 3,000.00 | |
| 272-15 | | C.L. Arts & Artisans Society | performace awning at Living Arts Centre | \$ 4,750.00 | |
| 272-15 | | C.L. Boat Access Society | Annual "Dump Day' clean up | \$ 400.00 | |
| 272-15 | | G.F. Curling Club | 150 Place Settings & Flatware | \$ 1,000.00 | |
| 322-15 | Jul-15 | C.L. Ladies Golf Club | Annual Open Tournament | \$ 300.00 | |
| | | | Community Newsletter - July 2015 | \$ 1,305.00 | |
| | | | Cops for Kids | \$ 500.00 | |
| 349-15 | Aug-15 | Christina Gateway Community Dev. | Electric Vehicle Charger Installation | \$ 2,000.00 | \$5,045.00 |
| | | | Lt. Governor's visit | \$ 1,240.00 | |
| 373-15 | Sep-15 | Christina Lake Community Association | Community Hall Rentals Non Profit Organi | \$ 1,000.00 | |
| 373-15 | Sep-15 | Columbia Basin Alliance for Literacy Boundar | Boundary Community Family Literacy Prog | \$ 1,000.00 | |
| | | | | | |
| Total | | | | \$55,970.20 | |
| BALANCE REMAINING | | | | \$ 6,613.47 | |

| M E M O R A N D U M | | | | |
|-------------------------------|-------------|--|---|---------------------|
| | | | | |
| | | | | |
| | | | | |
| TO: | | Director Roly Russell, Electoral Area 'D'/Rural Grand Forks | | |
| | | | | |
| FROM: | | Deep Sidhu - Financial Services Manager | | |
| | | | | |
| RE: | | Grants-In-Aid 2015 | | |
| | | | | |
| | | | | |
| Balance Remaining from 2014 | | | | \$9,060.65 |
| 2015 Requisition | | | | 38,387.00 |
| Less Board Fee 2015 | | | | (1,387.00) |
| | | | | |
| Total Funds Available: | | | | \$46,060.65 |
| | | | | |
| RESOLUTION # | DATE | RECIPIENT | DESCRIPTION | AMOUNT |
| 25-15 | Jan-15 | Grand Forks Figure Skating Club | Ice Rental, Coaches fees & wages | \$ 1,000.00 |
| 25-15 | | City of Grand Forks | Family Day Event | \$ 500.00 |
| 25-15 | | Boundary Country Chamber of Commerce | Business Community initiatives | \$ 2,500.00 |
| 25-15 | | BC Senior Games - Zone 6 | Senior Games in North Vancouver | \$ 400.00 |
| 100-15 | Feb-15 | G.F. Secondary School | Agriculture Scholarship - Sargeant | \$ 1,000.00 |
| 191-15 | Apr-15 | Boundary Multi-4 H Club | Membership for hardship families | \$ 1,000.00 |
| 191-15 | | Boundary Invasive Species Society | Aquatic Invasive species inventory | \$ 1,000.00 |
| 191-15 | | Boundary Youth Soccer Association | Equipment & materials | \$ 500.00 |
| 191-15 | | Grand Forks & District Fall Fair Society | Assist with 105th year Agriculture Fair | \$ 2,500.00 |
| 191-15 | | Grand Forks Flying Association | Insurance for club courtesy car | \$ 2,000.00 |
| 191-15 | | G.F. Curling Seniors Mixed Team | Travel for Zone 1 BC Masters | \$ 200.00 |
| 272-15 | Jun-15 | G.F. Curling Club | 150 Place Settings & Flatware | \$ 2,000.00 |
| 322-15 | Jul-15 | G.F. Warshed Coalition | Health & Fire Risks of Smart meters | \$ 800.00 |
| 322-15 | | Granby Wilderness Society | Slope stabilization SION Cemetery | \$ 5,000.00 |
| 322-15 | | Special Olympics/Grand Forks | Travel for Nationals | \$ 500.00 |
| 373-15 | Sep-15 | Selkirk College | Not For Profit Workshop Series Fall 15 | \$ 2,000.00 |
| 373-15 | Sep-15 | Columbia Basin Alliance for Literacy Boundar | Boundary Community Family Literacy Pro | \$ 1,000.00 |
| | Sep-15 | Karin Bagn (WCB Premiums) | Health & Fire Risks of Smart meters | \$ 22.32 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total | | | | \$23,922.32 |
| | | | | |
| Balance Remaining | | | | \$ 22,138.33 |

| M E M O R A N D U M | | | | |
|-----------------------------|---|---|--|--------------|
| | | | | |
| | | | | |
| | | | | |
| TO: | Director Vicki Gee, Electoral Area 'E'/ West Boundary | | | |
| | | | | |
| FROM: | Deep Sidhu, Financial Services Manager | | | |
| | | | | |
| RE: | Grants-In-Aid 2015 | | | |
| | | | | |
| | | | | |
| Balance Remaining from 2014 | | | | \$ 79.98 |
| 2015 Requisition | | | | \$ 86,501.00 |
| Less Board Fee 2015 | | | | (3,101.00) |
| | | | | |
| Total Funds Available: | | | | \$ 83,479.98 |
| | | | | |
| RESOLUTION # | DATE | RECIPIENT | DESCRIPTION | AMOUNT |
| 25-15 | Jan-15 | Midway Public Library | Replace old & dated computers | \$ 1,200.00 |
| 25-15 | | Kelowna Ski Club | New Gates, Radios & Wireless Timers | \$ 2,500.00 |
| 25-15 | | Kelowna & District Society for People in Motion | Manage & facilitate adaptive snow sports | \$ 1,000.00 |
| 25-15 | | City of Greenwood | Building Gates etc for outdoor rink | \$ 1,500.00 |
| 25-15 | | Kettle Valley Racing | Sponsoring of events | \$ 1,000.00 |
| 25-15 | | Boundary Country Chamber of Commerce | Business Community initiatives | \$ 2,500.00 |
| 100-15 | Feb-15 | Boundary District Curling Club | West Boundary | \$ 4,000.00 |
| 100-15 | | Columbia Basin Alliance for Literacy | Purchase of a computer | \$ 1,000.00 |
| 100-15 | | Big White Community Policing | Assistance with 2014-15 Season | \$ 3,000.00 |
| 100-15 | | Zone 6 BC Seniors Games | Games in North Vancouver | \$ 400.00 |
| 148-15 | Mar-15 | City of Greenwood | Lifeguard for Municipal Pool | \$ 4,500.00 |
| 148-15 | | West Boundary Road Rescue (Midway) | 2 Portable Radios & batteries | \$ 2,349.09 |
| 148-15 | | West Kootenay Science Fair | 2015 Regional Science Fair | \$ 100.00 |
| 148-15 | | Boundary Youth Soccer Association | Gold Level Sponsorship | \$ 500.00 |
| | Apr-15 | Regional District of Okanagan/Similkameen | Wildfire Suppression Services | \$ 3,630.18 |
| 191-15 | Apr-15 | Big White Tourism Society | Environmentally friendly mosquito control | \$ 650.00 |
| 191-15 | | Boundary Women's Softball League | Wind - up tournament -prizes/etc. | \$ 1,000.00 |
| 191-15 | | Boundary Family & Individual Resources | Girls Eye View & Mentoring Program | \$ 500.00 |
| 191-15 | | School District #51 (Boundary) | Gateway Project support | \$ 1,000.00 |
| 191-15 | | Community Futures Boundary | Grant Writing Workshop | \$ 500.00 |
| | Jun-15 | Woodstove top-ups | Davidson/Fossen | \$ 200.00 |
| 227-15 | May-15 | Trail to Boundary Society | Start up costs for incorporation, etc. | \$ 2,000.00 |
| 227-15 | | Greenwood Board of Trade | Founders Day celebrations | \$ 800.00 |
| 227-15 | | Beaverdell Volunteer Fire Department | training and supplies for Fire Dept. | \$ 5,000.00 |
| 227-15 | | Big White Fire Dept. Auxiliary | replacement of aging cooking equip. | \$ 750.00 |
| 227-15 | | Canadian Ski Patrol Ogopogo B.W. Zone | ski patrol uniforms | \$ 2,000.00 |
| 272-15 | Jun-15 | Discover Rock Creek | community visioning session | \$ 300.00 |
| 272-15 | | Discover Rock Creek | attendance at Okanagan Social Enterprise | \$ 100.00 |
| 272-15 | | Beaverdell Recreation Commission | update children's books at library | \$ 500.00 |
| 272-15 | | Kettle River Museum | hire staff for summer months | \$ 1,500.00 |
| 322-15 | Jul-15 | Boundary Invasive Species Society | completion of aquatic invasive species | \$ 1,000.00 |
| 322-15 | | Christina Gateway CDA | Facilitating meeting with Area E | \$ 159.27 |
| 349-15 | Aug-15 | Discover Rock Creek | installation of electric charging station | \$ 1,892.06 |
| 349-15 | | Selkirk College - Grand Forks | Not for Profit workshop costs | \$ 1,000.00 |
| 373-15 | Sep-15 | Beaverdell Community Club & Recreation Commission | Non-Profit Finance Workshop Fee | \$ 70.00 |
| 373-15 | Sep-15 | Beaverdell Community Club & Recreation Commission | 2 Attendees of the Bioengineering Workshop | \$ 462.00 |
| 373-15 | Sep-15 | Columbia Basin Alliance for Literacy Boundary | Boundary Community Family Literacy Program | \$ 1,000.00 |
| 373-15 | Sep-15 | Greenwood Volunteer Fire Department | Elementary Schools Fire Prevention Week | \$ 500.00 |
| 373-15 | Sep-15 | Midway & Beyond Little Theatre | River of Dreams Production Expenses | \$ 500.00 |
| | | | | |
| Total | | | | \$ 52,562.60 |
| | | | | |
| Balance Remaining | | | | \$ 30,917.38 |

J:\34\Excel\2015 Grant in Aids.xlsx

15/10/2015

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 15, 2015**

**ELECTORAL AREA 'A'**

| | Description | Status | Allocation | |
|--|-------------|--------|------------|--|
|--|-------------|--------|------------|--|

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 | Received | | 87,167.87 |
| Allocation to Dec 31, 2014 | Received | | 84,868.70 |
| Allocation to Dec 31, 2015 | | | 83,549.19 |

TOTAL AVAILABLE FOR PROJECTS

| |
|---------------|
| \$ 756,730.34 |
|---------------|

Expenditures:

Approved Projects:

| | | | | |
|--------|---------------------------------------|----------------------|----|------------|
| 2009 | Columbia Gardens Water Upgrade | Completed | \$ | 250,000.00 |
| 2011 | South Columbia SAR Hall | Completed | | 2,665.60 |
| 281-13 | BV Family Park - Solar Hot Water | Funded | | 16,684.00 |
| | BV Family Park - Solar Hot Water | Pending or Committed | | 11,316.00 |
| 451-13 | Beaver Valley Arena - Lighting | Funded | | 69,000.00 |
| 26-14 | LWMP Stage II Planning Process | Funded | | 805.88 |
| | | Pending or Committed | | |
| 17-15 | Beaver Creek Park - Band Shell/Arbour | Committed | | 100,000.00 |

TOTAL SPENT OR COMMITTED

| |
|---------------|
| \$ 450,471.48 |
|---------------|

TOTAL REMAINING

| |
|---------------|
| \$ 306,258.86 |
|---------------|

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 15, 2015**

ELECTORAL AREA 'B' / LOWER COLUMBIA/OLD GLORY



| | Description | Status | Allocation | |
|--|-------------|--------|------------|--|
|--|-------------|--------|------------|--|

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 | Received | | 65,907.41 |
| Allocation to Dec 31, 2014 | Received | | 64,169.02 |
| Allocation to Dec 31, 2015 | | | 63,171.34 |

TOTAL AVAILABLE FOR PROJECTS

\$ 554,289.16

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 | Funded | | 20,000.00 |
| 261-14 | Rivervale Water & Streetlighting Utility | Funded | | 20,000.00 |
| 262-14 | Genelle Imp. District - Water Reservoir | Funded | | 93,750.00 |
| | Genelle Imp. District - Water Reservoir | Pending or | | |
| | | Committed | | 31,250.00 |
| 263-14 | Oasis Imp. District - Water Well | Completed | | 34,918.00 |
| | Castlegar Nordic Ski Club (Paulson Cross | Pending or | | |
| 251-15 | Country Ski Trail Upgrade) | Committed | | 10,000.00 |
| | Black Jack Cross Country Ski Club Society | | | |
| 252-15 | (Snow Cat) | Funded | | 7,500.00 |
| | Black Jack Cross Country Ski Club Society | Pending or | | |
| | (Snow Cat) | Committed | | 2,500.00 |
| | Rivervale Water & Streetlighting Utility (LED | Pending or | | |
| 253-15 | Streetlights) | Committed | | 14,417.00 |
| | | Pending or | | |
| 254-15 | Rivervale Oasis Sewer Utility (Flow Meters) | Committed | | 90,000.00 |

TOTAL SPENT OR COMMITTED

\$ 490,007.67

TOTAL REMAINING

\$ 64,281.49

Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 15, 2015



ELECTORAL AREA 'C' / CHRISTINA LAKE

| | Description | Status | Allocation | |
|--|-------------|--------|------------|--|
|--|-------------|--------|------------|--|

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 | Received | | 65,718.43 |
| | Allocation to Dec 31, 2014 | Received | | 63,985.02 |
| | Allocation to Dec 31, 2015 | | | 62,990.20 |

| | | |
|------------------------------|----|------------|
| TOTAL AVAILABLE FOR PROJECTS | \$ | 557,083.89 |
|------------------------------|----|------------|

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 |
| 2012 | Kettle River Watershed Study | Funded | | 5,000.00 |
| 2013 | Kettle River Watershed Project | Funded | | 9,959.86 |
| 2014 | Kettle River Watershed Project | Funded | | 3,548.77 |
| 2015 | Kettle River Watershed Project | Funded | | 1,361.50 |
| | Kettle River Watershed Study | Pending or Committed | | 129.87 |
| 417-13 | Kettle River Watershed (Granby Wilderness Society) | Funded | | 2,000.00 |
| 2011 | Solar Aquatic System Upgrades | Completed | | 7,325.97 |
| 418-13 | Christina Lake Chamber of Commerce (Living Arts Centre Sedum/Moss Planting Medium) | Funded | | 20,697.00 |
| 106-14 | Christina Gateway Community Development Association | Funded | | 20,000.00 |
| 264-14 | Christina Lake Solar Aquatic System Upgrades | Funded | | 4,227.29 |
| | Christina Lake Solar Aquatic System Upgrades | Pending or Committed | | 772.71 |
| | Christina Lake Nature Park - Riparian and Wetland Demonstration Site and Native Plant Nursery | Funded | | 32,072.33 |
| 16-15 | Christina Lake Nature Park - Riparian and Wetland Demonstration Site and Native Plant Nursery | Pending or Committed | | 10,690.78 |
| 18-15 | CL Elementary Parent Advisory Council - Hultian/Outdoor Classroom | Funded | | 27,660.00 |
| | CL Elementary Parent Advisory Council - Hultian/Outdoor Classroom | Pending or Committed | | 9,220.00 |
| 256-15 | Christina Lake Recreation Commission (Pickle Ball & Pump Bike Park) | Pending or Committed | | 70,280.00 |
| 360-15 | Christina Lake Community Association (Design & Installation Make-Up Air System) | Pending or Committed | | 17,000.00 |
| 361-15 | Christina Lake Boat Access Society (Redesign Texas Point Boat Launch Parking) | Pending or Committed | | 30,000.00 |

| | | |
|--------------------------|----|------------|
| TOTAL SPENT OR COMMITTED | \$ | 451,946.08 |
|--------------------------|----|------------|

| | | |
|-----------------|----|------------|
| TOTAL REMAINING | \$ | 105,137.81 |
|-----------------|----|------------|

**Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 15, 2015**



ELECTORAL AREA 'D' / RURAL GRAND FORKS

| | Description | Status | Allocation | |
|--|-------------|--------|------------|--|
|--|-------------|--------|------------|--|

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 | Received | 150,571.27 |
| Allocation to Dec 31, 2014 | Received | 146,599.76 |
| Allocation to Dec 31, 2015 | | 144,320.46 |

TOTAL AVAILABLE FOR PROJECTS

\$ 1,253,099.15

Expenditures:

Approved Projects:

| | | | |
|--------|--|----------------------|-------------|
| 8549 | City of GF - Airshed Quality Study | Completed | \$ 5,000.00 |
| 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 |
| 2013 | Kettle River Watershed Project | Funded | 24,899.66 |
| 2014 | Kettle River Watershed Study | Funded | 41,490.99 |
| 2015 | Kettle River Watershed Study | Funded | 7,859.53 |
| | Kettle River Watershed Study | Pending or Committed | 749.82 |
| 417-13 | Kettle River Watershed (Granby Wilderness Society) | Funded | 2,000.00 |
| | | Pending or Committed | |
| 2010 | Boundary Museum Society - Phase 1 | Completed | 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 |
| 27-14 | Boundary Museum | Funded | 77,168.50 |
| 178-15 | Grand Forks Rotary Club (Spray Park) | Funded | 18,750.00 |
| | Grand Forks Rotary Club (Spray Park) | Pending or Committed | 6,250.00 |

TOTAL SPENT OR COMMITTED

\$ 374,964.50

TOTAL REMAINING

\$ 878,134.65

15/10/2015

Gas Tax Agreement EA Committee.xls

Regional District of Kootenay Boundary
Status Report - Gas Tax Agreement
October 15, 2015



ELECTORAL AREA 'E' / WEST BOUNDARY

| | Description | Status | Allocation | |
|--|-------------|--------|------------|--|
|--|-------------|--------|------------|--|

Revenue:

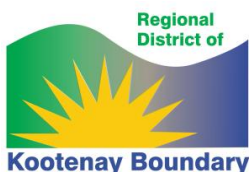
| | | | |
|--|----------------------------|----------|---------------|
| Per Capital Allocation of Gas Tax Grant: | | | |
| | Allocation to Dec 31, 2007 | Received | \$ 108,785.28 |
| | Allocation to Dec 31, 2008 | Received | 52,173.61 |
| | Allocation to Dec 31, 2009 | Received | 102,266.68 |
| | Allocation 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 | Received | 93,073.54 |
| | Allocation to Dec 31, 2014 | Received | 90,618.62 |
| | Allocation to Dec 31, 2015 | | 89,209.69 |

TOTAL AVAILABLE FOR PROJECTS

\$ 830,942.56

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 |
| 8546E | 2010 WBES - Nature Park (expanded) | Completed | 15,000.00 |
| 2009/10 | Kettle Wildlife Association (heat pump) | 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 |
| 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 |
| 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 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 |
| 2013 | Kettle River Watershed Project | Funded | 49,799.31 |
| 2014 | Kettle River Watershed Study | Funded | 33,201.82 |
| 2015 | Kettle River Watershed Study | Funded | 10,953.81 |
| | Kettle River Watershed Study | Pending or Committed | 1,045.06 |
| 417-13 | Kettle River Watershed (Granby Wilderness Society) | Funded | 2,000.00 |
| 145-14 | Rock Creek & Boundary Fair Association (Electrical Lighting & Equipment Upgrade) | Funded | 35,122.00 |
| 221-15 | Greenwood Heritage Society (Zee Brick Replacement) | Funded | 4,500.00 |
| | Greenwood Heritage Society (Zee Brick Replacement) | Pending or Committed | 1,500.00 |
| 222-15 | Big White Chamber of Commerce (Tourist Trails Information Sign) | Funded | 2,085.70 |
| | Big White Chamber of Commerce (Tourist Trails Information Sign) | Pending or Committed | 695.23 |
| 255-15 | Rock Creek & Boundary Fair Association (Irrigation Upgrades) | Funded | 15,650.17 |
| | Rock Creek & Boundary Fair Association (Irrigation Upgrades) | Pending or Committed | 5,216.72 |
| 341-15 | Greenwood Heritage Society (Install 2 Electric Car Charging Stations) | Funded | 1,895.67 |
| | Greenwood Heritage Society (Install 2 Electric Car Charging Stations) | Pending or Committed | 631.89 |
| 342-15 | Kettle River Museum (Install 2 Electric Car Charging Stations) | Funded | 2,173.11 |
| | Kettle River Museum (Install 2 Electric Car Charging Stations) | Pending or Committed | 724.37 |
| 343-15 | Trails to the Boundary Society (Trans-Canada Trail Between Mccullock and Eholt) | Funded | 22,180.57 |
| | Trails to the Boundary Society (Trans-Canada Trail Between Mccullock and Eholt) | Pending or Committed | 7,393.52 |
| TOTAL SPENT OR COMMITTED | | | \$ 514,974.51 |
| TOTAL REMAINING | | | \$ 315,968.05 |



STAFF REPORT

Date: 20 October 2015
To: Chair Worley and Members, Electoral Area Services Committee
From: Mark Andison, General Manager, Operations / Deputy CAO
Re: 2016 FireSmart Grant Program

File: 2016 FireSmart Application

Issue Introduction

The purpose of this report is to outline the application criteria for the 2016 FireSmart Grant Program.

History/Background Factors

At its September meeting, the Electoral Area Services Committee passed a resolution directing staff to draft a report outlining the application criteria for the 2016 FireSmart Grant Program which had recently been announced.

The FireSmart Communities Program is "...designed to encourage self-organized groups of residents to take the lead in implementing solutions for wildfire safety on their own properties". The 2016 FireSmart Grant program offers funding to local governments, up to \$10,000, to support residents to undertake FireSmart planning activities for private lands or advance planning efforts to mitigate risk from wildfire on private lands in the wildland urban interface. The intent of the program is to enable resident or community groups within a local government to take the required actions to achieve or maintain FireSmart Community Recognition Status from Partners in Protection. "Partners in Protection" is a FireSmart Canada program. One of the assessment considerations for applications is that a local government staff person or elected official, or a community member involved in the proposed activities, attended a two-day Local FireSmart Representative workshop in 2014 or 2015. Six such workshops were held in BC in 2014-2015 (Burnaby, Nanaimo, Kamloops, Prince George, Williams Lake, Creston).

Local governments are eligible to apply for the funding. The eligibility criteria for the program are as follows:

- There must be credible evidence of an apparent threat to the community from interface fires
- Proposed activities must be new and capable of completion within one year
- The applicant must have a current Community Wildfire Protection Plan

Other application evaluation considerations are also taken into account by the reviewing agency (see attached application guide).

Eligible activities may include:

- Hiring a Local FireSmart Representative(s) and/or training costs for a Local FireSmart Representative(s)
- Establishing a FireSmart Board(s)
- Conducting site visits and community assessments and/or developing FireSmart Community Plans for specific areas
- Organizing and holding a FireSmart day(s)
- Developing a communications strategy and/or public information directly related to FireSmart activities
- Presenting the FireSmart Community Plan to a local government council or board or First Nation band council
- Amendments to Official Community Plans, Comprehensive Community Plans and/or land use, engineering and public works bylaws and policies that are specific to FireSmart activities
- Staff and contractor costs directly related to FireSmart activities
- Applicant administration costs directly related to FireSmart activities
- Applying for FireSmart Community Recognition Status

Implications

The program is intended for communities seeking “FireSmart Community Recognition Status”. Although the RDKB has not actively sought such status for its communities, there are communities/rural areas within the RDKB that meet the primary funding criteria specified for eligibility: credible evidence of an apparent threat to the community from interface fires; ability to complete project within one year; and applicant must have a current Community Wildfire Protection Plan.

As the funding program is “...designed to encourage self-organized groups of residents to take the lead in implementing solutions for wildfire safety on their own properties”, it appears that if a role is to be played by the RDKB, it may be facilitating the use of grant funding by a local community group to undertake one of the activities noted above. In terms of “best bang for the buck”, a community group interested in organizing a workshop(s) to educate fellow residents on how they may “firesmart” their properties might be the most suitable type of project for such funding. The application deadline for the program is November 30, 2015.

Background Information Provided

2016 FireSmart Grant Program – Program & Application Guide
2016 FireSmart Grant Program – Application Form

Recommendation

That the report regarding the 2016 FireSmart Grant Program application from Mark Andison, General Manager, Operations / Deputy CAO be received.



Strategic Wildfire Prevention Initiative 2016 FireSmart Grant Program

Program & Application Guide

1. Introduction

The Strategic Wildfire Prevention Initiative (SWPI) is a suite of funding programs managed through the Provincial Fuel Management Working Group – including the First Nations' Emergency Services Society, Ministry of Forests, Lands & Natural Resource Operations and the Union of BC Municipalities (UBCM). The initiative supports communities to mitigate risk from wildfire in the wildland urban interface.

Since 2004, SWPI has provided funding for Community Wildfire Protection Plans and updates, fuel management prescriptions, pilot/demonstration projects and operational fuel treatments. The 2016 SWPI FireSmart Grant program has been developed as a new funding stream within SWPI.

2016 SWPI FireSmart Grant Program

The FireSmart Communities Program, provided by Partners in Protection, is designed to encourage self-organized groups of residents to take the lead in implementing solutions for wildfire safety on their own properties. First Nations and individual neighbourhoods or subdivisions within local governments that are in areas prone to wildfire can earn FireSmart Community Recognition status by meeting the criteria set by Partners in Protection.

The 2016 SWPI FireSmart grant program provides funding to local governments and First Nations in BC to support residents to undertake FireSmart planning activities for private lands, as identified by Partners in Protection through the FireSmart Communities Program, and/or to develop or advance local planning efforts to mitigate risk from wildfire on private lands in the wildland urban interface.

The intent of the 2016 SWPI FireSmart grant program is to enable First Nations or resident or community groups within a local government to take the required actions in order to achieve and/or maintain FireSmart Community Recognition status from Partners in Protection.

2. Eligible Applicants

All local governments (municipalities and regional districts) and First Nations in BC are eligible to apply.

3. Eligible Projects

In order to qualify for funding:

- There must be credible evidence of an apparent threat to the community from interface fires
- Proposed activities must be new (retroactive funding is not available) and capable of completion by the applicant within one year from the date of grant approval
- The applicant must have a current Community Wildfire Protection Plan (CWPP)

Please note: Applicants that received SWPI funding from 2004 to 2013 are required to submit any outstanding reporting prior to 2016 SWPI FireSmart program applications being considered.

4. Eligible Costs & Activities

Eligible costs are direct costs that are approved by the Provincial Fuel Management Working Group, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

The 2016 SWPI FireSmart program is intended to support residents to undertake FireSmart planning activities for private lands. Eligible activities must be cost-effective and may include:

- Hiring a Local FireSmart Representative(s) and/or training costs for a Local FireSmart Representative(s)
- Establishing a FireSmart Board(s)
- Conducting site visits and community assessments and/or developing FireSmart Community Plans for specific areas
- Organizing and holding a FireSmart day(s)
- Developing a communications strategy and/or public information directly related to FireSmart activities
- Presenting the FireSmart Community Plan to a local government council or board or First Nation band council
- Amendments to Official Community Plans, Comprehensive Community Plans and/or land use, engineering and public works bylaws and policies that are specific to FireSmart activities
- Staff and contractor costs directly related to FireSmart activities
- Applicant administration costs directly related to FireSmart activities
- Applying for FireSmart Community Recognition status

5. Grant Maximum

The 2016 SWPI FireSmart grant program can contribute up to 100% of the cost of eligible activities to a maximum of \$10,000.

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant.

6. Application Requirements & Process

Application Deadline

The application deadline for the 2016 SWPI FireSmart program is November 30, 2015.

Required Application Contents

- Completed Application Form
- Detailed budget
- Local government council or board resolution, or First Nation band council resolution, indicating support for the current proposed activities and willingness to provide overall grant management

Submission of Applications

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

Submit applications to Local Government Program Services, Union of BC Municipalities.

E-mail: lgps@ubcm.ca or mail: 525 Government Street, Victoria, BC, V8V 0A8

Review of Applications

The Evaluation Committee will assess and score all eligible applications and consider the location of each proposed project in order to ensure a balanced representation of projects across the province.

Higher application review scores will be given to applications that:

- Clearly advance wildfire mitigation planning activities for private lands
- Demonstrate highest wildfire risk
- Indicate that a local government or First Nation staff person or elected official, or a community member involved in the proposed activities, attended a Local FireSmart Representative workshop in 2014 or 2015
- Are from eligible applicants that have not yet received FireSmart Community Recognition status from Partners in Protection
- Include collaboration with one or more partners (e.g. community or resident organization, First Nation or Aboriginal organization or other local government)

Please note the following important points when preparing your application:

- The maximum grant is \$10,000 and matching funds and/or cost sharing are not required
- Only one application per eligible applicant will be accepted
- Funds are for new activities that support achieving/maintaining FireSmart Community Recognition status and are not for on-going operations or regular planning activities
- All funded activities are to take place within the 2016 calendar year and the final report will be due within 30 days of project completion and no later than January 31, 2017
- The detailed budget must indicate proposed expenditures and align with the proposed activities outlined in the application form
- All application information and final reports will be shared with the Province of BC, Provincial Fuel Management Working Group and Partners in Protection

7. Grant Management & Applicant Responsibilities

Please note that grants are awarded to eligible applicants only. When collaborative projects are undertaken with community partners, the eligible applicant remains the primary organization responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. The Provincial Fuel Management Working Group reserves the right to audit these records.

Notice of Funding Decision

All applicants will receive written notice of funding decisions, which will include the terms and conditions of any grant that is awarded.

8. Final Report Requirements

Required Final Report Contents

Final Reports must include the following:

- Completed Final Report Form
- Financial summary
- Copies of any community assessments, FireSmart Community Plans or any other plan that was developed or updated as part of the 2016 SWPI FireSmart grant.

Submission of Final Reports

Final reports should be submitted as Word or PDF files. If you choose to submit your final report by e-mail, hard copies do not need to follow.

Submit final reports to Local Government Program Services, Union of BC Municipalities.

E-mail: lgps@ubcm.ca or mail: 525 Government Street, Victoria, BC, V8V 0A8

SWPI -

For administrative use only

**Strategic Wildfire Prevention Initiative
2016 FireSmart Grant Program**

APPLICATION FORM

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding application requirements please refer to the 2016 SWPI FireSmart Grant Program & Application Guide.

SECTION 1: APPLICANT INFORMATION

| | |
|--|-----------------------------|
| Local Government or First Nation: | Date of Application: |
| Contact Person*: | Title: |
| Phone: | E-mail: |

* Contact person must be an authorized representative of the applying local government or First Nation

SECTION 2: COMMUNITY INFORMATION

- 1. SCOPE OF PROJECT** - Are the proposed activities for a specific neighbourhood or community within your local government/First Nation or for entire area? Please describe the proposed area.

What is the current wildfire threat rating for the proposed area?

- 2. FIRESMART COMMUNITY RECOGNITION** - Has your First Nation or a neighbourhood or community within your local government/First Nation achieved FireSmart Community Recognition status from Partners in Protection?

- 3. LOCAL FIRESMART REPRESENTATIVE TRAINING** - Has a staff person, elected official or community member in your local government or First Nation completed the Local FireSmart Representative workshop? Please indicate the workshop date and location.

SECTION 3: PROJECT INFORMATION

4. PROJECT INFORMATION

Project title:

Proposed project start and end dates: Start: End:

Total Project Budget:

5. DESCRIPTION OF PROPOSED ACTIVITIES - Please describe the specific activities you plan to undertake.**6. INTENDED OUTCOMES & DELIVERABLES** - What will be the specific deliverables? How will the project support residents to undertake FireSmart planning activities for private lands and/or advance wildfire mitigation planning activities for private lands?**7. FIRESMART COMMUNITY RECOGNITION** - Does your community intend to apply for FireSmart Community Recognition status from Partners in Protection?**8. COMMUNITY PARTNERS** - Please list all confirmed partners (e.g. community or resident organization, First Nation or Aboriginal organization or other local government) that will directly participate in your project and the specific role they will play.**SECTION 4: SIGNATURE (To be signed by Local Government or First Nation Applicant)**

Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province.

Name:

Title:

Signature:

Date:

See Section 6 of the Program & Application guide for complete application requirements. In addition to the Application Form, the following separate attachments are required to be submitted:

- ☐ Local government Council or Board resolution, or First Nation Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management
- ☐ Detailed budget

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow. Submit applications to Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca or mail: 525 Government Street, Victoria, BC, V8V 0A