



Electoral Area Services Committee

Thursday, February 11, 2021 - 10:00 am

Via Zoom Online Meeting

Zoom Meeting Details:

<https://zoom.us/j/92049863268?pwd=Vm9tcEJmMmdRN0JTdmM1dmx6eURrUT09>

Meeting ID: 920 4986 3268

Passcode: 756299

1-778-907-2071

A G E N D A

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

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

3. ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

a) February 11, 2021

Recommendation: That the February 11, 2021 Electoral Area Services Agenda be adopted as presented.

4. MINUTES

a) January 14, 2021

[Electoral Area Services Committee - 14 Jan 2021 - Minutes - Pdf](#)

Recommendation: That the January 14, 2021 Electoral Area Services meeting minutes be adopted as presented.

5. CONSENT AGENDA

- a) The Consent Agenda will be presented at a future meeting.

6. DELEGATIONS

7. UNFINISHED BUSINESS

a) 002 Electoral Area Administration Budget

[Staff Report - Electoral Area Admin \(002\) 2021-2025 Five Year Financial Plan February 11, 2021](#)

[002 Electoral Area Administration 2021-2025 Five Year Financial Plan February 11, 2021](#)

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approve the Electoral Area Administration Budget (002) 2021-2025 Five Year Financial Plan presented to the Electoral Area Services Committee on February 11, 2021 and including minor changes for adjustments for year end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

b) 005 Planning and Development Budget

[Staff Report - P&D \(005\) 2021-2025 Five Year Financial Plan February 11 2021](#)

[005 Planning & Development 2021-2025 Five Year Financial Plan](#)

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approve the Planning and Development (005) 2021-2025 Five Year Financial Plan presented to the Electoral Area Services Committee on February 11, 2021 and including minor changes for adjustments for year end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.

c) Bylaw Enforcement File Summary

[2021-02-11 Bylaw Enforcement Stats](#)

Recommendation: That the Bylaw Enforcement Statistics Report be received.

d) Bylaw Enforcement - Municipal Participation Discussion

8. NEW BUSINESS

a) Kevin Sawyer

RE: Development Variance Permit

2019 Carol Crescent, Electoral Area C/Christina Lake

RDKB File: C-970-04396.020

[2021-02-011 Sawyer DVP EAS](#)

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

b) Dean and Christine Tremaine

RE: Development Permit

3473 East Lake Drive, Electoral Area C/Christina Lake

RDKB File: C-2104-05038.000

[2021-02-11 Tremaine DP EAS](#)

Recommendation: That the staff report regarding the Development Permit application submitted by WSA Engineering Ltd. on behalf of Christine Tremaine and Dean Tremaine to install an onsite sewerage disposal system for a single family dwelling in the Environmentally Sensitive Waterfront Development Permit Area on the parcels legally described as Lot 13, Plan KAP6703, District Lot 2104, Similkameen Division of Yale Land District and the Northerly 30 Feet of Lot 14 Measured Along the Easterly and Westerly Boundaries Thereof by the Full Depth of Said Lot: District Lot 2104 Similkameen Division of Yale Land District Plan 6703, Electoral Area 'C'/Christina Lake, be received.

c) Andrea and Mark Ormandy

RE: Development Permit

1644 West Lake Drive, Electoral Area C/Christina Lake

RDKB File: C-317-02592.000

[2021-02-011 Ormandy DP EAS](#)

Recommendation: That the staff report regarding the Development Permit application submitted by Mark Ormandy on behalf of Andrea Ormandy and Mark Ormandy to install an onsite sewerage disposal system for a single family dwelling in the Environmentally Sensitive Waterfront Development Permit Area on the parcel legally described as Lot 2, Plan KAP5025, District Lot 317, Similkameen Division of Yale Land District, Electoral Area 'C'/Christina Lake, be received.

d) Kevin and Sharla Blackett

RE: Development Permit

460 Feathertop Way, Big White

RDKB File: BW-4222-07500.865

[2021-02-11 Blackett DP EAS](#)

Recommendation: That the staff report regarding the Alpine Environmentally Sensitive Landscape Reclamation Development Permit application submitted by Kevin Blackett and Sharla Blackett for the parcel legally described as Strata Lot 53, Plan KAS3134, District Lot 4222, Similkameen Division of Yale Land District, Big White, Electoral Area 'E'/West Boundary, be received.

e) Permpaul and Pamela Deol

RE: Development Permit

Strata Lot 26, Feathertop Way, Big White

RDKB File: BW-4222-07500.730

[2021-02-11 Deol DP EAS](#)

Recommendation: That the staff report regarding the Alpine Environmentally Sensitive Landscape Reclamation Development Permit application submitted by Pamela Deol and Permpaul Deol for the parcel legally described as Strata Lot 26, Plan KAS3134, District Lot 4222, Similkameen Division of Yale Land District, Big White, Electoral Area 'E'/West Boundary, be received.

f) 003 Grant in Aid

[Staff Report - Electoral Grant In Aid \(003\) 2021-2025 Five Year Financial Plan February 11, 2021](#)

[003 Grant-in-Aid 2021-2025 Fire Year Financial Plan](#)

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approve the Grant in Aid (003) 2021-2025 Five Year Financial Planas presented to the Electoral Area Services Committee on February 11, 2021 and including minor changes for adjustments for year end totals.

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

g) Grant in Aid Report

[2021 Grant in Aid Report](#)

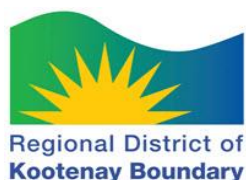
Recommendation: That the Grant in Aid report be received.

9. LATE (EMERGENT) ITEMS

10. DISCUSSION OF ITEMS FOR FUTURE AGENDAS

11. CLOSED (IN CAMERA) SESSION

12. ADJOURNMENT



**Electoral Area Services Committee
Minutes**

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

Directors Present

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

Staff Present

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

Guests

Joe McLean, Jeff Barber, Trent Kitsch

CALL TO ORDER

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

LAND ACKNOWLEDGEMENT

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

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ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

2 items were added to the agenda:

- Grant in Aid Financial Plan
- Covid Start up discussion

Moved / Seconded

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

Carried.

MINUTES

November 12, 2020

Moved / Seconded

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

Carried.

ELECTION OF THE VICE CHAIR

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

Director McGregor volunteered.

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

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

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

DELEGATIONS

No delegations were in attendance.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS

Carolyn & Joseph McLean

Re: Development Variance Permit Application

1371 Frisk Road-Electoral Area C/ Christina Lake

RDKB File: C-1020s-02595.655

Moved / Seconded

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

Carried.

(Mr. McLean left the meeting)

Brent & Olivia Hummel

Re: Zoning Bylaw Amendment Application

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

RDKB File: D-1735-0715.010

Moved / Seconded

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

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3000, Similkameen Division of Yale Land District, to permit a second dwelling in the form of a manufactured home, with the requirement for a Section 219 covenant to be registered on title to limit the use of the manufactured home to immediate family, be supported, and further that staff be directed to draft an amendment bylaw for presentation to the RDKB Board of Directors for First and Second Readings and to schedule and hold a Public Hearing on the proposed bylaw amendment.

Carried.

1247676 BC LTD.

Re: Zoning Bylaw Amendment Application

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

RDKB File: BW-4109s-07412.000

Moved / Seconded

That the application submitted by Maria Kitsch, on behalf of 1247676 BC Ltd., to amend Big White Zoning Bylaw No. 1166, 2001 to rezone the property at 5370 Big White Road, legally described as Lot 3, District Lot 4190s, Similkameen Division Yale District, Plan 23412 from the Chalet Residential 1 (R1) Zone to the Village Core 6 Zone (VC6) be supported, and further that staff be directed to draft an amendment bylaw for presentation to the RDKB Board of Directors for First and Second Readings and to schedule and hold a Public Hearing on the proposed bylaw amendment.

Carried.

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

Permissive Property Taxation Exemptions

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

Moved / Seconded

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

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

Carried.

002 Electoral Area Administration Work Plan and Budget

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

Moved / Seconded

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

Carried.

Moved / Seconded

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

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

Carried.

005 Planning and Development Work Plan and Budget

Moved / Seconded

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

Carried.

Moved / Seconded

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

Carried.

120 House Numbering Area A and C Work Plan and Budget

Moved / Seconded

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

Grant in Aid Report

Moved / Seconded

That the Grant in Aid report be received.

Carried.

Gas Tax Report

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

Moved / Seconded

That the Gas Tax report be received.

Carried.

FOR DISCUSSION

APC Meeting Platforms and Agenda Access

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

Applicant Process and Letters

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

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

LATE (EMERGENT) ITEMS

COVID-19 Start Up funding

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

Grant in Aid Financial Plan

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

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

A discussion was not needed.

CLOSED (IN CAMERA) SESSION

An in-camera meeting was not necessary.

ADJOURNMENT

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



**Regional District of
Kootenay Boundary**

STAFF REPORT

Date: February 4, 2021 **File**

To: Chair Grieve and members of the Electoral Area Services Committee

From: Barb Ihlen, General Manager of Finance/CFO

Re: Electoral Area Administration (002)
Proposed 2021-2025 Five Year Financial Plan

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the Electoral Area Administration (002) proposed 2021-2025 Five Year Financial Plan.

History/Background Factors

There are some minor updates to the Electoral Area Administration (002) 2021-2025 Five Year Financial Plan, since last presented to the Committee in January.

Implications

- *Property Tax Requisition* is set at a 0.44% (\$1,193) increase over the prior year.
- *Salaries & Benefits* are decreasing, which reflects the removal of the Corporate Communications costs and the increase in the full year salary of the Bylaw Enforcement Officer. The Corporate Communications costs are included in the administration cost allocation to all services.
- *Director travel and expenses* are decreasing due to the expectation of restrictions on travel to continue in the early part of 2021 due to the COVID-19 pandemic and related health authority orders.
- *Election and referendum* costs are increasing due to the bi-election work in the early part of the year and the referendum planned in 2021.
- *Bylaw Enforcement* related operating costs for a full year are included in the financial plan.

Background Information Provided

- Electoral Area Administration (002) proposed 2021-2025 Five Year Financial Plan

Alternatives

1. Approve the proposed budget with minor changes for adjustments for year end totals.
2. Defer and provide direction on the proposed budget.

Recommendation(s)

THAT the Regional District of Kootenay Boundary Board of Directors approve the Electoral Area Administration (002) 2021-2025 Five Financial Plan as presented to the Electoral Area Services Committee on February 11, 2021 including minor changes for adjustments for year end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
SUMMARY INFORMATION

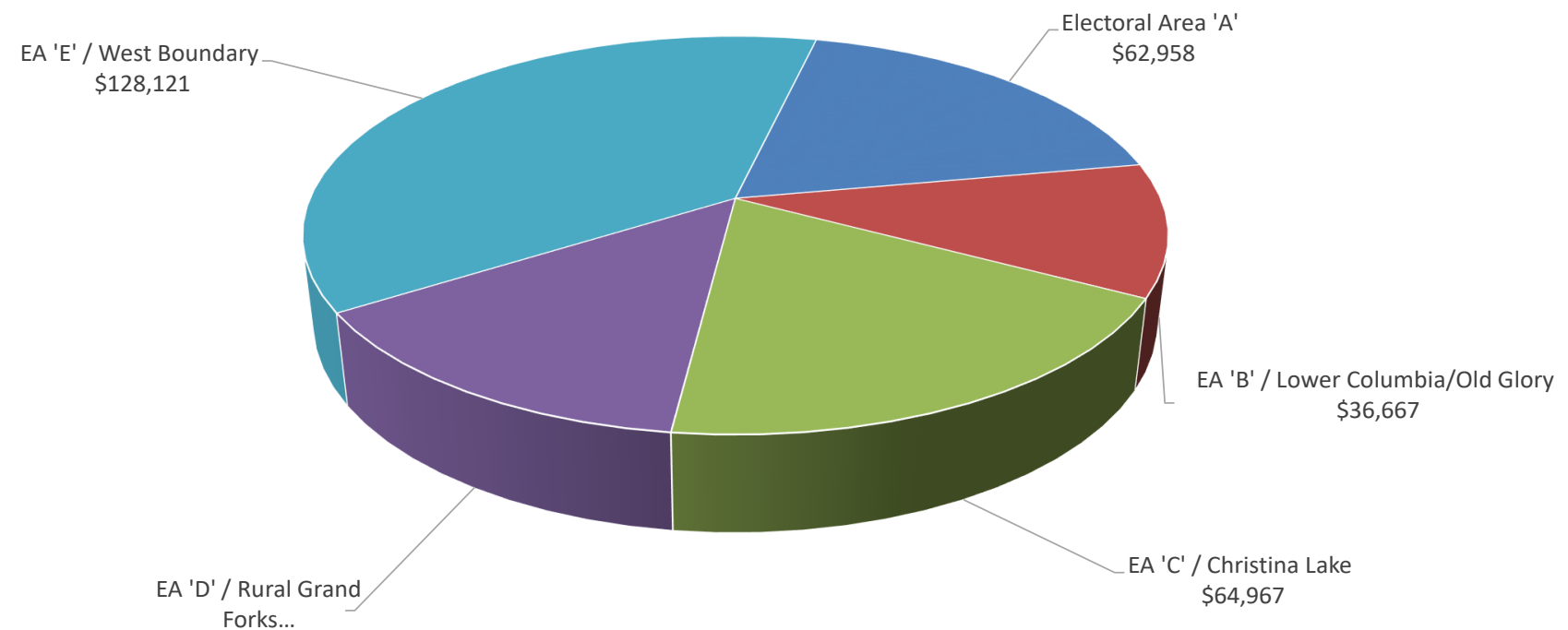
SERVICE NO 002
ELECTORAL AREA ADMINISTRATION

	PAGE	2020 BUDGET	2021 BUDGET	Increase(Decrease) between 2020 BUDGET and 2021 BUDGET		PRIMARY DRIVERS FOR CHANGE
				\$	%	
REVENUE						
Property Tax Requisition	3	272,982	274,175	1,193	0.44	
Previous Year's Surplus	10	80,438	69,956	(10,482)	(13.03)	
EXPENDITURE						
Salaries & Benefits	11	116,162	94,760	(21,402)	(18.42)	Corporate Communication Officer Distribution Changed
Director's Travel	13	16,137	12,000	(4,137)	(25.64)	Decreased Travel Due to COVID restrictions
Director's Expenses	14	14,280	7,000	(7,280)	(50.98)	Decreased in person meetings due to COVID restrictions
UBCM/FCM Conferences	16	34,880	21,200	(13,680)	(39.22)	FCM Expected to be Cancelled Due to COVID
Contingencies	43	15,700	15,000	(700)	(4.46)	Contingency for travel if COVID restrictions are lifted

KEY FACTS

Establishment Bylaw No.	1050; 1999
Max Requisition	No Maximum
Last Increase Requisition Limit	Not Applicable
Next Review Requisition Limit	Not Applicable
Reserve Balance	\$ 42,692.86
(@ December 31, 2020)	

2021 Property Tax Requisition (Projected)





REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

SERVICE NO 002
ELECTORAL AREA ADMINISTRATION

		PAGE	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	(OVER) UNDER	2021 BUDGET	Increase(Decrease) between 2020 BUDGET and 2021 BUDGET		6.10% 2022 BUDGET	-2.46% 2023 BUDGET	1.17% 2024 BUDGET	1.18% 2025 BUDGET
								\$	%				
REVENUE													
	Property Tax Requisition	3	261,226	272,982	272,982	0	274,175	1,193	0.44	340,353	366,300	374,016	381,886
11 210 100	Federal Grant In Lieu	4	676	500	716	(216)	700	200	40.00	700	700	700	700
11 210 171	Community Works (Gas Tax)	5	369,837	250,000	180,360	69,640	250,000	0	0.00	250,000	250,000	250,000	250,000
11 590 159	Miscellaneous Revenue	6	0	0	0	0	0	0	0.00	0	0	0	0
11 590 173	Kettle River Watershed Study	7	27,808	0	1,169	(1,169)	0	0	0.00	0	0	0	0
11 621 100	Local Government Act	8	40,000	40,000	40,000	0	40,000	0	0.00	40,000	40,000	40,000	40,000
11 921 205	Transfer From Reserves	9	0	20,000	0	20,000	0	(20,000)	(100.00)	42,500	0	0	0
11 911 100	Previous Year's Surplus	10	37,880	80,438	80,438	0	69,956	(10,482)	(13.03)	0	0	0	0
Total Revenue			737,427	663,921	575,665	88,256	634,831	(29,089)	(4.38)	673,553	657,000	664,716	672,586
EXPENDITURE													
12 191 111	Salaries & Benefits	11	38,437	116,162	121,248	(5,086)	94,760	(21,402)	(18.42)	96,655	98,588	100,560	102,571
	Total Salaries & Benefits		38,437	116,162	121,248	-5,086	94,760	(21,402)	(18.42)	96,655	98,588	100,560	102,571
12 191 130	Director's Remuneration	12	97,003	103,734	105,903	(2,169)	106,112	2,377	2.29	108,234	110,399	112,607	114,859
12 191 210	Director's Travel	13	11,091	16,137	8,263	7,874	12,000	(4,137)	(25.64)	16,320	16,646	16,979	17,319
12 191 211	Director's Expenses	14	5,992	14,280	3,404	10,876	7,000	(7,280)	(50.98)	7,140	7,283	7,428	7,577
12 191 234	Self Directed Education	15	633	7,500	649	6,851	7,500	0	0.00	7,500	7,500	7,500	7,500
	Total Directors Remuneration		114,718	141,652	118,219	23,433	132,612	(9,040)	(6.38)	139,194	141,828	144,515	147,255
12 191 212	UBCM/FCM Conferences	16	28,113	34,880	2,395	32,485	21,200	(13,680)	(39.22)	35,578	36,289	37,015	37,755
12 191 213	AKBLG Conference	17	6,722	8,500	0	8,500	8,679	179	2.10	8,852	9,029	9,210	9,394
12 191 217	Public Communications 'A'	18	4,017	7,000	2,100	4,900	7,000	0	0.00	7,140	7,283	7,428	7,577
12 191 218	Public Communications 'B' / Lower	19	265	7,000	502	6,498	7,000	0	0.00	7,140	7,283	7,428	7,577
12 191 219	Public Communications 'C' / Christi	20	2,903	7,000	1,650	5,350	7,000	0	0.00	7,140	7,283	7,428	7,577
12 191 220	Public Communications 'D' / Rural C	21	2,321	7,000	1,105	5,895	7,000	0	0.00	7,140	7,283	7,428	7,577
12 191 221	Public Communications 'E' / West E	22	9,992	7,000	8,068	(1,068)	7,000	0	0.00	7,000	7,140	7,283	7,428
12 191 223	Elections & Referendums	23	-119	10,000	2,752	7,248	12,500	2,500	25.00	50,000	13,650	13,923	14,201
12 191 230	Board Fee	24	19,553	19,907	19,907	0	18,432	(1,475)	(7.41)	38,691	39,465	40,254	41,060
12 191 238	AKBLG Membership	25	4,458	3,578	4,525	(947)	4,793	1,215	33.96	4,889	4,987	5,086	5,188
12 191 239	UBCM Membership	26	6,298	6,355	6,355	0	6,400	45	0.71	6,528	6,659	6,792	6,928
12 191 251	Office Supplies	27	0	500	3,068	(2,568)	500	0	0.00	510	520	531	541
12 191 253	Vehicle Operation	28	20,085	20,487	20,487	(0)	20,896	409	2.00	0	0	0	0
12 191 262	Enforcement Equipment	29	0	0	96	(96)	0	0	0.00	0	0	0	0
12 191 616	Gas Tax Projects	30	369,837	250,000	180,360	69,640	250,000	0	0.00	250,000	250,000	250,000	250,000
12 191 620	Kettle River Watershed Project	31	27,808	0	1,169	(1,169)	0	0	0.00	0	0	0	0
12 191 800	Contracted Services	32	0	1,200	1,200	0	1,200	0	0.00	1,200	1,200	1,200	1,200
	Total Admin Operating		502,253	390,407	255,738	134,668	379,600	(10,807)	(2.77)	431,808	398,070	401,007	404,004
12 610 210	Travel Expense	33	0	0	171	(171)	3,000	3,000	0.00	3,060	3,121	3,184	3,247
12 610 213	Telephone	34	0	0	0	0	600	600	0.00	612	624	637	649
12 610 234	Library & Research	35	0	0	0	0	500	500	0.00	510	520	531	541
12 610 243	Office Building Expense	36	0	0	0	0	0	0	0.00	0	0	0	0
12 610 247	Office Equipment	37	0	0	0	0	5,000	5,000	0.00	1,000	1,020	1,040	1,061
12 610 251	Office Supplies	38	0	0	0	0	700	700	0.00	714	728	743	758
12 610 253	Vehicle Operation	39	0	0	0	0	3,060	3,060	0.00	0	0	0	0
	Total Bylaw Operating		0	0	171	-171	12,860	12,860	0.00	5,896	6,014	6,134	6,257

12 191 610	Capital/Amortization	40	0	0	0	0	0	0.00	0	0	0	0
	Total Capital		0	0	0	0	0	0.00	0	0	0	0
12 191 741	Contribution To Reserve	41	0	0	0	0	0	0.00	0	12,500	12,500	12,500
12 191 990	Previous Year's Deficit	42	0	0	0	0	0	0.00	0	0	0	0
12 191 999	Contingencies	43	1,581	15,700	10,331	5,369	15,000	(700)	(4.46)	0	0	0
	Total Other		1,581	15,700	10,331	5,369	15,000	(700)	(4.46)	0	12,500	12,500
	Total Expenditure		656,988	663,921	505,708	158,212	634,831	(29,089)	(4.38)	673,553	657,000	664,716
	Surplus (Deficit)		80,438		69,956		-			-	-	-
	Reserve Balance					42,693				193	12,693	25,193
												37,693

KETTLE RIVER WATERSHED STUDY:	2019	2020
REVENUE (GAS TAX)	27,808	1,169
EXPENSES	27,808	1,169
Deficit Brought Forward	0	0
PROJECT BALANCE AT End of Year	\$ -	\$ -

See Line 5 Above
See Line 30 Above

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Property Tax Requisition		2021 Budget		2022 Budget		2023 Budget		2024 Budget		2025 Budget
2019 Actual	Description	Amount		Amount		Amount		Amount		Amount
59,978	11 830 901 002 Electoral Area 'A'	50,717		62,958		67,758		69,185		70,641
27,334	11 830 902 002 EA 'B' / Lower Columbia/Old Glory	29,538		36,667		39,462		40,294		41,142
51,276	11 830 903 002 EA 'C' / Christina Lake	52,335		64,967		69,919		71,392		72,895
35,905	11 830 904 002 EA 'D' / Rural Grand Forks	38,377		47,640		51,272		52,352		53,454
98,489	11 830 905 002 EA 'E' / West Boundary	103,209		128,121		137,888		140,793		143,755
272,982	Sub	274,175		340,353		366,300		374,016		381,886
	This Year Requisition	274,175		340,353		366,300		374,016		381,886
	Total Requisition	274,175		340,353		366,300		374,016		381,886

Notes:

Allocations based on most recent property assessment values

Name	Federal Grant In Lieu	2020	2021	2022	2023	2024	2025
Account	11 210 100 002	Prior Year	Budget	Budget	Budget	Budget	Budget

Notes:	Previous Year Budget	500
	Actual to December 31, 2020	716

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Community Works Funding Grant		2.10%	2.00%	2.00%	2.00%	2.00%
Account	11 210 171 002	2020	2021	2022	2023	2024	2025
		Prior Year	Budget	Budget	Budget	Budget	Budget

Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Community Works Funding Agreement						
	Approved Gas Tax Projects funding	250,000	250,000	250,000	250,000	250,000	250,000
Current Year Budget		250,000	250,000	250,000	250,000	250,000	250,000

Notes:	Previous Year Budget	250,000
	Actual to December 31, 2020	180,360

Background Revenue is recorded when project funds are disbursed

Name	Miscellaneous Revenue	2020	2021	2022	2023	2024	2025
Account	11 590 159 002	Prior Year	Budget	Budget	Budget	Budget	Budget

Notes:	Previous Year Budget	-
	Actual to December 31, 2020	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Kettle River Watershed Study	2020	2021	2022	2023	2024	2025
Account	11 590 173 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	General Allowance						
2	Kettle River Watershed Management Plan						
4,500	Phoenix Foundation						
30,000	S.I.B.A.C.						
25,000	Real Estate Foundation						
30,000	City of Grand Forks (flood mitigation)						
5,000	RDKB Administration						
20,000	Gas Tax - EA 'C' / Christina Lake	-	-				
100,000	Gas Tax - EA 'D' / Rural Grand Forks	-	-				
150,000	Gas Tax - EA 'E' / West Boundary	-	-				
364,500	Total Project Commitment						
	Current Year Budget	-	-	-	-	-	-

Notes:	Previous Year Budget	-
	Actual to December 31, 2020	1,169
Item #2	Funding sources for KR Watershed Management Plan	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	40,000
	Actual to December 31, 2020	40,000
Total Municipal Population 20,490 (67%), Rural 10,252 (33%)		
Allocation to Electoral Area as per Board Direction in prior year \$40k		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Transfer From Reserves	2020	2021	2022	2023	2024	2025
Account	11 921 205 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Reserve Transfer	-	-	42,500	-	-	-
2	Smooth taxation between years	20,000	-	-			
Current Year Budget		20,000	-	42,500	-	-	-

Notes:		Previous Year Budget	20,000
		Actual to December 31, 2020	-
Item 1	Transfer from reserve to cover partial general election expenses		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Previous Year's Surplus						
Account		2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	37,880	69,956	-	-	-	-
	Current Year Budget	37,880	69,956	-	-	-	-

Notes:	Previous Year Budget	80,438
	Actual to December 31, 2020	80,438

Name					2.00%	2.00%	2.00%	2.00%	2.00%
Account No	Salaries & Benefits	2020			2021	2022	2023	2024	2025
	12 191 111 002	Prior Year			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Hours	Rate	Amount	Amount	Amount	Amount	Amount
1	Corporate Communications Officer	30,986	0.0%	87,794	-	-	-	-	-
2	Bylaw Enforcement Coordinator	60,467	1892	39.74	75,188	76,692	78,226	79,790	81,386
3	Allowance for CUPE Contract Increase (2%)	1,209							
	Subtotal	92,663			75,188	76,692	78,226	79,790	81,386
	Benefits @	23,499		26%	19,571	19,963	20,362	20,769	21,185
	Page 1 Total	116,162			94,760	96,655	98,588	100,560	102,571

[illegible]

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Director's Travel	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account	12 191 210 002	Prior Year	2021	2022	2023	2024	2025
		Budget	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Mileage - to attend public hearings, APC,	16,137	12,000	16,320	16,646	16,979	17,319
	Town Hall, Task Group Meetings involving						
	Electoral Areas						
Current Year Budget		16,137	12,000	16,320	16,646	16,979	17,319

Notes:	Previous Year Budget	16,137
Director Remuneration	Actual to December 31, 2020	8,263

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Director's Expenses	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account	12 191 211 002	Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Expenses only to attend public hearings, APC, Town Hall, Task Group Meetings involving Electoral Areas	14,280	7,000	7,140	7,283	7,428	7,577
Current Year Budget		14,280	7,000	7,140	7,283	7,428	7,577

Notes:	Previous Year Budget	14,280
Director Remuneration	Actual to December 31, 2020	3,404

Name	Self Directed Education		2.00%	2.00%	2.00%	2.00%	2.00%
Account	12 191 234 002	2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Self-directed director education \$1500 per director	7,500	7,500	7,500	7,500	7,500	7,500
	Current Year Budget	7,500	7,500	7,500	7,500	7,500	7,500

2021-02-04

Name	UBCM/FCM Conferences	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 212 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	UBCM Conference 5 Directors and CAO/2nd staff mem	17,000	17,000	17,340	17,687	18,041	18,401
2	Per diem to attend conference	4,200	4,200	4,284	4,370	4,457	4,546
3	FCM Conference 5 Directors and CAO (only 2 for 2020)	12,000	-	12,240	12,485	12,734	12,989
4	Per diem to attend conference (only 2 for 2020)	1,680	-	1,714	1,748	1,783	1,818
	FCM Conference Location & Dates:						
2021	June 3 - 6, 2021, Montreal, QC						
	UBCM Conference Location & Dates:						
2021	Sept. 13 - 17, 2020, Vancouver						
	Current Year Budget	34,880	21,200	35,578	36,289	37,015	37,755

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	AKBLG Conference		2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 213 002	2020	2021	2022	2023	2024	2025
		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	AKBLG Conference 5 Directors, CAO, MOA	5,000	5,105	5,207	5,311	5,417	5,526
2	Per diem to attend conference	3,500	3,574	3,645	3,718	3,792	3,868
Current Year Budget		8,500	8,679	8,852	9,029	9,210	9,394

Notes:	Previous Year Budget	8,500
Operating	Actual to December 31, 2020	-
Item #2	Five Directors + CAO + Mgr of Admin (7 x 5days x \$100/day = \$3,500)	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Public Communications 'A'	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 217 002	Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	1,200	1,200	1,224	1,248	1,273	1,299
	- Displays at Trade Fair						
2	Public Communications by Elected Officials	5,800	5,800	5,916	6,034	6,155	6,278
	Current Year Budget	7,000	7,000	7,140	7,283	7,428	7,577

Notes:	Previous Year Budget	7,000
Operating	Actual to December 31, 2020	2,100

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Public Communications 'B' / Lower Columbia/Old	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 218 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	1,200	1,200	1,224	1,248	1,273	1,299
	- Displays at Trade Faire						
2	Public Communications by Elected Officials	5,800	5,800	5,916	6,034	6,155	6,278
	Current Year Budget	7,000	7,000	7,140	7,283	7,428	7,577

Notes:	Previous Year Budget	7,000
Operating	Actual to December 31, 2020	502

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Public Communications 'C' / Christina Lake	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 219 002	Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	1,200	1,200	1,224	1,248	1,273	1,299
	- Displays at Trade Faire						
2	Public Communications by Elected Officials	5,800	5,800	5,916	6,034	6,155	6,278
Current Year Budget		7,000	7,000	7,140	7,283	7,428	7,577

Notes:	Previous Year Budget	7,000
Operating	Actual to December 31, 2020	1,650

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Public Communications 'D' / Rural Grand Forks	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 220 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	1,200	1,200	1,224	1,248	1,273	1,299
	- Displays at Trade Faire						
2	Public Communications by Elected Officials	5,800	5,800	5,916	6,034	6,155	6,278
	Current Year Budget	7,000	7,000	7,140	7,283	7,428	7,577

Notes:	Previous Year Budget	7,000
Operating	Actual to December 31, 2020	1,105
Unused portion from 2016 carried forward to 2017 budget		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Public Communications 'E' / West Boundary	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 221 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Public communications and Community Relations						
	- Advertising						
	- Postage for mail-outs						
	- community and task group meeting costs	2,400	2,400	2,448	2,497	2,547	2,598
	- Displays at Trade Faire						
2	Public Communications by Elected Officials	4,600	4,600	4,692	4,786	4,882	4,979
	Current Year Budget	7,000	7,000	7,140	7,283	7,428	7,577

Notes:	Previous Year Budget	7,000
Operating	Actual to December 31, 2020	8,068
Unused portion from 2016 carried forward to 2017 budget		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Elections & Referendums	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 223 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Elections, Public Notices	5,000	5,000	42,500	6,000	6,120	6,242
2	Referendums	5,000	7,500	7,500	7,650	7,803	7,959
3							
Current Year Budget		10,000	12,500	50,000	13,650	13,923	14,201

Notes:	Previous Year Budget	10,000
Operating	Actual to December 31, 2020	2,752
Items #1-2 Actual cost depends on the number of candidates/voting required		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Board Fee	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 230 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Board Fee (2% increase for C.P.I.)	18,071	18,432	18,801	19,177	19,560	19,951
2	Carbon Offset & Climate Change Initiatives	1,836	-	-	-	-	-
3	Administration Support Allocation		-	37,583	38,335	39,101	39,883
4	General Admin Shared Credit		-	(24,221)	(24,705)	(25,200)	(25,704)
5	HR Allocation		-	545	556	567	578
6	IT Allocation		-	5,333	5,440	5,549	5,660
7	Building Allocation		-	651	664	677	690
Current Year Budget		19,907	18,432	38,691	39,465	40,254	41,060

Notes:	Previous Year Budget	19,907
Operating	Actual to December 31, 2020	19,907

[illegible]

[illegible]

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Supplies	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 251 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Office Supplies	500	500	510	520	531	541
Current Year Budget		500	500	510	520	531	541

Notes:	Previous Year Budget	500
Operating	Actual to December 31, 2020	3,068
Item #1	Directors are paid an allowance for consumable supplies	
	this is for any expenses that are incurred by the Trail or Grand Forks Office	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Vehicle Operation	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 253 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Use of RDKB Fleet Vehicles	20,487	20,896	-	-	-	-
Current Year Budget		20,487	20,896	-	-	-	-

Notes:	Previous Year Budget	20,487
Operating	Actual to December 31, 2020	20,487
Item #1	Included in Shared Internal Costs starting in 2022	
	Recovery For General Government Services	

Name	Enforcement Equipment	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 262 002	Prior Year	Budget	Budget	Budget	Budget	Budget

Notes:	Previous Year Budget	20,487
Operating	Actual to December 31, 2020	20,487

[illegible]

Name	Kettle River Watershed Project	2020	2021	2022	2023	2024	2025
Account	12 191 620 002	Prior Year	Budget	Budget	Budget	Budget	Budget

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	1,169

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contracted Services	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 800 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Rental charge for hot desk at the Rock Creek Coop Id	1,200	1,200	1,200	1,200	1,200	1,200
Current Year Budget		1,200	1,200	1,200	1,200	1,200	1,200

Notes:	Previous Year Budget	1,200
Operating	Actual to December 31, 2020	1,200
Item #1		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Travel Expense	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 210 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Workshops, Conferences, & Meals		3,000	3,060	3,121	3,184	3,247
Current Year Budget		-	3,000	3,060	3,121	3,184	3,247

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	171
Item #1		

Name	Telephone	2020	2021	2022	2023	2024	2025
Account	12 610 213 002	Prior Year	Budget	Budget	Budget	Budget	Budget

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	-
Item #1		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Library & Research	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 234 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Reference Materials & Professional Dues		500	510	520	531	541
Current Year Budget		-	500	510	520	531	541

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	-
Item #1	Licence Inspectors and Bylaw Officers' Association of BC	

Name	Office Building Expense	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 243 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Heating share of RDKB Office						
2	Power share of RDKB Office						
3	Janitorial & Maintenance						
4	Grand Forks Office Rental						
5	Photocopy Recovery - Administration						
	Current Year Budget	-	-	-	-	-	-

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	-
Item #1		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Equipment	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 247 002	Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Computer						
	Cell phone						
	Furniture						
			5,000	1,000	1,020	1,040	1,061
	Current Year Budget	-	5,000	1,000	1,020	1,040	1,061

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	-
	2021 Computer Stand Etc For Vehicle - Complete Paperwork in Field	

Name	Office Supplies	2020	2021	2022	2023	2024	2025
Account	12 610 251 002	Prior Year	Budget	Budget	Budget	Budget	Budget
			2.10%	2.00%	2.00%	2.00%	2.00%

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Vehicle Operation	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 253 002	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget

Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Annual Allocation of Fleet Vehicle Costs		3,060				
Current Year Budget		-	3,060	-	-	-	-

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	-
Item #1	Included in Shared Internal Costs starting in 2022	
	Recovery For General Government Services	

[illegible]

Notes:	Previous Year Budget	-
Capital	Actual to December 31, 2020	-

Sources of Funding Capital Projects:
D = Debenture Borrowing
R = Reserves
C = Current Revenues
S = Short Term Borrowing
G = Gas Tax Grant

Name	Contribution To Reserve	2020	2021	2022	2023	2024	2025
Account	12 191 741 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contribution to Reserves	-	-	-	12,500	12,500	12,500
2	Reserve to smooth taxation between years						
3							
	Current Year Budget	-	-	-	12,500	12,500	12,500

Notes:	Previous Year Budget	-
Other	Actual to December 31, 2020	-
Item 1	Reserve for general election expenses	

iber 31, 2020
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2021-02-04

Electoral Area Administration

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[illegible]

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contingencies	2020	2021	2022	2023	2024	2025
Account	12 191 999 002	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Bylaw Officer - bullet proof vest, desk, course	6,700					
2	Bylaw Officer - additional equipment and travel	9,000					
3	FCM Conference & Related Board Travel		15,000				
Current Year Budget		15,700	15,000	-	-	-	-

Notes:	Previous Year Budget	15,700
Other	Actual to December 31, 2020	10,331
Item #1		



**Regional District of
Kootenay Boundary**

STAFF REPORT

Date: February 11, 2021 **File:** P-Admin-2021
To: Chair Grieve and members of the Electoral Area Services Committee
From: Donna Dean, Manager of Planning and Development
Re: Planning and Development (005)
 Proposed 2021-2025 Five Year Financial Plan

Issue Introduction

A staff report from Donna Dean, Manager of Planning and Development, regarding the Planning and Development (005) proposed 2021-2025 Five Year Financial Plan.

History/Background Factors

The Planning and Development Department (005) 2021-2025 Five Year Financial Plan represents a service that provides land use planning for the electoral areas as well as region wide activities including coordination, research, and regional mapping.

Background Information Provided

Planning and Development (005) proposed 2021-2025 Five Year Financial Plan.

Alternatives

1. Approve the proposed budget with minor changes for adjustments for year-end totals.
2. Defer and provide direction on the proposed budget.

Recommendation

THAT the Regional District of Kootenay Boundary Board of Directors approve the Planning and Development (005) 2021-2025 Five Financial Plan as presented to the Electoral Area Services Committee on February 11, 2021 including minor changes for adjustments for year end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

SERVICE NO 005
PLANNING & DEVELOPMENT

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

		PAGE	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	(OVER) UNDER	2021 BUDGET	Increase(Decrease) between 2020 BUDGET and 2021 BUDGET		-7.48% 2022 BUDGET	1.93% 2023 BUDGET	1.93% 2024 BUDGET	1.94% 2025 BUDGET
								\$	%				
REVENUE:													
Electoral	Taxes - Management Development Servio	2	587,134	596,371	596,371	0	607,915	11,544	1.94	658,119	671,209	684,560	698,178
All Participants	Taxes - Regional Development Services	3	195,711	198,790	198,790	0	202,638	3,848	1.94	219,373	223,736	228,187	232,726
11 210 100	Federal Grant In Lieu	4	1,393	1,000	334	666	1,000	0	0.00	1,000	1,000	1,000	1,000
11 460 100	Rezoning Fees	5	14,640	15,300	10,100	5,200	15,606	306	2.00	15,918	16,236	16,561	16,892
11 460 200	ALR Commission Appeal Fees	6	900	2,040	1,800	240	2,081	41	2.00	2,122	2,165	2,208	2,252
11 460 300	House Numbering Recovery	7	15,000	15,000	15,000	0	15,000	0	0.00	15,000	15,000	15,000	15,000
11 460 400	Map & Report Sales	8	0	1,020	5	1,015	1,040	20	2.00	1,061	1,082	1,104	1,126
11 590 159	Miscellaneous Revenue	9	20,125	231,359	218,975	12,384	83,160	(148,199)	(64.06)	1,000	1,000	1,000	1,000
11 911 100	Previous Year's Surplus	10	22,314	55,765	53,784	1,981	59,711	3,947	7.08	0	0	0	0
11 921 205	Transfer From Reserve	11	0	6,000	0	6,000	0	(6,000)	(100.00)	0	0	0	0
	Planning Agreements	12	8,840	8,840	8,840	0	8,840	0	0.00	8,840	8,840	8,840	8,840
Total Revenue			866,057	1,131,485	1,103,999	27,486	996,992	(134,493)	(11.89)	922,434	940,269	958,460	977,015
EXPENDITURE:													
12 610 111	Salaries and Benefits	13	582,159	680,703	639,765	40,938	665,216	(15,486)	(2.28)	663,515	676,785	690,321	704,127
	Total Salaries & Benefits		582,159	680,703	639,765	40,938	665,216	(15,486)	(2.28)	663,515	676,785	690,321	704,127
12 610 210	Travel Expense	14	7,891	13,260	3,700	9,560	6,583	(6,677)	(50.36)	13,524	13,795	14,071	14,352
12 610 220	Public Participation Program	15	6,294	10,200	1,500	8,700	7,083	(3,117)	(30.56)	10,324	10,531	10,742	10,956
12 610 223	Report Reproduction	16	0	0	0	0	0	0	0.00	0	0	0	0
12 610 229	Maps	17	0	500	40	460	1,511	1,011	202.10	521	531	542	553
12 610 230	Board Fee	18	46,972	47,825	47,825	0	44,350	(3,475)	(7.27)	109,456	111,645	113,878	116,156
12 610 232	Legal Fees	19	3,442	12,000	16,093	(4,093)	12,252	252	2.10	12,497	12,747	13,002	13,262
12 610 234	Library & Research	20	6,104	7,863	4,700	3,163	8,028	165	2.10	8,189	8,353	8,520	8,690
12 610 235	Operating Contract	21	54,168	233,051	214,578	18,473	152,710	(80,341)	(34.47)	47,987	48,433	48,888	49,351
12 610 239	Advisory Planning Commission	22	5,021	6,120	4,300	1,820	6,249	129	2.10	6,373	6,501	6,631	6,764
12 610 243	Office Building Expense	23	59,864	61,269	61,269	(0)	62,198	929	1.52	32,381	33,029	33,689	34,363
12 610 247	Office Equipment	24	9,757	8,000	16,500	(8,500)	8,168	168	2.10	8,331	8,498	8,668	8,841
12 610 251	Office Supplies	25	3,521	4,162	5,100	(938)	4,249	87	2.10	4,334	4,421	4,509	4,599
12 610 253	Vehicle Operation	26	13,012	13,133	13,133	(1)	13,395	263	2.00	0	0	0	0
	Total Operating		216,047	417,382	388,738	28,644	326,775	(90,607)	(21.71)	253,919	258,484	263,139	267,888
12 610 610	Capital/Amortization	27	0	6,000	0	6,000	0	(6,000)	(100.00)	0	0	0	0
	Total Capital		0	6,000	0	6,000	0	(6,000)	(100.00)	0	0	0	0
12 610 741	Contribution To Reserve	28	5,000	27,400	13,000	14,400	5,000	(22,400)	(81.75)	5,000	5,000	5,000	5,000
12 610 990	Previous Year's Deficit	29	0	0	0	0	0	0	0.00	0	0	0	0
12 610 999	Contingencies	30	7,086	0	2,784	(2,784)	0	0	0.00	0	0	0	0
	Total Other		12,086	27,400	15,784	11,616	5,000	(22,400)	(81.75)	5,000	5,000	5,000	5,000
Total Expenditure			810,293	1,131,485	1,044,287	87,197	996,992	(134,493)	(11.89)	922,434	940,269	958,460	977,015
Surplus(Deficit)			55,765		59,711		-			-	-	-	-
Reserve Balance							44,297			49,297	54,297	59,297	64,297

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Property Tax Requisition	2021	2022	2023	2024	2025
	<i>Management of Development Services</i>	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount
	As per Board Resolution No 461-92					
	Total Expenditures					
	Less anticipated revenues from other sources					
	Equals Net Expenditures					
Exp	810,553		877,492	894,945	912,747	930,904
75%	607,915	607,915	658,119	671,209	684,560	698,178
2020						
Actual						
131,031	11 830 901 005 Electoral Area 'A'	112,452	121,738	124,160	126,629	129,149
59,716	11 830 902 005 Electoral Area 'B' / Lower Columbia/Ol	65,492	70,901	72,311	73,749	75,217
112,020	11 830 903 005 Electoral Area 'C' / Christina Lake	116,039	125,622	128,120	130,669	133,268
78,439	11 830 904 005 Electoral Area 'D' / Rural Grand Forks	85,092	92,119	93,951	95,820	97,726
215,165	11 830 905 005 Electoral Area 'E' / West Boundary`	228,840	247,739	252,666	257,692	262,819
596,371	Sub	607,915	658,119	671,209	684,560	698,178
	Total Requisition	607,915	658,119	671,209	684,560	698,178

Notes:

Management of Development covers the Regional District's rural area planning program (e.g. OCPs, Zoning, Development Permits, etc.). It is a "General Service" pursuant to the Local Government Act with costs apportioned to the Electoral Areas only.
No Limit



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Property Tax Requisition	2021	2022	2023	2024	2025
2020	<i>Regional Development Services</i>	Budget	Budget	Budget	Budget	Budget
Actual	Description	Amount	Amount	Amount	Amount	Amount
	As per Board Resolution No 461-92					
	Total Expenditures					
	Less anticipated revenues from other sources					
Exp	810,553		877,492	894,945	912,747	930,904
25%	202,638	202,638	219,373	223,736	228,187	232,726
5,897	11 830 100 005 Fruitvale	6,025	6,523	6,652	6,785	6,920
16,771	11 830 200 005 Grand Forks	16,980	18,382	18,747	19,120	19,501
1,823	11 830 300 005 Greenwood	1,919	2,078	2,119	2,161	2,204
2,807	11 830 400 005 Midway	3,049	3,301	3,367	3,434	3,502
3,007	11 830 500 005 Montrose	3,292	3,564	3,635	3,708	3,781
19,917	11 830 600 005 Rossland	21,084	22,825	23,279	23,742	24,214
43,375	11 830 700 005 Trail	44,712	48,404	49,367	50,349	51,351
4,978	11 830 800 005 Warfield	5,189	5,618	5,729	5,843	5,959
22,019	11 830 901 005 Electoral Area 'A'	18,570	20,103	20,503	20,911	21,327
10,035	11 830 902 005 Electoral Area 'B' / Lower Columbia/O	10,815	11,708	11,941	12,179	12,421
18,824	11 830 903 005 Electoral Area 'C' / Christina Lake	19,162	20,744	21,157	21,578	22,007
13,181	11 830 904 005 Electoral Area 'D' / Rural Grand Forks	14,052	15,212	15,515	15,823	16,138
36,157	11 830 905 005 Electoral Area 'E' / West Boundary	37,789	40,910	41,724	42,554	43,400
198,790						
	Total Requisition	202,638	219,373	223,736	228,187	232,726

Notes:

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

No Limit

[illegible]

Notes:	Previous Year Budget	1,000
	Actual to December 31, 2020	334

[illegible]

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	ALR Fees	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account	11 460 200 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Agricultural Land Reserve Fees	2,040	2,081	2,122	2,165	2,208	2,252
Current Year Budget		2,040	2,081	2,122	2,165	2,208	2,252

Notes: Previous Year Budget 2,040
 Actual to December 31, 2020 1,800
 Conservative estimate based on last year's revenue from LRC fees

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	House Numbering Recovery	2020	0.00%	0.00%	0.00%	0.00%	0.00%
Account	11 460 300 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Area 'A ' & 'C' House Numbering	6,000	6,000	6,000	6,000	6,000	6,000
2	Area 'B' house Numbering	3,000	3,000	3,000	3,000	3,000	3,000
3	Area 'D' house Numbering	3,000	3,000	3,000	3,000	3,000	3,000
4	Area 'E' house Numbering	3,000	3,000	3,000	3,000	3,000	3,000
5	Services provided to Municipalities	-	-	-	-	-	-
	Current Year Budget	15,000	15,000	15,000	15,000	15,000	15,000

Notes:	Previous Year Budget	15,000
	Actual to December 31, 2020	15,000
Internal Transfer from participating members		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Map Sales	2020	2.00%	2.00%	2.00%	2.00%	2.00%
Account	11 460 400 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Map Sales	1,020	1,040	1,061	1,082	1,104	1,126
	Current Year Budget	1,020	1,040	1,061	1,082	1,104	1,126

Notes: Previous Year Budget 1,020

Actual to December 31, 2020 5

Estimate based on last year's revenue from map sales

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Miscellaneous Revenue 11 590 159 005	2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Services provided to Municipalities	3,000	1,000	1,000	1,000	1,000	1,000
2	UBCM Housing Needs Assessment	147,909	2,160				
3	Climate Action Initiative-Investment Agriculture Fund	30,950					
4	Climate Action Initiative-Partner Contributions	1,500					
5	Tentative: UBCM Poverty Reduction Plan - \$100,000		68,000				
6	Rural Development Institute - GIS Intern	48,000	12,000				
	Current Year Budget	231,359	83,160	1,000	1,000	1,000	1,000

Notes:	Previous Year Budget	231,359
	Actual to December 31, 2020	218,975
Item #1	Includes Midway OCP Mapping in 2020	

[illegible]

Notes:	Previous Year Budget	55,765
	Actual to December 31, 2020	53,784

[illegible]

Notes:	Previous Year Budget	6,000
	Actual to December 31, 2020	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	SECTION 820(9) - PLANNING AGREEMENTS	2020 Prior Year	0.00% 2021 Budget	0.00% 2022 Budget	0.00% 2023 Budget	0.00% 2024 Budget	0.00% 2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	11 330 100 005 Village of Fruitvale	1,187	1,187	1,187	1,187	1,187	1,187
2	11 330 200 005 City of Grand Forks	1,732	1,732	1,732	1,732	1,732	1,732
3	11 330 500 005 Village of Montrose	1,052	1,052	1,052	1,052	1,052	1,052
4	11 330 600 005 City of Rossland	1,792	1,792	1,792	1,792	1,792	1,792
5	11 330 700 005 City of Trail	2,064	2,064	2,064	2,064	2,064	2,064
6	11 330 800 005 Village of Warfield	1,013	1,013	1,013	1,013	1,013	1,013
	Greenwood						
	Midway						
	Current Year Budget	8,840	8,840	8,840	8,840	8,840	8,840

Notes: Previous Year Budget 8,840
 Actual to December 31, 2020 8,840
 Based on agreements entered into with participating municipalities
 pursuant to Section 381 of the Local Government Act
 allowing partial participation in Part14 Planning Services

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Salaries & Benefits	2020				2.00%	2.00%	2.00%	2.00%	2.00%
Account	12 610 111 005	Prior Year				2021	2022	2023	2024	2025
						Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Incumbent	Hours	Rate	Amount	Amount	Amount	Amount	Amount
1	General Manager, Operations	20,383		15%	145,350	21,803	22,239	22,683	23,137	23,600
2	Planning & Development Manager	88,051	D. Dean	90%	110,956	99,860	101,857	103,894	105,972	108,092
3	Senior Planner	79,019	E. Moore	1892	43.28	81,886	83,523	85,194	86,898	88,636
4	Planner	72,561	D. Patterson	1892	39.74	75,188	76,692	78,226	79,790	81,386
5	Senior Planning Technician	66,653	H. Potter	1892	36.51	69,077	70,458	71,868	73,305	74,771
6	GIS Technician	64,051	K. Erickson	1892	35.08	66,371	67,699	69,053	70,434	71,842
7	Senior Planning Secretary	59,511	M. Ciardullo	1892	32.60	61,679	62,913	64,171	65,454	66,764
8	Clerk/Steno/Rec (PT 4 Hours x 261 Days)	30,172	S. Surinak	1044	29.96	31,278	31,904	32,542	33,193	33,857
9	GIS Intern (15 months)	45,588		473	24.97	11,811				
10	Overtime and extra time	5,100				5,100	5,202	5,306	5,412	5,520
11	Cost Pressures	10,000				10,000	10,200	10,404	10,612	10,824
	Allowanance for CUPE Contract Increase (2%)	8,351								
	SubTotal	549,441				534,053	532,687	543,341	554,207	565,292
12	Benefits @	131,262	25%			131,163	130,828	133,444	136,113	138,836
13										
14										
15										
	Current Year Budget	680,703				665,216	663,515	676,785	690,321	704,127

Salaries & Benefits Previous Year Budget 680,703

Notes: Actual to December 31, 2020 639,765

Item #1 GMO Salary Split: 15% Planning; 15% Building; 70% Admin

Benefits Updated for 1.95% Employer Health Tax In 2019 & End of MSP Premiums in 2020

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Travel Expense	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 210 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Estimates for meals, mileage, etc, while travelling within RDKB	1,734	1,770	1,806	1,842	1,879	1,916
2	Professional Staff Development - PIBC, Planning Manager's Conf., Victoria, Technical Courses, etc.	8,160	4,000	8,200	8,364	8,531	8,702
3	Miscellaneous travel (outside RDKB)	3,060	500	3,200	3,264	3,329	3,396
4	Board of Variance expenses	306	312	319	325	332	338
	Current Year Budget	13,260	6,583	13,524	13,795	14,071	14,352

Operating	Previous Year Budget	13,260
Notes:	Actual to December 31, 2020	3,700

Name	Public Participation Program	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 220 005	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Legal ads, hall rental, visual and audio aids for public hearings and other meetings	8,160	5,000	8,200	8,364	8,531	8,702
2	Long Range Planning Expenses	2,040	2,083	2,124	2,167	2,210	2,255
	Current Year Budget	10,200	7,083	10,324	10,531	10,742	10,956

Operating	Previous Year Budget	10,200
Notes:	Actual to December 31, 2020	1,500

Name	Report Reproduction	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 223 005	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Material costs associated with the production of						
	major reports (i.e. pre-printed covers, bindings,						
	maps, graphics.)	-					
	Current Year Budget	-	-	-	-	-	-

Operating	Previous Year Budget	-
Notes:	Actual to December 31, 2020	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Maps	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 229 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Acquisition of mapping data	500	511	521	531	542	553
2	Commissioning Of A Wall Map Of The RDKB (Mural)		1,000				
	For The Downstairs Foyer						
Current Year Budget		500	1,511	521	531	542	553

Operating	Previous Year Budget	500
Notes:	Actual to December 31, 2020	40

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Board Fee	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 230 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Board Fee (2% increase for C.P.I.)	42,627	44,350	-			
2	Carbon Offset & Climate Change Initiatives	4,345	-				
3	Administration Support Allocation		-	52,616	53,668	54,741	55,836
4	General Admin Shared Credit		-	(33,909)	(34,587)	(35,279)	(35,985)
5	HR Allocation		-	5,450	5,560	5,671	5,784
6	IT Allocation		-	55,998	57,118	58,260	59,425
7	Building Allocation		-	29,302	29,888	30,485	31,095
Current Year Budget		46,972	44,350	109,456	111,645	113,878	116,156

Operating	Previous Year Budget	47,825
Notes:	Actual to December 31, 2020	47,825

[illegible]

Operating	Previous Year Budget	12,000
Notes:	Actual to December 31, 2020	16,093

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Library & Research	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 234 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Subscriptions to technical journals	255	260	266	271	276	282
2	Acquisition of research materials (i.e. from Central Statistics, books, etc)	468	478	488	497	507	517
3	Professional dues (PIBC X 3; MISA; ARDPM)	3,060	3,124	3,187	3,250	3,315	3,382
4	LTSA and Maps	4,080	4,166	4,249	4,334	4,421	4,509
	Current Year Budget	7,863	8,028	8,189	8,353	8,520	8,690

Operating	Previous Year Budget	7,863
Notes:	Actual to December 31, 2020	4,700

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name Account	Operating Contract 12 610 235 005	2020 Prior Year	2.10% 2021 Budget	2.00% 2022 Budget	2.00% 2023 Budget	2.00% 2024 Budget	2.00% 2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	GIS Software Support Services	4,080	4,166	4,249	4,334	4,421	4,509
2	Plotter Maintenance contingency	700	700	700	700	700	700
3	ArcGIS Desktop Basic						
4	ArcGIS for Desktop Standard Primary Maintenance						
5	ArcGIS for Server Enterprise Maintenance						
6	Arc GIS for Desktop Standard Secondary Maintenance						
7	Selkirk College ArcIMS Hosting Fee	9,180	9,373	9,560	9,751	9,946	10,145
8	Cell Phones	3,000	3,063	3,124	3,187	3,250	3,315
9	Selkirk College Map Service Fine Tuning	3,060	3,124	3,187	3,250	3,315	3,382
10	Annual support for SSL certificate	2,081	2,124	2,167	2,210	2,255	2,300
11	Geocortex Essentials Maintenance						
12	Enterprise License for esri (now includes geocortex)	25,000	25,000	25,000	25,000	25,000	25,000
13	Revision of Board of Variance Bylaw (not billed in 2019)	4,000					
14	Graphic Design-Plain Language for Application Brochu	2,000					
15	GIS Assessment/Strategic Plan		35,000				
16	Legal Fees for Bylaw Adjudication Process	15,000					
17	UBCM Housing Needs Report	132,500	2,160				
18	Climate Action Initiative	32,450					
19	Poverty Reduction Plan		68,000				
	Current Year Budget	233,051	152,710	47,987	48,433	48,888	49,351

Operating	Previous Year Budget	233,051
Notes:	Actual to December 31, 2020	214,578

Item #3-6 ESRI Canada (ARCVIEW, ARCEditor) contract

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Advisory Planning Commission	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 239 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	\$1000 discretionary fund for use by each Electoral						
	Area Director to offset expenses for the 6 APCs						
	pursuant to Section 461(6) of the <i>Local Government Act</i>	6,120	6,249	6,373	6,501	6,631	6,764
	Current Year Budget	6,120	6,249	6,373	6,501	6,631	6,764

Operating	Previous Year Budget	6,120
Notes:	Actual to December 31, 2020	4,300

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Office Building Expense	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 243 005	Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Heating share of RDKB Office	3,104	3,166	-			
2	Power share of RDKB Office	9,782	9,782	-			
3	Janitorial & Maintenance	30,030	30,521	31,131	31,754	32,389	33,037
4	Grand Forks Office Rental	7,469	7,626	-			
5	Photocopy Recovery - Administration	9,684	9,878	-			
6	Rock Creek Riverside Centre	1,200	1,225	1,250	1,275	1,300	1,326
Current Year Budget		61,269	62,198	32,381	33,029	33,689	34,363

Operating	Previous Year Budget	61,269
Notes:	Actual to December 31, 2020	61,269
The Planning Department's share (based on approximate use or area) of the		
above mentioned expenses.		

[illegible]

Operating	Previous Year Budget	8,000
Notes:	Actual to December 31, 2020	16,500

Name	Office Supplies	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 251 005	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Print paper (maps), ink, tapes,						
	binding material and other misc. office supplies						
	(primarily required for maps, graphics and reports)	4,162	4,249	4,334	4,421	4,509	4,599
	Current Year Budget	4,162	4,249	4,334	4,421	4,509	4,599

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Vehicle Operation	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 610 253 005	Prior Year	2021	2022	2023	2024	2025
			Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Annual allocation of fleet vehicle costs	13,133	13,395	-			
Current Year Budget		13,133	13,395	-	-	-	-

Operating	Previous Year Budget	13,133
Notes:	Actual to December 31, 2020	13,133
Item #1	For use of fleet vehicles.	

[illegible]

Capital	Previous Year Budget	6,000
Notes:	Actual to December 31, 2020	-

<i>Sources of Funding Capital Projects:</i>
D = Debenture Borrowing
R = Reserves
C = Current Revenues
S = Short Term Borrowing
G = Gas Tax Grant

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Contribution To Reserve	2020	2021	2022	2023	2024	2025
Account	12 610 741 005	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Contibution to Reserve	27,400	5,000	5,000	5,000	5,000	5,000
2	To offset taxation in future years	-					
3							
#1 This reserve is intended to be used when a major computer/equipment upgra							
is required for the Department's Geographic Information System.							
Such upgrades are typically required about every 5 years.							
	Current Year Budget	27,400	5,000	5,000	5,000	5,000	5,000

Other	Previous Year Budget	27,400
Notes:	Actual to December 31, 2020	13,000

\$39,296.76 Balance in Reserve December 31, 2020
Account Number 34 700 005

[illegible]

Other	Previous Year Budget	-
Notes:	Actual to December 31, 2020	-

Name	Contingencies	2020	2021	2022	2023	2024	2025
Account	12 610 999 005	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Job posting/Moving expenses	-	-	-	-	-	-
	Current Year Budget	-	-	-	-	-	-

Other	Previous Year Budget	-
Notes:	Actual to December 31, 2020	2,784

Bylaw Enforcement Statistics to December 31, 2020**Presented to Electoral Area Services Committee – February 11, 2021**

Files Initiated Prior to March 2020:

Electoral Area	# of Enforcement Files as of March 2020	# of those files concluded as of December 31, 2020	# of pre-March 2020 files remaining open
A	21	3	18
B/Lower Columbia-Old Glory	26	8	18
C/Christina Lake	21	11	10
D/Grand Forks Rural	34	11	23
E/West Boundary	14 (12 BW)	3 (3 BW)	11 (9 BW)
Totals	116	36	80

Files Initiated After March 2020:

Electoral Area	# of Enforcement Files opened	# of those files concluded as of December 31, 2020	# of files remaining open
A	10	4	6
B/Lower Columbia-Old Glory	5	1	4
C/Christina Lake	14	5	9
D/Grand Forks Rural	9	1	8
E/West Boundary	8 (3 BW)	4 (0 BW)	4 (3 BW)
Totals	46	15	31



Electoral Area Services (EAS) Committee Staff Report

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

Issue Introduction

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

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

History / Background Information

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

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

Proposal

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

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

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

Advisory Planning Commission (APC)

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

Implications

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

Communications

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

Recommendation

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

Attachments

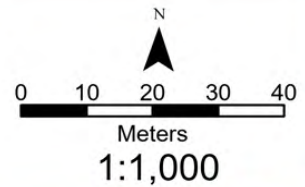
1. Site Location Map
2. Subject Property Map
3. Applicant Submission



Date: 2020-12-17

Subject Property Map

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



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

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



Date: 2020-12-16

Site Location Map

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



0 200 400 600

Meters

1:20,000



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

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

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

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

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

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

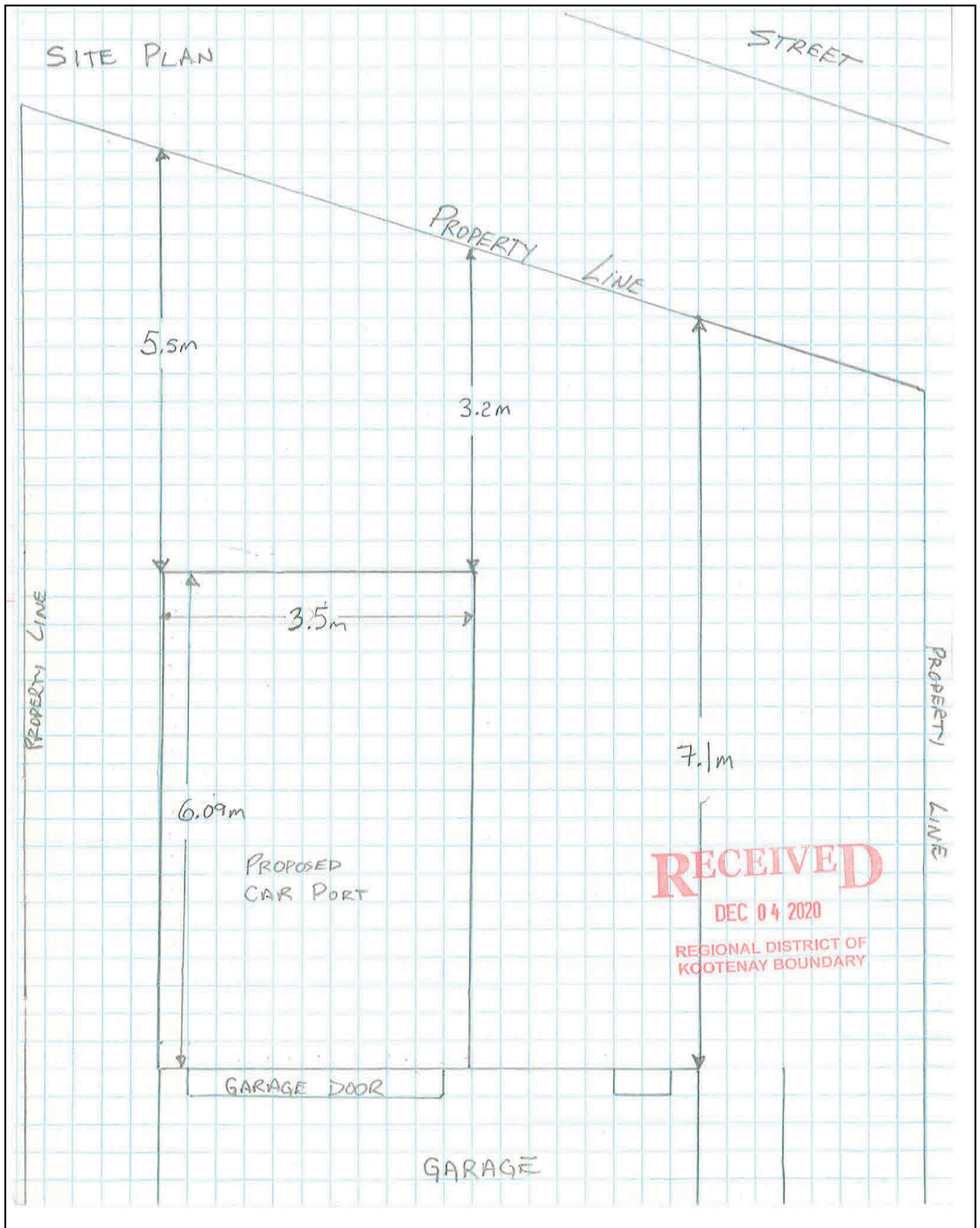
* PLEASE REFER TO SITE PLAN FOR REQUIRED DETAILS.*

THANK-YOU FOR YOUR CONSIDERATION.

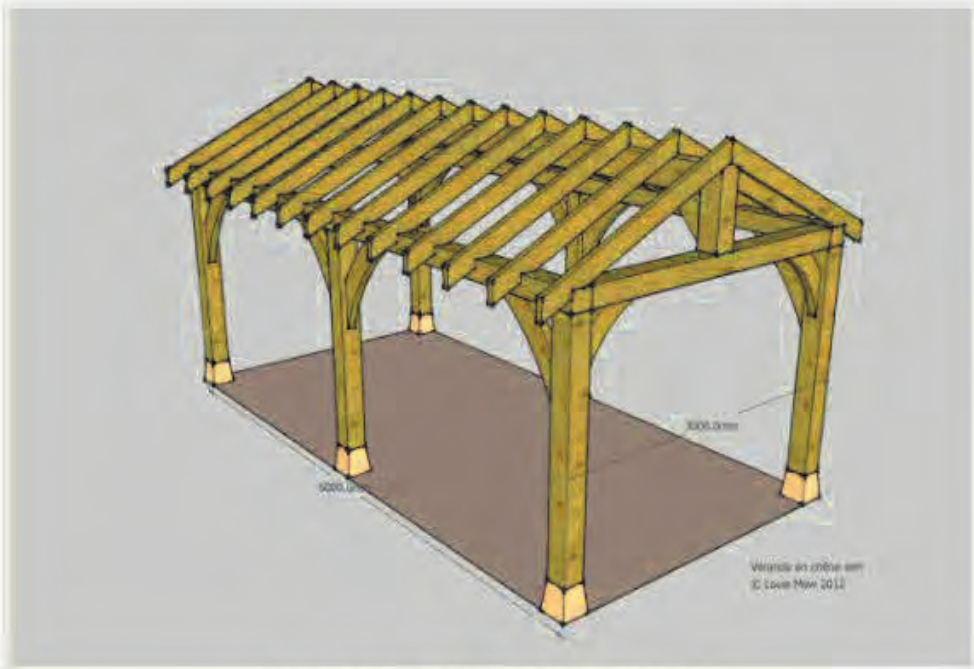
RECEIVED

DEC 04 2020

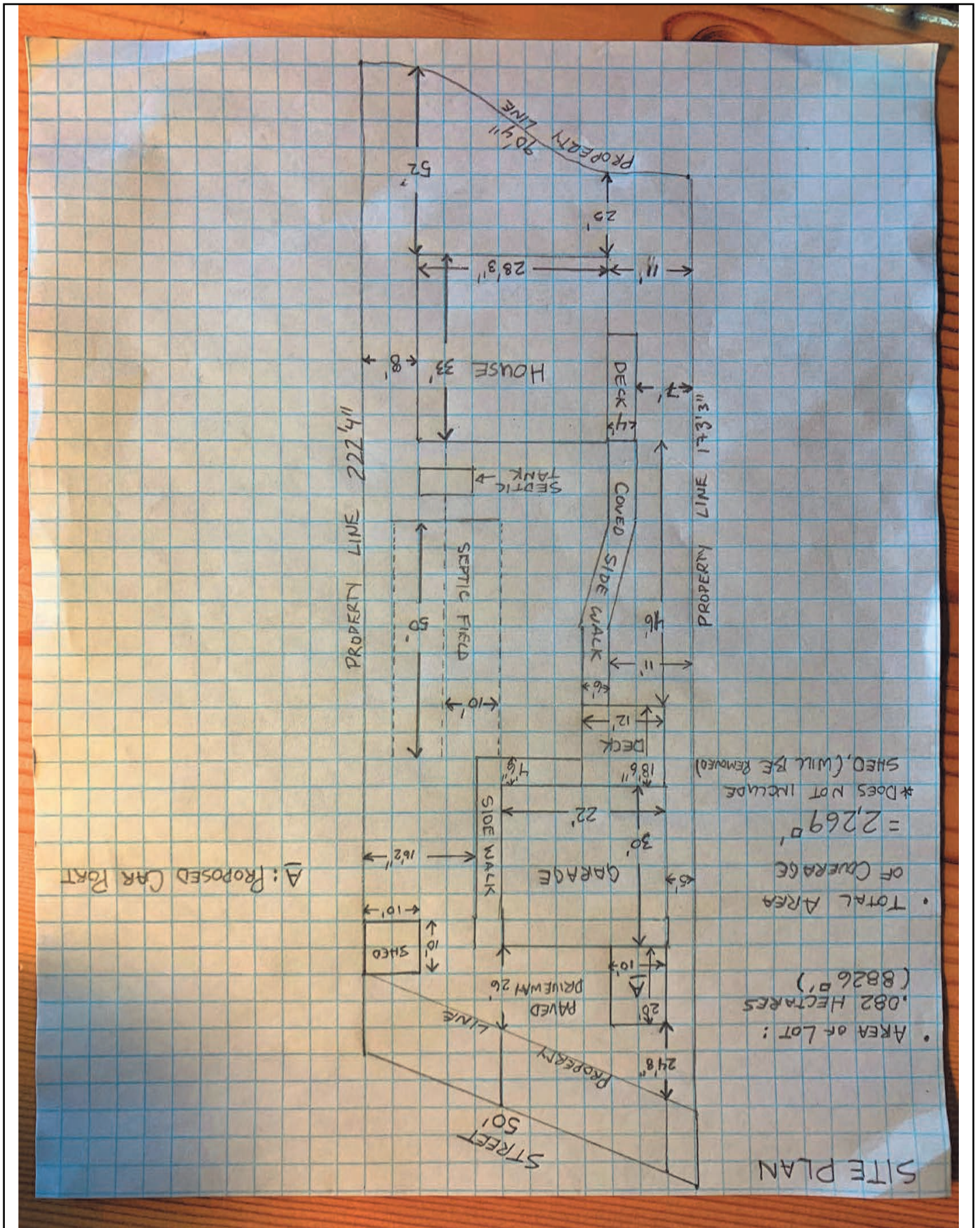
REGIONAL DISTRICT OF
KOOTENAY BOUNDARY







timber frame carport designs





BRITISH
COLUMBIA

Ministry of
Transportation

Permit/File Number: 2020-06196

Office: West Kootenay District

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

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

BETWEEN:

The Minister of Transportation and Infrastructure

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

("The Minister")

AND:

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

("The Permittee")

WHEREAS:

A. The Minister has the authority to grant permits for the auxiliary use of highway right of way, which authority is pursuant to both the Transportation Act and the Industrial Roads Act, the Motor Vehicle Act, as defined in the Nisga'a Final Agreement and the Nisga'a Final Agreement Act;

B. The Permittee has requested the Minister to issue a permit pursuant to this authority for the following purpose:

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

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

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

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

RDKB Planner

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

Hi Danielle,

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

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



BRITISH
COLUMBIA

Ministry of
Transportation

Permit/File Number: 2020-06196

Office: West Kootenay District

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

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

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

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



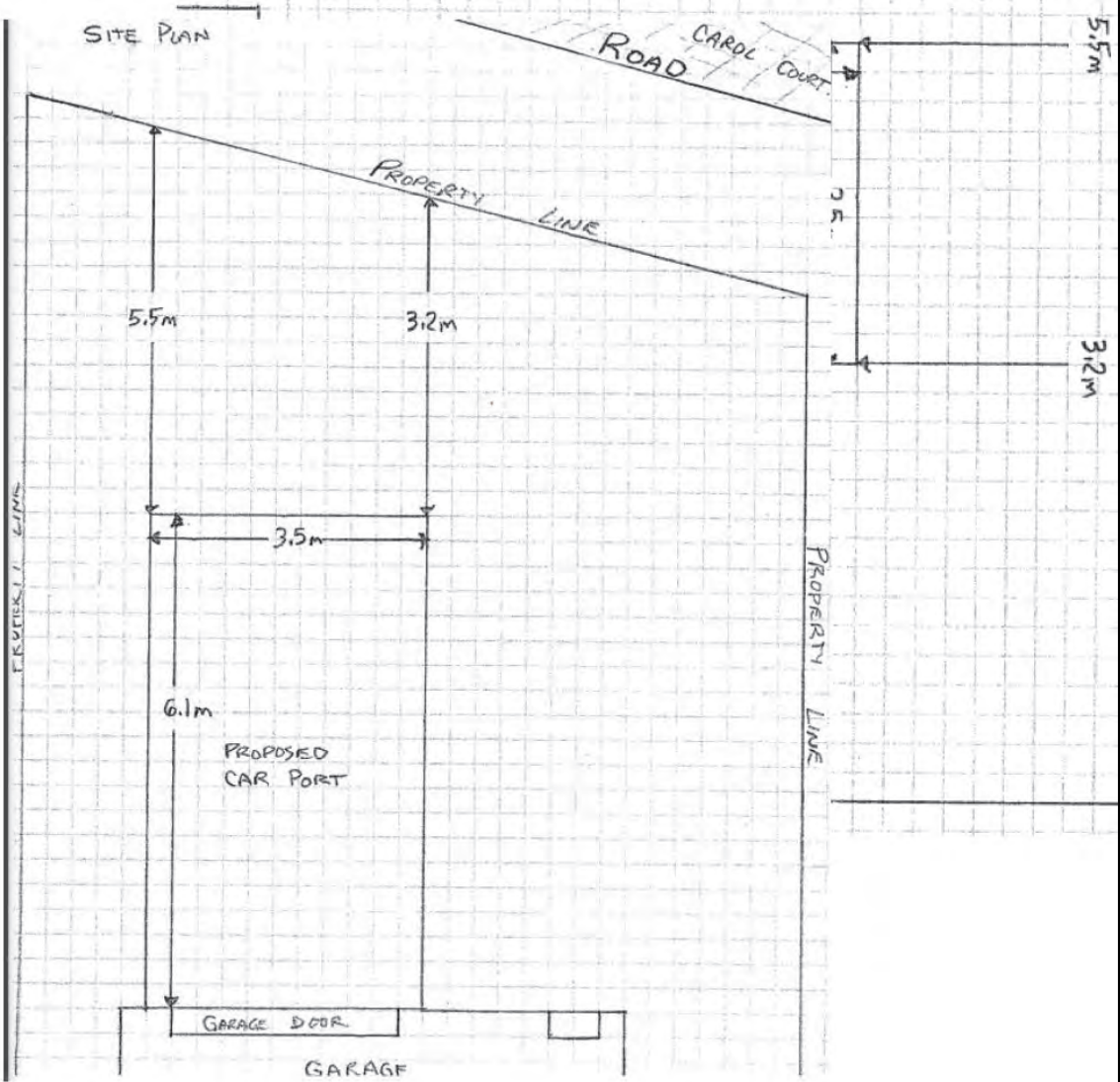
On Behalf of the Minister



BRITISH
COLUMBIA

Ministry of
Transportation

Permit/File Number: 2020-06196
Office: West Kootenay District





Regional District of
Kootenay Boundary

Electoral Area Services (EAS) Committee Staff Report

RE:	Development Permit – Tremaine (668-20D)		
Date:	February 11, 2021	File #:	C-2104-05038.000
To:	Chair Grieve and members of the EAS Committee		
From:	Danielle Patterson, Planner		

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received a Development Permit application from WSA Engineering Ltd., on behalf of Christine Tremaine and Dean Tremaine for the installation of a septic system for a single family dwelling in Electoral Area C/Christina Lake (see Attachment 1 – Site Location Map).

Property Information	
Owner(s):	Christine Tremaine and Dean Tremaine
Agent:	WSA Engineering Ltd.
Location:	3473 East Lake Drive
Electoral Area:	Electoral Area C/Christina Lake
Legal Description:	Lot 13, Plan KAP6703, District Lot 2104, Similkameen Division of Yale Land District and the Northerly 30 Feet of Lot 14 Measured Along the Easterly and Westerly Boundaries Thereof by the Full Depth of Said Lot: District Lot 2104 Similkameen Division of Yale Land District Plan 6703
Area:	2,509 m ² (0.62 ac)
Current Use(s):	Residential/Recreation
Land Use Bylaws	
OCP Bylaw 1250:	Waterfront Residential
Development Permit Area:	Environmentally Sensitive Waterfront
Zoning Bylaw 1300:	Waterfront Residential 2
Other	
Waterfront / Floodplain:	Christina Lake
Service Area:	N/A

History / Background Information

The subject property is located on the Christina Lake waterfront near Texas Point, along East Lake Drive and across from Gladstone Provincial Park. It is comprised of Lot 13 and a thirty foot (9.1 m) strip of Lot 14 (see Attachment 2 – Subject Property Map).

Page 1 of 3

d:\eas\2021-02-11_tremaine_dp_eas.docx

In 2015 the RDKB received a referral request from FrontCounter BC for the legalization of an existing dock fronting the subject property.

There is no septic system on the subject property as it has been accessing the septic system of the neighbouring property. There is an existing cabin on the subject property.

Proposal

In preparation for future plans to expand the existing cabin or build a new single detached dwelling, the applicant is proposing a sewerage disposal system that would be capable of servicing a five-bedroom dwelling. No site plans for a future dwelling have been included as part of the application package.

Dan Sahlstrom, P. Eng. of WSA Engineering Ltd. provided a Sewerage Disposal Report for the proposed septic upgrades. The Sewerage Disposal Report states the soils are suitable for a septic system.

WSA Engineering Ltd. states in their report that either a Type 1 disposal field or a Type 2 sewerage disposal system would work on this site, with a recommendation for a Type 2 sewerage disposal system. WSA Engineering Ltd. states a preference for a Type 2 sewerage disposal system, "given the environmental sensitivity to the local aquatic habitat," and states a Type 2 sewerage disposal system "goes above and beyond minimum standards".

Advisory Planning Commission (APC)

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

Implications

The Guidelines for the Environmentally Sensitive Waterfront Development Permit Area state that the method of sewage treatment and disposal will, "wherever possible, exceed the minimum standards required by Provincial regulation". Based on the professional report submitted, a Type 2 sewerage disposal system meets this guideline.

This proposed system would take away the subject property's reliance on a neighbouring property's septic system and ensure a new system meets the requirements of the Environmentally Sensitive Waterfront Development Permit Area.

Next Steps

A significant portion of the subject property, as noted in the application report, is located in the Christina Lake 200 year floodplain. The approval of an Environmentally Sensitive Waterfront Development Permit does not equate approval of the location of the current or any future dwellings on the subject property. If the applicant moves forward with plans to demolish the existing cabin and build a new single detached dwelling, the appropriate building permits will be required showing the elevation and setbacks requirements. If this is not feasible, the applicant may apply for the consideration Site-Specific Floodplain Exemption to the Floodplain Bylaw and Development Variance Permit

Recommendation

That the staff report regarding the Development Permit application submitted by WSA Engineering Ltd. on behalf of Christine Tremaine and Dean Tremaine to install an onsite sewerage disposal system for a single family dwelling in the Environmentally Sensitive Waterfront Development Permit Area on the parcels legally described as Lot 13, Plan KAP6703, District Lot 2104, Similkameen Division of Yale Land District and the Northerly 30 Feet of Lot 14 Measured Along the Easterly and Westerly Boundaries Thereof by the Full Depth of Said Lot: District Lot 2104 Similkameen Division of Yale Land District Plan 6703, Electoral Area 'C'/Christina Lake, be received.

Attachments

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



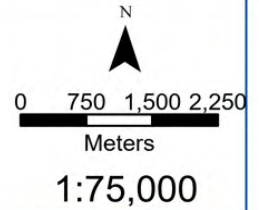
Regional District of
Kootenay Boundary

Date: 2020-12-17

Site Location Map

Lot 13, Plan KAP6703, District Lot 2104,
Similkameen Div of Yale Land District, Portion NLY 30 FT

Lot 14, Plan KAP6703, District Lot 2104,
Similkameen Div of Yale Land District,
Portion NLY 30 FT



ALR

Subject Property
3473 East Lake Road

HIGHWAY 3

Christina Lake



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

Document Path: PD\EA\C\IC-2104-05038.000_Tremain\Maps



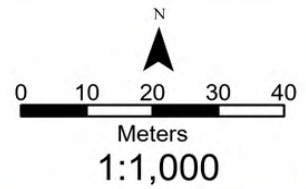
Regional District of
Kootenay Boundary

Date: 2020-12-17

Subject Property Map

Lot 13, Plan KAP6703, District Lot 2104,
Similkameen Div of Yale Land District, Portion NLY 30 FT

Lot 14, Plan KAP6703, District Lot 2104,
Similkameen Div of Yale Land District,
Portion NLY 30 FT



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Document Path: PD\EA 'C:\C-2104-05038.000_Tremain\Maps

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

Please see attached Survey Plan prepared by Hango Land Surveys, along with a Septic DP Report and Site Plan prepared by WSA Engineering (2012) Ltd.

**ENGINEERING (2012) LIMITED**

2248 Columbia Avenue Castlegar, BC V1N 2X1 e-mail: mail@wsaeng.ca Tel: 1-888-617-6927

November 19, 2020

WSA File: C20001 – 035

Regional District of Kootenay Boundary
202-843 Rossland Ave
Trail, BC V1R 4S8

Attn: Donna Dean

Re: Sewerage Disposal Report for Development Permit for the residence located at 3473 East Lake Drive, Christina Lake, BC.

Section 1 – Introduction

At the request of Dean & Christine Tremaine, the owners of the above noted property on Christina Lake, a site assessment was conducted on May 11, 2020. Information was collected to determine if the soils are suitable for disposal of sewerage from a proposed residence without harm to the lakeshore and waters of Christina Lake. The site assessment and subsequent septic system pre-design were completed by WSA Engineering (2012) Ltd. (WSA), retained by Mr. Tremaine to review and incorporate the assessment results in a professional report intended to accompany the Development Permit application. The Development Permit application is required due to the property's location in a designated Environmentally Sensitive Waterfront Development Permit Area. Dan Sahlstrom, P. Eng. of WSA has reviewed the soil and has been to the site to complete an independent field review. The review concluded that the soils are suitable, and that sufficient land area exists to allow the installation of a septic disposal system on the property in compliance with RDKB setback requirements.

There is no existing sewerage disposal system on the subject lot, the system in use is shared with and located on the neighbouring property. As the Tremaine's are proposing to sever their ties to this system it was not investigated as part of our investigation. The Tremaine's are proposing a system that accommodates future expansion/replacement of the existing cabin. The calculations below are based on future expansions being a maximum of 4 bedrooms.

Section 2 – Site Description

The subject property (Lot 13, DL 2104, SDYD, Plan KAP6703 and the northerly 30 foot portion of Lot 14, DL 2104, SDYD, Plan KAP6703 at 3473 East Lake Drive) is located on the east side of Christina Lake along East Lake Drive. The lot is trapezoidal in shape, with approximate distances 28 metres north-south, along the lakeshore and 91 metres east-west, from road to lake. The total lot area is 0.62 acres.

The lot has a fairly uniform topography with an average slope of 6%

Section 3 – Flows

The existing residence has 3 bedrooms; however, any future expansion would have up to 4 bedrooms. Calculations below are based on 4 bedrooms. Based on Table II-8 of the *Sewerage System Standard Practices Manual, Version 3 September, 2014* (SSPM) the sewerage daily design flow will be 1,600 litres

November 19, 2020
Tremaine Septic – WSA Engineering (2012) Ltd. – Development Permit Report
Page 1 of 3

File: C20001 – 035

per day.

The proposed use for the building will be seasonal residential with no unusual flow patterns or effluent qualities. Garburators and water softeners will not be used on this sewerage disposal system.

Section 4 – Field Investigation

The existing septic system was not investigated based on the assumption that it had outlived its design life and was due for replacement and that its location would interfere with the site of the new structure. The investigation focused on a completely new disposal field.

The subject property lies partly within the mapped floodplain for Christina Lake with a 200-year flood construction level of 448.2m. Soils are loamy sand with 70% coarse fragments composed of rounded cobbles and boulders up to 60cm in diameter making excavation and accurate percolation rates or permeameter testing difficult. The high coarse fragment content is due in part to the property's location on the perimeter of the Texas creek alluvial fan, with the channel for Texas Creek lying 290m to the south. Based on Table II-22 of the SSPM the loamy sand matrix will have an infiltration rate of 1000 to 4000mm per day, considered rapid for effluent treatment.

Based on Table II-23 of the SSPM a field saturated hydraulic conductivity (infiltration) rate in the above stated range results in a field loading rate of 30 litres per square metre per day for Type 1 systems or 60 litres per square metre per day for Type 2 systems.

The proposed disposal field will be excavated 150mm below the design infiltrative surface and a layer of C33 sand or approved equivalent installed. The sand will create a uniform layer with an infiltration rate able to treat effluent to SSPM Type 2 specification prior to contact with native soil.

Section 5 – Assessment of Alternatives

To dispose of the daily design flow an infiltration area of 54 m² is required for Type 1 treatment or 27 m² for Type 2.

In order to provide adequate dispersal, effluent treated to Type 1 specifications outlined in Section 2.4.1.1 of the SSPM will need to be pumped from a septic collection and treatment tank to the proposed secondary treatment and dispersal field location, which shall be located to comply with all setback requirements in the SSPM and RDKB bylaws. There is sufficient relatively level land beyond the required 30m setback from the lake to install a Type 1 disposal field.

A more compact option that is less disruptive to the existing environment and mature vegetation would be to consider a Type 2 system with a smaller footprint. Two options for reliable Type 2 systems include Eljen GSF and EnviroSeptic.

The effluent would arrive at the infiltration area under pressure supplied by a pump chamber at the septic tank so pressure lateral delivery to the Eljen option via a header is simplified; EnviroSeptic modules are designed for gravity distribution so a momentum dissipator in a distribution box will be required.

The system's pump may be set for demand or timed dosing operation. The effluent will be detained in a pump chamber of sufficient capacity to hold approximately 150% of the daily design flow in case of electrical failure or equipment malfunction and released in a recommended 12 doses over a 24-hour period.

Section 6 – Recommendations and Justification

WSA recommends a new Type 2 sewerage system.

The recommended method of effluent treatment and disposal is as follows: sewerage will flow by gravity from the proposed residence to a minimum 4,800-litre two-chambered septic tank (concrete or PE) with a filter at the outlet and then continue by gravity to a 2,270-litre PE or concrete chamber configured to provide 12 doses of 134 litres per day and containing a submersible pump of sufficient capacity and power for efficient transportation. The effluent will be pumped to a seepage bed with modules providing secondary treatment to Type 2 specification. The justification for a pressure system is threefold. It allows for dosing of the disposal field which results in more even and efficient field distribution and rest time, it allows the effluent to be transported uphill and away from the lake to provide sufficient setback separation and it also reduces the disposal field footprint to mitigate problems in lower-permeability soils.

There is sufficient land area beyond the 30m setback from the lake for a Type 1 system; however, given the environmental sensitivity due to the local aquatic habitat the Type 2 system is preferred as it provides a system that goes above and beyond minimum standards. Type 2 treatment and disposal system, given the design flows, soil conditions and setbacks will exceed the minimum requirements of the Province of British Columbia as outlined in the SSPM. Systems designed to the current version of the manual will provide efficient and effective protection to health and the environment.

The particulars of this sewerage system will be filed with Interior Health and a Letter of Certification will be submitted upon completion of installation and testing. Construction of the proposed system will follow the proposed design and the finished system will be inspected and signed off by an accredited wastewater professional.

Closure

This report has been prepared for the exclusive use of Dean and Christine Tremaine, their representatives and the RDKB and is in accordance with generally accepted engineering principles and practice. No other warranty, either expressed or implied, is made. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties.

We trust that the information provided above meets with your current requirements. If you have any questions, or require any further information, please contact the undersigned.

Respectfully submitted,



WSA ENGINEERING (2012) LTD.

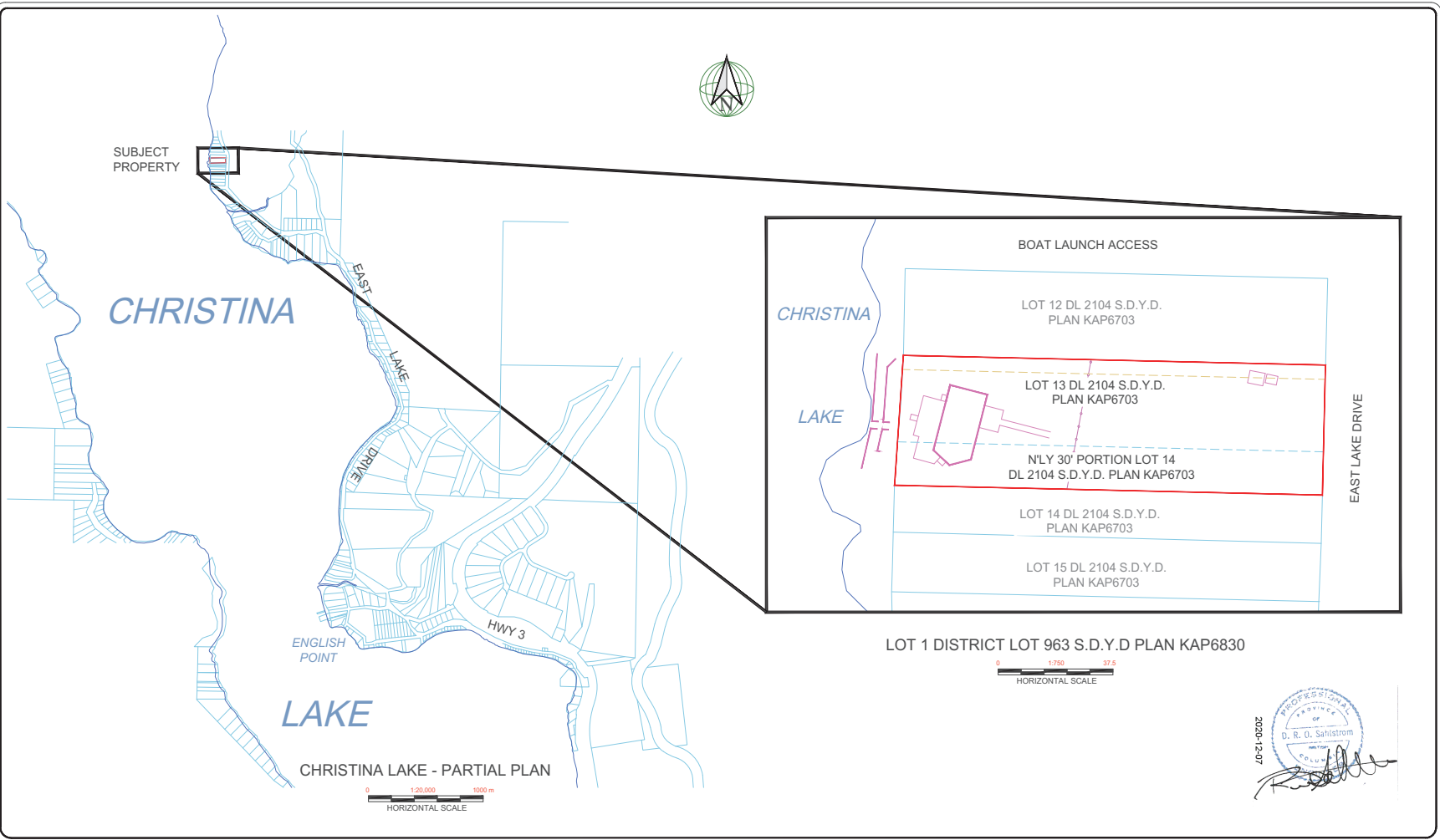
Dan Sahlstrom, P. Eng.

November 19, 2020

Tremaine Septic – WSA Engineering (2012) Ltd. – Development Permit Report

Page 3 of 3

File: C20001 – 035



No.	23/11/2020	SC	REPORT FIGURE	DS
DD/MM/YYYY	BY	ISSUES	ENG.	

ENGINEERING (2012) LTD.
 Civil and Structural Engineering
 2240 Columbia Ave. Coquitlam, B.C. V3N 2S1 Ph: 1-800-457-4027

DESIGN BY	DATE
SC	20/10/2020
DRAWN BY	DATE
SC	20/10/2020
CHECKED BY	DATE
AJ	20/10/2020
APPROVED BY	DATE
DS	20/10/2020

3473 E. LAKE DR. SEWERAGE DISPOSAL SYSTEM
LOT 13 DL 2104 S.D.Y.D. PLAN KAP6703 AND N'LY 30 FOOT PORTION OF LOT 14 DL 2104 S.D.Y.D. PLAN KAP6703
LOCATION PLAN

HOR. SCALE	AS SHOWN	VERT. SCALE
PROJECT	C20001-035	
FIGURE	1	

SOILS AND INFILTRATION

THE SUBJECT PROPERTY LIES PARTLY WITHIN THE MAPPED FLOODPLAIN FOR CHRISTINA LAKE, WITH A 200-YEAR FLOOD CONSTRUCTION LEVEL OF 448.2 m ELEVATION. SOILS ARE LOAMY SAND WITH 70% COARSE FRAGMENTS COMPOSED OF ROUNDED COBBLES AND BOULDERS UP TO 60 cm IN DIAMETER, MAKING SITE EXCAVATION AND ACCURATE PERCOLATION RATE OR PERMEAMETER TESTING DIFFICULT. THE HIGH COARSE FRAGMENT CONTENT IS DUE IN PART TO THE PROPERTY'S LOCATION ON THE PERIMETER OF THE TEXAS CREEK ALLUVIAL FAN, WITH THE CHANNEL FOR TEXAS CREEK LYING 290 m TO THE SOUTH.

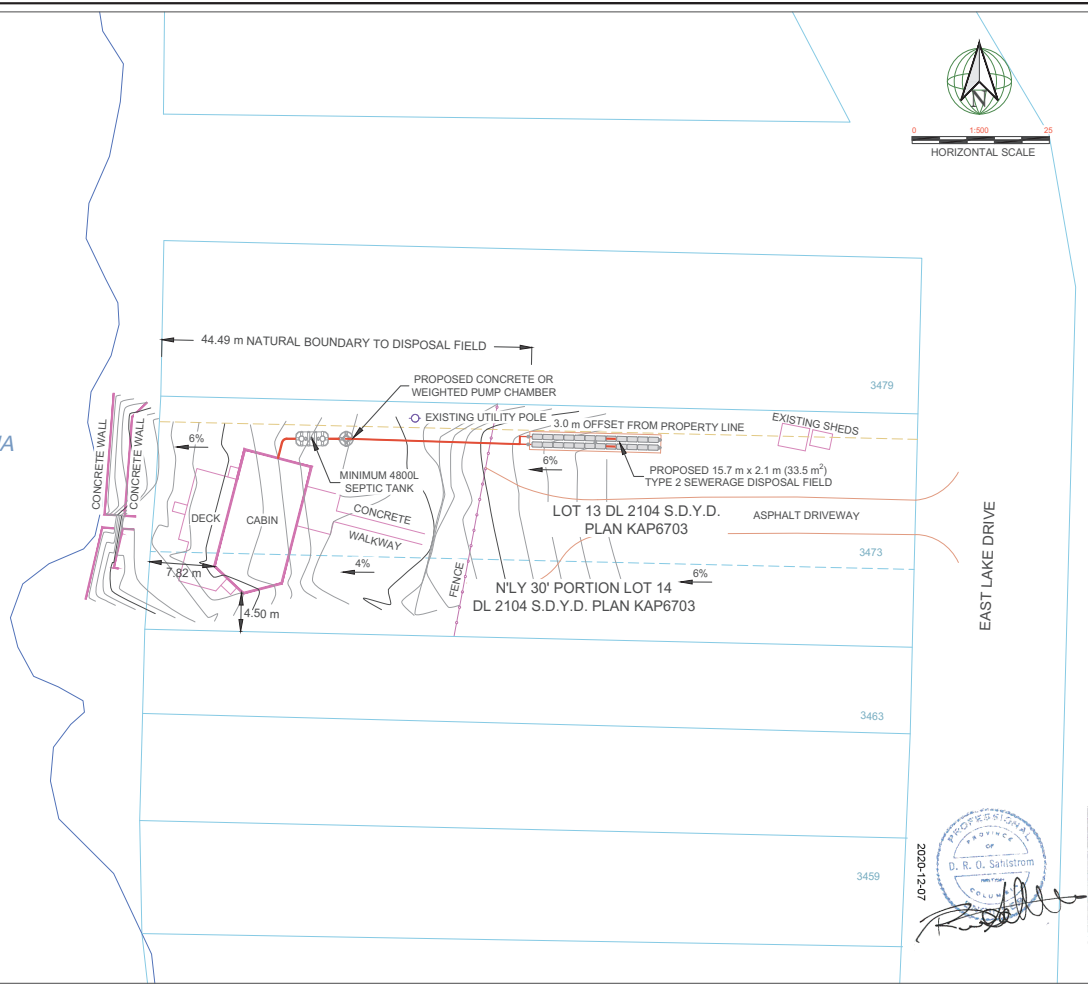
BASED ON TABLE II-22 OF THE BC SEWERAGE SYSTEM PRACTICES MANUAL, V3 (SEPTEMBER, 2014) (SPM), THE LOAMY SAND MATRIX WILL HAVE AN INFILTRATION RATE OF 1000 TO 4000 mm PER DAY, CONSIDERED RAPID FOR EFFLUENT TREATMENT.

THE PROPOSED DISPOSAL FIELD WILL BE EXCAVATED 152 mm BELOW THE DESIGN INFILTRATIVE SURFACE AND A LAYER OF C33 SAND OR APPROVED EQUIVALENT INSTALLED. THE SAND WILL CREATE A UNIFORM LAYER WITH AN INFILTRATION RATE ABLE TO TREAT EFFLUENT TO SPM TYPE 2 SPECIFICATION PRIOR TO CONTACT WITH NATIVE SOIL.

PRELIMINARY SEWERAGE DISPOSAL FIELD CALCULATIONS

ESTIMATED EFFLUENT DAILY FLOW	1600 LITRES
MINIMUM SEPTIC TANK SIZE	4800 LITRES (1056 IMP. GAL.)
HYDRAULIC LOADING RATE	60 LITRES / m ² / DAY (TYPE 2)
INFILTRATION AREA REQUIRED	27 m ² TYPE 2
NUMBER OF ELJEN GSF MODULES	24

CHRISTINA
LAKE



No.	23/11/2020	SC	REPORT FIGURE	DS
	DD/MM/YYYY	BY	ISSUES	ENG.



DESIGN BY	DATE
SC	20/10/2020
DRAWN BY	DATE
SC	20/10/2020
CHECKED BY	DATE
AJ	20/10/2020
APPROVED BY	DATE
OS	20/10/2020

3473 E. LAKE DR. SEWERAGE DISPOSAL SYSTEM
LOT 13 DL 2104 S.D.Y.D. PLAN KAP6703 AND N'LY 30 FOOT
PORTION OF LOT 14 DL 2104 S.D.Y.D. PLAN KAP6703
SITE PLAN

HOR. SCALE	AS SHOWN	VERT. SCALE
PROJECT FILE No.	C20001-035	
FIGURE	2	

BC LAND SURVEYOR'S
BUILDING LOCATION CERTIFICATE AND LIMITED SITE PLAN
OF LOT 13 AND THE NORTHERLY 30 FEET OF LOT 14
MEASURED ALONG THE EASTERLY AND WESTERLY
BOUNDARIES THEREOF BY THE FULL DEPTH OF SAID LOT;
DL 2104 SDYD PLAN 6703

SCALE 1:200



PID 010-073-833 & 010-073-990

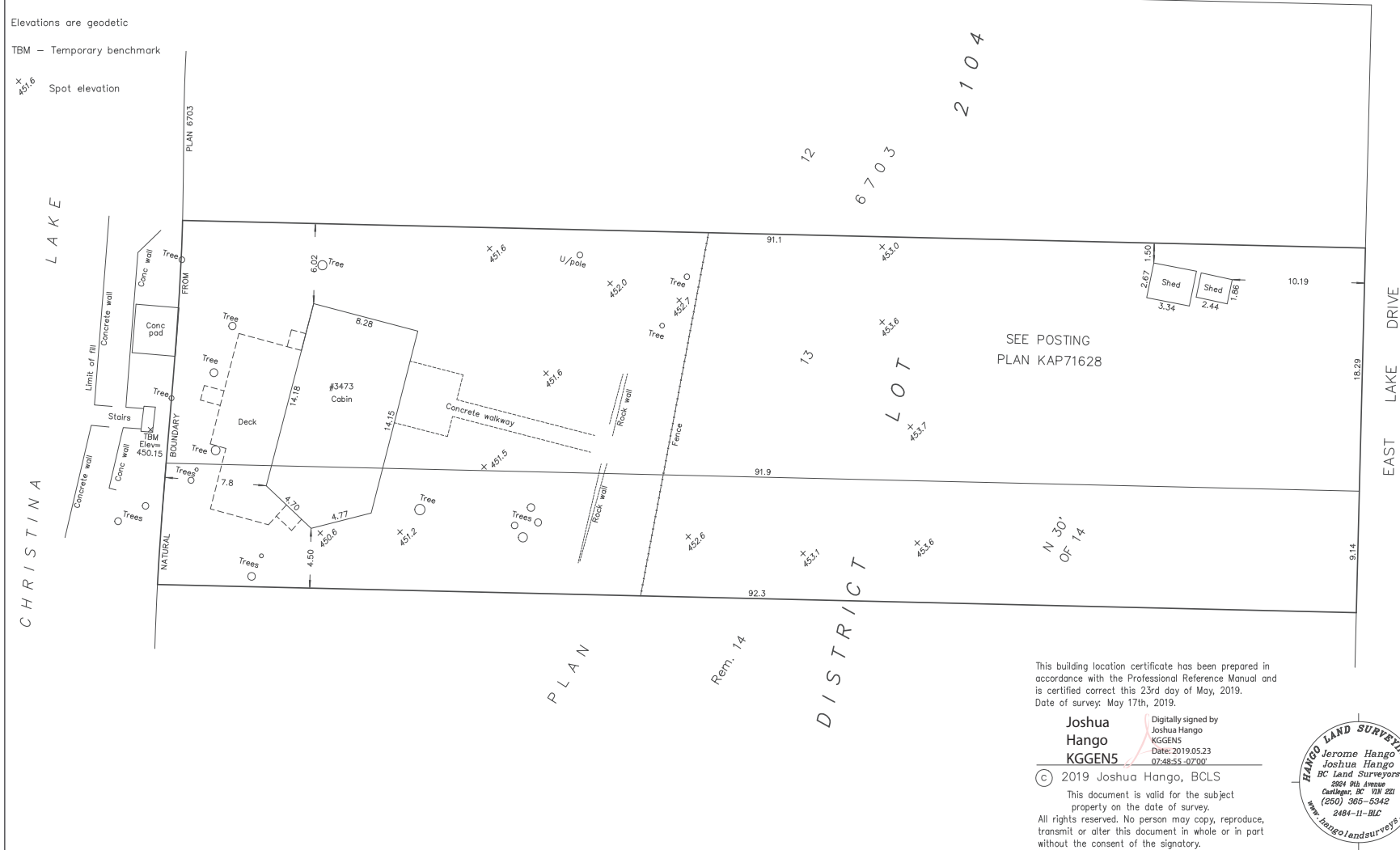
All distances are in metres.

Property dimensions derived from Posting Plan
KAP71628

Elevations are geodetic

TBM - Temporary benchmark

x 451.6 Spot elevation



NOTE

This plan was prepared for limited site analysis or mortgage purposes only, is not to be used to re-establish boundaries or for construction purposes, and is for the exclusive use of our client. The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document. Not to be used for litigation purposes.

This building location certificate has been prepared in accordance with the Professional Reference Manual and is certified correct this 23rd day of May, 2019.
Date of survey: May 17th, 2019.

Joshua Hango
KGGENS

Digitally signed by
Joshua Hango
KGGENS
Date: 2019.05.23
07:48:55 -0700

© 2019 Joshua Hango, BCLS

This document is valid for the subject property on the date of survey.
All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the consent of the signatory.





Electoral Area Services (EAS) Committee Staff Report

RE:	Development Permit – Ormandy (669-20D)		
Date:	February 11, 2021	File #:	C-317-02592.000
To:	Chair Grieve and members of the EAS Committee		
From:	Danielle Patterson, Planner		

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received a Development Permit application from the property owner for the use of an existing septic system for a single family dwelling in Electoral Area C/Christina Lake (see Attachment 1 – Site Location Map).

Property Information	
Owner(s):	Andrea Ormandy and Mark Ormandy
Agent:	Mark Ormandy
Location:	1644 West Lake Drive
Electoral Area:	Electoral Area C/Christina Lake
Legal Description:	Lot 2, Plan KAP5025, District Lot 317, Similkameen Division of Yale Land District
Area:	1,254 m ² (13,503 ft ²)
Current Use:	Vacant Serviced Lot
Land Use Bylaws	
OCP Bylaw 1250:	Waterfront Residential
Development Permit Area:	Environmentally Sensitive Waterfront
Zoning Bylaw 1300:	Single Family Residential 1 Zone (R1)
Other	
Waterfront / Floodplain:	Christina Lake
Service Area:	Christina Water Utility Service

History / Background Information

The subject property is a vacant lot on the waterfront of the south end of Christina Lake. It is approximately 210 m from Christina Lake Provincial Park, along West Lake Drive (see Attachment 2 – Subject Property Map). The majority of the property is located in the Christina Lake 200-year floodplain. The lot is serviced, including having an existing septic system.

The applicant purchased the property in September 2020 with the intent to build a two bedroom, one bathroom single detached dwelling.

Proposal

In preparation for a spring/summer 2021 build of a two bedroom, one bath single detached dwelling for a family cabin, the property owners have submitted an Environmentally Sensitive Waterfront Development Permit application for using the existing septic system (see Attachment 3 – Applicant Submission).

Dan Sahlstrom, P. Eng. of WSA Engineering Ltd. provided a Sewerage Disposal Report for the existing septic system. The Sewerage Disposal Report states the original design of the current septic system was in 2006 and that the system is in “good working order”. The Report states that the existing septic system design is sufficient for the proposed two bedroom, one bathroom dwelling and also exceeds the minimum requirements of the Province of BC.

D. Sahlstrom, P.Eng. noted that the only alternative to the current system is to remove and replace it with a new one but this was not investigated as it was stated that it was not a reasonable alternative.

As a finalized design is not a requirement of the Environmentally Sensitive Waterfront Development Permitting stage and the applicant is still making design preparations, a preliminary layout and elevations have been provided in the application package.

Advisory Planning Commission (APC)

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

Implications

The Guidelines for the Environmentally Sensitive Waterfront Development Permit Area state that the method of sewage treatment and disposal will, “wherever possible, exceed the minimum standards required by Provincial regulation”. Based on the professional report submitted, the existing septic system meets this guideline.

Next Steps

A significant portion of the subject property, as noted in the application report, is located in the Christina Lake 200-year floodplain. The approval of an Environmentally Sensitive Waterfront Development Permit does not equate approval of the location of any future dwellings on the subject property. If the applicant moves forward with plans to build a single detached dwelling, the appropriate building permits will be required showing the elevation and setbacks requirements. If this is not feasible, the applicant may apply for the consideration Site-Specific Floodplain Exemption to the Floodplain Bylaw.

Recommendation

That the staff report regarding the Development Permit application submitted by Mark Ormandy on behalf of Andrea Ormandy and Mark Ormandy to install an onsite sewerage disposal system for a single family dwelling in the Environmentally Sensitive Waterfront Development Permit Area on the parcel legally described as Lot 2, Plan KAP5025, District

Lot 317, Similkameen Division of Yale Land District, Electoral Area 'C'/Christina Lake, be received.

Attachments

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



Date: 2021-01-19

Site Location Map

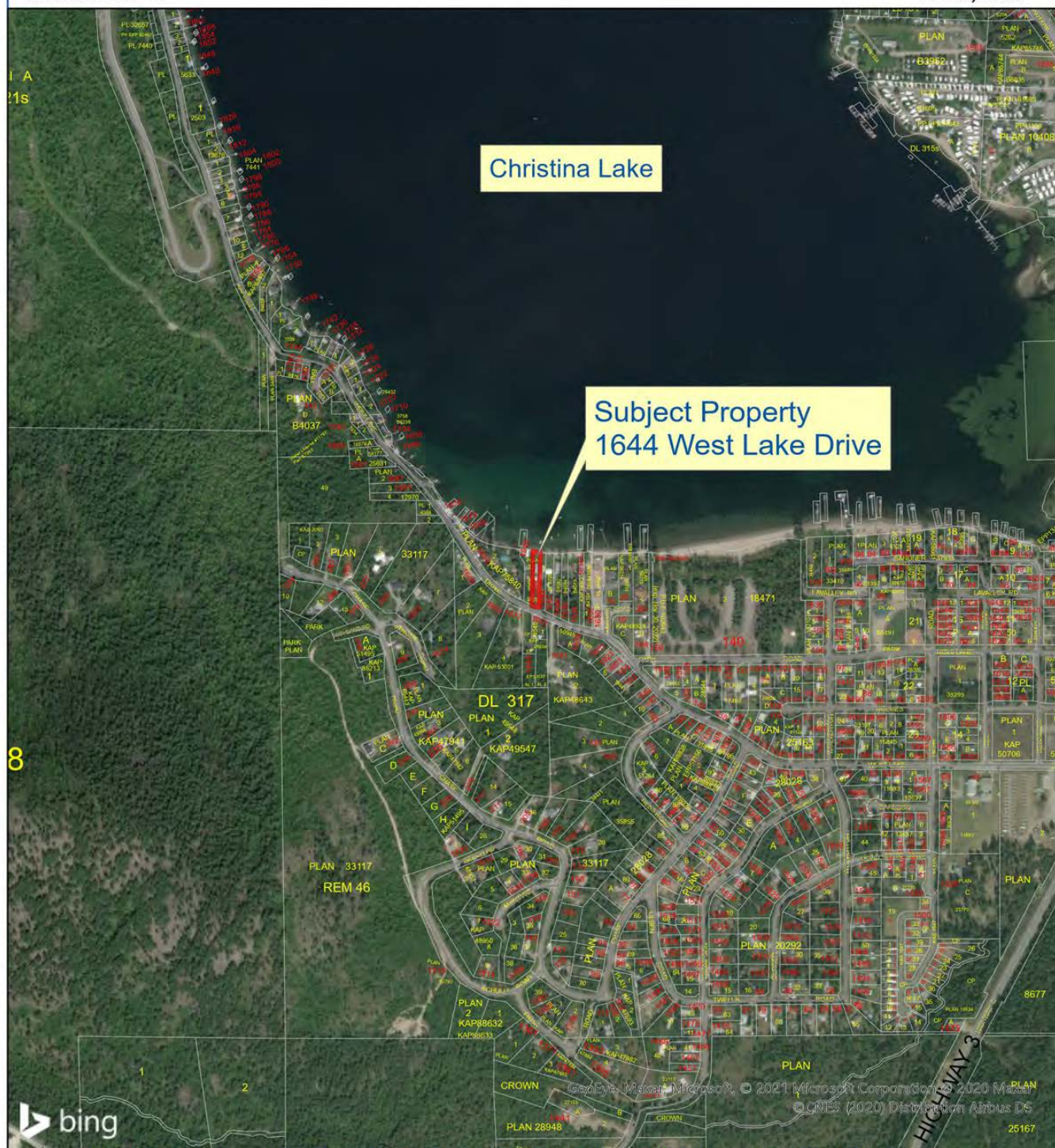
Lot 2, Plan KAP5025,
District Lot 317,
Similkameen Div of Yale Land District



0 100 200 300

Meters

1:10,000



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

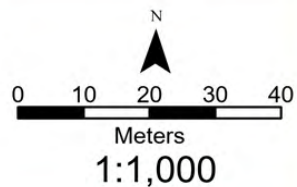
Document Path: P:\PD\EA 'C'\C-317-02592.000 (Ormandy)



Date: 2021-01-19

Subject Property Map

Lot 2, Plan KAP5025,
District Lot 317,
Similkameen Div of Yale Land District



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

Document Path: P:\PD\EA 'C\C-317-02592.000 (Ormandy)

Project Overview

The property is approx. 1/3 acres, zoned R1, and runs from its southern lot line on West Lake Drive, to the northern lot line, bordering Christina Lake.

We purchased the property in September 2020 and plan to construct a 2 bedroom, 1 bathroom cabin in the spring and summer of 2021.

Currently we are working with Fortis BC to correct electrical infrastructure issues with power supply, and this will be brought up to current code first, for the subject lot, and the neighbouring properties.

We have preliminary plans completed and plan to submit a building permit application shortly.

The lot is currently vacant, with a driveway to a building site, and has existing septic, water supply, and power infrastructure in place, with gas available at the lot line. The proposed development would utilise this existing infrastructure and add an 800 square foot, 2 bedroom, 1 bathroom cabin, as per the attached plans.

**ENGINEERING (2012) LIMITED**

2248 Columbia Avenue Castlegar, BC V1N 2X1 e-mail: mail@wsaeng.ca Tel: 1-888-617-6927

January 4, 2021

WSA File: C21001 – 009

Regional District of Kootenay Boundary
202-843 Rossland Ave
Trail, BC V1R 4S8

Attn: Donna Dean

Re: Sewerage Disposal Report for Development Permit for the residence located at 1644 West Lake Drive, Christina Lake, BC.

Section 1 – Introduction

At the request of Mark Ormandy, the owner of the above noted property on Christina Lake, a review of the existing septic system was completed. Information was collected to assess the existing system and determine if it was adequate for the new cabin and that the soils are suitable for disposal of sewerage from a proposed residence without harm to the lakeshore and waters of Christina Lake. The site assessment and subsequent review of the existing septic system were completed by WSA Engineering (2012) Ltd. (WSA), retained by Mark Ormandy to review and incorporate the assessment results in a professional report intended to accompany the Development Permit application. The Development Permit application is required due to the property's location in a designated Environmentally Sensitive Waterfront Development Permit Area. Dan Sahlstrom, P. Eng. of WSA has reviewed the septic design and record drawings prepared by David Bartlett, ROWP when the system was upgraded with a new disposal field in 2006. WSA's review concluded that the existing system design is sufficient to service the proposed cabin and it is in compliance with RDKB setback requirements.

Section 2 – Site Description

The subject property (Lot 2, District Lot 317, Similkameen Division Yale District, Plan 5025. PID 008-035-563) is located on the West side of Christina Lake along West Lake Drive. The lot is rectangular in shape, with approximate distances of 12 metres East-West, along the lakeshore and 100 metres North-South, from road to lake. The total lot area is 0.30 acres.

The lot has a fairly uniform topography with an average slope of 2%

The proposed cabin will be constructed in 2021 and have 2 bedrooms.

Section 3 – Flows

The proposed cabin will have a total of 2 bedrooms. Based on Table II-8 of the *Sewerage System Standard Practices Manual, Version 3 September, 2014* (SSPM) the sewerage daily design flow will be 1,000 litres per day.

The proposed use for the building will be seasonal residential with no unusual flow patterns or effluent qualities. Garburators and water softeners will not be used on this sewerage disposal system.

Section 4 – Field Investigation

The location of the existing system will not interfere with the site of the new structure. The investigation focused on this existing disposal field.

The subject property lies partly within the mapped floodplain for Christina Lake with a 200-year flood construction level of 448.2m.

Original Design

The design completed in 2006 was based on the following site characteristics:

- Average Perc Rate of 14min/inch
- Soil Texture of Silty Sand
- Soil Structure of Weak to Moderate
- Depth of Water Table greater than 1.3m

The original ROWP concluded that based on these constraints the loading rates would be 20L/Day/m² and a seepage bed was recommended due to the narrow width of the lot. The seepage bed was shown on the design sketch at 19m x 4m for a max possible infiltrative area of 76m². The pipe configuration would provide a minimum area of 51m². The actual useful area will be something between these two numbers depending on how the effluent disperses through the bed aggregate between the disposal pipes and infiltrative surface. For the purpose of this report, we use the smaller area. The tank in the design is a 900 Imperial Gallon Concrete Tank.

WSA Analysis

When the above values were used with the tables from the current *Sewerage System Standard Practices Manual* the following was found:

- Based on Table II-23 of the SSPM the silty clay loam matrix will have an infiltration rate of 300 to 500mm per day, considered slow for effluent treatment. Resulting in an HLR of 23L/Day/m² for Type 1 Systems
- Based on Table II-22 of the SSPM a field saturated hydraulic conductivity (infiltration) rate in the above stated range results in a field loading rate of 23L/Day/m² for Type 1 systems.
- Based on Table II-8 of the SSPM the daily design flow (DDF) for a 2-bedroom home is 1000L/Day
- Based on a DDF of 1000L/day and an HLR of 23L/Day/m² the required infiltrative area is 43.48m²
- Based on a DDF of 1000L/Day the tank size should be 3(1000L) or 3000L or 660Imperial Gallons

Section 5 – Assessment of Alternatives

Based on the analysis completed in *Section 4* above, it was concluded that the existing system is in good working order and was designed sufficiently to handle a new 2-bedroom cabin. An alternative would be to completely remove and replace the system with a new one. This does not seem reasonable due to the condition and capacity of the existing system and thus, no further alternatives were investigated.

Section 6 – Recommendations and Justification

WSA finds that the design of the existing Type 1 system and field is sufficient to handle flows from a 2-bedroom cabin. When the existing system is analyzed using the SSPM the existing system was found to exceed the required values in all areas:

- | | |
|--|---|
| • Tank Required = 3000L | Tank Design Size = 4091L |
| • Field Required = 43.48m ² | Field Provided = 51 to 76m ² (see Section 4) |

The existing field is built on the south end of the property and based on the design drawings is approximately 80m from the natural boundary of the lake. This far exceeds the 30m setback from the lake for a Type 1 system and provides a system that goes above and beyond minimum standards.

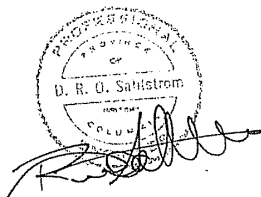
Given the environmental sensitivity due to the local aquatic habitat along with the design flows, soil conditions and setbacks it is our findings that the existing system exceeds the minimum requirements of the Province of British Columbia as outlined in the SSPM. Systems designed to the current version of the manual provide efficient and effective protection to health and the environment.

Closure

This report has been prepared for the exclusive use of Mark Ormandy, their representatives and the RDKB and is in accordance with generally accepted engineering principles and practice. No other warranty, either expressed or implied, is made. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties.

We trust that the information provided above meets with your current requirements. If you have any questions, or require any further information, please contact the undersigned.

Respectfully submitted,

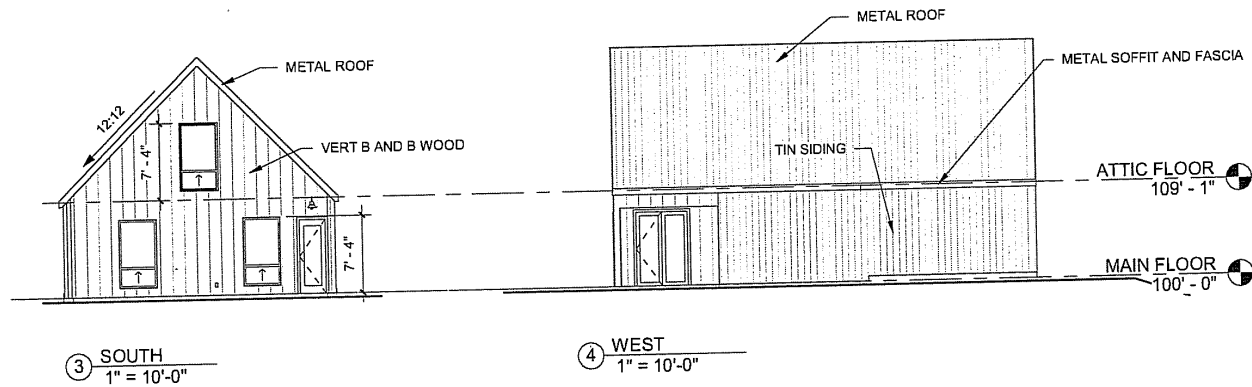
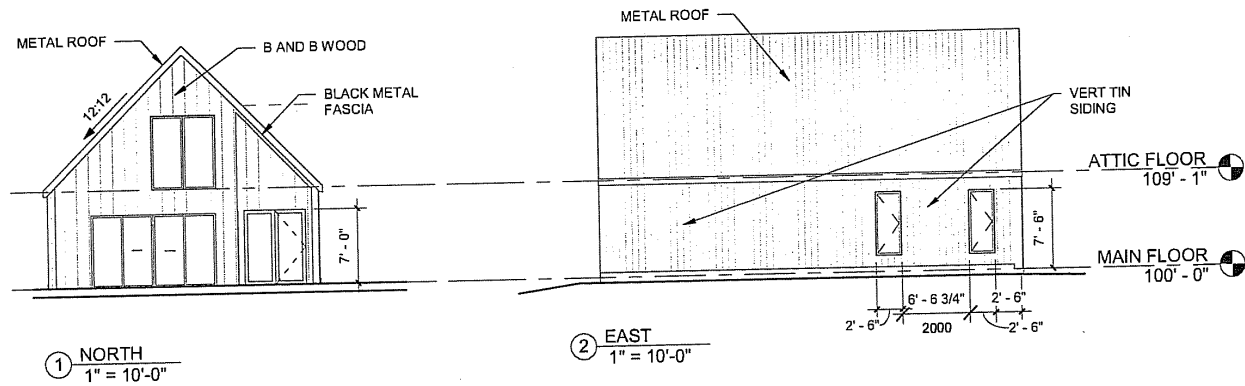


WSA ENGINEERING (2012) LTD.

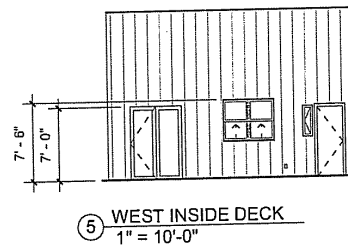
Dan Sahlstrom, P. Eng.







NOTE:



RIDGE HAUS DESIGN
1 CEDAR AVE FERNIE BC V0B 1M5
1 250 423 1330 ridgehausdesign@gmail.com

No.	Description	Date

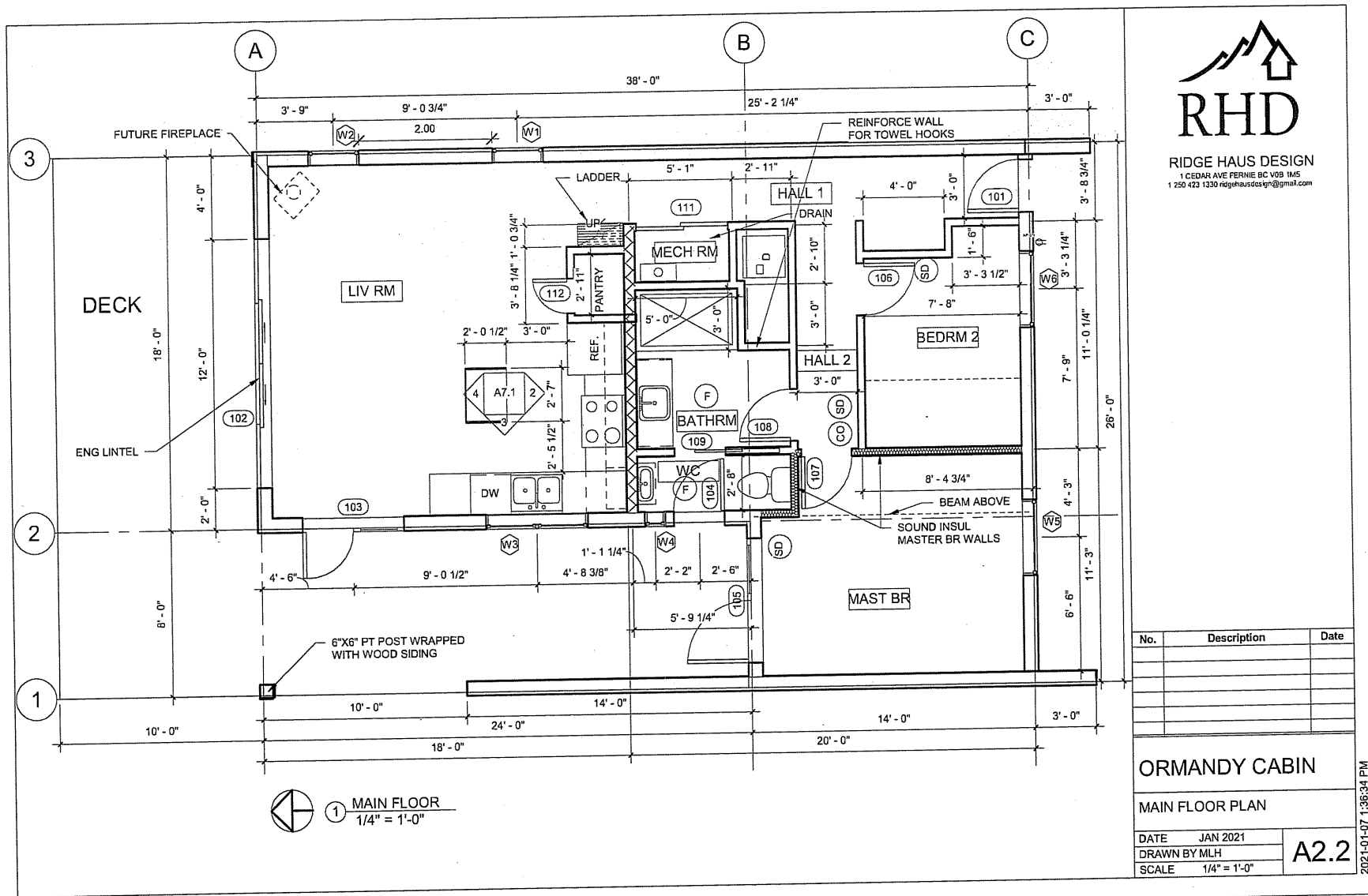
ORMANDY CABIN

EXTERIOR ELEVATIONS

DATE JAN 2021
DRAWN BY MLH
SCALE 1" = 10'-0"

A8.1

2021-01-07 1:36:47 PM



RIDGE HAUS DESIGN
1 CEDAR AVE FERNIE BC V0B 1M5
1 250 423 1330 ridgehausdesign@gmail.com

No.	Description	Date

ORMANDY CABIN

MAIN FLOOR PLAN

DATE	JAN 2021
DRAWN BY	MLH
SCALE	1/4" = 1'-0"

A2.2

2021-01-07 1:36:34 PM



Interior Health

Repair

Sewerage System Letter of Certification

Tax Assessment Roll #: 17-51-712-02592-000 Date: 01/06/2006
(Day/Month/Year)

To: Interior Health

Re: Sewerage system at: 1644 WEST LAKE DR. CHRISTINA LAKE
Street Address or General Location

LOT 2, DL317, SDYD, PLAN 5025, PID #008-035-563
Legal Description

Planner: DAVE BARTLETT Installer: DAVE BARTLETT

Owner: [REDACTED]

The construction of the proposed sewerage system on the above described property was completed on 01/06/2006
(Day/Month/Year)

I, the undersigned, am an authorized person as defined in the Sewerage System Regulation, BC Reg. 326/2004 and certify that:

1. the owner will be provided with
 - a copy of the sewerage system plans and specifications as they were built;
 - a maintenance plan for the sewerage system that is consistent with standard practice; and,
 - a copy of this letter of certification;
2. the sewerage system has been constructed in accordance with standard practice;
3. the sewerage system has been constructed substantially in accordance with the plans and specifications filed with the Health Authority;
4. the estimated daily domestic sewage flow through the sewerage system will be less than 22,700 litres; and,
5. if operated and maintained as set out in the maintenance plan, the sewerage system will not cause or contribute to a health hazard.

A plan of the sewerage system as it was built and a copy of the maintenance plan for the sewerage system have been appended to this letter.

<p>AUTHORIZED PERSON'S SEAL</p>	<p>DATE LETTER OF CERTIFICATION ACCEPTED</p> <p><i>June 28, 2006</i> ✓</p> <p>INTERIOR HEALTH Grand Forks Community Health Box 2647, 7649 - 22nd Street Grand Forks, BC V0H 1H0 Phone: (250) 443-2190 Fax: (250) 442-3922</p>
---------------------------------	---

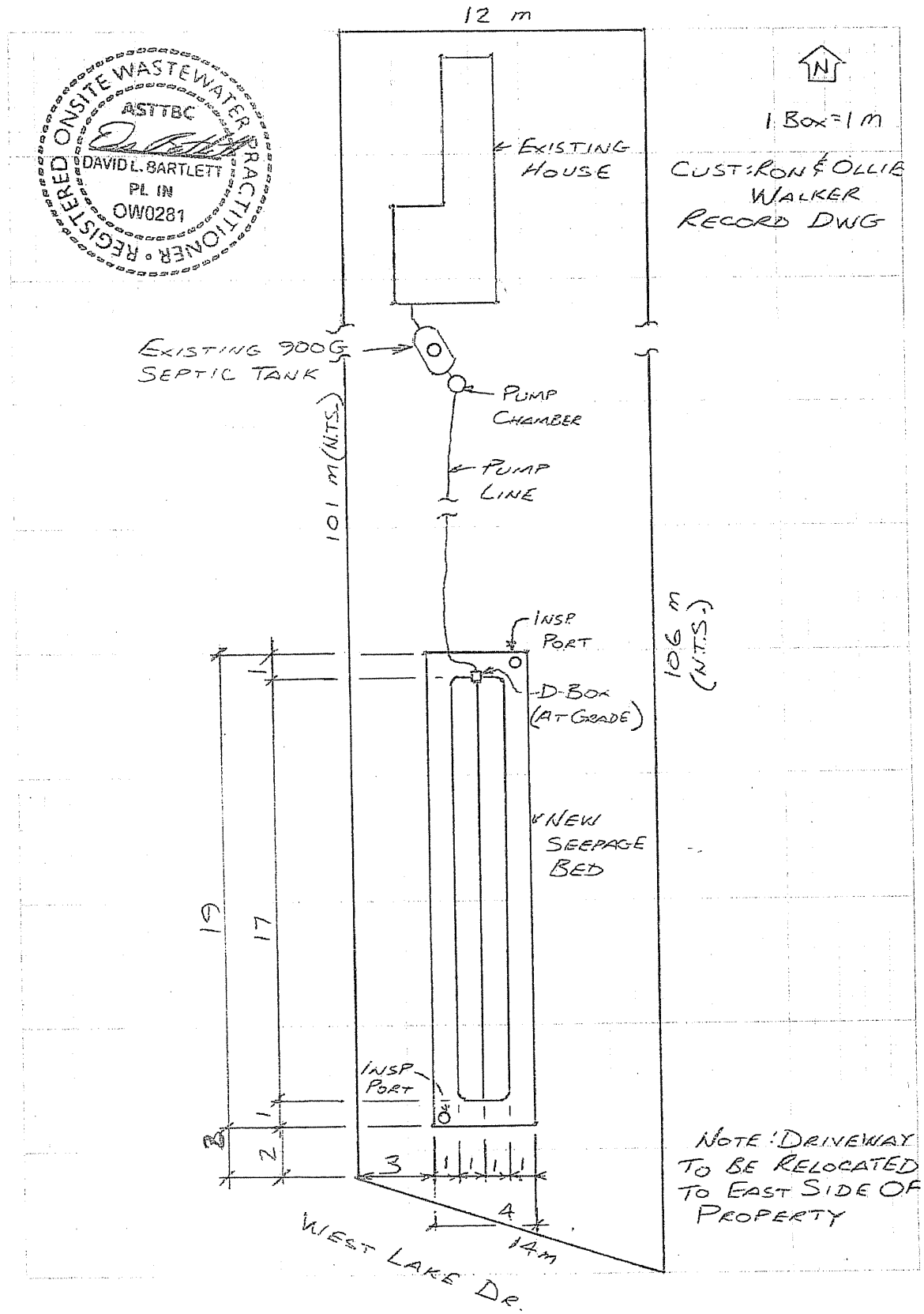
White: Health Protection

Canary: Owner

Pink: Building Authority

Blue: Authorized Person

820083 Feb 06





Interior Health

SEWAGE DISPOSAL SYSTEM INSTALLATION DECLARATION

This declaration must be attached to a completed "Authorization to Operate a Sewage Disposal System".

Civic Address and Legal Description 1644 WEST LAKE DR.
LOT 2, DL317, SDYD, PLAN 5025, PID # 008-035-563

I DAVE BARTLETT (installer name) declare that this system has been installed in accordance with the permit issued APR. 20/2006 (date) and conditions thereof.

Signature [Signature] Date JUN 5/2006

MAINTENANCE PLAN

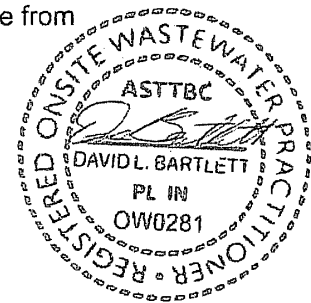
All sewage disposal systems require maintenance and it is the owner's responsibility to ensure that it occurs and that records of the work are retained. The following maintenance is required on this system to ensure that it functions correctly:

- Pump the septic tank every 2 to 3 years
- Practice water conservation and ensure that fixtures don't leak. Toilets should be checked for leaks annually by placing dye in the tank (food colouring etc.) and leaving it for several hours. The dye should not appear in the toilet bowl.
- Spread out your laundry by doing a little each day rather than all on one day.
- (Add others as required) HAVE SYSTEM CHECKED ANNUALLY
- BY CERTIFIED MAINTENANCE PROVIDER.

Do not:

- Drive over the system.
- Introduce any chemicals into the system, or discharge the waste from water treatment devices including softeners into it.
- Introduce garbage or organic waste into the system.
- (Add others as required)

NOTE: CERTIFIED MAINTENANCE PROVIDER:
DAN WOLKOSKY 442-2689





Interior Health

RECORD OF SEWERAGE SYSTEM

GIS NUMBER

N/A

FOLIO NUMBER 17-51-712-02592,000		<input type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> ALTERATION <input checked="" type="checkbox"/> REPAIR		AMENDMENT/UPDATE ONLY: PREVIOUS RECORD NUMBER N/A	
1. LOT INFORMATION Legal description where sewerage system is to be constructed	PLAN NUMBER / LOT / DISTRICT / BLOCK / RANGE / SECTION / TOWNSHIP LOT 2, DL317, SDYD, PLAN 5025, PID# 008-035-563				
	STREET ADDRESS / CITY / POSTAL CODE/GENERAL LOCATION 1644 WEST LAKE DR. CHRISTINA LAKE, B.C.				
2. OWNER INFORMATION	NAME OF LEGAL OWNER OR STRATA CORPORATION [REDACTED]		MAILING ADDRESS (PO BOX #, SUITE #, STREET #, STREET NAME) [REDACTED]		
	CITY CHRISTINA LAKE	PROVINCE [REDACTED]	POSTAL CODE [REDACTED]	TELEPHONE NUMBER [REDACTED]	
3. AUTHORIZED PERSON INFORMATION	NAME OF AUTHORIZED PERSON DAVE BARTLETT		MAILING ADDRESS (PO BOX #, SUITE #, STREET #, STREET NAME) Box 506		
	CITY CHRISTINA LAKE	PROVINCE B.C.	POSTAL CODE V0H 1E0	TELEPHONE NUMBER 447-9389	REGISTRATION NUMBER (if applicable) OW0281
4. FACILITY INFORMATION	SEWERAGE SYSTEM WILL SERVE: <input checked="" type="checkbox"/> SINGLE FAMILY DWELLING <input type="checkbox"/> OTHER (SPECIFY):		NO. OF BEDROOMS 2	EST. DAILY SEWERAGE FLOW (L/DAY) 1136	TOTAL LIVING AREA (M ²) INCL. FINISHED BSMT 84
	<input type="checkbox"/> DUPLEX		LOT SIZE 13m x 105m		
5. SITE INFORMATION	DISTANCE OF PROPOSED DISCHARGE AREA FROM (IN METRES): 3m WATER LINES N/A BREAKOUT POINT N/A OWN WELL		TOTAL DEPTH TO HIGHEST WATER TABLE OR RESTRICTIVE LAYER (CM) 290		SLOPE (%) 2%
	N/A STREAM OR LAKE N/A NEIGHBOURING WELLS N/A DOMESTIC WATER		IS THE WATER SUPPLY A COMMUNITY WATER SYSTEM? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		AVERAGE OF SLOWEST PERC. RATE FROM EACH TEST HOLE (MIN/2.5CM) 14 min
			TOTAL EXISTING FILL ON LOT (CM) N/A		NATURAL SOIL VERTICAL SEPARATION TO RESTRICTIVE LAYER (CM) 290
6. SYSTEM INFORMATION	TOTAL VERTICAL SEPARATION TO RESTRICTIVE LAYER (CM) 290	TYPE OF SEWERAGE SYSTEM <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3		IF TYPE 2 OR 3 IS PROPOSED, GIVE: MAKE N/A MODEL: N/A	
	SEPTIC TANK MANUFACTURER DARRAH	MATERIAL OF SEPTIC TANK CONCRETE	LIQUID VOLUME OF TANK 900 L GAL	EFFLUENT PUMP <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	TREATMENT CAPACITY N/A
	DISCHARGE AREA <input type="checkbox"/> LAGOON <input type="checkbox"/> TRENCH <input type="checkbox"/> SAND MOUND <input checked="" type="checkbox"/> BED <input type="checkbox"/> OTHER (SPECIFY):		METHOD OF EFFLUENT DIST <input checked="" type="checkbox"/> GRAVITY <input type="checkbox"/> PRESSURE <input type="checkbox"/> OTHER		LOADING RATE (L/DAY/M ²) 20
					LAGOON SIZE N/A
7. RESTRICTIVE COVENANTS	ARE THERE ANY RESTRICTIVE COVENANTS/EASEMENTS WHICH WILL AFFECT THE DESIGN OR LOCATION OF THE SEWERAGE SYSTEM? IF YES, PLEASE EXPLAIN AND ATTACH SUPPORTING DOCUMENTS. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				
8. PLANS AND SPECIFICATIONS	<input checked="" type="checkbox"/> PLOT PLAN (TO SCALE) AND SPECIFICATIONS ARE ATTACHED, AS PER THE STANDARD PRACTICE MANUAL.				
9. FREEDOM OF INFORMATION AND INSTRUCTIONS	This form is required to administer the Sewerage System Regulation (326/2004) and the collection of personal information complies with the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection or use of this information, please contact your local Health Protection Office. Please complete this entire form. If the form is incomplete, the filing may not be accepted and it will be returned to the Authorized Person. Construction of the sewerage system may not start until the filing has been accepted by this Health Authority. Construction and Letter of Certification filing must be completed within one year of this initial filing (Filing Accepted Date below). Once construction is complete, the Authorized Person has 30 days in which to file a Letter of Certification, Maintenance Plan and as-built Plans and Specifications as per the Sewerage System Regulation (326/2004).				
10. AUTHORIZED PERSON'S SIGNATURE AND SEAL	The information on this form is accurate and true to the best of my knowledge. I am an Authorized Person according to Sewerage System Regulation BC Reg 326/2004. The plans and specifications attached to this form are consistent with standard practice and will not contribute to a health hazard. <input checked="" type="checkbox"/> I have consulted with the Ministry of Health Services' publication "Sewerage System Standard Practice Manual". <input type="checkbox"/> I have consulted with another source of standard practice - copy attached, or listed here:				
			SIGNATURE (Acceptance of filing does not constitute approval)		
			PLEASE PRINT NAME DAVE BARTLETT		DATE Apr. 5/06
			DATE FORM RECEIVED Apr. 20, 2006		DATE FILING ACCEPTED Apr. 20, 2006
					FILING NUMBER 12-106-00051

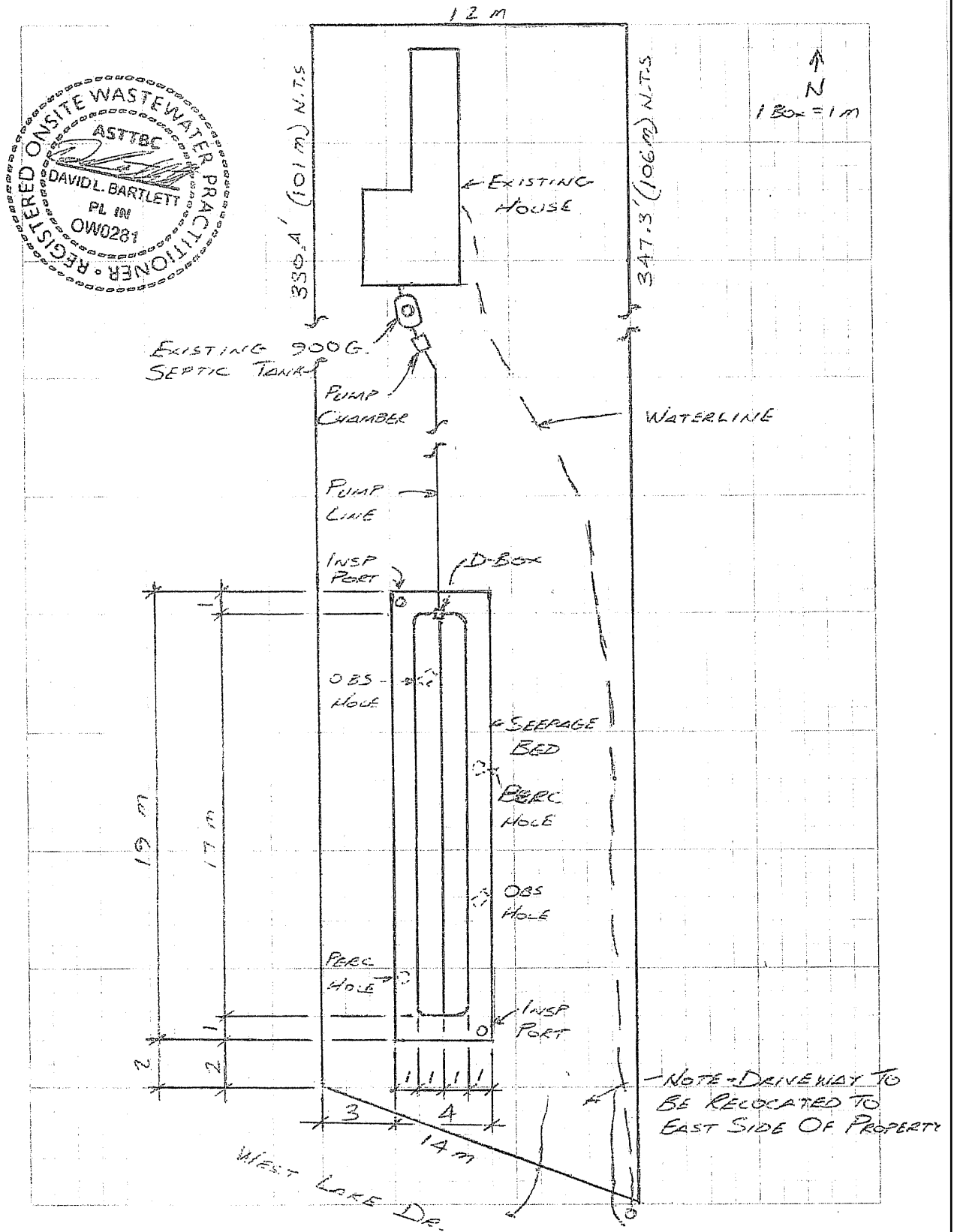
820082 May 05

Distribution:

White - Health Protection #106274

Canary - Owner

Pink - Building Authority



CUSTOMER: RON WALKER

SOIL ANALYSIS

TEST PIT #1

0-0.10 m TOPSOIL & FOREST DEBRIS
 0.10-1.0 m SILTY SAND, MEDIUM TO FINE ROOTS
 1.0-1.3 m SILTY CLAY LOAM

TEST PIT #2

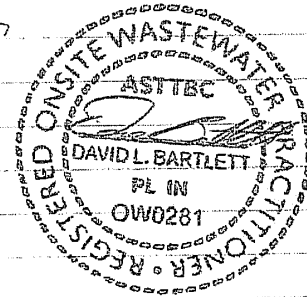
0-0.12 m TOPSOIL & FOREST DEBRIS
 0.12-0.9 m SILTY SAND, FINE ROOTLETS
 0.9-1.3 m SILTY CLAY LOAM.

NOTE: SYSTEM REPAIR - DESIGN FLOW FOR
 2 BEDROOM HOUSE (84 m²) WASTEWATER
 LOADING RATE BASED ON SOIL CHARACTERISTICS
 & PERC RATES = 20 L/DAY/M²

SEEPAGE BED RECOMMENDED DUE TO NARROW
 WIDTH OF LOT.

SITE CONSTRAINTS

- 2 % GROUND SLOPE
- 720 min PERC RATE
- SOIL TEXTURE - SILTY SAND
- SOIL STRUCTURE - WEAK TO MODERATE
- DEPTH OF WATER TABLE - 71.3 m



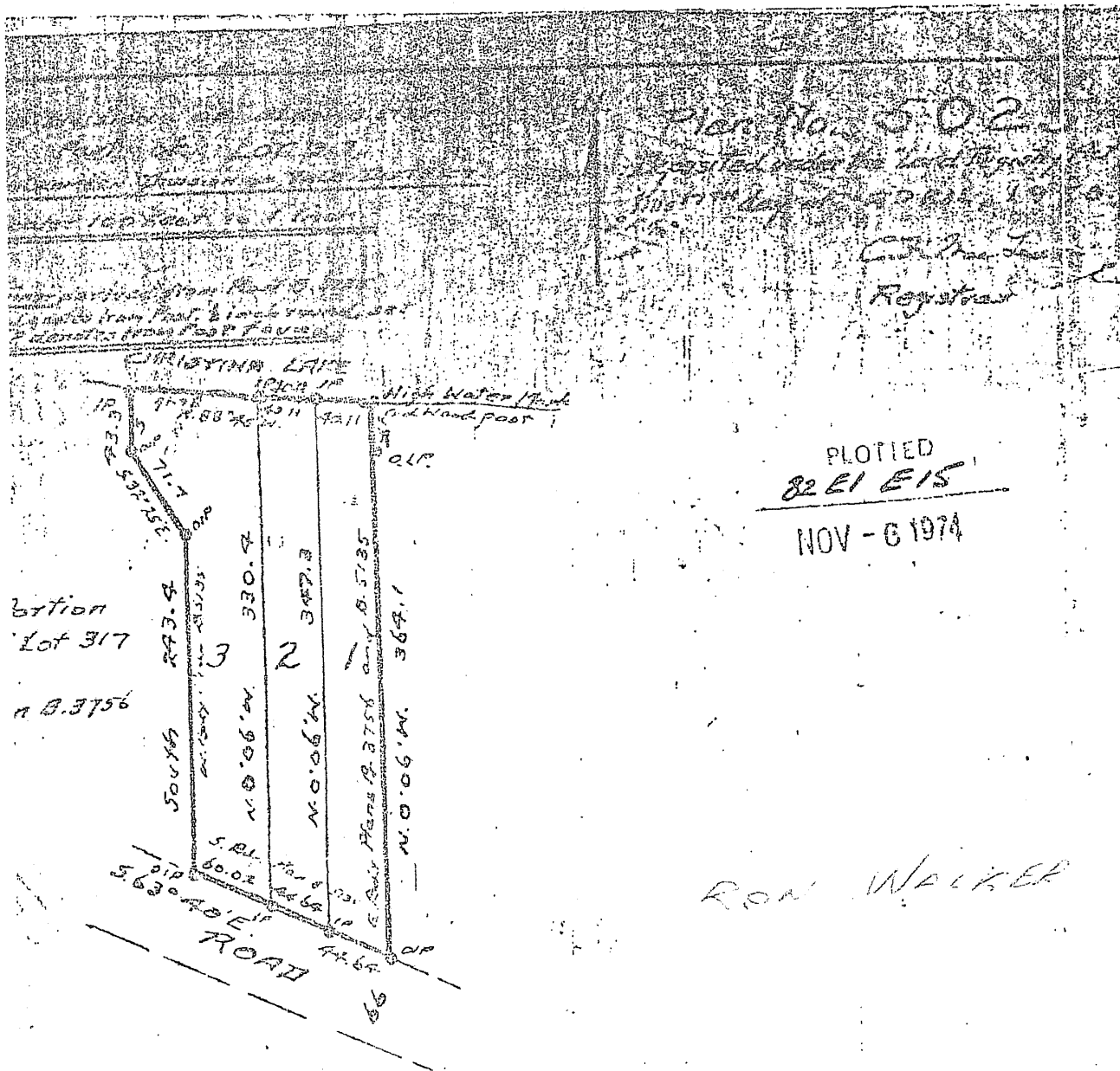
LEGAL DESCRIPTION OF PROPERTY: LOT 2, DL317, SDYD, PLAN 5025
PID# 008-035-563

PERCOLATION TEST RESULTS			
TEST HOLE 1		TEST HOLE 2	
1st Timing	16 min	1st Timing	12 min
2nd Timing	13 min	2nd Timing	12 min
3rd Timing	15 min	3rd Timing	11 min
Slowest Time	16 min	Slowest Time	12 min
TEST HOLE 3		TEST HOLE 4	
1st Timing		1st Timing	
2nd Timing		2nd Timing	
3rd Timing		3rd Timing	
Slowest Time		Slowest Time	
AVERAGE OF SLOWEST TIMES: <u>14 min / INCH</u>			

Signature: David Bartlett

Print Name: DAVE BARTLETT





Wm. Williams, Placer, of Grand Forks,
in Columbia Land Surveyor, made oath
that I was present and did personally
intend the survey represented by this
and that the survey was and also correct.
said survey was completed on the 21st
of September, 1947. at m

at September, 1907.
you know me at
New York, N.Y.,
September, 1909.

R. W. Johnson
D. H. S.

C. C. Collins
son of Mrs. Parsons.


ENGINEERING (2012) LIMITED

2248 Columbia Avenue Castlegar, BC V1N 2X1 e mail: mail@wsaeng.ca Tel: 1 888 617 6927

January 4, 2021

WSA File: C21001 – 009

Regional District of Kootenay Boundary
202-843 Rossland Ave
Trail, BC V1R 4S8

Attn: Donna Dean

Re: Sewerage Disposal Report for Development Permit for the residence located at 1644 West Lake Drive, Christina Lake, BC.

Section 1 – Introduction

At the request of Mark Ormandy, the owner of the above noted property on Christina Lake, a review of the existing septic system was completed. Information was collected to assess the existing system and determine if it was adequate for the new cabin and that the soils are suitable for disposal of sewerage from a proposed residence without harm to the lakeshore and waters of Christina Lake. The site assessment and subsequent review of the existing septic system were completed by WSA Engineering (2012) Ltd. (WSA), retained by Mark Ormandy to review and incorporate the assessment results in a professional report intended to accompany the Development Permit application. The Development Permit application is required due to the property's location in a designated Environmentally Sensitive Waterfront Development Permit Area. Dan Sahlstrom, P. Eng. of WSA has reviewed the septic design and record drawings prepared by David Bartlett, ROWP when the system was upgraded with a new disposal field in 2006. WSA's review concluded that the existing system design is sufficient to service the proposed cabin and it is in compliance with RDKB setback requirements.

Section 2 – Site Description

The subject property (Lot 2, District Lot 317, Similkameen Division Yale District, Plan5025. PID 008-035-563) is located on the West side of Christina Lake along West Lake Drive. The lot is rectangular in shape, with approximate distances of 12 metres East-West, along the lakeshore and 100 metres North-South, from road to lake. The total lot area is 0.30 acres.

The lot has a fairly uniform topography with an average slope of 2%

The proposed cabin will be constructed in 2021 and have 2 bedrooms.

Section 3 – Flows

The proposed cabin will have a total of 2 bedrooms. Based on Table II-8 of the *Sewerage System Standard Practices Manual, Version 3 September, 2014* (SSPM) the sewerage daily design flow will be 1,000 litres per day.

The proposed use for the building will be seasonal residential with no unusual flow patterns or effluent qualities. Garburators and water softeners will not be used on this sewerage disposal system.

Section 4 – Field Investigation

The location of the existing system will not interfere with the site of the new structure. The investigation focused on this existing disposal field.

The subject property lies partly within the mapped floodplain for Christina Lake with a 200-year flood construction level of 448.2m.

Original Design

The design completed in 2006 was based on the following site characteristics:

- Average Perc Rate of 14min/inch
- Soil Texture of Silty Sand
- Soil Structure of Weak to Moderate
- Depth of Water Table greater than 1.3m

The original ROWP concluded that based on these constraints the loading rates would be 20L/Day/m² and a seepage bed was recommended due to the narrow width of the lot. The seepage bed was shown on the design sketch at 19m x 4m for a max possible infiltrative area of 76m². The pipe configuration would provide a minimum area of 51m². The actual useful area will be something between these two numbers depending on how the effluent disperses through the bed aggregate between the disposal pipes and infiltrative surface. For the purpose of this report, we use the smaller area. The tank in the design is a 900 Imperial Gallon Concrete Tank.

WSA Analysis

When the above values were used with the tables from the current *Sewerage System Standard Practices Manual* the following was found:

- Based on Table II-23 of the SSPM the silty clay loam matrix will have an infiltration rate of 300 to 500mm per day, considered slow for effluent treatment. Resulting in an HLR of 23L/Day/m² for Type 1 Systems
- Based on Table II-22 of the SSPM a field saturated hydraulic conductivity (infiltration) rate in the above stated range results in a field loading rate of 23L/Day/m² for Type 1 systems.
- Based on Table II-8 of the SSPM the daily design flow (DDF) for a 2-bedroom home is 1000L/Day
- Based on a DDF of 1000L/day and an HLR of 23L/Day/m² the required infiltrative area is 43.48m²
- Based on a DDF of 1000L/Day the tank size should be 3(1000L) or 3000L or 660Imperial Gallons

Section 5 – Assessment of Alternatives

Based on the analysis completed in *Section 4* above, it was concluded that the existing system is in good working order and was designed sufficiently to handle a new 2-bedroom cabin. An alternative would be to completely remove and replace the system with a new one. This does not seem reasonable due to the condition and capacity of the existing system and thus, no further alternatives were investigated.

January 5, 2021

Ormandy Cabin – WSA Engineering (2012) Ltd. – Development Permit Report
C21001 – 009

Page 2 of 3

Section 6 – Recommendations and Justification

WSA finds that the design of the existing Type 1 system and field is sufficient to handle flows from a 2-bedroom cabin. When the existing system is analyzed using the SSPM the existing system was found to exceed the required values in all areas:

- | | | | |
|------------------|---------------------|------------------|--|
| • Tank Required | 3000L | Tank Design Size | 4091L |
| • Field Required | 43.48m ² | Field Provided | 51 to 76m ² (see <i>Section 4</i>) |

The existing field is built on the south end of the property and based on the design drawings is approximately 80m from the natural boundary of the lake. This far exceeds the 30m setback from the lake for a Type 1 system and provides a system that goes above and beyond minimum standards.

Given the environmental sensitivity due to the local aquatic habitat along with the design flows, soil conditions and setbacks it is our findings that the existing system exceeds the minimum requirements of the Province of British Columbia as outlined in the SSPM. Systems designed to the current version of the manual provide efficient and effective protection to health and the environment.

Closure

This report has been prepared for the exclusive use of Mark Ormandy, their representatives and the RDKB and is in accordance with generally accepted engineering principles and practice. No other warranty, either expressed or implied, is made. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties.

We trust that the information provided above meets with your current requirements. If you have any questions, or require any further information, please contact the undersigned.

Respectfully submitted,

WSA ENGINEERING (2012) LTD.

Dan Sahlstrom, P. Eng.



Regional District of
Kootenay Boundary

Electoral Area Services (EAS) Committee Staff Report

RE:	Development Permit – Blackett (665-20D)		
Date:	February 11, 2021	File #:	BW-4222-07500.865
To:	Chair Grieve and members of the EAS Committee		
From:	Danielle Patterson, Planner		

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received an Alpine Environmentally Sensitive Landscape Reclamation Development Permit application for a property located at Big White Resort (see Attachment 1 – Site Location map).

Property Information	
Owner(s):	Kevin Blackett and Sharla Blackett
Location:	460 Feathertop Way
Electoral Area:	Electoral Area E/West Boundary
Legal Description:	Strata Lot 53, Plan KAS3134, District Lot 4222, Similkameen Division of Yale Land District
Area:	238.8 m ² (0.059 ac)
Current Use:	Vacant
Land Use Bylaws	
OCP Bylaw 1125:	Medium Density Residential
Development Permit Area:	Commercial and Multiple Family (DP1) and Alpine Environmentally Sensitive Landscape Reclamation (DP2)
Zoning Bylaw 1166:	Chalet Residential 3 Zone

History / Background Information

The subject property is part of a bare land strata. It is located along Feathertop Way (see Attachment 2 – Subject Property Map). An approximately three meter wide Statutory Right of Way runs along the rear width of the subject property.

While the subject property is located in the Commercial and Multiple Family Development Permit Area, the proposal is exempt from requiring a Commercial and Multiple Family Development Permit because it does not include a commercial development or a multi-family dwelling (defined as three or more dwellings on a single parcel of land).

Proposal

The applicant is requesting an Alpine Environmentally Sensitive Landscape Reclamation development permit, which is required prior to obtaining a building permit for the planned single detached dwelling (see Attachment 3 – Applicant Submission).

Advisory Planning Commission (APC)

At their February 2, 2021 meeting, the Electoral Area E/West Boundary-Big White APC reviewed the application and recommended it be supported but noted that there were concerns regarding erosion and the use of exposed aggregate for the front walkway and driveway.

Staff understood the exposed aggregate to be in reference to exposed aggregate concrete, rather than aggregate alone; this has been confirmed in communications with the applicants that they intend to use concrete.

Implications

The Site Plan submitted with the application includes the locations and varieties of landscaping materials and vegetation to be used in the reclamation, along with the proposed single detached dwelling.

The lot does not have any existing vegetation to be incorporated into the development. The side yards feature natural stone retaining walls at the elevation changes on the property, Wood Rose shrubs, and Creeping Oregon grape plants. The tiered retaining walls on the side yards are to assist with site drainage. Wood Rose shrubs are dense and can grow to be 1.5 m (5 ft) in ideal conditions. The Creeping Oregon grape grows low and is suitable for direct sun or shade.

The northern interior side yard features a western larch tree, which should provide some privacy for the second storey balcony of the dwelling. Staff have requested details on whether grass or gravel shall be used around the base of the plantings.

The property frontage will include one exterior parking space with an exposed aggregate surface, grassed area, snow storage, and one western larch. The entire Statutory Right of Way is grassed. Staff recommend an "Eco-Green Rapid Cover" for rapid erosion control. The seeding of the rear yard hillside will assist with controlling erosion.

In communications with staff, the applicants state that potential erosion during the build will be managed with tarping of the bank, if necessary. The applicant states they have reviewed the BC FireSmart Principles and are planning landscape maintenance accordingly, which will include annual pruning and removal of dander. Ongoing grass cutting, weeding, trimming, and dander removal will also occur as needed.

The proposed dwelling utilizes the natural slopes of the subject property in its design. The siting and form of the building as presented in the Development Permit application meet the requirements of the Zoning Bylaw, including permitted use, building height, setbacks, minimum parcel frontage, parcel area and coverage, and parking. Adherence to the zoning regulations will be confirmed at the building permit stage.

Recommendation

That the staff report regarding the Alpine Environmentally Sensitive Landscape Reclamation Development Permit application submitted by Kevin Blackett and Sharla Blackett for the parcel legally described as Strata Lot 53, Plan KAS3134, District Lot 4222, Similkameen Division of Yale Land District, Big White, Electoral Area 'E'/West Boundary, be received.

Attachments

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

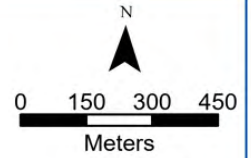


Regional District of
Kootenay Boundary

Date: 2020-12-07

Site Location Map

Strata Lot 53, Plan KAS3134,
District Lot 4222,
Similkameen Div of Yale Land District



1:15,000



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

Document Path: PD\BW\BW-4222-07500.865 Blackett\DP Jan2021\Maps



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

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

CONSTRUCTION OF SINGLE FAMILY RESIDENCE ON STRATIFIED BUILDING LOT. SKI-IN / SKI-OUT COVENANT LOCATED AT REAR OF PROPERTY. LOWER FLOOR IS WALK-OUT AT FRONT OF PROPERTY, WITH REMAINING TWO FLOORS ABOVE GRADE. DUE TO THE REQUIRED DEVELOPMENT PERMIT AREAS, A LANDSCAPE RECLAMATION PLAN IS INCLUDED AS PART OF THIS APPLICATION.

DO NOT SCALE DRAWINGS.

- VERIFY ALL DIMENSIONS AND INFORMATION.
- REPORT ERRORS OR DISCREPANCIES TO THE DESIGNER.
- ALL WORK TO CONFORM TO THE APPLICABLE BUILDING CODE.

THESE DRAWINGS ARE PUBLISHED BY:
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THESE DRAWINGS AND DETAILS ARE, BY THEIR VERY NATURE, SCHEMATIC AND DO NOT DEPICT EVERY CONDITION, DETAIL, CONNECTION, ETC., WHICH WILL OCCUR. KNOWLEDGEABLE, PROPERLY LICENSED CONTRACTORS AND JOB CONTRACTORS MUST BE RELED UPON TO ACHIEVE PROPER INSTALLATION OF MATERIALS, FLASHING, WEATHER SEALING, MATERIAL TRANSITIONS, SEPARATIONS, CONNECTIONS, ANCHORAGES, ETC. VERIFY ALL GIVEN DIMENSIONS IN THE FIELD. REPORT ALL DISCREPANCIES TO THE PROJECT DESIGNER. DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION.

ADDRESS AND LEGAL:
460 FEATHERTOP WAY
BIG WHITE, BC
LOT: SL#53
BLOCK:
PLAN:

DATE:	2020.12.03
SCALE:	AS NOTED
DRAWN BY:	BD/JdJ
CHECKED BY:	CB/JP

R#

A0.1



SL 56

SL 52



SITE STATISTICS

CIVIC ADDRESS: 460 FEATHERTOP WAY, BIG WHITE, BC
LEGAL ADDRESS: STRATA LOT #53, DL4222, SDYD, STRATA PLAN KAS3134
ZONING: R4 - MEDIUM DENSITY RESIDENTIAL

SETBACKS		
	ALLOWED	PROPOSED
FRONT	0m	1.3m
REAR	0m (FROM R.O.W.)	0.06m (FROM R.O.W.)
RIGHT SIDE	3m	3.15m
LEFT SIDE	3m	3.16m

MAX HEIGHT	12m (ALLOWED)	10.97m (PROPOSED)
FLOOR AREA RATIO	0.8 (ALLOWED)	0.8 (PROPOSED)

1 PROPOSED SITE PLAN
A1.0 1/8" = 1'-0"

NOT FOR CONSTRUCTION

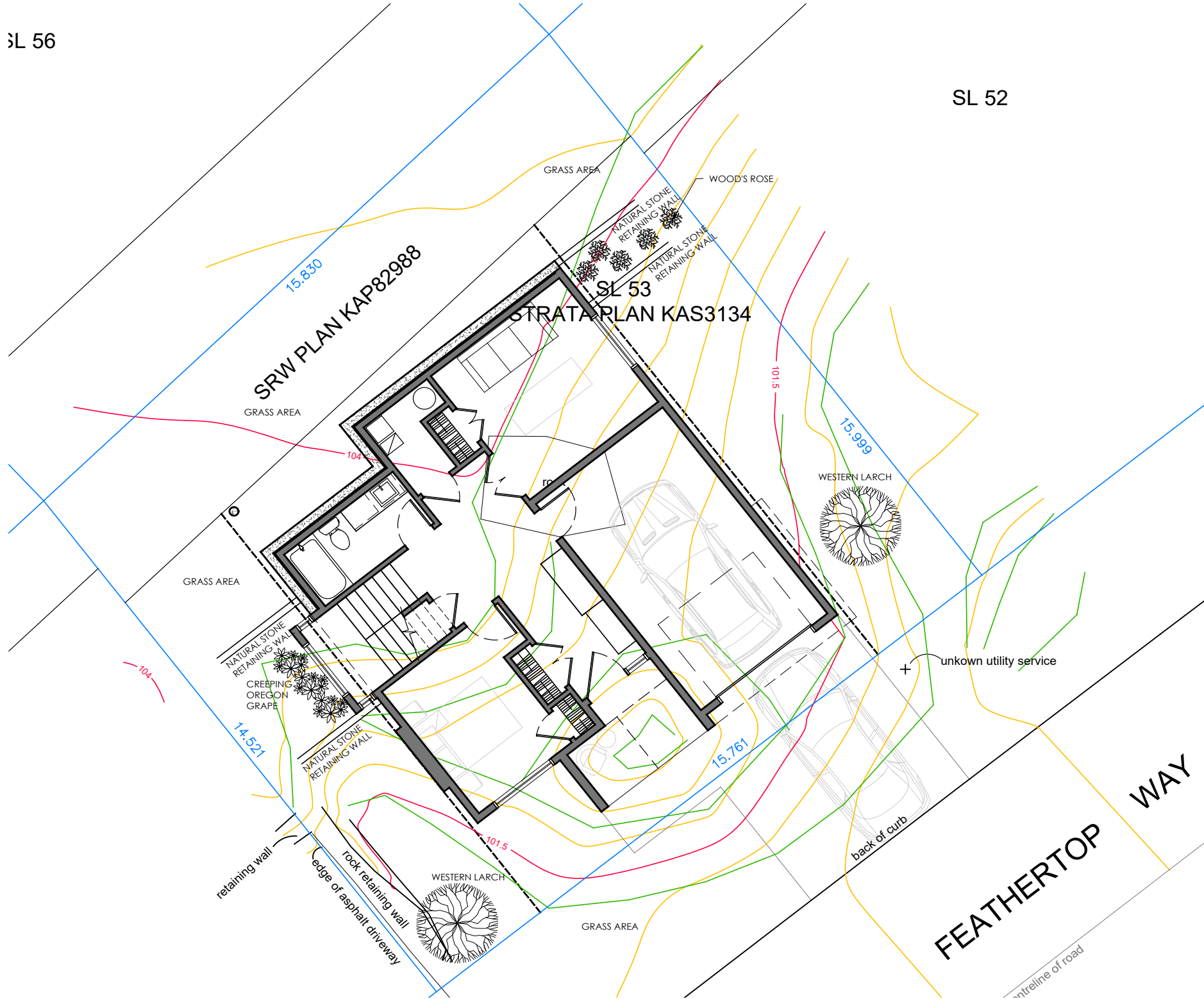
PROJECT: **BLACKETT RESIDENCE, SINGLE FAMILY RESIDENTIAL**
ADDRESS: **SL #53, FEATHERTOP DRIVE, BIG WHITE, BC**

ISSUED FOR: DATE - REVISION # - TYPE OF ISSUED FOR

CANMORE 403.678.1733
KELOWNA 250.712.9282
www.sticksandstones.ca

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1 PROPOSED LANDSCAPING PLAN
A1.1 1/8" = 1'-0"

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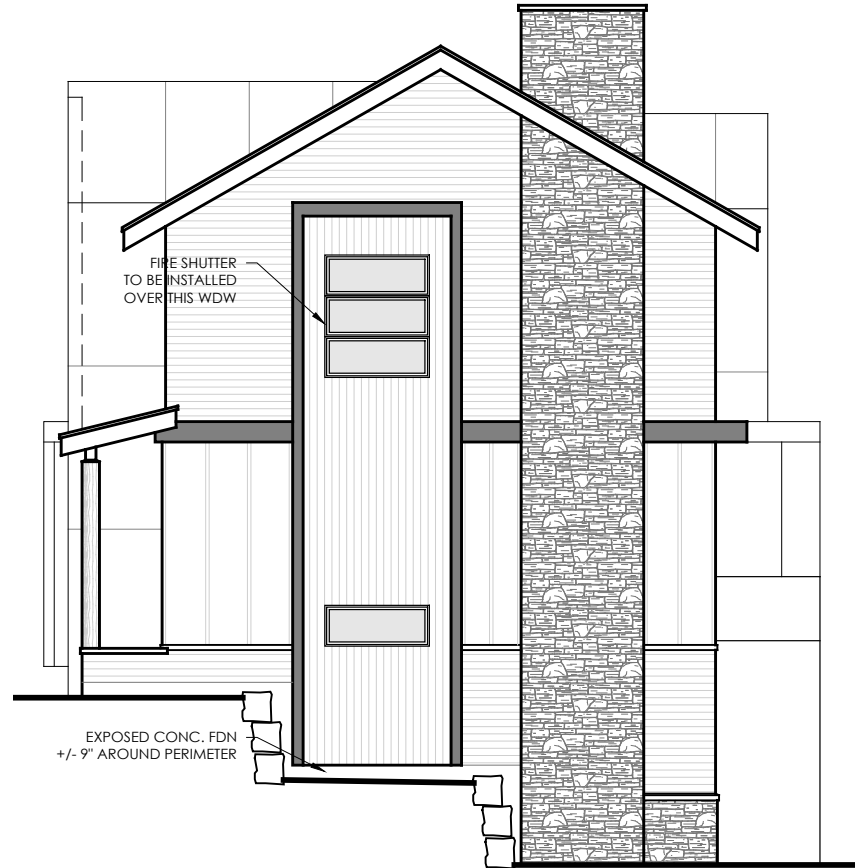
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1 PROPOSED FRONT ELEVATION
A1.5 1/8" = 1'-0"



2 PROPOSED SIDE ELEVATION
A1.5 1/8" = 1'-0"



3 PROPOSED SIDE ELEVATION
A1.5 1/8" = 1'-0"



4 PROPOSED REAR ELEVATION
A1.5 1/8" = 1'-0"

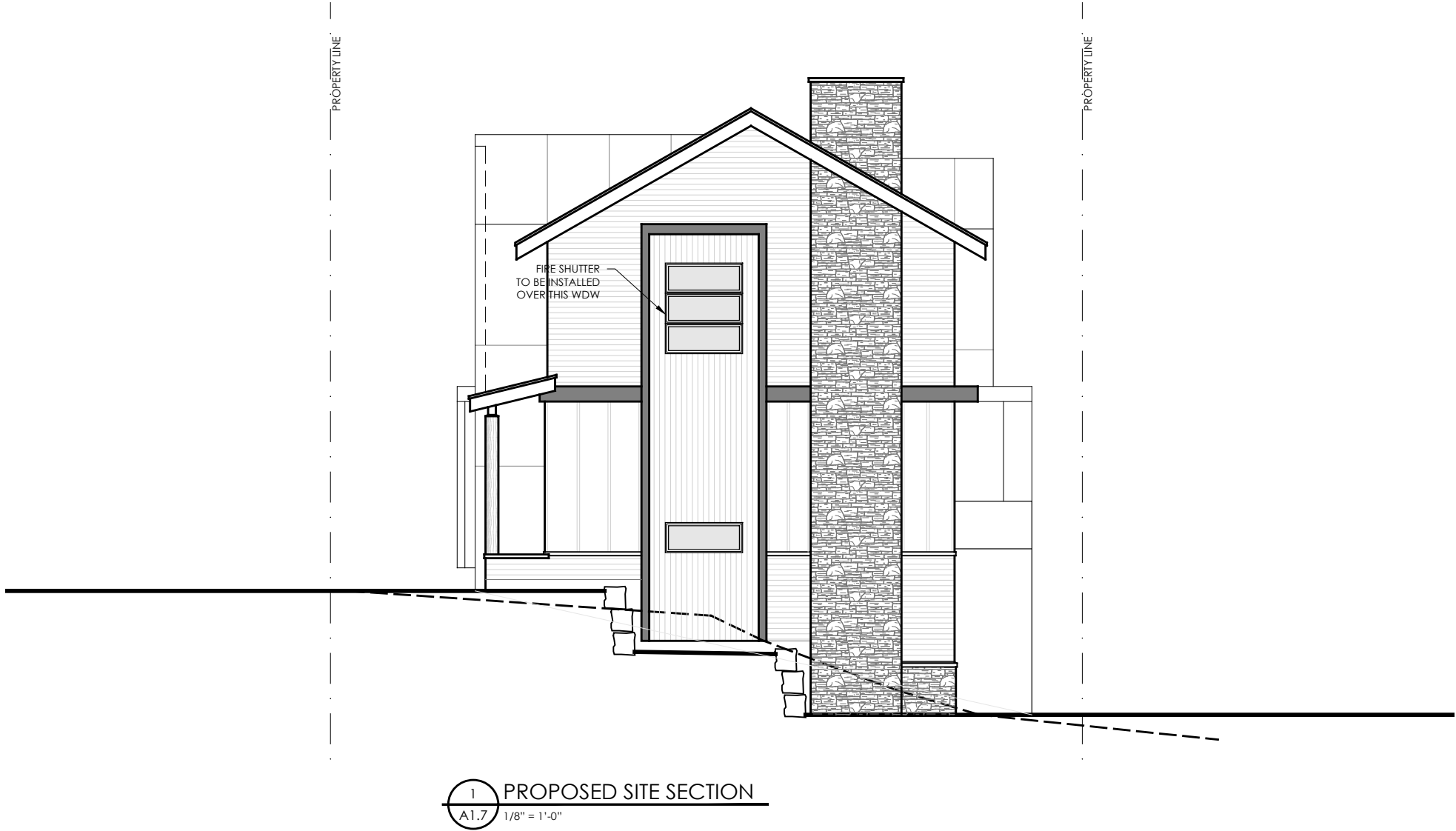
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Regional District of
Kootenay Boundary

Electoral Area Services (EAS) Committee Staff Report

RE:	Development Permit – Deol (666-20D)		
Date:	February 11, 2021	File #:	BW-4222-07500.730
To:	Chair Grieve and members of the EAS Committee		
From:	Danielle Patterson, Planner		

Issue Introduction

The Regional District of Kootenay Boundary (RDKB) has received an Alpine Environmentally Sensitive Landscape Reclamation Development Permit application for a property located at Big White Resort (see Attachment 1 – Site Location map).

Property Information	
Owner(s):	Pamela Deol and Permpaul Deol
Location:	Strata Lot 26, Feathertop Way (address TBA)
Electoral Area:	Electoral Area E/West Boundary
Legal Description:	Strata Lot 26, Plan KAS3134, District Lot 4222, Similkameen Division of Yale Land District
Area:	1,226 m ² (0.3 ac)
Current Use:	Vacant /Partially Treed
Land Use Bylaws	
OCP Bylaw 1125:	Medium Density Residential
Development Permit Area:	Commercial and Multiple Family (DP1) and Alpine Environmentally Sensitive Landscape Reclamation (DP2)
Zoning Bylaw 1166:	Chalet Residential 3 Zone

History / Background Information

The subject property is part of a bare land strata. It is located along Feathertop Way, abutting treed land and a ski run (see Attachment 2 – Subject Property Map). The subject property has a number of easements, including ski-in ski-out access.

While the subject property is located in the Commercial and Multiple Family Development Permit Area, the proposal is exempt from requiring a Commercial and Multiple Family Development Permit as it does not include a commercial development or a multi-family dwelling (defined as three or more dwellings on a single parcel of land).

Proposal

The applicants are requesting an Alpine Environmentally Sensitive Landscape Reclamation development permit, which is required prior to building the applicant's planned single detached dwelling (see Attachment 3 – Applicant Submission).

Advisory Planning Commission (APC)

At their February 2, 2021 meeting, the Electoral Area E/West Boundary-Big White APC reviewed the application and recommended it be supported but noted concerns about the use of mugo pine shrubs and wildfire risk. The shrubs are close to neighbouring property lines shared with neighbouring properties and the proposed single detached dwelling.

Staff have contacted the applicant with these comments. The applicant will replace the mugo pine shrubs with shrubby cinquefoil, which will be reflected in the Development Permit.

Implications

The applicants stated in communications with staff that the majority of the lot will not be disturbed as most of the footprint of the dwelling is sited where there has been previous ground disturbance and grading, as shown application package. The applicants state the natural grade provides adequate site drainage. The driveway shall be asphalt, the outdoor steps and walkways shall be concrete, and two parking spaces are planned for inside of the garage.

A small stand of trees will be removed prior to construction, while a number of existing trees and existing vegetation shall be retained. No plantings, other than seed mixes, are proposed for the ski-in and ski-out access area. The two snow storage areas will be covered in topsoil with seed spread only and the entire site is planned to be seeded with grass and wildflower seeds for soil stabilization. Staff recommend the use of "Eco-Green Rapid Cover" for rapid erosion control and have contacted the applicant to comment that wildflower seed mixes should be avoided unless they contain native plants.

In communications with staff the applicants stated that plants have been selected that are alpine appropriate and require some hand watering only for the first few seasons. The front side yard easement will be seeded and shrubs will be featured on the front and side yards. The applicants plan to plant Berbis Ruby Carousel, a type of dense barberry with purple-red hues as well as feather reeds. Rock retaining walls blend with the landscape.

Preliminary Plan for Single Detached Dwelling

Based on applicants' proposal, the proposed dwelling has a parcel coverage of 16.1% and a floor area ratio of 0.305, creating a considerably smaller footprint on the lot than the maximum permitted in the R3 Zone, which allows a maximum parcel coverage and floor area ratio of 50% and 0.8, respectively. The average height of the dwelling is 10.36 m – 1.64 below the maximum allowable height and presented with the average grade.

While the applicants' proposed dwelling appears to meet the requirements of the Zoning Bylaw, approval of an Alpine Environmentally Sensitive Landscape Reclamation Development Permit does not include approval of the building design, which must meet zoning and building regulations at the building permit stage.

Recommendation

That the staff report regarding the Alpine Environmentally Sensitive Landscape Reclamation Development Permit application submitted by Pamela Deol and Permpaul Deol for the parcel legally described as Strata Lot 26, Plan KAS3134, District Lot 4222, Similkameen Division of Yale Land District, Big White, Electoral Area 'E'/West Boundary, be received.

Attachments

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



Regional District of
Kootenay Boundary

Date: 2020-12-17

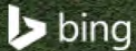
Site Location Map

Strata Lot 26, Plan KAS3134,
District Lot 4222,
Similkameen Div of Yale Land District



0 150 300 450
Meters

1:20,000



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Airbus DS, GeoEye, Maxar

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

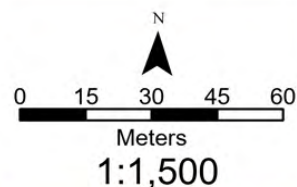
Document Path: PD\BW\BW-4222-07500.730_Thomassen\Jan2021_DPApplication\Maps



Date: 2020-12-04

Subject Property Map

Strata Lot 26, Plan KAS3134,
District Lot 4222,
Similkameen Div of Yale Land District



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

Document Path: PD\BW\BW-4222-07500.730 Thomassen\Jan2021 DPApplication\Maps

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

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

SINGLE FAMILY RESIDENTIAL HOME
IN THE FEATHER TOP ESTATES SUBDIVISION.

THE HOME IS ~~BEHIND~~ PROPOSED ON AN EXTERIOR
LOT AND IS WELL BELOW THE PERMITTED SIZE.

THE HOME FITS IN WITH ITS SURROUNDINGS
AND MEETS THE FORM CHARACTER AND DESIGN
GUIDELINES OF STRATA BY-LAWS.



View From Street

RENDERINGS ARE FOR ILLUSTRATIVE PURPOSES ONLY



Great Room Interior

Layout Page Table	
Number	Title
1	SITE PLAN
2	BASEMENT & MAIN FLOOR PLANS
3	TOP FLOOR PLAN & ROOF PLAN
4	ELEVATIONS
5	CROSS SECTIONS & DETAILS
6	DETAILS & STRUCTURAL ASSEMBLIES
7	ELECTRICAL PLANS
8	EXTERIOR FINISHES
9	LANDSCAPE PLANS



Side View

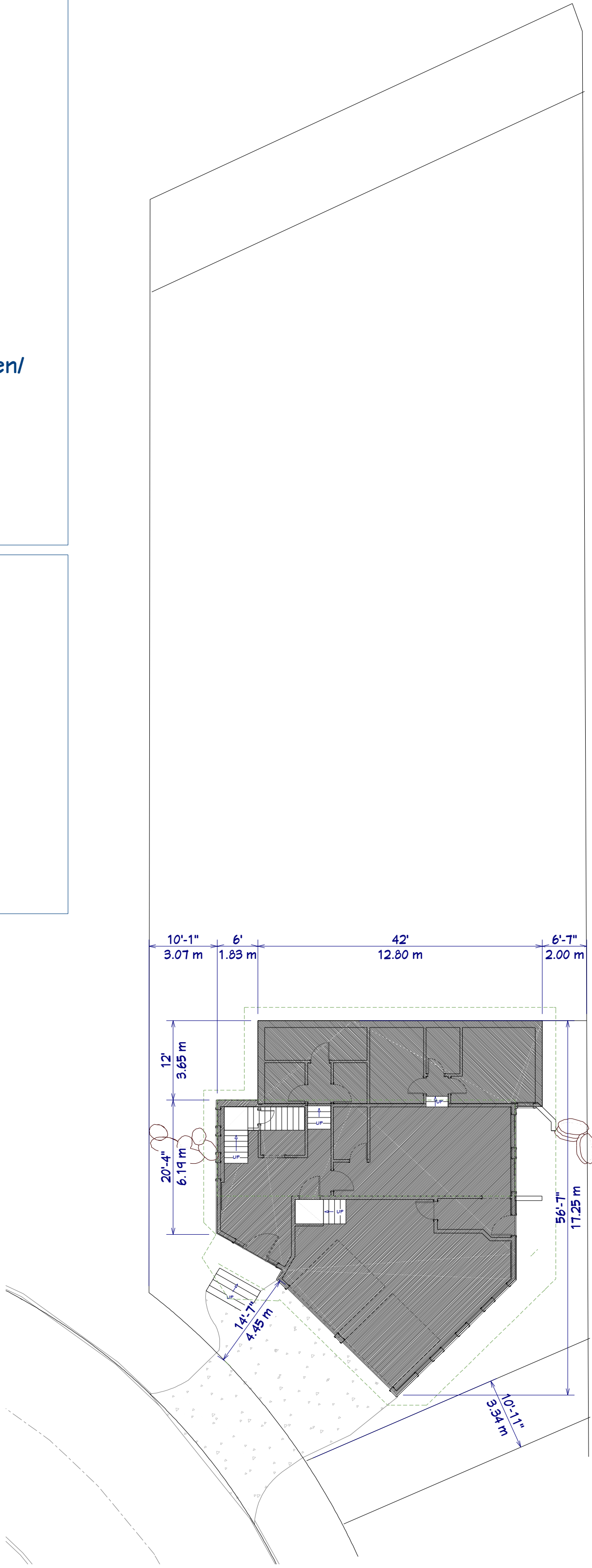
ISSUED FOR PERMITTING - NOT FOR CONSTRUCTION

Lot 26 Feathertop
Total Interior Space: 3,845 sq.ft.
Plus
Garage: 673 sq.ft.
Exterior Covered Areas: 600 sq.ft.

Lower Floor 1,293sq.ft.
Including Entries, Cloak Room, 2 Bathrooms, Family Room with Kitchenette, Laundry, Wine Room, and 2 Bedrooms
Plus Garage and Covered Entries
Middle Floor 1,586 sq.ft.
Including Bedroom, Bathroom, Master Bed with Ensuite, Laundry, Deck Entry,& Kitchen/ Dining/Living Great Room
Plus Hot Tub Deck
Top Floor 966 sq.ft.
Including 4 Bedrooms, 1 Bathroom,& Owner Lock-Off

Parcel Coverage: 16.1%
Lot Size: 12,239.61 sq.ft.
Building Footprint: 1,966 sq.ft.

Floor Area Ratio: 0.305
Lot Size: 12,239.61 sq.ft.
Total Floor Area: 3,729 sq.ft.
Lower Floor: Partially Underground, 1279sq. ft. above ground including garage.
Middle Floor: Partially Underground, 1487sq.ft. above ground
Top Floor: Above ground 963 sq.ft.



SITE PLAN
SCALE 1"=12'-0"

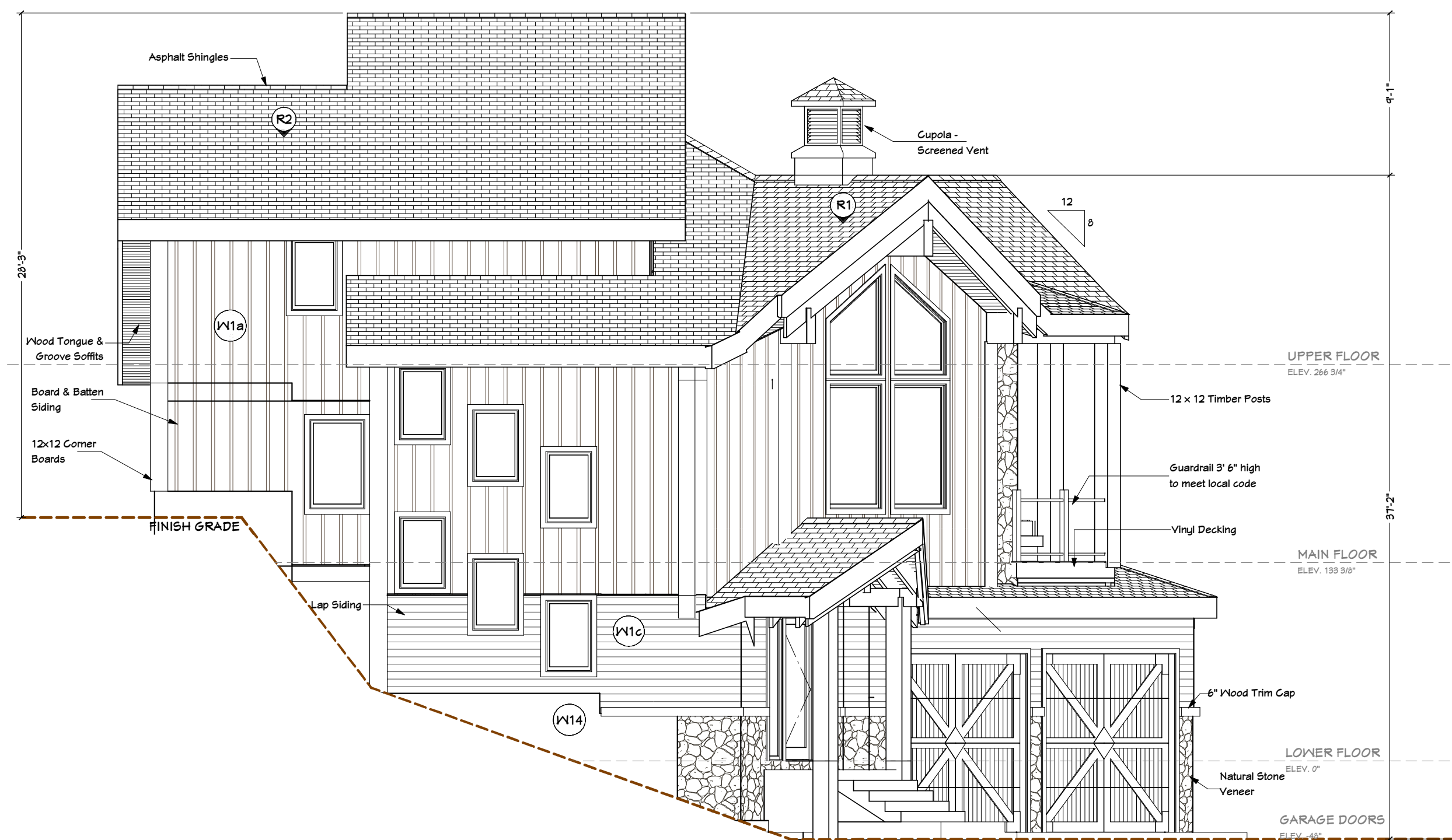
REVISION TABLE	
NUMBER	DATE
1	6/24/2020
2	9/06/2020
3	09/11/2020

PROJECT	LOT 26 FEATHERTOP MAY
DRAWN BY	Marlin Meninger
PROJECT	Weninger Construction & Design Ltd.
PROJECT	#10-220 NEAVE RD.
PROJECT	Kelowna, BC V1Y 2L4
PROJECT	Tel: (250) 765-6618 Fax: (250) 765-6078

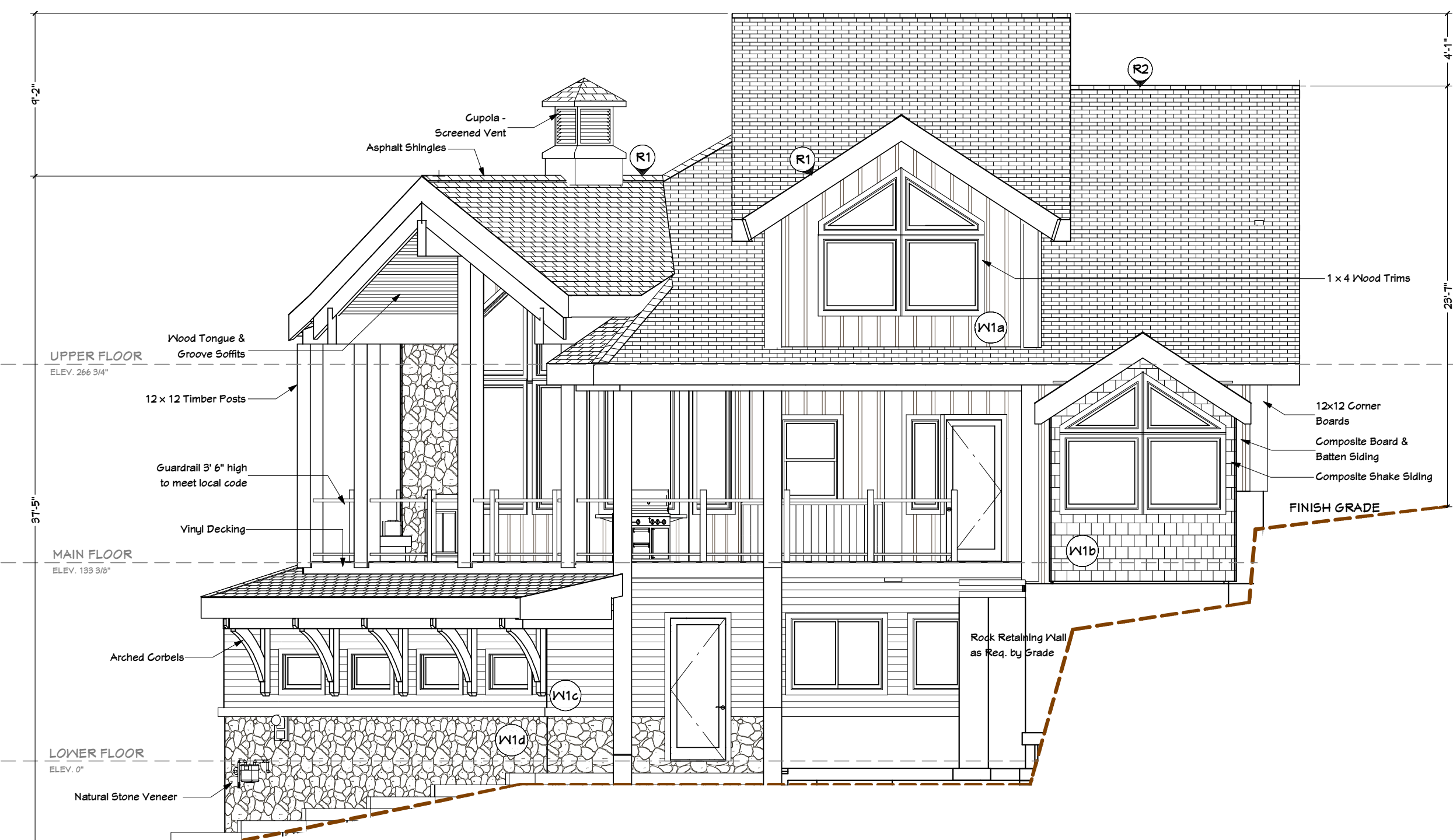
DEOL CHALET
LOT 26 FEATHERTOP
SITE PLAN



DATE:
09/11/2020
SCALE:
1/4" = 1' 0"
SHEET:
1

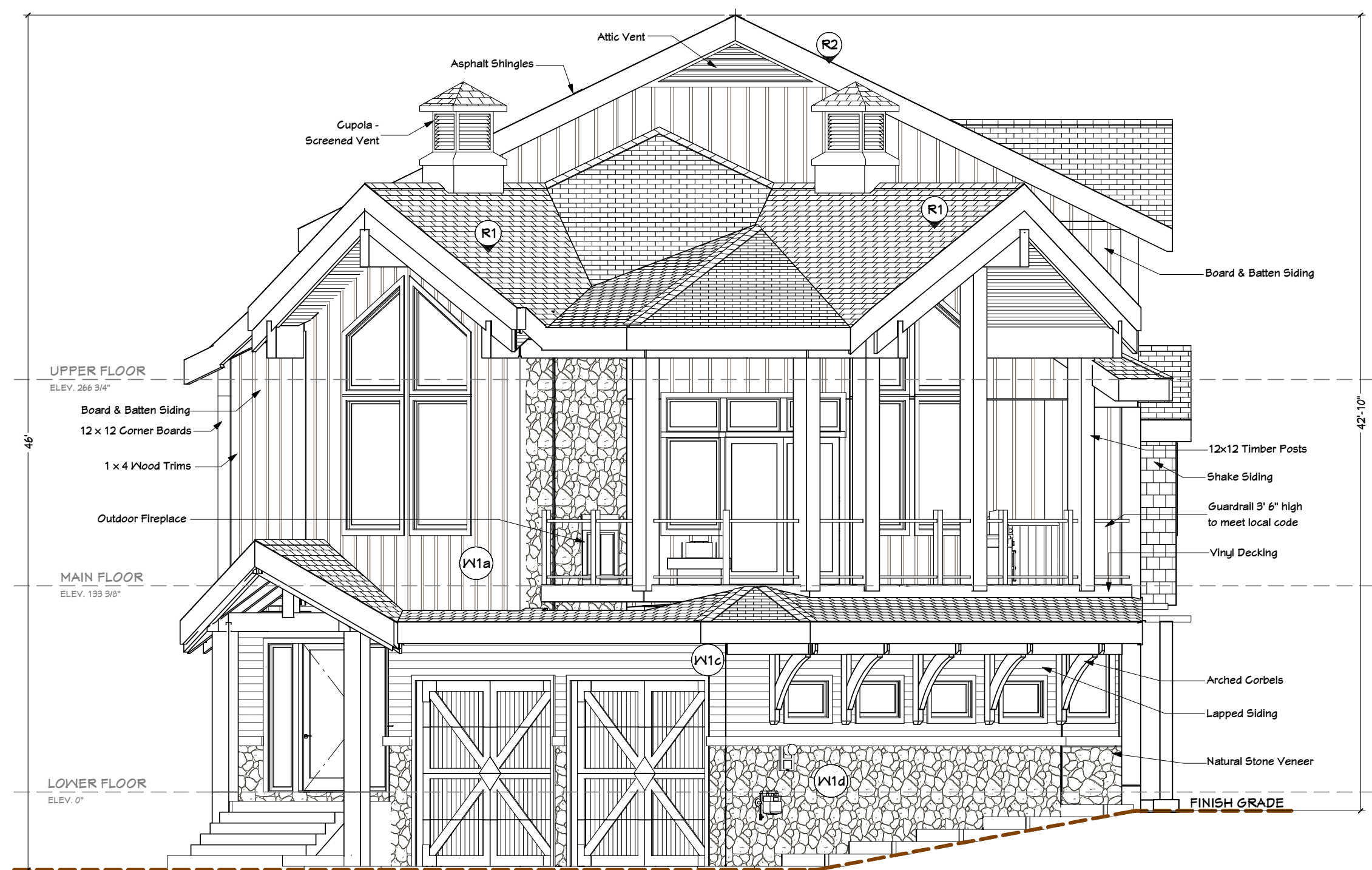


LEFT ELEVATION
Elevation Average Height: 32' 8" or 9.96m

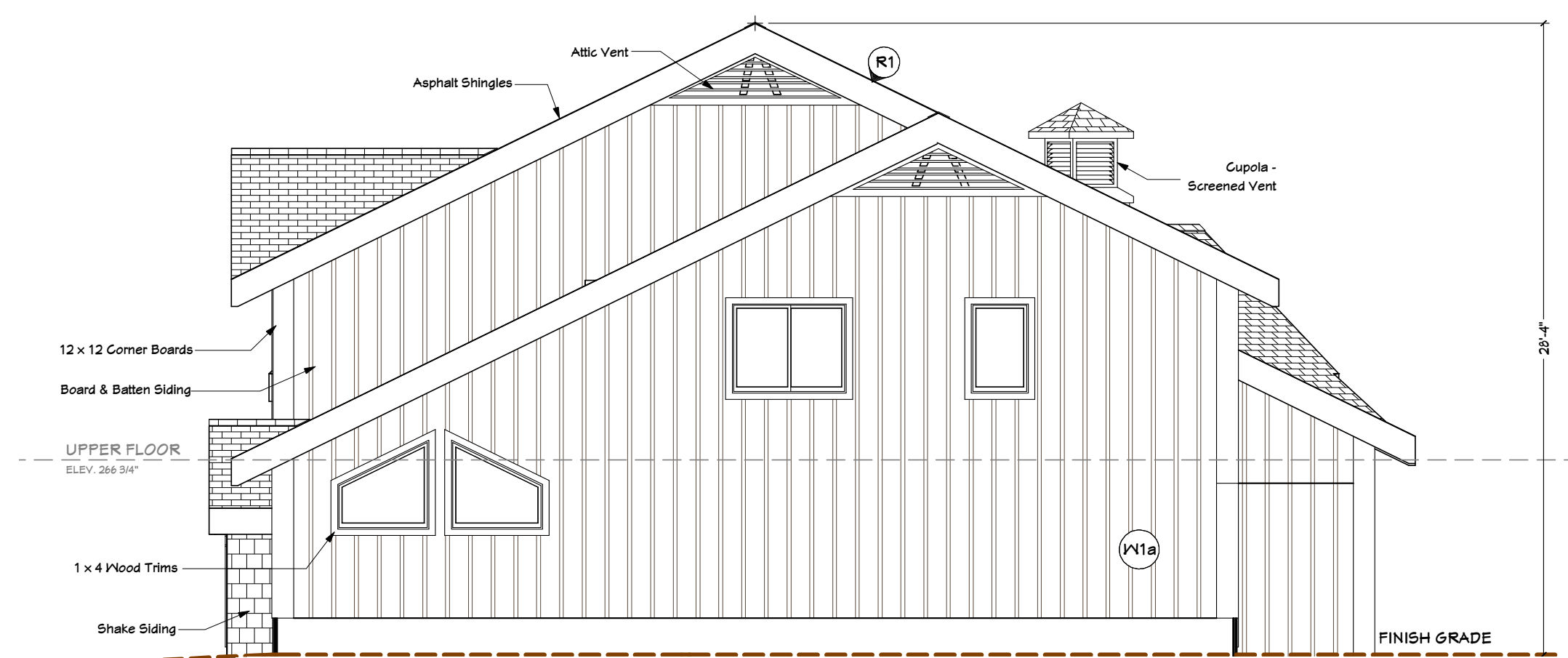


RIGHT ELEVATION
Elevation Average Height: 30' 6" or 9.3m

Overall Average Height: 34' or 10.36m



FRONT ELEVATION
Elevation Average Height: 44' 5" or 13.54m



REAR ELEVATION
Elevation Average Height: 28' 4" or 8.64m

ISSUED FOR PERMITTING - NOT FOR CONSTRUCTION

NUMBER	DATE	REVISION	DESCRIPTION
1	6/24/2020	MM & SW	FOR PERMIT
2	9/06/2020	SW	REV. 1 FOR PERMIT
3	09/11/2020	MM & SW	REV. 2 FOR PERMIT

PROJECT	LOT 26 FEATHERTOP WAY
DRAWN BY	Marlin Weninger
PROJECT	Weninger Construction & Design Ltd. #10-220 NEAVE RD. Kelowna, BC V1Y 2L4 Tel: (250) 765-6618 Fax: (250) 765-6078

DEOL CHALET
LOT 26 FEATHERTOP
ELEVATIONS

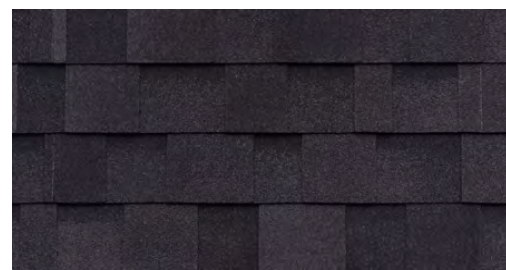


DATE:
09/11/2020

SCALE:
3/16" = 1' 0"

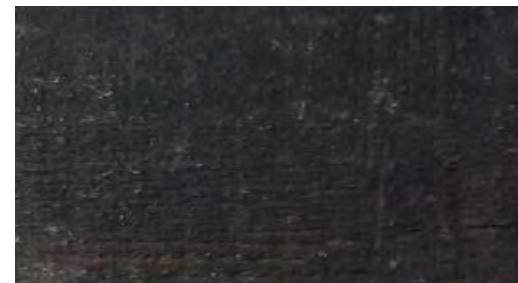
SHEET:
4

ROOF SHINGLES



Product: IKO Cambridge Shingles
Style: Fiberglass Laminated Shingles
Colour: Dual Black

FASCIA & EXTERIOR TRIM



Material: Rough Cut Fir
Stain: Sikkens Proluxe Cetol Log & Siding
Colour: Custom Blend: Coffee

EXTERIOR WALL FINISH:
BOARD & BATTEN

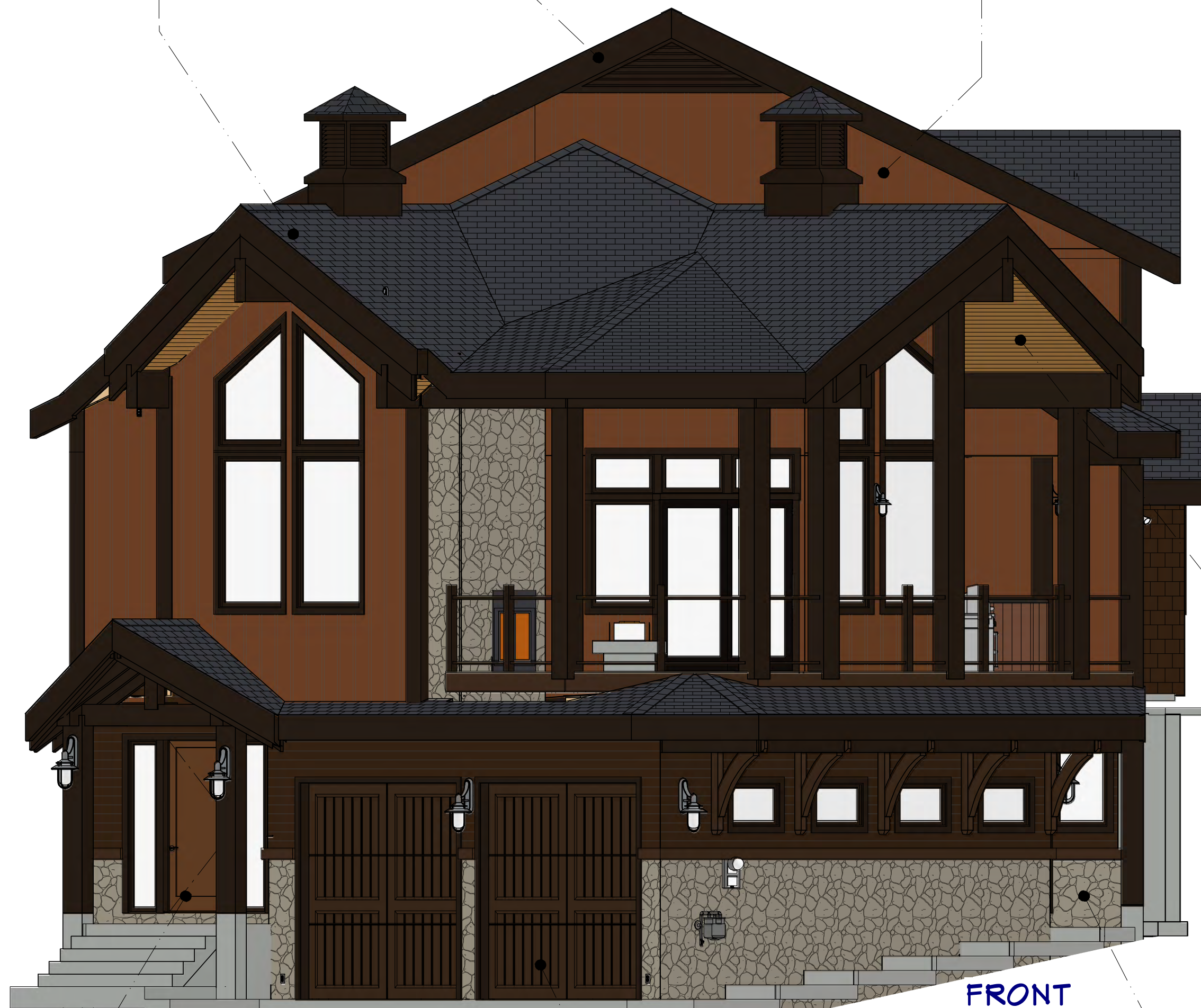


Material: Fibre Cement Composite Panels
Product: Woodtone, Hardi Rustic Series
Colour: Old Cherry

EXTERIOR DECK COVERINGS



Product: Tufdek Vinyl
Colour: Valencia Marble



FRONT DOOR



Material: Wood or Wood-Grain Fiberglass
Stain: Sansin Purity
Colour: 3421 - Early American
Hardware: Black or Oil Rubbed Bronze

GARAGE DOOR



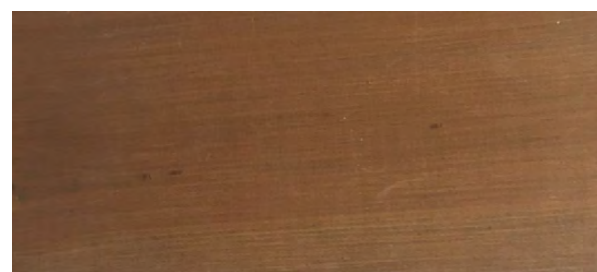
Material: Steel Garage Doors
Brand: Wayne Dalton Wood Grain
Colour: Walnut

EXTERIOR WALL FINISH:
STONE VENEER



Product: Pangea Natural Stone
Shape: Fieldstone
Colour: Copper Canyon

SOFFITS



Material: Wood Tongue & Groove
Stain: Sansin SDF
Colour: Custom Colour: Deol Soffits

EXTERIOR WALL FINISH:
LAP SIDING



Product: Fibre Cement Composite Lap Siding
Product: Woodtone Hardi Rustic Series
Colour: Timber Trail

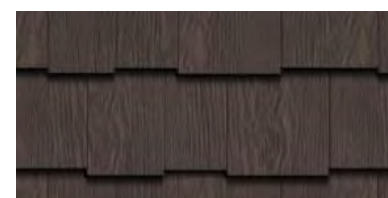
EXTERIOR DOORS



Material: Wood or Wood-Grain Fiberglass
Stain: Sansin Purity
Colour: 3421 - Early American
Hardware: Black or Oil Rubbed Bronze



EXTERIOR WALL FINISH:
SHAKE SIDING



Material: Fibre Cement Composite Shakes
Product: Woodtone Hardi Rustic Series,
Staggered Edge Shakes
Colour: Timber Trail

EXTERIOR POSTS



Material: Rough Cut Fir
Stain: Sikkens Proluxe Cetol Log & Siding
Colour: Custom Blend: Coffee

ISSUED FOR PERMITTING - NOT FOR CONSTRUCTION

NUMBER	DATE	REVISION	DESCRIPTION
1	6/24/2020	MM	FOR PERMIT
2	9/06/2020	SN	REV. 1 FOR PERMIT
3	09/11/2020	MM & SN	REV. 2 FOR PERMIT

DESIGNED BY	Marlin Meninger
PROJECT	LOT 26 FEATHERTOP WAY
DATE	09/11/2020
BY	Weninger Construction & Design Ltd.
PROJECT	#10-220 NEAVE RD.
LOCATION	Kelowna, BC V1Y 2L4
TEL	Tel: (250) 765-6618 Fax: (250) 765-6078

DEOL CHALET
LOT 26 FEATHERTOP
EXTERIOR FINISHES



DRAWINGS PROVIDED BY:

DATE:
09/11/2020

SCALE:

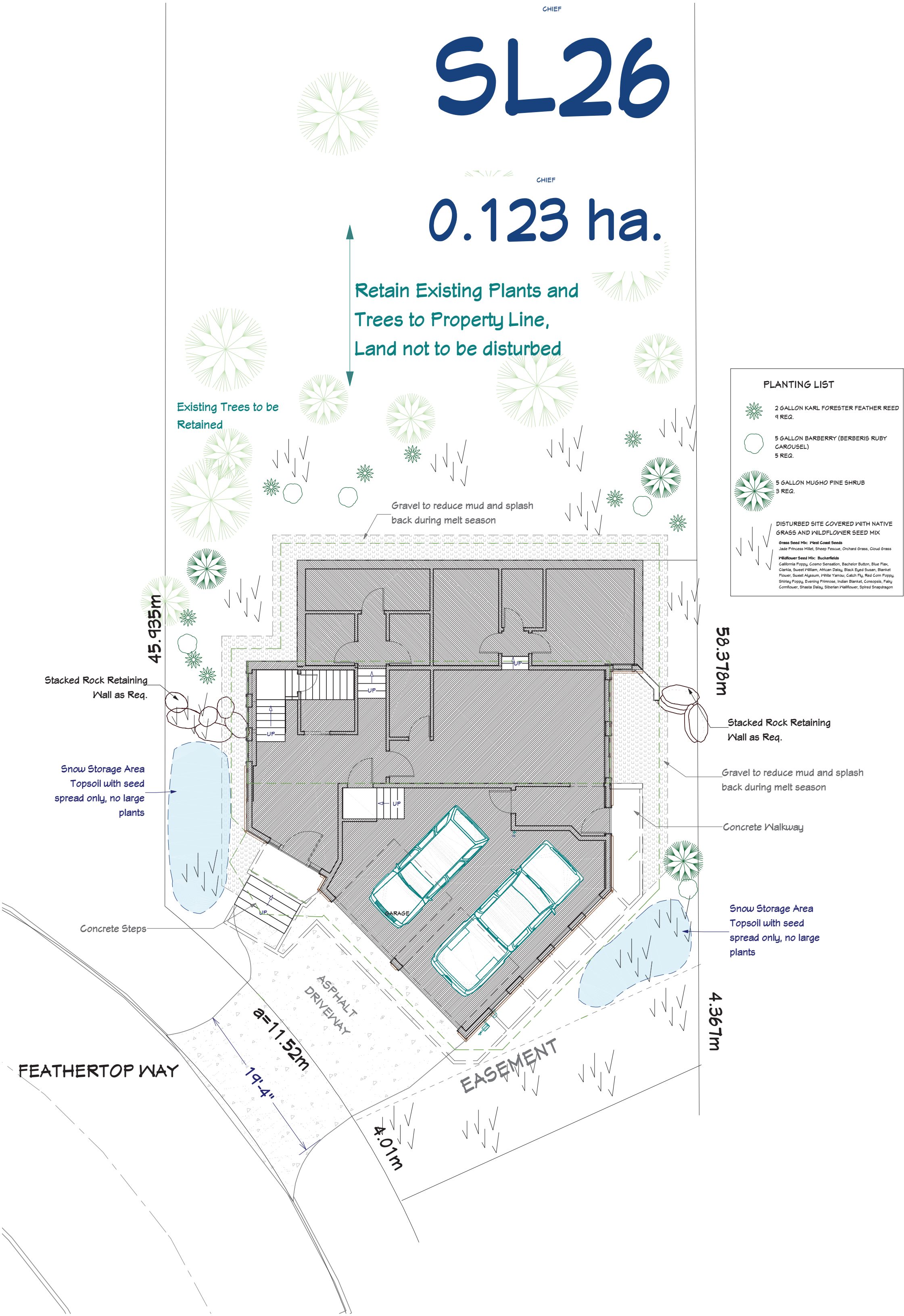
SHEET:
8



Landscape Left Side



Landscape Right Side



SITE LANDSCAPE PLAN

ISSUED FOR PERMITTING - NOT FOR CONSTRUCTION

NUMBER	DATE	REVISION TABLE	DESCRIPTION
1	6/24/2020	MAN	FOR PERMIT
2	5/20/2020	SN	REV. 1 FOR PERMIT
3	04/11/2020	MAN & SN	REV. 2 FOR PERMIT

PROJECT TITLE	LOT 26 FEATHERTOP WAY
DESIGNER	Martin Weninger
CLIENT	Weninger Construction & Design Ltd. #10-220 FEATHERTOP WAY K1M 1C1 Tel: (250) 765-6940 Fax: (250) 765-6078

DEOL CHALET
LOT 26 FEATHERTOP
LANDSCAPE PLANS



DATE:
06/01/2021

SCALE:
1/8" = 1'0"

SHEET:
9







**Regional District of
Kootenay Boundary**

STAFF REPORT

Date: February 4, 2021 **File**

To: Chair Grieve and members of the Electoral Area Services Committee

From: Barb Ihlen, General Manager of Finance/CFO

Re: Electoral Grant In Aid (003)
Proposed 2021-2025 Five Year Financial Plan

Issue Introduction

A staff report from Barb Ihlen, General Manager of Finance/CFO, regarding the Electoral Grant In Aid (003) proposed 2021-2025 Five Year Financial Plan.

History/Background Factors

The Electoral Grant In Aid (003) 2021-2025 Five Year Financial Plan represents a service that focuses on the needs of each Electoral Area of the Regional District of Kootenay Boundary. Each Electoral Area Director sets the grant limit for their area, while staying within the overall taxation requisition limit for each Electoral Area.

Background Information Provided

- Electoral Grant In Aid (003) proposed 2021-2025 Five Year Financial Plan

Alternatives

1. Approve the proposed budget with minor changes for adjustments for year end totals.
2. Defer and provide direction on the proposed budget.

Recommendation(s)

THAT the Regional District of Kootenay Boundary Board of Directors approve the Electoral Grant In Aid (003) 2021-2025 Five Financial Plan as presented to the Electoral Area Services Committee on February 11, 2021 including minor changes for adjustments for year end totals. **FURTHER** that the Plan be included in the overall RDKB 2021-2025 Five Year Financial Plan.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

SERVICE NO 003
ELECTORAL GRANT-IN-AID

PARTICIPANTS: Electoral Areas 'A','B','C','D',& 'E'

		PAGE	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	(OVER) UNDER	2021 BUDGET	Increase(Decrease) between 2020 BUDGET and 2021 BUDGET	
								\$	%
REVENUE									
	Property Tax Requisition	2	240,353	275,453	269,740	5,713	297,854	22,401	8.13
11 210 100	Federal Grant in Lieu	3	0	0	0	0	0	0	0.00
11 911 100	Previous Year's Surplus	4	90,445	89,614	89,614	1	139,636	50,022	55.82
Total Revenue			330,798	365,067	359,354	5,714	437,490	72,423	19.84
EXPENDITURE									
12 191 230	Board Fee	5	9,453.00	9,642	9,642	0	9,835	193	2.00
12 191 701	Grants In Aid - Electoral Area 'A'	6	29,662	45,949	28,620	17,329	56,377	10,428	22.69
12 191 702	Grants In Aid - EA 'B' / Lower Colur	7	18,520	30,137	23,242	6,895	40,213	10,076	33.43
12 191 703	Grants In Aid - EA 'C' / Christina La	8	70,205	72,214	36,818	35,396	107,976	35,762	49.52
12 191 704	Grants In Aid - EA 'D' / Rural Grand	9	36,113	71,145	46,450	24,695	78,654	7,510	10.56
12 191 705	Grants In Aid - EA 'E' / West Bound	10	77,232	135,981	74,945	61,035	144,435	8,454	6.22
12 191 999	Contingencies	11	0	0	0	0	0	0	0.00
Total Expenditure			241,185	365,067	219,718	145,350	437,490	72,423	19.84
Surplus(Deficit)			89,614		139,636		-		

-32.47% 2022 BUDGET	0.05% 2023 BUDGET	0.05% 2024 BUDGET	0.05% 2025 BUDGET
295,427	295,575	295,726	295,880
0	0	0	0
0	0	0	0
295,427	295,575	295,726	295,880
7,408	7,556	7,707	7,861
44,635	44,635	44,635	44,635
33,326	33,326	33,326	33,326
72,698	72,698	72,698	72,698
53,960	53,960	53,960	53,960
83,400	83,400	83,400	83,400
0	0	0	0
295,427	295,575	295,726	295,880
-	-	-	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Five Year Financial Plan

Name	Property Tax Requisition			2021	2.00%	2.00%	2.00%	2.00%
2020				Budget	Budget	Budget	Budget	Budget
Actual	Description	This Year	Board Fee	Amount	Amount	Amount	Amount	Amount
47,163	11 830 901 003 Electoral Area 'A'	44,635	1,524	46,159	45,783	45,806	45,829	45,853
30,701	11 830 902 003 EA 'B' / Lower Columbia	33,326	1,138	34,464	34,183	34,200	34,218	34,236
72,822	11 830 903 003 EA 'C' / Christina Lake	72,698	2,482	75,180	74,568	74,605	74,643	74,682
38,342	11 830 904 003 EA 'D' / Rural Grand Falls	53,960	1,843	55,803	55,348	55,376	55,404	55,433
86,425	11 830 905 003 EA 'E' / West Boundary	83,400	2,848	86,248	85,545	85,588	85,632	85,676
	Board Fee	9,835						
275,453	Annual Requisition	297,854	9,835	297,854				
	BUDGET LIMIT TEST AREA 'A'		OK					
	BUDGET LIMIT TEST AREA 'B'		OK					
	BUDGET LIMIT TEST AREA 'C'		OK					
	BUDGET LIMIT TEST AREA 'D'		OK					
	BUDGET LIMIT TEST AREA 'E'		OK					
	Total Requisition			297,854	295,427	295,575	295,726	295,880

Notes: Current Year Requisition is allocated on Assessed Values
Amount each Electoral Area has available is the Current Year Requisition
and the unspent amount from the previous year (shown as surplus) for their Area

Limit: \$0.10 per \$1000 of pre-converted value \$ 360,142

RECOMMENDED BUDGET 2021

BASED on 2021 Completed ROLL (December, 2020)

AREA	(Pre-Converted Values): MAXIMUM REQUISITION			Remaining
A	461,898,760	46,190	OK	31
B	345,154,105	34,515	OK	51
C	752,307,202	75,231	OK	51
D	558,471,046	55,847	OK	44
E	1,483,590,469	148,359	OK	62,111
	3,601,421,582	360,142		62,288

maximum requisition
maximum requisition
maximum requisition
maximum requisition
stay the same

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

Name	Federal Grant in Lieu	2020	2021	2022	2023	2024	2025
Account	11 210 000 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
		-					
	Current Year Budget	-	-	-	-	-	-

Notes:	Previous Year Budget	-
	Actual to December 31, 2020	-
GIL Allocated to '002'		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Previous Year's Surplus		2020	2021	2022	2023	2024	2025
Account	11 911 100 003		Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description		Amount	This Year	Amount	Amount	Amount	Amount
1	11 911 100 003	Electoral Area 'A'	437	11,742				
2	11 911 100 003	EA 'B' / Lower Columbia/Old Glory	511	6,887				
3	11 911 100 003	EA 'C' / Christina Lake	1,941	35,278				
4	11 911 100 003	EA 'D' / Rural Grand Forks	34,145	24,694				
5	11 911 100 003	EA 'E' / West Boundary	52,581	61,035				
	Total Surplus		89,614	139,636	-	-	-	-

Notes:	Previous Year Budget	89,614
	Actual to December 31, 2020	89,614

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name	Board Fee	2020	2.10%	2.00%	2.00%	2.00%	2.00%
Account	12 191 230 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Board Fee (2% increase for C.P.I.)	9,642	9,835				
2	Administration Support Allocation		-	20,836	21,252	21,677	22,111
3	General Admin Shared Credit		-	(13,428)	(13,696)	(13,970)	(14,250)
4	HR Allocation		-	-	-	-	-
5	IT Allocation		-	-	-	-	-
6	Building Allocation		-	-	-	-	-
	Current Year Budget	9,642	9,835	7,408	7,556	7,707	7,861

Notes:	Previous Year Budget	9,642
Operating	Actual to December 31, 2020	9,642

			0.00%	0.00%	0.00%	0.00%	0.00%
Name	Electoral Area 'A'	2020	2021	2022	2023	2024	2025
Account	12 191 701 003	Prior Year	Budget	Budget	Budget	Budget	Budget

Notes:	Previous Year Budget	45,949
	Actual to December 31, 2020	28,620
	Current Year Requisition	46,159
	Net Hydro/Board Fee assessed on percentage of requisition	(1,524)
Maximum:	\$0.10 per \$1000 of pre-converted value	46,190

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	30,137
	Actual to December 31, 2020	23,242
	Current Year Requisition	34,464
	Net Hydro/Board Fee assessed on percentage of requisition	(1,138)
Maximum:	\$0.10 per \$1000 of pre-converted value	34,515

Name	Electoral Area 'C' / Christina Lake		0.00%	0.00%	0.00%	0.00%	0.00%
Account	12 191 703 003	2020 Prior Year	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Grants In Aid Made to Local Organizations	70,273	72,698	72,698	72,698	72,698	72,698
2	Surplus Available from Last Year	1,941	35,278				
	Current Year Budget	72,214	107,976	72,698	72,698	72,698	72,698

Notes:	Previous Year Budget	72,214
	Actual to December 31, 2020	36,818
	Current Year Requisition	75,180
	Net Hydro/Board Fee assessed on percentage of requisition	(2,482)
Maximum:	\$0.10 per \$1000 of pre-converted value	75,231

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

Name			0.00%	0.00%	0.00%	0.00%	0.00%
Account	Electoral Area 'D' / Rural Grand Forks	2020	2021	2022	2023	2024	2025
	12 191 704 003	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Grants In Aid Made to Local Organizations	37,000	53,960	53,960	53,960	53,960	53,960
2	Surplus Available from Last Year	34,145	24,694				
	Current Year Budget	71,145	78,654	53,960	53,960	53,960	53,960

Notes:	Previous Year Budget	71,145
	Actual to December 31, 2020	46,450
	Current Year Requisition	55,803
	Net Hydro/Board Fee assessed on percentage of requisition	(1,843)
Maximum:	\$0.10 per \$1000 of pre-converted value	55,847

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget/ear Budget	135,981
	Actual to December 31, 2020	74,945
	Current Year Requisition	86,248
	Net Hydro/Board Fee assessed on percentage of requisition	(2,848)
Maximum:	\$0.10 per \$1000 of pre-converted value	148,359

REGIONAL DISTRICT OF KOOTENAY BOUNDARY Five Year Financial Plan

[illegible]

Notes:	Previous Year Budget	-
Operating	Actual to December 31, 2020	-

Director Ali Grieve, Electoral Area 'A'		Grants-In-Aid 2021		
Balance Remaining from 2020				11,741.64
2021 Requisition				46,159.00
Less Board Fee 2021				(1,524.00)
Total Funds Available				\$ 56,376.64

RESOLUTION	DATE	RECIPIENT	DESCRIPTION	AMOUNT
57-21	28-Jan	JL Crowe Secondary School	RDKB Area 'B' Fallen Firefighters Memorial Award	750.00
57-21	28-Jan	The Village of Fruitvale	Candy Cane Lane Expenses	1,500.00
57-21	28-Jan	The Village of Fruitvale	Harvest Central Community Garden Tool Shed	3,000.00
57-21	28-Jan	The Village of Fruitvale	Remembrance Day Luncheon	500.00
57-21	28-Jan	The Village of Fruitvale	BV Age Friendly Program	1,000.00
Total				\$ 6,750.00
Balance Remaining				\$ 49,626.64

Electoral Area 'B' /Lower Columbia-Old Glory		Grants-In-Aid 2021
Balance Remaining from 2020		6,887.02
2021 Requisition		34,464.00
Less Board Fee 2021		(1,138.00)
Total Funds Available		\$ 40,213.02

RESOLUTION	DATE	RECIPIENT	DESCRIPTION	AMOUNT
57-21	28-Jan	JL Crowe Secondary School	RDKB Area 'B' Fallen Firefighters Memorial Award	750.00
Total				\$ 750.00
Balance Remaining				\$ 39,463.02

Electoral Area 'C'/Christina Lake		Grants-In-Aid 2021
Balance Remaining from 2020		35,278.15
2021 Requisition		75,180.00
Less Board Fee 2021		(2,482.00)
Total Funds Available		\$ 107,976.15

RESOLUTION	DATE	RECIPIENT	DESCRIPTION	AMOUNT
24-21	13-Jan	Christina Lake Arts & Aritisans Society	Replacement of Revenue Cost to COVID-19 Cancellations	4,000.00
57-21	28-Jan	Boundary Multi 4-H Club	Program Costs	500.00
Total				\$ 4,500.00
Balance Remaining				\$ 103,476.15

Electoral Area 'D'/Rural Grand Forks		Grants-In-Aid 2021	
Balance Remaining from 2020			24,694.28
2021 Requisition			55,803.00
Less Board Fee 2021			(1,843.00)
Total Funds Available			\$ 78,654.28

RESOLUTION	DATE	RECIPIENT	DESCRIPTION	AMOUNT
24-21	13-Jan	Boundary Metis Community Association	Wilgress Lake Fishing Derby Family Day Prizes	500.00
24-21	13-Jan	Phoenix Mountain Alpine Ski Society	Replacement of Hand Held Radio Devices	5,000.00
57-21	28-Jan	Boundary Multi 4-H Club	Program Costs	500.00
Total				\$ 6,000.00
Balance Remaining				\$ 72,654.28

Electoral Area 'E'/West Boundary		Grants-In-Aid 2021		
Balance Remaining from 2020				61,034.95
2021 Requisition				86,248.00
Less Board Fee 2021				(2,848.00)
Total Funds Available				\$ 144,434.95

RESOLUTION	DATE	RECIPIENT	DESCRIPTION	AMOUNT
24-21	13-Jan	Greenwood Community Association	Christmas Dinner Hampers & Take-Out Meals	300.00
24-21	13-Jan	Trails to the Boundary Society	Kettle River Echo Seed Money	5,000.00
24-21	13-Jan	West Boundary Community Services Co-Op	Mileage for Economic Development Consultant, Sandy Mark	750.00
				\$ 6,050.00
Balance Remaining				\$ 138,384.95